Mrs. J. Gatewood called the meeting to order at 6:00pm

Mrs. J. Gatewood noted in accordance with the New Jersey Open Public Meeting Sunshine Compliance Act this meeting was advertised more than forty-eight hours in advance in the Atlantic City Press.

Mrs. J. Gatewood led the Pledge of Allegiance.

Mrs. J. Gatewood, Mrs. A. Mayer, Mrs. P. York, Mr. J. M. Lehman, Mr. Rutter and Mrs. P. Walker were present. Also present were Dr. B. McGuire, Principal/Lead person, Ms. J. Carson, Business Administrator, Mrs. E. Brown, Vice Principal, Ms. J. Kaplan, Vice Principal, Mrs. P. London, Assistant Board Secretary, teacher representative Mrs. A. Henry and Artistic Coordinator Ms. J. Immler. Mr. R. LeMaire and Mr. J. Caraway were absent.

Minutes

Resolution to approve the Minutes from the Regular Meeting and Executive session on October 17, 2018.

Mr. J. Lehman moved, seconded by Mrs. P. York that the Minutes be approved. Motion was passed. All in favor.

Artistic Coordinator (Ms. Jean Immler):
Ms. Immler gave a report.

Open to the Public

The public is invited to speak to the Board of Trustees. This time is limited to three minutes per guest. Anthony Sacco, Bertha Covert, Myyae Shaw, Mya Shaw, Madelyn Sacco, Aniyah Robinson and Donna Welsh-Sacco attended the meeting.
They inquired about the perceived disciplinary action effecting some of the advanced Dance Artists.

Executive Session

Motion to Adjourn to Executive Session Time: 6:25pm

Mr. R. Rutter moved, seconded by Mrs. P. York that the Board move into Executive session. Motion was passed. All in favor.

Whereas, the Board of Trustees will be discussing matters exempt from public discussion pursuant to NJSA 10:4-12, be it resolved that the Board of Trustees recess to closed executive session at this time in the conference room to discuss:

Two HIB Investigations
Be it further resolved that the results of the discussions will be made public by inclusion on the agenda of a subsequent meeting of the Board of Trustees or when the reasons for discussing such matters in closed session no longer exist.

Reconvened Open Meeting   Time: 6:56pm

   Mr. J. Lehman moved, seconded by Mr. R. Rutter that the Board move into Regular session.  
   Motion was passed. All in favor.

A. Resolved to approve one investigation as HIB.

   Mr. J. Lehman moved, seconded by Mr. R. Rutter that the decision be approved.  
   Motion was passed. All in favor

Founders Report (Mr. Jerry Klause)

   Teacher Representative (Mrs. Amanda Henry) N/A

1. Finance (Ms. Jill Carson)  

   A. Resolved to approve bill list for:  
      General/Special: $ 792,342.91  
      Enterprise Fund: $  55,714.26  
      Student Activity: $  12,250.91

   B. Resolved to approve payroll  
      Paydate 10/30/18: $173,191.71  
      Paydate: 11/15/18: $177,155.20

   C. Resolved to ratify home instruction for Artist L. L. for 5 hours of home instruction between 11/15/18 and 11/21/2018 by Morgan Errickson at a rate of $35/hour. Cost to the Board is $175.

   D. Resolved to ratify home instruction for Artist T. W. for 5 hours of home instruction per week between 10/12 and 11/30/2018 by Ms. Morgan Errickson, English teacher at a rate of $35/hour. Cost to the Board is $1155.

   E. Resolved to approve home instruction for Artist E. K. will be provided with 4 hours of home instruction between 11/26/18 and 11/27/18 by Karen Welsh-Sanchez, Spanish teacher at a rate of $35/hour. Cost to the Board is $140.

   F. Resolved to approve payment in the amount of $27.19 for reimbursement of transportation costs for Jennifer Kaplan, Vice Principal for her professional development at Rowan University for an articulation meeting on November 2, 2018.

   G. Resolved to approve payment of $11.40 to Karen Cleighton, Dance/Musical Theatre teacher, for mileage for homebound instruction.

