

Academy Charter High School

1725 Main Street

Lake Como, New Jersey 07719

Phone (732) 681-8377

THURSDAY, AUGUST 18, 2022 5:30 P.M. REGULAR MEETING MINUTES

CALL TO ORDER BY SECRETARY: 5:32pm

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
 ___Abs___ Alyce Franklin-Owens ___Abs___ Jessica Perez
 ___P___ Michael Forcella ___P___ Timothy Brennan
 ___P___ Nicholas Marco ___Abs___ David Wallace

 ___Abs___ Shawn Heeter ___P___ David Block
 ___Abs___ Klarissa Martin

Open Public Forum: Agenda Items Only

OLD BUSINESS:

-Discussion of Charter Renewal Comprehensive Report (**Attachment #1**)

NEW BUSINESS:

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

Mr. Block spoke about the recent facility repairs to the decking in front of the school. He then spoke about the schedules recently getting to the staff, and the students being scheduled to receive theirs next week. He noted that during the summer freshman program we saw 39 of the 42 freshmen. Finally, Mr. Block updated the board on where the school is with enrollment to begin the year, as well as updated the board on the progress of the FY22 Financial Audit.

INSTRUCTIONAL REPORT

Preliminary 22.23 Enrollment - 183 (183); 9th - 42 (42); 10th – 55 (55); 11th – 41 (41); 12th – 45 (45)
HIB Report – 0 reported, 0 investigated, 0 confirmed

A. Election of Board Officers

A1. WHEREAS, the Board of Trustees of Academy Charter High School has an approved charter from the Department of Education that provides for the creation and appointment of the following Board Officers: President and Vice-President and;

WHEREAS, the following named individuals have been deemed qualified to fill the positions of officers to Academy Charter High School and are willing to serve in said positions;

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 officers and terms of office are approved as listed below.

OFFICE	TERM OF OFFICE
President: Michael Forcella	July 1, 2022 to June 30, 2023
Vice-President: Everett Mitchell	July 1, 2022 to June 30, 2023

Motion P. Lattiboudere *Second* N. Marco

Roll Call:

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

B. Approval of Minutes

B1. 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 (**Attachment #2**):

Motion P. Lattiboudere *Second* M. Forcella

Roll Call:

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

RECOMMENDATIONS OF THE LEAD PERSON:

C. Actions for 2022-2023 School Year:

C1. Appoint Board Secretary, David P. Block (1 year term)

Motion P. Lattiboudere *Second* M. Forcella

Roll Call:

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

C2. Appoint Board Attorney, the firm of Hanlon Neimann, at an annual cost not to exceed \$7,500 (1 year term)

Motion __P. Lattiboudere__ *Second* __M. Forcella__

Roll Call:

P. Lattiboudere __Y__ E. Mitchell __Y__ A. Franklin-Owens __Abs_ M. Forcella __Y__
T. Brennan __Y__ J. Perez __Abs__ N. Marco __Y__ D. Wallace__Abs__

C3. Appoint Auditor, Jump, Perry & Company, at an annual cost not to exceed \$15,000

Motion __P. Lattiboudere__ *Second* __M. Forcella__

Roll Call:

P. Lattiboudere __Y__ E. Mitchell __Y__ A. Franklin-Owens __Abs_ M. Forcella __Y__
T. Brennan __Y__ J. Perez __Abs__ N. Marco __Y__ D. Wallace__Abs__

C4. Appointment of the Public Agency Compliance Officer (P.A.C.O.), David P. Block

Motion __P. Lattiboudere__ *Second* __M. Forcella__

Roll Call:

P. Lattiboudere __Y__ E. Mitchell __Y__ A. Franklin-Owens __Abs_ M. Forcella __Y__
T. Brennan __Y__ J. Perez __Abs__ N. Marco __Y__ D. Wallace__Abs__

C5. Motion to appoint David P. Block the District’s Qualified Purchasing Agent, authorization to award contracts up to bid threshold (currently \$40,000 bid threshold) and set quote threshold (\$7,000 quote threshold).

