

# Academy Charter High School

1725 Main Street

Lake Como, New Jersey 07719

Phone (732) 681-8377

## THURSDAY, SEPTEMBER 6, 2018 REGULAR MEETING MINUTES

### CALL TO ORDER BY SECRETARY: 5:33pm

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\_\_\_ Napier Humphrey  
                  \_\_\_P\_\_\_ Robertha Walters                    \_\_\_abs.\_\_\_ Alyce Franklin-Owens  
                  \_\_\_abs.\_\_\_ Perry Lattiboudere                   \_\_\_P\_\_\_ Everett Mitchell

                  \_\_\_P\_\_\_ Shawn Heeter                                      \_\_\_P\_\_\_ David Block  
                  \_\_\_P\_\_\_ Joyel Furges                                        \_\_\_P\_\_\_ Lorissa Cheli-Voorhees

### **Open Public Forum: Agenda Items Only: None**

OLD BUSINESS: None

### NEW BUSINESS:

#### Mr. Heeter Update – Organization

Mr. Heeter updated the Board that the first day of the 2018-2019 school year went well. He stated that the only hiccup was in regards to one of the busses arriving late, and explaining that was the result of the Neptune Twp. School District taking their transportation to the charter school back in-house. Next, Mr. Heeter spoke about the different grade levels taking trips to the Freehold Mall Microsoft store to receive donated school supplies. Additionally, Mr. Heeter told the board that September 14<sup>th</sup> will be our annual school year kick-off picnic. At this event, students will enjoy a barbeque, and find out who their mentor for the school year will be. Finally, Mr. Heeter spoke about the Anti-Bullying Bill of Rights and 17.18 Self-Assessment that can be found in their board packet. Mr. Heeter mentioned that the score received was very similar to last year's and falls well within the range of normal.

#### Ms. Furges Update – Curriculum & Instruction

Ms. Furges began by talking about the 18.19 school year schedule and how many of the sections are full, which is a good indication of where our enrollment is. Next, Ms. Furges spoke about Environmental Science trip to the Manasquan Reservoir which Boot Camp students took part in. She also mentioned that Boot Camp included 40+ students, and that many of them had perfect attendance over the three week program. Next, Ms. Furges spoke about the Saturday School occurring on September 22<sup>nd</sup>. She noted that "Corey the Dribbler" would be giving a motivational assembly to the students. Finally, Ms. Furges spoke about the completion of the summer curriculum updates that were occurring. These classes included Spanish I & II and Arabic I & II. She went on to mention that a big part of the updates in curriculum were aligning them with the standards set by Seton Hall so that they can count toward college credits. This

brought up the final point of Seton Hall staff orientation occurring October 5<sup>th</sup>, which herself, Ms. Patterson, and Ms. Kapalko will attend.

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

Mr. Block began by letting the board know that he had met with the auditors and that they will be completing their annual field work the week of September 24<sup>th</sup>. Next, Mr. Block gave the board an update on the annual summer preparation for the new school year. He stated that rooms 105, 106, as well as the faculty room had been painted by himself and Mr. Heeter, as well as Mr. Primavera and Mr. Seide. He noted that the cleaning service had done a good job over the summer months keeping on pace so that the school was ready to open. Finally, Mr. Block mentioned some of the budget areas in which he and Mr. Heeter were able to find some savings. He briefly mentioned the restructuring of the legal contract, as well as the yearbook contract.

**INSTRUCTIONAL REPORT:**

Enrollment - 194 (200); 9<sup>th</sup> - 50 (50); 10<sup>th</sup> - 51 (51); 11<sup>th</sup> - 44 (47); 12<sup>th</sup> - 49 (52)  
**(Attachment #2)**

**RECOMMENDATIONS OF THE LEAD PERSON:**

**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 August 2, 2018  
**(Attachment #3):**

*Motion* K. Brock

*Second* E. Mitchell

Roll Call:

K. Brock Y R. Walters Y N. Humphrey Y E. Mitchell Y  
P. Lattiboudere Abs. A. Franklin-Owens Abs.

**B. Personnel**

B1. RESOLUTION TO ACCEPT THE RESIGNATION OF TEACHER OF SOCIAL STUDIES, MR. JOHN POST, EFFECTIVE NO LATER THAN OCTOBER 21, 2018

Motion by N. Humphrey, Seconded by R. Walters, to accept the resignation of Teacher of the Social Studies, John Post, effective no later than October 21, 2018, as per his letter dated August 22, 2018.  
**(Attachment #4)**

Roll Call:

K. Brock Y R. Walters Y N. Humphrey Y E. Mitchell Y  
P. Lattiboudere Abs. A. Franklin-Owens Abs.

B2. RESOLUTION TO ACCEPT THE RESIGNATION OF SCHOOL TO CAREER COORDINATOR, MS. SIKAYA ALSTON, EFFECTIVE NO LATER THAN OCTOBER 22, 2018

Motion by N. Humphrey, Seconded by R. Walters, to accept the resignation of School to Career Coordinator, Sikaya Alston, effective no later than October 22, 2018, as per her letter dated August 23, 2018. (**Attachment #5**)

