

# Academy Charter High School

1725 Main Street

Lake Como, New Jersey 07719

Phone (732) 681-8377

## THURSDAY, OCTOBER 6, 2022 5:30 P.M. REGULAR MEETING MINUTES

### CALL TO ORDER BY SECRETARY: 5:36pm

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  
                  \_\_\_abs\_\_\_ Michael Forcella                    \_\_\_abs\_\_\_ Timothy Brennan  
                  \_\_\_P\_\_\_ 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 spoke about the enrollment of 183, and the progress we have made in filling the seats.  
-Mr. Heeter also spoke about the different fundraisers that have occurred during the month of September, as well as the upcoming fundraisers in October.

Ms. Martin Update – Curriculum & Instruction

-Ms. Martin gave a presentation on Access Score Review & NJSLA Scores

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

-Mr. Block spoke about the fiscal year end grant clean-up, as well as the progress of the audit and funds coming into the school via federal grants.

### INSTRUCTIONAL REPORT (Attachment #1)

22.23 Enrollment - 183 (183); 9<sup>th</sup> - 46 (46); 10<sup>th</sup> – 52 (52); 11<sup>th</sup> – 41 (41); 12<sup>th</sup> – 44 (44)

22.23 Staff Attendance

HIB Report – 0 reported, 0 investigated, 0 confirmed

**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 June 9, 2022 & August 18, 2022 (**Attachment #2**):

*Motion* \_\_P. Lattiboudere\_\_

*Second* \_\_A. Franklin-Owens\_\_

Roll Call:

P. Lattiboudere \_\_Y\_\_ E. Mitchell \_\_Y\_\_ A. Franklin-Owens \_\_Y\_\_ M. Forcella \_\_abs\_\_

T. Brennan \_\_abs\_\_ J. Perez \_\_Y\_\_ N. Marco \_\_Y\_\_ D. Wallace \_\_abs\_\_

**B. Personnel**

**B1. RESOLUTION TO APPROVE FALL 2022 SAT PREP TEACHER**

Motion by P. Lattiboudere, seconded by A. Franklin-Owens, on recommendation of the Lead Person to approve the following teachers for Fall 2022 (September 26 – October 11<sup>th</sup>) SAT Prep Teachers at a rate of \$500.

A. Reiss / C. Kapalko

Roll Call:

P. Lattiboudere \_\_Y\_\_ E. Mitchell \_\_Y\_\_ A. Franklin-Owens \_\_Y\_\_ M. Forcella \_\_abs\_\_

T. Brennan \_\_abs\_\_ J. Perez \_\_Y\_\_ N. Marco \_\_Y\_\_ D. Wallace \_\_abs\_\_

**B2. RESOLUTION TO APPROVE FALL 2022 AFTERSCHOOL CLUB TEACHERS**

Motion by P. Lattiboudere, seconded by A. Franklin-Owens, on recommendation of the Lead Person to approve the following teachers for Fall 2022 Afterschool Club teachers at a rate of \$65 per day.

Mr. McGill – D&D Club  
Ms. Kapalko – GSA Club  
Ms. Fitzgerald – Crafts Club  
Ms. Martin – Crafts Club  
Ms. Vargas – Dance Club  
Mr. Seide – Gaming Club  
Mr. Seide – Ufit Club  
Ms. Duffy – Yoga Club  
Ms. Mack – Photography Club  
Ms. Mack – Book Club

Roll Call:

P. Lattiboudere \_\_Y\_\_ E. Mitchell \_\_Y\_\_ A. Franklin-Owens \_\_Y\_\_ M. Forcella \_\_abs\_\_

T. Brennan \_\_abs\_\_ J. Perez \_\_Y\_\_ N. Marco \_\_Y\_\_ D. Wallace \_\_abs\_\_

**B3. RESOLUTION TO APPROVE 2022-2023 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:

Student Council Advisor	Ms. Johnston	\$2,000
Senior Class Advisor	Mr. Cornish	\$1,750
Junior Class Advisor	Ms. Wright / Ms. Hope	\$1,500 (Split)
Sophomore Class Advisor	Ms. Wesley / Ms. Duffy	\$1,250 (Split)
Freshmen Class Advisor	Ms. Vargas / Ms. Fitzgerald	\$1,250 (Split)
National Honor Society	Ms. Johnston	\$750
Yearbook	Ms. Mack / Mr. Shields / Ms. Dombrowski	\$2,100 (Split)
Open Gym Sports	Mr. Fowler	\$65 per day
Open Gym Sports	Mr. Tague	\$65 per day
Lunch Duty	Ms. Wright / Mr. Maida / Ms. Hope / Mr. Matsutani	\$35 per day
Breakfast Duty	Ms. Dombrowski / Ms. Gould / Mr. Matsutani	\$50 per day

Title I Funded:

After-School Homework Center Teacher	Mr. Matsutani	\$65 per day
After-School Homework Center Teacher	Ms. Wood	\$65 per day
After-School Homework Center Teacher	Mr. Shields	\$65 per day
After-School Homework Center Substitute	Ms. Wesley	\$65 per day
PBIS Data Coordinator	Ms. Wright	\$1,000

Roll Call:

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

**B4. RESOLUTION TO APPROVE 4th BLOCK TEACHER OVERAGES FOR THE FALL SEMESTER OF THE 2022-2023 SCHOOL YEAR**

Motion by P. Lattiboudere, seconded by A. Franklin-Owens, on recommendation of the Lead Person to approve 4th Day Teacher Overages for the 2022-2023 school year at a rate of \$3,500 for 1<sup>st</sup> half of the school year as follows: *(Paid from Line 43 / 11-140-100-100)*

Fall Overages

Ms. Vargas	Ms. Kapalko	Mr. Johnson	Ms. Gould
Ms. Reiss	Mr. Shields	Ms. Duffy	

Roll Call:

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

**B5. RESOLUTION TO APPROVE TUITION REIMBURSEMENT FOR HIGH NEED CERTIFIED STAFF**

Motion by P. Lattiboudere, seconded by A. Franklin-Owens, on recommendation of the Lead Person to approve reimbursement at the state college rate to the following staff member for continuing education in certified areas of high need.

