

**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**

**SEPTEMBER 25, 2013 – 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 SEPTEMBER 16, 2013 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. PRESENTATIONS**

**V. CORRESPONDENCE**

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

\*Attached

**VII. TRUSTEE PRESIDENT'S REPORT**

**VIII. NEW BUSINESS**

**IX. FACILITIES UPDATE**

\*Boiler Update  
\*Illuminated Sign Update

**X. STUDENT LIAISON – TBD**

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

**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. September 10, 2013 Regular Meeting
- B. September 10, 2013 Executive Meeting

**RESOLUTIONS**

**CURRICULUM & INSTRUCTION**

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

**Approval of MOA Submission (OPRA Excluded Document Pursuant to N.J.S.A. 47:1A-1.1 (9))**

Resolution 14-044 “RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, approves the execution of the attached Memorandum of Agreement between The Queen City Academy and Law Enforcement Officials for the 2013-2014 school year attached, as required in N.J.A.C. 6A:16-6.2(b) 13 through 15.”

**PERSONNEL & MANAGEMENT**

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

**Acceptance of Resignations**

Resolution 14-045 “RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, accepts the following resignations

Mike Lewicki – Part-time Facilities Manager.”

**Approval of Certified Appointments**

Resolution 14-046 “RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, approves the following certified appointments for the 2013-2014 school year:

Maritza Franco – Spanish Teacher”

**Approval of Substitutes**

Resolution 14-047 “RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, approves the following list of approved substitutes for the 2013-2014 school year

Ashley Sullivan  
Joseph Wagner.”

### **Approval of Extra Compensation**

Resolution 14-048 "RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, approves the extra compensation/stipends for the 2013-2014 school year as attached."

### **Approval of Modified Contracts**

Resolution 14-049 "RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, approves the modified contracts effective 10/1/2013 for the 2013-2014 school year as attached."

## **FINANCE & FACILITIES**

**Finance - Sherylyn Tucker**

**Facilities - Brian Kramer, PHD**

### **Approval of Current Year Transfers**

Resolution 14-050 "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 (8/31/13)**

Resolution 14-051 "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 August 31, 2013, 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 August 31, 2013 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 (9/1/13 – 9/19/13)**

Resolution 14-052 "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 \$233,350.59."

### **Approval to Rescind Resolution**

Resolution 14-053 "RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, approves to rescind Resolution 14-037 dated 9/10/2013 erroneously approved per N.J.S.A. 18A:18A-10"

**Awarding of Emergency Contracts**

Resolution 14-054 “RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, Purchasing Agent, and New Jersey State Department of Education, upon favorable attorney review, approves the awarding of the following emergency contract as per N.J.S.A 18A:18A-7:

A&S Boiler + Burner Corp.  
P.O. Box 2249  
Newark, NJ 07114

\$103,544.00.

The Business Administrator/Board Secretary attests that the funds required to execute this contract are available, per 6A:23A-16.10 (a) 1.”

**Annual Charter School Fiscal Questionnaire**

Resolution 14-055 “RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, approves the submission of the Annual Charter School Fiscal Questionnaire for the 2013-2014 school year as attached.”

**Approval of Professional Conferences**

Resolution 14-056 “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:

Name	Destination	Purpose	Amount	Account
Michael Derderian	NJASBO	Ethics in Purchasing	\$50.00	11-000-230-890-000-063
Jennifer Cherubini	Kean U	PARC Assessments	\$139.00	11-000-223-580-000-045
Joanna Ellmers	AENJ	Art Conference	\$150.00	11-000-223-580-000-045
Jasmine Chiles	Toms River	HIB Training	\$100.00	11-000-223-580-000-045“

**Approval to enter “ACES” Gas Bid**

Resolution 14-057 “Whereas, the alliance for competitive energy services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the effective period as defined below solicit bids from natural gas suppliers for retail natural gas supply services including interstate transportation to the local natural gas distribution utility company (natural gas supply services) through an energy aggregation program in which NJSBA will act as lead agency of the ACES cooperative pricing system #e8801-acescps in accordance with the “public school contracts law”, N.J.S.A. 18a:18a-1 *et seq.*, and the electric discount and energy competition act, N.J.S.A. 48:3-49 *et seq.* (“EDECA”) and the regulations promulgated thereunder; and

Whereas, The Queen City Academy Charter School is a participating member of the ACES cooperative pricing system and is eligible thereby to obtain natural gas services for its own use through one or more contracts to be awarded to natural gas suppliers following said bids for natural gas services pursuant to the aggregation program; and

Whereas, the lead agency will from time to time during the effective period (from date of adoption through may, 2018, hereinafter referred to as “effective period”) issue one or more requests for bids for natural gas services on behalf of the aces cooperative pricing system pursuant to the public school contracts law and EDECA; and

Whereas, due to significant volatility and the potential for price increases in the wholesale natural gas market, participating members will preauthorize the lead agency to award contracts for natural gas supply service in each service territory to one or more natural gas suppliers that submits bids which are reasonably forecasted to provide estimated savings to the participating member based upon its previous natural gas usage and utility provided basic gas supply service rates; and

Whereas, the lead agency will only award contracts for said natural gas supply services to natural gas suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic gas supply service; and

Whereas, the district agrees to purchase all natural gas supply services for its own use during the effective period through any natural gas supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of public school contracts law; and

Whereas, the lead agency will notify the department of community affairs' division of local government services by mail prior to the issuance a request for bids for natural gas supply services, with the understanding that if the division of local government services does not respond within 10 business days, it will be deemed to have approved the issuance of the request for bids or the request for rebids.

Now, Therefore Be It Resolved that the district binds itself to the aces cooperative pricing system #e8801-acescps to purchase all natural gas supply services needed for its own use during the effective period from the natural gas supplier or suppliers awarded a contract for natural gas supply services by the lead agency; and, be it

Further Resolved that the lead agency of the aces cooperative pricing system is hereby authorized to execute a master performance agreement that obligates the district to purchase natural gas at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the lead agency on behalf of the participating members of the aces cooperative pricing system #e8801-acescps (or any cps number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the lead agency to provide savings to the districts relative to the price charged for basic gas supply service by the natural gas public utility that would otherwise provide such service; and, be it

Further Resolved that aces is authorized to continue to bid to obtain natural gas services at any time during the effective period on behalf of the aces cooperative pricing system including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the lead agency; and

Further Resolved that this resolution shall take effect immediately upon passage. the authorization provided to the NJSBA pursuant to the local public contracts laws (N.J.S.A. 40a:11-11(5)), and the local public and public school contracts laws administrative code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2018 (the effective period) at which time the cooperative pricing system will be subject to renewal. Any rescission of this resolution shall not affect any agreements entered into prior to such rescission or expiration."

**POLICY**

**Policy – Robin Pistorius, Chairperson**

**Adoption of Mandated Policies – First Read**

Resolution 14-058 “Resolved that The Queen City Academy Charter School Board of Trustees hereby adopts the following Mandated Policies and Regulations on first read:

Policy 3144.12 Certification of Tenure Charges – Inefficiency (M)

Policy 5512 Harassment, Intimidation, and Bullying (M)

Regulation 5512 Harassment, Intimidation, or Bullying Investigation Procedure (M)”

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

Resolution 14-059 “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 September 25, 2013 at \_\_\_\_PM regarding the following matters; student, personnel, and facilities. 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.