Roll Call:

K. Brock Y R. Walters Y N. Humphrey Y E. Mitchell Y  
P. Lattiboudere Abs. A. Franklin-Owens Abs.

B3. RESOLUTION TO APPROVE NEW TEACHING STAFF FOR THE 2018-2019 SCHOOL YEAR

Motion by N. Humphrey, Seconded by R. Walters, on recommendation of the Lead Person to approve to following teachers at their corresponding salaries (**Attachment #6**)

<u>Teacher</u>	<u>Subject</u>	<u>2018-2019 Salary</u>
Brianna Soviero	Special Education Teacher	\$51,000.00
Alex Johnson	Social Studies Teacher	\$50,000.00
Jeffrey McGill	Math Teacher	\$50,000.00
Deborah Gould	Math Teacher	\$51,000.00

Roll Call:

K. Brock Y R. Walters Y N. Humphrey Y E. Mitchell Y  
P. Lattiboudere Abs. A. Franklin-Owens Abs.

B4. RESOLUTION TO APPROVE SCHOOL-WIDE SUBSTITUTE TEACHERS

Motion by N. Humphrey, Seconded by R. Walters, on recommendation of the Lead Person to approve Sean Tague, Joseph Falana, and Gonzales Wesley as school-wide substitute teachers for the 2018-2019 school year at a rate of \$95.00 per day. (**Attachment #7**)

Roll Call:

K. Brock Y R. Walters Y N. Humphrey Y E. Mitchell Y  
P. Lattiboudere Abs. A. Franklin-Owens Abs.

B6. RESOLUTION TO APPROVE 3<sup>RD</sup> CLASS TEACHER OVERAGES FOR THE FALL OF THE 2018-2019 SCHOOL YEAR

Motion by N. Humphrey, Seconded by R. Walters, on recommendation of the Lead Person to approve 3<sup>RD</sup> Class Teacher Overages for the 2018-2019 school year at a rate of \$3,500 per semester as follows: (*Paid from Line 43 / 11-140-100-100*)

Fall Overages

- D. Brazile
- C. Durst
- M. Gibson
- K. Gronert

A. Johnson  
C. Kapalko  
J. McGill  
R. Patterson  
A. Reiss  
T. Shields  
B. Soviero  
Jennifer Wesley

Roll Call:

K. Brock \_\_Y\_\_ R. Walters \_\_Y\_\_ N. Humphrey \_\_Y\_\_ E. Mitchell \_\_Y\_\_  
P. Lattiboudere \_\_Abs.\_\_\_\_ A. Franklin-Owens \_\_Abs.\_\_\_\_

**B7. RESOLUTION TO APPROVE ESEA FUNDED MATH & ELA COACHES FOR THE 2018-2019 SCHOOL YEAR**

Motion by N. Humphrey, Seconded by R. Walters, on recommendation of the Lead Person to approve the following ESEA funded coaches for the 2018-2019 school year at a rate of \$3,500 per semester as follows: (*Paid from Line 96 / 20-231-100-100*)

Spring Coaching  
Robin Patterson – ELA  
Jeffrey McGill - Math

Roll Call:

K. Brock \_\_Y\_\_ R. Walters \_\_Y\_\_ N. Humphrey \_\_Y\_\_ E. Mitchell \_\_Y\_\_  
P. Lattiboudere \_\_Abs.\_\_\_\_ A. Franklin-Owens \_\_Abs.\_\_\_\_

**B8. RESOLUTION TO APPROVE 2018-2019 EXTRA CURRICULAR ADVISORS**

Motion by N. Humphrey, Seconded by R. Walters, on recommendation of the Director to approve the following staff as advisors:

Open Gym Sports	Mr. Seide	\$65 per day
Open Gym Sports	Mr. Gibson	\$65 per day

Title I Funded:

After-School Homework Center Teacher	Ms. Wesley	\$65 per day
After-School Homework Center Teacher	Ms. Wood	\$65 per day
After-School Homework Center Teacher	Ms. Patterson	\$65 per day
After-School Homework Center Substitute	Ms. Alston	\$65 per day
After-School Homework Center Substitute	Ms. Luttman	\$65 per day

Roll Call:

K. Brock \_\_Y\_\_ R. Walters \_\_Y\_\_ N. Humphrey \_\_Y\_\_ E. Mitchell \_\_Y\_\_  
P. Lattiboudere \_\_Abs.\_\_\_\_ A. Franklin-Owens \_\_Abs.\_\_\_\_

**B9. RESOLUTION TO RETROACTIVELY APPROVE CURRICULUM WRITING FOR THE SUMMER OF 2018**

Motion by N. Humphrey, Seconded by R. Walters, on recommendation of the Lead Person to retroactively approve Casey Kapalko (Spanish I & II) to complete curriculum writing at a rate of \$600.00 per course.

