

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

October 24, 2012 – 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 October 17, 2012 and posted at the entrances of the school.

II. Roll Call **1 Minute**

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

III. Flag Salute **1 Minute**

IV. Correspondence **1 Minute**

A. None

V. New Business **30 Minutes**

- A. Presentation by Rich Barre, Barre & Company
- B. Presentation by Mr. Joseph Carfora, Vice President of NuWay Concessionaires
- C. Discussion with Walsh & Company, Owners Representative

VI. Student Liaison – Matthews Carrera, Ma'sonia McPherson **5 Minutes**

VII. Teacher Liaison – Ms. Kimberly LaRochelle **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. September 19, 2012 Regular Meeting

Motion to Approve 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**- October

B. **Motion to Approve** the annual State **Memorandum of Agreement (MOA)** in accordance with N.J.A.C. 6A:16-6.2(b)13 through 15 as approved by the Attorney General and the Commissioner of Education of the State of New Jersey.

C. **Field Trips:**

- i. 2nd & 3rd Grade – The Newark Museum on May 24, 2013. Cost will be transportation only. (Ms. Meyer & Ms. Leip)
- ii. 5th & 6th Grade – The Secret World of Espionage: Discovery Times Square, NY, NY on December 19, 2012. Cost will be transportation only. (Ms. DelValle, Ms. Prentice, Ms. Arrington, Mr. Corcoran, Mr. Winter)
- iii. 8th Grade – Radio City Music Hall in NYC on December 20, 2012 at a cost of \$50/student (Ms. LaRochelle)
- iv. K & 1st- Turtle Back Zoo in May 2013 at a cost \$414 (Ms. Jones and Ms. Hardin)
- v. K & 1st – Crayola Factory on December 6, 2012. Cost will be transportation only. (Ms. Jones and Ms. Hardin)
- vi. 7th Grade – Battleship New Jersey in Camden, NJ on May 9, 2013. Cost will be transportation only. (Mr. Berdecia)

D. **Professional Development:**

- i. Ms. Alicia Williamson - Mary Jo Young Hands on Health Conference on December 3, 2012 at a cost of \$60
- ii. Mr. Anibal Garcia – Morris Union Jointure Commission on January 11, 2013 at a cost of \$145
- iii. Ms. Joanna Ellmers – Art Educators of New Jersey Conference on October 1, 2012

Motion to Approve Items A through D was made by _____, seconded by _____, and approved _____.

XII. Curriculum – Gail Bennett-Tafaro, Chairperson

5 Minutes

- A. **Social Studies:**
 - i. Kindergarten, Units 2-4
 - ii. 1st Grade, Units 2-4
 - iii. 2nd Grade, Units 2 & 4
 - iv. 3rd Grade, Units 2 & 4
 - v. 4th Grade, Units 2-4
 - vi. 7th Grade, Units 2-4
 - vii. 8th Grade, Units 2-4
- B. **Technology:**
 - i. Kindergarten, Units 1 & 2
 - ii. 1st Grade, Units 1-3
 - iii. 2nd Grade, Units 1-3
 - iv. 3rd Grade, Units 1-3
- C. **Spanish:**
 - i. Kindergarten, Units 2 & 3
 - ii. 1st Grade, Units 2 & 3
 - iii. 2nd Grade, Units 2 & 3
 - iv. 3rd Grade, Units, 2 & 3

Motion to Approve Items A through C was made by _____, seconded by _____, and approved _____.

XIII. Finance – Sherylyn Tucker, Chairperson

10 Minutes

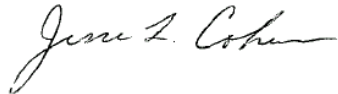
- A. **Motion to Approve** the expenditure report from September 20, 2012 to October 24, 2012 in the amount of **\$ 374,013.42** (attached)
- B. **Motion to Approve**, pursuant to N.J.A.C. 6:20-2,13, the Board of Trustees certifies that as of September 30, 2012, after review of the **Secretary’s and Treasurer’s monthly financial reports (appropriations section) for September 2012**, 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** voiding the following uncashed checks:
 - i. #10537 \$69.60 Star Ledger November 2011
 - ii. #1089 \$19.60 Lunch refund June 2012
 - iii. #1091 \$3.20 Lunch refund June 2012
- D. **Motion to Approve** the contract with Schwartz, Simon, Edelstein & Celso, LLC as Board Attorney for the 2012-13 school year (attached)
- E. **Motion to Approve** the contract with the Rahway Board of Education for participation in the Amistad workshops per the attached contract.
- F. **Motion to Approve** the following travel reimbursements at \$0.31/mile:
 - i. \$12.18 for Jessica Prentice for pick-up of NEC projector for repair in Lake Hiawatha, N.J. on October 5, 2012
 - ii. \$63.98 for Danielle West for travel and parking to NYC for professional development on October 12, 2012.
- G. **Motion to Approve** the Financial Audit Report for FY2012 as presented by Rich Barre of Barre & Company. There are no audit findings or recommendations.

