

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

January 11, 2012 – 7:00 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 Education has caused notice of this meeting to be published by having the date, time, and place thereof posted in the Courier News on December 23, 2011 and posted at the entrances of the school.

II. Roll Call **1 Minute**

Ms. Julie Jerome	_____	Ms. Andrea Silvershein .	_____
Dr. Brian Kramer .	_____	Ms. Gayle Jones .	_____
Dr. Eugene Dudley	_____	Ms. Cornethia McCloud	_____
Mr. Mark Sharp .	_____	Ms. Sherylyn Tucker	_____
Mr. Omowale Morgan	_____		

III. Flag Salute **1 Minute**

IV. Correspondence **5 Minutes**

- A. Letter to Pastor Ball Re: Leak in Classroom – 1/3/12
- B. Gallucci Letter (Revised)
- C. Thank you letter for Coburn Donation

V. Student Liaison – Chantal Herrera **10 Minutes**

VI. Teacher Liaison – Ms. Michelle Jones **10 Minutes**

VII. 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.

VIII. Approval of Minutes **5 Minutes**

- A. December 14, 2011 (Regular Meeting)

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

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

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

- A. Director's Report- January
- B. 2011-12 Calendar Change: School will be closed March 26, 27 for New Jersey Charter School Association conference. NJ ASK Testing dates will be April 30-May 4, 2012.
- C. Speak for Success Program with Richard Berger with a total cost of \$6,179 including textbooks, professional training, and travel and lodging for Mr. Berger, funds to be appropriated from professional development budget or fund balance, as needed.
- D. Shaping Educational Excellence (SEE) Program with Dr. Jeannette Baubles with a total cost of \$2,800 for professional development, funds to be appropriated from professional development budget or fund balance, as needed.
- E. HIB Reports : December

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

XI. Curriculum – Mark Sharp, Chairperson **1 Minute**

- A. Grade 6 ELA Unit 5

XII. Finance – **10 Minutes**

- A. **Motion to Approve** the expenditure report from December 15, 2011 to January 11, 2012 in the amount of \$ **xxx,xxx.xx** (attached)
- B. **Motion to Approve**, pursuant to N.J.A.C. 6:20-2,13, the Board of Trustees certifies that as of November 30, 2011, after review of the **Secretary's and Treasurer's monthly financial reports (appropriations section) for December 2011**, 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 October 19, 2011 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 11th day of January 2012, the Board hereby approves the proposed amendments to the NJSBAIG Bylaws.

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

<u>From</u>		<u>To</u>		<u>Amount</u>
11-190-100-610-000	Gen Inst Supp	11-190-100-640-000	Textbooks	\$ 88.24

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

i.

Pursuant to N.J.A.C. 6A:23-2.11, I certify that as of **December 31, 2011**, no major budgetary line item account expenditure exceeds the amount appropriated by the district Board of Education.

Jesse Cohen
Board Secretary

January 11, 2012
Date

ii. **Board Certification of Accounts**

RESOLVED: *After review of the Secretary's and Treasurer's reports for December 2011 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.*

F. Food Service – Delinquency Balance Update

G. Flexible Spending Account (FSA) Update

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

XIII. Facilities – Mark Sharp, Chairperson

10 Minutes

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

XIV. Human Resources – Dr. Brian Kramer, Chairperson

10 Minutes

A. **Upon the recommendation of the Chief Academic Officer/Director**, approve the following personnel change for the remainder of the 2011-12 school year:

i. Salary changes for the following personnel to be made effective January 16, 2012:

1. Mr. Jesse Cohen, School Business Administrator, from \$90,000 to \$80,000/ year with an amended work schedule of Mon-Thurs per the attached contract.

ii. Compensation for the NJ Ask Academy from late January through April, 2012 for eleven (11) teachers, one (1) hour per day, eighteen (18) days at \$35/hour, not to exceed a total of \$6,930 appropriated from fund balance. Names of teachers will be provided in February.

iii. Hiring of a full-time Multi-purpose Aide for the remainder of the school year at a salary of \$26,500 plus benefits, funds to be appropriated from fund balance. Employee will be presented in February.

iv. Hiring of a replacement Social Worker, Mr. Jahmal Nelson, full-time with benefits, for the remainder of the school year at a salary of \$50,000 beginning January 12, 2012.

Motion to Approve Items i through iv was made by _____, seconded by _____, and approved _____.

Motion:	Second:					Passed:			
Roll Call	Jerome	Kramer	Dudley	Sharp	Morgan	Silvershein	Jones	McCloud	Tucker
YES									
NO									
ABSTAIN									
ABSENT									

XV. Policy – Gayle Jones, Chairperson

10 Minutes

A. **Policies: SECOND and FINAL READING**

- i. 0142 Board Member Qualifications, Prohibited Acts, and Code of Ethics (By-Law)
- ii. 2431.4 Prevention and Treatment of Sports-related Concussions and Head Injuries
- iii. 5512 Harassment, Intimidation, and Bullying (Revised)
- iv. 5519 Dating Violence at School
- v. 8505 School Nutrition

B. **Regulations: SECOND and FINAL READING**

- i. 2431.4 Prevention and Treatment of Sports-related Concussions and Head Injuries
- ii. 5519 Dating Violence at School

XVI. Old Business

10 Minutes

A. Board Member Criminal History Checks

XVII. New Business

10 Minutes

A. Gymnasium use request by Fierce Cheer Allstars

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