Mr. R. LeMaire called the meeting to order at 6:00pm

Mr. R. LeMaire 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.

Mr. R. LeMaire led the Pledge of Allegiance.

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

Resolved to approve the Minutes from the Regular Meeting and Executive session on August 15, 2018 and the Special Meeting on August 30, 2018

Mrs. P. York moved, seconded by Mrs. A. Mayer that the Minutes be approved. Motion was passed. All in favor.

The public is invited to speak to the Board of Trustees. This time is limited to three minutes per guest.

Founders Report (Mr. Jerry Klause)

Teacher Representative (Mrs. Amanda Henry)

Executive Session

Motion to Adjourn to Executive Session Time: 6:04pm

Mr. J. Caraway moved, seconded by Mrs. P. York that the Board go 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:

HIB Report
Buildings and Grounds Issue

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.
Mrs. P. York moved, seconded by Mrs. A. Mayer that the Board go into Regular Session. Motion was passed. All in favor.

Reconvened Open Meeting  Time: 6:20pm

A. Resolved to accept the HIB report.
B. Resolved to accept the buildings and grounds report.

Mr. J. Caraway moved, seconded by Mr. J. Lehman that the Board accept the reports. Motion was passed on a unanimous roll call vote.

1. Finance (Ms. Jill Carson)

   A. Resolved to approve bill list for: August 16, 2018 through September 19, 2018:

      General/Special: $ 590,780.53
      Enterprise Fund: $ -
      Student Activity: $ 1,724.19

   B. Resolved to approve payroll for August 30, 2018 - $ 40,537.86
      September 14, 2018 - $ 171,120.94

   C. Resolved to approve Entourage Yearbooks as the publisher for the 2018-19 SY yearbook. The 180 page books will have a hard cover will cost $44.43 each. Total cost to the Board is $3,776.55 for 85 books.

   D. Resolved to approve Artist A.T. to be scheduled for Home Instruction from September 4, 2018 to November 7, 2018. Five classes to be completed through Edgenuity at no cost to the board. Major Art class by teacher instruction via email. Drivers Ed to be completed through Educere at a cost of $199.50. Cost to the Board is $199.50.

   E. Resolved to accept the following donation: funding from Opera Philadelphia for a bus valued at $750 for the (already approved) school trip on September 19, 2018 to the Academy of Music in Phila., PA.

   F. Resolved to renew Itinerant Services Agreement with Cape May County Special Services for the FY2019, at a rate of $85 per 45 minutes and $105 per 1 hour session for speech therapy.

   G. Resolved to approve a Security and Testing Agreement with NOCTI for the assessment of CTE programs. Job Ready assessments, as required by Perkins Grant funding, will be provided at the rate of $14 per student for pre-test online administration and $29 for post-test online administration. Funding is provided through the Perkins grant.

   H. Resolved to approve a service contract with Broadley’s to maintain all rooftop HVAC units at a cost of $5,650 for the year. The current contract with service provider Comfort Now has been terminated and we are awaiting a refund.

   I. Resolved to renew the consulting physician agreement with Dr. William Freund at the rate of $5,500 for the school year 2019.
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 August, 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 August, 2018.

Mrs. P. York moved, seconded by Mr. R. Rutter that 1. A - J, be approved. Motion was passed on a unanimous roll call vote.

2. Buildings and Grounds

A. Resolved to accept the buildings and grounds report.

Mrs. A. Mayer moved, seconded by Mr. R. Rutter that 2. A, be approved. Motion was passed on a unanimous roll call vote.

3. Policy:

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

A. 6142.4 Physical Education and Health

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

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

A. FILE CODE: 6146.2- Promotion/Retention

Mrs. P. York moved, seconded by Mr. R. Rutter that the second reading be approved. Motion was passed on a unanimous roll call vote.

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

A. Construction update
B. Annual Report
C. Staffing Update

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### 1. Current Enrollment
September 19, 2018: 371

### 2. Attendance Rate:
September is 96.969%

### 3. Fire Drill:
September 11, 2018

### 4. Lock down drill:
September 13, 2018

### 5. Transfer In/Out report
September, 2018:
- **In:** 28
  - **Out:** 3

  **Discipline Report:** Attached
  **DBR/HIB Report:** Report #15 for 2017-2018 SY; Report #1

*Mr. J. Lehman moved, seconded by Mrs. A. Mayer that the Principals report be approved. Motion was passed on a unanimous roll call vote.*

### 5. Correspondence: N/A

### 6. Personnel

**Personnel**

A. Resolved to approve **Richard Fognano, as the IPM** (Integrated Pest Management) manager for the 2018-2019 SY.
B. Resolved to approve Rick Fognano as the Technology and Facilities Manager effective September 1, 2018. The combined positions will include additional salary of $15,000 per year, prorated for September 1, 2018. A new job description will be created. (Correction from August 15, 2018)

Mr. J. Caraway moved, seconded by Mr. R. Rutter that 6. A-B be approved.
Motion was passed on a unanimous roll call vote

7. PROFESSIONAL DEVELOPMENT

A. Resolved to ratify Professional Development for Rick Fognano, Technology and Facilities Manager to attend “Atlantic County Office of Emergency Management Meeting” at the Tony Canale Training Center in EHT, NJ on August 15, 2018. There is no cost to the Board.

