

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 24, 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 May 17, 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.	_____
Mr. Omowale Morgan.	_____	Ms. Sherylyn Tucker	_____

III. Flag Salute **1 Minute**

IV. Correspondence **5 Minutes**

- A. Wounded Warriors
- B. State Boiler Inspection Penalty Notice

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

VI. Teacher Liaison – Ms. Kalika Glover **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 25, 2012 (Reorganization and 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- May
- B. HIB Report : April

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 expenditure report from April 26, 2012 to May 24, 2012 in the amount of **\$ 325,228.68** (attached)
- B. **Motion to Approve**, pursuant to N.J.A.C. 6:20-2,13, the Board of Trustees certifies that as of April 30, 2012, after review of the **Secretary's and Treasurer's monthly financial reports (appropriations section) for April 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** the contract with Hess Corporation in coordination with The New Jersey School Boards Association, as Lead Agency of the Alliance for Competitive Energy Services ("ACES") Cooperative Pricing System for natural gas generation supplies in accordance with N.J.S.A. 18A-18A-1 et seq. for the period May 2012 to May 2013 (attached).
- D. **Motion to Approve** the **Corrective Action Plan with No Findings** for the fiscal year 2011 Comprehensive Audit conducted by Barre & Company.
- E. **Motion to Approve** the acceptance of the \$81.90 donation from Truist Company made on behalf of Dr. Brian Kramer. Funds will be deposit in the Paula DeVinuto Scholarship Fund account.
- F. **Motion to Approve** Mr. Christopher M. Lessard as Treasurer of School Monies for the 2012-13 School Year as rate of \$400/month.
- G. **Motion to Approve** the contract with KSS Architects, LLP for the feasibility study per the attached agreement (attached).
- H. **Motion to Approve** the write-off of Check #1032 in the Cafeteria account dated 6/23/10 in the amount of \$21.60 as never cashed.
- I. **Motion to Approve** the operation of a **Title I Summer Program** from July 9 to August 10, 2012 using FY2013 budgeted funds and carryover funds in the total amount of \$26,162.50.

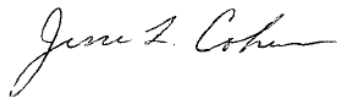
- J. **Motion to Approve** the renewal of the **Aetna medical plan** effective June 1, 2012 (attached).
- K. **Motion to Approve the Chief Academic Officer/ Director to offer contracts** in the absence of Board meetings during the month of July to candidates to fill vacant positions for the start of school in August 2012.
- L. **Motion to Approve** the following:
 - i. Direct the Business Administrator to make line item transfers within the 2011-2012 budget or to transfer funds from fund balance as needed to close out the 2011-2012 school year.
 - ii. Direct the Business Administrator to pay all bills through August 2012. Checks will be co-signed by Dr. Brian Kramer or Ms. Julie Jerome.
- M. **Motion to Approve** engaging Union County Educational Services Commission for **Environmental Safety Program and Bloodborne Pathogen Services** for the 2012-13 school year (attached).
- N. **Motion to Approve** application for reimbursement through the **National School Lunch Program** for the 2012-2013 school year.
- O. **Motion to Approve** the following budgetary transfers of:

<u>From</u>		<u>To</u>		<u>Amount</u>
11-000-262-520-000	Insurance	11-000-230-331-000	Legal Services	\$12,745.00
11-000-251-320-000	Purch Prof Svcs	11-000-230-331-000	Legal Services	\$3,700.00
11-000-291-270-000	Health Benefits	11-000-230-331-000	Legal Services	\$4,500.00
11-190-100-610-000	Gen Educ Supp	11-000-223-320-000	Purch Svcs-Inst	\$2,500.00
11-190-100-610-000	Gen Educ Supp	11-000-230-610-000	Gen Admin Supp	\$2,000.00

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

i.

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



Jesse Cohen
Board Secretary

May 24, 2012
Date

ii. Board Certification of Accounts

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

XIII. Facilities – Mark Sharp, Chairperson 10 Minutes

- A. Facilities Report – April: 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 personnel for the:

- i. **Summer School Program 2011-12:**

- 1. Supervisor Ms. Bonnie Cagney @ \$35/hour
 - 2. Teachers: Mr. Courtney Washington, Ms. Kalika Glover, Ms. Asha Mayers, Ms. Lori Meyer, Ms. Laura DelValle, Mr. Christopher Winter, Ms. Schakia Arrington, Mr. Anibal Garcia @ 30/hour

- ii. **Curriculum Writing Teachers:**

- 1. Ms. Alicia Williamson: K & 1st Grade Social Studies, K-3rd Grade Spanish @ \$6,000
 - 2. Ms. Lori Meyer: 2nd & 3rd Grade Social Studies @ \$2,000
 - 3. Ms. Clarivel Garcia: 4th through 8th Grade Spanish @ \$5,000
 - 4. Ms. Sharon Phillips: 4th through 8th Grade Technology @ \$5,000
 - 5. Ms. Krystal Woetko: K through 3rd Grade Technology @ \$4,000
 - 6. Ms. Amanda Avena: 4th Grade Social Studies @ \$1,000
 - 7. Mr. Gary Corcoran: 5th & 6th Grade Social Studies @ \$2,000
 - 8. Ms. Laura DelValle: 7th & 8th Grade Social Studies @ \$2,000

Motion to Approve Items i. through ii. 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. None

XVI. Old Business 10 Minutes

- A. 2012-13 School Calendar
- B. Organizational Chart 2012

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.

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