

BOARD OF EDUCATION OF THE CITY OF PLAINFIELD
IN UNION COUNTY, NEW JERSEY

MINUTES of a **WORK & STUDY** Meeting of the Board of
Education Held on Tuesday, August 1, 2017

A **WORK & STUDY** MEETING of the Plainfield Board of Education of the City of Plainfield was held this day in the Plainfield High School conference room. Notice had been provided to Board members and to the Courier News, Star Ledger, Public Library, City Clerk, Plainfield Police Department, and posted in all Plainfield Public Schools and on the Plainfield Public Schools' website. Mrs. Yolanda Koon, Acting Board Secretary called the meeting to order at 6:30 p.m. and the following action took place:

I. PLEDGE OF ALLEGIANCE

II. WELCOME

WELCOME to a WORK & STUDY MEETING of the Plainfield Board of Education. Members hope you will find the meeting interesting and informative. We thank you for taking the time to attend. Please be advised this and all meetings of the board are open to the media and public, consistent with the Open Public Meetings Act (Ch. 231 Laws of 1975), and that the advance notice required therein has been provided to the Courier News and Star Ledger on Monday, July 24, 2017 to be advertised on Saturday, July 29, 2017.

III. ROLL CALL

PRESENT

Mrs. Emily E. Morgan, President
Mr. Dorien Hurtt, Vice President, arr. @ 6:44 p.m.
Ms. Lynn B. Anderson
Mr. John C. Campbell, arr. @ 6:40 p.m.
Mrs. Carletta D. Jeffers
Ms. Carmencita T. Pile
Mr. David M. Rutherford, arr. @ 6:44 p.m.
Mr. Richard Wyatt

ALSO PRESENT

Dr. Caryn D. Cooper, Acting Superintendent
Mr. Phil Stern, Esq.
Mrs. Yolanda Koon

Mr. Terrence S. Bellamy, Sr., absent

The following resolution was moved by Ms. Pile seconded by Mr. Wyatt and unanimously approved by the Board:

RESOLUTION

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-11, permits the Board of Education to meet in closed session to discuss certain matters, now therefore be it

RESOLVED, the Board of Education adjourns to closed session to discuss:

- Personnel
- Legal

and be it

FURTHER RESOLVED, the minutes of this closed session be made public when the need for confidentiality no longer exists.

The Board of Education adjourned into its Executive Session at 6:38 p.m.

The Plainfield Board of Education resumed the public session of its Work & Study Meeting at 8:30 p.m.

IV. REMARKS FROM THE BOARD PRESIDENT

Mrs. Morgan apologized to the public concerning our lateness; however, there were items that needed to be addressed immediately and copies needed to be made.

V. REMARKS FROM THE ACTING SUPERINTENDENT

Dr. Cooper announced the Ice Cream Social that the District will be having on Thursday, August 24, 2017 and she invited all to come out and enjoy.

Dr. Cooper addressed that breakfast in school will be approximately at 7:30 am. She mentioned the changes to the 2017-2018 District calendar for both 10 and 12 months.

A Board member questioned about the Before & After care program. Dr. Cooper mentioned that she has been in contact with Zelda Spence who is the lead on this initiative and she has the logistics and we will roll-out something for the school year.

VI. REPORTS FROM COMMITTEE CHAIRPERSONS

C&I was moved to Business meeting with the exception of an item being voted on tonight.

Finance was moved to Business meeting with the exception of an item being voted on tonight.

Board members wanted to hear the plans for the BOAACD site. Some board members felt that money should not be used for BOAACD; students should be placed at PHS. Other board members disagreed. A board member motioned to table it and a 2nd was given, roll call was taken and it failed "to table it".

Policy was moved to the business agenda and Mrs. Jeffers plans to set up a meeting for all to participate.

The Board spoke about National Night Out, an event given by the City of Plainfield; some members felt the Board meeting should have been changed to another night.

VII. REMARKS FROM THE PUBLIC

Charisse Parker inquired about other companies for teachers/ Admin training on the evaluation tool and the assessment tools?

David Graves mentioned he is sad to see that \$950,000 is going to waste. He feels that this site could merge at PHS, especially for the few students that will be served. He also inquired about the interim superintendent.

