

# THE QUEEN CITY ACADEMY CHARTER SCHOOL

815 West 7<sup>th</sup> Street  
Plainfield, NJ 07063

## Our Mission

The mission of The Queen City Academy Charter School is to provide a nurturing and cooperative learning community where each student can achieve his/her maximum academic, creative, and physical potential; develop a lifelong love of learning; develop respect for self and others in a multicultural world; develop self confidence and self esteem; function with high ethical standards; and accept responsibility.

## AGENDA

February 2, 2015 – 6:30 p.m.

**I. Call to Order** **1 Minute**

*The New Jersey Open Public Meetings Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this act, The Queen City Academy Charter School Board of Trustees has caused notice of this meeting to be published by having the date, time, and place thereof posted in the Courier News on January 30, 2015 and posted at the entrances of the school.*

**II. Roll Call** **1 Minute**

Dr. Brian Kramer	_____
Ms. Gail Bennett-Tafaro	_____
Mr. Shep Brown	_____
Ms. Marlene Harvey	_____
Mr. Henry McCloud	_____
Mr. Omowale Morgan	_____
Ms. Robin Pistorius	_____
Mr. Mark Sharp	_____
Ms. Andrea Silvershein	_____
Ms. Jill Stolz	_____
Ms. Sherylyn Tucker	_____

**III. Flag Salute** **1 Minute**

**IV. Correspondence** **5 Minutes**

**V. New Business** **10 Minutes**

- A. New QCA Logo (see attached)
- B. School Ethics Commission Update

**VI. Student Liaison – C. Riddick, 8<sup>th</sup> Grade Student** **1 Minute**

**VII. Teacher Liaison - Ms. LaRochelle, Teacher** **1 Minute**

**VIII. Public Participation** **10 Minutes**

**Motion to Open** Public Participation made by \_\_\_\_\_, seconded by \_\_\_\_\_, and approved at \_\_\_\_\_ P.M.

**Motion to Close** Public Participation made by \_\_\_\_\_, seconded by \_\_\_\_\_ and approved at \_\_\_\_\_ P.M.

**IX. Approval of Minutes** **5 Minutes**

- A. December 15, 2014 Regular Board Meeting
- B. January 2, 2015 Special Meeting

**Motion to Approve Items A through B** was made by \_\_\_\_\_, seconded by \_\_\_\_\_, and approved at \_\_\_\_\_ P.M.

**X. President’s Report** **10 Minutes**

**XI. Chief Academic Officer/Director’s Report** **20 Minutes**

- A. Director’s Report – January 2015 (*see attachment*)

**Motion to Accept Director’s Report** was made by \_\_\_\_\_, seconded by \_\_\_\_\_, and approved \_\_\_\_\_ P.M.

**XII. Curriculum – Gail Bennett-Tafaro, Chairperson** **10 Minutes**

**A. ACCEPTANCE OF MONTHLY HIB AND SUSPENSION REPORT**

RESOLUTION 15-117 “RESOLVED THAT THE QUEEN CITY ACADEMY CHARTER SCHOOL, UPON THE RECOMMENDATION OF THE CAO/DIRECTOR, ACCEPTS THE MONTHLY HIB AND SUSPENSION REPORT WITH NO INCIDENTS.”

**B. RESOLUTION 15-118** “RESOLVED THAT THE QUEEN CITY ACADEMY UPON THE RECOMMENDATION OF THE CAO/DIRECTOR, APPROVES THE FOLLOWING FIELD TRIP FOR THE 2014-2015 SCHOOL YEAR”

- MLK Day of Service Honor Society / Student Council Members, January 19<sup>th</sup> - 9am - 12pm, Homefirst Family Success Center
- February 12<sup>th</sup> - 6<sup>th</sup> Grade, Museum of Jewish Heritage New York City , New York

**Motion to Approve Item A through B** was made by \_\_\_\_\_, seconded by \_\_\_\_\_, and approved \_\_\_\_\_ P.M.

**XIII. Finance – Mark Sharp, Chairperson** **10 Minutes**

- A. Rich Barre of Barre & Company *Synopsis of Audit Review* – Presentation by Mr. Barre
- B. Motion to Approve the acceptance of \$167.40 donation from the TRUiST Company made on behalf of Dr. Brian Kramer and Nancy Rayhorn. – December 24, 2014, January 9, 2014 (attached)
- C. Motion to Approve the revised budget for 2014-2015 as per October 15, 2014 enrollment (attached)
- D. Motion to Approve the expenditure reports/bill listing (attached to checks)

E. Motion to Approve the contract with Donald J. Dietrich, Inc for professional services relating to the Universal Service Fund E-rate program for the 2014-2015 school year effective January 26, 2015. (attached).

