

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 19, 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 December 12, 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 **5 Minutes**

- A. Letter to Pastor Ball Re: HVAC Repairs – dated November 28, 2012
- B. Letter to Mr. Andril Re: Phase I Extension- dated December 4, 2012
- C. Letter to Mr. Andril Re: Diligence – dated December 11, 2012

V. Student Liaison – Jereme Johnson **5 Minutes**

VI. Teacher Liaison – Mr. Anibal Garcia **5 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. October 24, 2012 Regular Meeting

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

B. November 28, 2012 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** - December

B. **HIB Report** : November 2012

C. **Professional Development:**

i. Mr. Thomas Johnson- ABA: Powerful Invention Strategies on 2/5/13 at a cost of \$219.

ii. Ms. Sharon Phillips- Strengthen Your Instruction Using iPad Technology on 2/12/13 at a cost of \$225.

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

XI. Curriculum – Gail Bennett-Tafaro, Chairperson **1 Minute**

A. None

XII. Finance – Sherylyn Tucker, Chairperson **10 Minutes**

A. **Motion to Approve** the expenditure report from November 29, 2012 to December 19, 2012 in the amount of **\$ 231,584.76** (attached)

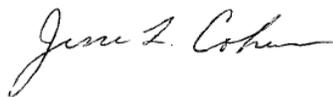
- B. **Motion to Approve**, pursuant to N.J.A.C. 6:20-2,13, the Board of Trustees certifies that as of November 30, 2012, after review of the **Secretary's and Treasurer's monthly financial reports (appropriations section) for November 2012**, and upon consultation with the appropriate district officials, 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** an increase in the retainer for Graham, Curtin maximum expenditures from \$30,000 (current) to \$40,000.
- D. **Motion to Approve** the Professional Development contract (attached) with Sarah Tantillo, Ed.D., LLC for \$10,000 for the period December 13, 2012 to March 21, 2013.
- E. **Motion to Approve** the contract with Donald J. Dietrich, Inc for professional services relating to the Universal Service Fund E-rate program for the 2013-2014 school year effective December 19, 2012 (attached).
- F. **Motion to Approve** the donation of \$50 from Partesi Music Services, Inc to be deposited in Student Activities account.
- G. **Motion to Approve** the following amended FY 2013 NCLB Title IA Budget including \$23,283 of Carryover Funds from FY 2012:

i. 100-100	Salaries	\$ 135,078
ii. 100-600	Instructional Supplies	5,311
iii. 200-200	Benefits	<u>22,563</u>
	TOTAL	\$ 162,952

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

i.

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



Jesse Cohen
Board Secretary

December 19, 2012
Date

ii. Board Certification of Accounts

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

ABSTAIN											
ABSENT											

XIII. Facilities – Brian Kramer, Chairperson 10 Minutes

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

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

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

- i. Ms. Krystal Woetko Home Instruction \$25/hr
- ii. Ms. Farideh Bahrami Home Instruction \$25/hr
- iii. Mr. Courtney Washington Multi-Purpose Aide \$27,850/year

- B. **Upon the recommendation of the Chief Academic Officer/Director**, approve the resignation of the following employees:

- i. Ms. Julie Leip 3rd Grade Teacher Effective January 30, 2013

- C. **Upon the recommendation of the Chief Academic Officer/Director**, approve the unpaid maternity leave extension for Mr. Lori Meyer through February 28, 2013.

Item A-C:

Motion:

Second:

Passed:

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

XV. Policy – Gayle Jones, Chairperson 5 Minutes

- A. **Policies: SECOND and FINAL READING**
 - i. Policy 4282 Use of Social Networking Sites

XVI. New Business 10 Minutes

- A. New Grants Discussion
- B. “Friends of” Discussion

XVII. Old Business 5 Minutes

- A. Mandated Training update

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