



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

April 25, 2017 – 6:30 p.m.

I. Meeting Notice Announcement

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 and Star Ledger newspapers on April 20, 2017, and posted at the entrances of the school.

II. Roll Call

| | | | |
|-------------------------|-------|------------------------|-------|
| Ms. Marlene Harvey | _____ | Ms. Karen Moore | _____ |
| Ms. Gail Bennett-Tafaro | _____ | Ms. Andrea Silvershein | _____ |
| Dr. Brian Kramer | _____ | Ms. Sherylyn Tucker | _____ |
| Mr. Henry McCloud | _____ | Mr. Omowale Morgan | _____ |

III. Flag Salute

IV. Student Council Officers

V. Correspondence

VI. Swearing in – Omowale Morgan – 3-year term

VII. Public Participation – 3 Minutes per person

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.

VIII. Board Committee Reports

- A. President’s Report – Ms. Marlene Harvey
- B. Curriculum – Ms. Gail Bennett-Tafaro, Chairperson
- C. Finance – Ms. Marlene Harvey, Chairperson
 - Financial Reports – See Attached

- Food Services Audit update – No Financial Findings (See attached letter)
- D. Facilities – Ms. Sherylyn Tucker, Chairperson
- Facilities/Technology Monthly Report – See attached
- E. Human Resources – Omowale Morgan, Chairperson
- 2016-2017 Teacher/Staffing Update
- F. Policy – Andrea Silvershein, Chairperson
- 2nd Read policies (See attached Policy Alert 210 and regulations)
- G. Parent Liaison Report – Henry McCloud
- H. Board of Trustees’ Committee Operating Policy – Henry McCloud
- I. Strategic Plan Updates – All Committee Chairpersons
- J. Development Plan Ad-hoc Committee – Andrea Silvershein
-

IX. Chief Academic Officer/Director’s Report / Student Achievement – Ms. Danielle West

- Director’s report – See attached
 - School Wide Activities
-

X. Executive Session –

Motion to Close Public Session and Enter into Executive Session in accordance with the Open Public meetings Act to discuss confidential Personnel and Legal Issues as listed below was made by _____, seconded by _____, and approved at _____ PM.

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 Close the Executive Session and reenter Public Session was made by _____, seconded by _____, and approved at _____ PM.

XI. Regular Consent Agenda


- 17-138 Approve Regular Minutes from the February 21, 2017 meeting *(need quorum from March meeting)*
- 17-139 Approve Executive Minutes from the February 21, 2017 meeting *(need quorum from March meeting)*
- 17-153 Approve Regular Minutes from the March 20, 2017 meeting
- 17-154 Approve Executive Minutes from the March 20, 2017 meeting

CURRICULUM

- 17-155 Approve the monthly HIB report with no incidents and filing of Annual HIB report(s) (Attached)

FINANCE

- 17-156 Approve the March 21, 2017 – April 25, 2017 expenditure reports/bill listing and payroll (Separate attachment)
- 17-157 Approve budget transfers between Fund 10 expenditure accounts (Separate attachment)
- 17-158 Approve Board Secretary’s Certification of Accounts
Pursuant to N.J.A.C. 6A:23-2.10c3, I certify that as of March 31, 2017, no major budgetary line item account expenditure exceeds the amount appropriated by the district Board of Trustees.



April 12, 2017
Date

Charlene Jones
Board Secretary

Board Certification of Accounts
RESOLVED: After review of the Secretary’s and Treasurer’s reports for March 2017 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.

- 17-159 Accept the \$235.80 donation from Truist on behalf of Dr. Kramer to deposit to Student Activities account.

FACILITIES

- 17-160 Accept the Facilities and Technology report (See attachment)

HUMAN RESOURCES

- 17-161 Approve the professional development for Teachers/Staff/Administrators:

| <u>Program Name</u> | <u>Location</u> | <u>Date(s)</u> | <u>Employee(s)</u> | <u>Cost</u> |
|---------------------|-----------------|----------------|--------------------|-------------|
| NJASBO Conference | Atlantic City | June, 2017 | Charlene Jones | \$495 |

- 17-162 Approve the following Substitute Teacher for 2016-2017:
 - Denise Hilliard-Reid (Resume attached)
- 17-163 Accept, with regret, the following letter of resignation, as of June 30, 2017
 - Andrew Stewart, ELA teacher
- 17-164 Approve the following teachers for Title I Arts Integration Grant, effective immediately.
 - E. Laskowski, \$30/hour
 - J Ellmers, \$30/hour
- 17-165 Approve teacher contract revision for Keren Thomas, annualized salary of \$50,000 effective date upon receipt of licensure and credentials.

POLICIES

17-166 Approve the 2nd Read of the following policies and regulations in Alert 210:

1. 1510 - Americans with Disabilities Act – Policy & Regulation (M)
2. 2415.30 - Title I - Educational Stability for Children in Foster Care - Policy (M) (NEW)
3. 2418- Section 504 of the Rehabilitation Act of 1973 -- Students - Policy and Regulation (M) (NEW)
4. 5116 - Education of Homeless Children – Policy & Regulation
5. 5330.04 - Administering an Opioid Antidote – Policy (NEW)
6. 8330 Student Records – Policy & Regulation (M)

RESOLVED that the Queen City Academy Charter School Board of Trustees accepts the recommendation of the CAO/Director to approve the above-identified consent Agenda items numbered 17-138 & 17-39, and 17-153 through 17-166.

Motion was made by _____, seconded by _____, and approved at _____ P.M.

| Motion: | Second: | | | | | Passed: | | |
|----------------|----------------|----------------|--------|-------|--------|----------------|-------------|--------|
| Roll Call | Kramer | Bennett-Tafaro | Harvey | Moore | Morgan | McCloud | Silvershein | Tucker |
| YES | | | | | | | | |
| NO | | | | | | | | |
| ABSTAIN | | | | | | | | |
| ABSENT | | | | | | | | |

XII. Regular Agenda

17-167 _____

| Motion: | Second: | | | | | Passed: | | |
|----------------|----------------|----------------|--------|-------|--------|----------------|-------------|--------|
| Roll Call | Kramer | Bennett-Tafaro | Harvey | Moore | Morgan | McCloud | Silvershein | Tucker |
| YES | | | | | | | | |
| NO | | | | | | | | |
| ABSTAIN | | | | | | | | |
| ABSENT | | | | | | | | |

XIII. Old Business

- A. Strategic Plan Update – Feedback from All Trustees/Administration (moved to Board Committee reports section I)

XIV. Other Items

- A. Board Acknowledgement of Significant Donations From Supporters
- B. Friends of QCA Update - Andrea Silvershein
- C. Upcoming scheduled Meetings:
 - a. May 2017 Board Meeting will be held on **June 3, 2017** (Off-Site Venue)
 - b. June Board meeting – Tuesday, June 20, 2017.

XV. Adjournment – Regular Meeting

Motion to Close Public Session and Adjourn was made by _____, seconded by _____, and approved at _____ PM.