

Academy Charter High School

1725 Main Street

Lake Como, New Jersey 07719

Phone (732) 681-8377

**THURSDAY, APRIL 4, 2019
5:30 P.M. WORK SESSION /
6:30 P.M. REGULAR MEETING MINUTES**

CALL TO ORDER BY SECRETARY: 5:37pm

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 _Y_ Kimberly Brock _Abs_ Napier Humphrey
 Abs Robertha Walters _Y_ Alyce Franklin-Owens
 Y Perry Lattiboudere _Y_ Everett Mitchell
 Y Jamaal Winrow (6:00pm)

 Y Shawn Heeter _Y_ David Block

Open Public Forum: Agenda Items Only: None

OLD BUSINESS: None

NEW BUSINESS:

Mr. Heeter Update – Organization

Mr. Heeter begins by reporting out on the School Performance Report. He states that for the 18.19 school year, students are enrolled in 50 dual enrollment courses as opposed to 19 courses during the 17.18 school year. He has already begun discussion with Ms. Durst to seek out junior who are eligible and willing to participate in dual enrollment courses next year. Mr. Heeter mentions that we have the schoolwide SAT scheduled which will encompass all juniors with some sophomores and seniors. He states that there are only five students who still need to complete their credit completion hours. Mr. Heeter then spoke about electives and trying to establish new offerings for the students, as well as the mentoring classes going over "Digital Footprints" during March and April. Finally, Mr. Heeter spoke about the upcoming Merit trips to round out the year.

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

Mr. Block started by speaking about the Lunch Audit that was recently conducted by the NJ Department of Agriculture. It was stated that the school received five findings that were corrected with a Corrective Action Plan. Next, he spoke about the recent trip to Hamilton the musical in New York. He stated that students enjoyed it and that it was a terrific experience for all involved. Mr. Block then stated that the Athletic Banquet is held on June 4th in the gymnasium, and the Senior Reception will take place on June 5th at the Waterview in Belmar. Mr. Block then went over a quick primer on the 2019-2020 budget for the

board. He stated that if anyone has any further questions or clarification, to please reach out to him. Finally, he stated that the administration is well into the 3rd round of observations and that he and Mr. Heeter had spoken to the Senior calculus class about the different options they have moving forward with the class.

INSTRUCTIONAL REPORT:

Staff Attendance Report
Student Attendance Report
Student Discipline Report
Enrollment - 187 (193); 9th - 46 (46); 10th - 48 (49); 11th - 46 (49); 12th - 47 (49)
(Attachment #1)

RECOMMENDATIONS OF THE LEAD PERSON:

B. Personnel:

B1. RESOLUTION TO APPROVE THE NEW POSITION AND ACCOMPANYING JOB DESCRIPTION OF SUPERVISOR OF CURRICULUM

Motion by P. Lattiboudere, Seconded by E. Mitchell, on recommendation of the Lead Person to approve the new position and job description of Supervisor of Curriculum **(Attachment #3)**

Roll Call:

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

B2. RESOLUTION TO ACCEPT THE APPOINTMENT OF KLARISSA BRUNO-MARTIN AS SUPERVISOR OF CURRICULUM, EFFECTIVE JUNE 1, 2018.

Motion by P. Lattiboudere, Seconded by E. Mitchell, on recommendation of the Lead Person to approve the appointment of Klarissa Bruno-Martin, Supervisor of Curriculum, effective June 1, 2019 at a rate of \$87,500 (prorated). **(Attachment #4)**

Roll Call:

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

C. Instructional and Additional Reports:

C1. RESOLUTION TO APPROVE UPCOMING SCHOOL JOURNEYS

Motion by P. Lattiboudere, Seconded by E. Mitchell, on recommendation of the Lead Person to approve the following staff professional development **(Attachment #5):**

April 17, 2019	Monster Mini Golf	Eatontown, NJ
TBD	Merit Trip (40-45 Students)	Trip Cost: Approx. \$700 / Bus Cost: TBD

