

Ocean Academy Charter School
Board of Trustees Meeting Minutes – May 8th, 2018
678 5th Street, Lakewood, NJ

Marshall White – President

Ken Seda – Vice President - Absent

Christopher Leddy - Absent

Anita Raynes Lepelstat - Absent

Rosanne Hare Martin

Reverend Juan Angel Monge-Santiago

Jim Muzikowski

Aase Marie Schults Hare

Board Secretary opens the Meeting with a Vote of the Board. Attendance Taken.

President of the Board Leads the Salute to the Flag.

EXECUTIVE SESSION – FACILITIES & LEASES

1. Marshall White motions to go into Executive Session to discuss leases and facilities. Father Juan Seconds, unanimous affirmative vote

Executive Session: Tom McMahon (Facilities Consultant) & Valarie Smith presents on facilities.

Marshall White motions to close Executive Session, Father Juan Seconds, unanimous affirmative vote

OPEN SESSION – ACTION AGENDA

1. Motion made by Jim Muzikowski to allow the school's Executive Director, Valarie Smith, and the school's Facilities Consultant, Tom McMahon to move forward with leases and facility plans. Motion second by Father Juan, unanimous affirmative vote.
2. Motion to Approve of the Minutes of the BOT Meeting of March 27th, 2018. Father Juan motions, Jim Muzikowski Seconds, unanimous affirmative vote.
3. Valarie Smith presents on the need to adopt a school Fundraising Policy and recommends the Board adopts a NJSBA policy on fund raising by Charter Schools.

Motion to adopt a NJSBA Policy “Fundraising by School Staff”, Written for Charter Schools. Aase Hare motions, Jim Muzikowski seconds, unanimous affirmative vote.

4. Motion for Board of Trustees to accept the 2018-19 Staff Fundraising Proposal presented by teacher, Maria Stempora in accordance with the NJSBA Policy “Fundraising by School Staff”. Aase Hare motions, Jim Muzikowski seconds, unanimous affirmative vote.
5. Cindy Coughlin presents on the need to approve a special bank account for “Fund Raising by School Staff”. Motion to approve such an Account made by Father Juan, second by Rosanne Martin, unanimous affirmative vote.
6. Valarie Smith presents on a proposal to contract with NJSBA for full consultations on the school’s critical policy manual and other policies & procedures (customization) to ensure full compliance with NJ DOE statute and regulations. \$6,500 fee to be met for the 2018-19 School Year. Father Juan motions, Jim Muzikowski Seconds, unanimous affirmative vote.
7. Motion to Adopt the “Education Reimbursement Policy”. Aase Hare motions, Father Juan Seconds, unanimous affirmative vote.
8. Lorna Hassel presented on the Rehiring of Staff (teachers & paraprofessionals) for upcoming school year. Motion to rehire all staff for the 2018-19 school year. Father Juan motions, Aase Hare seconds, unanimous affirmative vote.
9. Lorna Hassel presented on the hiring of new 3rd Grade Teacher for 2018-19 School Year, Dariakna Reyes-Yencer. Father Juan motions, Jim Muzikowski seconds, unanimous affirmative vote.
10. Valarie Smith presents on the possible need for a summer loan of \$100,000. Motion to seek a summer loan of \$100,000 if there is a need. Jim Muzikowski motions, Father Juan seconds, unanimous affirmative vote
11. Cash Flow Review & Line Item Transfers – Presented by Cindy Coughlin

Administrative Expenses:

From Communications/Telephone

Acct # 11-000-230-530-000-057 Available Balance of \$26,000

To: Salaries:

11-000-230-100-000-052 - \$5,000

To: Supplies & Materials:

11-000-230-610-00-058 - \$500

To: Misc. Expenses

11-000-230-890-000-063 - \$4,000

Support Services Expenses:

From Purchased Prof/Tech Services

Child Study Team

Acct: 11-000-240-300-000-067 Available Balance of \$42,000

To: Insurance: 11-262-520-000-070 - \$3,000

To: Misc. Expenses

11-262- 620-000-075 - \$8,000

Father Juan motions to approve the Line Item Transfers, Aase Hare seconds, unanimous affirmative vote.

12. Bill List Presented by Cindy Coughlin

Father Juan motions to approve the bill list as presented, Jim Muzikowski seconds, unanimous affirmative vote.

NEW BUSINESS

1. New Business: Cindy Coughlin request the Board to approve the Student Activity Account. Father Juan motions, Jim Muzikowski seconds, unanimous affirmative vote.

MEETING ADJOURNS

Motion to adjourn the meeting made by Father Juan, Jim Muzikowski seconds, unanimous affirmative vote.