

**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**

**June 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 June 15, 2013 and posted at the entrances of the school.*

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

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

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

**IV. 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.

**V. Correspondence** **5 Minutes**

- A. Letter from Pastor Ball Re: Parking – May 29, 2013
- B. Resignation – Ms. Muriel Cagney – June 14, 2013
- C. Resignation- Ms. Christine Gallucci – June 20, 2013

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

- A. None

**VII. Teacher Liaison – None** **5 Minutes**

**VIII. 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.

**IX. Approval of Minutes** **5 Minutes**

- A. May 22, 2013 Regular Meeting

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

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

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

- A. Director's Report – June 2013
- B. HIB Report : May 2013
- C. **Motion to Approve** submitting the 2013 Annual Report on or before August 1, 2013 with approval of the Executive Committee.
- D. **Motion to Approve** the Danielson Framework and evaluative tool for teacher evaluation (attached), and the New Jersey School Boards Association Model based on the ISLIC standards for school leaders Principal evaluation tool.

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

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

**1 Minute**

- A. 6<sup>th</sup> Grade Spanish - Units 1-4
- B. 7<sup>th</sup> Grade Spanish – Units 1-4
- C. 8<sup>th</sup> Grade Spanish – Units 1-4

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

**XIII. Finance – Sherylyn Tucker, Chairperson**

**10 Minutes**

- A. **Motion to Approve** the expenditure report from May 23, 2013 to June 26, 2013 in the amount of **\$ 500,125.68** (attached)
- B. **Motion to Approve**, pursuant to N.J.A.C. 6:20-2,13, the Board of Trustees certifies that as of May 31, 2013, after review of the **Secretary's and Treasurer's** monthly financial reports (appropriations section) for **May 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)
- C. **Motion to Approve the following**
  - WHEREAS, The New Jersey School Boards Association Insurance Group (NJSBAIG) Board of Trustees approved proposed amendments to its Bylaws at a public meeting on March 20, 2013 in accordance with Article IX(C) of the current NJSBAIG Bylaws; and
  - WHEREAS, the current NJSBAIG Bylaws require for the proposed amendments to be approved by member school districts; and
  - WHEREAS, seventy-five percent (3/4) of the member school districts must approve the proposed amendments within one hundred eighty (180) days of the hearing on the amendments:
  - NOW THEREFORE, BE IT RESOLVED that at a regular meeting of the Queen City Academy Board of Trustees held on the 26<sup>th</sup> day of June 2013, the Board hereby approves the proposed amendments to the NJSBAIG Bylaws.
- D. **Motion to Approve** engaging Union County Educational Services Commission for **Environmental Safety Program and Bloodborne Pathogen Services** for the 2013-14 school year at a cost of \$1,040 (attached).
- E. **Motion to Approve** the annual award of \$500 to Norae Thomas from the **Paula DeVinuto Scholarship** Fund for **Outstanding Leadership**.
- F. **Motion to Approve** the annual award of \$500 to Leandra Garcia from the **Ray Blanco Scholarship** Fund for **Most Improved Student** over a two year period.
- G. **Motion to Approve the following:**
  - WHEREAS, the Public School Contracts Laws (N.J.S.A. 18:A:18A-5) requires that a resolution authorizing the contracting of "Professional Services": without competitive bids be adopted:
  - NOW, THEREFORE, be it resolved by the Board of Trustees of the Queen City Academy that the firm of **Tschang Consulting, LLC** be contracted as technology consultant professional for the 2013-2014 school year without competitive bidding as a "Professional Service" in accordance with the 18A:18A-5 of the Public School Contracts Law.

- H. **Motion to Approve** engaging Hehl & Hehl for representation in filing a zoning variance in the City of Plainfield for a fence and for a pedestal sign (retainer attached).
- I. **Motion to Approve** permitting Mrs. Theresa Radline and Mr. Jesse Cohen to personally purchase their single, school issued, used, Generation II iPads at price of \$150, representing the approximate value of said units.

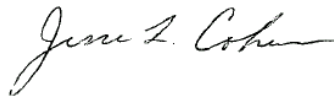
J. **Motion to Approve** the following budgetary transfers of:

<u>From</u>		<u>To</u>		<u>Amount</u>
11-000-262-441-000	Rent	11-000-251-320-000	Pur Prof Svs	\$ 35,600.00
11-000-262-620-000	Energy	11-000-252-600-000	IT Suppl & Mater	\$ 15,500.00
11-120-100-101-000	Sal-Grd 1-4	11-130-100-101-100	Sub Sal-Grd 5-8	\$ 4,100.00
11-120-100-101-000	Sal-Grd 1-4	11-190-320-000-000	Pur Prof Svs-Educ	\$ 1,802.50
11-190-100-610-000	Gen Ed Supp	11-190-100-640-000	Textbooks	\$ 14,221.74
11-000-230-530-000	Communic	11-000-230-231-000	Legal Svs	\$ 6,000.00
11-000-291-270-000	Health Ben	11-000-251-320-000	Pur Prof Svs-Bus	\$ 7,100.00
11-000-240-103-000	Sal- Prin/Asst	11-000-230-890-000	Misc Exp-Admin	\$ 1,488.66

K. **Board Secretary's Certification of Accounts**

i.

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



Jesse Cohen  
Board Secretary

June 26, 2013  
Date

ii. Board Certification of Accounts

**RESOLVED:** *After review of the Secretary's and Treasurer's reports for April 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 A through K** was made by \_\_\_\_\_, seconded by \_\_\_\_\_, and approved \_\_\_\_\_.



**XVI. Policy – Robin Pistorius, Chairperson**

**5 Minutes**

**A. Policies: FIRST Reading**

- i. 0000.01 Introduction (M) Revised
- ii. 0000.02 Introduction (M) Revised
- iii. P3232 Tutoring Services (New)
- iv. P5120 Assignment of Pupils (M) Revised
- v. P5300 Automated External Defibrillators (AED)(M) Revised
- vi. P5533 Pupil Smoking (M) Revised
- vii. P7434 Smoking in School Buildings and on School Grounds (M) Revised
- viii. P7522 School District Provided Technology Devises (Staff) (New)
- ix. P7523 School District Provided Technology Devises (Pupils) (New)

**B. Regulations: FIRST Reading**

- i. R3232 Tutoring Services (New)
- ii. R5300 Automated External Defibrillators (AED)(M) Revised

**C. Motion to Approve** the following summer hours for 2013 as follows:

- i. Summer Hours for all 12-month employees will be Monday-Thursday 8:00am - 3:00pm. From June 25- August 23, 2013.

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

**XVII. New Business**

**10 Minutes**

- A. None

**XVIII. Old Business**

**5 Minutes**

- A. None

**XVIII. Executive Session**

**10 Minutes**

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**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