Dr. Cooper feels that we can improve on the instructional program and have better alternative programs which would address the needs of our students.

Teri Slaughter-Cabell had issues with Tom Automotive and the vendor for the clocks in the classroom.

Eric Jones was glad to see the enrollment on the agenda. He also inquired about the principal position at Woodland.

The Board spoke about National Night Out, an event the City was having and some members felt the Board meeting should have been changed to another night.

VIII. REPORT OF THE HUMAN RESOURCES COMMITTEE

Mrs. Morgan moved Human Resources Items A, C, J, K, Z8, & Z10 as Consent Agenda, seconded by Mr. Wyatt. The motion carried on a roll-call vote with eight members in favor. None were opposed.

“The Board of Education of the City of Plainfield reaffirms its commitment to ensure that the district provides equal employment opportunities regardless of race, color, creed, religion, sex, age, ancestry, national origin, handicap and social or economic status...”

It is the policy of this district to provide, through a positive and effective affirmative action program equal opportunities for employment, retention, and advancement of all people.

The equal employment objective for the Board of Education calls for achieving full utilization of minorities and women, and handicapped persons at all levels of management and non-management and by job classification; to prohibit discrimination in employment because of race, color, religion, national origin, sex or age; and to have a work environment free of discrimination.”

A. Contractual Appointments – 2017 – 2018

Strategic Plan Link:

Goal 2: Human Resources

To improve the recruitment, retention, and development of district staff.

The Acting Superintendent of Schools recommends, and I so move, adoption of the following:

RESOLUTION

The Plainfield Board of Education recognizes that a highly qualified, competent, skilled and dedicated workforce is essential in the success of the District and students.

The individual listed have been verified by The Acting Superintendent of Schools as qualified pursuant to the NJ Administrative Code, Statute 6A:9-1.1, which “sets forth the rules governing preparation, licensure, and professional development of those educators required by their positions to be certified. “The Acting Superintendent in this item has used his authority.

RESOLVED, that the Plainfield Board of Education provisionally approves the employment of the following individual subject to the requirements contained in Ch. 116,P.L. 1986 and upon verification of experience.

	<u>Name/Certification</u>	<u>Effective</u>	<u>Salary/ Pro-rated</u>	<u>Assignment</u>	<u>Replacing</u>	<u>Position Codes</u>
1.	Bynoe, Cheryl Secretary VI	08/02/17 – 06/30/18	\$50,659.00	Human Resources	A. Acosta	PEAS-085
2.	Citron, Dahlia School Psychologist	09/01/17 – 06/30/18	\$59,810.00	Special Services	C. Batts	PEAT-647
3.	Cocuzza, Isabella Science Teacher	09/01/17 – 06/30/18	\$52,210.00	Hubbard	N. Parker	PEAT-704
4.	Dove, Kadeer Science Teacher	09/01/17 – 06/30/18	\$52,210.00	Hubbard	M. Toman	PEAT-385
5.	Hutchinson, Julie Math Teacher	09/01/17 – 06/30/18	\$53,710.00	Hubbard	F. Gorman	PEAT-811
6.	Lynton, Nicole Replacement Teacher	09/01/17 – 01/05/18	\$55,010.00	Jefferson	D. McLaughlin	PEAT-892
7.	Mogro, Aldo Bil Science Teacher	09/01/17 – 06/30/18	\$54,210.00	Hubbard	R. Gonzalez	PEAT-792

8.	Nau, Ingrid Special Education Math Teacher	09/01/17 – 06/30/18	\$58,910.00	Hubbard	A. Byrd	PEAT-771
9.	Ugarte, Nathanael Bilingual Social Studies Teacher	09/01/17 – 06/30/18	\$54,210.00	Hubbard	B. Solano	PEAT-206
10.	Zullo, Kimberly Replacement Teacher	09/01/17 – 06/30/18	\$53,510.00	PHS	L. Shevkin	PEAT-592

(A roll-call and an affirmative vote of 5 board members are required for passage.)

C. Re-Appointment and Recall of District Personnel 2017- 2018

Strategic Plan Link:

Goal 2: Human Resources

To improve the recruitment, retention, and development of district staff.