B. Resolved to ratify Professional Development for Andrea Trimble, English Teacher to take graduate classes on “Coaching and Mentoring at Stockton University on September 6, 2018 and approve classes on October 9, 2018, November 13, 2018 and December 11, 2018. A total of 45 hours of training. There is no cost to the Board.

C. Resolved to approve Professional Development for Jennifer Kaplan, Vice Principal, to attend “Making the mentoring process more meaningful” at the SRI & ETTC building in Galloway, NJ on September 25, 2018. Cost to the Board is 4 ETTC hours.

D. Resolved to approve Professional Development for Kathryn Grimes, Guidance Counselor, to attend “Anti-Bullying Specialist for Counselors; How to Investigate HIB claims” in Monroe Township, NJ on September 26, 2018. Cost to the Board is a $150 registration fee and transportation.

E. Resolved to approve Professional Development for Kathryn Grimes, Guidance Counselor, to take an on-line course titled, “Bullying 101 for counselors”. Cost to the Board is a $25 registration fee.

F. Resolved to approve Professional Development for Kathryn Grimes, Guidance Counselor, to take an on-line course titled, “The ABC’s of HIB”. Cost to the Board is a $40 registration fee.

G. Resolved to approve Professional Development for Kathryn Grimes, Guidance Counselor, to take an on-line course titled, “ACT College and Career Readiness”. There is no cost to the Board.

H. Resolved to approve Professional Development for Michelle Cori, School Psychologist, to attend “Connecting RTI to the NJ Tiered System of Supports” at the ETTC building in Pomona on October 4, 2018. Cost to the Board is 7 ETTC hours.

I. Resolved to approve Professional Development for Rick Fognano, Technology and Facilities Manager to attend the Atlantic/ Cape Tech coordinators meeting on the following dates: October 19, 2018, December 14, 2018, February 15, 2019, April 5, 2019 and June 13, 2019. There is no cost to the Board.

J. Resolved to approve Professional Development for David Roehm, Film teacher, to attend training for “Dual Credit” at the Fall Stockton Symposium at Oakcrest High School on October 24, 2018. Cost to the Board is a substitute teacher.
K. Resolved to approve Professional Development for Jason Gates, Film teacher, to attend training for “Dual Credit” at the Fall Stockton Symposium at Oakcrest High School on October 24, 2018. Cost to the Board is a substitute teacher.

L. Resolved to approve Professional Development for Jennifer Kaplan, Vice Principal, to attend “New ELS Supervisors and Coordinator Training –NJ DOE Training in Trenton,” NJ on October 29, 2018. Cost to the Board is transportation costs.

M. Resolved to approve Professional Development for Phyllis London, PR/Assistant Business Office manager, to attend the Book release and signing of “A Junkman’s Christmas Eve” on October 31, November 1 and November 2, 2018 in Key West, FL at the 2018 Meeting of the Minds gathering. Phyllis illustrated musician Peter Mayer’s book. “A Junkman’s Christmas Eve” which will also be the title of his upcoming Stars and Promises tour. Phyllis designed the posters and coordinating cd cover for the tour. Phyllis is looking forward to sharing the process of concept through completion of book illustration with Chartertech Artists. There is no cost to the Board.

N. Resolved to approve Professional Development for Jennifer Kaplan, Vice Principal, to attend “Corrective Action Plans and Progressive Supervision” in Galloway, NJ on November 13, 2018. Cost to the Board is 7 ETTC hours.

Mr. J. Caraway moved, seconded by Mrs. A. Mayer that 7. A-N, be approved. Motion was passed on a unanimous roll call vote.

Good News

9. Curriculum report:

A. Resolved to approve the PARCC 2018 Results. (Powerpoint in cloud)

B. Resolved to approve the revised 2018-19 SY bell schedule.

C. Resolved to approve the first CTE meeting on October 16, 2018 at 6pm.

D. Articulation Update

Mr. R. Rutter moved, seconded by Mrs. A. Mayer that 9. A-D be approved. Motion was passed on a unanimous roll call vote.

10. Artistic Coordinator: (Jean Immler) Artistic Coordinator

A. Report

B. Hispanic Heritage show on October 3, 2018.

Mr. J. Caraway moved, seconded by Mr. J. Lehman that 10. A and B, be approved. Motion was passed on a unanimous roll call vote

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

A. Resolved to approve the following School Trip, Karen Cleighton, Dance/Musical Theatre teacher and approximately 2 chaperones to take approximately 20 Artists to see the “Spectrum Dance Theatre” at the Annenberg Center in Philadelphia, PA on Friday, October 12, 2018. Cost per Artist is $10 for admission. Cost to the Board is for substitute teachers and transportation costs for the CTHS bus.
B. Resolved to approve the following School Trip, Karen Cleighton, Dance/Musical Theatre teacher and approximately 1 chaperones to take approximately 15 Artists to “Experience Dance Day” at Stockton University on October 26, 2018. Cost to the Board is transportation cost for the CTHS bus and a substitute teacher.

