

Ocean Academy Charter School

Board of Education

Agenda – Board of Trustees Regular Meeting, April 8th, 2025

Tentative Schedule – Subject to Change – Currently dated 4/8/25 2:06 pm

In Accordance with the Open Public Meetings Act: Public Notice of this Meeting pursuant to the Open Public Meetings Act has been given by the Board Secretary in the Asbury Park Press – Paper of Record. Ocean Academy Charter School, 1650 Massachusetts Avenue, Lakewood, NJ. Attendance by virtual or in person.

Anita Raynes Lepelstat – President - Absent
Jim Muzikowski – Vice President
Marshall White
Aase Marie Hare
Sharon Hollander
Roxanne Martin
David Corso
Raul Orellana
Gregory Brandis

Valarie Smith (Board Secretary), Lorna Hassel (Head of School), Dawn Cobb-Fossnes (Middle School Principal), Stephen Nichol (High School Principal), David Block (School Business Administrator), Didi Yencer (Whole School Reform), and Board Attorney, Dave Hespe.

Meeting Called to Order at 6:15 pm by Vice President Jim Muzikowski

Salute to the Flag

Action Agenda

Public Session:

Old Business

Approval of Meeting Minutes of March 11, 2025

Motion to approve the minutes of March 11th, 2025 made by Raul Orellana

Seconded by Roxanne Martin

Vote: Unanimously approved by the Board

New Business

Elementary Principal's Report Presented by Lorna Hassel

Month of March – Staff & Student Attendance

Total Staff - 120

Full Days Taken Off - 104

Half Days Taken Off - 45

Total # of Students - 540

Student Absences - 240

Kindergarten thru 8th Activities and News

- ✚ Whole School H.I.B. Assemblies (three sessions: K-2, 3-5, 6-8) Chris Poulos: Stunt Man with a Message. With over 36 years as a youth motivational speaker & being a world champion bicycle stunt rider, Chris presented an excellent program concentrating on Respect. It was very well received by students.
- ✚ Reorganization of School Safety Team; It was essential to restructure and enhance our School Safety Team. This team is responsible for coordinating and executing drills for a range of scenarios, such as fires, natural disasters, and active shooter incidents. Additionally, they ensure that both staff and students receive thorough training in these protocols, offering clear guidance and promoting a culture of readiness.

The new improved team now consists of 9 members:

- Oscar Orellana Chairman
- Lorna Hassel Co-Chair
- Dawn Cobb-Fosness
- LuAnn Cirone: Middle School Discipline
- Nancy Hernandez: Elementary School Guidance Counselor
- Breanna Meglio: Elementary School Guidance Counselor
- Sandria Wilmot – K-8 Nurse
- Rory Tunney – Head of Maintenance
- Itz Morales – Parent & Administrative Assistant – Elementary
- First meeting will be held by the end of April

- ✚ Law Enforcement (Lakewood Police) Drill Procedures Being Updated & Refined
Our SRO, Stephanie Mahone, met with Todd Gonnella (our school security guard), Stephen Nichol, and Lorna Hassel to go over our drill procedures and how to refine and improve. We had two meetings March 25th and April 4th. This is a continuing effort.
- ✚ K-5 had two evenings of spring concerts. Very well attended. Due to parking etc, the concerts were divided: one night for first and second grades and another for third thru fifth grades.
- ✚ Currently, all are focused on preparing students for the NJSLA testing.

New Employees – Elementary – Presented by Lorna Hassel

Jennifer Bravoco-Phillips - Paraprofessional \$38,000 Starting 4/7/2025 (Resource Room)

Motion to Approve New Employee made by Jim Muzikowski

Second: Dave Corso

Vote: Unanimously Approved by the Board

High School Principal's Report – Stephen Nichol

- ✚ Preparing for Parent/Teacher Conferences

- ✚ NJSLA – Planning
- ✚ Earth Day Clean Up Project
- ✚ Preparing for PSATs
- ✚ Recruiting for more High School Students for the upcoming 25-26 School Year

Discussion – Questions & Answers

New Employees – High School – Presented by Stephen Nicol

Michelle Kazanowsky - \$87,500 Basic Skills ELA.

Alissa McKay - \$90,000 High School Math (specifically Geometry)

Diana Allocca - \$65,000 High School PE/Drivers Theory

Emily Down - \$68,000 High School ELA

Tobi Engstrom - \$60,000 High School Music

Motion to Approve High School - New Employees made by Raul Orellana
Second by Aase Hare

Vote: Unanimously Approved by the Board

Building – High School Update – Presented by Tom McMahon

Building Occupancy targeted for August 31, 2025

Charter School Program Grant \$1.25M High School Facilities – Presented by Valarie Smith

Ocean Academy's Written Application for the Charter School Program Grant has been submitted and we are now waiting for our Virtual Meeting Application

Discussion – Questions & Answers

NJ Leaders to Leaders Program for Provisional Certificate (Principal) – Presented by Valarie Smith

Didi – Dariaknna Reyes-Yencer needs Board Approval for enrollment into the NJ Leaders to Leaders Residency Program for her Provisional Principal Certificate.