The Acting Superintendent of Schools recommends, and I so move, adoption of the following:

RESOLUTION

RESOLVED, that the Plainfield Board of Education approves the annual appointments of District Personnel for the 2017 – 2018 school year. (Salaries are on file with the Board Secretary – Pending Negotiations)

	<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Position Code</u>
	Darling, Brian	Health and Physical Education Teacher	PHS	PEAT-525
	Dodd, William	Health and Physical Education Teacher	PHS	PEAT-603
	Hale, Devyn	Health and Physical Education Teacher	PHS	PEAT-574
	Hill, Vashon	Teacher Asst. P/T	Clinton	PEAA-202
	Millar, Paul	Social Studies Teacher	BOAACD	PEAT-
	Nesbitt, William	Teacher Asst.	Maxson	PEAA-059
	Pasko, Jared	Health and Physical Education Teacher	PHS	PEAT-615
	Quagliariello, Lisa	English Teacher	Maxson	PEAT-847
	Smith, Valerie	Library Asst.	Clinton	PEAA-082
	Sullivan, Ashley	Teacher Asst.	Cedarbrook	PEAA-203
	Vertus, Anne Marie	French Teacher	Maxson	PEAT-894
	Woodard, Kyle	Art Teacher	Maxson	PEAT-466

J. Retirements

The Acting Superintendent of Schools recommends and I so move, adoption of the following:

RESOLUTION

RESOLVED, that the Plainfield Board of Education accepts the retirement of the following staff member and acknowledges her many years of total dedicated service and extends sincere thanks to her on behalf of the Board, administrators, staff, students and citizens of Plainfield:

	<u>Name</u>	<u>Position/Location</u>	<u>Yrs. In District</u>	<u>Effective</u>
	Johnson-Tucker, Shirley	Principal/Educational Service	29	09/01/17

K. Transfers/Reassignments

Strategic Plan Link:

Goal 3: Business Practices

To improve the overall efficiency and effectiveness of district and school operations.

The Acting Superintendent of Schools recommends, and I so move, adoption of the following:

RESOLUTION

RESOLVED, that the Plainfield Board of Education approves the following transfers/reassignments of staff for the 2017 – 2018 school year. Employees have been notified in writing pursuant to District procedures and contractual guidelines:

	<u>Name</u>	<u>Position/Location</u>	<u>Position/Location</u>	<u>Effective</u>
1.—	Albert, Dexter PULLED	Head Custodian Hubbard school	Head Custodian Maxson School	09/01/17
2.	Almeda, Jillian	Science Teacher Maxson School	Science Teacher PAAAS	09/01/17
3.	Amaro, Joanna	Spanish Teacher PAAAS	PHS ESL Teacher	09/01/17
4.	Anderson, Linda	Lib Media Specialist Emerson School	Lib Media Specialist Maxson School	09/01/17
5.	Bailey-Dupiche, Niketa	Special Education Teacher Special Education	Special Education Teacher Clinton School	09/01/17
6.	Banks, Charlotte	Art Teacher Cook School	Art Teacher Plainfield High School	09/01/17
7.	Belin, Patricia	Secretary V SIFSS	Secretary V Grants Administration	08/14/17
8.	Bernard, Michelle	Secretary V Information Technology	Secretary V District Security	09/01/17
9.	Brooks, Darrin	Assistant Custodian Clinton School	Assistant Custodian Emerson School	09/01/17
10.	Brooks, Michelle	Special Education Teacher Stillman School	Special Education Teacher Washington School	09/01/17
11.	Brown, Bradley	Head Custodian Maxson School	Head Custodian Plainfield High School	09/01/17
12.	Brown, David	Assistant Custodian Emerson School	Assistant Custodian Clinton School	09/01/17
13.	Cabbell, Quante'	Assistant Head Custodian Cook School	Assistant Head Custodian Maxson School	09/01/17
14.	Carey, Carolyn	Teacher Assistant Cedarbrook School	Teacher Assistant Woodland School	09/01/17
15.	Carrie, Jamie	Special Education Teacher Maxson School	Teacher Coord-Interventionist Special Education	09/01/17
16.	Christmas, Revonda	Assess. Data Coll. Spec. Educational Services	Secretary V Cedarbrook School	09/05/17

