

Academy Charter High School

1725 Main Street

Lake Como, New Jersey 07719

Phone (732) 681-8377

**THURSDAY, JUNE 6, 2019
5:30 P.M. WORK SESSION /
6:00 P.M. REGULAR MEETING AGENDA**

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 Kimberly Brock Napier Humphrey
 Robertha Walters Alyce Franklin-Owens
 Perry Lattiboudere Everett Mitchell
 Jamaal Winrow

 Shawn Heeter David Block

Open Public Forum: Agenda Items Only

OLD BUSINESS:

NEW BUSINESS:

Mr. Heeter Update – Organization

Mr. Heeter began by speaking about how great the prom was at Branches in West Long Branch. Mr. Heeter then went on to speak about the testing that has taken place since the last board meeting. He mentioned that the students were successful in completing the NJSLA (formerly PARCC), as well as the ASVAB. He then spoke of the new pathways to graduations established by the NJDOE. Mr. Heeter mentioned that there have been a lot of activities as of late with the Athletic Banquet having taken place in the gym this past Tuesday, as well as a successful Senior Reception yesterday evening. Finally, Mr. Heeter mentioned the credit completion hours that will be taking place over the next month, as well as the home instruction that is up for approval of the agenda.

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

Mr. Block began by stating that Ms. Martin, the new Supervisor of Curriculum will be starting on June 10th and that we are looking forward to her arrival. Next, Mr. Block spoke about the basement exterior door that was finally replaced this past week. He also mentioned that the lobby of the gymnasium was recently painted to get ready for the Athletic Banquet. Finally, Mr. Block mentioned that over the next month he and Mr. Heeter would be working on the ESEA & IDEA grants for the 2019-2020 school year.

INSTRUCTIONAL REPORT:

Staff Attendance Report
Student Attendance Report
*May 2019
*2018-2019 School Year to Date
Student Discipline Report
Enrollment - 186 (192); 9th - 46 (46); 10th - 48 (49); 11th - 45 (48); 12th - 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 March 7, 2019 and May 2, 2019 **(Attachment #2)**:

Motion __K. Brock__

Second __P. Lattiboudere__

Roll Call:

K. Brock __Y__ R. Walters __Y__ N. Humphrey __Abs.__ E. Mitchell __Y__
P. Lattiboudere __Y__ A. Franklin-Owens __Abs.__ J. Winrow __Abs.____

B. Personnel:

B1. RESOLUTION FOR STAFF HIRES BETWEEN BOARD OF TRUSTEE MEETINGS BY LEAD PERSON

Motion by K. Brock, Seconded by P. Lattiboudere, on recommendation of the Lead Person, authorize Mr. Shawn Heeter, Lead Person, to hire staff during the periods June 7, 2019 through July 11, 2019; with the understanding that these requests for appointments will be brought before the full Academy Charter High School Board of Trustees at the next regularly scheduled board meeting.

Roll Call:

K. Brock __Y__ R. Walters __Y__ N. Humphrey __Abs.__ E. Mitchell __Y__
P. Lattiboudere __Y__ A. Franklin-Owens __Abs.__ J. Winrow __Abs.____

B2. RESOLUTION TO APPROVE PERSONAL LEAVE REQUEST FOR ANNAMARIA REISS FOR THE DURATION OF THE FIRST SEMESTER OF THE 2019-2020 SCHOOL YEAR

Motion by K. Brock, Seconded by P. Lattiboudere, on recommendation of the Lead Person, to approve Ms. Annamaria Reiss for personal leave for the duration of the 2019-2020 school year.

Roll Call:

K. Brock __Y__ R. Walters __Y__ N. Humphrey __Abs.__ E. Mitchell __Y__
P. Lattiboudere __Y__ A. Franklin-Owens __Abs.__ J. Winrow __Abs.____

B3. RESOLUTION TO APPROVE DE'RON BRAZILE TO SERVE AS HOME INSTRUCTION TEACHER FOR THE REMAINDER OF THE 2018-2019 SCHOOL YEAR

Motion by K. Brock, Seconded by P. Lattiboudere, on recommendation of the Lead Person, to approve Mr. De’Ron Brazile to serve as home instruction teacher for the remainder of the 2018-2019 school year at a rate of \$45 per hour.

