

# Academy Charter High School

1725 Main Street

Lake Como, New Jersey 07719

Phone (732) 681-8377

## THURSDAY, MAY 2, 2019 5:30 P.M. WORK SESSION / 6:30 P.M. REGULAR MEETING AGENDA

### CALL TO ORDER BY SECRETARY: 5:41pm

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                       Abs\_ Napier Humphrey  
                  Abs\_ Robertha Walters                     P\_\_ Alyce Franklin-Owens  
                  P\_\_ Perry Lattiboudere                     P\_\_ Everett Mitchell  
                  Abs\_ Jamaal Winrow  
  
                  P\_\_ Shawn Heeter                             P\_\_ David Block

### Open Public Forum: Agenda Items Only

#### OLD BUSINESS:

#### NEW BUSINESS:

##### Mr. Heeter Update – Organization

Mr. Heeter began by talking about the April discipline report, as well as the standing of our chronic absenteeism. He stated that for 17.18, the school was below the state average for chronic absenteeism. Mr. Heeter then spoke about the upcoming events; Mini Golf in Eatontown (Rewards), May MAPP Testing, NJSLA Testing, ASVAP Testing on May 17<sup>th</sup>, Saturday School on May 18<sup>th</sup> (Town-Wide Clean Up), and Career Day on May 10<sup>th</sup>. Mr. Heeter then gave a recap of the April Saturday School which featured a schoolyard cleanup, as well as a Team Handball Tournament. Mr. Heeter then updated the board that Senior Portfolios were on their way to Trenton, and gave a breakdown of the senior class and the number of students who needed the portfolio route for graduation. Finally, Mr. Heeter informed the board that the Athletic Banquet would be held on June 4<sup>th</sup>, while the Senior Reception is planned for June 5<sup>th</sup>.

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

Mr. Block began his report by speaking about the salary increases that are shown in Agenda Items B1. & B2. As the PICCS Grant has expired, Mr. Block stated that the teachers were receiving a raise based on the average of the teacher's salaries. Mr. Block then went on to speak about the upcoming facilities work that the administration will be looking to complete during the summer. Finally, Mr. Block stated that he is

beginning preparation to have the auditors come in during the early parts of the summer. He also stated to the board that given projections that he has made from the 18.19 budget, the school will be adding to their fund balance for the 19.20 fiscal year.

**INSTRUCTIONAL REPORT:**

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

**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 Meetings for April 4, 2019  
**(Attachment #2):**

*Motion*  K.Brock

*Second*  A. Franklin-Owens

Roll Call:

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

**B. Personnel:**

**B1. RESOLUTION TO APPROVE ADMINISTRATORS FOR 2019-2020 SCHOOL YEAR**

WHEREAS, the Board of Trustees of the Academy Charter High School (hereinafter “Board”) recognizes its responsibility to have highly qualified staff hired for the school year; and

WHEREAS, the Board has reviewed the recommendations of Mr. Heeter, Lead Person; and

WHEREAS, the Board agrees with the recommendations as each staff member possess the appropriate certification;

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 listed staff be contracted for the 2019 –2020 school year.

	2019-2020 Job Title	2018-2019 Salaries	2019-2020 Salaries
<b>S. Heeter</b>	Lead Person / Dean of Students	\$ 101,000.00	\$ 120,000.00
<b>D. Block</b>	Chief Financial Officer	\$ 126,814.00	\$ 129,350.00
<b>K. Bruno-Martin</b>	Supervisor of Curriculum	\$ 78,500.00	\$ 78,500.00
<b>L. Voorhees</b>	Director of Special Education	\$ 85,000.00	\$ 87,125.00

Motion K.Brock

Second A. Franklin-Owens

Roll Call:

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

**B2. RESOLUTION TO APPROVE STAFF FOR 2019-2020 SCHOOL YEAR**

WHEREAS, the Board of Trustees of the Academy Charter High School (hereinafter “Board”) recognizes its responsibility to have highly qualified staff hired for the school year; and

WHEREAS, the Board has reviewed the recommendations of Director McKinley; and

WHEREAS, the Board agrees with the recommendations as each staff member has met the definition of highly qualified as per NCLB standards and/or met acceptable standards and possess the appropriate certification;

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 listed staff be contracted at the corresponding salaries for the 2019 –2020 school year.

