

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

May 11, 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 May 6, 2011 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	_____
Dr. Eugene Dudley	_____	Ms. Cornethia McCloud	_____
Mr. Mark Sharp	_____	Ms. Sherylyn Tucker	_____
Mr. Omowale Morgan	_____		_____

III. Flag Salute **1 Minute**

IV. Correspondence **5 Minutes**

- A. American Heart Association
- B. Middle States Association of Colleges and Schools

V. Student Liaison – Aidah Muhammad **10 Minutes**

VI. Teacher Liaison – Lori Meyer/ Thomas Johnson **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. April 13, 2011

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

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

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

- A. Director's Report
- B. School Calendar 2011-12
- C. Application to Operate Summer School in Summer of 2011 (attached)
- D. Comprehensive Equity Plan Annual Statement of Assurance (attached)

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

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

- A. Grade 3, Math Units 7 & 8

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

XII. Finance – **10 Minutes**

- A. **Motion to Approve** the expenditure report from April 14 to May 11, 2011 in the amount of \$xxx,xxx.xx (attached).
- B. **Motion to Approve**, pursuant to N.J.A.C. 6:20-2,13, the Board of Trustees certifies that as of March 31, 2010, after review of the **Secretary's and Treasurer's monthly financial reports (appropriations section) for April 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. (attached)
- C. **Motion to Approve** Transfers of:
 - i. \$ 966.53 from 20-465-200-600-000-100 (ARRA Title I- Admin Supp) to 20-465-100-600-000-100 (ARRA Title I- Instr Supplies) for balance of laptop purchase.
- D. **Motion to Approve** the contract with **Next Century Systems, Inc.** for Internet and Technical Support Services for the 2011-12 school year (attached).
- E. **Motion to Approve** the renewal of the **Aetna medical plan** effective June 1, 2011 (attached)
- F. **Motion to Approve** the Chief Academic Director to offer contracts in the absence of Board meetings during the month of July to candidates to fill vacant positions for the start of school in August 2011.
- G. **Motion to Approve** Jesse Cohen as Public Agency Compliance Officer (**P.A.C.O**) for the 2011-2012 school year.
- H. **Motion to Approve** Jesse Cohen as **Purchasing Agent** for the 2011-2012 school year.
- I. **Motion to Approve** Judith Hester as the **Section 504 Officer and the Title IX Coordinator** for the 2011-2012 school year.
- J. **Motion to Approve** the following:

- i. Direct the Business Administrator to make line item transfers within the 2010-2011 budget or to transfer funds from fund balance as needed to close out the 2010-2011 school year.
 - ii. Direct the Business Administrator to pay all bills through August 2011. Purchase orders and checks will be co-signed by Ms. Julie Jerome or Dr. Eugene Dudley.
- K. **Motion to Approve** application for reimbursement through the **National School Lunch Program** for the 2011-2012 school year

L. **Board Secretary’s Certification of Accounts**

i.

Pursuant to N.J.A.C. 6A:23-2.11, I certify that as of **April 30, 2011**, no major budgetary line item account expenditure exceeds the amount appropriated by the district Board of Education.

May 11, 2011
Date

Jesse Cohen
Board Secretary

ii. Board Certification of Accounts

RESOLVED: *After review of the Secretary’s and Treasurer’s reports for April 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.*

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

XIII. Facilities – 10 Minutes

A. Facilities Report – April: Jesse Cohen

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

A. Renewal of Staff Contracts and Salaries (attached)

	Motion:			Second:				Passed:			
Roll Call	JJ	BK	ED	MS	OM	AS	GJ	CM	ST		Total
YES											
NO											
ABSTAIN											
ABSENT											

B. **Motion to Approve**, upon the recommendation of the Chief Academic Officer/ Director, the hiring of the following personnel with the employee's appointment being contingent upon successful criminal history review:

i. Ryan Skardal	Substitute Teacher	\$100/ day
ii. Rousenord Jerome	Substitute Teacher	\$100/ day
iii. Jaquita Rainey	Substitute Teacher	\$100/ day
iv. Shelia Jackson	Substitute Teacher	\$100/ day
v. Claude Gentil	Substitute Teacher	\$100/ day
vi. Nancy Caputo	Substitute Teacher	\$100/ day
vii. Farideh Bahrami	Substitute Teacher	\$100/ day
viii. Kendall Brown	Substitute Teacher	\$100/ day

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

XV. Policy – Gayle Jones, Chairperson

10 Minutes

A. Policies: SECOND READING

- i. 1230 Chief Academic Officer/Director Duties
- ii. 1522 School Level Planning
- iii. 2132 School District Goals & Objectives
- iv. 2414 Programs & Services for Pupils in High Poverty & High Need School Districts
- v. 2440 Summer Session
- vi. 2461 Special Education/Receiving Schools
- vii. 5561 Use of Physical Restraints
- viii. 6220 Budget Preparation
- ix. 6311 Contracts for Goods or Services Funded by Federal Grants
- x. 6820 Financial Reports

B. Regulations: SECOND READING

- i. 2414 Programs & Services for Pupils in High Poverty & in High Need School Districts
- ii. 2440 Summer Session
- iii. 2461 Special Education/Receiving Schools
- iv. 2461.01 Special Education/Receiving Schools-IEP Implementation
- v. 2461.02 Special Education/Receiving Schools-Suspension
- vi. 2461.03 Special Education/Receiving Schools-Pupil Records
- vii. 2461.04 Special Education/Receiving Schools-Special Education Related Services
- viii. 2461.05 Special Education/Receiving Schools-IEP Compliance
- ix. 2461.06 Special Education/Receiving Schools-Highly Qualified & Appropriately Certified Staff
- x. 2461.07 Special Education/Receiving Schools-Termination of Placement
- xi. 2461.08 Special Education/Receiving Schools-In-Service Training
- xii. 2461.09 Special Education/Receiving Schools-Statewide & District-Wide Assessment Programs
- xiii. 2461.10 Special Education/Receiving Schools-Full Educational Opportunity
- xiv. 2461.11 Special Education/Receiving Schools-Staff Consultation
- xv. 2461.12 Special Education/Receiving Schools-Length of School Day & Academic Year
- xvi. 3144 Certification of Tenure Charges
- xvii. 5561 Use of Physical Restraints

Motion to Approve the Second and Final Reading of Policies i. through x. and Regulations i. through xvii. was made by _____, seconded by _____, and approved _____.

XVI. Old Business **10 Minutes**

XVII. New Business **10 Minutes**

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.

A. Home instruction for Student XYZ

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