

# Academy Charter High School

1725 Main Street

Lake Como, New Jersey 07719

Phone (732) 681-8377

## THURSDAY, AUGUST 3, 2017 5:30 P.M. WORK SESSION / 6:30 P.M. REGULAR MEETING AGENDA

### 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     V  Kimberly Brock                       X  Frankie Winrow  
                   X  Robertha Walters                       V  Tasha Youngblood Brown  
                   V  Ed Johnson                               V  Perry Lattiboudere (arrived at 6:06pm)  
                   V  Napier Humphrey                       V  Everett Mitchell

X  Mary Jo McKinley                       V  David Block  
                   V  Jarred Shaw                                       X  Kim Fiero / Fred Neimann  
                   V  Shawn Heeter

### Start Time: 6:03pm

### Open Public Forum: Agenda Items Only

None

OLD BUSINESS: None

### NEW BUSINESS:

Dr. McKinley Update – Organization (Not in Attendance)  
Mr. Jarred Shaw Update – Curriculum & Instruction

Mr. Shaw started by talking about the Freshman Summer Bootcamp beginning next week. He stated that the physical education teachers, Ms. Kapalko, as well as Mr. Post will be giving special lessons during Bootcamp. This is in addition to the regular english and math lessons that they take part in daily. Next, Mr. Shaw mentioned that he had applied for a grant through Manasquan Bank to offset the cost of the digital textbooks. While he was unsure as to the status, the grant was applied for in the amount of \$10,000. Next, Mr. Shaw spoke about the \$200 that was received from selling used district textbooks, as well as the continued progress in getting Saturday School set up for the 2017-2018 school year. Finally, Mr. Shaw gave a primer on the electives that were going to be offered to students this year. He mentioned that the idea was conceived in the spring, and that over the summer months, curriculum was completed for each of the courses offered.

**INSTRUCTIONAL REPORT (Attachment #1):**

- Student Attendance Report – Comprehensive Annual
- Student Discipline Report
- Enrollment - 172 (178); 9<sup>th</sup> - 47 (48); 10<sup>th</sup> – 53 (54); 11<sup>th</sup> – 38 (39); 12<sup>th</sup> – 34 (37)
- HIB Report – 0 reported, 0 investigated, 0 confirmed
- EVVRS – 2016-2017 Annual Report
- Anti-Bullying Bill of Rights Act – 2016-2017 School Self-Assessment

**ADDITIONAL REPORTS AND DISCUSSION:**

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

Mr. Heeter began by mentioning that all of the credit completion hours were completed over the summer with the exception of one student. Of those students, seven were able to get truancy charges dropped as a result of their hour completion. Mr. Heeter then stated that by the end of July, all of the building lockers has been organized and that all mentors had been selected for students who were here during the 2016-2017 school year. Finally, Mr. Heeter mentioned that board members will find the Anti-Bullying Bill of Rights Act – 2016-2017 School Self-Assessment within their packet. He pointed out that the score had remained the same as the previous year, and gave a brief explanation as to how the score is tabulated.

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

Mr. Block began by speaking about the results of the Lead Testing that took place during June of 2017. He stated that due to the low levels of lead, no remediation plan was needed. Additionally, Mr. Block stated that approximately \$500 of the \$1200 testing cost will be reimbursable through the state. Next, Mr. Block stated that the summer school clean-up was going well and on schedule. He also mentioned that the school phone system was being overhauled and will be ready for the start of school. Finally, Mr. Block stated that audit field testing had been completed for the 2016-2017 fiscal year, and that the auditors were happy with the order of business.

**A. Election of Board Officers**

A1. WHEREAS, the Board of Trustees of Academy Charter High School has an approved charter from the Department of Education that provides for the creation and appointment of the following Board Officers: President and Vice-President and;

WHEREAS, the following named individuals have been deemed qualified to fill the positions of officers to Academy Charter High School and are willing to serve in said positions;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Academy Charter High School, County of Monmouth, State of New Jersey that the officers and terms of office are approved as listed below.

