

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

MINUTES of a **BUSINESS** Meeting of the Board of  
Education Held on Tuesday, December 18, 2012

A **BUSINESS** Meeting of the Board of Education of the City of Plainfield was held this day in the Plainfield High School, auditorium. 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 the District's website. The meeting was called to order at 7:00 p.m. by Mr. Gary L. Ottmann, Board Secretary, and the following action took place:

**I. PLEDGE OF ALLEGIANCE**

**II. WELCOME**

WELCOME to a Business Meeting of the Board of Education of the City of Plainfield. Members hope you will find the meeting interesting and informative. We thank you for taking the time to attend. Please be advised that 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 advance notice required therein has been provided to the Courier News and the Star Ledger on Thursday, November 29, 2012, for advertisement on Saturday, December 1, 2012.

**III. ROLL CALL**

PRESENT

Mrs. Renata A Hernandez, President  
Mrs. Wilma G. Campbell, Vice President  
Mrs. Jackie Coley  
Mr. Alex O. Edache  
Mrs. Keisha Edwards  
Mrs. Brenda Gilbert  
Mrs. Lisa Logan-Leach, arr. @ 7:20 p.m.  
Ms. Jameelah Surgeon

ALSO PRESENT

Mrs. Anna Belin-Pyles, Superintendent  
Mr. Gary L. Ottmann  
Mr. Robert Pickett, Esq.  
Mr. Charles Craig, Esq.  
Ms. Lauren Craig, Esq.  
Ms. Adia Perry, Esq.  
Mr. Nixon Kannah, Esq.

Mr. Dorien Hurt, unexcused

The following resolution was moved by Ms. Surgeon seconded by Mrs. Edwards, 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 7:01 p.m.**

The Plainfield Board of Education resumed the public session of its Business Meeting at 8:10 p.m.

IV. REMARKS FROM THE BOARD PRESIDENT

Mrs. Hernandez indicated that we will be honoring both Lisa Logan-Leach and Brenda Gilbert tonight as it's their last meeting as board members.

V. REMARKS FROM THE SUPERINTENDENT

Mrs. Belin-Pyles asked everyone to give a moment a silence for the victims of the Connecticut school shootings. She indicated that administration has been active in reviewing our safety policies and procedures over the last few days.

Mrs. Campbell inquired if administration is considering hiring a person to oversee district security. Also, "do all schools have cameras at front doors?"

VI. PRESENTATION

Mr. Gary Higgins from Lerch Vinci & Higgins gave an overview of the District's FY12 audit.

Mrs. Hernandez asked Mr. Higgins how many years the District has had excess surplus in the last six (6) years. He said he wasn't sure, but Mr. Ottmann indicated that there has been excess surplus for all of the last six (6) years.

VII. PRIVILEGE OF THE FLOOR

Mrs. Cardona, President of PEA, expressed her concern about the incident in Connecticut and thanked the Board for recognizing the moment in silence. She also is concerned about the change in practice for issuing separate checks for overtime and the work calendar for custodians for Christmas break..

Mr. Breauxsaus says "buzzing" someone in is not safe. Security guards are necessary. The district needs someone to be in charge of security.

Catherine Crittendon spoke about her niece and bullying and she read a prepared statement concerning the HIB case.

VIII. REMARKS FROM COMMITTEE CHAIRPERSONS

NONE.

IX. REPORT OF DELEGATES/LEGISLATIVE

Mrs. Campbell was unable to attend the Delegate Assembly, but they discussed on-line teacher training as well as funding formulas.

X. REPORT OF BOARD/SCHOOL LIAISONS

Mr. Edache recently attended a holiday concert at Washington School. He was disappointed that board members were not acknowledged at a recent PHS function.

Mrs. Campbell also attended a number of events at PHS; including an honors assembly.

Ms. Surgeon also attended a college fair at PAAAS on December 13<sup>th</sup>; it was very exciting for students.

Mrs. Edwards mentioned that Berrell Neal, a Cedarbrook School 7<sup>th</sup> grader had been selected for the 2013 Eastbay All American Bowl in San Antonio, TX. She also mentioned Cedarbrook's winter concert, book fair and literacy night, in which students dressed as characters. Stillman, which is a priority school, held a "State of Stillman" where parents were informed of the process of the school being designated "priority" she also, applauded Mr. Williams for a job well done.

XI. BOARD RECOGNITIONS

Mrs. Gilbert thanked the board for presenting her with a resolution for her board service.

**Mrs. Brenda Gilbert**

**RESOLUTION**

WHEREAS, Mrs. Brenda L. Gilbert was elected to the Board of Education in 2009 and served as a board member until December 2012, and

WHEREAS, she worked diligently to ensure the students in the Plainfield Public Schools received an exemplary education and

WHEREAS, Mrs. Gilbert has served the citizens and children of Plainfield with distinction, now therefore be it

RESOLVED, the Plainfield Board of Education recognizes Mrs. Brenda L. Gilbert for her outstanding and dedicated service to the Plainfield community.

Mrs. Logan-Leach also thanked everyone for her flowers and plaque; "It's been an interesting ride, this is a bittersweet night." She also welcomed Mrs. Coley to the Board.

**Mrs. Lisa C. Logan-Leach**

**RESOLUTION**

WHEREAS, Mrs. Lisa C. Logan-Leach was elected to the Board of Education in 2003 and served as a board member until December, 2012, and

WHEREAS, she has worked diligently as Board President, and served as delegate to the Union County School Boards Association Legislative branch, PASA Negotiations Committee, Long Range Planning, Finance/Budget, School/Community Relations, Board/Council Liaison and Shared Services, and

WHEREAS, Mrs. Logan-Leach has served the citizens and children of Plainfield with distinction, now therefore be it

RESOLVED, the Plainfield Board of Education recognizes Mrs. Lisa C. Logan-Leach for her outstanding and dedicated service to the Plainfield community.

**XII. APPROVAL OF MINUTES OF PREVIOUS MEETING**

The Board Secretary presents the following minutes, moved by Mrs. Hernandez and seconded by Mrs. Logan-Leach:

November 13, 2012	Work & Study Meeting
November 20, 2012	Business Meeting

as printed for Board adoption, the motion carried, on a roll-call vote, with six members in favor of all and Mrs. Hernandez in favor of all she was present at, Mrs. Logan-Leach in favor of all, but abstained on October 16th. None were opposed.

### XIII. REPORT OF THE HUMAN RESOURCES COMMITTEE

**Mrs. Campbell moved Human Resources as a Consent Agenda, seconded by Mrs. Coley, except Item E. 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

**Strategic Plan Link:**

**Goal 2: Human Resources**

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

The 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. Therefore, it has provided the Superintendent of Schools the authority to employ non-administrative and administrative staff members between the Business meeting of the Board of Education and next succeeding meeting of the Human Resource Committee.

The individuals listed have been verified by the 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 Superintendent, in this item has used her authority.

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

	<u>Name</u>	<u>Effective</u>	<u>Salary Prorated</u>	<u>Assignment</u>	<u>Replacing</u>	<u>Position Codes</u>
1.	Charles Barco Assistant Custodian	01/02/13-06/30/13	\$36,563.00	New	Cedarbrook	PEAC-105
2.	Darlene Clark Assistant Custodian	01/02/13-06/30/13	\$36,563.00	Hubbard	New	PEAC-102
3.	Joseph Clark Spec. Ed. Teacher (Teacher of Student with Disabilities)	01/02/13-06/30/13	\$48,200.00	Hubbard	New	PEAT-817
4.	Glamis Colon Elementary Teacher (Pre-K 3)	11/19/12-06/30/13	\$46,700.00	Stillman	New	PEAT-800

Business Meeting  
Human Resources

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5.	Felicia Gorman Supplemental Teacher	01/02/13-06/30/13	\$46,700.00	Educational Services	New	PEAT-811
6.	Breonna Johnson School Social Worker (Social Worker)	02/19/13-06/30/13	\$48,200.00	Early Childhood	New	PEAT-818
7.	Kelly Karp Physical Ed. Teacher (Health & Physical Ed.) Replacement Teacher	01/02/12-06/30/13	\$48,200.00	Hubbard	K. Rotzman	PEAT-332
8.	Gabriel Lopez Assistant Custodian	01/02/13-06/30/13	\$36,563.00	C. Jenkins	New	PEAC-054
9.	Dilicia Luster-Harris Teacher Assistant	01/02/13-06/30/13	\$26,312.00	SIFSS	New	PEAA-125
10.	Angelica Matos Elementary Teacher (Elementary K-5)	01/02/13-06/30/13	\$46,700.00	Washington	Y. Nieves	PEAT-734
11.	Trinette Nugent Elementary Teacher (Elementary/Elem Pre-K)	02/19/13-06/30/2013	\$48,200.00	Washington	K. Tillman	PEAT-278
12.	Nikkole Salter Theater Teacher (Theater Certificate)	11/05/12-06/30/13	\$48,200.00	PHS	O. Miller	PEAT-813
13.	James Seelee Assistant Custodian	01/02/13-06/30/13	\$36,563.00	PHS	New	PEAC-103
14.	Cindy Suarez Bil Elementary Teacher (Elementary K-5)	11/19/12-06/30/13	\$50,097.00	Washington	M. Morales	PEAT-753
15.	Martha Albert Teacher Assistant 1 to1 P/T	01/02/13-06/30/13	\$21,930.00 (\$13,158.00)*	Clinton	New	PEAA-020
16.	Claire L. Banks Library Assistant P/T	11/12/12-06/30/13	\$21,930.00 (\$16,886.10)*	Clinton/Jefferson	J. Antokal	PEAA-147
17.	Miriam Echeverry Teacher Assistant	09/01/12-06/30/13	\$26,312.00	Stillman	New	PEAA-160
18.	Rosa Espailat Teacher Assistant 1 to1 P/T	01/02/13-06/30/13	\$21,930.00 (\$13,158.00)*	Clinton	New	PEAA-136

\*Prorated Amount

**B. Substitute, Hourly and Per Diem Appointments**

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

**RESOLUTION**

**RESOLVED**, that the Plainfield Board of Education approves the following substitute, hourly and per diem employees as needed with terms as stated, provisionally, subject to requirements contained in Ch.116, P.L. 1986:

	<b><u>Name</u></b>	<b><u>Date</u></b>	<b><u>Stipend</u></b>	<b><u>Position</u></b>	<b><u>Funding Code</u></b>
1.	Howard Liverpool	11/15/12 – 06/30/13	\$85.00/day	Substitute Teacher	ELEMSUBTEA
2.	Alexis Osterhoudt	11/15/12 – 06/30/13	\$85.00/day	Substitute Teacher	ELEMSUBTEA
3.	Virginia Lau	11/15/12 – 06/30/13	\$85.00/day	Substitute Teacher	ELEMSUBTEA
4.	Rita Butler Holliday	12/01/12 – 06/30/13	\$28.00 per hr.	Home Instructor	32HOMESAL
5.	Louise Frankel	12/01/12 – 06/30/13	\$28.00 per hr.	Home Instructor	32HOMESAL
6.	Jamie Carrie	12/01/12 – 06/30/13	\$28.00 per hr.	Home Instructor	32HOMESAL

**C. Administrative Salary**

**Strategic Plan Link:**

**Goal 2: Human Resources**

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

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

**RESOLUTION**

**RESOLVED**, that the Plainfield Board of Education approves the pro-rated salary of the following administrative employee. New Salaries for PASA members reflected as per the conclusion of contract negotiations.

