

Academy Charter High School

1725 Main Street

Lake Como, New Jersey 07719

Phone (732) 681-8377

**THURSDAY, OCTOBER 5, 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 P Kimberly Brock P Frankie Winrow
 P Robertha Walters P Tasha Youngblood Brown
 A Ed Johnson P Perry Lattiboudere
 P Napier Humphrey A Everett Mitchell

 P Mary Jo McKinley P David Block
 P Jarred Shaw A Kim Fiero / Fred Niemann
 P Shawn Heeter

Open Public Forum: Agenda Items Only

OLD BUSINESS:

NEW BUSINESS:

Dr. McKinley Update – Organization

Graduation Pathway Report for 2016-2017:

- 37% of students graduated via a standardized assessment
- 5% via PARCC
- 32% via other assessment (SAT, PSAT)
- 18% via a combination of pathways (PARCC and another test or other test and portfolio)
- 26% via portfolio
- 16% via IEP conditions
- 3% denied graduation

Recruitment presentation made to 8th grade students and parents at Hope Academy. Biggest draw were our Arabic program and the new Esports

The mentoring kickoff consisting of the mentoring match and BBQ was successful. A true team effort with faculty obtaining donations of food, cooking and everyone having fun.

Chromebook loaner cart has been set up and students have been given agreements for parental review and signature. In the process we obtained an additional storage cart at no cost.

As discussed last month, the monthly parent's meeting was switched to a Parent's Academy held concurrently with our Saturday session. Last month we had seventeen parents in attendance. We are working to secure the program Teen Mental Health First Aid as an 8 hour certificate program for the October and November academies

Friends of ACHS agreed to pay the stipends for the ESports coaches. Tryouts were held and two competitive teams of six are registered in HSEL (High School ESports League). Twelve additional students are training weekly.

Our fall Back to School night had forty parents/guardians in attendance. After a brief meeting parents/guardians followed their scholar's schedules meeting teachers and learning about the curriculum. PSAT for all sophomores and juniors is next Wednesday.

Mr. Jarred Shaw Update – Curriculum & Instruction

Added another digital textbook - Environmental Science

All MAP testing is completed PARCC will start in January

We received a \$2,500 grant from Manasquan Savings Bank. The CEO has spoken to students in the past and now the Consumer Math class is going to visit him at the office.

The Environmental Science classes will learn about the ecology of the Pine Barrens through trips this month and in the spring. Pinelands Adventure also provided a week's worth of lesson to prepare for the trip.

Electives are going well. Teachers have brought in guest speakers and students have begun working on their research papers.

Our EIA consultant came this week.

Great attendance at our first Saturday school. Students had fun bonding with mentors in the Color Wards activity and then there were two great musical performances. October will be Make A difference activities.

Many seniors have already completed their service learning hours for Senior Project

INSTRUCTIONAL REPORT:

Staff Attendance Report

Student Attendance Report

Student Discipline Report

Enrollment - 183 (188); 9th - 46 (46); 10th - 46 (48); 11th - 50 (11); 12th - 41 (43)

(Attachment #1)

ADDITIONAL REPORTS AND DISCUSSION:

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

This is the Week of Respect. Each day there were selected videos about respect, cyberbullying and bullying in general. Students also completed writing prompts that are in the hallway.

We had our tabletop exercise with the Belmar Police Department. We now have a liaison assigned to the school who has been very supportive to date.

The rewards trips are scheduled for the year - Hip Hop Nutcracker, Camden Aquarium, Central Park Zoo. The goal is to have a four year cycle of trips so students can enjoy year after year.

There is now a green slip added to the Level 1 consequences. The teacher writes up the situation and then the mentor speaks to the student. This helps with relationship building. Ms. Kapalko suggested we do something on the positive side so we added Pink Compliment cards. More pink cards have been distributed that green slips

For the month of September the students have already earned 7 Peace Days.

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

This weekend Richard Primavera installed new switches which were purchased through E Rate.

We finally finished paying unemployment for teachers who were not renewed from 2016. Our enrollment is up to 185 (190)

Next week Mr. Block will be at a recruitment night at Belmar Elementary

All Board of Trustee members will be registered next week for the new training courses.

The SOP Manual has to be updated to include a new policy to address barred vendors.

Mr. Block has conducted research on options for updating the medical insurance policy.

We have to approve a resolution next month in which we agree to offer a benefits package in each category 1-5. We anticipate staying with the NJ Direct options so our teachers can stay with the same medical network. A review of options was provided.