C. Resolved to approve the following School Trip, Katie Grimes, Guidance Counselor and approximately 2-3 chaperones to take approximately 45 Artists to “College Fair” at Absegami High School in Galloway on October 26, 2018. The bus cost will be paid for by the National Hispanic College Fair organization. There is no cost to the Board.

D. Resolved to approve the following School Trip: Jean Immler, Vocal/Musical Theatre teacher and two chaperones to attend, “MARCAS” the Mid Atlantic Auditions at Rowan University on Saturday, November 3, 2018 from 7:30am – 6:00pm. Cost per Artist registration is $30 per Artist which will be paid by the Art department. Transportation will be the CTHS van or bus depending on Artist registration. Cost to the Board is chaperone(s) and transportation.

E. Resolved to approve the following mandatory School Trip: Julie-Ann Green, Vocal teacher and 2 additional chaperones to take approximately 23 Artists to the The Haverford School in Haverford, PA on November 28, 2018. Cost to the Board is 1 substitute teacher and transportation cost for the CTHS bus.

F. Resolved to approve the following School Trip: Jean Immler, Vocal/Musical Theatre teacher and 2 chaperones to accompany approximately 12 Artists to the 96.9 Lite Rock Holiday Caroling performance in Northfield, NJ on December 4, 2018. Cost to the Board is transportation costs for the CTHS bus.

G. Resolved to approve the following School Trip: Julie-Ann Green, Vocal teacher and 2 additional chaperones to take approximately 32 Artists to the Metropolitan Opera in NYC on February 8, 2019. Cost per Artists is $20 towards transportation cost. Cost to the Board is 3 substitute teachers. On this trip, Artists will see the final dress rehearsal of a professional production in a “level A” house and time permitting, will tour the Julliard School which is located across the street from the Opera House.

H. Resolved to approve the following School Trip: Julie-Ann Green, Vocal teacher and one chaperone to take approximately 20 Artists to Stockton Choral Day on March 11, 2019 at Stockton University. There is no cost to the Artists. Cost to the Board is transportation cost for the CT bus and 2 substitute teachers.

Mrs. A. Mayer moved, seconded by Mr. J. Lehman that 11. A thru H, be approved. Motion was passed on a unanimous roll call vote.

Master Classes

A. Resolved to approve the following Master Classes: Joseph Krupa will coach vocal Artists on the opera La Boheme and accompany the performance on Oct. 24, 2018. Artists will have the opportunity to work with a professional level coach/accompanist on the following dates: 10/9/18, 10/17/18, 10/23/18, 10/24/18, and the performance on 10/24/18. Cost to the Board is $250 which will be paid out of the Vocal department student account.

Mr. R. Rutter moved, seconded by Mr. J. Lehman that the Master classes be approved. Motion was passed on a unanimous roll call vote.
Activities

A. Resolved to approve the following Activity: Stockton University information session on October 4, 2018 at CTHS from 8:00am to 8:50am. There is no cost to the Board.

B. Resolved to approve the following Activity: Georgian Court University information session on October 15, 2018 at CTHS from 8:00am to 8:50am. There is no cost to the Board.

C. Resolved to approve the following Activity: University of the Arts information session on October 15, 2018 at CTHS from 11:40am to 1:36pm. There is no cost to the Board.

D. Resolved to approve the following Activity: Virginia Commonwealth University information session on October 31, 2018 at CTHS from 8:00am to 8:50am. There is no cost to the Board.

E. Resolved to approve a Cabrini University information session on November 5, 2018 at CTHS. There is no cost to the Board.

F. Resolved to approve the following Activity: The 2019-2020 School Year Lottery to take place on January 9, 2019. There is no cost to the Board.

G. Resolved to approve the following Activity: Amy Carew-Sturgis, Theatre teacher, will represent CTHS at the 2019 “Love the Arts” at Great Bay Country Club in Somers Point, NJ on February 24, 2019. Cost to the Board is teacher stipend.

H. Resolved to approve the following Activity: Amy Carew-Sturgis, Theatre teacher, will sell pretzels and represent CTHS at the 2019 “Art in the Park” from 10am-4pm in Kennedy Park on June 15, 2019. Artists will meet Mrs. Sturgis at the event to help sell pretzels. Cost to the Board is teacher stipend.

Mr. J. Lehman moved, seconded by Mr. R. Rutter that the Activities be approved. Motion was passed on a unanimous roll call vote.

12. Technology Report

Dr. McGuire talked about the technology in the building.

Old Business: School Security was discussed.

New Business:
Board Comments
Public Comments

Adjournment: 7:35pm

Mr. J. Caraway moved seconded by Mrs. P. York that that the Board adjourn. Motion was passed. All in favor.

Next Meeting: Wednesday, October 17, 2018 6pm at Charterschool.

Respectfully submitted,

Ms. Jill Carson
Board Secretary