<b><u>Position Code</u></b>	<b><u>Employee Name</u></b>	<b><u>Position</u></b>	<b><u>School/Location</u></b>	<b><u>Salary</u></b>	<b><u>Effective</u></b>
PASA-069	Lisa Armstead	Vice Principal	Maxson School	\$107,260.00 \$105,260.00 + \$2,000.00 Salary + Education	11/21/12

**C1. Administrative Salary**

**Strategic Plan Link:**

**Goal 2: Human Resources**

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

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

**RESOLUTION**

**RESOLVED**, that the Plainfield Board of Education approves the pro-rated salary of the following administrative employee. New Salaries for PASA members reflected as per the conclusion of contract negotiations.

<u>Position Code</u>	<u>Employee Name</u>	<u>Position</u>	<u>School/Location</u>	<u>Salary</u>	<u>Effective</u>
PASA-015	Deborah Boyd	Coordinator	Administrative Service	\$105,110.00	07/01/11-01/31/12
			Pro-rated amount	(\$1,365.00)	

**D. Resignations**

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

**RESOLUTION**

**RESOLVED**, that the Plainfield Board of Education accepts the following resignation:

	<u>Name</u>	<u>Position/School</u>	<u>Yrs. In District</u>	<u>Reason</u>	<u>Effective</u>
1.	Renee Gormley	Youth Development Outreach Worker/SFSS	9 months	Personal	11/02/2012
2.	Elisa Paris	Bilingual Teacher/Woodland School	1 month	Personal	12/03/2012



**E. Retirements**

The Superintendent of Schools recommends and so moved by Mrs. Campbell and seconded by Mrs. Coley, adoption of the following:

**RESOLUTION**

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

	<b><u>Name</u></b>	<b><u>Position/Location</u></b>	<b><u>Yrs. In District</u></b>	<b><u>Effective</u></b>
1.	Carmen Molina-Vergara	ESL Teacher/PHS	19	12/30/12
2.	Joan Listander	School Nurse/PAAAS	27	01/01/13

The motion passed on a roll-call vote with eight members in favor and none opposed.

**F. Leave of Absences**

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

**RESOLUTION**

**RESOLVED**, that the Plainfield Board of Education approves the following leave of absences:

	<b><u>Name</u></b>	<b><u>Position/Location</u></b>	<b><u>Dates/Reason</u></b>
1.	Charmaine Hunter	School Nurse/Emerson	12/12/12 – 01/11/13 Medical
2.	Cassandra Opara	Secretary/Board Office	11/19/12 – 01/04/13 Medical
3.	Roy Watkins	Asst. Custodian/Hubbard/Facilities	11/14/12 – 11/30/12 Medical
4.	Rita Woods	Social Worker/Emerson	12/10/12 – 01/11/13 Medical
5.	Brittany Hogue	P/T Teacher Asst./Emerson	12/20/12 – 03/28/13 Medical/FMLA
6.	Sylvia King	Teacher Asst./Jefferson	11/16/12 – 01/11/13 Medical/FMLA
7.	Deborah Zakarin	Speech Lang. Spec./Special Svcs.	11/12/12 – 01/01/13 Medical/FMLA
8.	Kelly Rotzman*	Phys. Ed. Teacher/Hubbard	12/22/12 – 06/30/14 Personal

\*denotes extension/update to existing leave

**G. Return to Payroll**

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

**RESOLUTION**

**RESOLVED**, that the Plainfield Board of Education approve the return of the following employees to payroll:

<b><u>Name</u></b>	<b><u>Position/Location</u></b>	<b><u>Salary</u></b>	<b><u>Effective</u></b>
Yanilda Almonte	Teacher Asst./Emerson	\$26,462.00	10/29/12

**H. Transfers/Reassignments**

**Strategic Plan Link:**

**Goal 3: Business Practices**

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

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

**RESOLUTION**

**RESOLVED**, that the Plainfield Board of Education approves the following emergency transfer/reassignment of staff for the 2012 – 2013 school year. This employee has been notified in writing pursuant to District procedures and contractual guidelines:

	<b><u>Name</u></b>	<b><u>From</u></b>	<b><u>To</u></b>	<b><u>Effective</u></b>
1.	Rosalyn Gallmon	Supplemental Instruction Teacher Educational Services	Math Teacher Maxson School	12/06/12
2.	Latonya Jones	Math Teacher Maxson Teacher	Math Teacher Hubbard School	12/10/12
3.	India James	Teacher Assistant 1 to 1 P/T Cook School	Teacher Assistant 1 to 1 P/T Hubbard School	12/13/12
4.	Shietta Heyward-Moore	Teacher Assistant 1 to 1 P/T Hubbard School	Teacher Assistant 1 to 1 P/T Plainfield High School	12/13/12

**I. Salary Advancements/Longevity Adjustments**

**Strategic Plan Link:**

**Goal 2: Human Resources**

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

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

**RESOLUTION**

**RESOLVED**, that the Plainfield Board of Education approves the following salary advancements and longevity adjustments effective September 1, 2012:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Machlin Thomas	Locker Room Assist	PHS	\$30,699.00 7 hrs. Step 4	\$30,699.00 + \$250.00 7 hrs. Step 4 + Longevity	10/01/12

**Compensation for Additional Assignments**

**J. Athletics**

**Strategic Plan Link:**

**Goal 2 Human Resources**

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

The 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 to the success of the District and the students. Therefore, it has provided the Superintendent of Schools the authority to employ staff members to participate extra-curricular opportunities within our District.

The individuals listed have been verified by the 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 Superintendent, in this item has used his authority.

**RESOLVED**, that the Plainfield Board of Education approves the employment of the following individuals listed for the 2012 – 2013 school year

	<u>Name</u>	<u>Position</u>	<u>Stipend</u>	<u>Funding Code</u>
1.	Joseph DiPasquale	Maxson Girls Basketball Asst.	\$2,956.00	27ATHLSALR
2.	Karina Argow	Varsity Assistant Girl's Swimming	\$3,683.00	27ATHLSALR

**K. Compensation for Staff Appointed by the Board of Education who serve as lunchroom/breakfast supervisors/assistants/bus duty for the 2012 – 2013 school year.**

**Strategic Plan Link:**

**Goal 3 - Business Practices**

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

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

**RESOLUTION**

Pursuant to Article XXIV of the Collective Bargaining Agreement between the Plainfield Board of Education and the Plainfield Education Association, the Board will pay staff who serve as lunchroom supervisors for a daily period of 40 minutes and are assigned as breakfast supervisors/bus duty for a daily period of 30 minutes.

**RESOLVED**, that the Plainfield Board of Education authorizes the compensation to the listed staff certified and non-certified for lunchroom supervisor/assistants, breakfast supervisor/assistants and bus monitor services based on the negotiated rates and the submission of time reports and compliance with the Human Resources formula.

**Hubbard**

Yvonne Brooks  
Antenor Petitfrere  
Cherrie Reves  
George Lewis  
Stan Lysenko

**PHS**

Keith Butler

**L. English/Spanish District-Wide Translation Team for 2012-2013 - Addendum**

**Strategic Plan Link:**

**Goal 5: Community and Family Engagement**

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

**RESOLUTION**

With a fast growing Spanish speaking community in Plainfield, there is an increased need for district and school personnel to send written notices, letters, and other important information to parents in their native language (Spanish). Translations will provide parents with information pertaining to their child's education.

**RESOLVED**, that the Plainfield Board of Education approves the following staff members to serve as oral/text translators for the 2012-2013 school year at a rate of \$28.00 per hour. Support staff will provide oral translation only (Hours will be determined based on case load and needs of each individual school). Total amount not to exceed \$44,000.00. The funding source has been verified and will be charged to local funding.

**Support Staff**

**Name**

Diana Posada

**Position**

Translator

**School Location**

Hubbard

**Teacher**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>School Location</u></b>
Samantha Lopez	Translator	Hubbard

**M. Hubbard Middle School Afterschool and Saturday Detention**

**Strategic Plan Link:**

**Goal 1: Learning Outcomes**

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

**Strategic Plan Link**

**Goal 4: Safe learning Environment**

To provide a safe, secure, professional, and clean environment for students, staff and members of the community.

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

**RESOLUTION**

The Plainfield Board of Education is committed to providing a safe, secure, professional and clean environment for students, staff, and members of the community. As part of the effort to provide a safe learning environment, it is recommended that the staff members below be compensated to monitor and supervise the After School and Saturday Detention Program as reinforcement of academic excellence, attendance requirement and behavior. The hours of operation will be Tuesday through Friday 3:00 p.m. – 4:00 p.m. and Friday 3:00 p.m. – 6:00 p.m.

**RESOLVED**, that the Plainfield of Education approves the listed staff member as needed to be compensated for the 2012– 2013 school year at \$28.00 per hour for a maximum of \$3,024.00 (108 hours). Funding will be charged to 23STIPENDS.

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Rate of Pay/Maximum Amount</u></b>
1. Jason Anderson	Social Studies Teacher	\$28.00 per hr./\$3,024.00
2. Ana Klement	Bil-Social Studies Teacher	\$28.00 per hr.\$620.00

**N. PHS Option II Program**

**Strategic Plan Link:**

**Goal 1: Learning Outcomes**

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

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

**RESOLUTION**

The Plainfield Board of Education is committed to ensuring that all students succeed academically and reach their full potential in life. In doing so, it is also committed to providing opportunities for and ensuring that all students (inclusive of English Language Learners and Special Education Students) meet the New Jersey Core Curriculum Content Standards and achieve academic and life-long success.