<b>Teachers</b>	<b>2019-2020 Salaries</b>
<b>A. Reiss</b>	\$ 57,609.00
<b>D. Gould</b>	\$ 52,687.00
<b>J. McGill</b>	\$ 51,687.00
<b>J. Johnston</b>	\$ 71,649.00
<b>J. Cornish</b>	\$ 57,809.00
<b>M. Gibson</b>	\$ 57,809.00
<b>J. Wesley</b>	\$ 79,475.00
<b>R. Patterson</b>	\$ 66,303.00
<b>A. Johnson</b>	\$ 51,687.00
<b>T. Shields</b>	\$ 58,375.00
<b>J. Maida</b>	\$ 57,075.00
<b>M. Wood</b>	\$ 54,735.00
<b>C. Kapalko</b>	\$ 50,687.00
<b>D. Brazile</b>	\$ 55,187.00
<b>K. Gronert</b>	\$ 49,687.00
<b>B. Soviero</b>	\$ 52,687.00
<b>H. Brannick</b>	\$ 59,687.00

<b>Support Staff</b>	<b>2019-2020 Salaries</b>
<b>D. Seide</b>	\$ 33,000.00

<b>K. Luttmann</b>	\$	66,548.69
<b>D. Matthews</b>	\$	59,777.02
<b>C. Durst</b>	\$	69,187.50
<b>S. Wright</b>	\$	72,075.12
<b>R. Primavera</b>	\$	53,905.51
<b>D. Harrigan</b>	\$	37,100.09
<b>M. Matsutani</b>	\$	62,154.98
<b>S. Tague</b>	\$	22,000.00

*Motion* K.Brock

*Second* A. Franklin-Owens

Roll Call:

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

**B4. RESOLUTION TO APPROVE SCHOOL SOCIAL WORKER INTERN TO COMPLETE 100 HOUR INTERNSHIP WITH DISTRICT CHILD STUDY TEAM**

Motion by *K. Brock*, Seconded by *A. Franklin-Owens*, on recommendation of the Lead Person to approve the following school social worker intern for the 2019-2020 school year (**Attachment #3**):

Jack Pipas

Roll Call:

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

**C. Instructional and Additional Reports:**

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

Motion by *K. Brock*, Seconded by *A. Franklin-Owens*, on recommendation of the Lead Person to approve the following staff professional development (**Attachment #4**):

May 31, 2019	Dorney Park	South Whitehall, PA
TBD (3)	Senior Trip (Senior Class)	Trip Cost: Student & Class Funded / Bus Cost: TBD

June 6, 2019	Franklin Institute	Philadelphia, PA
TBD (3)	Merit Trip (30 students)	Trip Cost: \$594 / Bus Cost: \$650

Roll Call:

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

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

Motion by *K. Brock*, Seconded by *A. Franklin-Owens*, on recommendation of the Lead Person to approve the following staff professional development (**Attachment #5**):

5.17.19	New Pathways Capstone Conference	Jersey City, NJ
Ms. Kapalko	NJCU	Free

Roll Call:

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

### **D. FINANCIAL**

#### **D1. APPROVAL OF MONTHLY FINANCIAL REPORTS**

Motion by *K. Brock*, Seconded by *A. Franklin-Owens*, BE IT HEREBY RESOLVED BY THE ACADEMY CHARTER HIGH SCHOOL BOARD OF TRUSTEES, to approve the following –

Bill’s List for FY19 (**Attachment #6**)

Board Secretary’s Report – March 31, 2019 (**Attachment #7**)

Line-Item Budget Transfers (**Attachment #8**)

Roll Call:

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

#### **D2. APPROVAL OF VENDED MEAL SERVICE FOR THE 2019-2020 SCHOOL YEAR**

WHEREAS, the Board of Trustees of the Academy Charter High School (hereinafter “Board”) received a recommendation from Mr. Block on May 3, 2018 after reviewing the vended school breakfast and lunch meals bids; and

WHEREAS, sealed bids were solicited, received, opened, recorded, and reviewed as per state law;

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 vended school breakfast and lunch contract is extended for the optional second year with Karson Food Service Inc. from September 1, 2019 through August 31, 2020.

Breakfast: \$ 1.44 per meal      Lunch \$ 2.88 per meal

*Motion* *K. Brock*

*Second* *A. Franklin-Owens*

Roll Call:

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

D3. RESOLUTION TO APPROVE APITC AS ACCOUNTING AND PAYROLL/PERSONNEL SERVICE PROVIDER

Motion by *K. Brock*, Seconded by *A. Franklin-Owens*, to approve the continued service of the Asbury Park Board of Education Information Technology Center as the district's Accounting and Payroll/Personnel System service provider at a base rate of \$8,850 for the 2019-2020 school year.

Roll Call:

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

**E. POLICY**

E1. APPROVAL OF UPDATED POLICIES

Motion by *K. Brock*, Seconded by *A. Franklin-Owens*, on recommendation of the Lead Person to approve the following updated policies:

- 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\_\_Abs\_\_

**Open Public Forum: None**

**Board Comments: None**

**Announcement**

The next Board of Trustees meeting is scheduled for Thursday, June 6, 2019 at 5:30 pm

**Adjourn**

Motion by *K. Brock*, Seconded by *A. Franklin-Owens*, to adjourn at 5:49pm.

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