RECOMMENDATIONS OF THE DIRECTOR:

A. Approval of Minutes

A1. 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 September 7, 2017 (**Attachment #2**):

Motion F. Winrow

Second T. Youngblood Brown

Roll Call:

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

B. Personnel

B1. RESOLUTION TO APPROVE 3RD CLASS TEACHER OVERAGES FOR THE 2017-2018 SCHOOL YEAR

Motion by F. Winrow Seconded by N. Humphrey on recommendation of the Director to approve 3RD Class Teacher Overages for the 2017-2018 school year, beginning September 25, 2017 at a rate of \$3,500 per semester (prorated) as follows: (*Paid from Line 43 / 11-140-100-100*)

Fall Overage
Carole Hughes

Roll Call:

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

B2. RESOLUTION TO APPROVE NAKIA CALLANDS TO ADMINISTER DISTRICT HOME INSTRUCTION AT A RATE OF \$32.50 PER HOUR (**Attachment #3**):

Motion by F. Winrow Seconded by N. Humphrey on recommendation of the Director to approve Nakia Callands, School LDTC, to administer district home instruction at a rate of \$32.50 per hour, not to exceed \$2,500 (Funds to be paid from ESEA Grant)

Roll Call:

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

B3. RESOLUTION TO APPROVE 2017-2018 SALARY ADJUSTMENTS BASED ON 2016-2017 EMPLOYEE EVALUATION RATINGS

Motion by F. Winrow Seconded by N. Humphrey on recommendation of the Director to approve the following employee salary adjustments for the 2017-2018 school year based on the final 2016-2017 employee evaluation ratings

Teacher	2017-2018 Salaries Approved 5.4.17	2017-2018 Evaluation Based Salary
M. Balmann	\$ 82,000.00	\$ 83,000.00
J. Johnston	\$ 65,962.00	\$ 67,462.00
J. Wesley	\$ 75,788.00	\$ 76,788.00
R. Patterson	\$ 61,616.00	\$ 62,616.00
T. Shields	\$ 54,688.00	\$ 55,688.00
J. Maida	\$ 52,388.00	\$ 53,888.00
E. Duffy	\$ 60,560.00	\$ 61,560.00
A. Matyas	\$ 46,855.00	\$ 47,000.00
C. Hughes	\$ 69,464.00	\$ 70,464.00
M. Wood	\$ 49,548.00	\$ 50,548.00
Administrator	2016-2017 Salary	2017-2018 Evaluation Based Salary
MJ McKinley	\$ 156,400.79	\$ 161,746.81
J. Shaw	\$ 95,810.50	\$ 100,247.66
D. Block	\$ 120,255.00	\$ 124,085.83

Roll Call:

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

B4. RESOLUTION TO APPROVE 2017-2018 EXTRA CURRICULAR ADVISORS

Motion by F. Winrow Seconded by N. Humphrey on recommendation of the Director to approve the following staff as advisors:

Athletic Director	Dr. McKinley	\$1,500
Parenting Program Coordinator	Dr. McKinley	\$1,500
PBIS Data Coordinator	Ms. Wright	\$1,000
Student Council Advisor	Ms. Johnston	\$2,000

Senior Class Advisor	Ms. Cornish	\$1,750
Junior Class Advisor	Ms. Wesley	\$1,500
Sophomore Class Advisor	Ms. Wood / Ms. Leone	\$1,250 (\$625 each)
Freshmen Class Advisor	Ms. Duffy / Ms. Matyas	\$1,250 (\$625 each)
National Honor Society	Ms. Johnston	\$750
Yearbook	Ms. Wright	\$1,750
Open Gym Sports	Mr. Seide	\$65 per day
Open Gym Sports	Mr. Gibson	\$65 per day

Title I Funded:

After-School Academic Coach	Ms. Cornish	\$2,500
After-School Academic Center Teacher	Ms. Wesley	\$65 per day
After-School Academic Center Teacher	Ms. Wood	\$65 per day
After-School Academic Center Teacher	Ms. Patterson	\$65 per day
After-School Academic Center Substitute	Ms. Alston	\$65 per day
After-School Academic Center Substitute	Ms. Luttman	\$65 per day
After-School Academic Center Substitute	Ms. Callands	\$65 per day
After-School Academic Center Substitute	Mr. Primavera	\$65 per day

Roll Call:

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

C. Instructional and Additional Reports:

C1. RESOLUTION TO APPROVE UPCOMING SCHOOL JOURNEYS

Motion by F. Winrow Seconded by N. Humphrey on recommendation of the Director to approve the following staff professional development (**Attachment #4**):

October 6, 2017	Monmouth Mall (Movies)	Eatontown, NJ
Ms. Patterson & Ms. Balmann	13 Students Movie Ticket & Lunch \$315	Bus Cost \$175
October 13, 2017	Pinelands Adventure	Shamong, NJ
Ms. Cornish & Dr. McKinley	22 Students/Trip \$5 per student = \$110	Bus Cost \$400
October 27, 2017	Caldwell University	Caldwell, NJ
Ms. Alston / Ms. Hughes / Ms. Matthews	Senior Class No Program Cost	Bus Cost \$345
October 27, 2017	Manasquan Bank	Wall, NJ
Mr. Shaw & Ms. Duffy	Consumer Math Class	No Cost
November 2, 2017	Rutgers University	New Brunswick, NJ
Ms. Alston / Ms. Hughes / Ms. Matthews	Senior Class No Program Cost	Bus Cost \$350
December 15, 2017	NJPAC	Newark, NJ
TBD – 2	Rewards Trip – Hip-Hop Nutcracker 32 tickets x \$15 = \$450	Bus Cost \$300