The After School Option II Program will focus on Mathematics, English, Social Studies, Physical Education, Science and World Languages for students in grades 9-12. The Option II Program establishes alternate pathways for students at Plainfield High School to satisfy graduation requirements and meet Common Core State Standards in accordance with New Jersey Administrative Code {NJAC 6A:8-5.1 (a) lii}. Students will fulfill the requirements for graduation by pursuing credits earned through traditional classroom environments, alternative learning experiences available through Option II or through a combination of both programs. Option II permits students to engage in a variety of learning experiences which are stimulating and intellectually challenging, enabling them to fulfill or exceed expectations set forth by the Common Core State Standards. The program will begin on December 19, 2012 – June 14, 2013 from 3:00 p.m. – 4:30 p.m. Tuesday - Friday. Teachers will be compensated at \$28.00 at a maximum of \$4,256.00.

**RESOLVED**, that the Plainfield Board of Education approves compensation for the listed staff from December 19, 2012 – June 30, 2013 not to exceed \$46,816.00. The availability of funds for this item has been verified and will be charged to 25STIPEND.

	<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Rate of Pay/Maximum Amount</u></b>
1.	Keith Butler	Physical Education Teacher	\$28.00 per hr./\$4,256.00
2.	Clinton Jones	Physical Education Teacher	\$28.00 per hr./\$4,256.00
3.	Emanuel Preko	Science Teacher	\$28.00 per hr./\$4,256.00
4.	Deborah Johnson	Science Teacher	\$28.00 per hr./\$4,256.00
5.	Thomas Kearney	English Teacher	\$28.00 per hr./\$4,256.00
6.	Timothy Naumann	English Teacher	\$28.00 per hr./\$4,256.00
7.	Beverly Lyons	Social Studies Teacher	\$28.00 per hr./\$4,256.00
8.	Patricia Hembree	Social Studies Teacher	\$28.00 per hr./\$4,256.00
9.	Francisco Farfan	World Languages Teacher	\$28.00 per hr./\$4,256.00
10.	Andrew Giovine	Math Teacher	\$28.00 per hr./\$4,256.00
11.	Carolyn Mehlhorn	Math Teacher	\$28.00 per hr./\$4,256.00
			Total Amount \$46,816.00

**O. Planning/Research & Evaluation - District-wide Parent Workshops**

**Strategic Plan Link:**

**Goal 3: Business Practices:**

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

**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 Superintendent of Schools recommends and I so move adoption of the following:

**RESOLUTION**

The Plainfield Board of Education is committed to ensuring that all students succeed academically and reach their full potential in life. In doing so, it is also committed to providing opportunities for families and community members to engage in meaningful and productive activities to ensure that all students achieve high academic standards and achieve life-long success.

The Department of Curriculum and Instruction will sponsor District-wide Parent Workshops from preschool to 12<sup>th</sup> grade during the 2012-2013 school year. The first will take place on Saturday, January 12, 2013, at PHS from 8:00 a.m. – 1:30 p.m. Parents will have the opportunity to attend various informative workshops on the Common Core Standards in LAL and Mathematics NJCCCS in Science and Social Studies, Bilingual, ESL World Languages and Early Childhood Education. Community partners will attend, child care will be provided, and refreshment will be served. There will be vendors, childcare, prizes/giveaways, as well as breakfast and snacks. A Stipend will be provided for each certified staff member that presents a session at the workshop (\$28.00 per hour for a total not to exceed six (6) hours per session from the hours of 8:00 a.m. to 2:00 p.m.).

**RESOLVED**, that the Plainfield Board of Education approves the list of staff to be compensated in accordance with their duties preformed during the Parent Workshops to be held throughout the 2012-2013 School year. The funding will be from regular salary lines in accordance with the appropriate budget lines.

<b><u>Name</u></b>	<b><u>Position/Location</u></b>	<b><u>Rate of Pay/Maximum</u></b>
1. Nirvana Persaud	Elementary Teacher/Washington School	\$28.00 per hr./\$168.00
2. Fantasy Ko	Master Teacher/Early Childhood	\$28.00 per hr./\$168.00
3. Taniasha White	Master Teacher/Early Childhood	\$28.00 per hr./\$168.00
4. Lumishka Cooper-Turnbull	Social Worker/Early Childhood	\$28.00 per hr./\$168.00
5. Alece Dickerson	Social Worker/Early Childhood	\$28.00 per hr./\$168.00
6. Shana Solomon-Christian	Social Worker/Early Childhood	\$28.00 per hr./\$168.00
7. Victoria David	Family Support Worker/Early Childhood	\$28.00 per hr./\$168.00
		Total Amount \$1,176.00

**P. Intramurals**

**Strategic Plan Link:**

**Goal 1: Learning Outcomes**

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

**Goal 2: Human Resources**

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

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

**RESOLUTION**

The Plainfield Board of Education is committed to ensuring that all students succeed academically and reach their full potential in life. In doing so, it is also committed to providing enrichment in such extra curricular activities such as the performing arts, student government, athletic teams and social skills.

**RESOLVED**, that the Plainfield Board of Education approves each school's Intramural Units (extra curricular activities, i.e. clubs and teams) and compensates staff as per the PEA Guide. An intramural unit is valued at \$274.00 and funded by each school's individual stipend account. (School Year 2012 – 2013)

	<b><u>Name</u></b>	<b><u>Position/Location</u></b>	<b><u>Activity</u></b>	<b><u>Units</u></b>	<b><u>Stipend Amount</u></b>
1.	Amy Brown	Art Teacher/Evergreen	Comic Book Art	1	\$274.00
2.	Amy Brown	Art Teacher/Evergreen	Art Through the Ages	1	\$274.00
3.	William Donnelly	Bilingual Elementary Teacher/Evergreen	Chess Club	2	\$548.00
4.	Kevin Kopacz	PE & Health Teacher/Evergreen	Basketball	2	\$548.00
5.	Adolfo Gillioz	ESL Teacher/Evergreen	Mentoring Club for Boys	1	\$274.00
6.	Ana Ramos-Saenz	Bilingual Elementary Teacher/Evergreen	Zumba	1	\$274.00
7.	Nancy Vahalla	Music Teacher/Evergreen	Student Council	2	\$548.00
8.	Nancy Vahalla	Music Teacher/Evergreen	Violin Club	1	\$274.00
9.	Kevin Kopacz	PE & Health Teacher/Evergreen	Track and Field	1	\$274.00
10.	Vianey Castillo	Bilingual Elementary Teacher/Evergreen	Reading Club for Kindergarten	2	\$548.00
11.	Juanpablo Jimenez	Spanish Teacher/Evergreen	Patrolman Club	2	\$548.00
12.	Cheryl Hills	Elementary Teacher/Washington	Basketball	1	\$274.00
13.	Eric Orlando	P.E. Teacher/Washington	Basketball	1	\$274.00
				<b>Total</b>	<b>\$4,932.00</b>



**Q. Compensation for Class Coverage**

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

**RESOLUTION**

The Plainfield Board of Education agrees that if a teacher is required to utilize his/her unassigned time for the purpose of substitution. The teacher shall be compensated at the rate of \$22.00 per period during the 2012 – 2013 school year.

**RESOLVED**, that the Plainfield Board of Education approves the following individuals to be compensated for class coverage in accordance with the PEA Collective Bargaining Agreement, Article XII.A:

<b><u>Name</u></b>	<b><u>Position/Location</u></b>	<b><u>Amount</u></b>
1. Melissa Alicea	Elementary Teacher/Cedarbrook	\$44.00
2. Renee Davis	Elementary Teacher/Cedarbrook	\$44.00
3. Sarah Maslo	Elementary Teacher/Cedarbrook	\$44.00
4. Nicola Sobers	Elementary Teacher/Cedarbrook	\$44.00
5. Pamela Westry Rodgers	Elementary Teacher/Cook	\$22.00
6. Elaine Taitt	Elementary Teacher/Cook	\$66.00
7. Margie Barrett	Elementary Teacher/Cook	\$22.00
8. Manal Elkabani	Elementary Teacher/Emerson	\$44.00
9. Yurika Ebata	Elementary Teacher/Emerson	\$22.00
10. Jeannette Lacks	Elementary Teacher/Emerson	\$22.00
11. Paola Repmann	Elementary Teacher/Emerson	\$22.00
12. Amanda Guthrie	Elementary Teacher/Emerson	\$22.00
13. Ellen Hewson	Elementary Teacher/Emerson	\$22.00
14. Stephanie Sawhney	Elementary Teacher/Emerson	\$22.00
15. Michael Carrington	Elementary Teacher/Emerson	\$110.00
16. Lelia Brinkley	Elementary Teacher/Jefferson	\$22.00
17. Michael Washington	Elementary Teacher/Jefferson	\$22.00
18. Kristina Jerome	Elementary Teacher/Jefferson	\$44.00
19. Lelia Brinkley	Elementary Teacher/Jefferson	\$22.00
20. Gloria Middleton	Elementary Teacher/Jefferson	\$22.00
21. Isabella DeSantis	Elementary Teacher/Jefferson	\$22.00
22. Terri Abano	Elementary Teacher/Woodland	\$44.00
23. Antonia Atkins	Elementary Teacher/Woodland	\$22.00
24. Joanne Barrett	Elementary Teacher/Woodland	\$44.00
25. Eric Halpern	Science Teacher/Maxson	\$22.00
		\$858.00
	Total	

#### XIV. REPORT OF THE CURRICULUM & INSTRUCTION COMMITTEE

Mrs. Edwards moved C & I as a Consent Agenda, seconded by Mrs. Surgeon. The motion carried, on a roll-call vote; with seven members in favor. Mrs. Logan-Leach is in favor of all, but abstained on Item P None were opposed.

##### A. Fieldtrips

##### (1) NJPAC – “The Spirit of Kwanzaa” – Newark

##### Strategic Plan Link

##### Goal 1: Learning Objectives:

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

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

#### RESOLUTION

The Plainfield Board of Education is committed to ensuring that all students succeed academically and reach their full potential in life. In doing so, it is also committed to providing opportunities for and ensuring that all students meet the New Jersey Core Curriculum Content Standards and achieve academic and life-long success.

