

Academy Charter High School

1725 Main Street

Lake Como, New Jersey 07719

Phone (732) 681-8377

THURSDAY, JUNE 4, 2020 5:30 P.M. REGULAR MEETING MINUTES

CALL TO ORDER BY SECRETARY: 5:31pm

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 5:41pm Jessica Perez
 P Michael Forcella Abs. Timothy Brennan

 P Shawn Heeter P David Block
 P Klarissa Martin

Open Public Forum: Agenda Items Only: None

OLD BUSINESS: None

NEW BUSINESS:

Mr. Heeter Update – Organization

Mr. Heeter stated that the teachers will be coming in shortly to pack up their classroom, while the Class of 2020 is receiving their Caps and Gowns in addition to their yearbooks. For graduation, there will be a virtual ceremony on June 12th at 3:00pm, and seniors will pick up their diplomas and awards at staggered times on June 18th. Mr. Heeter added that the students will receive graduation yard signs and a banner has been home. He is hopeful that they will be able to have a celebration of some sorts in late July. Finally, Mr. Heeter spoke of coming up with a preparedness plan for the 20.21 school year, as well as the establishment of a School Equity Council.

Ms. Martin Update – Curriculum & Instruction

- NJSLA Spring 2019 Science and Fall 2020 ELA and Math Score Reports (**Attachment #1**)

Ms. Martin began by reporting out on the NJSLA Spring 2019 Science and Fall 2020 ELA and Math Scores. She then updated the board of grades for the end of the school year, in addition to speaking about different subscriptions that we will look to obtain in the event that Fall 2020 includes an online learning component.

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

Mr. Block started by stating that he was working with the auditors to prepare for the FY20 Financial Audit. He then stated that we have a good head start on the summer cleaning and maintenance routine as the building has been empty. Finally, he stated that in the coming weeks the basketball court would be redone within the specs of the insurance claim for water damage during the fall of 2019.

INSTRUCTIONAL REPORT:

Enrollment - 179 (181); 9th - 46 (46); 10th - 45 (45); 11th - 42 (43); 12th - 46 (47)

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 14, 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 __Y__

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 5, 2020 through July 2, 2020; 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__

C. Instructional and Additional Reports:

C1. RESOLUTION TO APPROVE TO AMEND THE 2019-2020 ACADEMY CHARTER HIGH SCHOOL CALENDAR

Motion by P. Lattiboudere, Seconded by A. Franklin-Owens, on recommendation of the Lead Person to approve to amend the 2019-2020 school calendar to reflect the last day of the school year as June 12, 2020.

Roll Call:

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

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

C2. RESOLUTION TO APPROVE THE SPRING 2020 UPDATE TO COVID-19 PREPAREDNESS PLAN

Motion by P. Lattiboudere, Seconded by A. Franklin-Owens, on recommendation of the Lead Person to approve the Spring 2020 update to the COVID-19 Preparedness Plan. (**Attachment #3**)

Roll Call:

P. Lattiboudere ___Y___ E. Mitchell ___Y___ A. Franklin-Owens ___Y___
M. Forcella ___Y___ T. Brennan ___Abs. ___ J. Perez ___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 FY20 (**Attachment #4**)

Board Secretary’s Report – April 30, 2020 (**Attachment #5**)

Roll Call:

P. Lattiboudere ___Y___ E. Mitchell ___Y___ A. Franklin-Owens ___Y___
M. Forcella ___Y___ T. Brennan ___Abs. ___ J. Perez ___Y___

D2. APPROVAL OF VENDED MEAL SERVICE FOR THE 2020-2021 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, 2020 through August 31, 2021.

Breakfast: \$ 1.46 per meal Lunch \$ 2.93 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___

D3. RESOLUTION TO APPROVE BOARD OF TRUSTEE MEETING SCHEDULE FOR THE 2020-2021 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
7/2/20	5:30 PM	Remote
8/6/20	5:30 PM	Remote
9/3/20	5:30 PM	1725 Main St. Lake Como
10/1/20	5:30 PM	1725 Main St. Lake Como
11/12/20*	5:30 PM	1725 Main St. Lake Como
12/3/20	5:30 PM	1725 Main St. Lake Como
1/7/21	5:30 PM	1725 Main St. Lake Como
2/4/21	5:30 PM	1725 Main St. Lake Como
3/4/21	5:30 PM	1725 Main St. Lake Como
4/1/21	5:30 PM	1725 Main St. Lake Como
5/6/21	5:30 PM	1725 Main St. Lake Como
6/3/21	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

Open Public Forum: None

Board Comments: None

Announcement

The next Board of Trustees meeting is scheduled for Thursday, July 2, 2020 at 5:30 pm

Adjourn

Motion by M. Forcella, seconded by P. Lattiboudere, to adjourn at 6:33pm.

Ayes 5 Nays 0