Roll Call:

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

C2. RESOLUTION TO APPROVE UPCOMING STAFF PROFESSIONAL DEVELOPMENT

Motion by P. Lattiboudere, Seconded by E. Mitchell, on recommendation of the Lead Person to approve the following staff professional development (**Attachment #6**):

5.9.19 – 2019 New Jersey Spring Yearbook Workshop
Ms. Wright

Point Pleasant, NJ
Free

Roll Call:

Roll Call:

K. Brock __Y__ R. Walters _Abs__ N. Humphrey __Abs__ E. Mitchell __Y__

P. Lattiboudere __Y__ A. Franklin-Owens __Y__ J. Winrow __Y__

C3. RESOLUTION TO REFUSE REALLOCATED TITLE I GRANT FUNDS FOR 2018-2019 SCHOOL YEAR

Motion by P. Lattiboudere, Seconded by E. Mitchell, on recommendation of the Lead Person, Academy Charter High School hereby resolves through a Board Resolution on April 4, 2019 not to apply for the Reallocated Title I Grant funds in all targeted grant areas: Early Learning Transitional Programs; Social and Emotional Learning Programs; STEM Curriculum; and Title I Arts Integration for the grant period beginning February 1, 2019 through September 30, 2019.

Roll Call:

K. Brock __Y__ R. Walters _Abs__ N. Humphrey __Abs__ E. Mitchell __Y__

P. Lattiboudere __Y__ A. Franklin-Owens __Y__ J. Winrow __Y__

D. FINANCIAL

D1. APPROVAL OF MONTHLY FINANCIAL REPORTS

Motion by P. Lattiboudere, 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 FY19 (**Attachment #7**)

Board Secretary’s Report – February 28, 2019 (**Attachment #8**)

Line-Item Budget Transfers (**Attachment #9**)

Roll Call:

K. Brock __Y__ R. Walters _Abs__ N. Humphrey __Abs__ E. Mitchell __Y__

P. Lattiboudere __Y__ A. Franklin-Owens __Y__ J. Winrow __Y__

D2. APPROVAL OF FY20 BUDGET

WHEREAS, the Board of Trustees of the Academy Charter High School (hereinafter “Board”) has been presented with the FY 20 budget; and

WHEREAS, the budget reflects allocation of expenses in accordance with school goals, Department of Education recommendations, code, statute and approved charter as best as possible under current funding;

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 FY 20 budget is approved. (**Attachment #10**)

Motion: P. Lattiboudere

Second: E. Mitchell

Roll Call:

K. Brock __Y__ R. Walters _Abs__ N. Humphrey __Abs__ E. Mitchell __Y__
P. Lattiboudere __Y__ A. Franklin-Owens __Y__ J. Winrow __Y__

E. POLICY

E1. APPROVAL OF THE FIRST READING OF UPDATED POLICIES

Motion by P. Lattiboudere, Seconded by E. Mitchell, on recommendation of the Lead Person to approve the first reading of the following updated policies (**Attachment #11**):

- 4111: Recruitment, Selection, and Hiring
- 4111.2, 4211.2: Domestic Violence
- 4211: Recruitment, Selection, and Hiring
- 5131.5: Vandalism, Violence
- 5131.6: Substance Abuse
- 5141.21: Administering Medication
- 5145.7: Gender Identity and Expression

Roll Call:

K. Brock __Y__ R. Walters _Abs__ N. Humphrey __Abs__ E. Mitchell __Y__
P. Lattiboudere __Y__ A. Franklin-Owens __Y__ J. Winrow __Y__

Open Public Forum:

Board Comments:

Announcement

The next Board of Trustees meeting is scheduled for Thursday, May 2, 2019 at 5:30 pm

Adjourn

Motion by K. Brock, seconded by A. Franklin-Owens, to adjourn at 6:30pm.

Ayes__5__ Nays__0__