Roll Call:

K. Brock   Y   R. Walters   Y   N. Humphrey   Y   E. Mitchell   Y    
P. Lattiboudere  Abs.  A. Franklin-Owens  Abs. 

**C. Instructional and Additional Reports:**

**C1. RESOLUTION TO APPROVE UPCOMING SCHOOL JOURNEYS**

Motion by N. Humphrey, Seconded by R. Walters, on recommendation of the Lead Person to approve the following school journeys (**Attachment #8**):

September 7 & 13, 2018	Microsoft Store (Supply Donation Pick-Up)	Freehold, NJ
Mr. Heeter, Mr. Primavera, Ms. Cornish	9 <sup>th</sup> & 10 <sup>th</sup> (13 <sup>th</sup> ) / 11 <sup>th</sup> & 12 <sup>th</sup> (7 <sup>th</sup> )	Bus Cost \$480

Roll Call:

K. Brock   Y   R. Walters   Y   N. Humphrey   Y   E. Mitchell   Y    
P. Lattiboudere  Abs.  A. Franklin-Owens  Abs. 

**C2. RESOLUTION TO APPROVE UPCOMING PROFESSIONAL DEVELOPMENT**

Motion by N. Humphrey, Seconded by R. Walters, on recommendation of the Lead Person to approve the following staff professional development (**Attachment #9**):

October 1 <sup>st</sup> & 2nd, 2018	Art Educators of NJ Annual Conference	Long Branch, NJ
Ms. Johnston		P.D. Cost \$245
October 4 <sup>th</sup> , 2018	N.J Fall Yearbook Training Workshop	West Windsor-Plainsboro
Ms. Wright		P.D. Cost \$40

Roll Call:

K. Brock   Y   R. Walters   Y   N. Humphrey   Y   E. Mitchell   Y    
P. Lattiboudere  Abs.  A. Franklin-Owens  Abs. 

**C3. RESOLUTION TO APPROVE THE 2018-2019 SCHOOL GOALS**

Motion by N. Humphrey, Seconded by R. Walters, on recommendation of the Lead Person to approve the 2018-2019 School Goals as presented (**Attachment #10**):

Roll Call:

K. Brock   Y   R. Walters   Y   N. Humphrey   Y   E. Mitchell   Y    
P. Lattiboudere  Abs.  A. Franklin-Owens  Abs.

C4. RESOLUTION TO APPROVE OUT OF DISTRICT STUDENT PLACEMENTS FOR THE 2018-2019 SCHOOL YEAR

Motion by N. Humphrey, Seconded by R. Walters, on recommendation of the Lead Person to approve the following out of district student placements for the 2018-2019 school year

L.H.	Grade 11	Coastal Learning Center
E.R.H.	Grade 11	CPC High Point School
I.S.	Grade 11	CPC High Point School
J.D.	Grade 12	Coastal Learning Center
J.J.	Grade 12	Harbor School
M.T.	Grade 12	Collier High School

Roll Call:

K. Brock \_\_Y\_\_ R. Walters \_\_Y\_\_ N. Humphrey \_\_Y\_\_ E. Mitchell \_\_Y\_\_  
P. Lattiboudere \_\_Abs.\_\_\_\_ A. Franklin-Owens \_\_Abs.\_\_\_\_

C5. RESOLUTION TO APPROVE THE CONTINUATION OF THE “Y ACHIEVERS” PROGRAM

Motion by N. Humphrey, Seconded by R. Walters, on recommendation of the Lead Person to approve the continuation of the Red Bank YMCA sponsored, “Y Achievers” program, for junior and senior students.

Roll Call:

K. Brock \_\_Y\_\_ R. Walters \_\_Y\_\_ N. Humphrey \_\_Y\_\_ E. Mitchell \_\_Y\_\_  
P. Lattiboudere \_\_Abs.\_\_\_\_ A. Franklin-Owens \_\_Abs.\_\_\_\_

C6. RESOLUTION TO ADOPT REVISED CURRICULUM

Motion by N. Humphrey, Seconded by R. Walters, on recommendation of the Lead Person to adopt the following revised curriculum for the 2018-2019 school year:

Spanish I  
Spanish II  
Arabic I  
Arabic II

Roll Call:

K. Brock \_\_Y\_\_ R. Walters \_\_Y\_\_ N. Humphrey \_\_Y\_\_ E. Mitchell \_\_Y\_\_  
P. Lattiboudere \_\_Abs.\_\_\_\_ A. Franklin-Owens \_\_Abs.\_\_\_\_

**D. FINANCIAL**

D1. APPROVAL OF MONTHLY FINANCIAL REPORTS

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

Bill’s List for FY18 & FY19 (**Attachment #11**)

Board Secretary's Report – July 31, 2018 (**Attachment #12**)

Roll Call:

K. Brock \_\_Y\_\_ R. Walters \_\_Y\_\_ N. Humphrey \_\_Y\_\_ E. Mitchell \_\_Y\_\_  
P. Lattiboudere \_\_Abs.\_\_ A. Franklin-Owens \_\_Abs.\_\_

**Open Public Forum:**

**Board Comments:**

**Announcement**

The next Board of Trustees meeting is scheduled for Thursday, October 4, 2018 at 5:30 pm

**Adjourn**

Motion by K. Brock, Seconded by R. Walters, to adjourn at 6:23pm.

Ayes\_4\_\_ Nays\_0\_\_