

Academy Charter High School

1725 Main Street

Lake Como, New Jersey 07719

Phone (732) 681-8377

THURSDAY, JUNE 26, 2025 5:30 P.M. REGULAR MEETING MINUTES

CALL TO ORDER BY SECRETARY: 5:30pm

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	<input type="checkbox"/> P <input type="checkbox"/> Perry Lattiboudere	<input type="checkbox"/> Abs <input type="checkbox"/> Yadira Sarmiento
	<input type="checkbox"/> P <input type="checkbox"/> Kerri Darling	<input type="checkbox"/> Abs <input type="checkbox"/> Timothy Brennan
	<input type="checkbox"/> P <input type="checkbox"/> Michael Forcella	
	<input type="checkbox"/> P <input type="checkbox"/> Shawn Heeter	<input type="checkbox"/> P <input type="checkbox"/> David Block
	<input type="checkbox"/> P <input type="checkbox"/> Klarissa Martin	

Open Public Forum: Agenda Items Only

OLD BUSINESS: Mr. Forcella commented that this was the best graduation he has attended in his time at Academy Charter High School

NEW BUSINESS:

Mr. Heeter Update – Organization

Mr. Heeter began by commenting that this was a very strong closeout to the end of the school year. He noted that 47 of 48 seniors were able to walk the stage for graduation. Mr. Heeter let the board know that it was successful making the last week of school half days. He then spoke about the summer work ahead with students completing credit completion hours, and the upstairs & gym bathroom projects beginning next week.

Ms. Martin Update – Educational

Ms. Martin gave a presentation on the 11th grade ELA & Math School that showed tremendous growth in both areas.

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

Mr. Block spoke about the audit that will begin in August, as well as the success of the Spring 2025 Track & Field Team.

RECOMMENDATIONS OF THE LEAD PERSON:

A. Added Motion

A1. RESOLUTION TO APPROVE PAID STUDENT INTERNSHIPS

Motion by P. Lattiboudere, Seconded by M. Forcella, on recommendation of the Lead Person, to allow students to take part in paid internships beginning in the 2025-2026 school year.

Roll Call:

P. Lattiboudere _Y_ Y. Sarmiento _Abs_ K. Darling _Y_ M. Forcella _Y_ T. Brennan _Abs_

B. Personnel

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

Motion by P. Lattiboudere, Seconded by M. Forcella, on recommendation of the Lead Person, authorize Mr. Shawn Heeter, Lead Person, to hire staff during the periods June 26, 2025 until the August 7, 2025 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_ Y. Sarmiento _Abs_ K. Darling _Y_ M. Forcella _Y_ T. Brennan _Abs_

B2. RESOLUTION TO APPROVE NEW TEACHING STAFF FOR THE 2025-2026 SCHOOL YEAR

Motion by P. Lattiboudere, Seconded by M. Forcella, on recommendation of the Lead Person to approve to following teachers at their corresponding salaries (**Attachment #2**)

<u>Teacher</u>	<u>Subject</u>	<u>2025-2026 Salary</u>
Jason Goldman	Special Education / Social Studies Teacher	\$70,000.00
Nicole Miceli	English Teacher	\$78,000.00

Roll Call:

P. Lattiboudere _Y_ Y. Sarmiento _Abs_ K. Darling _Y_ M. Forcella _Y_ T. Brennan _Abs_

B3. RESOLUTION TO APPROVE SCHOOL SOCIAL WORKER INTERN TO COMPLETE INTERNSHIP WITH DISTRICT CHILD STUDY TEAM

Motion by P. Lattiboudere, Seconded by M. Forcella, on recommendation of the Lead Person to approve the following school social worker intern during the 2025-2026 school year (**Attachment #3**):

Bianca Garofano

Roll Call:

P. Lattiboudere _Y_ Y. Sarmiento _Abs_ K. Darling _Y_ M. Forcella _Y_ T. Brennan _Abs_

B4. RESOLUTION TO APPROVE 2025 FRESHMAN ACADEMY TEACHERS

Motion by P. Lattiboudere, Seconded by M. Forcella, on recommendation of the Lead Person to approve the following teachers for the 2025 Freshman Academy at a stipend of \$3,000 (\$1,000 per week).