   H. Resolved to approve an Option II request for Artist L.T., to take "Music Studies" through Educere to meet graduation elective requirements and graduate on time. This is the first time taking this class. Cost to the Board is $399, which will be paid by the Artist.
I. Resolved to approve revised FY19 budget, pending revenues from Charter School enrollment.

J. Resolved to approve the Board Secretary Report and the Treasurer’s report in accordance with 18A:17-36 and 18A:17-9 for the month of September, 2018. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A:23A – 16.10(c) 3 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year which the board is now certifying. The Treasurer’s Report and Secretary’s Report are in agreement for the month of September, 2018.

Mrs. P. Walker moved, seconded by Mrs. A. Mayer that 1 A-J be approved. Motion was passed. All in favor.

2. Buildings and Grounds & Technology

A. Resolved to ratify the CTHS PTO meeting on Tuesday, November 13, 2018 at 6:30 pm.

B. Resolved to approve the Somers Point Police Department to use Chartertech for police training as scheduled throughout the school year.

C. Report by Mr. Fognano

Mr. R. Rutter moved, seconded by Mrs. P. York that 2. A-C be approved. Motion was passed. All in favor

3. Policy

Resolved to approve the first reading of the following Policy:

A. 4111.2/4211.2 Domestic Violence

Mrs. P. York moved, seconded by Mr. R. Rutter that the first reading be approved. Motion was passed. All in favor

Resolved to approve the second reading of the following Policy revisions:

The following policy has been revised:

A. 5141.21 Administering Medication

Mr. J. Lehman moved, seconded by Mr. R. Rutter that the second reading be approved. Motion was passed. All in favor

4. Lead Person Report: (Dr. Brian McGuire)

A. State NJ DOE Visit
   B. School Security – Class III

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1. **Current Enrollment** November 16, 2018: 371
2. **Attendance Rate** report 1003: The month of October is 94.402%
3. **Fire Drill**: 10/30/2018
4. **Testing of school's notification system & procedures**: 10/31/2018
5. **Transfer In/Out report** November, 2018:
   In: 2  Out: 4
6. **Discipline Report**: Attached

_Mr. R. Rutter moved, seconded by Mr. J. Lehman that the Lead Person/Principals report be approved. Motion was passed. All in favor_

5. Correspondence: NA
6. Personnel

Personnel

A. Resolved to approve the following substitute teachers pending criminal history approvals and Chapter 5 release forms (Sexual misconduct/abuse disclosure release forms).

Cheryl Cantwell: Substitute Nurse at $175 per diem.

Marc Weidlich: Substitute Teacher at $100 per diem, pending substitute certificate approval.

Ronald Kirk: Substitute Teacher at $100 per diem, pending substitute approvals.

Lindsey Evans: Substitute Teacher at $100 per diem, pending substitute approvals.

Mrs. P. Walker moved, seconded by Mr. J. Lehman that 6. be approved. Motion was passed on a unanimous roll call vote.

PROFESSIONAL DEVELOPMENT

A. Resolved to ratify Professional Development for Julie-Ann Green, Vocal teacher to perform with the 25th Anniversary performance of the Village Carolers at the Philadelphia River Rink on November 14, 2018. There is no cost to the Board.

B. Resolved to ratify Professional Development for Karen Cleighton, Dance/Musical Theatre teacher to attend “Step Up 2 Dance Convention” in Cherry Hill, NJ on November 18, 2018. There is no cost to the Board.

C. Resolved to approve Professional Development for Jennifer Kaplan, Vice Principal, to attend “Attendance, Residency and Homelessness Issues” on December 6, 2018 in Galloway, NJ. Cost to the Board is 4 ETTC hours.

D. Resolved to approve Professional Development for Patricia Nicodemus, Science teacher, to attend “Link-It Principal and Teacher data” at the Camden County College on December 11, 2018, cost to the Board is $175 registration fee and a substitute teacher. Total cost is $275.

E. Resolved to approve Professional Development for Jenifer Kaplan, Vice Principal, to attend “Link-It Principal and Teacher data” at the Camden County College on December 11, 2018, cost to the Board is $175 registration fee.

F. Resolved to approve Professional Development for Andrea Trimble, English teacher, to attend “Link-It Principal and Teacher data” at the Camden County College on December 11, 2018, cost to the Board is $175 registration fee and a substitute teacher. Total cost is $275.

