

Academy Charter High School

1725 Main Street

Lake Como, New Jersey 07719

Phone (732) 681-8377

THURSDAY, JUNE 1, 2023 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 Abs Everett Mitchell
 P Alyce Franklin-Owens P Jessica Perez
 P Michael Forcella P Timothy Brennan
 Abs Nicholas Marco

 P Shawn Heeter P David Block

Open Public Forum: Agenda Items Only

OLD BUSINESS:

NEW BUSINESS:

Mr. Heeter Update – Organization

Mr. Heeter began by speaking about graduation that will be taking place on June 15th. He also spoke about the upcoming Senior Reception on June 7th. Mr. Heeter then mentioned that the Prom, which occurred last week, was a success. Finally, Mr. Heeter spoke about the Math Field Trip to New York City next Thursday, with 90 students attending.

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

Mr. Block began by letting the board know that the FY23 Audit would be beginning the first week of August. Mr. Block then notified the board that Teacher Summative Evaluations were completed today. Finally, Mr. Block spoke to the recruiting efforts taking place in Asbury Park, as well as Lakewood.

INSTRUCTIONAL REPORT:

Enrollment - 179 (179); 9th - 47 (47); 10th - 46 (46); 11th - 42 (42); 12th - 44 (44)
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 Meetings April 6, 2023 & May 4, 2023 (**Attachment #2**):

Motion M. Forcella

Second A. Franklin-Owens

Roll Call:

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

T. Brennan Abst. J. Perez Y N. Marco Abs

B. Personnel

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

Motion by M. Forcella, Seconded by A. Franklin-Owens, on recommendation of the Lead Person, authorize Mr. Shawn Heeter, Lead Person, to hire staff during the periods June 1, 2023 until the August 3, 2023 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 Abs A. Franklin-Owens Y M. Forcella Y

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

B2. RESOLUTION TO APPROVE THE JOB DESCRIPTION OF TECHNOLOGY COORDINATOR

Motion by M. Forcella, Seconded by A. Franklin-Owens, on recommendation of the Lead Person to approve the Job Description of Technology Coordinator. (**Attachment #3**)

Roll Call:

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

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

B3. RESOLUTION TO APPROVE SUPPORT STAFF FOR 2023-2024 SCHOOL YEAR

Motion by M. Forcella, Seconded by A. Franklin-Owens, on recommendation of the Lead Person to approve the following support staff for the 2023-2024 school year

	2023-2024 Job Title	2022-2023 Salaries	2023-2024 Salaries
R. Primavera	Technology Coordinator	\$ 58,332.12	\$ 65,250.00
D. Seide	School Security (Moving to 12 month employee)	\$ 41,200.00	\$ 50,923.00

S. Tague	Full-Time Permanent Substitute	\$ 30,900.00	\$ 37,000.00
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Roll Call:

P. Lattiboudere ___Y___ E. Mitchell __Abs___ A. Franklin-Owens __Y__ M. Forcella __Y___
T. Brennan __Y__ J. Perez ___Y___ N. Marco __Abs___

B4. RESOLUTION TO APPROVE CURRICULUM WRITING FOR THE SUMMER OF 2022

Motion by M. Forcella, Seconded by A. Franklin-Owens, on recommendation of the Lead Person to approve the following teachers for curriculum writing at a rate of \$300.00 (curriculum revision) & \$600.00 (new course writing):

Alex Johnson – Graphic Design (New Course)
Deborah Gould – Math Lab (New Course)
Thomas Shields – Contemporary U.S. Issues (New Course)
Leslie Fitzgerald – Strategies for Academic Success (Revision)

Roll Call:

P. Lattiboudere ___Y___ E. Mitchell __Abs___ A. Franklin-Owens __Y__ M. Forcella __Y___
T. Brennan __Y__ J. Perez ___Y___ N. Marco __Abs___

B5. RESOLUTION TO APPROVE 2023 FRESHMAN ACADEMY TEACHERS

Motion by M. Forcella, Seconded by A. Franklin-Owens, on recommendation of the Lead Person to approve the following teachers for the 2023 Freshman Academy at a stipend of \$3,000 (\$1,000 per week).

AM. Reiss / D. Gould / M. Wood / A. Vargas / C. Kapalko
J. Kaufmann (Sub.) / J. Maida (Sub.) / J. Mack (Sub)

Budget Line: Line 20-231-100-100

Roll Call:

P. Lattiboudere ___Y___ E. Mitchell __Abs___ A. Franklin-Owens __Y__ M. Forcella __Y___
T. Brennan __Y__ J. Perez ___Y___ N. Marco __Abs___

C. FINANCIAL

C1. APPROVAL OF MONTHLY FINANCIAL REPORTS

Motion by M. Forcella, 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 #5**)

Roll Call:

P. Lattiboudere ___Y___ E. Mitchell __Abs___ A. Franklin-Owens __Y__ M. Forcella __Y___
T. Brennan __Y__ J. Perez ___Y___ N. Marco __Abs___

C2. APPROVAL OF THE SUBMISSION OF THE 2023 NJSIG SAFETY GRANT

WHEREAS, the Board of Trustees of the Academy Charter High School (hereinafter “Board”) has reviewed the Grant Application for 2023 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 \$2,000.00.

Motion M. Forcella

Second A. Franklin-Owens

Roll Call:

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

C3. RESOLUTION TO APPROVE TREADSTONE RISK MANAGEMENT LLC AS BROKER OF RECORD FOR ALL LIABILITY AND PROPERTY INSURANCE

Motion by M. Forcella, 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 Abs A. Franklin-Owens Y M. Forcella Y
T. Brennan Y J. Perez Y N. Marco Abs

C4. RESOLUTION TO APPROVE BOARD OF TRUSTEE MEETING SCHEDULE FOR THE 2023-2024 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
8/3/23	5:30 PM	1725 Main St. Lake Como
9/7/23	5:30 PM	1725 Main St. Lake Como
10/5/23	5:30 PM	1725 Main St. Lake Como
11/2/23	5:30 PM	1725 Main St. Lake Como
12/7/23	5:30 PM	1725 Main St. Lake Como

1/4/24	5:30 PM	1725 Main St. Lake Como
2/1/24	5:30 PM	1725 Main St. Lake Como
3/7/24	5:30 PM	1725 Main St. Lake Como
4/4/24	5:30 PM	1725 Main St. Lake Como
5/2/24	5:30 PM	1725 Main St. Lake Como
6/6/24	5:30 PM	1725 Main St. Lake Como

Motion __M. Forcella____

Second __A. Franklin-Owens____

Roll Call:

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

Open Public Forum:

Board Comments:

Announcement

The next Board of Trustees meeting is scheduled for Thursday, August 3, 2023 at 5:30 pm

Adjourn

Motion by P. Lattiboudere, seconded by A. Franlin-Owens, to adjourn at 6:07pm.
Ayes__5__ Nays__0__