AM. Reiss / D. Gould / J. Mack / C. Kapalko / M. Wood

Budget Line: Line 20-231-100-100

Roll Call:

P. Lattiboudere __Y__ Y. Sarmiento __Abs__ K. Darling __Y__ M. Forcella __Y__ T. Brennan __Abs__

B5. RESOLUTION TO APPROVE CURRICULUM WRITING FOR THE SUMMER OF 2024

Motion by P. Lattiboudere, Seconded by M. Forcella, 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):

A. Altiero – English (New Course)
C. Kapalko – World Literature 1B (New Course)
J. McGill – Introduction to AI (New Course)
K. Hinz – History through Film (New Course)
K. Hinz – Civics & Economics (Update)

Roll Call:

P. Lattiboudere __Y__ Y. Sarmiento __Abs__ K. Darling __Y__ M. Forcella __Y__ T. Brennan __Abs__

C. FINANCIAL

C1. APPROVAL OF MONTHLY FINANCIAL REPORTS

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

Bill's List for FY25 (**Attachment #4**)
Board Secretary's Report –April 30, 2025 (**Attachment #5**)

Roll Call:

P. Lattiboudere __Y__ Y. Sarmiento __Abs__ K. Darling __Y__ M. Forcella __Y__ T. Brennan __Abs__

C2. APPROVAL OF THE SUBMISSION OF THE 2025 NJSIG SAFETY GRANT

WHEREAS, the Board of Trustees of the Academy Charter High School (hereinafter “Board”) has reviewed the Grant Application for 2025 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 P. Lattiboudere

Second M. Forcella

Roll Call:

P. Lattiboudere Y Y. Sarmiento Abs K. Darling Y M. Forcella Y T. Brennan Abs

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

Motion by P. Lattiboudere, Seconded by M. Forcella, 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 Y. Sarmiento Abs K. Darling Y M. Forcella Y T. Brennan Abs

C4. APPROVAL OF VENDED MEAL SERVICE FOR THE 2025-2026 SCHOOL YEAR

Motion by P. Lattiboudere, Seconded by M. Forcella, on recommendation of the Lead Person to approve Vended Meal Services with Karson Food Service Inc. from July 1, 2025 through June 30, 2026 (Year 3 of 3 for Contract).

Motion P. Lattiboudere

Second M. Forcella

Roll Call:

P. Lattiboudere Y Y. Sarmiento Abs K. Darling Y M. Forcella Y T. Brennan Abs

D. POLICY

D1. Appoint David P. Block as the District's Affirmative Action Officer.

Motion P. Lattiboudere ____

Second M. Forcella ____

Roll Call:

P. Lattiboudere _Y_ Y. Sarmiento _Abs_ K. Darling _Y_ M. Forcella _Y_ T. Brennan _Abs_

D2. Motion by P. Lattiboudere, Seconded by M. Forcella, to Authorize the Affirmative Action Officer and team to develop a Needs Assessment and a Comprehensive Equity Plan, implement the plan over a three-year period of time.

Roll Call:

P. Lattiboudere _Y_ Y. Sarmiento _Abs_ K. Darling _Y_ M. Forcella _Y_ T. Brennan _Abs_

D3. RESOLUTION TO ACCEPT AND SUBMIT THE COMPREHENSIVE EQUITY PLAN FOR SCHOOL YEARS 2025-2026 THROUGH 2027-2028

WHEREAS, the Board of Trustees has the responsibility of ensuring equality and equity in all school and classroom practices; and

WHEREAS, the Board of Trustees has reviewed the Comprehensive Equity Plan as prepared by the Affirmative Action Team; and

WHEREAS, the Board of Trustees is in agreement with the Comprehensive Equity Plan;

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 Comprehensive Equity Plan be approved and authorizes submission to the Executive County Superintendent. **(Attachment #6)**

Motion P. Lattiboudere ____

Second M. Forcella ____

Roll Call:

P. Lattiboudere _Y_ Y. Sarmiento _Abs_ K. Darling _Y_ M. Forcella _Y_ T. Brennan _Abs_

D4. RESOLUTION TO APPROVE BOARD OF TRUSTEE MEETING SCHEDULE FOR THE 2025-2026 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
8/7/25	5:30 PM	1725 Main St. Lake Como
9/4/25	5:30 PM	1725 Main St. Lake Como
10/2/25	5:30 PM	1725 Main St. Lake Como
11/13/25*	5:30 PM	1725 Main St. Lake Como
12/4/25	5:30 PM	1725 Main St. Lake Como
1/8/26*	5:30 PM	1725 Main St. Lake Como
2/5/26	5:30 PM	1725 Main St. Lake Como
3/5/26	5:30 PM	1725 Main St. Lake Como
4/2/26	5:30 PM	1725 Main St. Lake Como
5/7/26	5:30 PM	1725 Main St. Lake Como
6/4/26	5:30 PM	1725 Main St. Lake Como

**Second Thursday of the Month*

Motion P. Lattiboudere ____

Second M. Forcella ____

Roll Call:

P. Lattiboudere _Y_ Y. Sarmiento _Abs_ K. Darling _Y_ M. Forcella _Y_ T. Brennan _Abs_

Open Public Forum:

Board Comments:

Announcement

The next Board of Trustees meeting is scheduled for Thursday, August 7, 2025 at 5:30 pm

Adjourn

Motion by P. Lattiboudere, Seconded by M. Forcella, to adjourn at 6:26pm.

Ayes _3_ Nays _0_