Job Description – Dariaknna Reyes-Yencer

Title: Director of Whole School Reform (K-8)

Qualifications:

- Valid New Jersey Principal Certification

- Masters of Education - Educational Leadership
- Five (5) years minimum experience in Education
- Demonstrates leadership skills in areas of Curriculum, program evaluations, staff development and whole school improvement
- Strong interpersonal and communication skills

Position Responsibilities:

A. Implement the Six Step Framework for High Quality Teaching and Learning

- Step 1: Identify what students are to know and be able to do in each subject, each grade(standards and grade-level learning goals)
- Step 2: Establish how learning will be taught in each subject, each grade
- Step 3: Create a grade-level yearly calendar that establishes when each standard will be taught each quarter for each subject
- Step 4: Establish protocols for monitoring student performance data, identifying areas of concern, and using feedback to inform additional student support needed
- Step 5: Create and implement an effective MTSS (Multi-Tiered System of Support) to identify and support struggling learners
- Step 6: Create and implement a monitoring system to ensure fidelity of implementation for all initiatives

B. Serve as an instructional leader by coordinating the development and monitoring of the implementation of all whole school reform initiatives

C. Work with the administrative team to build their capacity to implement whole school reform initiatives and task-oriented actions required for success

D. Instill in the administrative team a sense of urgency for improving learner outcomes

E. Consistently demonstrate and communicate the belief that students will perform at high levels when they have access to excellent teaching and are provided the support they need to remediate skill deficits

F. Establish measurable goals for student performance tied to grade-level standards and learning outcomes

G. Create a structure that provides Tier 1 instruction that is standards-based, that is rigorous in its delivery, that is aligned to quality assessments, that employs innovative strategies and proven methods for teaching and learning that are based on reliable research and effective practices, and that supports the needs of all students including special populations

H. Establish school policies to support the effective use of standards-aligned high quality instructional materials and assessments

I. Build teacher capacity by developing, observing, and monitoring staff to meet the learning needs of all students by aggressive data monitoring of students' progress toward mastery of learning goals

J. Use established checklists and processes to conduct teacher observations, capture trends, and track progress over time

K. Create a plan for frequent classrooms visits by administrative team members where they provide verbal and written feedback that is specific and constructive, addresses ineffective teaching methods, supports teacher growth, has a positive impact on student achievement

L. Review disaggregated data to monitor the progress of all students, provide evidence-based feedback to teachers, and inform instructional responses

M. Facilitate a consistent process for teachers individually and in PLCs, to analyze data, to identify trends in student misconceptions, to determine root cause as to why students may not have learned the concept, and to create plans to respond

N. Engage all staff in coordinated and proactive planning to identify students who have significant learning gaps or who lack key foundational skills and provide them with timely and effective interventions throughout the year

O. Organize opportunities for teachers to work together to discuss individual student progress, student work, and effective and rigorous classroom instruction

P. Identify all resources available to the school that will be utilized to coordinate services to support and sustain the school reform effort.

Q. Conducts observations and evaluations of certified staff

R. Creating and Managing Staff & Student Master Schedules

S. Assists in the preparation of the annual school budget and is responsible for all phases of the budget throughout the school year.

Motion to Approve the Job Description for Dariaknna Reyes-Yencer as Director of Whole School Reform made by Dave Corso

Second by Sharon Hollander

Vote: Unanimously Approved by the Board

Update on 8th Grade Trip to Washington, DC – Basic Agenda – Presented by Dawn Cobb-Fosness

The Eighth Grade will be going to Washington DC for two nights and three days – April 14th to 16th.
48 Students are scheduled to attend with 6 teachers, 2 administrators, and 7 parents.

Discussion & Questions

NJSLA Scores – Spring '24 – Lakewood Scores – Presented by Valarie Smith

Discussion – Questions & Answers

Reauthorization! - Presented by Valarie Smith

Discussion – Questions & Answers

Increases for ParaProfessionals 2025-26 School Year – Presented by Valarie Smith

It is presented that all ParaProfessionals receive a 3.5% increase for the 2025-26 school year.

Discussion – Questions & Answers

Motion for the 2025-26 Salary Increase by Marshall White

Second by Roxanne Martin

Vote: 7 Yea and a No Vote by Aase Hare

Financials – Presented by David Block

March 2025 Bills List, April 2025 Bills List, February Board Secretary's Report, 25-26 Preliminary Budget, Special Education Medicaid Initiative (SEMI Plan)

Motion to Approve the above cited financials as presented by Board Secretary David Block by Jim Muzikowski

Second by Roxanne Martin

Vote: Unanimously Approved by the Board

Board Comments:

Reminder that the Ethics Reports are due before May 1st – Jim Muzikowski

Eighth Grade Student, Heaven Lee, represented Ocean Academy, in a Ocean County Forum for Student Voices! Presented by Dawn Cobb-Fosnes

Jim Muzikowski reminded everyone that the NJSBA Conference is October 20 – 23, 2025.

Announcements: Next Board Meeting will be Tuesday, May 13, 2025

June Board Meeting is scheduled for June 10th – No meeting in July

Motion to Adjourn:

Motion to adjourn at 7:45 PM made by Aase Hare

Second by Dave Corso

Unanimously Approved by the Board