

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

December 15, 2014 – 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 December 11, 2014 and posted at the entrances of the school.

II. Roll Call **1 Minute**

Dr. Brian Kramer	_____
Ms. Gail Bennett-Tafaro	_____
Mr. Shep Brown	_____
Ms. Marlene Harvey	_____
Mr. Omowale Morgan	_____
Ms. Robin Pistorius	_____
Mr. Mark Sharp	_____
Ms. Andrea Silvershein	_____
Ms. Jill Stolz	_____
Ms. Sherylyn Tucker	_____

III. Flag Salute **1 Minute**

IV. Presentation **5 Minutes**

V. Correspondence **5 Minutes**

VI. New Business **10 Minutes**

VII. Student Liaison –C. Riddick, 8th Grade Student **1 Minute**

VIII. Teacher Liaison - L. Meyer, Teacher (see report) **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. October 20, 2014 Executive Board Meeting
- B. November 19, 2014 Regular Board Meeting
- C. November 19, 2014 Executive Board Meeting
- D. November 26, 2014 Special Meeting

Motion to Approve Items A – C was made by _____, seconded by _____, and approved at _____ P.M.

XI. New Board Member – Swearing In – New Board Member Package **5 Minutes**

XII. President’s Report **10 Minutes**

- A. Board Retreat Update/Proposal - Strategic Planning (*see attachment*)

XIII. Chief Academic Officer/Director’s Report **20 Minutes**

- A. Director’s Report – December 2014 (*see attachment*)
- B. Expansion Plan Timeline (*see attachment*)

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

XIV. Curriculum – Gail Bennett-Tafaro, Chairperson **10 Minutes**

ACCEPTANCE OF MONTHLY HIB AND SUSPENSION REPORT
RESOLUTION 15-111 “RESOLVED THAT THE QUEEN CITY ACADEMY CHARTER SCHOOL, UPON THE RECOMMENDATION OF THE CAO/DIRECTOR, ACCEPTS THE MONTHLY HIB AND SUSPENSION REPORT.”

XV. Finance

10 Minutes

- A. Motion to Approve the Financial Audit Report for FY2014 as presented by Rich Barre of Barre & Company. There are no audit findings or recommendations.(see *attached Synopsis*)
- B. Motion to Approve the expenditure reports/bill listing (*see attached check register*)
- C. Budget Transfers (*see attached account transfers*)
- D. Motion to Establish Petty Cash fund of \$100 for emergency purposes.
- E. Motion to Approve, pursuant to N.J.A.C. 6:20-2,13, the Board of Trustees certifies that as of September 30, 2014, after review of the Secretary’s monthly financial reports (appropriations section) for September 2014, 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. (*see attached Board Secretary Report*)
- F. Board Secretary’s Certification of Accounts –

RESOLVED: After review of the Treasurer and Secretary’s reports for September 2014 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 B through F was made by _____, seconded by _____, and approved at _____ PM.

XVI. Facilities – Brian Kramer, Chairperson

10 Minutes

- A. Facilities Report – December

XVII. Human Resources – Gail Bennett-Tafaro, Chairperson

10 Minutes

ACCEPTANCE OF ALTERNATIVES FOR TITLE I TEACHER SUBSTITUTES

RESOLUTION 15-112 “RESOLVED THAT THE QUEEN CITY ACADEMY CHARTER SCHOOL, UPON THE RECOMMENDATION OF THE CAO/DIRECTOR, APPROVES THE APPOINTMENT OF THE FOLLOWING TITLE I TEACHER SUBSTITUTES.”

- 1. MS. A. AVENA, \$25/HR
- 2. MS. K. KANE, \$25/HR

ACCEPTANCE OF PROFESSIONAL DEVELOPMENT

RESOLUTION 15-113 “RESOLVED THAT THE QUEEN CITY ACADEMY CHARTER SCHOOL, UPON THE RECOMMENDATION OF THE CAO/DIRECTOR, APPROVES THE FOLLOWING STAFF PROFESSIONAL DEVELOPMENT.”

- 1. NOVEMBER 10TH, MS. S.TANTILLO - ELA COACHING AND DEBRIEFING
- 2. NOVEMBER 11TH, MS. C. MILLINGER - MATH COACHING AND DEBRIEFING

XVIII. Policy – Robin Pistorius, Chairperson

3 Minutes

A. Strauss Esmay Policy Updates (*see attachments*)

ADOPTION OF POLICIES AND REGULATIONS ON FIRST READ

Resolution 15-114 “RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, hereby adopts on first read the following policies and regulation:

Policy 5339 – Screening for Dyslexia

Policy 5756 – Transgender Students

Policy 3283 - Electronic Communications Between Teaching Staff Members and Students

Policy 4283 - Electronic Communications Between Support Staff Members and Students

Policy 5612 - Assault by Students on Board Members or Employees – Policy & Regulation

Policy 5613 - Removal of Students for Assaults with Weapons Offenses – Policy & Regulation

Policy 3144C - Streamlined Tenure/Certification of Tenure Charges — Charter School (2nd read)

XIX. Old Business

10 Minutes

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. (for discussion)

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.

XXI. Adjournment

1 Minute

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