

**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**

**DECEMBER 18, 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 DECEMBER 10, 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. STUDENT LIAISON** – Mr. Ricky Thompson, Tamilore Fashe, Kyle Brown, and Cire Riddick

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

**VI. PRESENTATIONS**

**VII. CORRESPONDENCE**

\*Receivable Follow-Up

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

\*Attached

**IX. TRUSTEE PRESIDENT'S REPORT**

**X. NEW BUSINESS**

**XI. FACILITIES/FINANCE UPDATE**

- \*Additional \$165,383 in FY14 Aid
- \*\$15,000 Kaboom Playground Grant Submitted
- \*\$5,000 Jets Eat Right Live Well Grant Submitted
- \*\$5,000 COSTCO Grant Submitted
- \*\$5,000 CVS Grant Submitted
- \*\$5,000 LOWES Grant Submitted
- \*\$5,000 TD Bank Grant Submitted
- \*\$43,000 ROD-T Grant Submitted

**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. November 20, 2013 Regular Meeting
- B. November 20, 2013 Executive Meeting

**RESOLUTIONS**

**CURRICULUM & INSTRUCTION**

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

**Approval of the Following Field Trips**

Resolution 14-093 “RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, approves the following field trips for the 2013-2014 school year:

<u>Date</u>	<u>Grade</u>	<u>Destination</u>
1/11/2014	Grades 7/8	St. Joseph HS Math Competition, Metuchen, NJ.”

**Acceptance of Monthly HIB and Suspension Report**

Resolution 14-094 “RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, accepts the monthly HIB and Suspension report.”

**Approval for Home Instruction**

Resolution 14-095 “RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, approves to place a student, on file in the Chief Academic’s Officer’s Office, on Home Instruction for 30 days.”

**Approval of Professional Development Contract**

Resolution 14-096 “RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, approves to award, with competitive quote attached to Sarah Tantillo, Ed. D., LLC.”

## **PERSONNEL & MANAGEMENT**

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

#### **Approval of Retirement**

Resolution 14-097 “RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, accepts the following retirement effective 6/30/2014:

Marguerie Hardin – Instructional Aide.”

## **FINANCE & FACILITIES**

### **Finance - Sherylyn Tucker**

### **Facilities - Brian Kramer, PHD**

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

Resolution 14-098 “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 (11/30/13)**

Resolution 14-099 “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 November 30, 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 November 30, 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 (11/14/13 – 12/18/13)**

Resolution 14-100 “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 \$349,494.67.”

#### **Approval of Professional Conferences**

Resolution 14-101 “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:

<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Amount</u>	<u>Account</u>
Emily Zupkus	Eatontown, NJ	NJAFPA	149.00	11-000-223-580-000-045
Michelle Jones	Rutgers	CC Math	150.00	11-000-223-580-000-045
Michael Derderian	Mt. Laurel	Purchasing	50.00	11-000-230-890-000-063“

**Approval of Change Order**

Resolution 14-102 "RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, approves the following change order for the Heating Project listed below:

A & S Boiler & Burner Corp.  
PO Box 2249  
Newark, NJ 07114

Original Heating System Replacement	\$103,544.00
Change Order #1 (Heating Pumps)	4,780.00
Change Order #2 (Permits/Bleeding)	1,040.00
New Contract Amount	\$109,364.00

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

**Approval to Establish Maximum Travel Amount**

Resolution 14-103 "RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, approves to establish as per N.J.S.A. 18A:11-12, a maximum travel amount for the 2013-2014 school year for all travel not to exceed \$30,000.00. The maximum individual amount charged to local funds shall not exceed \$1,500.00. Professional development charged to Fund 20 accounts shall not require Board approval"

**Approval of Submit and Adopt Modified 2013-2014 School Budget**

Resolution 14-104 "RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, approves the Submittal and Adoption of the 2013-2014 Budget to the State Department of Education based on revised Charter Revenues totaling \$165,382.00 as follows:

Budgeted Fund Balance	\$ 315,637.00
Revenue – Local	3,168,716.00
Categorical Aid	181,000.00
Non-Public Aid	38,453.00
Total General Fund	\$3,703,806.00
Special Revenue	\$ 239,571.00
Total Revenues	\$3,943,377.00
General Fund Appropriations	\$3,703,806.00
Special Revenue	\$ 239,571.00
Total Appropriations	\$3,943,377.00:"

**Approval of Payment**

Resolution 14-105 "RESOLVED that The Queen City Academy Charter School, upon the recommendation of the CAO/Director, approves the transfer of funds from Operations into Student Activities to expedite payment for a Board approved field trip as follows:

Check 111 Madison Square Garden Entertainment \$2,200.00."

**POLICY**

**Policy – Robin Pistorius, Chairperson**

**Adoption of Policy – Second Read and Adoption**

Resolution 14-106 “Resolved that The Queen City Academy Charter School Board of Trustees hereby adopts on second read, the following Policies and Regulation:

Policy 7510 Use of School Facilities  
Regulation 7510 Use of School Facilities  
Policy 7520 Loan of School Equipment”

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

Resolution 14-107 “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 December 18, 2013 at \_\_\_\_PM regarding the following matters; prior contracts, future contracts, zoning issues. 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.