F. Board Secretary's Certification of Accounts

Pursuant to N.J.A.C. 6A:23-2.10c3, I certify that as of October, 2014, no major budgetary line item account expenditure exceeds the amount appropriated by the district Board of Trustees.

\_\_\_\_\_  
Charlene Jones  
Board Secretary

January 26, 2015  
Date

Board Certification of Accounts

**RESOLVED:** *After review of the Secretary's and Treasurer's reports for October 2014 and based upon consultation with and representations of the appropriate district officials (Secretary, Treasurer and Chief Academic Officer/Director), the Board of Trustees of Queen City Academy Charter School has ascertained, to the best of our knowledge and ability, with the information provided, that no major account (Current Expense, Capital Outlay, Debt Service) has been over-expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year, and hereby certifies the district's financial plan (the budget) as approved is being followed as revealed in the financial reports.*

G. RESOLUTION 15-125 – APPROVAL OF SEMI WAIVER 2014-2015

“RESOLVED THAT THE QUEEN CITY ACADEMY CHARTER SCHOOL, UPON THE RECOMMENDATION OF THE CAO/DIRECTOR, APPROVES THE SUBMISSION OF THE MEDICAID INITIATIVE (SEMI) WAIVER AS PER N.J.A.C. 6A:23A-5.3(B) 1.”

**Motion to Approve Items B through G** was made by \_\_\_\_\_, seconded by \_\_\_\_\_, and approved at \_\_\_\_\_ PM.

**XIV. Facilities – Brian Kramer, Chairperson**

**10 Minutes**

A. Facilities Report – Expansion Committee Meeting Update

**B. ACCEPTANCE OF ARCHITECT PROPOSAL RELATED TO EXPANSION**

RESOLUTION 15-119 “RESOLVED THAT THE QUEEN CITY ACADEMY CHARTER SCHOOL, UPON THE RECOMMENDATION OF THE FACILITIES EXPANSION COMMITTEE AND ADMINISTRATION, THAT THE ARCHITECTURE PROPOSAL FOR AUDITORIUM RENOVATIONS TO CLASSROOM BE ACCEPTED, SUBJECT TO EXECUTION OF THE CONTRACT AS SIGNED BY THE PRESIDENT OF THE BOARD OF TRUSTEES.”

**XV. Human Resources – Gail Bennett-Tafaro, Chairperson**

**10 Minutes**

**A. ACCEPTANCE OF PROFESSIONAL DEVELOPMENT**

RESOLUTION 15-120 “RESOLVED THAT THE QUEEN CITY ACADEMY CHARTER SCHOOL, UPON THE RECOMMENDATION OF THE CAO/DIRECTOR, APPROVES THE FOLLOWING STAFF PROFESSIONAL DEVELOPMENT.”

- Danielle West 2/6/2015 FEA- Preparing for PARCC: Shift into High Gear \$149.00
- Sharon Phillips 2/6/2015 FEA- Preparing for PARCC: Shift into High Gear \$149.00
- Lauriene Tschang 2/6/2015 FEA- Preparing for PARCC: Shift into High Gear \$149.00

- Alicia Williamson 2/23/2015 NJAHPERD-Annual Convention \$60.00
- Jasmine Chiles 5/27/2015 & 5/28/2015 2015 Anti-Bullying & School Safety Conference & Travel Related Expenses
- Tanya Asbury 5/27/2015 & 5/28/2015 2015 Anti-Bullying & School Safety Conference & Travel Related Expenses
- Thomas Johnson 2/27/2015 Reducing Recurring Behavior with Difficult, Disruptive and Non-Compliant Students Strategies that Work \$229
- Kimberly LaRochelle MSU-The 5E's on the Road to Implementing the NGSS \$130
- PC Microsoft Office and Social Media Training by Union County College for Administrative Staff, 2/9/15 & 4/27/15, \$2,400
- Charlene Jones, NJASBO Mentoring, \$1,333 for FY14
- Kendy Alvarez, Charlene Jones, 3/26/2015, Purchasing, NJASBO, \$100

**B. APPROVAL OF NEW HIRES – TEACHING STAFF**

RESOLUTION 15-121 “RESOLVED THAT THE QUEEN CITY ACADEMY CHARTER SCHOOL, UPON THE RECOMMENDATION OF THE CAO/DIRECTOR APPROVES THE FOLLOWING HIRES FOR THE 2014-15 SCHOOL YEAR.”