17.	Figueroa, Yvette	ESL Teacher Jefferson School	ESL Teacher Washington	09/01/17
18.	Foster, Jeffrey	Groundskeeper District Facilities and Grounds	Groundskeeper Hub Stine Field	09/01/17
19.	Fowler, Bobby	Head Custodian Plainfield High School	Head Custodian Maxson School	09/01/17
20.	Gleim, Sheryl	Elementary Teacher Educational Services	Elementary Teacher Barlow School	09/01/17
21.	Guardado, Martha	Secretary VI Maxson School	Secretary VI Stillman School	08/14/17
22.	Horn, Kristina	Dance Teacher Hubbard School	Dance Teacher PAAAS	09/01/17
23.	Hunter-Jordan, Maria	Secretary V Grants Administration	Secretary V Information Technology	10/23/17
24.	Jackson, Bernetha PULLED	Secretary V PAAAS	Secretary V Plainfield High School	08/14/17
25.	Jones, Donald	Art Teacher Stillman School	Art Teacher Cedarbrook School	09/01/17
26.	Jones, Lonnie	Custodian Fireman Barlow School	Custodian Fireman Washington School	09/01/17
27.	Jordan-Gaffney, Jeannette	Elementary Teacher Washington School	Elementary Teacher Stillman School	09/01/17
28.	Koch, Wendy	Math Teacher Maxson School	Elementary Teacher Cook School	09/01/17
29.	Latar, Aster	Elementary Teacher Evergreen School	Elementary Teacher Educational Services	09/01/17
30.	Logan Leach, Lisa	Teacher Assistant Maxson School	Teacher Assistant Woodland School	09/01/17
31.	Maldonado, Kathy	Music Teacher Barlow School	Music Teacher Maxson School	09/01/17
32.	Marino, Ursula	Special Education Teacher Washington School	Special Education Teacher Stillman School	09/01/17
33.	Masi-Lerner, Michelle	Special Education Teacher Maxson School	Special Education Teacher Hubbard School	09/01/17
34.	Mitta, Irene	Art Teacher Woodland School	Art Teacher Woodland/Cook Schools	09/01/17
35.	O'keefe, Darren	Head Custodian Stillman School	Head Custodian Evergreen School	09/01/17
36.	Parker, Charisse PULLED	Secretary V Plainfield High School	Secretary V PAAAS	08/14/17
37.	Perez, Malenny	Special Education Teacher Clinton School	Special Education Teacher Special Education	09/01/17
38.	Peterson, Robert	Custodian Fireman Maxson School	Custodian Fireman Stillman School	09/01/17
39.	Ramirez, Antoinette	Bilingual Teacher Jefferson School	Bilingual Teacher Cedarbrook School	09/01/17
40.	Reid, Linda	Elementary Teacher Barlow School	English Teacher Maxson School	09/01/17
41.	Roach, William	Custodian Fireman Emerson School	Custodian Fireman Woodland School	09/01/17

42.	Roche, Akia	Secretary V District Security	Secretary V SIFSS	08/14/17
43.	Roman, Susana	Spanish Teacher Jefferson School	Spanish Teacher Jefferson/Clinton Schools	09/01/17
44.	Romero, Jennifer	Social Worker Stillman School	Social Worker Special Education	09/01/17
45.	Sawhney, Stephanie	ESL Teacher Emerson School	Teacher Coord-Interventionist Special Education	09/01/17
46.	Scala, Denise	Guidance Counselor Jefferson School	Guidance Counselor Maxson School	09/01/17
47.	Silva, Mary	Bilingual Teacher Stillman School	ESL Teacher Jefferson School	09/01/17
48.	Small, Michelle	Elementary Teacher Washington School	Elementary Teacher Stillman School	09/01/17
49.	Smith, Nicole	Science Teacher Hubbard School	Science Teacher Maxson School	09/01/17
50.	Taylor, Jennifer	Library Assistant PT Jefferson/Clinton Schools	Library Assistant PT Jefferson School	09/01/17
51.	Taylor, Rodney	Head Custodian Evergreen School	Head Custodian Stillman School	09/01/17
52.	Thorne, Sarinet	Social Worker Evergreen School	Social Worker Stillman School	09/01/17
53.	Trammell, Susan	Secretary IV Washington School	Secretary IV Emerson School	09/01/17
54.	Wright, Ruth	Special Education Teacher Hubbard School	Special Education Teacher Maxson School	09/01/17

(A roll-call and an affirmative vote of 5 board members are required for passage.)