Roll Call:

K. Brock ___Y___ R. Walters ___Y___ N. Humphrey ___Abs.____ E. Mitchell ___Y____
P. Lattiboudere ___Y___ A. Franklin-Owens ___Abs.____ J. Winrow___Abs._____

C. Instructional and Additional Reports:

C1. RESOLUTION TO APPROVE UPCOMING SCHOOL JOURNEYS

Motion by K. Brock, Seconded by P. Lattiboudere, on recommendation of the Lead Person to approve the following school journeys:

June 7, 2019	Candide’s Garden	Belmar, NJ
Ms. Brannick & Ms. Luttman	4-H Club (6 students) 9:30am – 11:30am	Trip Cost: Free

Roll Call:

K. Brock ___Y___ R. Walters ___Y___ N. Humphrey ___Abs.____ E. Mitchell ___Y____
P. Lattiboudere ___Y___ A. Franklin-Owens ___Abs.____ J. Winrow___Abs._____

C2. RESOLUTION TO APPROVE HOME INSTRUCTION FOR THE REMAINDER OF THE 2018-2019 SCHOOL YEAR

WHEREAS, the Board of Trustees of Academy Charter High School (hereinafter “Board”) has reviewed the recommendations of the Director of Special Services, and

WHEREAS, the Board recognizes that the following placements represent the least restrictive environment for the students;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Academy Charter High School County of Monmouth, State of New Jersey that the following students are placed on home instruction for a portion of the 2018 –2019 school year:

K.M.

Motion ___K. Brock___

*Second*___P. Lattiboudere___

Roll Call:

K. Brock ___Y___ R. Walters ___Y___ N. Humphrey ___Abs.____ E. Mitchell ___Y____
P. Lattiboudere ___Y___ A. Franklin-Owens ___Abs.____ J. Winrow___Abs._____

C3. RESOLUTION TO APPROVE THE ADMINISTRATION EVALUATION TOOL FOR THE 2018-2019 SCHOOL YEAR

Motion by K. Brock, Seconded by P. Lattiboudere, on recommendation of the Lead Person, to approve the Administration Evaluation Tool for the 2018-2019 school year as presented to the Board of Trustees.

Roll Call:

K. Brock ___Y___ R. Walters ___Y___ N. Humphrey ___Abs.____ E. Mitchell ___Y____
P. Lattiboudere ___Y___ A. Franklin-Owens ___Abs.____ J. Winrow ___Abs.____

D. FINANCIAL

D1. APPROVAL OF MONTHLY FINANCIAL REPORTS

Motion by K. Brock, Seconded by P. Lattiboudere, BE IT HEREBY RESOLVED BY THE ACADEMY CHARTER HIGH SCHOOL BOARD OF TRUSTEES, to approve the following –

Bill’s List for FY19 (**Attachment #3**)

Board Secretary’s Report – April 30, 2019 (**Attachment #4**)

Line-Item Budget Transfers (**Attachment #5**)

Roll Call:

K. Brock ___Y___ R. Walters ___Y___ N. Humphrey ___Abs.____ E. Mitchell ___Y____
P. Lattiboudere ___Y___ A. Franklin-Owens ___Abs.____ J. Winrow ___Abs.____

D2. APPROVAL OF VENDED MEAL SERVICE FOR THE 2019-2020 SCHOOL YEAR (Revised)*

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: \$ 1.42 (\$1.45) per meal Lunch \$ 2.85 (\$2.88) per meal

Motion ___K. Brock___

Second ___P. Lattiboudere___

Roll Call:

K. Brock ___Y___ R. Walters ___Y___ N. Humphrey ___Abs.____ E. Mitchell ___Y____
P. Lattiboudere ___Y___ A. Franklin-Owens ___Abs.____ J. Winrow ___Abs.____