OFFICE  
President: Kim Brock

TERM OF OFFICE  
July 1, 2017 to June 30, 2018

*Motion* \_\_Ms. Youngblood-Brown\_\_      *Second* \_\_Mr. Lattiboudere\_\_

**Roll Call:**

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

OFFICE  
Vice-President: Napier Humphrey

TERM OF OFFICE  
July 1, 2017 to June 30, 2018

*Motion* \_\_\_*Ms. Brock*\_\_\_

*Second*\_\_\_*Ms. Youngblood-Brown* \_\_\_

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

## **B. Approval of Minutes**

B1. BE IT HEREBY RESOLVED BY THE ACADEMY CHARTER BOARD OF TRUSTEES to accept the minutes of the following Board of Trustees Meeting; Regular Meeting for June 1, 2017 (**Attachment #2**):

*Motion* \_\_\_*Ms. Brock*\_\_\_

*Second*\_\_\_*Ms. Youngblood-Brown* \_\_\_

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

## **RECOMMENDATIONS OF THE DIRECTOR:**

### **C. Actions for 2017-2018 School Year:**

C1. Appoint Board Secretary, David P. Block (1 year term)

*Motion* \_\_\_*Ms. Brock*\_\_\_

*Second*\_\_\_*Ms. Youngblood-Brown* \_\_\_

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

C2. Appoint Medical Inspector, Dr. Falco

*Motion* \_\_\_*Ms. Brock*\_\_\_

*Second*\_\_\_*Ms. Youngblood-Brown* \_\_\_

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

C3. Appoint Board Attorney, the firm of Hanlon Neimann, at an annual cost not to exceed \$15,000 (1 year term)

*Motion* \_\_\_Ms. Brock\_\_\_ *Second*\_\_\_ Ms. Youngblood-Brown \_\_\_

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

C4. Appoint Auditor, Jump, Perry & Company, at an annual cost not to exceed \$15,000

*Motion* \_\_\_Ms. Brock\_\_\_ *Second*\_\_\_ Ms. Youngblood-Brown \_\_\_

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

C5. Appointment of the Public Agency Compliance Officer (P.A.C.O.), David P. Block

*Motion* \_\_\_Ms. Brock\_\_\_ *Second*\_\_\_ Ms. Youngblood-Brown \_\_\_

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

C6. Motion to appoint David P. Block the District’s Qualified Purchasing Agent, authorization to award contracts up to bid threshold (currently \$40,000 bid threshold) and set quote threshold (\$7,000 quote threshold).

*Motion* \_\_\_Ms. Brock\_\_\_ *Second*\_\_\_ Ms. Youngblood-Brown \_\_\_

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

C7. Motion to approve the Board Policies and Curriculum of Academy Charter Board of Trustees.

*Motion* \_\_\_Ms. Brock\_\_\_ *Second*\_\_\_ Ms. Youngblood-Brown \_\_\_

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

C8. Appoint Brian Reilly, Centric Benefit Consulting, as the Insurance Broker of Record for the District’s Dental Insurance Benefits.

*Motion* \_\_\_Ms. Brock\_\_\_ *Second*\_\_\_ Ms. Youngblood-Brown \_\_\_

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

C9. Appoint Gunn, Steers & Company, Broker of Record for all Liability & Property Insurance.  
*Motion* \_\_\_*Ms. Brock*\_\_\_ *Second*\_\_\_ *Ms. Youngblood-Brown* \_\_\_

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

C10. Appoint David P. Block as the District's Affirmative Action Officer.

*Motion* \_\_\_*Ms. Brock*\_\_\_ *Second*\_\_\_ *Ms. Youngblood-Brown* \_\_\_

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

C11. Appoint Mary Jo McKinley as the District's Title IX Officer.

*Motion* \_\_\_*Ms. Brock*\_\_\_ *Second*\_\_\_ *Ms. Youngblood-Brown* \_\_\_

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

C12. Appoint Nakia Callands as the District's Section 504 Officer.

*Motion* \_\_\_*Ms. Brock*\_\_\_ *Second*\_\_\_ *Ms. Youngblood-Brown* \_\_\_

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

C13. Appoint David P. Block as the District's Custodian of Petty Cash.