Jacquelyn Kauffman – School Nursing (5 courses)  
Ericka Duffy – ESL (5 courses)  
Antoinette Vargas – ESL (5 courses)

Roll Call:

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

**B6. RESOLUTION TO APPROVE SUBSTITUTE TEACHER**

Motion by P. Lattiboudere, seconded by A. Franklin-Owens, on recommendation of the Lead Person to approve Chimaechi Ekekeugbor as a substitute teacher for the 2022-2023 school year, pending criminal history check.

Roll Call:

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

**C. Instructional and Additional Reports:**

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

Motion by P. Lattiboudere, seconded by A. Franklin-Owens, on recommendation of the Lead Person to approve the following school journeys:

October 26, 2022 Ms. Wesley & Ms. Bartek	Stockton University Senior Students for Tour	Galloway, NJ Bus Cost: \$860
October 28, 2022 4 Chaperones TBD	American Museum of Natural Science Rewards Trip	New York, NY Admission Cost \$799.50 Bus Cost \$1285
November 22, 2022 Ms. Wesley & Ms. Bartek	Berkeley College Senior Students for Tour	Woodbridge, NJ Bus Cost: \$325

Roll Call:

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

## C2. RESOLUTION TO APPROVE UPCOMING STAFF PROFESSION DEVELOPMENT

Motion by P. Lattiboudere, seconded by A. Franklin-Owens, on recommendation of the Lead Person to approve the following staff professional development:

- **Jessica Cornish** - October 28, 2022 - Full Day - 10-4:30 BER - 50 Best Strategies for Enhancing Your Science Instruction Using Cutting Edge Tech Tools and Resources - \$279
- **Deborah Gould** - September 29, 2022 - Half Day - 8:00-11 MOESC OCC - Student Centered Math Classroom with Google for Education - \$90
- **Jeff McGill** - October 12, 2022 - Half Day - 8:30-11 MOESC BCC - Low Floor, High Ceiling Activities for Engaging Students in Learning Mathematics - \$75
- **Meghan Wood** - TBD - Half Day - 8:30-11 MOESC BCC - Facilitating SEL in the Classroom - \$75
- **Jennifer Mack** - October 17 & 18 - Full Days - 8:30-3 MOESC BCC - 2 day Level 1 Google Certified Boot Camp - \$299
- **AnnaMaria Reiss** - October 20, 2022 - Full Day - 8-4 AMTNJ - Teaching Matters Conference - \$209
- **Casey Kapalko** - October 27, 2022 - Half Day - 8:30-11 MOESC OCC - Infusing Effective SEL in Your Classroom - \$75
- **Matt Gibson** - November 1, 2022 - Full Day - 8:30-3 MOESC BCC - Inclusive Practices: Strengthening Your Co-Teacher Relationships to Reach All Learners - \$125
- **Samantha Bartek** - November 2, 2022 - Full Day - 8-4P Yoga Calm Manasquan - Wellness I Workshop - \$275
- **Antoinette Vargas** - November 7, 2022 - Full Day - 8:30-3 MOESC OCC - In the Driver Seat: Designing Self-Paced Classrooms - \$150
- **Jennifer Wesley** - December 1, 2022 - Full Day - 9-3 BER - What's New in YA Lit? - \$279
- **Deborah Gould** - December 6, 2022 - Half Day - 8:-11 MOESC OCC - Student Centered Math Classroom with Google for Education PART 2 - \$90
- **Erika Duffy** - December 13, 2022 - Half Day - 8:30-11 MOESC BCC - Multi-sensory Instruction - \$75
- **Kate Dombrowski** - January 12, 2023 - Half Day - 8:30-11 MOESC BCC - Engage Students with Tech Choice and Differentiation - \$75
- **Jeff McGill** - TBD - Half Day - 8:30-11 MOESC BCC - 3 Tiered Approach to Support Struggling Math Students (Secondary) - \$75
- **Lesley Fitzgerald** - November 15, 2022 - Half Day - 8:30-11 MOESC BCC - Get Started with Blended Learning & Create Your Own Teacher Toolbox - \$75

Roll Call:

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

## C3. RESOLUTION TO APPROVE THE 2022-2023 EMERGENCY VIRTUAL INSTRUCTION PLAN

Motion by P. Lattiboudere, seconded by A. Franklin-Owens, on recommendation of the Lead Person to approve the 2022-2023 Emergency Virtual Instruction Plan. (**Attachment #3**):

Roll Call:

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

C4. RESOLUTION TO ADJUST THE 2022-2023 SCHOOL CALENDAR

Motion by P. Lattiboudere, seconded by A. Franklin-Owens, on recommendation of the Lead Person to approve adjustments to the 2022-2023 School Calendar.

Roll Call:

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

**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 FY23 (**Attachment #4**)
- Board Secretary’s Report for June 30, 2022 (**Attachment #5**)

Roll Call:

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

**Open Public Forum:**

**Board Comments:**

**Announcement**

The next Board of Trustees meeting is scheduled for Thursday, November 3, 2022 at 5:30 pm

**Adjourn**

Motion by P. Lattiboudere, seconded by E. Mitchell, to adjourn at 6:19pm.

Ayes\_5\_\_\_ Nays\_\_0\_\_\_