

Academy Charter High School

1725 Main Street

Lake Como, New Jersey 07719

Phone (732) 681-8377

THURSDAY, OCTOBER 1, 2020 5:30 P.M. REGULAR MEETING MINUTES

CALL TO ORDER BY SECRETARY: 5:30pm

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___ Perry Lattiboudere ___P___ Everett Mitchell
 ___P___ Alyce Franklin-Owens ___Abs. ___ Jessica Perez
 ___P___ Michael Forcella ___Abs. ___ Timothy Brennan
 ___P___ Nicholas Marco ___P___ David Wallace

 ___P___ Shawn Heeter ___P___ David Block
 ___P___ Klarissa Martin

Open Public Forum: Agenda Items Only: None

OLD BUSINESS: None

NEW BUSINESS:

SWEARING IN OF NEW BOARD OF TRUSTEE MEMBERS:

- Mr. David Wallace (Parent Member)
- Mr. Nicholas Marco (Community Member)

Mr. Heeter Update – Organization

Mr. Heeter began by speaking about the recent reporting of the graduation rates. He then went into the early struggles we had with transportation for the students coming from Neptune and how that was forcing some students to remain virtual. He then spoke about tracking attendance in the virtual environment. Finally, Mr. Heeter spoke about the stipend we are looking for teachers to received for having a Masters' Degree.

Ms. Martin Update – Curriculum & Instruction

Ms. Martin began by speaking about the summer scheduling that had taken place, and how it works with the Edgenuity software the school is using for virtual learning. Next, she spoke about the teacher evaluations, student growth objectives, and professional development plans, which are all applicable unless the school moves to fully remote. Finally, she informed the board that in the next week, the school would be testing ESL students with the WIDA test.

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

Mr. Block began by stating that the FY20 audit field work has been completed and that we are waiting for the finalized fiscal figures from the auditors. Next, Mr. Block spoke about the additional COVID federal funds that were just released. Finally, Mr. Block spoke about closing out the FY20 grants, as well as previewed some of the agenda items the Board of Trustees would be voting on.

INSTRUCTIONAL REPORT:

Enrollment - 159 (160); 9th - 25 (25); 10th - 48 (48); 11th - 48 (48); 12th - 42 (43)
(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 Meeting for September 3, 2020
(Attachment #2):

Motion __P. Lattiboudere__

Second __A. Franklin-Owens__

Roll Call:

P. Lattiboudere __Y__ E. Mitchell __Y__ A. Franklin-Owens __Y__

M. Forcella __Y__ T. Brennan __Abs.__ J. Perez __Abs.__

B. Personnel

B1. RESOLUTION TO APPROVE 2020-2021 EXTRA CURRICULAR ADVISORS

Motion by P. Lattiboudere, Seconded by A. Franklin-Owens, on recommendation of the Lead Person to approve the following staff as advisors:

PBIS Data Coordinator	Ms. Wright	\$1,000
Student Council Advisor	Ms. Johnston	\$2,000
National Honor Society	Ms. Johnston	\$750
Yearbook	Ms. Wright	\$1,750
Technology Services with OACS	Mr. Primavera	\$15,000 (See Item D2.)
ELL Instructor	Ms. Larson	\$40 per hour

Roll Call:

P. Lattiboudere __Y__ E. Mitchell __Y__ A. Franklin-Owens __Y__ M. Forcella __Y__

T. Brennan __Abs.__ J. Perez __Abs.__ N. Marco __Y__ D. Wallace __Y__

B2. RESOLUTION TO ADJUST SALARIES FOR ALL TEACHERS MAINTAINING A MASTER'S DEGREE IN AN EDUCATION RELATED FIELD

Motion by P. Lattiboudere, Seconded by A. Franklin-Owens, on recommendation of the Lead Person to approve the institution of a salary adjustment, in the amount of \$2,500, for all teachers maintaining a Master's Degree in an educational related field. Teachers receiving the Graduate Degree Salary Adjustment for the 2020-2021 school year are:

	<u>Original Approved Salary</u>	<u>Revised Salary</u>
Ms. Brazile	\$56,645	\$59,145
Ms. Kapalko	\$52,145	\$54,645
Ms. Larson	\$55,000	\$57,500
Ms. Fitzgerald	\$64,458	\$66,958

Roll Call:

P. Lattiboudere ___Y___ E. Mitchell ___Y___ A. Franklin-Owens __Y__ M. Forcella ___Y___
T. Brennan ___Abs.____ J. Perez ___Abs.____ N. Marco ___Y___ D. Wallace ___Y___

B3. RESOLUTION TO CHANGE THE TITLE OF MS. KLARISSA BRUNO-MARTIN FROM SUPERVISOR OF CURRICULUM AND INSTRUCTION TO DIRECTOR OF CURRICULUM AND INSTRUCTION

Motion by P. Lattiboudere, Seconded by A. Franklin-Owens, on recommendation of the Lead Person to approve the change in title of Ms. Klarissa Bruno-Martin, Supervisor of Curriculum and Instruction, to Director of Curriculum and Instruction, effective immediately, with a change in salary from \$87,500 to \$89,250 per year (prorated).