Selected students enrolled in the PAAAS Dance program, will attend the 10:00 AM dance production of “The Spirit of Kwanzaa” presented by Illstyle & Peace Productions at NJPAC on December 19, 2012. The group, comprised of thirty-three (33) students grades 7-11, and three (3) chaperones will depart PAAAS approximately 8:30 AM and return approximately 2:00 PM. Students will engage in reflective discourse and writing, following the show.

The cost per ticket is \$8.00, for a total of \$288.00. Transportation will be provided by the District's Transportation Department.

**RESOLVED**, that the Board of Education approves a field trip for thirty-three (33) PAAAS Dance students and three (3) chaperones to attend “The Spirit of Kwanzaa” at NJPAC on December 19, 2012, departing at 8:30 AM and returning 2:00 PM. Tickets cost \$8.00 per person; total cost of tickets \$288.00. Transportation will be provided by the District. The availability of funds for this trip has been verified and will be charged to account 15-000-270000-512A-52-0000 (PAAAS Principal Field Trips).

**(2) Great Wolf Lodge - PHS Class of 2013 – Tannersville, PA**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

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

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

**RESOLUTION**

The Plainfield Board of Education is committed to ensuring that all students succeed academically and reach their full potential in life. In doing so, it is also committed to providing opportunities for and ensuring that all students meet the New Jersey Core Curriculum Content Standards and achieve academic and life-long success.

The Plainfield High School senior class has been going on winter senior trips since 2003. The Class of 2013 has worked diligently in their fundraising activities to offset cost for their winter senior trip. The Class of 2013 winter field trip will expand the students' learning beyond the walls of the classroom into the vast community outside. The agenda for the trip will include Junior Lifeguard, team building exercises, a scavenger hunt, and various other fun educational adventures.

The senior trip will also provide students with experiences that cannot be duplicated in school. The field trip is an integral part of school instruction. The Coordinator of Educational Activities has invited fifty (50) seniors and four (4) chaperones to Tannersville, Pennsylvania from Thursday, January 17, 2013 to Friday, January 18, 2013.

Fifty (50) seniors and four (4) chaperones will reside at the Ramada Inn in Tannersville, Pennsylvania. The students will participate in Great Wolf Lodge Educational Group activities on Thursday, January 17, 2013. Departure is scheduled from Plainfield High School parking lot on Thursday, January 17, 2013 at 9:00 a.m. The return is scheduled for Friday, January 18, 2013 at 3:00 p.m. The cost of lodging per student and per chaperone is \$35.00, board (\$35.00), transportation (\$63.00) and admission to park (\$30.00). The total cost is \$163.00 per student and per chaperone. Total not to exceed \$8,802.00. The entire cost of fieldtrip is funded through Class of 2013 fundraising efforts.

**RESOLVED**, that the Plainfield Board of Education approve for fifty (50) seniors and four (4) chaperones to attend the 2013 Great Wolf Lodge Educational Activities and reside at the Ramada Inn located in Tannersville, Pennsylvania from Thursday, January 17, 2013 to Friday, January 18, 2013 at \$163.00 per student and per chaperone; total not to exceed \$8,802.00. The entire cost of this fieldtrip will be funded through the fundraising efforts of the Class of 2013. There is no cost to the District.

**B. Assembly**

**(1) Bureau of Lectures & Concert Artists, Inc. (AMENDED – SHOW /DATE)**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

To improve the learning and academic performance of all students in all Plainfield Public Schools

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

**RESOLUTION**

The Plainfield Board of Education is committed to ensuring that all students succeed academically and reach their full potential as productive citizens. To this end, the Bureau of Lectures & Concert Artists provides educational and amazingly entertaining programs.

Bureau of Lectures & Concert Artists, Inc. has agreed to present an outstanding performance to Cedarbrook's K-5 students, approximately 418 pupils.

1. *Outback Adventures of Australia and New Zealand*, a highly entertaining and educational performance that allows the students an opportunity to meet some of the world's exciting and fascinating animals on February 21, 2013.

The total cost for this performance will not exceed \$690.00.

**RESOLVED**, that the Plainfield Board of Education approve payment to the Bureau of Lectures & Concert Artists for the *Outback Adventures of Australia and New Zealand*, on February 21, 2013. The total cost of the performance will not exceed \$690.00. The availability of funds for this item has been verified and will be charged to account 15-190-100001-500A-13-0000 (Other Purchased Services).

### **C. Professional Development**

#### **(1) Rutgers Institute for Improving Student Achievement (RIISA)**

##### **Strategic Plan Link**

##### **Goal 1: Learning Outcomes:**

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

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

#### **RESOLUTION**

The Plainfield Board of Education is committed to ensuring all students succeed academically and reach their full potential in life. In doing so, it is also committed to providing opportunities for and ensuring that all students meet the Core Content State Standards and achieve academic and life-long success.

The Barack Obama Academy of Academic and Civic Development (BOAACD) will participate in the Rutgers Institute for Improving Student Achievement Program (RIISA) that provides continuous improvement in the achievement of all students through the combined efforts of Rutgers University.

The RIISA High School/Middle School Network is a consortium of schools and school districts and the mission of the RIISA High School Network is to prepare and support administrators and teachers in addressing teaching and learning issues particular to high school students.

The Network's focus is to address achievement concerns through the areas of Leadership, Assessment and Technology, as well as Instructional and Organizational Models and Approaches.

The goal is to bring high school educators and their district leaders together to examine seriously the challenges specific to high schools. Inherent in these challenges are the many issues related to the Achievement Gap as well as requirements for High School Redesign. The Network's focus this year is *The Brain & Learning* with particular attention given to the Common Core State Standards guiding teaching and learning in Science, Math, English Language Literacy and Special Education.

The following staff members will attend the network meetings, Kevin Stansbury, Elizabeth McIntosh, Sophia Millwood-Barnes, and Regina Lynn.

#### **NETWORK MEETINGS**

- October 30, 2012 - *rescheduled due to Storm Sandy*
- December 4, 2012
- March 5, 2013

**RESOLVED**, that the Plainfield Board of Education approves the participation of the BOAACD staff, Kevin Stansbury, Elizabeth McIntosh, Sophia Millwood-Barnes and Regina Lynn in the RIISA Program allowing them to learn strategies which will assist in moving the BOAACD from Focus School status, at a total cost of \$2,950.00 per team of five (5) for the 2012-2013 academic school year. The availability of funds for this time has been verified and will be charged to the account 20-270-200000-500A-26-0000 (T2A CONF/WORKSHOP); and 20-271-200000-500R-26-0000 (T2A CONFERENCE REGISTRATION).

**(2) “Obesity Prevention in NJ. The State of the State: Important Next Steps” – East Brunswick**

**Strategic Plan Link**

**Goal 2: Human Resources:**

To improve the recruitment, retention and development of district staff

The 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 to the success of the district and the students. Therefore, the Plainfield Public Schools does both require and encourage employees to take continuing education courses to improve their professional knowledge, maintain professional credentials and to operate most effectively and efficiently in the delivery of services to the children of the district.

School Nurse, Sharon Hammond (Hubbard) will attend a conference entitled “Obesity Prevention in New Jersey, The State of the State: Important Next Steps”, presented by The Rutgers Office of Continuing Education, in East Brunswick, New Jersey, December 11, 2012. Conference registration cost is \$45.00 per person.

The conference will expose them to updated information regarding the latest issues and trends related to quality health care for school children.

The speakers will provide direction on what recommendations, strategies and actions should be implemented in the short term to accelerate progress in obesity prevention. Professional development hours, which are required to maintain licensure, will be awarded.

**RESOLVED**, that the Board of Education approves Sharon Hammond, Hubbard Middle School Nurse, to attend “Obesity Prevention in New Jersey” on Tuesday, December 11, 2012 in East Brunswick, NJ. Total registration cost for the conference will not exceed \$45.00. The availability of funds for this item has been verified and will be charged to account 15-190-100018-320A-23-0000 (HMS Professional Education Services).

**(3) 53<sup>rd</sup> Annual Directors of Athletics Association Workshop – Atlantic City**

**Strategic Plan Link**

**Goal 2: Human Resources:**

To improve the recruitment, retention and development of district staff

The 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 to the success of the District and the students. Therefore, it has provided the Superintendent of Schools the authority to employ non-administrative and administrative staff members to participate in out of district Professional Development opportunities.

The Plainfield Public School Districts Administrative Services Department administrative staff (Daniel Cone, Vice Principal of Student Athletics and Support Services) will attend the 53<sup>rd</sup> Annual Directors of Athletics Association of New Jersey Workshop to improve understanding of and build internal capacity in the areas of:

- Increasing the working knowledge and competencies in athletic administration
- Instructional leadership

**RESOLVED**, the Plainfield Board of Education approves Daniel Cone, Vice Principal of Student Athletics and Support Services, to attend the 53<sup>rd</sup> Annual Directors of Athletics Association Workshop in Atlantic City, NJ, from March 18-21 2013. The cost of trip will not exceed \$500.00 (registration - \$350.00; tolls, mileage and parking - \$150.00). The availability of funds for this item has been verified and will be charged to account 11-000-240000-500T-27-0000 (Other Purchase Services-Travel).

**(4) Specifically Designed Instruction for Students with Moderate to Severe Cognitive Disabilities: Focus on Academic Skills (Gr. 6-12) – East Orange**

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**Strategic Plan Link**

**Goal 2: Human Resources:**

To improve the recruitment, retention and development of district staff

The 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 to the success of the district and the students. Therefore, it has provided the Superintendent of Schools the authority to employ non-administrative and administrative staff members to participate in out of district Professional Development opportunities.

Five (5) special education teachers and one (1) special education administrator will attend a workshop entitled “Specifically Designed Instruction for Students with Moderate to Severe Cognitive Disabilities: Focus on Academic Skills (Gr. 6-12)” at the Learning Resource Center (LRC) North in East Orange, New Jersey on April 23, 2013 or the LRC Central in Trenton, New Jersey on April 24, 2013.

Participants will include the following teachers: Ruth Wright, Monique McNair, Collen Meyer, Patricia Bedi, Michelle Masi-Lerner, and Antoinette Adams, Vice Principal Special Education.