<u>NAME</u>	<u>TITLE</u>	<u>PER DIEM</u>
STEPHANIE C. D’ELIA	SPECIAL EDUCATION TEACHER	\$25/HOUR
ASIA GARNER	SUBSTITUTE TEACHER	\$100/DAY
GRANT GIANNESCHI	SUBSTITUTE TEACHER	\$100/DAY
FERIAL BOLOUS	SUBSTITUTE TEACHER	\$100/DAY
TIA KELSO-ROGERS	SUBSTITUTE TEACHER	\$100/DAY

**C. APPROVAL OF NEW HIRES – BUSINESS OFFICE STAFF**

RESOLUTION 15-122 “RESOLVED THAT THE QUEEN CITY ACADEMY CHARTER SCHOOL, UPON THE RECOMMENDATION OF THE SCHOOL BUSINESS ADMINISTRATOR APPROVES THE FOLLOWING HIRES AND EXTENDS CONTRACTS FOR EMPLOYMENT FOR THE 2014-15 SCHOOL YEAR.”

<u>NAME</u>	<u>TITLE</u>	<u>SALARY/RATE</u>
AISHA HALL	PART-TIME ADMINISTRATIVE ASSISTANT	\$20.00/HR

**D. ACCEPTANCE OF RESIGNATION**

RESOLUTION 15-123 “RESOLVED THAT THE QUEEN CITY ACADEMY CHARTER SCHOOL, ACCEPTS WITH REGRET THE FOLLOWING RESIGNATION(S) OF EMPLOYMENT FOR THE 2014-15 SCHOOL YEAR.”

<u>NAME</u>	<u>TITLE</u>	<u>EFF. DATE</u>
MARISOL ZIEGLER	PART-TIME ADMINISTRATIVE ASSISTANT	1/30/2015
JULIE BERNHARD	3 <sup>RD</sup> GRADE TEACHER	2/16/2015

**Motion to Approve Items A through D** was made by \_\_\_\_\_, seconded by \_\_\_\_\_, and approved at \_\_\_\_\_ PM.

**XVI. Policy – Robin Pistorius, Chairperson**

**3 Minutes**

A. Strauss Esmay Policy Updates (see attached)

**ADOPTION OF POLICIES AND REGULATIONS ON SECOND “FIRST” READ**

**RESOLUTION 15-124 “RESOLVED THAT THE QUEEN CITY ACADEMY CHARTER SCHOOL, UPON THE RECOMMENDATION OF THE CAO/DIRECTOR, HEREBY ADOPTS ON FIRST READ THE FOLLOWING POLICIES AND REGULATION AFTER REVISION:**

- Policy 3283 – Electronic Communications Between Teaching Staff Members and Students
- Policy 4283 - Electronic Communications Between Support Staff Members and Students
- Policy 5612 – Assaults on District Board of Education Member or Employees
- Policy 5613 – Removal of Students for Assaults with Weapons Offenses

**XVII. Old Business**

**10 Minutes**

A. Board Retreat - Strategic Planning Initiative

**XVIII. Executive Session**

**20 Minutes**

Motion to go into closed session to discuss personnel matters or other exceptions to the sunshine law as follows:

1. Any matter considered confidential by federal law, state statute, or court rule;
2. Any matter in which the release of information would impair the receipt of federal funds;
3. Any material which would constitute an unwarranted invasion of individual privacy if disclosed;
4. Any collective bargaining agreements;
5. Any matter involving the purchase, lease or acquisition of real property with public funds;
6. Any tactics and techniques used in protecting the safety and property of the public;
7. Any pending or anticipated litigation;
8. Personnel matters related to the employment, appointment or termination of current or prospective employees.

**Motion to Open** Executive Session made by \_\_\_\_\_, seconded by \_\_\_\_\_, and approved at \_\_\_\_\_ PM.

**Motion to Close** Executive Session made by \_\_\_\_\_, seconded by \_\_\_\_\_, and approved at \_\_\_\_\_ PM.

**XIX. Adjournment**

**1 Minute**

**Motion to Close** the Meeting made by \_\_\_\_\_, seconded by \_\_\_\_\_, and approved at \_\_\_\_\_ PM.

**Reminders: Upcoming Dates**

- February 23, 2015 – Regular Board Meeting
- March 16, 2015 - Reorganization meeting first, followed by a Regular meeting