

# Academy Charter High School

1725 Main Street

Lake Como, New Jersey 07719

Phone (732) 681-8377

## Board of Trustees Minutes September 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  
   P    Robertha Walters  
   A    Ed Johnson  
   A    Napier Humphrey

   P    Frankie Winrow  
   A    Tasha Youngblood Brown  
   P    Perry Lattiboudere  
   A    Everett Mitchell

   P    Mary Jo McKinley  
   A    Jarred Shaw  
   P    Shawn Heeter

   P    David Block  
   A    Fred Niemann

Meeting began at: 5:44 pm

**APPROVAL OF MINUTES:** The secretary presents the minutes of the Board Meeting of August 4, 2016 (including Work Session) as printed and distributed and recommends them for approval and adoption.

Motion: F. Winrow

Second: K. Brock

### ROLL CALL:

   Y    Kimberly Brock  
   A    Napier Humphrey  
   A    Ed Johnson  
   Y    Perry Lattiboudere

   Y    Everett Mitchell  
   Y    Robertha Walters  
   Y    Frankie Winrow  
   A    Tasha Youngblood Brown

No "No" Votes

Abstentions: None

### OLD BUSINESS:

#### 2016-2017 Student Decorum Discussion

Three students and their parents presented at the Board's request to talk about struggles they had previously in terms of discipline issues and ideas of how they could be supported to be more successful. There was a discussion of using non-verbal clues between students and teachers to provide a de-stressing opportunity with the Dean of CST office. Students shared their goals and what might support them in making better choices in school.

### NEW BUSINESS:

Dr. McKinley Update – Organization

The new master schedule and student schedules reflect a change in the approach to special education pull out replacement classes. English classes are non-graded and rather are focused on differentiated teaching and goals based on individual needs. One science class is offered each year. Each student will still have the opportunity to take the three pull-out classes within their four years here.

This change has enabled us to increase the number of classes that are team taught from four last year to eight this year. In addition seven IR classes, five STEM classes and two financial literacy classes are team taught.

Seminar has been divided into two – 2 credit classes. For grades 9 – 11 they are independent reading and STEM. For grade 12 they are independent reading and financial literacy.

I worked with Mr. Shaw to develop the IR journal book to support the classwork

I developed a mentoring curriculum for the year including a combination of goal setting, self-reflection, social awareness, team building and fun lessons. All mentoring groups will follow the same activities as provided in the workbook I prepared.

All new staff participated in a full professional development on Monday to get acquainted with school culture, policies and procedures.

The Individual Learning Plans are completed. Scoring of all writing samples from last year were done using a newly developed scaffolded PARCC rubric. The English department was trained on the rubric as will the rest of the staff. These scores become the basis for the ILP in reading and writing. We are also using Newsela to get a base Lexile level on each student.

I am updating the Chemistry curriculum which Mr. Shaw will convert into our new format.

Mr. Shaw continues to review all curricula – working with Ms. Manfreda to complete

Trigonometry

Mr. Shaw has set up all MAP testing sessions for the Fall administration. All students will test simultaneously greatly reducing the disruption to the school schedule.

New Spanish textbooks and support materials are in place for this year.

Mr. Shaw has worked with staff to incorporate the new Houghton Mifflin writing program both online and in workbook

Mr. Shaw submitted a grant to Manasquan Savings Bank to fund the debate team. We should hear shortly

Staff have continued training on Google classroom and Google web design

## RECOMMENDATIONS OF THE DIRECTOR:

### PERSONNEL REPORT:

**Resolution 17-38** Hiring of Substitute Teachers

**Resolution 17-39** Teacher Overages – Extra Class

### 1. INSTRUCTIONAL REPORT:

**Resolution 17-40** Approval of Professional Development

**Resolution 17-41** Approval of ELS Three-Year Program Plan

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

Student handbooks will be distributed first thing Tuesday with locker information and login information. Also there will be class meetings on Tuesday with each grade level to review policies.

In the meeting today all policies were reviewed and updates discussed. New teachers had additional training on Monday

Friday of the first week we will have a BBQ. Mr. Heeter and Ms. Alston have obtained donations of food, a grill and drink. Students will socialize with staff in anticipation of choosing mentors.

Mr. David P. Block Update – Business Office / Facilities Update  
All painting has been completed as are minor repairs

2. BOARD POLICIES:

**Resolution 17-42** Approval Security Guard Job Description

**Resolution 17-43** Acceptance of 2015-2016 HIB / Anti-Bullying Self-Assessment

RECOMMENDATIONS OF THE BUSINESS ADMINSTRATOR:

**Resolution 17-44** Approval of July Board Secretary Report

**Resolution 17-45** Approval of Line Item Adjustments

The largest adjustment is because our E-Rate consultant is working with Lightpath our new provider to have the discount moved from reimbursement to a discount.

**Resolution 17-46** Acceptance of 2016 NJSBA Safety Grant Award - in the amount of \$961.00 to obtain additional security camera.

PAYMENT OF BILLS:

**Resolution 17-47** As attached FY 17

Approval of Resolutions 17-38 through Resolution 17-47

Motion: K. Brock

Second: F. Winrow

ROLL CALL:

  Y   Kimberly Brock  
  A   Napier Humphrey  
  A   Ed Johnson  
  Y   Perry Lattiboudere

  Y   Everett Mitchell  
  Y   Robertha Walters  
  Y   Frankie Winrow  
  A   Tasha Youngblood Brown

No "No" Votes

Abstentions: None

STATEMENTS BY TRUSTEES:

The Board requested that the students and parents who were invited but did not attend tonight's meeting be invited again for October.

STATEMENTS BY THE PUBLIC:

A motion to adjourn the meeting

Motion: R. Walters

Second: P. Lattiboudere

ROLL CALL:

Y  Kimberly Brock  
 A  Napier Humphrey  
 A  Ed Johnson  
 Y  Perry Lattiboudere

No "No" Votes

Y  Everett Mitchell  
 Y  Robertha Walters  
 Y  Frankie Winrow  
 A  Tasha Youngblood Brown

No Abstentions

ADJOURNMENT: 7:04 pm