This workshop will present ways to design instructional activities for middle and high school students with moderate to severe disabilities that address the content areas of math, science and language arts literacy. Through sample activities participants will review and create sample activities related to grade level standards that can support students with moderate to severe disabilities in accessing the general education curriculum. The cost of the workshop is \$11.00 per person.

**RESOLVED**, that the Plainfield Board of Education approves five special education teachers and one special education administrator to attend a workshop entitled “Specifically Designed Instruction for Students with Moderate to Severe Cognitive Disabilities: Focus on Academic Skills (Gr. 6-12)” at the LRC North in East Orange, New Jersey on April 23, 2013 or the LRC Central in Trenton, New Jersey on April 24, 2013 at a cost of \$11.00 per person. The cost of this workshop will not exceed \$66.00. The availability of funds for these items has been verified and will be charged to the following account: 20-250-200000-500A-32-0000(IDEA/CO).



**(5) Working Together: Supporting Students with Disabilities thru In-Class Resource – Trenton**

**Strategic Plan Link**

**Goal 2: Human Resources:**

To improve the recruitment, retention and development of district staff

The 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 to the success of the district and the students. Therefore, it has provided the Superintendent of Schools the authority to employ non-administrative and administrative staff members to participate in out of district Professional Development opportunities.

Eleven (11) general and special education teachers and one (1) special education administrator will attend a workshop entitled “Working Together: Supporting Students with Disabilities thru In-Class Resource” on January 23, 2013 in Trenton, New Jersey. The following staff members will attend the workshop:

<b>Name</b>	<b>Title</b>
Antoinette Adams	Vice Principal Special Education
Karen Gee	Teacher Coordinator
Jamie Carrie	Special Education Teacher
Audrey Bayard	General Education Teacher
Therese Rosario	Special Education Teacher
Emmanuel Preko	General Education Teacher
Bernice Sears	Special Education Teacher
Sara Pretty	General Education Teacher
Monique Smith-Bryna	Special Education Teacher
Gina Iacoca	General Education Teacher

This workshop will provide general and special education teaching pairs with the basic knowledge and skills needed to implement in-class resource program instruction. Participants will explore a variety of co-teaching arrangements, the roles and responsibilities of the general and special education teachers, effective techniques that foster general and special educator collaboration, and approaches and formats that facilitate instructional planning. The cost of the workshop is \$11.00 per person.

**RESOLVED**, that the Plainfield Board of Education approves eleven (11) general and special education teachers and one (1) special education administrator to attend a workshop entitled “Working Together: Supporting Students with Disabilities thru In-Class Resource” on January 23, 2013 in Trenton, New Jersey at a cost of \$11.00 per person. The cost of this workshop will not exceed \$132.00. The availability of funds for these items has been verified and will be charged account 20-250-200000-500A-32-0000 (IDEA/CO).

**(6) Teachscape, Inc.**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

To improve the learning and academic performance of all students in all Plainfield Public Schools

**Goal 2: Human Resources:**

To improve the recruitment, retention and development of district staff

The 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 the students. Therefore, it has provided the Superintendent of Schools the authority to employ administrative staff member to participate in district professional development.

Mrs. Yvonne Breauxsaus, Director recommends Teachscape, Inc., Administrator Danielson Framework for Teaching Proficiency System which will provide professional development to Administrators throughout the 2012-2013 academic school year.

They will provide evaluation tools, that incorporate benchmarks, feedback and performance indicators training. Administrators will develop the skills and expertise as observers which are a vital element for a fair equitable approach to teacher observation. This system will assist the district with the rigor and integrity of the observation process. It will allow Administrators to view the strengths and weakness and target professional learning opportunities.

**RESOLVED**, that the Plainfield Board of Education approves for Teachscape, Inc. to provide professional development for the 2012-2013 academic school year for Administrative Professional Development. The total cost of this program is \$2,793.00 (for seven (7) licenses @ \$399.00 per license). Availability of funds for this item has been verified and will be charged to account number 20-456-200000-300A-26-0000 (RTT3 Purchase Professional Services Grant).

**(7) 2012-2013 21<sup>st</sup> CCLC Summer Institute – Beyond School Hours Foundation in partnership with United States Department of Education (USDOE, Office of ESEA) – Jacksonville, FL**

**Strategic Plan Link**

**Goal 2: Human Resources:**

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

The 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 to the success of the District and the students. Therefore, it has provided the Superintendent of Schools the authority to employ non-administrative and administrative staff members to participate in out-of-district Professional Development opportunities.

Zelda Spence, 21<sup>st</sup> CCLC Project Coordinator and an Assistant Coordinator (TBD), will attend the 21<sup>st</sup> CCLC grant mandated *National Beyond School Hours Foundation (in partnership with USDOE, Office of ESEA) 2013 21<sup>st</sup> CCLC After School & Summer Learning Conference* at the Hyatt Regency Jacksonville Riverfront 225 East Coastline Drive Jacksonville, FL 32202 from Tuesday, February 19, 2013 through Saturday, February 23, 2013. Travel arrangements will be pre-approved by NJDOE Office of Student & Support Services and are compliant with [www.gsa.gov](http://www.gsa.gov) and NJ Accountability travel arrangements cost standards.

The conference will provide updates on policy and implementation strategies for the 21<sup>st</sup> CCLC after school and summer learning programs, new and innovative ideas to assist in the development of after school and summer learning activities, technical assistance for managing programs at the local level, current priorities and future trends in out of school learning time, and professional development opportunities for grantees with a focus on the Y4Y website.

The agenda offers a selection of over 50 interactive breakout session that are designed to include advanced ideas for activities, technical assistance for operating quality programs that promote student learning, alignment to the regular school day and common core standards, and strategies and data on after-school programming that can be transported to the workplace for immediate use to educate America's children.

**RESOLVED**, that the Plainfield Board of Education approves Zelda Spence, 21<sup>st</sup> CCLC Project Coordinator and an Assistant Coordinator (TBD), to attend the *National 2013 Beyond School Hours (in partnership with USDOE, Office of ESEA) 21<sup>st</sup> CCLC After School & Summer Learning Conference* at the Hyatt Regency Jacksonville Riverfront 225 East Coastline Drive Jacksonville, FL 32202 from Tuesday, February 19, 2013 through Saturday, February 23, 2013. The cost is not to exceed \$3,628.00 for both staff persons; availability of funds for this item has been verified and will be charged to account 20-453-200000-580A-38-0000 (Travel).

**EXPENSE BREAKDOWN**

Registration Fee - \$978.00	Lodging - \$900.00	Food Allowance - \$525.00	Travel Expenses - \$1,225.00
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**D. The YMCA Coordinated Approach to Child Health (CATCH) Program – Evergreen**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

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

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

**RESOLUTION**

The Plainfield Board of Education is committed to ensuring that all students succeed academically and reach their full potential in life. In doing so, it is also committed to providing opportunities for and ensuring that all students meet the New Jersey Core Curriculum Content Standards and achieve academic and life-long success.

The YMCA Coordinated Approach to Child Health (CATCH) program considers school cafeterias an extension of the classroom. Through the Eat Smart component, breakfast and lunch become opportunities for children to learn, practice, and adopt healthy eating habits. School Food Services personnel prepare healthier meals and help coordinate healthy messages with the rest of the school.

The CATCH PE combines high energy, non-elimination activities with teaching strategies that keep kids moving and having fun. CATCH PE significantly increases physical activity levels of students during PE class, and provides for a variety of learning experiences for students of all abilities.

**RESOLVED**, that the Plainfield Board of Education approves the implementation of the YMCA Coordinated Approach to Child Health (CATCH) Program for grades 3-5 at Evergreen Elementary School, starting January 2, 2013 and ending June 2013 at no cost to the District or community.

**E. Rutgers Early College Humanities Program (REACH)**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

To improve the learning and academic performance of all student sin PPS

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

**RESOLUTION**

The Plainfield Board of Education is committed to ensuring all students succeed academically and reach their full potential in life. In doing so, it is also committed to providing opportunities for and ensuring that all students meet the New Jersey Core Curriculum Content Standards and achieve academic and lifelong success.

The Rutgers Early College Humanities Program (REACH) through its already successful collaboration with the Plainfield Public Schools will provide an opportunity for twenty-five (25) high school students from Plainfield High School to receive three (3) college credits and forty (40) hours of college level instruction. To participate, students will be required to attend a formal interview as well as a review of current grades.

This partnership will provide participating students with an opportunity to study with college professors, acquire valuable cultural backgrounds, and enhance reading, writing and conceptual skills that are important for success in college. In addition, students will gain confidence that will help them to adjust to college level work and earn three (3) college credits from Rutgers University and regular high school credit. The college credits are transferable to any college the students are accepted to attend after graduation.

The classes are scheduled to begin January 8, 2013 through June 4, 2013 and will meet on Tuesdays for twenty (20) weeks at Plainfield High School. Classes are scheduled from 3:00 p.m. until 5:00 p.m.

**RESOLVED**, that the Plainfield Board of Education approves the Plainfield Public Schools to enter into a contractual agreement and partnership with the Rutgers Early College Humanities Program (REACH) to provide twenty-five (25) students from Plainfield High School to receive three (3) college credits and forty (40) hours of college level instruction, at a total cost of \$14,000.00. The availability of funds for this item has been verified and will be charged to account 15-190-100018-500A-25-0000 (High School Other Purchase Services).

**F. FY 2013 NCLB Title I SIA Entitlement Grant**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

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

**Goal 3: Business Practices:**

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

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

**RESOLUTION**

The Plainfield Board of Education is committed to ensuring that all students succeed academically and reach their full potential. In doing so, it is also committed to providing opportunities for and ensuring that all students meet the New Jersey Core Curriculum Content and Common Core State Standards, and achieve academic and life-long success.

FY 2013 NCLB Title I SIA funds in the amount of \$279,609.00 will support required supplemental positions and interventions included in School Improvement Plans for Priority Schools (Hubbard and Stillman).

**RESOLVED**, that the Plainfield Board of Education authorizes the Superintendent of Schools to submit FY 2013 NCLB Title I SIA entitlement grant application for federal funds to support Hubbard and Stillman and increase revenue in the district.

