

Ocean Academy Charter School Board of Education

Minutes – Board of Trustees Regular Meeting, April 18th, 2023

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
Jim Muzikowski – Vice President
Marshall White
Thomas A. D’Ambola
Aase Marie Hare
Sharon Hollander
Roxanne Martin
Stephen Nichol

Valarie Smith (Board Secretary), Lorna Hassel (Head of School), Dawn Cobb-Fossnes (Middle School Principal), David Block (School Business Administrator), Thomas McMahon (Facilities Consultant), and David Hespe (Board Attorney).

Meeting to be Called to Order by Anita Lepelstat at 6:20 pm
Salute to the Flag by Board President Anita Lepelstat

Action Agenda

Special Presentation regarding Book Publication Dawn Cobb-Fossnes

Reported on unauthorized publication of student work by a former teacher. Apparently, a former employee of our school, without the authorization or knowledge of school leadership participated in a book publication. The teacher instructed students to write a story for this book as part of a school-based activity and then had those stories published by a company called Young Writers. Administration was not aware of this project, and we didn’t learn of the publication until after it was published, and the publisher sent copies of the book to the school. We believe that the content of these stories called “Twisted Tails” is incompatible with our school values and culture. In addition, Ocean Academy does not have on file any parental authorization forms that would allow student work products to be publicly released.

Old Business

Approval of Meeting Minutes of March 14, 2023 Presented by Valarie Smith

Motion to approve the March 24th minutes as presented made by Anita Lepelstat
Second by Sharon Hollander
Vote: Unanimously Approved

[Principal's Report](#) Presented by Lorna Hassel

Attendance for the Month of March

Staff Absences/Days Out

- 144 full days out
- 36 half days

Total Student enrollment - 441

Student Absence Incidents - 211 (not Covid Related)

HIB incidents - 2 (in school suspensions)

[2023-24 Enrollment](#) – Presented by Valarie Smith

Ocean Academy is now accepting applications for Kindergarten and will be filling openings in grades first through 8th for the 2023-24 school year.

[New Business](#)

[Presentation of New Teacher Evaluation Form](#) Presented by Nancy Guzman

Updated new teacher evaluation form – Danielson Based

The Danielson Framework for Teaching is designed to help districts promote a common definition and understanding of excellence in teaching, one that everyone—teachers, administrators, and the larger community—can easily comprehend.

Motion to Approve New Teacher Assessment Form made by Stephen Nichol
Second by Jim Muzikowski
Vote: Unanimously Approved

[Teacher Salary Increase](#) – Presented by Valarie Smith

Two Tiers - Base Increase at 5% and Merit Increase at 2%

Motion to approve a 5% base increase for all teachers at 5% for the 2023-24 school year with an additional merit raise of 2% made by Jim Muzikowski
Second by Aase Hare
Vote: Unanimously Approved

Financials – Presented by David Block

Business Item 1. APPROVAL OF MONTHLY FINANCIAL REPORTS

BE IT HEREBY RESOLVED BY THE OCEAN ACADEMY CHARTER SCHOOL BOARD OF TRUSTEES, to approve the following –

Bill’s List for FY23

Board Secretary’s Report –February 28, 2023

Motion: Jim Muzikowski

Second: Anita Lepelstat

Vote: Unanimously Approved

Business Item 2. APPROVAL OF THE OCEAN ACADEMY CHARTER SCHOOL 2021-2022 ANNUAL FISCAL AUDIT

WHEREAS, the Board of Trustees has been presented the Comprehensive Annual Financial Report for the Fiscal year ending June 30, 2022 prepared by Jump, Perry and Company, L.L.P. for Ocean Academy Charter School; and

WHEREAS, a corrective action plan addressing the recommendations of the audit is developed;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Ocean Academy Charter School, County of Ocean, State of New Jersey that the FY 22 Comprehensive Annual Financial Report and Corrective Action Plan is approved.

Motion: Anita Lepelstat

Second: Marshall White

Vote: Unanimously Approved

Business Item 3. APPROVAL OF FY24 BUDGET

WHEREAS, the Board of Trustees of the Ocean Academy Charter School (hereinafter “Board”) has been presented with the FY 24 budget; and

WHEREAS, the budget reflects allocation of expenses in accordance with school goals, Department of Education recommendations, code, statute and approved charter as best as possible under current funding;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Ocean Academy Charter School, County of Ocean, State of New Jersey that the FY 24 budget is approved.

Motion: Tom D'Ambola

Second: Sharon Hollander

Vote: Unanimously Approved

Personnel Issue – Presented by Valarie, Lorna, & Dawn

A motion was made by Aase Hare that the Board approves and confirms the dismissal of Employee # 123.

Second: Anita Lepelstat

Vote: Unanimously Approved

Board Comments:

Announcements: (Question – to Change the May meeting date to May 18th)

Anita Lepelstat motions that the May meeting will be changed to May 16th, 2023 from May 9th, 2023.

Second: Tom D'Ambola

Vote: Unanimously Approved

Dave Hespe, Esq. reminded the Board Secretary to make the necessary legal changes in public notification of the change in meeting dates. Asbury Park Press

Motion to Adjourn:

Tom D'Ambola made the motion to adjourn the meeting at 8:43 PM

Second: Anita Lepelstat

Vote: Unanimously Approved by the Board