Motion __P. Lattiboudere__ *Second* __M. Forcella__

Roll Call:

P. Lattiboudere __Y__ E. Mitchell __Y__ A. Franklin-Owens __Abs_ M. Forcella __Y__
T. Brennan __Y__ J. Perez __Abs__ N. Marco __Y__ D. Wallace__Abs__

C6. Motion to approve the Board Policies and Curriculum of Academy Charter Board of Trustees.

Motion __P. Lattiboudere__ *Second* __M. Forcella__

Roll Call:

P. Lattiboudere __Y__ E. Mitchell __Y__ A. Franklin-Owens __Abs_ M. Forcella __Y__
T. Brennan __Y__ J. Perez __Abs__ N. Marco __Y__ D. Wallace__Abs__

C7. Appoint Brian Reilly, Centric Benefit Consulting, as the Insurance Broker of Record for the District's Dental Insurance Benefits.

Motion __P. Lattiboudere__ *Second* __M. Forcella__

Roll Call:

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

C8. Appoint David P. Block as the District's Affirmative Action Officer.

Motion __P. Lattiboudere__ *Second* __M. Forcella__

Roll Call:

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

C9. Appoint Shawn Heeter as the District's Title IX Officer.

Motion __P. Lattiboudere__ *Second* __M. Forcella__

Roll Call:

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

C10. Appoint Lorissa Voorhees as the District's Section 504 Officer.

Motion __P. Lattiboudere__ *Second* __M. Forcella__

Roll Call:

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

C11. Appoint David P. Block as the District's Custodian of Petty Cash.

Motion __P. Lattiboudere__ *Second* __M. Forcella__

Roll Call:

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

C12. Appoint Official Newspaper of the District-
The Coaster, The Coast Star, and Asbury Park Press

Motion __P. Lattiboudere__ *Second* __M. Forcella__

Roll Call:

P. Lattiboudere __Y__ E. Mitchell __Y__ A. Franklin-Owens __Abs_ M. Forcella __Y__
T. Brennan __Y__ J. Perez __Abs__ N. Marco __Y__ D. Wallace__Abs__

C13. Motion to approve the following Tax Shelter Annuity Funds for employee contribution:
AXA Equitable and Lincoln Investment.

Motion __P. Lattiboudere__ *Second* __M. Forcella__

Roll Call:

P. Lattiboudere __Y__ E. Mitchell __Y__ A. Franklin-Owens __Abs_ M. Forcella __Y__
T. Brennan __Y__ J. Perez __Abs__ N. Marco __Y__ D. Wallace__Abs__

D. Personnel

D1. RESOLUTION TO APPROVE SCHOOL MAINTENANCE WORKER FOR THE 2022-2023
SCHOOL YEAR ON AN HOURLY BASIS

Motion by P. Lattiboudere, seconded by M. Forcella, on recommendation of the Lead Person to approve
the Mike Woods as hourly School Maintenance Worker for the 2022-2023 school year at a rate of \$30 per
hour.

Roll Call:

P. Lattiboudere __Y__ E. Mitchell __Y__ A. Franklin-Owens __Abs_ M. Forcella __Y__
T. Brennan __Y__ J. Perez __Abs__ N. Marco __Y__ D. Wallace__Abs__

D2. RESOLUTION TO APPROVE SALARY ADJUSTMENTS FOR EMPLOYEES

Motion by P. Lattiboudere, seconded by M. Forcella, on recommendation of the Lead Person to approve
salary adjustments for the following employees, effective September 1, 2022:

Employee	Position	Years of Service	Current Salary	Proposed Adjustment
Dona Harrigan	Café / Custodial	22	\$40,147.00	\$43,147.00

Roll Call:

P. Lattiboudere __Y__ E. Mitchell __Y__ A. Franklin-Owens __Abs_ M. Forcella __Y__
T. Brennan __Y__ J. Perez __Abs__ N. Marco __Y__ D. Wallace__Abs__