<b>Funding Source</b>	<b>Description</b>	<b>Administrator</b>	<b>Amount of Grant</b>
FY 2013 NCLB - Title I SIA <i>(Project Period: September 1, 2012 to August 31, 2013)</i>	School Improvement funds for Priority Schools (Hubbard and Stillman)	Dawn Ciccone	\$279,609.00

**G. Gynzy Pilot Program at Evergreen Elementary School**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

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

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

**RESOLUTION**

The Plainfield Board of Education is committed to ensuring that all students succeed academically and reach their full potential in life. In doing so, it is also committed to providing opportunities for and ensuring that all students meet the New Jersey Core Curriculum Content Standards and achieve academic and life-long success.

Currently, the Gynzy Program is being implemented in classrooms in the Netherlands, Belgium, Germany and the United States. The program will provide a comprehensive, integrated, progressive intuitive user interface thus making the general use of smart boards easier with ready-made content for mathematics, literacy and science to create engaging lessons.

The Gynzy Pilot Program would improve the effectiveness and use of the interactive smart boards. It would provide the instructional staff of the Evergreen Elementary School with a web based solution that makes interactive white boards easier to use and therefore more effective.

**RESOLVED**, that the Plainfield Board of Education approves the implementation of Gynzy Pilot Program at Evergreen Elementary School starting January 2, 2013 and ending June 2013 at no cost to the District. The instructional staff will provide feedback and input to Gynzy.com.

**H. Charles H. Stillman - OWL Academy**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

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

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

**RESOLUTION**

The Plainfield Board of Education is committed to ensuring that all students succeed academically and reach their full potential in life. In doing so, it is also committed to providing opportunities for and insuring that all students (inclusive of English Language Learners and Special Education students) meet the Common Core and achieve academic and life-long success.

Charles H. Stillman has submitted the 2012-2013 School Improvement Plan to the Regional Achievement Center as governed by the New Jersey Department of Education. If approved, part of the plan is to implement the OWL Academy.

The cost to fund the OWL Academy is \$9,000.00. The funding will be utilized to develop and provide high quality instruction for forty (40) 3<sup>rd</sup> grade students at C.H. Stillman Elementary School.

The OWL Saturday Program at C.H. Stillman will operate 8:30 AM to 12:30 PM, from Saturday, January 5, 2013 to Saturday, April 27, 2013. It will be staffed with three (3) certified teachers, one (1) program coordinator and one (1) custodian.

**RESOLVED**, that the Plainfield Board of Education approves funding for staff (TBD), to work the 2012-2013 OWL Saturday Program at C.H. Stillman.

The listed positions below will be compensated based on fifteen (15) weeks and \$28.00 per hour:

<b>Position</b>	<b>Hours</b>	<b>Total Dollar Amount</b>
Coordinator	52.5	\$1,575.00
Literacy Teacher	45	\$1,350.00
Mathematics Teacher	45	\$1,350.00
Team building	45	\$1,350.00

The availability of funds for this item has been verified and will be charged to the appropriate funding account codes as per the 2012-2013 School Improvement Plan Grant.



**I. 2013 Parent English Language Learner Academy**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

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

**Goal 5: Increasing Parental and Family Involvement:**

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

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

**RESOLUTION**

The Plainfield Board of Education is committed to ensuring that all students succeed academically and reach their full potential in life. In doing so, it is also committed to providing opportunities for and ensuring that all students meet the New Jersey Core Curriculum Content Standards and achieve academic and life-long success.

In an effort to increase parent/school communication and for parents to be able to help their children, the Office of Bilingual Education will offer the 2012-2013 Parent English Language Learner Academy.

The Academy will provide parents with the opportunity to learn English through leveled ESL classes, supplemented with *Rosetta Stone* to address their individual needs. There will also be instruction in Civics and American Culture.

The goal is that parents will become more active members of their child's school and their community with increased English Language communicative skills and knowledge of the cultural/language nuances of this North American society. The Academy will hold classes two (2) times a week, 6:15 PM – 8:30 PM, for a total of thirty-seven (37) session; ESL Levels I, II and II are being offered at PHS. Four (4) teachers will be hired for this initiative. The total cost for the Academy will not exceed \$8,288.00.

**RESOLVED**, that the Plainfield Board of Education approves the Office of Bilingual Education to operate the 2012-2013 Parent English Language Learner Academy. These classes will be held two (2) times a week, 6:15 PM – 8:30 PM, for a total of thirty-seven (37) sessions. The classes will run from January 22, 2013 until June 6, 2013. Total cost not to exceed \$8,288.00. Availability of funds for this item has been verified and will be charge to Title III Stipend funding.

**J. Afterschool Academy – Office of Bilingual/ESL and World Language**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

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

**Goal 5: Increasing Parental and Family Involvement:**

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

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

**RESOLUTION**

The Plainfield Board of Education is committed to ensuring that all students succeed academically and reach their full potential in life. In doing so, it is also committed to providing opportunities for and ensuring that all students meet the New Jersey Core Curriculum Content Standards and achieve academic and life-long success.

The Office of Bilingual/ESL/World Languages will implement an Afterschool Academy for the 2012-2013 school year. The Academy will be comprised of two (2) components: ESL/Literacy and Mathematics using ALEKS. ALEKS (Assessment and Learning in Knowledge Spaces) is a powerful, online/web-based math program that provides individualized assessment and learning with standards-based content from grades 3-12. The ESL literacy instruction component of the Academy will focus on test taking strategies and skills with a concentration on NJASK and ACCESS.

The Afterschool Academy will take place at all District schools and consist of twenty (25) staff members (TBD); servicing approximately five-hundred (500) students. The cost is \$40.00 per student license; total cost will not exceed \$42,000.00.

The Academy will run from 3:00 PM – 4:45 PM, Tuesdays and Thursdays (in all District schools) commencing January 22, 2013 until May 2, 2013.

**RESOLVED**, that the Plainfield Board of Education approves the implementation and operation of the Afterschool Academy, consisting of twenty (25) staff members (TBD) and servicing approximately five-hundred (500) students; operating 3:00 PM - 4:45 PM, Tuesday and Thursdays (in all District schools), commencing January 22, 2013 until May 23, 2013. Total cost not to exceed \$42,000.00. Availability of funds for this item has been verified and will be charged to a Title III Stipend Line.

**K. Union County Flex Funds Assistance Initiative - \$10,000.00 Acceptance**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

To improve the learning and academic performance of all students in all Plainfield Public Schools

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

**RESOLUTION**

The Plainfield Board of Education's Family Success Center will be receiving \$10,000.00 in flex funds as part of the Union County Flex Funds Assistance Initiative. This funding will be administered on our behalf. This funding has been awarded as part of the Family Support and Prevention grant to serve clients (families) in the Plainfield Area.

The goal of the Flex Funds Assistance Initiative is to provide one-time assistance to vulnerable and at-risk families so that their imminent needs are addressed, reducing their level of stress and vulnerabilities.

**RESOLVED**, that the Plainfield Board of Education approves the disbursement of funds from the Union County Flex Funds Assistance Initiative in the amount of Ten Thousand Dollars (\$10,000.00). The Family Success Center is the responsible program to administer the funds in cooperation with the Home First Family Success Center and in accordance with the United Way of Union County guidelines.

**L. Scantron Global Scholar**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

To improve the learning and academic performance of all students in all Plainfield Public Schools

**Goal 2: Human Resources:**

To improve the recruitment, retention and development of district staff

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

**RESOLUTION**

The Plainfield Board of Education recognizes that all students should have the best academic opportunities; therefore the Superintendent is committed to ensuring that all students succeed academically and reach their full potential. In doing so, it is also committed to providing opportunities to ensure that all students meet the New Jersey Core Curriculum Content Standards and achieve academic and life-long success.

We also recognize that a highly qualified, competent, skilled, and dedicated workforce is essential in the success of the District, schools, and students.

The Planning/Research and Evaluation department recognizes Scantron Global Scholar as an expert in the area of analytics, learning management and assessment software. Scantron will support our goals of efficiently managing schools data by incorporating this technology and providing a practical and measureable system as follows:

- Achievement Series Classroom and District Assessment System
- Project Management Support
- Onsite Training
- Data Integration Services

Scantron Global Scholar will provide the thirteen (13) designated schools in the district with this system at a cost of \$4,741.54 per school for the academic year of 2012-2013.

**RESOLVED**, that the Plainfield Board of Education approves payment to Scantron Global Scholar in the amount not to exceed \$61,640.00. The availability of funds for this item has been verified and will be charged to account number 20-271-200000-320A-26-0000 (T2A Educ. Consultants).

## **M. Teachscape, Inc. - Teacher Evaluation**

### **Strategic Plan Link**

#### **Goal 1: Learning Outcomes:**

To improve the learning and academic performance of all students in all Plainfield Public Schools

#### **Goal 2: Human Resources:**

To improve the recruitment, retention and development of district staff

The 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 the students. Therefore, it has provided the Superintendent of Schools the authority to employ administrative staff member to participate in district professional development.

The District Evaluation Advisory Committee (DEAC) recommends Teachscape, Inc., for its Teaching Effectiveness Series, Individual Teacher Danielson Framework. This system will provide Individual Teacher Danielson Framework Evaluation tools in the following format:

- Individual License for district administrators and teaching members with a build-in web-based self-paced training component on the value, content, and practical application of the framework teaching using Danielson revised edition;
- School-based site licenses for Administrator for data collection with use of laptops and iPads for focused walkthroughs. Allows for select focuses, monitoring of trends in performance, and can engage teacher teams in a reflective dialogue;
- Teachscape-Walk DCT, are brief and focused classroom walkthroughs that collect data, provide surveys and analysis of the data captured.
- Reflect live individual in-depth classroom observations that capture a view of strengths and weaknesses to improve the rigor and integrity of the observation.

These tools will provide an overall evaluation system that empowers teachers for better results, target strengths and weaknesses, track their observations, and identify the right professional learning path. Administrator will be ensured that the appropriate benchmarks are in place, which leads to a fair equitable teacher observation.

**RESOLVED**, that the Plainfield Board of Education approves for Teachscape, Inc. to provide Individual Teacher Evaluation tools, \$45,885.00 and workshops, \$4,500.00. The total cost of this system is \$50,385.00. The availability of funds for this item has been verified and will be charged to the RTT3 Grant.

**N. School Parent Involvement Policies**

**Strategic Plan Link**

**Goal 1: Learning Outcomes:**

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

**Goal 5: Family Engagement:**

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

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

**RESOLUTION**

The Plainfield Board of Educational is committed to ensuring that all students succeed academically and reach their full potential in life. In doing so, it is also committed to providing opportunities for and insuring that all students meet the New Jersey Core Curriculum Content Standards and achieve academic and life-long success.

