

THE QUEEN CITY ACADEMY CHARTER SCHOOL
815 West 7th 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 26, 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 February 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. Letter from Teacher Prep Re: Ms. Gallucci

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

A. February 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. January 23, 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 - February
- B. HIB Report : January 2013 (no incidents)
- C. Professional Development:
 - i. Ms. Tanya Asbury to attend the 2013 Annual School Counselor Conference at Kean University on April 12, 2013 in Union, N.J. at a cost of \$30.00
- D. **Motion to Approve the contract with Union County College** to provide work to students eligible to participate in the Federal Work Study Program (attached).
- E. **Motion to Approve the 2012-13 Progress Targets Action Plan** (attached)

Motion to Approve Items A through E was made by _____, seconded by _____, and approved _____.

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

A. Technology: Grades 4-8, Units 1-4 each

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

- A. Budget Review Presentation 2013-14
- B. **Motion to Approve** the expenditure report from January 24, 2013 to February 26, 2013 in the amount of **\$ 338,820.71** (preliminary attached)
- C. **Motion to Approve**, pursuant to N.J.A.C. 6:20-2,13, the Board of Trustees certifies that as of January 31, 2013, after review of the **Secretary's and Treasurer's** monthly financial reports (appropriations section) for **January 2013**, 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)
- D. **Motion to Approve** the **Corrective Action Plan with No Findings** for the fiscal year 2012 Comprehensive Audit conducted by Barre & Company.

E. **Motion to Approve** the NCLB Title IA Amendment #1 for FY13 to re-budget for salaries for Title IA teachers and part of Teaching Aide/Response to Intervention Specialist salary as follows:

100- 100 Personal Services – Salaries	\$ 126,456
100- 600 Instructional Supplies	15,657
200- 200 Employee Benefits	<u>20,839</u>
TOTAL	\$ 162,952
Salaries to applied to:	
Ms. Jennifer Cherubini, Title I Teacher	- \$49,957 (100%)
Ms. Asha Mayers, Title I Teacher	- \$49,070 (100%)
Ms. Farideh Bahrami, Teacher’s Aide/RTI	- \$27,429 (81%)

F. **Motion to Approve** the following resolution regarding Public Bid 2013-001 awarded on February 20, 2013 at 1:00 pm:

WHEREAS, a The New Jersey State Department of Agriculture required the use of public bid for the procurement of commercially vended school meals in the 2013-14 school year;

WHEREAS, the food service vending specifications were properly advertised to prospective bidders in accordance with N.J.S.A. 18A:18A-4, and

WHEREAS, on Wednesday, February 26, 2013, the Board received the following bids from potential bidders in accordance with N.J.S.A. 18A:18A-1, et seq.;

1. NuWay Concessionaires Lunch Price per Meal: \$2.51
 Breakfast Price per Meal: \$1.25

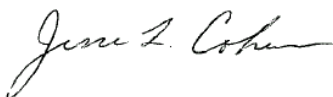
NOW, THEREFORE BE IT RESOLVED, that the Board hereby accepts the bid from NuWay Concessionaires, Inc. for the 2013-14 school year, contract attached here. This contract may be renewed for each of two (2) successive years by agreement by both parties in accordance with N.J.S.A. Section 18A:18A-4.2.

G. **Motion to Approve** the following budgetary transfers of:

<u>From</u>	<u>To</u>	<u>Amount</u>
11-000-252-320-000 Prof Svs - IT	11-000-251-320-000 Prof Svs- Busin	\$ 3,000.00

H. **Board Secretary’s Certification of Accounts**

i.
 Pursuant to N.J.A.C. 6A:23-2.11, I certify that as of **January 31, 2013**, no major budgetary line item account expenditure exceeds the amount appropriated by the district Board of Trustees.



Jesse Cohen

February 26, 2013
 Date

ii. Board Certification of Accounts

RESOLVED: *After review of the Secretary’s and Treasurer’s reports for January 2013 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.*

Motion to Approve Items B through H was made by _____, seconded by _____, and approved _____.

XIII. Facilities – Brian Kramer, Chairperson 10 Minutes

- A. Facilities Report – February: Jesse Cohen (attached)
- B. Technology Report - Teachers’ laptop upgrades (attached)

XIV. Human Resources – Ms. Julie Jerome, Chairperson 10 Minutes

- A. **Upon the recommendation of the Chief Academic Officer/Director**, approve the following hires and changes for the remainder of the 2012-13 school year:
 - i. Ms. Shannon McCabe, Long-term Substitute effective February 4, 2013 at \$100/day for Ms. Lori Meyers (2nd Grade Teacher)
 - ii. Ms. Krystal Woetko, Special Education Teacher, to be paid \$25/hour for no more than two (2) hours/day from January 2, 2013 to cover Ms. Cagney’s Leave of Absence..

Item A:

Motion:

Second:

Passed:

Roll Call	Kramer	Jerome	Morgan	Tucker	McCloud	Jones	Sharp	Silvershein	Ben-Tafaro	Stolz	Pistorius
YES											
NO											
ABSTAIN											
ABSENT											

XV. Policy – Gayle Jones, Chairperson 5 Minutes

- A. **Policies: SECOND and FINAL READING**
 - i. Policy 4431.1 Family Leave and Medical Leave (Revised)

Motion to Approve Item A was made by _____, seconded by _____, and approved _____.

XVI. New Business **10 Minutes**

- A. **New Jersey School Board Association – Gwen Thornton**
- B. “Friends of” Discussion
- C. Reorganization Meeting on March 27, 2013 at 6:30 pm

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