

# Academy Charter High School

1725 Main Street

Lake Como, New Jersey 07719

Phone (732) 681-8377

## THURSDAY, NOVEMBER 2, 2017 REGULAR MEETING MINUTES

### 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 arrived 5:45 pm  
                    P    Robertha Walters                         A    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    Kim Fiero / Fred Niemann  
                    P    Shawn Heeter

Meeting Commenced 5:37 pm

### Open Public Forum: Agenda Items Only

OLD BUSINESS:

NEW BUSINESS:

#### **Dr. McKinley Update** – Organization

-Consolidated School Report Card (**Attachment #1**) / Report Card School Narrative  
Information includes the following: For the 2016-2017 school year 22% of students received at least one in school or one out-of-school suspension, the ISS rate (single count) was 12% and the OSS (single count) was 16%. For the 2015-2016 school year a total of 29% of students received a least one OSS. The report also reflects that one student was expelled and that the faculty attendance rate was 95%. In addition there was a comprehensive narrative section covering material similar to our annual report.

NJ Charter School Conference - All teaching, support and administrative staff attended. Two workshops were presented: DBQs and targeted PARCC rubric as well as Instructional Rounds. Mr. Lattiboudere attended the conference and Ms. Brock joined us for the 20th Anniversary Celebration. Good information was obtained regarding a new poster printer that Friends of ACHS is looking at purchasing. Comments by Mr. Lattiboudere regarding how the "School to Prison Pipeline" in terms of how our attendance policy supports student goals.

College / Career - So far this school year our seniors have visited 4 colleges/universities and another 8 schools have come to ACHS to meet with our Seniors.

This week the Accuplacer was administered to all seniors and 5 juniors.

All first round (announced) observations are completed By Dr. McKinley and Mr. Shaw with one conference left for Mr. Block. Next the administration will begin the second round of formal walk-throughs.

Mid-term exams begin next Tuesday.

Our first round of electives are coming to an end. Students are completing their research papers with the exception of the Information Technology class where each student is designing a website from scratch using HTML code.

Mona Haydar - A Muslim poet/rapper/activist will be visiting the school first meeting with the Arabic class and then the entire school to discuss acceptance.

Parent Conferences - 52 students were represented

Parent Academies - Prevention First

The PSAT was administered to over 90 students on October 11 - juniors and sophomores

Special Services Update:

- We have 33 students with IEPs at ACHS and another 5 are in out-of-district placements. The case managers are working with 38 cases in total
- Four students receive services via a 504 plan
- The I&RS team is actively working with 12 students and their families via a formal plan.
- There are 7 students with IEPs attending half -day vocational
- There are 11 students who attend regularly scheduled counseling
- There are three students undergoing new evaluations by the CST. One was referred by I&RS and 2 arrived with 504 plans from out of state. One student will remain with the 504 the other 2 are expected to be classified this month.
- In addition we facilitated referrals and are working with ten students in their work with outside agencies.

#### **Mr. Jarred Shaw Update – Curriculum & Instruction**

Mr. Shaw visited the Senior Project class in a two-part series regarding colleges essays and writer's workshop.

Saturday school - Make A Difference Day capped off by a visit from service dogs. The students enjoyed that presentation. In November there is a presentation from an Actor's Playground and a Hip Hop group.

A grant was submitted with Wells Fargo to support the purchase of digital textbooks.

Old textbooks are being sold back to generate some revenue.

Leadership Council met with the administration and the students reported out this week. They shared ideas about looking at new lunch menu items (including vegan) and multicultural days.

#### **INSTRUCTIONAL REPORT:**

Staff Attendance Report

Student Attendance Report

Student Discipline Report

Enrollment - 185 (190); 9<sup>th</sup> - 47 (47); 10<sup>th</sup> - 47 (49); 11<sup>th</sup> - 50 (51); 12<sup>th</sup> - 41 (43)

**(Attachment #2)**

## ADDITIONAL REPORTS AND DISCUSSION:

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

The Leadership Council mentioned that maybe the council could also recognize their peers with Panther Paws for acts of kindness along with the traits we are recognizing.

Students on the Council also discussed with Mr. Heeter using the merit system for more immediate rewards instead of waiting for the trips.

Dr. McKinley and Mr. Heeter will meet with the Asbury Park Municipal Judge regarding the new attendance policy and how the courts can support good attendance. There are other truancy charges which have been filed.

The bomb evacuation drill was held today. The school walked all the way to 13th Ave as would happen in a real situation. Fake bombs were planted and Crisis Go was used for communication.

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

Mr Block attended a charter school SBA meeting at the conference. Informative opportunity to work with other charter school officials.

Mr. Block has been working with the new fire inspector for Lake Como to address issues the new inspector raised. Those issues have been addressed with only one minor issue remaining - a banister on back stairs in the basement which is used only for storage.

Update on the Progress with FY 17 Audit - Due December 5, 2017. The auditors will be in one more time this week to complete the audit.

On November 10 a company will resurface the gym floor. A warped area developed by the back door which also needs to be replaced.

