

Academy Charter High School

1725 Main Street

Lake Como, New Jersey 07719

Phone (732) 681-8377

Board of Trustees Minutes

December 1, 2016

CALL TO ORDER BY SECRETARY:

This meeting is being held in compliance with the provisions of Chapter 231, Public Law 1975 known as the "Open Public Meeting Act". Notice of this Meeting was furnished to the Asbury Park Press, Coaster and/or the Coast Star and posted upon the front door of the Academy Charter High School and/or the Bulletin Board located on the first floor of the School. There will be NO smoking during the public meeting. The exits are marked for emergency purposes.

ROLL CALL

☐ P ☐ Kimberly Brock	☐ A ☐ Frankie Winrow
☐ P ☐ Robertha Walters	☐ P ☐ Tasha Youngblood Brown
☐ A ☐ Ed Johnson	☐ P ☐ Perry Lattiboudere
☐ P ☐ Napier Humphrey	☐ P ☐ Everett Mitchell
☐ P ☐ Mary Jo McKinley	☐ P ☐ David Block
☐ P ☐ Jarred Shaw	☐ A ☐ Fred Niemann
☐ P ☐ Shawn Hecter	

START OF MEETING: 5:33 pm

APPROVAL OF MINUTES: The secretary presents the minutes of the Board Meeting of November 3, 2016 (including Work Session) as printed and distributed and recommends them for approval and adoption.

Page 1 correct to "demographic". Page 4 - Change to "Mr. Humphrey" Page 4 - Mark Ms. Winrow present in final roll calls

Motion: K. Brock

Second: E. Mitchell

☐ P ☐ Kimberly Brock	☐ A ☐ Frankie Winrow
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OLD BUSINESS:

NEW BUSINESS:

Report from Jump, Perry & Co - Auditors for 2015 - 2016 school year - Presented by Kathy Perry

The audit is due December 5, 2016. The audit will be delivered on Monday. The report contains three audit opinions - an audit of the financial statements as a whole. It is an unmodified opinion. There is an opinion on the internal control structure regarding the policies and procedures of how things are done - orders, pensions, salaries, bids, travel, vouchers, payments, etc. Page 26 is an overview of the statement of revenues, expenditures and fund balances. We ended the year with a fund balance of \$498,160. The

total assets are \$562,384. The total liabilities are \$64,224. The total net position is \$383,241. No findings or significant deficiencies. There were no issues with the student count or IEPs.

Mrs. Youngblood Brown asked if there were any procedural issues that may not have risen to the level of the report. Ms. Perry said that everything was in order. There were questions regarding activity in the Student Activities Account which were minimal.

Dr. McKinley Update – Organization

Consolidated Monitoring Visit - November 16-18 - Review of IDEA and Special Education programming. There are 42 checkpoints. Best LRE documentation they have seen. One program finding - We need advanced parental consent for absence of a regular education teacher from out of district meetings. One fiscal finding - they found one case of a full name on purchase order instead of initials. The reviewer stated "I am so thankful that the adults in this building and that this school exists for these students" "You are what we want to see in charter schools – attention to student needs, relationships with students, student-centric"

Review of Mid-Term and November grade data - in general the monthly grades are higher than the mid-term grades.

Parent Dinner - Drug Jeopardy - Parent completed questionnaires for Board.

Visit to Monmouth University - HOV underwater models. Student worked with the professor and were able to operate the models.

Grant with NOAA - A grant to expose our students to marine science. The grant would involve two visits to ACHS with the mobile lab cart and well as visits to Sandy Hook

Comparison of Graduation Requirements for Class of 2016 and Class of 2017 - More students have meet graduation requirements vis assessments as opposed to portfolios.

CPR / AED Training - All staff were recently certified

Mr. Jarred Shaw Update – Curriculum & Instruction

PARCC assessments begin in mid-December and will continue into January. We are looking to incentivize students by providing breakfast or lunch

There is a long-term sub in Spanish classes working with the students on Rosetta Stone curriculum supplemented by cultural projects.

New Jersey's new standards are virtually the same as the common core with some updated codes. Although not due until next September our curricula are updated

Last Saturday session had a presentation by the Shakespeare Guys and a local restaurateur for career exploration

Our ELA consultant continues to work with the staff on the Independent Reading Program and the conferencing that is related to that.

Our math consultant will continue to work with the teachers on lesson study

Working with Mr. Gibson on strategies to address the EOC Biology exam

RECOMMENDATIONS OF THE DIRECTOR:

PERSONNEL REPORT:

Staff Attendance Report

Resolution 17-70 Closed Executive Session - REMOVE

Resolution 17-71 Return from Closed Executive Session - REMOVED
Resolution 17-72 Approval of Substitute Teacher
Resolution 17-81 Acceptance of Notice of Retirement: P.K.

1. INSTRUCTIONAL REPORT:

Mr. Shawn Heeter Update – Dean's Report / School Safety and Security

Student Attendance Report - there are two students who are habitual offenders. We now have support from the court in applying fines. Additional complaints will be filed for other students. Letters were sent to families of students that have 6 absences so far this semester.

Student Discipline Report - The new security guard has been helpful in assisting is supervising students and meeting with students and families. His presence has helped Mr. Heeter have time to address attendance issues. Referrals seems to spike for blocks 4 & 5. Mr. Heeter is investigating what changes in structure, culture, scheduling which may be contributing to this. Students went on the first rewards trip to Liberty Science Center with 30 students.

Student Academic Progress

Enrollment - 183 (188); 9th - 52 (52); 10th - 55 (56); 11th - 40 (41); 12th - 36 (39)

Resolution 17-73 School Journeys

Resolution 17-74 Professional Development

Resolution 17-75 Change in School Calendar - to add a half day professional development for all staff.

2. POLICY

Resolution 17-76 Resolution to Ensure Educational Stability for Children in Foster Care

3. ADDITIONAL REPORTS AND DISCUSSION:

Mr. David P. Block Update – Business Office / Facilities Update

A recruitment flyer was mailed to homes in Asbury Park and Neptune as targeted through USPS Direct Mail.

RECOMMENDATIONS OF THE BUSINESS ADMINISTRATOR:

Resolution 17-77 Approval of October Board Secretary Report

Resolution 17-78 Approval of Line-Item Transfers

Resolution 17-79 Approval of 15.16 Annual Fiscal Audit - there were no findings

PAYMENT OF BILLS:

Resolution 17-80 As attached FY 17

STATEMENTS BY TRUSTEES:

STATEMENTS BY THE PUBLIC:

Approval of Resolutions 17-72 to 17-81

MOTION: K. Brock

SECOND: T. Youngblood Brown

☐ Y ☐ Kimberly Brock
☐ Y ☐ Robertha Walters
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☐ Y ☐ Napier Humphrey

☐ A ☐ Frankie Winrow
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☐ Y ☐ Perry Lattiboudere
☐ Y ☐ Everett Mitchell

STATEMENT BY THE PUBLIC:

ADJOURNMENT:

ROLL CALL

MOTION: T. Youngblood Brown

SECOND: P. Lattiboudere

☐ Y ☐ Kimberly Brock
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END OF MEETING: 6:45 pm