

Academy Charter High School

1725 Main Street

Lake Como, New Jersey 07719

Phone (732) 681-8377

THURSDAY, AUGUST 1, 2024 5:30 P.M. REGULAR MEETING MINUTES

CALL TO ORDER BY SECRETARY: 5:40pm

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 Abs Perry Lattiboudere P Yadira Sarmiento
 Abs Alyce Franklin-Owens P Timothy Brennan
 P Michael Forcella

 P Shawn Heeter

 P David Block

Open Public Forum: Agenda Items Only

OLD BUSINESS:

NEW BUSINESS:

Mr. Heeter Update – Organization

Mr. Heeter spoke about the Annual Report that is on the agenda for approval, as well as the resignation and hiring that are on the agenda for approval. Finally, Mr. Heeter spoke about the progress that has been made in getting busses in place for the beginning of the school year.

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

Mr. Block spoke about the Audit Field Work that had just occurred on sight. He also spoke about the progress that has occurred in getting the school ready for the new school year.

Ms. Klarissa Martin Update – NJGPA Score Report (Attached.)

Ms. Martin presented on the NJGPA Score Report.

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 6, 2024
(Attachment #1):

Motion __M. Forcella__

Second __T. Brennan__

Roll Call:

P. Lattiboudere _Abs__ Y. Sarmiento __Y_ A. Franklin-Owens _Abs__ M. Forcella _Y__ T. Brennan Y__

RECOMMENDATIONS OF THE LEAD PERSON:

C. Actions for 2024-2025 School Year:

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

Motion __M. Forcella__

Second __T. Brennan__

Roll Call:

P. Lattiboudere _Abs__ Y. Sarmiento __Y_ A. Franklin-Owens _Abs__ M. Forcella _Y__ T. Brennan Y__

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

Motion __M. Forcella__

Second __T. Brennan__

Roll Call:

P. Lattiboudere _Abs__ Y. Sarmiento __Y_ A. Franklin-Owens _Abs__ M. Forcella _Y__ T. Brennan Y__

C3. Appoint Auditor, Jump, Perry & Company, at an annual cost not to exceed \$20,000

Motion __M. Forcella__

Second __T. Brennan__

Roll Call:

P. Lattiboudere _Abs__ Y. Sarmiento __Y_ A. Franklin-Owens _Abs__ M. Forcella _Y__ T. Brennan Y__

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

Motion __M. Forcella__

Second __T. Brennan__

Roll Call:

P. Lattiboudere _Abs__ Y. Sarmiento __Y_ A. Franklin-Owens _Abs__ M. Forcella _Y__ T. Brennan Y__

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 __M. Forcella__

Second __T. Brennan__

Roll Call:

P. Lattiboudere _Abs__ Y. Sarmiento __Y_ A. Franklin-Owens _Abs__ M. Forcella _Y__ T. Brennan Y__

C6. Motion to approve the Board Policies (NJSBA Critical Policy Manual) and Curriculum of Academy Charter Board of Trustees.

Motion __M. Forcella__

Second __T. Brennan__

Roll Call:

P. Lattiboudere _Abs__ Y. Sarmiento __Y_ A. Franklin-Owens _Abs__ M. Forcella _Y__ T. Brennan Y__

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

Motion __M. Forcella__

Second __T. Brennan__

Roll Call:

P. Lattiboudere _Abs__ Y. Sarmiento __Y_ A. Franklin-Owens _Abs__ M. Forcella _Y__ T. Brennan Y__

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

Motion __M. Forcella__

Second __T. Brennan__

Roll Call:

P. Lattiboudere _Abs__ Y. Sarmiento __Y_ A. Franklin-Owens _Abs__ M. Forcella _Y__ T. Brennan Y__

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

Motion __M. Forcella__

Second __T. Brennan__

Roll Call:

P. Lattiboudere _Abs__ Y. Sarmiento __Y_ A. Franklin-Owens _Abs__ M. Forcella _Y__ T. Brennan Y__

C10. Appoint Matthew Matsutani as the District's Section 504 Officer.

