

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

March 14, 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 Trustees has caused notice of this meeting to be published by having the date, time, and place thereof posted in the Courier News on March 9, 2012 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	_____
Mr. Mark Sharp	_____	Ms. Cornethia McCloud.	_____
Mr. Omowale Morgan	_____	Ms. Sherylyn Tucker.	_____

III. Flag Salute **1 Minute**

IV. Correspondence **5 Minutes**

A. Letter to ROS Re: Spring Events

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

VI. Teacher Liaison – Ms. Krystal Woetko **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. February 8, 2012 (Regular Meeting)

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

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

A. Report- Meeting with teachers' representatives February 29, 2012

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

- A. Director's Report- March
- B. HIB Report : February

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

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

A. Three curriculum re-writings: Social Studies, Spanish, Technology during summer.

XII. Finance – **10 Minutes**

- A. **Motion to Approve the Budget for the 2012-13 School Year (attached)**
- B. **Motion to Approve** the expenditure report from February 9, 2012 to March 14, 2012 in the amount of **\$ xxx,xxx.xx** (attached)
- C. **Motion to Approve**, pursuant to N.J.A.C. 6:20-2,13, the Board of Trustees certifies that as of February 29, 2012, after review of the **Secretary's and Treasurer's monthly financial reports (appropriations section) for February 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)
- D. **Motion to Approve** using the Middlesex Regional Educational Services Commission for the purpose of using the Cooperative Pricing System for the 2012-13 school year.
- E. **Motion to Approve The Fortitude Group, Inc. the as the Broker-of-Record for the school's Aetna Dental insurance provider**
- F. **Motion to Approve** the renewal of the telecommunications services contract with **Xtel Communications** as part of QCA's participation in the Alliance for Competitive Telecommunications (**ACT**) for the period of July 1, 2012 to June 30, 2015. All New Jersey School districts are invited to participate in the Alliance for Competitive Telecommunications, which is intended to fulfill the districts obligation under 18A:55-3.
- G. **Motion to Approve** the budgeting of \$36,603 in Non-Public Aid as follows:
 - i. \$3,000 to 11-190-310-800-000-075 Stipends – for Gymnastics Club (\$500), After-school Substitute (\$500), and Leadership Program (\$1,600)
 - ii. \$12,000 to 11-120-100-101-100-043 Sub. Salaries: Grades K-4 – for Teaching Aide (Ms. Bahrami)
 - iii. \$8,500 to 11-130-100-101-000-043 Salaries: Grades 5-8 for additional funds needed for ESL teacher (Ms. Lombardi) moving to full-time status
 - iv. \$13,103 to 11-190-100-610-000-047 General Ed. Supplies

H. **Motion to Approve** the acceptance of the \$54.60 donation from Truist Company made on behalf of Dr. Brian Kramer. Funds will be deposit in the Paula DeVinuto Scholarship Fund account

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

i.

Pursuant to N.J.A.C. 6A:23-2.11, I certify that as of **February 29, 2012**, no major budgetary line item account expenditure exceeds the amount appropriated by the district Board of Education.

Jesse Cohen
Board Secretary

March 14, 2012
Date

ii. Board Certification of Accounts

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

XIII. Facilities – Mark Sharp, Chairperson 10 Minutes

- A. Facilities Report – February: Jesse Cohen (attached)
- B. AHERA Study Discussion- Compliance with the NJDOH and USEPA requirements.

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. Hiring of Ms. Marisol Ziegler as part-time Administrative Assistant effective February 28, 2012 for the remainder of the school year at an hourly rate of \$18/hour without benefits.
 - ii. Payment of \$100 to Ms. Nancy Lombardi for one day's additional work with Student X on February 23, 2012.
 - iii. Stipend payment of \$50 to Marvet Tiller will be paid for DJ services at the March Madness event on March 16, 2012.

iv. Payment of \$25/hour, two (2) hours per school day beginning March 5, 2012 for the remainder of the school year to Ms. Farideh Bharami for homeschooling of Student X. This will be re-evaluated next month if Student X can return to school.

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

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

XV. Policy – Gayle Jones, Chairperson 10 Minutes

A. Policies: FIRST READING

- i. 2431 Athletic Competition
- ii. 5600 Pupil Discipline/ Code of Conduct
- iii. 9270 Home Schooling and Equivalent Education Outside the Schools

B. Regulations: FIRST READING

- i. 5600 Pupil Discipline/ Code of Conduct
- ii. 9270 Home Schooling and Equivalent Education Outside the Schools

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

XVI. Old Business 10 Minutes

- A. Board Member Personal Disclosure Forms

XVII. New Business 10 Minutes

- A. Proposed IRS Pension Reform Resolution (attached)
- B. Board Code of Ethics Annual Compliance

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

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