

Academy Charter High School

1725 Main Street

Lake Como, New Jersey 07719

Phone (732) 681-8377

THURSDAY, JUNE 24, 2026 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 P Perry Lattiboudere
 P Kerri Darling
 P Nate Pacius

 P Michael Forcella
 Abs Timothy Brennan

 P Shawn Heeter
 P Matt Matsutani

 P David Block

Open Public Forum: Agenda Items Only

OLD BUSINESS:

NEW BUSINESS:

Mr. Heeter Update – Organization

Mr. Heeter started by notifying the Board of Trustees that all seniors in the Class of 2026 graduated. He then spoke about the happenings from the end of the school year. He mentioned that moving into July, he would be working extensively on the Annual Report. Finally, Mr. Heeter spoke about the upcoming renewal. He mentioned that we are awaiting the documents and that most of August would be dedicated to that.

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

Mr. Block began by speaking to the board about the upcoming audit, mentioning that he will be having the auditors on-site at the school beginning July 13th. He then spoke to the board about the Board Evaluation, as well as the School Leader Evaluation that would be conducted in the next month to meet requirements of the Annual Report, as well as the Renewal.

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 May 7, 2026
(Attachment #1):

Motion ____ M. Forcella ____ Second ____ P. Lattiboudere ____

Roll Call:

P. Lattiboudere __Y__ M. Forcella __Y__ K. Darling __Y__ T. Brennan __Abs__ N. Pacius __Y__

B. Personnel

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

Motion by M. Forcella, Seconded by P. Lattiboudere, on recommendation of the Lead Person, authorize Mr. Shawn Heeter, Lead Person, to hire staff during the periods June 25, 2026 until the August 6, 2026 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__ M. Forcella __Y__ K. Darling __Y__ T. Brennan __Abs__ N. Pacius __Y__

B2. RESOLUTION TO ACCEPT STAFF RESIGNATION

Motion by M. Forcella, Seconded by P. Lattiboudere, on recommendation of the Lead Person accept the resignation of Teacher of Special Education, Ms. Erika Duffy, effective June 30, 2026. (Attachment #2)

Roll Call:

P. Lattiboudere __Y__ M. Forcella __Y__ K. Darling __Y__ T. Brennan __Abs__ N. Pacius __Y__

B3. RESOLUTION TO APPROVE ACADEMY CHARTER HIGH SCHOOL ENDORSEMENT AND PAYMENT FOR PROFESSIONAL DEVELOPMENT PROGRAMS

Motion by M. Forcella, Seconded by P. Lattiboudere, on recommendation of the Lead Person to approve the endorsement and payment for Ms. Nicole Miceli and Ms. Deborah Gould to participate in the NJCTL Special Education Endorsement Program at the cost of \$5,760 per employee.

Roll Call:

P. Lattiboudere __Y__ M. Forcella __Y__ K. Darling __Y__ T. Brennan __Abs__ N. Pacius __Y__

B4. RESOLUTION TO APPROVE MATH MOMENTUM STIPEND

Motion by M. Forcella, Seconded by P. Lattiboudere, on recommendation of the Lead Person to approve Ms. Deborah Gould for Math Momentum – Work It Out Wednesday Initiative stipend for the 2026-2027 School Year for the stipend rate of \$600.

Roll Call:

P. Lattiboudere __Y__ M. Forcella __Y__ K. Darling __Y__ T. Brennan __Abs__ N. Pacius __Y__

B5. RESOLUTION TO APPROVE 2026 FRESHMAN ACADEMY TEACHERS

Motion by M. Forcella, Seconded by P. Lattiboudere, on recommendation of the Lead Person to approve the following teachers for the 2026 Freshman Academy at a stipend of \$2,000 (\$1,000 per week).

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

Budget Line: Line 20-231-100-100

Roll Call:

P. Lattiboudere __Y__ M. Forcella __Y__ K. Darling __Y__ T. Brennan __Abs__ N. Pacius __Y__

C. FINANCIAL

C1. APPROVAL OF MONTHLY FINANCIAL REPORTS

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

Bill's List for FY26 (**Attachment #3**)

Board Secretary's Report –April 30, 2026 (**Attachment #4**)

Roll Call:

P. Lattiboudere __Y__ M. Forcella __Y__ K. Darling __Y__ T. Brennan __Abs__ N. Pacius __Y__

C2. RESOLUTION TO APPROVE TREADSTONE RISK MANAGEMENT LLC AS BROKER OF RECORD FOR ALL LIABILITY AND PROPERTY INSURANCE

Motion by M. Forcella, Seconded by P. Lattiboudere, 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__ M. Forcella __Y__ K. Darling __Y__ T. Brennan __Abs__ N. Pacius __Y__

C3. APPROVAL OF VENDED MEAL SERVICE FOR THE 2026-2027 SCHOOL YEAR

Motion by _____ Seconded by _____ on recommendation of the Lead Person to approve Vended Meal Services with Karson Food Service Inc. from July 1, 2026 through June 30, 2027 (Year 1 Contract Addendum).

Motion _____ *M. Forcella* _____ *Second* _____ *P. Lattiboudere* _____

Roll Call:

P. Lattiboudere __Y__ M. Forcella __Y__ K. Darling __Y__ T. Brennan __Abs__ N. Pacius __Y__

D. POLICY

D1. RESOLUTION TO APPROVE BOARD OF TRUSTEE MEETING SCHEDULE FOR THE 2026-2027 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
7/22/26	6:00 PM	1725 Main St. Lake Como
9/3/26	6:00 PM	1725 Main St. Lake Como
10/1/26	6:00 PM	1725 Main St. Lake Como
11/12/26*	6:00 PM	1725 Main St. Lake Como
12/3/26	6:00 PM	1725 Main St. Lake Como
1/7/27	6:00 PM	1725 Main St. Lake Como
2/4/27	6:00 PM	1725 Main St. Lake Como
3/4/27	6:00 PM	1725 Main St. Lake Como
4/8/27*	6:00 PM	1725 Main St. Lake Como
5/6/27	6:00 PM	1725 Main St. Lake Como
6/23/27	6:00 PM	1725 Main St. Lake Como

**Second Thursday of the Month*

Motion _____ *M. Forcella* _____ *Second* _____ *P. Lattiboudere* _____

Roll Call:

P. Lattiboudere __Y__ M. Forcella __Y__ K. Darling __Y__ T. Brennan __Abs__ N. Pacius __Y__

Open Public Forum:

Board Comments:

Announcement

The next Board of Trustees meeting is scheduled for Thursday, August 6, 2026 at 5:30 pm

Adjourn

Motion by P. Lattiboudere, seconded by M. Forcella, to adjourn at 5:57pm.

Ayes__4____ Nays__0____