

# Academy Charter High School

1725 Main Street

Lake Como, New Jersey 07719

Phone (732) 681-8377

## THURSDAY, FEBRUARY 1, 2018 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  
                    P   Robertha Walters                        P   Everett Mitchell  
   arrived 6:11 pm  
                    P   Ed Johnson                                P   Perry Lattiboudere  
                    A   Napier Humphrey                        A   Alyce Franklin-Owens  
  
                    P   Mary Jo McKinley                        P   David Block  
                    P   Jarred Shaw                                A   Kim Fiero / Fred Niemann  
                    P   Shawn Heeter

Meeting Called to Order: 6:04 pm

### Open Public Forum: Agenda Items Only

OLD BUSINESS:

NEW BUSINESS:

Dr. McKinley Update – Organization

Finals completed last week and we have transitioned to the spring semester courses  
All fall semester grades are in with those students requiring credit completion notified.  
Seniors schedules have been modified if necessary. One senior has been identified to  
need an additional semester.

PLCs are working on a PSAT Drill down of data. Looking at individual student responses  
in all three testing areas. Setting individual and grade level targets.

All fall PARCC testing was completed. Scoring should be returned in a few months  
All students involved in I&RS were scheduled for family meetings prior to finals. A few  
parents did not choose to participate and the meetings were rescheduled. The

meetings

also resulted in four new referrals to the CST.

A student with considerable medical issues has been placed on a modified 504 plan

which

implements a blended learning program including technical support at home to support  
her academically.

ESports - tied for first place nationally in the Holiday Sports season. Currently in the semi-final round. Three colleges contacted Mr. Primavera this week regarding our students and possible scholarships.

Basketball - both mens and womens teams have qualified for the NJSIAA state tournaments. This is the first year for the ladies. The women will play away at Piscataway Tech and the boys will host a home game at St. Rose against Perth Amboy Tech

SAM Conference - The participation in the conference last week provided valuable resources to share with teachers regarding teaching and learning. This will be shared in upcoming professional developments.

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

Review of personal needs which has brought him to the need to resign and relocate to Florida

New databases were set up for digital textbooks and use of Rosetta Stone for spring.

Databases for spring PARCC testing and new Science testing are completed

The math candidate took a job at a private school and so we are continuing to look for a full-time replacement

#### INSTRUCTIONAL REPORT:

Staff Attendance Report

Student Attendance Report

Student Discipline Report

Enrollment - 182 (188); 9<sup>th</sup> - 48 (48); 10<sup>th</sup> - 44 (47); 11<sup>th</sup> - 49 (50); 12<sup>th</sup> - 41 (43)

HIB Report – 0 reported, 0 investigated, 0 confirmed

**(Attachment #1)**

#### ADDITIONAL REPORTS AND DISCUSSION:

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

The revised monthly summary of actions report was distributed and the correction in Genesis was discussed. There were 23 total referrals for the month of January.

Every tenth day of school Mr Heeter updates and review chronic absenteeism rates. Our goal is to be under 20% and we are hovering around 17%. Letters are sent home twice a semester informing parents increasing the communication with families.

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

The budget has been entered according on the newly approved budget based on the October 15 counts

The new insurance plan went into effect as of February 1. The bill will be adjusted correcting any errors in record keeping. The savings will be approximately \$10,000 per month.

The RFP is prepared to obtain quotes soon on food services.

The budget will be prepared once final revenues are received prior to the March deadline.

#### 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 January 11, 2018  
**(Attachment #2):**

*Motion* \_\_\_*Brock*\_\_\_\_\_

*Second*\_\_\_\_\_*Walthers*\_\_\_\_\_

Roll Call:

K. Brock \_\_Y\_\_ R. Walters \_\_Y\_\_ F. Winrow \_\_Y\_\_ E. Johnson \_Abstain\_\_\_\_\_

N. Humphrey \_\_Absent\_\_\_\_ E. Mitchell \_\_Y\_\_ P. Lattiboudere \_\_Abstain\_\_\_\_\_

## **B. Personnel**

B1. RESOLUTION TO ACCEPT THE RESIGNATION OF JARRED SHAW, DIRECTOR OF CURRICULUM, EFFECTIVE FEBRUARY 28, 2018

Motion by \_\_K. Brock\_\_\_\_\_ Seconded by \_\_E. Mitchell\_\_ on recommendation of the Director to approve the resignation of Jarred Shaw, Director of Curriculum, effective February 28, 2018