H. **Motion to Approve** the engagement of The Walsh Company, LLC as project managers and owner's representative with the attached contract effective October 25, 2012.

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

i.

Pursuant to N.J.A.C. 6A:23-2.11, I certify that as of **September 30, 2012**, no major budgetary line item account expenditure exceeds the amount appropriated by the district Board of Education.



Jesse Cohen
Board Secretary

Oct. 24, 2012
Date

ii. Board Certification of Accounts

RESOLVED: *After review of the Secretary's and Treasurer's reports for September 2012 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 I was made by _____, seconded by _____, and approved _____.

XIV. Facilities – Brian Kramer, Chairperson 10 Minutes

A. Facilities Report – October: Jesse Cohen (attached)

XV. Human Resources – Ms. Julie Jerome, Chairperson 10 Minutes

A. **Upon the recommendation of the Chief Academic Officer/Director**, approve the following hires for the 2012-13 school year:

- | | | |
|------------------------------|-------------------------|-----------|
| i. Ms. Robin Nehila | Homework Club Moderator | \$25/hr |
| ii. Ms. Tamara Aguilar | Homework Club | \$10/ hr |
| iii. Ms. Daleesia Wells | Homework Club | \$10/hr |
| iv. Ms. Dana Bartone | Homework Club | \$10/hr |
| v. Ms. Muriel Cagney | Home Instruction | \$25/hr |
| vi. Mr. Joseph Wagner | Substitute Teacher | \$100/day |
| vii. Mr. Courtney Washington | Substitute Teacher | \$100/day |

B. **Stipend Positions Allocations** for the 2012-13 school year:

- | | | |
|---------------------------|-----------------------|---------|
| i. Ms. Christine Gallucci | Newspaper Coordinator | \$1,000 |
| ii. Mr. Jeffrey Starr | Glee Club | \$750 |

Items A&B:

Motion:

Second:

Passed:

Roll Call	Kramer	Jerome	Morgan	Tucker	McCloud	Jones	Sharp	Silvershein	Ben-Tafaro	Stolz	Pistorius
YES											
NO											
ABSTAIN											
ABSENT											

XVI. Policy – Gayle Jones, Chairperson

5 Minutes

A. Policies: SECOND and FINAL READING

- i. Policy 3240 Professional Development (revised)

Motion to Approve Item A was made by _____, seconded by _____, and approved _____.

XVI. Old Business

10 Minutes

XVIII. 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.

XIX. Adjournment

1 Minute

Motion to Close the Meeting made by _____, seconded by _____, and approved at _____ PM



The Queen City Academy Charter School
815 West 7th Street
Plainfield, New Jersey 07063
Phone 908.753.4700 Fax 908.753.4816
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Accredited by the Middle States Commissions on Elementary and Secondary Schools

Jesse Cohen
School Business Administrator/Board Secretary

ADDENDUM TO FINANCE
OCTOBER 24, 2012 BOARD MEETING

J. **Motion to Approve** the following resolution regarding entering into a contract to purchase our current facility located at 815 West Seventh Street, Plainfield, New Jersey:

WHEREAS, the above paragraphs are hereby incorporated by reference; and

WHEREAS, The New Jersey State Department of Education permits a charter school to purchase a facility for operation as a charter school

WHEREAS, a contract has been prepared and negotiated with the Rose of Sharon Community Church, the current owner, to purchase the school's existing facility and real property known as Lot 8 Block 533 on the Official Tax Maps of the City of Plainfield, New Jersey

WHEREAS, the Queen City Academy Charter School is purchasing said facility at a price of \$2,550,000 with a down payment of \$75,000 to be held by seller's counsel, Andril & Espinosa, LLC ("Escrow Agent") and in accordance with N.J.S.A. 18A:18A-1, et seq.,

NOW, THEREFORE BE IT RESOLVED, that the Board hereby accepts this contract attached here.