

# Academy Charter High School

1725 Main Street

Lake Como, New Jersey 07719

Phone (732) 681-8377

## THURSDAY, JUNE 10, 2021 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\_ Perry Lattiboudere                         P\_ Everett Mitchell  
                    P\_ Alyce Franklin-Owens                         P\_ Jessica Perez  
                    P\_ Michael Forcella                                 Abs\_ Timothy Brennan  
                    Abs\_ Nicholas Marco                                 Abs\_ David Wallace

   P\_ Shawn Heeter                                         P\_ David Block  
                    P\_ Klarissa Martin

### Open Public Forum: Agenda Items Only

OLD BUSINESS:

NEW BUSINESS:

Mr. Heeter Update – Organization

Mr. Heeter begins by going over the new schedule that began on June 1<sup>st</sup>. He states that the students are in the building for four days a week rather than two, and we have been getting a good turn out so far. He then stated that Senior Reception went great and that we will be having an end of the year barbeque tomorrow. Finally, he spoke about the upcoming graduation, as well as vacancies that we will be looking to full as we move into summer.

Ms. Martin Update – Curriculum & Instruction

Ms. Martin began by talking about the end of the school year program we will be running in the last two weeks of June. She then spoke about the Freshman Boot Camp that will be running the first three weeks of August. Finally, Ms. Martin spoke about the end of the MAPP Testing, SAT Scores, and NJ Professional Development Standards.

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

Mr. Block began by speaking about the FY21 audit that began over the past week. He then spoke about the board potentially holding a renewal meeting / board retreat where the board could have lengthier conversations with the administration about the upcoming renewal process.

**INSTRUCTIONAL REPORT:**

Enrollment - 154 (154); 9<sup>th</sup> - 26 (26); 10<sup>th</sup> - 45 (45); 11<sup>th</sup> - 43 (43); 12<sup>th</sup> - 40 (40)  
Staff Attendance Report  
(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 May 6, 2021 (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 \_\_\_\_\_Y\_\_\_\_\_ N. Marco \_\_\_\_\_Abs\_\_\_\_\_ D. Wallace \_\_\_\_\_Abs\_\_\_\_\_

**B. Personnel**

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

Motion by P. Lattiboudere, Seconded by A. Franklin-Owens, on recommendation of the Lead Person, authorize Mr. Shawn Heeter, Lead Person, to hire staff during the periods June 11, 2021 until the TBD Summer Board Meeting; 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:

P. Lattiboudere \_\_\_\_\_Y\_\_\_\_\_ E. Mitchell \_\_\_\_\_Y\_\_\_\_\_ A. Franklin-Owens \_\_\_\_\_Y\_\_\_\_\_ M. Forcella \_\_\_\_\_Y\_\_\_\_\_ T. Brennan \_\_\_\_\_Abs\_\_\_\_\_ J. Perez \_\_\_\_\_Y\_\_\_\_\_ N. Marco \_\_\_\_\_Abs\_\_\_\_\_ D. Wallace \_\_\_\_\_Abs\_\_\_\_\_

B2. RESOLUTION TO APPROVE THE JOB DESCRIPTION OF GUIDANCE COUNSELOR / COMMUNITY LIAISON

Motion by P. Lattiboudere, Seconded by A. Franklin-Owens, on recommendation of the Lead Person to approve the Job Description of Guidance Counselor / Community Liaison. (Attachment #3)

Roll Call:

P. Lattiboudere \_\_\_\_\_Y\_\_\_\_\_ E. Mitchell \_\_\_\_\_Y\_\_\_\_\_ A. Franklin-Owens \_\_\_\_\_Y\_\_\_\_\_ M. Forcella \_\_\_\_\_Y\_\_\_\_\_ T. Brennan \_\_\_\_\_Abs\_\_\_\_\_ J. Perez \_\_\_\_\_Y\_\_\_\_\_ N. Marco \_\_\_\_\_Abs\_\_\_\_\_ D. Wallace \_\_\_\_\_Abs\_\_\_\_\_

**B3. RESOLUTION TO ACCEPT THE HIRING OF J’HAAD FOWLER AS GUIDANCE COUNSELOR / COMMUNITY LIAISON, EFFECTIVE JULY 1, 2021.**

Motion by P. Lattiboudere, Seconded by A. Franklin-Owens, on recommendation of the Lead Person to approve the appointment of J’haad Fowler, Guidance Counselor / Community Liaison, effective July 1, 2021 at a rate of \$62,500. (**Attachment #4**)

Roll Call:

P. Lattiboudere \_\_\_Y\_\_\_ E. Mitchell \_\_\_Y\_\_\_ A. Franklin-Owens \_Y\_ M. Forcella \_\_\_Y\_\_\_  
T. Brennan \_\_Abs\_\_ J. Perez \_\_\_Y\_\_\_ N. Marco \_\_\_Abs\_\_\_ D. Wallace\_\_\_Abs\_\_\_

**B4. RESOLUTION TO ACCEPT THE HIRING OF ANTOINETTE VARGAS AS TEACHER OF ENGLISH, EFFECTIVE AUGUST 30, 2021**

Motion by P. Lattiboudere, Seconded by A. Franklin-Owens, on recommendation of the Lead Person to approve the appointment of Ms. Antoinette Vargas, Teacher of English, effective August 30, 2021 at a salary of \$62,500. (**Attachment #5**)

Roll Call:

P. Lattiboudere \_\_\_Y\_\_\_ E. Mitchell \_\_\_Y\_\_\_ A. Franklin-Owens \_Y\_ M. Forcella \_\_\_Y\_\_\_  
T. Brennan \_\_Abs\_\_ J. Perez \_\_\_Y\_\_\_ N. Marco \_\_\_Abs\_\_\_ D. Wallace\_\_\_Abs\_\_\_

**B5. RESOLUTION TO APPROVE 2021 JUNE EXTENDED SCHOOL YEAR TUTORS**

Motion by P. Lattiboudere, Seconded by A. Franklin-Owens, on recommendation of the Lead Person to approve the following teachers for the 2021 June Extended School Year Tutors at a rate of \$200 per day.

