

**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**

**January 23, 2013 – 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 16, 2013 and posted at the entrances of the school.*

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

Dr. Brian Kramer	___	Ms. Andrea Silvershein	___
Ms. Julie Jerome	___	Ms. Gayle Jones	___
Mr. Mark Sharp	___	Ms. Cornethia McCloud	___
Ms. Jill Stolz	___	Ms. Gail Bennett-Tafaro	___
Mr. Omowale Morgan	___	Ms. Sherylyn Tucker	___
Ms. Robin Pistorius	___		

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

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

- A. Donation from PGA Tour, Inc.- dated January 7, 2013
- B. Letter to Landlord Re: Parking on Funeral Days- dated January 14, 2013
- C. Letter from Landlord Re: Parking on Funeral Days- dated January 14, 2013

**V. Student Liaison – Jereme Johnson** **5 Minutes**

- A. January Report

**VI. Teacher Liaison – Mr. Anibal Garcia** **5 Minutes**

**VII. Public Participation** **10 Minutes**

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

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

**VIII. Approval of Minutes** **5 Minutes**

- A. November 28, 2012 Regular Meeting
- B. December 19, 2013 Regular Meeting

**Motion to Approve** was made by \_\_\_\_\_, seconded by \_\_\_\_\_, and approved \_\_\_\_\_.

**IX. President's Report** **10 Minutes**

**X. Chief Academic Officer/Director's Report** **30 Minutes**

- A. Director's Report - January
- B. HIB Report : December 2012 (No Incidents)
- C. Professional Development:
  - i. Mrs. Alicia Williamson to attend "2013 NJAHPERD Annual Convention on February 25, 2013 in Long Branch, NJ at a cost of \$75.00
  - ii. Mr. Antonio Berdecia to attend "Holocaust & Human Behavior Workshop" on February 8 & 9, 2013 in New York, NY at a cost of \$250.00
  - iii. Mr. Gary Corcoran & Ms. Shakia Arrington to attend "Building Student Proficiency in Reading and Writing (Grades 3-8)" on January 30, 2013 in Clark, NJ at a cost of \$175.00 each

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

**XI. Curriculum – Gail Bennett-Tafaro, Chairperson** **1 Minute**

- A. None

**XII. Finance – Sherylyn Tucker, Chairperson** **10 Minutes**

- A. **Motion to Approve** the expenditure report from December 20, 2012 to January 23, 2013 in the amount of **\$ 342,902.91** (attached)
- B. **Motion to Approve**, pursuant to N.J.A.C. 6:20-2,13, the Board of Trustees certifies that as of November 30, 2012, after review of the **Secretary's and Treasurer's** monthly financial reports (appropriations section) for **December 2012**, and upon

consultation with the appropriate district officials, that to the best of their knowledge no major account or fund has been over expended in violation of the above statute, and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. (attached)

- C. **Motion to Approve** the budget adjustment of \$5,000 to Acct 12-000-400-450-000 (Facilities Acquisition & Construction) from October 15, 2012 increased tuition revenues to secure loan commitment with Fulton Bank for building acquisition.
- D. **Motion to Approve** the contract with **Claremont Consulting, Inc.** for consulting services relating to the charter renewal in 2014 at a cost not to exceed \$12,400 (attached).
- E. **Motion to Approve** a contract with **EI Associates, Architects, Planners, & Engineers, PA** (EI) in response to the RFP for architectural and engineering services dated December 5, 2012 for the following rates as set forth in the proposal dated December 17, 2012 subject to negotiation of a professional service contract with EI by Board Counsel and approved by the Board President (summary proposal attached, full proposal available in the Business Office).
- F. **Board Secretary's Certification of Accounts**
  - i.

Pursuant to N.J.A.C. 6A:23-2.11, I certify that as of **December 31, 2012**, no major budgetary line item account expenditure exceeds the amount appropriated by the district Board of Trustees.



\_\_\_\_\_  
Jesse Cohen  
Board Secretary

January 23, 2013  
Date

ii. Board Certification of Accounts

**RESOLVED:** *After review of the Secretary's and Treasurer's reports for December 2012 and based upon consultation with and representations of the appropriate district officials (Secretary, Treasurer and Chief Academic Officer/Director), the Board of Education 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. Budget Discussion – FY2014

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

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

**10 Minutes**

- A. Facilities Report – January: Jesse Cohen (attached)



**XVII. Old Business**

**5 Minutes**

- A. Mandated Training update
- B. Personal Disclosures Online

**XVIII. Executive Session**

**10 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