*Motion* \_\_\_*Ms. Brock*\_\_\_ *Second*\_\_\_ *Ms. Youngblood-Brown* \_\_\_

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

C14. Appoint Official Newspaper of the District-

The Coaster, The Coast Star, and Asbury Park Press

*Motion* \_\_\_*Ms. Brock*\_\_\_ *Second*\_\_\_ *Ms. Youngblood-Brown* \_\_\_

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

C15. Motion to Appoint Wells Fargo as Depository of Record

Be It Resolved, that Wells Fargo be designated as the depository of record for the Academy Charter High School accounts and Be It Further Resolved, that investments can be secured in any other bank holding a current certificate of eligibility from the New Jersey State Banking Association and Further Resolved, that all checks drawn against the General Account being signed by any two of the following:

Director, Mary Jo McKinley  
Associate Director / Business Administrator, David P. Block

Motion \_\_\_Ms. Brock\_\_\_ Second\_\_\_ Ms. Youngblood-Brown \_\_\_

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

C16. Motion to designate the official signatures on the following bank accounts:

- Payroll – Board Secretary/President
- Payroll-Agency – Board Secretary /President
- Unemployment – Board Secretary/President
- General Checking – Director/Board Secretary
- Student Activities – Board Secretary/Director

Motion \_\_\_Ms. Brock\_\_\_ Second\_\_\_ Ms. Youngblood-Brown \_\_\_

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

C17. Motion to approve the following Tax Shelter Annuity Funds for employee contribution:

AXA Equitable and Lincoln Investment.

Motion \_\_\_Ms. Brock\_\_\_ Second\_\_\_ Ms. Youngblood-Brown \_\_\_

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

**D. Personnel**

Staff Attendance Report –End of Year (**Attachment #3**)

D1. RESOLUTION TO RETROACTIVELY APPOINT ANNAMARIA REISS PLC LEADER FOR THE SECOND HALF OF THE 2016-2107 SCHOOL YEAR

Motion by Ms. Brock, Seconded by Ms. Youngblood-Brown, on recommendation of the Director to retroactively approve AnnaMaria Reiss as PLC Leader for the second half of the 2016-2017 school year at a rate of \$1,500 (prorated to \$750). *Budget Line: 11-000-218-101*

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

D2. RESOLUTION TO APPROVE CASEY KAPALKO AS LONG-TERM SUBSTITUTE TEACHER OF SPANISH AND ARABIC

Motion by Ms. Brock, Seconded by Ms. Youngblood-Brown, on recommendation of the Director to approve Casey Kapalko as long-term substitute teacher of Spanish and Arabic for the 2017-2018 school year at a rate of \$125.00 per day:

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

D3. RESOLUTION TO APPROVE STAFF FOR POSTIONS ESTABLISHED THROUGH THE PICCS GRANT

WHEREAS, the Board of Trustees of the Academy Charter High School (hereinafter “Board”) recognizes its responsibility to have highly qualified staff able to fulfill the obligations and mission of the PICCS grant; and

WHEREAS, the Board agrees with the recommendations of the administration;

|                 |                  |                                |
|-----------------|------------------|--------------------------------|
| AnnaMaria Reiss | PLC Chair        | \$ 1,500 (Reimbursed by PICCS) |
| Jarred Shaw     | Data Coordinator | \$ 2,000                       |

Budget Line: 11-000-218-101

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Academy Charter High School, County of Monmouth, State of New Jersey that the listed staff be contracted at the corresponding salaries for the 2017 –2018 school year.

*Motion* \_\_Ms. Brock\_\_ *Second*\_\_ Ms. Youngblood-Brown \_\_

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

**E. Additional Reports and Discussion:**

E1. RESOLUTION TO JOIN THE NJSIAA FOR THE 2017-2018 SCHOOL YEAR

WHEREAS, the Board of Trustees of the Academy Charter High School (hereinafter “Board”) supports the continuation of an interscholastic athletic program; and

WHEREAS, the Board has been presented by the Director with the application to join NJSIAA,

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Academy Charter High School, County of Monmouth, State of New Jersey that

Academy Charter High School agrees to join NJSIAA for the 2017 - 2018 school year with payment of dues in the amount \$2,150. *Budget Line: 11-000-213-300*

*Motion* \_\_\_Ms. Brock\_\_\_ *Second*\_\_\_ Ms. Youngblood-Brown \_\_\_

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

E2. RESOLUTION TO ACCEPT AND APPLY FOR THE FY18 IDEA GRANT

WHEREAS, the Board of Trustees of the Academy Charter High School (hereinafter “Board”) has reviewed the Grant Application for IDEA FY 18 in the following amounts:

Basic Grant Award - \$ 49,903

WHEREAS, the Board certifies that the grant shall be used for the purposes described in the grant application in compliance with the structure of the grant,

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Academy Charter High School, County of Monmouth, State of New Jersey that Academy Charter High School agrees to accept the IDEA - B allocation.

