

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 19, 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 September 12, 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	___
Ms. Jill Stolz	___	Ms. Gail Bennett-Tafaro	___
Mr. Omowale Morgan	___	Ms. Sherylyn Tucker	___
Ms. Robin Pistorius	___		

III. Flag Salute **1 Minute**

IV. Correspondence **5 Minutes**

- A. Letter from Mr. Andril – 9/5/12
- B. Letter of Resignation – Ms. DeFilippo

V. Student Liaison – TBD **1 Minute**

VI. Teacher Liaison – TBD **5 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 22, 2012 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- September

B. Parent-Student Handbook 2012-13 (revised)

C. English as a Second Language (ESL) Plan 2012-13

D. Field Trips:

i. 4th Grade – Drumthwacket Governor's Mansion on October 3, 2012

ii. 8th Grade – Washington D.C. on May 20-23, 2013

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

XI. Curriculum – Gail Bennett-Tafaro, Chairperson

5 Minutes

A. Social Studies

i. Kindergarten – Unit 1

ii. 1st Grade – Unit 1

iii. 2nd Grade – Units 1 & 3

iv. 3rd Grade – Units 1 & 3

v. 4th Grade – Unit 1

vi. 7th Grade – Unit 1

vii. 8th Grade – Unit 1

B. Spanish

i. Kindergarten – Unit 1

ii. 1st Grade – Unit 1

iii. 2nd Grade – Unit 1

iv. 3rd Grade – Unit 1

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

XII. Finance – Sherylyn Tucker, Chairperson

10 Minutes

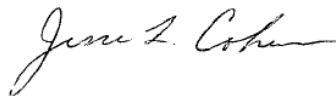
- A. **Motion to Approve** the expenditure report from August 23, 2012 to September 19, 2012 in the amount of **\$ 232,863.05** (attached)
- B. **Motion to Approve**, pursuant to N.J.A.C. 6:20-2,13, the Board of Trustees certifies that as of August 31, 2012, after review of the **Secretary’s and Treasurer’s monthly financial reports (appropriations section) for August 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 resolution for declaring official intent to reimburse expenditures** for project costs from the proceeds of debt obligations (attached)
- D. **Motion to Approve** the acceptance of the \$27.30 donation from Truist Company made on behalf of Dr. Brian Kramer and \$58.02 from Target Corporation. Funds will be deposit in the Paula DeVinuto Scholarship Fund account
- E. **Motion to Approve** the contract with Schwartz, Simon, Edelstein & Celso, LLC as Board Attorney for the 2012-13 school year (attached)
- F. **Motion to Approve** the following travel reimbursements at \$0.31/mile:
 - i. \$12.09 for Jessica Prentice for delivery of NEC projector for repair in Lake Hiawatha, N.J. on August 29, 2012
- G. **Motion to Approve** the following budgetary transfers of:

From		To		Amount
11-130-100-101-100	Salaries- Grds 5-8	11-000-223-580-000	Purch Svs- Instruct Trg	\$35,000.00

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, 2012**, no major budgetary line item account expenditure exceeds the amount appropriated by the district Board of Education.



 Jesse Cohen
 Board Secretary

Sept. 19, 2012
 Date

ii. Board Certification of Accounts

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

XIII. Facilities – Brian Kramer, Chairperson 10 Minutes

- A. Facilities Report – September: 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 hires for the 2012-13 school year:

i. Antonio Berdecia	7 th /8 th Grade Social Studies	\$40,000
ii. Jeffrey Starr	Music	\$40,000
iii. Denise M. Sims	Substitute	\$100/ day

- B. **Approve the following teacher resignations** for the 2012-13 school year:

- i. Mr. Tristian Cox – 7th & 8th Grade Social Studies
- ii. Ms. Julie DeFilippo- Music

- C. **Upon the recommendation of the Chief Academic Officer/Director**, approve stipends for the following positions, clubs and activities to be paid upon completion of the 2012-13 school year:

i. Title I Coordinator	Ms. Jennifer Cherubini	\$1,000
ii. Testing Coordinator	Ms. Jennifer Cherubini	\$1,000
iii. Yearbook Coordinator	Ms. Krystal Woetko	\$1,000
iv. Student Council Advisor	Ms. Jessica Prentice	\$1,000
v. Student Council Advisor	Ms. Laura DelValle	\$1,000
vi. 8 th Grade Advisor	Ms. Kim LaRochelle	\$1,000
vii. Math Curriculum Revision	Ms. Robin Nehila	\$1,000
viii. Special Services Coordinator	Ms. Muriel Cagney	\$ 500
ix. Special Services Coordinator	Ms. Krystal Woetko	\$ 500
x. Glee Club Coordinator	Ms. Alyssa Derling	\$ 750
xi. Hope Club Coordinator	Ms. Krystal Woetko	\$ 500
xii. Hope Club Coordinator	Ms. Alicia Williamson	\$ 500
xiii. Hope Club Coordinator	Ms. Clarivel Garcia	\$ 500
xiv. Soccer Club Coordinator	Mr. Gary Corcoran	\$ 500
xv. Scrabble Club Coordinator	Ms. Jessica Prentice	\$ 500
xvi. Parent Outreach Coordinator	Mr. Jeffrey Brutus	\$1,000
xvii. Detention Supervisor	Ms. Kimberly LaRochelle	\$ 60/ week*
xviii. Translation Coordinator	Ms. Clarivel Garcia	\$1,000
xix. Gymnastics Club Coordinator	Ms. Laura DelValle	\$ 500
xx. Homework Club Moderator	Ms. Krystal Woetko	\$25/hour*
xxi. After School Supervisor	Ms. Muriel Cagney	\$30/hour*
xxii. After School Supervisor	Mr. Thomas Johnson	\$30/hour*
xxiii. After School Substitute	Ms. Robin Nehila	\$ 500
xxiv. Sycamore Migration	Ms. Robin Nehila	\$ 250

* Paid through regular payroll

D. Evaluation Review of Chief Academic Officer/ Director

Motion:	Second:						Passed:				
Roll Call	Kramer	Jerome	Morgan	Tucker	McCloud	Jones	Sharp	Silvershein	Ben-Tafaro	Stolz	Pistorius
YES											
NO											
ABSTAIN											
ABSENT											

XV. Policy – Gayle Jones, Chairperson **10 Minutes**

A. Policies: FIRST READING

- i. Policy 3240 Professional Development (revised)

B. Policies: SECOND and FINAL READING

- i. Policy 3212 Attendance

Motion to Approve Items A and B 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.

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