

**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**

**MARCH 3, 2014 – 6:30 P.M.**

**I. CALL TO ORDER**

*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 26, 2014 and posted at the entrances of the school.*

**II. ROLL CALL**

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

**III. FLAG SALUTE**

**IV. STUDENT LIAISON** – Mr. Ricky Thompson, Tamilore Fashe, Kyle Brown, and Cire Riddick

**V. TEACHER LIAISON** – Mr. Thomas Johnson

**VI. PRESENTATIONS**

**VII. CORRESPONDENCE**

**VIII. CHIEF ACADEMIC OFFICER/DIRECTOR'S REPORT**

\*Attached

\*Graciously accepts the following donations:

Dr. Brian Kramer - \$111.12

Nancy Rayhorn - \$14.43

**IX. TRUSTEE PRESIDENT'S REPORT**

**X. NEW BUSINESS**

**XI. FACILITIES/FINANCE UPDATE**

- \*Roof Leak – Primary, 8<sup>th</sup> Grade Classrooms, Auditorium, and Gymnasium
- \*Built-in Window Blinds

**XII. HEARING OF THE PUBLIC**

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.

**XIII. APPROVAL OF MINUTES**

- A. January 22, 2014 Regular Meeting
- B. January 22, 2014 Executive Meeting - None

**RESOLUTIONS**

**CURRICULUM & INSTRUCTION**

**Curriculum & Instruction – Gail Bennett-Tafaro, Chairperson**

**Acceptance of Monthly HIB and Suspension Report**

Resolution 14-118 “RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, accepts the monthly HIB and Suspension report.”

**Approval of the Following Field Trips**

Resolution 14-119 “RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, approves the following field trips for the 2013-2014 school year:

<u>Date</u>	<u>Grade</u>	<u>Destination</u>
Museum of Jewish Heritage	6 <sup>th</sup>	NYC.”

**PERSONNEL & MANAGEMENT**

**Personnel & Management – Gail Bennett-Tafaro, Chairperson**

**Appointment of Additional Compensation Positions**

Resolution 14-120 “RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, appoints the following extra-compensation positions for the 2013-2014 school year:

NJ ASK Academy      \$35.00 / Hour      11-401-100-101-000-043

- Julie Bernhard
- Shannon Turner
- Amanda Avena
- Michelle Jones
- Jessica Prentice
- Griselle Salandy

Farideh Bahrami  
Christopher Winter  
Robin Nehila  
Heather Johnson  
Antonio Berdecia  
Anibal Garcia”

**Acceptance of Trustee Resignation**

Resolution 14-121 “RESOLVED that The Queen City Academy Charter School, accepts the resignation of Gayle Jones effective 2-20-2014”

**FINANCE & FACILITIES**

**Finance - Sherylyn Tucker**  
**Facilities - Brian Kramer, PHD**

**Approval of Current Year Transfers**

Resolution 14-122 “RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, approves the transfer of funds in accordance with N.J.S.A. 18a:22-8.1 and 18a:22-8.2 within the adopted budget for the 2013-2014 school year as attached.”

**Approval of Treasurer’s and Secretary’s Report (1/31/14)**

Resolution 14-123 “RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, approves the board secretary’s report for the month ended January 31, 2014, as per the attached and pursuant to N.J.A.C.6a:23-2.11, the Business Administrator/Board Secretary certifies that no budgetary line item account expenditure exceeds the amount appropriated by The Queen City Academy Charter School. Additionally, after review of the secretary’s and treasurer’s report for January 31, 2014 and based upon consultation with and representations of the appropriate district officials (Secretary, Treasurer and CAO/Director), The Queen City Academy Charter School has ascertained, to the best of our knowledge and ability, with the information provided, that no major account 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 as approved is being followed as revealed in the following financial reports.”

**Approval of Bills and Claims through (1/23/14 – 2/28/14)**

Resolution 14-124 “RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, approves the following expenditure reports for drafts and payroll as attached totaling \$457,952.34.”

**Approval of Professional Conferences**

Resolution 14-125 “RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, authorizes certified staff to attend the following conferences. Each conference is directly associated and within the scope of the duties as identified in 18A11-15(b) and Chapter 53/A5, which cannot exceed \$150 Daily:

<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Amount</u>	<u>Account</u>
Gary Corcoran	Rutgers	EBL PD	25.00	11-000-223-580-000-045
Gail Bennett-Tafaro	Atlantic City, NJ	NJCSC	159.00	11-000-223-580-000-045
Farideh Bahrami	Monroe, NJ	RTI	149.00	11-000-223-580-000-045
Nancy Lombardi	New Brunswick	ESL	127.00/day	11-000-223-580-000-045
Maria Sfondouris	"" ""	""	54.50/day	11-000-223-580-000-045.”

### **Approval of SEMI Waiver 2014-2015**

Resolution 14-126 “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.”

### **Approval of Professional Contract for Doors + Windows**

Resolution 14-127 “RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, approves the following Professional Services Contract for Window and Door Replacement as follows:

EI Architects  
8 Ridgedale Avenue  
Cedar Knolls, NJ 07927

\$35,500.00 plus Incidentals.”

### **Approval of Bid Specifications and Advertising Window Project**

Resolution 14-128 “RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, authorizes the Business Administrator/Board Secretary and Board Architect to prepare, advertise, and solicit Bids for the Window Replacement Project.”

### **Approval to Submit Safety Grant 2014-2015**

Resolution 14-129 “RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, hereby approves the submission of grant application for the 2014 Safety Grant Program through the New Jersey Schools Insurance Group’s ERIC NORTH Sub fund for the purposes described in the application, in the amount of \$5,000 for the period July 1, 2014 through June 30, 2015.”

## **POLICY**

### **Policy – Robin Pistorius, Chairperson**

#### **Adoption of Mandated Policies and Regulations on First Read**

Resolution 14-130 “RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, hereby approves the adoption of the following mandated policies and regulations upon first read:

Bylaws – 0166 Telephonic Participation and Voting by Trustees  
Policy 0142.1C Nepotism (M)  
Policy 0174C Legal Services (M)  
Policy 0177C Professional Services (M)  
Policy 1570C Internal Controls (M)  
Policy 3144C Streamlined Tenure/Certification of Tenure Charges (M)  
Policy 6360C Political Contributions (M)  
Policy 6362C Contributions to Board Members and Contract Awards (M)  
Policy 6470C Payment of Claims (M)  
Policy 6510C Payroll Authorization (M)  
Policy 6620 Petty Cash (Updated)  
Policy 6811C Financial Requirements (M)  
Policy 9120C Public Relations Program (M)  
Regulation 1570C Internal Controls (M).”

**XIII. RESOLUTION TO MEET IN EXECUTIVE SESSION**

Resolution 14-131 "BE IT RESOLVED, pursuant of N.J.S. 10:4-12 and 10:4-13, that The Queen City Academy Charter School will hold a closed session on March 3, 2014 at \_\_\_\_PM regarding the following matters; student matters, prior contracts, future contracts, zoning issues. These records will remain confidential until it is acted upon or determined not to be excluded in public."

Motion to open Executive Session made by \_\_\_\_\_, seconded by \_\_\_\_\_, and approved at \_\_\_\_\_ pm.

**IV. RESOLUTION TO ADJOURN**

Motion to adjourn made by \_\_\_\_\_, seconded by \_\_\_\_\_, and approved at \_\_\_\_\_ pm.