D3. APPROVAL OF THE SUBMISSION OF THE 2019 NJSIG SAFETY GRANT

WHEREAS, the Board of Trustees of the Academy Charter High School (hereinafter “Board”) has reviewed the Grant Application for 2019 Safety Grant Program through the New Jersey School Insurance Group; and

WHEREAS, the Board certifies that the grant monies shall be used for the purposes described in the grant application in compliance with the structure of the grant,

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Academy Charter High School, County of Monmouth, State of New Jersey that Academy Charter High School agrees to file for the grant in the amount of \$2,296.64 (**Attachment #6**)

Motion __K. Brock__

Second __P. Lattiboudere__

Roll Call:

K. Brock __Y__ R. Walters __Y__ N. Humphrey __Abs.__ E. Mitchell __Y__

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

D4. RESOLTUION TO APPROVE BOARD OF TRUSTEE MEETING SCHEDULE FOR THE 2019-2020 SCHOOL YEAR

WHEREAS, the Board of Trustees of the Academy Charter High School (hereinafter “Board”) has the responsibility to establish a time and place for all regular and public meetings; and

WHEREAS, it is agreed that the meeting schedule will be as follows;

DATE	WORK SESSION	REGULAR SESSION	LOCATION
7/12/19*	5:30 PM	6:00 PM	1725 Main St. Lake Como
8/1/19	5:30 PM	6:00 PM	1725 Main St. Lake Como
9/5/19	5:30 PM	6:00 PM	1725 Main St. Lake Como
10/3/19	5:30 PM	6:00 PM	1725 Main St. Lake Como
11/14/19*	5:30 PM	6:00 PM	1725 Main St. Lake Como
12/5/19	5:30 PM	6:00 PM	1725 Main St. Lake Como
1/9/20*	5:30 PM	6:00 PM	1725 Main St. Lake Como
2/6/20	5:30 PM	6:00 PM	1725 Main St. Lake Como
3/5/20	5:30 PM	6:00 PM	1725 Main St. Lake Como
4/2/20	5:30 PM	6:00 PM	1725 Main St. Lake Como
5/7/20	5:30 PM	6:00 PM	1725 Main St. Lake Como
6/4/20	5:30 PM	6:00 PM	1725 Main St. Lake Como

*Denotes second Thursday of Month

Motion __K. Brock__

Second __P. Lattiboudere__

Roll Call:

K. Brock ___Y__ R. Walters __Y__ N. Humphrey __Abs.__ E. Mitchell __Y__

P. Lattiboudere ___Y__ A. Franklin-Owens __Abs.__ J. Winrow __Abs.__

AA. June 6, 2019 Meeting Addendum

AA1. RESOLUTION TO ACCEPT AND SUBMIT THE COMPREHENSIVE EQUITY PLAN FOR SCHOOL YEARS 2019-2020 THROUGH 2021-2022

WHEREAS, the Board of Trustees has the responsibility of ensuring equality and equity in all school and classroom practices; and

WHEREAS, the Board of Trustees has reviewed the Comprehensive Equity Plan as prepared by the Affirmative Action Team; and

WHEREAS, the Board of Trustees is in agreement with the Comprehensive Equity Plan;

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 Comprehensive Equity Plan be approved.

Motion __K. Brock__

Second __P. Lattiboudere__

Roll Call:

K. Brock ___Y__ R. Walters __Y__ N. Humphrey __Abs.__ E. Mitchell __Y__

P. Lattiboudere ___Y__ A. Franklin-Owens __Abs.__ J. Winrow __Abs.__

Open Public Forum:

Board Comments:

Announcement

The next Board of Trustees meeting is scheduled for Thursday, July 11, 2019 at 5:30 pm

Adjourn

Motion by K. Brock, Seconded by P. Lattiboudere, to adjourn at 6:07pm.

Ayes__4__ Nays__0__