E. Additional Reports and Discussion:

E1. RESOLUTION TO JOIN THE NJSIAA FOR THE 2022-2023 SCHOOL YEAR

WHEREAS, the Board of Trustees of the Academy Charter High School (hereinafter “Board”) supports the continuation of an interscholastic athletic program; and

WHEREAS, the Board has been presented by the Lead Person with the application to join NJSIAA,

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 join NJSIAA for the 2022 - 2023 school year with payment of dues in the amount \$2,500 *Budget Line: 11-000-213-300*

Motion __P. Lattiboudere__ *Second* __M. Forcella__

Roll Call:

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

E2. RESOLUTION TO ACCEPT AND APPLY FOR THE FY23 IDEA GRANT

WHEREAS, the Board of Trustees of the Academy Charter High School (hereinafter “Board”) has reviewed the Grant Application for IDEA FY 23 in the following amounts:

Basic Grant Award - \$ 53,978

WHEREAS, the Board certifies that the grant 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 accept the IDEA - B allocation.

Motion __P. Lattiboudere__ *Second* __M. Forcella__

Roll Call:

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

E3. RESOLUTION TO ACCEPT AND APPLY FOR THE FY23 ESEA GRANT

WHEREAS, the Board of Trustees of the Academy Charter High School (hereinafter “Board”) has reviewed the Grant Application for ESEA FY 23 in the following amounts:

Title I Award - \$111,383
Title IIA Award - \$8,055

Total Award - \$119,438

WHEREAS, the Board certifies that the grant 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 accept the FY23 ESSA Grant Awards for Title I & Title IIA.

Motion __P. Lattiboudere__ *Second* __M. Forcella__

Roll Call:

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

E4. RESOLUTION TO REFUSE FY23 ESEA TITLE III GRANT FUNDS

WHEREAS, the Board of Trustees of the Academy Charter High School (hereinafter “Board”) has reviewed the Grant Application for ESEA FY 23 in the following amounts:

Title III Award - \$2,645

Total Award - \$2,645

WHEREAS, the Board certifies that the grant 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 refuses to accept and apply for the FY23 ESSA Grant Awards for Title III.

Motion __P. Lattiboudere__ *Second* __M. Forcella__

Roll Call:

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

E6. RESOLUTION TO JOIN THE NJSBA FOR THE 2022-2023 SCHOOL YEAR

WHEREAS, the Board of Trustees of the Academy Charter High School (hereinafter “Board”) recognizes the benefit of support from state organizations; and

WHEREAS, the Board has been presented by the Business Administrator with the application to join New Jersey School Boards Association,

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 join NJSBA for the 2022-2023 school year with payment of dues in the amount \$ 2,500.

Motion __P. Lattiboudere____ *Second* __M. Forcella____

Roll Call:

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

E7. RESOLUTION TO APPROVE THE 2021-2022 ACADEMY CHARTER HIGH SCHOOL ANNUAL REPORT

WHEREAS, the Board of Trustees has reviewed the 2021 - 2022 Annual Report as prepared by the Director; and

WHEREAS, the Board of Trustees finds the Report to be a factual and accurate depiction of the 2021 - 2022 school year at Academy Charter High School;

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 Annual Report is accepted and approved.
(Attachment #3)

Motion __P. Lattiboudere____ *Second* __M. Forcella____

Roll Call:

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

RECOMMENDATIONS OF THE CHIEF FINANCIAL OFFICER:

F. FINANCIAL

F1. APPROVAL OF MONTHLY FINANCIAL REPORTS

Motion by _____ Seconded by _____ BE IT HEREBY RESOLVED BY THE ACADEMY CHARTER HIGH SCHOOL BOARD OF TRUSTEES, to approve the following –

Bill’s List for FY22 & FY23 **(Attachment #4)**

Secretary’s Report – May 2022 **(Attachment #5)**

Roll Call:

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

Open Public Forum:

Board Comments:

Announcement

The next Board of Trustees meeting is scheduled for Thursday, September 1, 2022 at 5:30 pm

Adjourn

Motion by P. Lattiboudere, seconded by E. Mitchell, to adjourn at 6:06pm.

Ayes_5___ Nays__0___