March 28, 2018	Camden Aquarium	Camden, NJ
TBD – 2	Rewards Trip – Aquarium Visit 30 tickets x \$11 = \$330 + \$10 parking	Bus Cost \$350
April 20, 2018	Pinelands Adventure	Shamong, NJ
Ms. Cornish & Mr. Shaw	12 Students/Trip \$5 per student = \$60	Bus Cost \$400
June 14, 2018	Central Park Zoo	New York, NY
TBD – 3	30 student tickets x \$8 = \$240 2 Chaperone tickets x \$13.50 = \$27	Bus Cost \$650

Roll Call:

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

C2. RESOLUTION TO APPROVE UPCOMING STAFF PROFESSIONAL DEVELOPMENT

Motion by F. Winrow Seconded by N. Humphrey on recommendation of the Director to approve the following staff professional development (**Attachment #5**):

October 12 - Multidisciplinary Team - Prevention Strategies & Therapeutic Outcomes
 Mr. Matsutani W. Long Branch, NJ

October 17 & 18, 2017 – 2017 New Jersey Charter School Conference Newark, NJ
 Perry Lattiboudere (10.17 & 18) Kim Brock (10.17 Dinner) \$440
 Tasha Youngblood Brown (10.17 Dinner)
 Robertha Walters (10.17 Dinner)

November 14, 2017 – Co-operative RIGHT-TO-KNOW Training Tinton Falls, NJ
 Mr. Block \$55

November 30, 2017 – Anxiety in the Classroom Eatontown, NJ
 Mr. Matsutani \$100

Roll Call:

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

C3. RESOLUTION TO APPROVE DUAL ENROLLMENT AGREEMENT FOR THE 2017-2018 SCHOOL YEAR BETWEEN ACADEMY CHARTER HIGH SCHOOL AND BROOKDALE COMMUNITY COLLEGE

WHEREAS, the Board of Trustees of the Academy Charter High School (hereinafter “Board”) supports the mission of the school including the commitment to supporting students and their post-graduate transition plans; and

WHEREAS, the Board recognizes the need for students to have personal exposure to college curricula and campus culture and environment as they have the potential to earn college credit; and

WHEREAS, students will benefit, in alignment with school goals, by participating in the dual enrollment program at Brookdale Community College

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 Director and Board President are authorized to execute the Dual Enrollment Release Program Agreement. (**Attachment #6**):

Roll Call:

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

C4. RESOLUTION TO APPROVE THE FALL 2017 E-SPORTS TEAM SCHEDULE

Motion by F. Winrow Seconded by N. Humphrey on recommendation of the Director to approve the Academy Charter High School E-Sports Team Fall 2017 schedule. (**Attachment #7**): (Coaches are paid through the Friends of Academy Charter High School, and cost per student is \$5 per month x 12 players = \$60)

Roll Call:

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

C5. RESOLUTION TO JOIN THE REGIONAL PROFESSIONAL DEVELOPMENT ACADEMY AT THE MEMORIAL MIDDLE SCHOOL IN EATONTOWN, NJ FOR THE 2017-2017 SCHOOL YEAR

Motion by F. Winrow Seconded by N. Humphrey on recommendation of the Director to join the Regional Professional Development Academy at the Memorial Middle School in Eatontown, NJ at the cost of \$710 to take part in the Professional Development Series at no cost.

Roll Call:

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

C6. RESOLUTION TO APPROVE THE REVISED STANDARD OPERATING PROCEDURES

Motion by F. Winrow Seconded by N. Humphrey on recommendation of the Director to approve the updated district Standard Operating Procedures as produced by the School Business Administrator as per the district's 2016-2017 Consolidated Monitoring Review.

Roll Call:

K. Brock __Y__ T. Youngblood-Brown __Y__ R. Walters __Y__ F. Winrow __Y__

E. Johnson __Abs__ N. Humphrey __Y__ E. Mitchell __Abs__ P. Lattiboudere __Y__

D. FINANCIAL

D1. APPROVAL OF MONTHLY FINANCIAL REPORTS

Motion by F. Winrow Seconded by N. Humphrey BE IT HEREBY RESOLVED BY THE ACADEMY CHARTER HIGH SCHOOL BOARD OF TRUSTEES, to approve the following –

Bill’s List for **FY 17 & FY18 (Attachment #8)**

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

Board Secretary’s Report – August 31, 2017 (**Attachment #10**)

Roll Call:

K. Brock __Y__ T. Youngblood-Brown __Y__ R. Walters __Y__ F. Winrow __Y__

E. Johnson __Abs__ N. Humphrey __Y__ E. Mitchell __Abs__ P. Lattiboudere __Y__

Open Public Forum:

Board Comments:

Announcement

The next Board of Trustees meeting is scheduled for Thursday, November 2, 2017 at 5:30 pm

Adjourn

Motion by K. Brock, seconded by R. Walters, to adjourn at 6:59 pm.

Ayes__6__ Nays__0__