

**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**

**April 27, 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 April 21, 2015 and posted at the entrances of the school.

**II. Roll Call**

**1 Minute**

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

**III. Flag Salute**

**1 Minute**

**IV. Presentation - 4<sup>th</sup> Grade Students, Ms. Avena and Ms. Meyer**

**10 Minutes**

**V. Correspondence**

**1 Minute**

*A. Thank You Letter(s) to Financial Donors*

**VI. New Business**

**1 Minute**

**VII. Student Liaison**

**1 Minute**

**VIII. Teacher Liaison – Ms. L. Meyer**

**1 Minute**

**IX. 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.

**X. Approval of Minutes**

**5 Minutes**

- A. March 23, 2015 Reorganization Meeting
- B. March 23, 2015 - Regular Board Meeting
- C. March 23, 2015 Executive Session

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

**XI. President's Report**

**10 Minutes**

- A. Board Training Follow Up - April 14<sup>th</sup> Board Self Assessment Submission
- B. Board Strategic Planning Initiative – Plan Kick-off Meeting

**XII. Chief Academic Officer/Director's Report**

**20 Minutes**

- A. Director's Report – April 2015 (see attachment)
- B. HIB Report - April 2015 (see attachment)
- C. School Calendar - 2015-2016 (see attachment)

**Motion to Accept Items A – C** was made by \_\_\_\_\_, seconded by \_\_\_\_\_, and approved \_\_\_\_\_ P.M.

**XIII. Curriculum – Gail Bennett-Tafaro, Chairperson**

**10 Minutes**

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

RESOLUTION 15-134 "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. APPROVAL OF FIELD TRIPS**

RESOLUTION 15-135 "RESOLVED THAT THE QUEEN CITY ACADEMY UPON THE RECOMMENDATION OF THE CAO/DIRECTOR, APPROVES THE FOLLOWING FIELD TRIPS FOR THE 2014-2015 SCHOOL YEAR"

- Intrepid, New York, – Title I – June 9, 2015
- 911-Memorial, New York – Grades 7/8 – May 4, 2015

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

**XIV. Finance – Marlene Harvey, Chairperson**

**10 Minutes**

- A. Motion to Approve the expenditure reports/bill listing (separate attachment)
- B. Motion to Approve Budget Transfers between accounts (separate attachment)
- C. Motion to Approve the acceptance of \$125.00 donation from the TRUiST Company made on behalf of Dr. Brian Kramer and Nancy Rayhorn. (see attachment)
- D. Motion to Approve the contract with Karl Associates for pre-construction asbestos abatement/environmental services at a cost not to exceed \$4,000 (see attachment)

**E. Motion to Approve of contract renewal with NJSIG**

RESOLUTION 15-136: "RESOLVED THAT THE QUEEN CITY ACADEMY CHARTER SCHOOL, UPON THE RECOMMENDATION OF THE CAO/DIRECTOR, AGREES TO RENEW ITS MEMBERSHIP WITH NJSIG FOR A THREE (3) YEAR PERIOD, BEGINNING JULY 1, 2015, AND ENDING JULY 1, 2018."

F. Board Secretary's Certification of Accounts

*Pursuant to N.J.A.C. 6A:23-2.10c3, I certify that as of March 31, 2015, no major budgetary line item account expenditure exceeds the amount appropriated by the district Board of Trustees.*



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

April 22, 2015

Date

**Board Certification of Accounts**

**RESOLVED:** After review of the Secretary's and Treasurer's reports for February 2015 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 15-137: APPROVAL OF CONTRACT EXTENSION FOR TSCHANG CONSULTING.**

WHEREAS, in response to an advertised request for proposals for a Technology Consultant: Professional Development and Support Services ("Services"), The Queen City Academy Charter School Board of Trustees ("Board") awarded and entered into a contract with T.S. Chang Consulting LLC ("Consultant") for the Services for the 2014-2015 school year; and

WHEREAS, the request for proposals and contract state that the contract may be extended for an additional two-year period as permitted by law ; and

WHEREAS, the Board desires to extend the Services for two years, for the 2015-2016 and 2016-2017 school years; and

WHEREAS, the Board has determined that Consultant has performed the Services in an effective and efficient manner; and

WHEREAS, the parties have agreed that any price increase for the Services will be based upon the price of the original contract and shall not exceed the index rate for the 12 months preceding the most recent quarterly calculation available.

NOW, THEREFORE, BE IT RESOLVED, that the above recitals are incorporated herein by reference; and

BE IT FURTHER RESOLVED, that the Board hereby extends the contract for the Services with Consultant for two- years which shall end at the end of the 2016-2017 school year; and

BE IT FURTHER RESOLVED, that the terms and conditions of the extension shall be substantially the same as in the original contract; and

BE IT FURTHER RESOLVED, that the Board's counsel is hereby authorized to prepare the contract for the extension.

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

H. Walk On Resolution

**RESOLUTION 15-138:** "RESOLVED THAT THE QUEEN CITY ACADEMY CHARTER SCHOOL, UPON THE RECOMMENDATION OF THE CAO/DIRECTOR, AUTHORIZES THE PRESIDENT OF THE BOARD OF TRUSTEES AND THE SCHOOL BUSINESS ADMINISTRATOR TO APPROVE THE LOAN COMMITMENT OF \$700,000 UPON AGREED TERMS WITH THE BANK."

**Motion to Approve Walk on Resolution 15-139** was made by \_\_\_\_\_, seconded by \_\_\_\_\_, and approved at \_\_\_\_\_ PM.

**XV. Facilities – Sherylyn Tucker, Chairperson** **10 Minutes**

- A. Facilities Expansion Committee Meeting Update
- B. Monthly Facilities & Technology Report (see attachment)

**XVI. Human Resources – Mark Sharp, Chairperson** **10 Minutes**

A. ACCEPTANCE OF PROFESSIONAL DEVELOPMENT

**RESOLUTION 15-137** "RESOLVED THAT THE QUEEN CITY ACADEMY CHARTER SCHOOL, UPON THE RECOMMENDATION OF THE CAO/DIRECTOR, APPROVES THE FOLLOWING STAFF PROFESSIONAL DEVELOPMENT."

- 5/9/2015 Lori Meyer Eduscape Learning: Google Education Summit North Plainfield, NJ - \$129.00
- 5/9/2015 Sharon Phillips Eduscape Learning: Google Education Summit North Plainfield, NJ - \$129.00
- 5/15/2015 Dawn Tantillo PESI: Dyslexia, Dyscalculia Holiday Inn South Plainfield, NJ \$189.99
- 4/24/2015 Jennifer Cherubini Teaching Ferguson and Beyond Kean University, Union, NJ - \$30.00
- 4/24/2015 Gary Corcoran Teaching Ferguson and Beyond Kean University, Union, NJ \$30.00
- 5/7/2015 Michelle Jones Teaching, Raising and Engaging Teenage Brains in the 21st Century, Sheraton, NY \$204.00
- 4/30/2015 Joanna Ellmers Arter Charter Workshop Monroe Township, NJ Free

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

**XVII. Policy – Robin Pistorius, Chairperson** **10 Minutes**

- A. Policy on Tuition/Certification Reimbursement (see attachment first read)

**XVIII. Old Business** **5 Minutes**

- A. Friends of QCA Update - Andrea Silvershein

**XIX. Adjournment – Regular Meeting** **1 Minute**

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

**XX. 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 Close** the Executive Meeting made by \_\_\_\_\_,  
seconded by \_\_\_\_\_, and approved at \_\_\_\_\_ PM.

*Reminder: May Regular Board Meeting May 18, 2015, 6:30PM – A new date to be determined.*