No Child Left Behind (Section 1118 - Parent Involvement) requires that schools develop a School Parent Policy. The school parent policies are designed to promote schools and parents working collaboratively and to increase communication with parents and families.

**RESOLVED**, that the Plainfield Board of Education approves the School Parent Policies submitted by Barlow, Cedarbrook, Clinton, Cook, Emerson, Jefferson, PAAAS, Stillman, Washington and Plainfield High Schools.

## **O. Grading Policy**

### **Strategic Plan Links**

#### **Goal 1: Learning Outcomes:**

To improve the learning and academic performance of all students in Plainfield Public Schools

The 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 to the success of the District and the students. Therefore, it has provided the Superintendent of Schools the authority to revise the current grading scale and require that all schools shall implement the proposed uniform grading scale and honor roll criteria for all students in the Plainfield Public School System.

- The revised scale will:
- Realistically and accurately communicate academic achievement to students and parents.
- Demonstrate consistency with district's vision, mission and beliefs.
- Provide an equitable scale that translates a level of performance relative to surrounding districts, college entrance, standard and expectation.

**RESOLVED**, that the Plainfield Board of Education approves the Recommendation for New Grading Scale & the Revised Honor Roll Criteria:

97 – 100	A+
93 – 96	A
90 – 92	A-
87 – 89	B+
83 – 86	B
80 – 82	B-
77 – 79	C+
73 – 76	C
70 – 72	C-
65 – 69	D
0 – 64	F

Aligned Honor Roll Criteria to Revised Grading Scale

Students are required to earn the following grades according to revised grading scale to be recognized as candidates for academic achievement.

#### **High Honor Roll Criteria**

**Core Classes – 97~ 100% (A+) - English/LAL, Social Studies, Mathematics, Science**

**Co-curricular classes – 90 ~1 00% (A- ~ A+) - Visual and Performing/Practical, Arts, Technology, Physical Education, World Language**

#### **Honor Roll Criteria**

**Core Classes – 90 ~ 100% (A- ~ A+) - English/LAL, Social Studies, Mathematics, Science**

**Co-curricular classes – 80 ~ 100% (B- ~ A+) - Visual and Performing/Practical, Arts, Technology, Physical Education, World Language**

**P. Resolution Of The Board of Education Of The City Of Plainfield Affirming Superintendent's Determination In HIB Case Number 13**

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

**RESOLUTION**

**WHEREAS**, after taking testimony at the December 4, 2012 hearing held pursuant to New Jersey Anti-Bullying Bill of Rights Act, also known as P.L. 20120; and

**WHEREAS**, the Board of Education of the City of Plainfield made the determination, after a full discussion of the facts and issues, to affirm the Superintendent's December 4, 2012 recommendation, now therefore be it

**RESOLVED**, that the Board now agrees to affirm the Superintendent's determination in HIB case number 13.

**Q. Approval of Harassment/Intimidation (HIB) Investigation Decisions**

**Strategic Plan Link**

**Goal 4: Safe learning Environment**

To provide a safe, secure, professional, and clean environment for students, staff and members of the community.

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

**RESOLUTION**

The Superintendent is required to report all alleged Harassment/Intimidation/Bullying (HIB) incidents to the Board of Education pursuant to N.J.S.A. 18a:37-15c,

The Superintendent has provided the Board of Education with the results of the investigations of all alleged HIB incidents reported to the Superintendent as of December 18, 2012.

The Board of Education has had an opportunity to review and ask questions relative to the HIB incident reports submitted, now therefore be it

**RESOLVED**, that the Plainfield Board of Education hereby accepts and affirms the determinations made by the Superintendent, Building Principals, District's Bullying Coordinator, and School Anti-Bullying Specialist on the incident report submitted regarding the HIB investigations #2012-17 – 2012-32.



**XV. REPORT OF THE FINANCE COMMITTEE**

**Ms. Surgeon moved Finance as a Consent Agenda, seconded by Mrs. Edwards. The motion carried, on a roll-call vote; with eight members in favor. None were opposed.**

**A. Reports of the Board Secretary and Treasurer – October 2012**

**Strategic Plan Link:**

**Goal 3: Business Operations**

**To improve the overall efficiency and effectiveness of business operations.**

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

**RESOLUTION**

The Board Secretary has certified that, as of the date of the report, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the District Board of Education.

The Treasurer of School Monies is required by statute to submit a report of the Board of Education on the cash balance in the various Board of Education Bank accounts.

The Board Secretary's Report and the Report of the Treasurer of School Monies for the stated period were in agreement.

**RESOLVED**, that the Plainfield Board of Education accepts the above referenced reports and certifications and orders that they be attached to and make part of the record of this meeting; and be it

**FURTHER RESOLVED**, that the Plainfield Board of Education certified that sufficient funds are available to meet the District's financial obligations for the remainder of the year, and be it

**FURTHER RESOLVED**, that the Plainfield Board of Education directs the Superintendent to initiate whatever actions may be determined to be appropriate.

FUND	CASH BALANCE	APPROPRIATION BALANCE	FUND BALANCE
(10) General Current Expense Fund			
(11, 16, 17,18) Current Expense	19,925,790.62	12,529,622.88	126,213,192.26
(12) Capital Outlay	-	7,959,979.95	-
(13) Special Schools	-	-	-
(15) Reform Schools	2,624,016.83	2,800,002.72	0.01
Capital Reserve			
(20) Special Revenue Fund	1,563,385.97	8,000,063.75	214,194.03
(30) Capital Projects Fund	-	-	-
(40) Debt Service Fund	287,249.29	561,181.85	561,183.29
(60) Enterprise Fund	543,757.80	540,872.85	1,215,809.03
<b>TOTAL</b>	24,944,200.51	32,391,724.00	128,204,378.62

**B. Payment of Bills – November 16, 2012 – December 13, 2012**

**Strategic Plan Link:**

**Goal 3: Business Operations**

**Improve the overall efficiency and effectiveness of business operations.**

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

**RESOLUTION**

**The Board of Education has determined that the warrants presented for payment are in order.**

The Board Secretary presented certain warrants to the Board of Education with a recommendation they be paid, and pursuant to NJAC 6:20-2.13(d), the Board Secretary certifies that with respect to the payment of bills referenced below no budgetary line item account has been over expended in violation of NJAC 6:20-2.13(a).

**RESOLVED**, that the following warrants be approved for payment, and that itemized lists of the warrants be filed with the minutes:

On the General Account 191179 – 191613 in the amount of	\$5,712,961.87
On the Agency Account 238 – 243 6775 – 6835 in the amount of	\$2,582 595.82
On the Food Service Account 100186 – 100188 in the amount of	\$ 16,903.70
<b>IN THE GRAND TOTAL AMOUNT OF</b>	<b>\$8,312,461.39</b>

**C. 2012 – 2013 Budget Transfers**

**Strategic Plan Link:**

**Goal 3: Business Practices**

**To improve the overall efficiency and effectiveness of business operations.**

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

**RESOLUTION**

**RESOLVED**, that the Plainfield Board of Education approves the following budget adjustments which reflect the appropriations sufficient to meet expenditures:

<b>BUDGET TRANSFERS - FUND 11, FUND 12 AND FUND 13</b>			
<b>NOVEMBER 1, 2012 to NOVEMBER 30, 2012</b>			
<b><u>ACCOUNT</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>FROM</u></b>	<b><u>TO</u></b>
11-1XX-100-XXX	Regular Programs - Instruction		
11-2XX-100-XXX 11-000-216,217	Special Education, Basic Skills/Remedial and Bilingual - Instruction and Other Student Related and Extraordinary Support Services		
11-3XX-100-XXX	Vocational Programs - Local - Instruction		
11-4XX-100-XXX	School-Spon. Co/Extra-Curr. Activities, School Sponsored Athletics, and Other Instructional Programs - Instruct		
11-800-330-XXX	Community Services Programs/Operations		
	<b>Undistributed Expenditures</b>		
11-000-100-XXX	Instruction		
11-000-211,213,218,219,222	Student Support Services - Attendance and Social Work, Health, Other Support Svcs-Regular, Other Support Svcs-Special, Education Media Services/School Library	5,700.00	
11-000-221,223	Improvement of Instruction Services and Instructional Staff Training Services		
11-000-230-XXX	Support Services - General Administration		
11-000-240-XXX	Support Services - School Administration		5,300.00
11-000-25X-XXX	Central Svcs & Admin Info Technology		400.00
10-606	Increase in Maintenance Reserve		
11-000-26X-XXX	Operation and Maintenance of Plant Services		
11-000-270-XXX	Student Transportation Services		
10-605	Increase in Sale/Lease-Back Reserve		
11-000-290-XXX	Other Support Services		
11-XXX-XXX-2XX	Personal Services - Employee Benefits		
11-000-310-XXX	Food Services		

	<b>TOTAL GENERAL CURRENT EXPENSE</b>		
	<b>Capital Outlay</b>		
12-XXX-XXX-73X	Equipment		
12-XXX-4XX-XXX	Facilities Acquisition and Construction Services		
	<b>TOTAL CAPITAL OUTLAY</b>		
13-XXX-XXX-XXX	<b>TOTAL SPECIAL SCHOOLS</b>		
10-000-100-56X	Transfer of Funds to Charter Schools		
10-000-520-930	General Fund Contribution to Whole School Reform		
	<b>GENERAL FUND GRAND TOTAL</b>	5,700.00	5,700.00

<b>BUDGET TRANSFERS - FUND 15</b>			
<b>NOVEMBER 1, 2012 to NOVEMBER 30, 2012</b>			
<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>FROM</u>	<u>TO</u>
15-1XX-100-XXX	Regular Programs – Instruction		50,836.00
15-2XX-100-XXX 15-000-216,217	Special Education, Basic Skills/Remedial and Bilingual - Instruction and Other Student Related and Extraordinary Support Services		71,000.00
15-3XX-100-XXX	Vocational Programs - Local - Instruction		
15-4XX-100-XXX	School-Spon. Co/Extra-Curr. Activities, School Sponsored Athletics, and Other Instructional Programs -Instruct	16778.00	
15-800-330-XXX	Community Services Programs/Operations		
	<b>Undistributed Expenditures</b>		
15-000-100-XXX	Instruction		
15-000-211,213,218,219,222	Student Support Services - Attendance and Social Work, Health, Other Support Svcs-Regular, Other Support Svcs-Special, Education Media Services/School Library	19,605.00	
15-000-221,223	Improvement of Instruction Services and Instructional Staff Training Services	38,853.00	
15-000-230-XXX	Support Services - General Administration		
15-000-240-XXX	Support Services - School Administration		125,900.00
15-000-25X-XXX	Central Svcs & Admin Info Technology		
15-606	Increase in Maintenance Reserve		
15-000-26X-XXX	Operation and Maintenance of Plant Services	500.00	
15-000-270-XXX	Student Transportation Services		
15-605	Increase in Sale/Lease-Back Reserve		
15-000-290-XXX	Other Support Services		
15-XXX-XXX-2XX	Personal Services - Employee Benefits	172,000.00	
15-000-310-XXX	Food Services		