**(Attachment #3)**

Roll Call:

K. Brock \_\_Y\_\_ R. Walters \_\_Y\_\_ F. Winrow \_\_Y\_\_ E. Johnson \_\_Y\_\_

N. Humphrey \_\_Absent\_\_\_\_ E. Mitchell \_\_Y\_\_ P. Lattiboudere \_\_Y\_\_

B2. RESOLUTION TO ACCEPT THE APPOINTMENT OF JOYEL FURGES AS DIRECTOR OF CURRICULUM, EFFECTIVE APRIL 1, 2018.

Motion by \_\_K. Brock\_\_\_\_\_ Seconded by \_\_E. Mitchell\_\_ on recommendation of the Director to approve the appointment of Joyel Furges, Director of Curriculum, effective April 1, 2018 at a rate of \$100,000 (prorated). **(Attachment #4)**

Roll Call:

K. Brock \_\_Y\_\_ R. Walters \_\_Y\_\_ F. Winrow \_\_Y\_\_ E. Johnson \_\_Y\_\_

N. Humphrey \_\_Absent\_\_\_\_ E. Mitchell \_\_Y\_\_ P. Lattiboudere \_\_Y\_\_

B3. RESOLUTION TO APPROVE 3<sup>RD</sup> CLASS TEACHER OVERAGES FOR THE 2017-2018 SCHOOL YEAR

Motion by K. Brock Seconded by E. Mitchell on recommendation of the Director to approve 3<sup>RD</sup> Class Teacher Overages for the 2017-2018 school year at a rate of \$3,500 per semester as follows: (*Paid from Line 43 / 11-140-100-100*)

Spring Overages  
Lisa Manfreda

Roll Call:

K. Brock Y R. Walters Y F. Winrow Y E. Johnson Y  
N. Humphrey Absent E. Mitchell Y P. Lattiboudere Y

**D. Instructional and Additional Reports:**

D1. RESOLUTION TO APPROVE UPCOMING STAFF PROFESSIONAL DEVELOPMENT

Motion by K. Brock Seconded by E. Mitchell on recommendation of the Director to approve the following staff professional development (**Attachment #5**):

2.20.18 – Rutgers University, RWJMS Naloxone Training  
Ms. Luttman  
New Brunswick, NJ  
Free

Roll Call:

K. Brock Y R. Walters Y F. Winrow Y E. Johnson Y  
N. Humphrey Absent E. Mitchell Y P. Lattiboudere Y

D2. RESOLUTION TO APPROVE UPCOMING SCHOOL JOURNEYS

Motion by K. Brock Seconded by E. Mitchell on recommendation of the Director to approve the following staff professional development (**Attachment #6**):

March 14, 2018 Kean University College Fair Union, NJ  
Ms. Alston & Ms. Matthews Juniors Bus Cost \$350

Roll Call:

K. Brock Y R. Walters Y F. Winrow Y E. Johnson Y  
N. Humphrey Absent E. Mitchell Y P. Lattiboudere Y

D3. RESOLUTION TO APPROVE THE 2018-2019 ACADEMY CHARTER HIGH SCHOOL CALENDAR

WHEREAS, the Board of Trustees of the Academy Charter High School (hereinafter “Board”) has been presented the School Calendar for the 2018 - 2019 school year; and

WHEREAS, the Board has reviewed the calendar and found that it fulfills the obligations imposed by statute, code and the approved charter.

