

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

September 14, 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 August 12, 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. Letter to Pastor Ball Re: Music Room HVAC August 18, 2011
- B. Response from Pastor Ball: August 29, 2011
- C. Letter to Pastor Ball Re: Music Room HVAC August 31, 2011
- D. Letter from State of New Jersey Re: Enrollment Increase

V. Student Liaison – TBD **10 Minutes**

VI. Teacher Liaison – TBD **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. August 17, 2011

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- August

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

XI. Curriculum – Mark Sharp, Chairperson **1 Minute**
A. None

XII. Finance – **10 Minutes**

A. **Motion to Approve** the expenditure report from August 18 to September 14, 2011 in the amount of **\$ 117,573.02** (attached).

B. **Motion to Approve** the amended 2011-12 Budget (attached)

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

D. **Motion to Approve** the submission of the following budget for the **2011-12 IDEA** Grant as follows:

i. 100-100 Personal Services – Salaries	\$ 40,293
ii. 200-200 Employee Benefits	<u>8,059</u>
TOTAL	\$ 48,352

E. **Motion to Approve** the submission of the following budget for the **2011-12 NCLB Title IA** Grant as follows:

i. 100-100 Personal Services – Salaries	\$109,312
ii. 100-600 Instructional Supplies	4,753
iii. 200-200 Employee Benefits	21,862
iv. 200-300 Prof & Tech Services	<u>4,752</u>
TOTAL	\$140,679

F. **Motion to Approve** the submission of the following budget for the **2011-12 NCLB Title IIA** Grant as follows:

i. 200-300 Prof & Tech Services	<u>4,454</u>
TOTAL	\$ 4,454

- G. **Motion to Approve** Dr. Kerri Powell as the School Doctor for the 2011-2012 school year, in the amount of \$3,000 for up to ten (10) hours with additional hours billed at rate of \$200/hour as necessary.

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

i.

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

Jesse Cohen
Board Secretary

September 14, 2011
Date

ii. Board Certification of Accounts

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

XIII. Facilities – Mark Sharp, Chairperson 10 Minutes

- A. Facilities Report – August: Jesse Cohen
B. Food Service – Point-of-Sale System Update

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

- A. Upon the recommendation of the Chief Academic Officer/Director, approve the following personnel changes and additions for the 2011-12 School Year:

i. Completion Stipends as follows:

1. All currently employed teachers, teachers aides, full-time secretaries, full-time support staff that complete the employment contract year through June 30, 2012 @ \$300 per person
2. All part-time secretaries and support staff that complete the employment contract year through June 30, 2012 @ \$150 per person

ii. Incentive Stipends as follows:

1. All currently employed full-time teachers and teacher's aides that complete the employment contract year and receive an evaluative review score of 80% or higher through June 30, 2012 @ \$700 per person
2. All currently employed full-time secretaries and full-time support staff that complete the employment contract year and receive an evaluative review rating of proficient or higher through June 30, 2012 @ \$700 per person
3. All part-time secretaries and support staff that complete the employment contract year with an evaluative review rating of proficient or higher through June 30, 2012 @ \$350 per person

iii. Stipends for the following positions, clubs and activities to be paid upon completion of the 2011-12 school year*:

1. Title I Coordinator	Ms. Jennifer Cherubini	\$1,000
2. Testing Coordinator	Ms. Jennifer Cherubini	\$1,000
3. Yearbook Coordinator	Ms. Karen Richards	\$1,000
4. Newspaper Advisor	Ms. Christine Gallucci	\$ 500
5. Newspaper Advisor	Ms. Asha Hillman	\$ 500
6. Student Council Advisor	Mr. Gary Corcoran	\$1,000
7. Student Council Advisor	Mr. Tristan Cox	\$1,000
8. 8 th Grade Advisor	Ms. Kim LaRochelle	\$1,000
9. Special Services Coordinator	Ms. Muriel Cagney	\$1,000
10. Glee Club Coordinator	Mr. Chris Winter	\$ 500
11. Glee Club Coordinator	Mr. Julie DeFilippo	\$ 500
12. Glee Club Coordinator	Ms. Holly Tennessee	\$ 500
13. Hope Club Coordinator	Ms. Krystal Woetko	\$ 500
14. Hope Club Coordinator	Ms. Muriel Cagney	\$ 500
15. Hope Club Coordinator	Ms. Clarivel Garcia	\$ 500
16. Soccer Club Coordinator	Mr. Gary Corcoran	\$ 500
17. Chess Club Coordinator	Mr. Chris Winter	\$ 250
18. Scrabble Club Coordinator	Ms. Jessica Prentice	\$ 750
19. Sister-to-Sister Coordinator	Ms. Karen Richards	\$1,000
20. Brother-to-Brother Coordinator	Mr. Courtney Washington	\$1,000
21. Parent Outreach Coordinator	Ms. Karen Richards	\$1,000
22. Detention Supervisor	Ms. Clarivel Garcia	\$15/hour
23. Spanish Coordinator	Ms. Clarivel Garcia	\$1,000
24. Gymnastics Club Coordinator	Ms. Laura DelValle	\$ 500
25. Homework Club Teacher	Ms. Kalika Glover	\$25/hour
26. Homework Club Teacher	Ms. Krystal Woetko	\$25/hour
27. Homework Club Teacher	Mr. Courtney Washington	\$25/hour
28. Homework Club Teacher	Ms. Asha Hillman	\$25/hour
29. After School Supervisor	Ms. Muriel Cagney	\$30/hour
30. After School Supervisor	Mr. Thomas Johnson	\$30/hour

* Some of the stipend positions were previously approved in August, 2011, but without named recipients.

iv. Salary changes for the following personnel to be made retroactive to the beginning of the school year, July 1, 2011:

1. Ms. Leslie Gary School Secretary from \$34,708 to \$35,708 /year
2. Ms. Janice Knight Administrative Assistant from \$35,827 to \$36,827/ year
3. Ms. Danielle West Assistant Director from \$75,000 to \$80,000/ year

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

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

XV. Policy – Gayle Jones, Chairperson

10 Minutes

A. Policies: SECOND and FINAL READING

- i. 0144 Board Member Orientation & Training
- ii. 2440 Summer Session (Revised Since May Adoption)
- iii. 3125.2 Employment of Substitute Teachers
- iv. 5350 Pupil Suicide Prevention
- v. 5512 Harassment, Intimidation, and Bullying
- vi. 5600 Pupil Discipline/ Code of Conduct
- vii. 8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Abuse Regulations

Motion to Approve items i. through vii. was made by _____, seconded by _____, and approved _____.

XVI. Old Business

10 Minutes

- A. Board Member Criminal History Checks
- B. Discussion of PAC

XVII. New Business

10 Minutes

- A. The Geraldine R. Dodge Foundation Leadership Training
- B. Uniform Discussion

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. Personnel Matters
- B. Build with Purpose

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