G. Resolved to approve Professional Development for Katie Grimes, Guidance Counselor, to attend “Writing Effective HIB Reports” in Cherry Hill, NJ on December 14, 2018. Cost to the Board is a $75 fee.

H. Resolved to approve Professional Development for Julie-Ann Green, Vocal teacher to audition for the Metropolitan Opera Chorus on February 1, 2019 in NYC. Cost to the Board is a substitute teacher.

I. Resolved to approve Professional Development for Atira Alexander, Special Education/English teacher, to attend “Best practices in co-teaching effective strategies solutions for inclusive classrooms” in Cherry Hill on January 17, 2019. Cost to the Board is a $269. Registration fee and a substitute teacher.
Mrs. P. Walker moved, seconded by Mrs. A. Mayer that 8. A-I be approved. 
Motion was passed on a unanimous roll call vote.

7. Good News!
On Monday, Oct. 22, 2018 at New Jersey Theatre Alliance’s annual Curtain Call gala, East Lynne Theater Company’s Education Director Robert LeMaire was honored among education leaders of NJTA’s member theaters. Mr. LeMaire works with ELTC’s interns and directs the Student Summer Workshop.

8. Curriculum report: Ms. J. Kaplan, Vice Principal, gave a curriculum report.

9. School Trips/Activities/ Master Classes/ Events:

A. Resolved to approve the following School Trips: Jean Immler, Artistic Coordinator to take approximately 10-14 Artists Holiday Caroling to various venues during the month of December. (Please see attached list) These trips benefit the community, CTHS Artists, and are immeasurable in the amount of positive community public relations they generate. Cost to the Board is transportation for the school van.

B. Resolved to approve the following School Trip: Amanda Henry, Interact Advisor will take 6 Artists to volunteer at the Atlantic City Rescue Mission on December 12, 2018, January 15, 2019, February 26, 2019, and March 19, 2019. Cost to the Board is transportation for the school van.

C. Resolved to approve the following School Trip: Katie Grimes, Guidance Counselor and two chaperones to take approximately 45 Artists to the Career Council College Fair on February 6, 2019 at the Atlantic County Institute of Technology. Cost to the Board is two substitute teachers.

   Mrs. P. Walker moved, seconded by Mrs. P. York that 10. A-C be approved. 
Motion was passed on a unanimous roll call vote.

Master Classes

A. Resolved to ratify the following Master Class: Jean Immler, Artistic coordinator to host Stephanie Weist of Weist-Barron Acting on November 16, 2018 from 1:30pm -3:00pm. There is no cost to the Board.

B. Resolved to approve the following Master Class: Jean Immler, Artistic coordinator to host Stephen Davis from Centenary University to teach stage make-up and stage combat on December 17, 2018. In addition to the valuable instruction, this master class will help to create a relationship with a private NJ University and equity theater. The advanced Artists will receive 3 blocks of instruction from Mr. Davis. There is no cost to the Board.

   Mrs. A. Mayer moved, seconded by Mr. R. Rutter that A-B, be approved. 
Motion was passed. All in favor

Activities

A. Resolved to approve the following Activity: Katie Grimes, Guidance Counselor to coordinate a Military recruitment presentation on November 28, 2018 from 8:00am – 8:50am in Craft Services. There is no cost to the Board.
B. Resolved to approve the following Activity: **Holiday Homeroom door contest.** From **December 3, 2018 - December 19, 2018**, homerooms can decorate their doors for the holidays! Voting on December 19, 2018. Winning homeroom gets a hot chocolate and Dunkin’ Donuts munchkin extravaganza! Sponsored by teachers Andrea Trimble and Amber DeBellis.

*Mr. J. Lehman moved, seconded by Mrs. P. York that A-B. be approved. Motion was passed on a unanimous roll call vote.*

Old Business

New Business

Board Comments

Public Comments

Adjournment

*Mr. J. Lehman moved, seconded by Mr. R. Rutter that the Board adjourn. Motion was passed. All in favor.*

**Next meeting is scheduled for Monday, December 17, 2018 at 6:00pm at Charters tech HS.**

Respectfully submitted,

Ms. Jill Carson
Board Secretary