	<b>TOTAL GENERAL CURRENT EXPENSE</b>		
	<b>Capital Outlay</b>		
15-604	Increase in Capital Reserve		
15-604	Interest Deposit to Capital Reserve		
15-XXX-XXX-73X	Equipment		
15-000-4XX-XXX	Facilities Acquisition and Construction Services		
15-000-4XX-931	Capital Reserve-Transfer to Capital Projects		
15-000-4XX-933	Capital Reserve-Transfer to Debt Service		
15-000-520-930	General Fund Contribution to Whole School Reform		
	<b>WHOLE SCHOOL REFORM GRAND TOTAL</b>	247,736.00	247,736.00

**D. Corrective Action Plan/Administrative Review**

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

**RESOLUTION**

**WHEREAS**, the New Jersey Department of Agriculture conducted an administrative review of the 2012 Summer Food Service Program sponsored by the Plainfield Board of Education on October 9<sup>th</sup> and 16<sup>th</sup> 2012, and

**WHEREAS**, some deficiencies were noted during the review and require corrective action by the District, now therefore be it

**RESOLVED**, that the Plainfield Board of Education adopts the Corrective Action Plan as follows, which will be forwarded to the New Jersey Dept. of Agriculture:

<b>PROGRAM DEFICIENCIES</b>	<b>METHOD OF IMPLEMENTATION</b>	<b>PERSON RESPONSIBLE FOR IMPLEMENTATION</b>	<b>COMPLETION DATE OF IMPLEMENTATION</b>
Site record forms indicate excessive second meals.	Attendance and meal count reports will be provided in a timely manner that will ensure one meal per child is provided at each meal service.	Hanae McCrary	July 2013

**E. 2011 – 2012 Comprehensive Annual Financial Report/Corrective Action Plan**

**Strategic Plan Link:**

**Goal 3: Business Practices**

**To improve the overall efficiency and effectiveness of business operations.**

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

**RESOLUTION**

The Board of Education is required to annually complete a Comprehensive Annual Financial Report and an Auditors' Management Report on Administrative Findings – Financial Compliances and Performance.

District staff and the auditing firm of Lerch, Vinci, Higgins, LLC have completed said reports and submitted them to the Board of Education, and the Board has publicly reviewed the audit synopsis and the Findings and Recommendations of the Management Report at a meeting held on December 4, 2012 in concert with the Corrective Action Plan submitted by the Business Administrator/Board Secretary.

**RESOLVED**, that the Plainfield Board of Education accepts the Comprehensive Annual Financial Report and the Auditors' Management Report on Administrative Findings – Financial Compliances and Performance for the period ending June 30, 2012 and be it

**FURTHER RESOLVED**, that the Board approves the Corrective Action Plan submitted by the Business Administrator/Board Secretary, and be it

**FURTHER RESOLVED**, that a copy of the Audit Synopsis and Corrective Action Plan shall be made a part of the minutes of this meeting.

<b><u>Finding</u></b>	<b><u>Corrective Action</u></b>	<b><u>Person Responsible</u></b>	<b><u>Completion</u></b>
Composition of deposits be indicated on pre-numbered receipts.	Train employees on deposit procedures. Perform periodic reviews to verify accuracy.	Y. Henry	06/30/2013
Year-end closing procedures be reviewed and enhanced to ensure open purchase orders are properly classified as accounts payable or encumbrances at year-end.	Manually review all open purchase orders to determine correct status prior to closing out fiscal year.	G. Ottmann	06/30/2013



**F. Sequestration – Amend Federal Budget Control Act of 2011**

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

**RESOLUTION**

**WHEREAS**, a world class public education is essential for the future success of our nation and today's schoolchildren; and

**WHEREAS**, the Budget Control Act of 2011 includes a provision to impose \$1.2 trillion in across-the-board budget cuts in almost all federal programs, including education, that would become effective January 2, 2013; and

**WHEREAS**, these across-the-board budget cuts, also known as "sequestration," would have a negative impact on education through a reduction in funds of 7.8 percent or more and could result in larger class sizes, fewer course offerings, possible four-day school weeks, loss of extracurricular activities, and teacher and staff lay-offs; and

**WHEREAS**, sequestration would affect almost every public school system in the nation and the millions of students educated through programs such as Title I grants for disadvantaged students, the Individuals With Disabilities Education Act (IDEA), English Language Acquisition, Career and Technical Education, and 21st Century Community Learning Centers; and

**WHEREAS**, public schools nationwide would be negatively affected by an estimated \$2.7 billion loss in just three programs alone – Title I grants, IDEA special education state grants and Head Start – that serve a combined total of 30.7 million children; and

**WHEREAS**, federal funding for K-12 programs was already reduced by more than \$835 million in Fiscal Year 2011; and

**WHEREAS**, New Jersey already ranks last among the states in the percentage of school expenditures (3.1%) supported by the federal government; and

**WHEREAS**, in Fiscal Year 2013, New Jersey will lose more than \$73 million in funding for elementary and secondary education programs, administered through the U.S. Department of Education, as well as over \$11.7 million in Head Start funding; and

**WHEREAS**, with a state-imposed tax levy cap and limited growth in state aid, New Jersey local school districts have limited capacity to absorb cuts in funding resulting from sequestration, now therefore be it,

**RESOLVED**, that the Plainfield Board of Education, in the County of Union, State of New Jersey urges Congress and the Administration to amend the Budget Control Act to mitigate the drastic cuts to education that would affect our students and communities, and to protect education as an investment critical to economic stability and American competitiveness, and be it,

**FURTHER RESOLVED**, that a copy of this resolution be sent to Unites States Senator Robert Menendez, United States Senator Frank Lautenberg, U.S. Representative Frank Pallone, Jr., State Senator Nicholas Scutari, Assembly Representative Jerry Green, Assembly, Representative Linda Stender, the New Jersey School Boards Association, and the National School Boards Association.

**G. Adoption of Revised 2012 – 2013 District Calendar**

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

**RESOLUTION**

The revised 2012 – 2013 School District Calendar was developed in a collaborative and cooperative manner. After reviewing district calendars from prior years, as well as those from select school districts throughout New Jersey, a Task Force was established by the Superintendent of Schools to review the proposed 2012 – 2013 School Calendar and provide appropriate feedback. Members of the Task Force included building administrators, teachers, non-instructional staff, parents, and representation from PEA & PASA. Additionally, the development of the 2012 – 2013 School Calendar strongly considered the following:

- District wide Professional Development Needs
- Parent Teacher Conference Schedule
- Statewide Assessment/Spring Recess

**RESOLVED**, that the Plainfield Board of Education approves the revised 2012 – 2013 School District Calendar.

**H. Legal Settlements**

The following is recommended for adoption:

**RESOLUTION**

**RESOLVED**, that the Plainfield Board of Education approves the following Workers' Compensation settlements:

1. .P.R. v. Plainfield Board of Education, Claim Petition No. 2011-34022, Workers' Comp., for \$32,971.50, settled on November 30, 2012;
2. R.C. v. Plainfield Board of Education, Claim Petition No. 2011-10114, Workers' Comp., for \$10,000.00, November 30, 2012;
3. T.K. v. Plainfield Board of Education, Claim Petition No. 2010-5256, Workers' Comp., for \$8,492.75, settled on September 28, 2012;
4. D.J. v. Plainfield Board of Education, Claim Petition No. 2011-21695, Workers' Comp., for \$70,605.00, settled on September 28, 2012;
5. C.M. v. Plainfield Board of Education, Claim Petition No. 2006-28020, Workers' Comp., for \$26,000.00, settled on September 28, 2012;
6. J.S. v. Plainfield Board of Education, Claim Petition No. 2011-31181, Workers' Comp., for \$27,288.00, settled on May 25, 2012;
7. S.M. v. Plainfield Board of Education, Claim Petition No. 2011-32127, Workers' Comp., for \$5,000.00, settled on May 24, 2012;
8. M.D. v. Plainfield Board of Education, Claim Petition No. 2009-21325, Workers' Comp., for \$34,232.86, settled on May 22, 2012;
9. J.G. v. Plainfield Board of Education, Claim Petition No. 2011-8528, Workers' Comp., for \$18,990.00, settled on May 4, 2012;
10. A.C. v. Plainfield Board of Education, Claim Petition No. 2011-23174, Workers' Comp., for \$6,996.00, settled on May 4, 2012;
11. B.B. v. Plainfield Board of Education, EDU-09587-2011N, Office of Administrative Law (OAL), for \$10,000.00, settled on February 21, 2012.

**XVI. REPORT OF THE POLICY COMMITTEE**

**Mrs. Logan-Leach moved Policy as a Consent Agenda, seconded by Ms. Surgeon. The motion carried, on a roll-call vote; with eight members in favor. None were opposed.**

**A. Adoption of Policy – Second Reading**

The Board of Education finds it necessary that these policies be implemented for the management and operation of the Plainfield Public Schools; therefore the following is recommended for adoption:

The Board of Education has reviewed the policy listed below and finds it acceptable for the management and operation of the Plainfield Public Schools, and

The Board of Education now finds it necessary that these policies be implemented, now therefore be it

**RESOLVED**, that the Plainfield Board of Education approves, on **second reading**, the following policies:

<b><u>Policy Number</u></b>	<b><u>Title</u></b>	
6172	Alternative Education Programs	<b>Amended</b>
9326	Minutes	<b>Amended</b>

Mrs. Logan-Leach moved, and seconded by Mrs. Gilbert and unanimously approved by the Board to adjourn the meeting at 10:00 p.m.

Recorded by:

Gary L. Ottmann, Board Secretary  
GLO/bsc