*Motion* \_\_\_Ms. Brock\_\_\_ *Second*\_\_\_ Ms. Youngblood-Brown \_\_\_

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_



E3. RESOLUTION TO ACCEPT AND APPLY FOR THE FY18 ESEA GRANT

WHEREAS, the Board of Trustees of the Academy Charter High School (hereinafter "Board") has reviewed the Grant Application for ESEA FY 18 in the following amounts:

- Title I Award - \$132,663
- Title IIA Award - \$10,703
- Title IV Award - \$10,000
- Total Award - \$153,366

WHEREAS, the Board certifies that the grant shall be used for the purposes described in the grant application in compliance with the structure of the grant,

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Academy Charter High School, County of Monmouth, State of New Jersey that Academy Charter High School agrees to accept the FY18 ESSA Grant Awards for Title I, Title IIA, & Title IV.

Motion Ms. Brock Second Ms. Youngblood-Brown

Roll Call:  
K. Brock V T. Youngblood-Brown V R. Walters absent F. Winrow absent  
E. Johnson V N. Humphrey V E. Mitchell V P. Lattiboudere V

E4. RESOLUTION TO JOIN THE NJPCSA FOR THE 2017-2018 SCHOOL YEAR

WHEREAS, the Board of Trustees of the Academy Charter High School (hereinafter "Board") recognizes the need to unite with charter schools throughout that State and advocate to promote the success of charter schools; and

WHEREAS, the Board of Trustees recognizes that the New Jersey Charter Public Schools Association is one method through which ACHS may be accomplish the above goal;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Academy Charter High School, County of Monmouth, State of New Jersey that Academy Charter High School joins the New Jersey Charter Public Schools Association at a cost of \$10 per student or \$ 2,000. *Budget Line: 11-000-240-300*

Motion Ms. Brock Second Ms. Youngblood-Brown

Roll Call:  
K. Brock V T. Youngblood-Brown V R. Walters absent F. Winrow absent  
E. Johnson V N. Humphrey V E. Mitchell V P. Lattiboudere V

E5. RESOLUTION TO JOIN THE NJSBA FOR THE 2017-2018 SCHOOL YEAR

WHEREAS, the Board of Trustees of the Academy Charter High School (hereinafter "Board") recognizes the benefit of support from state organizations; and

WHEREAS, the Board has been presented by the Business Administrator with the application to join New Jersey School Boards Association,

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Academy Charter High School, County of Monmouth, State of New Jersey that Academy Charter High School agrees to join NJSBA for the 2016-2017 school year with payment of dues in the amount \$ 2,500.

*Motion* \_\_\_Ms. Brock\_\_\_ *Second*\_\_\_ Ms. Youngblood-Brown \_\_\_

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

E6. RESOLUTION TO APPROVE THE ENGLISH LANGUAGE SERVICE THREE-YEAR PROGRAM PLAN

Motion by Ms. Brock, Seconded by Ms. Youngblood-Brown, to approve the Academy Charter High School English Language Service Three-Year Program Plan for the school year 2017-2020 as presented to the Board of Trustees. (**Attachment #4**)

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

E7. RESOLUTION TO APPROVE THE 2016-2017 ACADEMY CHARTER HIGH SCHOOL ANNUAL REPORT

WHEREAS, the Board of Trustees has reviewed the 2016 - 2017 Annual Report as prepared by the Director; and

WHEREAS, the Board of Trustees finds the Report to be a factual and accurate depiction of the 2016 - 2017 school year at Academy Charter High School;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Academy Charter High School, County of Monmouth, State of New Jersey that the Annual Report is accepted and approved.