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 2018 – 2019 School Calendar is approved as attached. **(Attachment #7)**

Motion \_\_\_K. Brock \_\_\_\_\_ Second \_\_\_E. Mitchell\_\_\_\_\_

Roll Call:

K. Brock \_\_\_Y\_\_\_ R. Walters \_\_\_Y\_\_\_ F. Winrow \_\_\_Y\_\_\_ E. Johnson \_\_\_Y\_\_\_  
N. Humphrey \_\_\_Absent\_\_\_ E. Mitchell \_\_\_Y\_\_\_ P. Lattiboudere \_\_\_Y\_\_\_

#### D4. RESOLUTION TO APPROVE THE APPLICATION TO WAIVE SEMI FOR THE 2018-2019 SCHOOL YEAR

WHEREAS, the Board of Trustees of the Academy Charter High School (hereinafter “Board”) has been presented by Dr. Mary Jo McKinley, Director with a request for an application for a SEMI waiver for the 2018-2019 school year; and

WHEREAS, her investigation of the program identifies a negligent financial gain for ACHS in proportion to the work required for the application;

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 application for a waiver from the SEMI program is approved. **(Attachment #8)**

Motion \_\_\_K. Brock \_\_\_\_\_ Second \_\_\_E. Mitchell\_\_\_\_\_

Roll Call:

K. Brock \_\_\_Y\_\_\_ R. Walters \_\_\_Y\_\_\_ F. Winrow \_\_\_Y\_\_\_ E. Johnson \_\_\_Y\_\_\_  
N. Humphrey \_\_\_Absent\_\_\_ E. Mitchell \_\_\_Y\_\_\_ P. Lattiboudere \_\_\_Y\_\_\_

### **E. FINANCIAL**

#### E1. APPROVAL OF MONTHLY FINANCIAL REPORTS

Motion by \_\_\_K. Brock\_\_\_\_\_ Seconded by \_\_\_E. Mitchell\_\_\_ BE IT HEREBY RESOLVED BY THE ACADEMY CHARTER HIGH SCHOOL BOARD OF TRUSTEES, to approve the following –

Bill’s List for FY18 **(Attachment #9)**

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

## Line-Item Budget Transfers (**Attachment #11**)

Roll Call:

K. Brock \_\_Y\_\_ R. Walters \_\_Y\_\_ F. Winrow \_\_Y\_\_ E. Johnson \_\_Y\_\_  
N. Humphrey \_\_Absent\_\_ E. Mitchell \_\_Y\_\_ P. Lattiboudere \_\_Y\_\_

### E2. RESOLUTION TO APPROVE CONTINUED MEMBERSHIP IN NEW JERSEY SCHOOLS INSURANCE GROUP THROUGH THE 2019-2020 SCHOOL YEAR

Motion by K. Brock Seconded by E. Mitchell on recommendation of the School Business Administrator to approve the continued membership in the New Jersey Schools Insurance Group (Subfund: Monmouth Ocean County Shared Services Insurance Fund) through the 2019-2020 school year.  
**(Attachment #12)**

Roll Call:

K. Brock \_\_Y\_\_ R. Walters \_\_Y\_\_ F. Winrow \_\_Y\_\_ E. Johnson \_\_Y\_\_  
N. Humphrey \_\_Absent\_\_ E. Mitchell \_\_Y\_\_ P. Lattiboudere \_\_Y\_\_

### **Open Public Forum:**

#### **Board Comments:**

Mr. Johnson gave the contact of Brian McKeon as the Math Chair at BBrookdale who may have knowledge of adjuncts who may be available to substitute in math.

Mr. Johnson asked what the impact is on employees. Mr. Block responded that there is an approximate 10% savings in the paycheck of employees however out of pocket expenses rose.

Ms. Brock asked why the 60 day contract obligation was being waived as per his resignation.

Naxolone training. Mrs. Winrow has recommended that the training be offered to all parents. MR. Johnson suggests that we weave the training into another program so there would be less stigma in attending. Mrs Winrow suggested that maybe the training could be held at the HOPE site. From her personal experience the training was beneficial. The community-at-large can be invited. Mrws. Winrow volunteered to assist in planning a future event

Mr. Heeter recommended a change to the 18-19 Calendar to reflect a half day prior to Thanksgiving to assist in implementing the Thanksgiving feast.

A question was raised by Mr. Heeter about the April board meeting in regards to spring break. The meeting will be held April 12,

#### **Announcement**

The next Board of Trustees meeting is scheduled for Thursday, March 1, 2018 at 5:30 pm

**Adjourn**

Motion by Brock, seconded by Johnson, to adjourn at 6:47 pm.

Ayes 6 Nays 0