We are due to bid on lunch service this year. In addition Mr. Block will reach out to Karson regarding other options they may have.

In regards to State Health Benefits Mr. Block is recommending a change from Direct 15 to Direct which would result in an approximate savings of \$50,000 in the calendar year. There is also an offer to provide each employee up to \$600 in reimbursement for the increased ER fee and copay. That would charge against our savings.

Mr Shaw asked about the bowling team and Mr. Block informed him that we are in the process of scheduling games.

## 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 October 5, 2017  
**(Attachment #3):**

*Motion:* Brock

*Second:* Lattiboudere

Roll Call:

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

**B. Personnel**

**B1. RESOLUTION TO APPROVE WINTER COACHES FOR THE 2017-2018 SCHOOL YEAR**

Motion by F. Winrow Seconded by N Humphrey on recommendation of the Director to the following coaches for the 2017-2018 school year (**Attachment #4**):

Head V Boys Basketball Coach	Mr. Heeter	Year 11	\$ 7,400
Head JV Boys Basketball Coach	Mr. Maida	Year 6	\$ 3,900
Head V Girls Basketball Coach	Mr. Vetrano	Year 1 (Prev. Ex)	\$ 4,000
Asst. V Girls Basketball Coach	TBD	Year 1	\$ 2,000
Head V Cheerleaders Coach	Ms. Kennedy	Year 2	\$ 2,500
Head Co-Ed Bowling Coach	Ms. Balmann	Year 1	\$ 2,200

Line 66

Roll Call:

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

**B2. RESOLUTION TO APPROVE 2017-2018 STAFF SALARY CORRECTION BASED ON THE FINAL PICCS PERFORMANCE BASED WORKSHEET**

Motion by F. Winrow Seconded by N Humphrey on recommendation of the Director to the following salary corrections for the 2017-2018 school year:

<b>Teacher</b>	<b>2017-2018 Salaries Approved 10.5.17</b>	<b>2017-2018 Evaluation Based Salary</b>
<b>J. Wesley</b>	\$ 76,788.00	\$ 75,788.00
<b>T. Shields</b>	\$ 55,688.00	\$ 54,688.00
<b>J. Maida</b>	\$ 53,888.00	\$ 53,388.00
<b>C. Hughes</b>	\$ 70,464.00	\$ 69,464.00
<b>A.Reiss</b>	\$ 52,922.00	\$ 53,922.00

Roll Call:

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

**C. Instructional and Additional Reports:**

**C1. 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**):

November 15, 2017 – Turn Your Classroom into a Cooperative and Kinesthetic Learning Environment  
Ms. Balmann Brookdale Education Network Free - Membership

December 4, 2017 – Google Classroom to Enhance Instruction  
Mr. Post Bureau of Education & Research –New Brunswick \$259

December 8, 2017 – Fostering Meaningful Talk and Holding Students Accountable in Literacy  
Ms. Patterson Brookdale Education Network Free - Membership

December 19, 2017 – Nothing but Desmos  
Ms. Manfreda Brookdale Education Network Free - Membership

Roll Call:

K. Brock \_\_Y\_\_ T. Youngblood-Brown \_\_Abs\_\_ R. Walters \_\_Y\_\_ F. Winrow \_\_Y\_\_  
E. Johnson \_\_Abs\_\_ N. Humphrey \_\_Y\_\_ E. Mitchell \_\_Y\_\_ 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 #6**)

Line-Item Transfers September 2017 & October 2017 (**Attachment #7**)

Board Secretary’s Report – September 30, 2017 (**Attachment #8**)

Roll Call:

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

##### **D2. MOTION TO CHANGE EMPLOYEE INSURANCE PLAN FROM NJSHBP HORIZON DIRECT 15 TO NJSHBP HORIZON DIRECT 2035.**

WHEREAS, the Board of Trustees had the responsibility to elect a Health Program for  
employees; and

WHEREAS, remaining in the New Jersey State Health Benefits Program has been recommended  
by the Director and Business Administrator for the provision of medical and prescription  
coverage,

BE IT RESOLVED by the Board of Trustees of the Academy Charter High School, County of  
Monmouth, State of New Jersey that attached resolution is adopted moving all employees from

NJSHBP Horizon Direct 15 TO NJSHBP Horizon Direct 2035, effective January 1, 2017 for medical and prescription coverage.

BE IT FURTHER RESOLVED that employees will have the option, by paying the employer's difference in cost, to enter into NJ Direct 10, NJ Direct 15, NJ Direct 2030, or NJ Direct HD1500. Additionally, for those employees who elect to remain in NJSHBP Horizon Direct 2035, the district will reimburse each employee plan up to \$600 for the calendar year in deductible and/or emergency room costs as stated in the plan details.

Motion: F. Winrow

Second: N. Humphrey

Roll Call:

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

**Open Public Forum:**

**Board Comments:**

**Announcement**

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

**Adjourn**

Motion by Brock, seconded by Winrow, to adjourn at 6:28 pm.

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