*Motion* \_\_\_Ms. Brock\_\_\_ *Second*\_\_\_ Ms. Youngblood-Brown \_\_\_

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

**E8. RESOLUTION TO APPROVE UPCOMING STAFF PROFESSION DEVELOPMENT**

Motion by Ms. Brock, Seconded by Ms. Youngblood-Brown, on recommendation of the Director to approve the following staff professional development (**Attachment #5**):

October 2 & 3, 2017 – Art Educators of New Jersey 2017 Conference Long Branch, NJ  
Ms. Johnston \$245

October 17 & 18, 2017 – 2017 New Jersey Charter School Conference Newark, NJ  
All Certified Staff on Oct 17 / Admin on Oct 18 Not to exceed \$3,500

Roll Call:

K. Brock   V   T. Youngblood-Brown   V   R. Walters  absent  F. Winrow  absent   
E. Johnson   V   N. Humphrey   V   E. Mitchell   V   P. Lattiboudere   V  

**E9. RESOLUTION TO APPROVE REVISED 2017-2018 SCHOOL CALENDAR**

Motion by Ms. Brock, Seconded by Ms. Youngblood-Brown, on recommendation of the Director to approve the revised school calendar to reflect a full day staff in-service on Tuesday, October 17, 2017. (**Attachment #6**)

Roll Call:

K. Brock   V   T. Youngblood-Brown   V   R. Walters  absent  F. Winrow  absent   
E. Johnson   V   N. Humphrey   V   E. Mitchell   V   P. Lattiboudere   V  

**RECOMMENDATIONS OF THE SCHOOL BUSINESS ADMINISTRATOR / BOARD SECRETARY:**

**F. BUSINESS**

**F1. RESOLUTION TO APPROVE APITC AS ACCOUNTING AND PAYROLL/PERSONNEL SERVICE PROVIDER**

Motion by Ms. Brock, Seconded by Ms. Youngblood-Brown, to approve the continued service of the Asbury Park Board of Education Information Technology Center as the district’s Accounting and Payroll/Personnel System service provider at a rate of \$8,200 for the 2017-2018 school year.

Roll Call:

K. Brock   V   T. Youngblood-Brown   V   R. Walters  absent  F. Winrow  absent   
E. Johnson   V   N. Humphrey   V   E. Mitchell   V   P. Lattiboudere   V

F2. RESOLUTION TO APPROVE AETNA AS THE DENTAL BENEFIT PROVIDER

Motion by Ms. Brock, Seconded by Ms. Youngblood-Brown, to approve the continued service of Aetna as the district’s dental benefit provider effective August 1, 2017 through July 31, 2018 at an increase of 3.23% over the previous rate.

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

F3. RESOLUTION TO ADJUST BOARD MEETING SCHEDULE TO REFLECT THURSDAY, SEPTEMBER 7, 2017 AS MONTHLY BOARD OF TRUSTEES MEETING FOR SEPTEMBER 2017

Motion by Ms. Brock, Seconded by Ms. Youngblood-Brown, on recommendation of the Board Secretary to approve Thursday, September 7, 2017 as the date for the September 2017 Board of Trustees Meeting.

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

**G. FINANCIAL**

G1. APPROVAL OF MONTHLY FINANCIAL REPORTS

Motion by Ms. Brock, Seconded by Ms. Youngblood-Brown, BE IT HEREBY RESOLVED BY THE ACADEMY CHARTER HIGH SCHOOL BOARD OF TRUSTEES, to approve the following –

Secretary’s Report – May & June (**Attachment #7**)

Bill’s List for FY17 & FY18 (**Attachment #8**)

Line-Item Transfers FY 18 (**Attachment #9**)

Roll Call:

K. Brock \_\_V\_\_ T. Youngblood-Brown \_\_V\_\_ R. Walters \_\_absent\_\_ F. Winrow \_\_absent\_\_  
E. Johnson \_\_V\_\_ N. Humphrey \_\_V\_\_ E. Mitchell \_\_V\_\_ P. Lattiboudere \_\_V\_\_

**Open Public Forum:** None

**Board Comments:** None

**Announcement**

The next Board of Trustees meeting is scheduled for Thursday, September 7, 2017 at 5:30 pm

**Adjourn**

Motion by Ms. Youngblood-Brown, seconded by Ms. Brock, to adjourn at 6:37pm.

Ayes\_\_6\_\_ Nays\_\_\_\_0\_\_