A. Reiss / T. Shields / M. Gibson / J. Cornish / K. Dombrowski

Roll Call:

P. Lattiboudere \_\_\_Y\_\_\_ E. Mitchell \_\_\_Y\_\_\_ A. Franklin-Owens \_Y\_ M. Forcella \_\_\_Y\_\_\_  
T. Brennan \_\_Abs\_\_ J. Perez \_\_\_Y\_\_\_ N. Marco \_\_\_Abs\_\_\_ D. Wallace\_\_\_Abs\_\_\_

**B6. RESOLUTION TO ACCEPT THE RESIGNATION OF SPECIAL EDUCATION TEACHER, MR. DE’RON BRAZILE, EFFECTIVE JUNE 18, 2021**

Motion by P. Lattiboudere, Seconded by A. Franklin-Owens, to accept the resignation of Special Education Teacher De’Ron Brazile, effective June 18, 2021, as per his letter dated May 9, 2021. (**Attachment #6**)

Roll Call:

P. Lattiboudere \_\_\_Y\_\_\_ E. Mitchell \_\_\_Y\_\_\_ A. Franklin-Owens \_Y\_ M. Forcella \_\_\_Y\_\_\_  
T. Brennan \_\_Abs\_\_ J. Perez \_\_\_Y\_\_\_ N. Marco \_\_\_Abs\_\_\_ D. Wallace\_\_\_Abs\_\_\_

**C. FINANCIAL**

**C1. 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 #7**)

Board Secretary’s Report – April 30, 2021 (**Attachment #8**)

Roll Call:

P. Lattiboudere \_\_\_Y\_\_\_ E. Mitchell \_\_\_Y\_\_\_ A. Franklin-Owens \_Y\_ M. Forcella \_\_\_Y\_\_\_  
T. Brennan \_\_Abs\_\_ J. Perez \_\_\_Y\_\_\_ N. Marco \_\_\_Abs\_\_\_ D. Wallace\_\_\_Abs\_\_\_

**C2. APPROVAL OF VENDED MEAL SERVICE FOR THE 2021-2022 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 July 1, 2021 through June 30, 2022.

Breakfast: \$ 1.49 per meal      Lunch \$ 3.00 per meal

*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 \_\_\_Y\_\_\_ N. Marco \_\_\_Abs\_\_\_ D. Wallace\_\_\_Abs\_\_\_

C3. APPROVAL OF THE SUBMISSION OF THE 2021 NJSIG SAFETY GRANT

WHEREAS, the Board of Trustees of the Academy Charter High School (hereinafter “Board”) has reviewed the Grant Application for 2021 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 \$2,222.00

*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 Y N. Marco Abs D. Wallace Abs

C4. RESOLUTION TO APPROVE TREADSTONE RISK MANAGEMENT LLC AS BROKER OF RECORD FOR ALL LIABILITY AND PROPERTY INSURANCE

Motion by P. Lattiboudere, Seconded by A. Franklin-Owens, on recommendation of the Lead Person to approve Treadstone Risk Management LLC, Broker of Record for all Liability & Property Insurance.

Roll Call:

P. Lattiboudere Y E. Mitchell Y A. Franklin-Owens Y M. Forcella Y  
T. Brennan Abs J. Perez Y N. Marco Abs D. Wallace Abs

C5. RESOLUTION TO APPROVE AETNA AS THE DENTAL BENEFIT PROVIDER

Motion by P. Lattiboudere, Seconded by A. Franklin-Owens, to approve the continued service of Aetna as the district’s dental benefit provider effective August 1, 2021 through July 31, 2022 at an decrease of 2.18% from the previous rate.

Roll Call:

P. Lattiboudere Y E. Mitchell Y A. Franklin-Owens Y M. Forcella Y  
T. Brennan Abs J. Perez Y N. Marco Abs D. Wallace Abs

C6. RESOLUTION TO APPROVE BOARD OF TRUSTEE MEETING SCHEDULE FOR THE 2021-2022 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	REGULAR SESSION	LOCATION
BOT RETREAT / SUMMER MEETING TBD		
9/2/21	5:30 PM	1725 Main St. Lake Como
10/7/21	5:30 PM	1725 Main St. Lake Como
11/11/21*	5:30 PM	1725 Main St. Lake Como
12/2/21	5:30 PM	1725 Main St. Lake Como
1/6/22	5:30 PM	1725 Main St. Lake Como
2/3/22	5:30 PM	1725 Main St. Lake Como
3/3/22	5:30 PM	1725 Main St. Lake Como
4/7/22	5:30 PM	1725 Main St. Lake Como
5/5/22	5:30 PM	1725 Main St. Lake Como
6/2/22	5:30 PM	1725 Main St. Lake Como

\*Denotes second Thursday of Month

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 Y N. Marco Abs D. Wallace Abs

**Open Public Forum:**

**Board Comments:**

**Announcement**

The next Board of Trustees meeting is to be announced.

**Adjourn**

Motion by M. Forcella, seconded by A. Franklin-Owens, to adjourn at 6:02pm.

Ayes 5 Nays 0