Motion __M. Forcella__

Second __T. Brennan__

Roll Call:

P. Lattiboudere _Abs__ Y. Sarmiento __Y_ A. Franklin-Owens _Abs__ M. Forcella _Y__ T. Brennan Y__

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

Motion __M. Forcella__

Second __T. Brennan__

Roll Call:

P. Lattiboudere _Abs__ Y. Sarmiento __Y_ A. Franklin-Owens _Abs__ M. Forcella _Y_ T. Brennan Y__

C12. Appoint Official Newspaper of the District-

The Coaster, The Coast Star, and Asbury Park Press

Motion __M. Forcella__

Second __T. Brennan__

Roll Call:

P. Lattiboudere _Abs__ Y. Sarmiento __Y_ A. Franklin-Owens _Abs__ M. Forcella _Y_ T. Brennan Y__

C13. Motion to approve the following Tax Shelter Annuity Funds for employee contribution:

AXA Equitable and Lincoln Investment.

Motion __M. Forcella__

Second __T. Brennan__

Roll Call:

P. Lattiboudere _Abs__ Y. Sarmiento __Y_ A. Franklin-Owens _Abs__ M. Forcella _Y_ T. Brennan Y__

D. Personnel

D1. RESOLUTION FOR STAFF HIRES BETWEEN BOARD OF TRUSTEE MEETINGS BY LEAD PERSON

Motion by M. Forcella, Seconded by T. Brennan, on recommendation of the Lead Person, authorize Mr. Shawn Heeter, Lead Person, to hire staff during the periods August 1, 2024 through September 5, 2024; 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 _Abs__ Y. Sarmiento __Y_ A. Franklin-Owens _Abs__ M. Forcella _Y_ T. Brennan Y__

D2. RESOLUTION TO ACCEPT STAFF RESIGNATIONS

Motion by M. Forcella, Seconded by T. Brennan, on recommendation of the Lead Person accept the resignations of Teacher of Social Studies, Tom Shields, and Teacher of Physical Education, James Maida, effective immediately.

Roll Call:

P. Lattiboudere _Abs__ Y. Sarmiento __Y_ A. Franklin-Owens _Abs__ M. Forcella _Y_ T. Brennan Y__

D3. RESOLUTION TO ACCEPT THE HIRING OF INSTRUCTIONAL STAFF FOR THE 2024-2025 SCHOOL YEAR

Motion by M. Forcella, Seconded by T. Brennan, on recommendation of the Lead Person to approve the following newly hired staff for the 2024-2025 school year: **(Attachment #2)**

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Evan Thomas	Teacher of Social Studies	\$55,000 per year
Aiden Altiero	Teacher of English / Spec. Ed.	\$55,000 per year
Jon Kalnas	Teacher of Physical Education	\$60,000 per year

Roll Call:

P. Lattiboudere _Abs__ Y. Sarmiento __Y_ A. Franklin-Owens _Abs__ M. Forcella _Y__ T. Brennan Y__

D4. RESOLUTION TO APPROVE CURRICULUM WRITING FOR THE SUMMER OF 2024

Motion by M. Focella, Seconded by T. Brennan, 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):

Chris Cordiano – History of Sports in the United States (New Course)

Roll Call:

P. Lattiboudere _Abs__ Y. Sarmiento __Y_ A. Franklin-Owens _Abs__ M. Forcella _Y__ T. Brennan Y__

D5. RESOLUTION TO APPROVE 2024 FRESHMAN ACADEMY TEACHERS

Motion by M. Focella, Seconded by T. Brennan, on recommendation of the Lead Person to approve the following teachers for the 2024 Freshman Academy at a stipend of \$3,000 (\$1,000 per week).

A Altiero / J. Kalnas

Budget Line: Line 20-231-100-100

Roll Call:

P. Lattiboudere _Abs__ Y. Sarmiento __Y_ A. Franklin-Owens _Abs__ M. Forcella _Y__ T. Brennan Y__

E. Additional Reports and Discussion:

E1. RESOLUTION TO JOIN THE NJSIAA FOR THE 2024-2025 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 2024 - 2025 school year with payment of dues in the amount \$2,500 *Budget Line: 11-000-213-300*

Motion ___ *M. Forcella* ___

Second ___ *T. Brennan* ___

Roll Call:

P. Lattiboudere _Abs_ Y. Sarmiento ___Y_ A. Franklin-Owens _Abs_ M. Forcella _Y_ T. Brennan Y___

E2. RESOLUTION TO ACCEPT AND APPLY FOR THE FY25 IDEA GRANT

WHEREAS, the Board of Trustees of the Academy Charter High School (hereinafter “Board”) has reviewed the Grant Application for IDEA FY 25 in the following amounts:

Basic Grant Award - \$ 59,315

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 ___ *M. Forcella* ___

Second ___ *T. Brennan* ___

Roll Call:

P. Lattiboudere _Abs_ Y. Sarmiento ___Y_ A. Franklin-Owens _Abs_ M. Forcella _Y_ T. Brennan Y___

E3. RESOLUTION TO ACCEPT AND APPLY FOR THE FY25 ESEA GRANT

WHEREAS, the Board of Trustees of the Academy Charter High School (hereinafter “Board”) has reviewed the Grant Application for ESEA FY 24 in the following amounts:

Title I Award	- \$116,181
Title IIA Award	- <u>\$10,050</u>
Total Award	- \$126,231

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 __M. Forcella__

Second __T. Brennan__

Roll Call:

P. Lattiboudere _Abs__ Y. Sarmiento __Y_ A. Franklin-Owens _Abs__ M. Forcella _Y__ T. Brennan Y__

E4. RESOLUTION TO REFUSE FY25 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 25 in the following amounts:

Title III Award - \$2,943

Total Award - \$2,943

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 FY25 ESSA Grant Awards for Title III.

Motion __M. Forcella__

Second __T. Brennan__

Roll Call:

P. Lattiboudere _Abs__ Y. Sarmiento __Y_ A. Franklin-Owens _Abs__ M. Forcella _Y__ T. Brennan Y__

E5. RESOLUTION TO JOIN THE NJPCSA FOR THE 2024-2025 SCHOOL YEAR

WHEREAS, the Board of Trustees of the Academy Charter High School (hereinafter “Board”) recognizes the need to unite with charter schools throughout that State and advocate to promote the success of charter schools; and

WHEREAS, the Board of Trustees recognizes that the New Jersey Charter Public Schools Association is one method through which ACHS may be accomplish the above goal;

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 joins the New Jersey Charter Public Schools Association at a cost of \$25 per student or \$ 4,375 *Budget Line: 11-000-240-300*

Motion M. Forcella

Second T. Brennan

Roll Call:

P. Lattiboudere Abs Y. Sarmiento Y A. Franklin-Owens Abs M. Forcella Y T. Brennan Y

E6. RESOLUTION TO JOIN THE NJSBA FOR THE 2024-2025 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 2024-2025 school year with payment of dues in the amount \$3,300.

Motion M. Forcella

Second T. Brennan

Roll Call:

P. Lattiboudere Abs Y. Sarmiento Y A. Franklin-Owens Abs M. Forcella Y T. Brennan Y

E7. RESOLUTION TO APPROVE THE 2023-2024 ACADEMY CHARTER HIGH SCHOOL ANNUAL REPORT

WHEREAS, the Board of Trustees has reviewed the 2023 - 2024 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 2023 - 2024 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 M. Forcella

Second T. Brennan

Roll Call:

P. Lattiboudere Abs Y. Sarmiento Y A. Franklin-Owens Abs M. Forcella Y T. Brennan Y

E8. RESOLUTION TO APPROVE THE EMERGENCY VIRTUAL / REMOTE INSTRUCTION PLAN FOR THE 2024-2025 SCHOOL YEAR

Motion by M. Forcella, Seconded by T. Brennan, on recommendation of the Lead Person to approve the Emergency Virtual / Remote Instruction Plan for the 2024-2025 school year. (**Attachment #4**)

Roll Call:

P. Lattiboudere Y. Sarmiento A. Franklin-Owens M. Forcella T. Brennan

RECOMMENDATIONS OF THE CHIEF FINANCIAL OFFICER:

F. FINANCIAL

F1. APPROVAL OF MONTHLY FINANCIAL REPORTS

Motion by M. Forcella, Seconded by T. Brennan, BE IT HEREBY RESOLVED BY THE ACADEMY CHARTER HIGH SCHOOL BOARD OF TRUSTEES, to approve the following –

Bill's List for FY24 & FY25 (**Attachment #5**)

Roll Call:

P. Lattiboudere Y. Sarmiento A. Franklin-Owens M. Forcella T. Brennan

Open Public Forum:

Board Comments:

Announcement

The next Board of Trustees meeting is scheduled for Thursday, September 5, 2024 at 5:30 pm

Adjourn

Motion by M. Forcella, Seconded by T. Brennan, to adjourn at 6:05pm.

Ayes 3 Nays 0