Z8. Revision of Job Description

The Acting Superintendent of Schools recommends, and I so move, the adoption of the following:

RESOLUTION

RESOLVED that the Plainfield Board of Education approves the revision of the following job description:

- Coordinator, Grants Administration

Z10. Summer Student Registration – 2017

Strategic Plan Link:

Goal 5: Community and Family Engagement

To actively engage families and communities in a meaningful, structured, and productive manner that promotes learning and cooperation.

The Acting Superintendent of Schools recommends, and I so move, adoption of the following:

RESOLUTION

The Student Accounting Office during the month of August experiences a large volume of students registering for school (transfers and kindergarten). District school nurses are asked to assist in the review and approval of mandatory medical information that needs to be provided by the parent/guardian. Their services will be provided from August 2, 2017 – August 31, 2017 at a rate of \$36.00 per hour.

RESOLVED, the Board of Education approves the compensation of the listed staff members who will provide and assist in the registration process for the 2017 – 2018 school year. Funding Code is 11-000-213000-100A-33-0000. (Staff services will be based on need.)

	<u>Name</u>	<u>Position</u>	<u>Rate of Pay/Maximum Amount</u>
1.	Cathy Bass	School Nurse	\$36.00 per hr./\$1,440.00
2.	Monique Jackson	School Nurse	\$36.00 per hr./\$1,440.00
3.	Sharon Hammond	School Nurse	\$36.00 per hr./\$1,440.00

IX. REPORT OF THE CURRICULUM & INSTRUCTION COMMITTEE

R. Adoption of the Revised 2017-2018 District Calendar

Strategic Plan Link

Goal 1: Learning Outcomes:

To improve the learning and academic performance of all students in all PPS

Goal 5: Family and Community Engagement:

To actively engage families and communities in a meaningful, structured and productive manner that promotes learning and cooperation.

The Acting Superintendent of Schools recommends and moved by Ms. Anderson and seconded by Mrs. Jeffers for the adoption of the following:

RESOLUTION

WHEREAS, the 2017-2018 school district calendar was developed in a collaborative and cooperative manner, and

WHEREAS, the Acting Superintendent of Schools has reviewed the proposed 2017-2018 school calendar with PTO Presidents, PEA and PASA, and

WHEREAS, the development of the 2017-2018 school calendar strongly considered the following:

- District-wide Professional Development needs
- Parent Teacher Conference Schedules
- Statewide Assessments/Spring Recess

now, therefore be it,

RESOLVED, that the Plainfield Board of Education approves the revised PPS District 2017-2018 calendar.

The motion carried on a roll-call vote with eight members in favor. None were opposed.

X. REPORT OF THE FINANCE COMMITTEE

Ms. Pile moved Items D, G and H1 as Consent, seconded by Ms. Anderson. The motion carried on a roll-call vote with five members in favor. Mr. Hurtt in favor but opposed Item D and abstained on Item G; Mrs. Morgan in favor but abstained on Item G and Ms. Pile in favor but opposed Item D and abstained on Item G.

D. Modifications of the 2017 – 2018 Budget

The Acting Superintendent of Schools recommends, and I so move, adoption of the following:

RESOLUTION

WHEREAS, the New Jersey state budget for FY18 includes revised state aid amount for school districts, and

WHEREAS, Plainfield received an additional \$2,212,349.00 in aid, and

WHEREAS, school districts have the option of providing tax relief by reducing the certified tax levy presented in the originally approved 2017-18 budget; and/or increasing the 2017-18 general fund appropriations, and

WHEREAS, in order to maintain existing programs, it is necessary to increase appropriations, now therefore be it

RESOLVED, that the Plainfield Board of Education approves an increase in the FY18 budget of \$2,212,349.00 in the line items listed below:

<u>NUMBER</u>	<u>DESCRIPTION</u>	<u>PROPOSED BUDGET</u>
15-000-211000-100A-51-0000	BOAACD Salaries Of Attendance/	\$ 65,356.00
15-000-213000-100A-51-0000	BOAACD Nurse Salaries	\$ 95,251.00
15-000-213000-175A-51-0000	BOAACD Salaries Of Social Serv	\$ 60,635.00
15-000-221000-320A-51-0000	BOAACD Professional Dev.	\$ 5,000.00
15-000-240000-580A-51-0000	BOAACD Principal Training/Dev.	\$ 2,500.00
15-000-240000-600A-51-0000	BOAACD General Supplies	\$ 1,617.00
15-000-270000-512A-51-0000	BOAACD Prin Field Trips	\$ 5,000.00
15-000-291000-220S-51-0000	BOAACD Social Security	\$ 18,000.00
15-000-291000-270H-51-0000	BOAACD Health Benefits	\$ 225,735.00
15-140-100000-101A-51-0000	BOAACD Teachers Salaries	\$ 437,488.00
15-140-100000-101S-51-0000	BOAACD Teacher Stipends	\$ 16,418.00
15-190-100000-640A-51-0000	BOAACD Textbook	\$ 4,000.00
15-190-100000-800A-51-0000	BOAACD Fieldtrip Adm Fees	\$ 3,000.00
15-190-100018-610A-51-0000	BOAACD General Supplies	\$ 10,000.00
15-000-240000-103A-25-0000	PHS Principals Salaries	\$ 260,953.00
11-000-251000-100A-04-0000	Salaries of Central Services	\$ 81,203.00
11-000-211000-172A-38-0000	Salaries of Family Sup Teams	\$ 177,500.00
11-000-221000-104A-26-0000	Curriculum Admins Salary	\$ 512,000.00
11-000-291000-270H-00-0000	District Health Benefits	\$ 130,693.00
11-000-291000-250U-00-0000	Unemployment Compensation	\$ 100,000.00
TOTAL		\$ 2,212,349.00

G. 50th Annual Cube Conference

The following is recommended for adoption:

RESOLUTION

WHEREAS, the Plainfield Board of Education has determined that the 50th Annual CUBE Conference in New Orleans, Louisiana from September 27, 2017 to October 1, 2017 is vital and necessary to the goals of the District and the success of the Board; and

WHEREAS, the specific focus of the conference is the learning opportunities for all children; how to make quality and equitable education to all and important role that leadership can play in addressing systemic inequities in schools, now therefore be it

RESOLVED, that the Plainfield Board of Education hereby authorizes Dorien Hurtt, Carletta Jeffers, Emily Morgan and Carmencita Pile to attend the conference, which is not to exceed \$9,600.00 and charged to 11-000-230000-580A-01-0000 (Board Travel), and be it

FURTHER RESOLVED, that the Board Members share the information received from the conference with the Board.

H. Award of Bids

The Acting Superintendent of Schools recommends, and I so move, adoption of the following:

RESOLUTION

1) Bid #2017-43 PHS (1916 Bldg) New Elevator

WHEREAS, the Board of Education pursuant to N.J.S.A. 18A: 18:A-1 (et seq) advertised for sealed bids for PHS (1916 Bldg) New Elevator on June 16, 2017,

WHEREAS, in accordance with that advertisement bids were received, publicly opened and read aloud at the Board of Education Office on, Thursday, July 6, 2017 with the following results:

	Grove Contracting Cedar Grove, NJ	Ascend Construction Ocean, NJ	VK Construction, Inc. Edison, NJ
Cont. #37-BB Incl (Allow 1&2)	\$599,000.00	\$629,000.00	\$498,000.00
Cont. #37A-Allow 1(Gen Contingency)	\$20,000.00	\$20,000.00	\$20,000.00
Cont. #37B-Allow 2(Test & Inspection)	\$5,000.00	\$5,000.00	\$5,000.00
Cont. #37C-Allow 3(Elect. Modif.)	\$30,000.00	\$30,000.00	\$30,000.00

now therefore be it,

RESOLVED, that the Plainfield Board of Education accepts the responsible bid of **VK Construction, Inc.** Edison, NJ Base Bid in the amount of \$498,000.00.

Mrs. Morgan moved and seconded by Ms. Pile and unanimously approved by the Board to return to executive session at 11:45 p.m.

Ms. Pile moved and seconded by Ms. Anderson and unanimously approved by the Board to return to the public session at 12:00 a.m.

Reported by,

Yolanda Koon, Acting Board Secretary.

YK/bsc