

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

February 9, 2011 - 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 April 9, 2010 and posted at the entrances of the school.

II. Roll Call **1 Minute**

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

III. Flag Salute **1 Minute**

IV. Correspondence **5 Minutes**

V. Student Liaison – Aidah Muhammad **5 Minutes**

VI. Teacher Liaison – Lori Meyer/ Thomas Johnson **10 Minutes**

VII. Public Participation **5 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. January 12, 2011

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

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

X. Chief Academic Officer/Director's Report (attached) **20 Minutes**

- A. First Lottery Results (attached)
- B. 8th Grade Field Trip to Rutgers on February 28, 2011, 36 students, 5 chaperones. This is a college campus tour.

Motion to Approve the Report and the 8th Grade Field Trip was made by _____, seconded by _____, and approved by _____.

Motion to Approve the waiver for an increase in enrollment for the 2011-2012 school year from 234 to 252 as required in the N.J.A.C. 6a:11-2.6.1. was made by _____, seconded by _____, and approved by _____.

XI. Curriculum – Mark Sharp, Chairperson **10 Minutes**

- i. Math, Grade 1, Units 3 - 8
- ii. Math, Grade 3, Units 2 - 6
- iii. Science, Grade 1, Units 2 - 3
- iv. Science, Grade 2, Units 2 - 3
- v. Science, Grade 3, Units 2 - 4
- vi. Science, Grade 4, Units 2 - 5
- vii. Science, Grade 7, Unit 2
- viii. ELA, Grade 8, Unit 1

XII. Finance – **20 Minutes**

A. **Budget Discussion** – FY 2012 (attached)

B. **Motion to Approve the expenditure report** from January 13, 2011 to February 9, 2011 in the amount of **\$291,136.71** (attached).

C. **Motion to Approve** pursuant to N.J.A.C. 6:20-2,13, the Board of Trustees certifies that as of January 31, 2011, after review of the **Secretary's and Treasurer's monthly financial reports (appropriations section) for January 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. (attachment)

- D. **Motion to Approve** the following transfers:
- i. \$11,575 from 11-000-291-240-000-054 (Annual PERS Payment) to 11-000-291-220-100-054 (Board Share FICA) representing balance after payment of annual PERS payment.
 - ii. \$6,500 from 20-465-200-600-000-100 (ARRA-Title IA – Admin Supplies) to 20-465-100-101-000-000 (ARRA-Title IA Inst Salaries) for Title I Afterschool Program (Homework Club)
- F. **Motion to approve a resolution decreasing the Bid Threshold** for the school's Purchasing Agent to \$17,500 effective January 1, 2011 pursuant to the Local Public Contracts Law (N.J.S.A. 40A:11-9 and N.J.A.C. 5:34-5) and the Public School Contracts Law (N.J.S.A. 18A:18A-2)
- G. **Motion to Approve** the filing of the SEMI Waiver for FY 2011-12.
- H. **Motion to Approve** the IDEA ARRA Amendment filed 1/31/11 (attached) to re-budget the salary and benefits of the Special Education teacher previously approved and hired on October 14, 2010..

Motion to Approve Items B – H was made by _____, seconded by _____, and approved _____.

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

i.

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

 Jesse Cohen
 Board Secretary

February 9, 2011
 Date

ii. **Board Certification of Accounts**

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

XIII. Facilities – 5 Minutes

- A. Facilities Report – January : Jesse Cohen

XIV. Human Resources – Dr. Brian Kramer, Chairperson 10 Minutes

- A. Upon the recommendation of the Chief Academic Officer/Director, approve the following personnel the Title I After-School Program using Title I ARRA funds as follows:

i. Karen Richards	Program Supervisor	@ \$30/hr
ii. Krystal Woetko	Teacher	@ \$25/hr
iii. Courtney Washington	Teacher	@ \$25/hr
iv. Asha Hillman	Teacher	@ \$25/hr

XV. Policy – Gayle Jones, Chairperson 10 Minutes

- A. Regulations: FIRST READING
- i. 1530-Equal Employment Opportunity Complaint Procedure - *Amended*
 - ii. 1550-Affirmative Action Program for Employment & Contract Practices Complaint Procedure - *Amended*
 - iii. 2423-Bilingual & ESL Education - *Amended*
 - iv. 8420 Emergency Evacuation Drill - *Amended*
 - v. 8420.2-Bomb Threats – *Amended*
 - vi. 8420.7-Lockdown Procedures - *Mandatory*
 - vii. 8420.10-Active Shooter - *Mandatory*
- B. Policies: FIRST READING
- i. 1140-Affirmative Action Program
 - ii. 1523-Comprehensive Equity Plan - *Amended*
 - iii. 1530-Equal Employment Opportunities - *Amended*
 - iv. 1550-Affirmative Action Program for Employment & Contract Practices - *Amended*
 - v. 2260-Affirmative Action Program for School & Classroom Practices - *Amended*
 - vi. 2415.01-Academic Standards, Academic Assessments, & Accountability - *Amended*
 - vii. 2415.04-Title I District Wide Parental Involvement - *Amended*
 - viii. 2423-Bilingual and ESL Education - *Amended*
 - ix. 6360-Political Contributions - *Amended*
 - x. 6362-Contributions to Board Members and Contract Awards - *Mandatory*
 - xi. 8420-Emergency & Crisis Situations - *Amended*

XVI. Old Business 10 Minutes

- A. Middle States Accreditation
- B. NJSBA Board Training
- C. Murals

XVII. New Business

10 Minutes

- A. Real Estate Advisory & Development Services (READS) Presentation
- B. Garden-Enhanced Nutrition Education School Wellness Initiative-
Department of Family & Community Health Services (FCHS)
- C. NuWay Concessionaires Food Service

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