Roll Call:

P. Lattiboudere ___Y___ E. Mitchell ___Y___ A. Franklin-Owens __Y__ M. Forcella ___Y___
T. Brennan ___Abs.____ J. Perez ___Abs.____ N. Marco ___Y___ D. Wallace ___Y___

D. FINANCIAL

D1. APPROVAL OF MONTHLY FINANCIAL REPORTS

Motion by P. Lattiboudere, 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 FY21 (**Attachment #3**)

Line-Item Transfers FY 21 (**Attachment #4**)

Board Secretary’s Report – July 31, 2020 & August 31, 2020 (**Attachment #5**)

Roll Call:

P. Lattiboudere ___Y___ E. Mitchell ___Y___ A. Franklin-Owens __Y__ M. Forcella ___Y___
T. Brennan ___Abs.____ J. Perez ___Abs.____ N. Marco ___Y___ D. Wallace ___Y___

D2. RESOLUTION TO RETROACTIVELY APPROVE CONTINUING SHARED SERVICE AGREEMENT WITH OCEAN ACADEMY CHARTER SCHOOL TO PROVIDE TECHNOLOGY SERVICES FOR THE 2020-2021 SCHOOL YEAR

Motion by P. Lattiboudere, Seconded by A. Franklin-Owens, BE IT HEREBY RESOLVED BY THE ACADEMY CHARTER HIGH SCHOOL BOARD OF TRUSTEES, to approve the continued shared service agreement to provide technology services and technical support to OACS from July 1, 2020 through June 30, 2021. This agreement will require ACHS to provide OACS with eight (8) hours of onsite Technical Support per week at an annual rate of \$29,000 (previously \$26,000).

Roll Call:

P. Lattiboudere ___Y___ E. Mitchell ___Y___ A. Franklin-Owens __Y__ M. Forcella ___Y___
T. Brennan ___Abs.____ J. Perez ___Abs.____ N. Marco ___Y___ D. Wallace ___Y___

D3. RESOLUTION TO CONTINUE MEMBERSHIP IN THE NEW JERSEY SCHOOLS INSURANCE GROUP THROUGH THE 2020-2021 AND 2021-2022 SCHOOL YEARS

WHEREAS, N.J.S.A. 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

WHEREAS, the New Jersey Schools Insurance Group (“NJSIG”) is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

WHEREAS, the Academy High School Charter School, herein after referred to as the “Educational Institution,” has resolved to apply for and/or renew its membership with NJSIG;

WHEREAS, the Educational Institution certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG;

WHEREAS, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and,

WHEREAS, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey. INSERT NAME OF INSTITUTION New Jersey Schools Insurance Group Monmouth Ocean County Shared Services Insurance Fund Indemnity and Trust Agreement Resolution to Join / Renew Membership

NOW THEREFORE, BE IT RESOLVED, THAT:

- 1) This agreement is made by and between NJSIG and the Educational Institution;
- 2) The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three years, beginning on July 1, 2020, and ending July 1, 2023 at 12:01 a.m.;
- 3) In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation;
- 4) The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations;
- 5) NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1, et seq. and such other statutes and regulations as may be applicable; New Jersey Schools Insurance Group Monmouth Ocean County Shared Services Insurance Fund Indemnity and Trust Agreement Resolution to Join / Renew Membership
- 6) By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;

7) The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith;

8) The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG's Plan of Risk Management;

9) The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management; New Jersey Schools Insurance Group Monmouth Ocean County Shared Services Insurance Fund Indemnity and Trust Agreement Resolution to Join / Renew Membership

10) If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand;

11) The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and,

12) The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership to NJSIG.

Motion P. Lattiboudere

Second A. Franklin-Owens

Roll Call:

P. Lattiboudere Y E. Mitchell Y A. Franklin-Owens Y M. Forcella Y

T. Brennan Abs. J. Perez Abs. N. Marco Y D. Wallace Y

Open Public Forum: None

Board Comments: None

Announcement

The next Board of Trustees meeting is scheduled for Thursday, November 12, 2020 at 5:30 pm

Adjourn

Motion by P. Lattiboudere, seconded by E. Mitchell, to adjourn at 6:05pm.

Ayes 6 Nays 0