

**Ocean Academy Charter School
Board of Trustees**

Minutes – January 7, 2020

Ocean Academy Charter School - Board of Trustees Meeting Minutes

678 5th Street, Lakewood, NJ – Meeting Started at 6:00 PM

206 b Main St, Lakewood, NJ 08701

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.

Marshall White – President
Ken Seda – Vice President
Sharon Hollander
Jeanmarie Lamme - **Absent**
Anita Raynes Lepelstat
Rosanne Martin
Reverend Juan Angel Monge-Santiago
Jim Muzikowski - **Absent**
Aase Marie Schults Hare= **Absent**

Salute the Flag – Board President Opens the Meeting - **6:00 pm**

1. Minutes of December Meeting (12/3/2019) were read. Roxanne Martin made the motion to approve the minutes. Sharon Hollander motioned to accept minutes, Roxanne Martin seconded the motion, approved by the Board unanimously.
2. Audit Report – Jump, Perry, and Company LL has finished the June 30th, 2019 Audit. Kathy Perry presented that there were no findings and that the school has a \$600,000 fund balance.

Resolution Accepting and Approving the Submission of the 2018-2019 School Year Audit results.

Resolution: January 7, 2020

Approval for Ocean Academy Charter School to accept the Audit Results for the 2018-2019 school year as performed by Jump Perry & Company

Ocean Academy Charter School Board of Trustees

Motion to accept the Head of School's Contract (Lorna Hassel) made by Sharon Hollander, Second by Father Juan, and unanimously approved by the Board.

4. There have been new developments concerning the lot that is next door to our new building. Tom McMahon, School's Facility Consultant, presented on that as well as information regarding building construction.

5. David Block, School's Financial Consultant, presents on the school's new accounting and payroll system (The Asbury Park System). Conversion to the Asbury Park System has been throughout the month of December.

6. Hostile Work Environment Policies written by NJ School Boards Association were presented to the Board by Valarie Smith. The school has had some issues with some employees regarding harassment, intimidation, and bullying.

Two policies on Workplace Anti-Bullying were reviewed and discussed by the Board.

Anita Lepelstat made the motion to accept NJSBA Sample "Workplace Anti-Bullying Policy" File Code 4119.3/4219.3 Second by Father Juan, unanimously approved by the Board.

7. Lorna on a personnel change: Employee moving from part-time to full-time position in special education administrative assistant. Salary to be increased to \$22,000.

Motion made by Anita Lepelstat, second by Father Juan, and unanimously approved by the Board.

8. Cindy Coughlin, School Business Administrator, updates on financial matters & presents the list of bills and transfers that need to be approved.

Motion Needed to Authorize – change in Payroll bank account from small business to Treasury Services Account – with fees- needed for change of payroll service.

Motion made by Roxanne Martin, Second by Sharon Hollander, unanimously approved.

**Ocean Academy Charter School
Board of Trustees**

Resolution Accepting and Approving adoption the revised Ocean Academy Charter School Budget for the 2019-2020 school year.

Resolution: January 7, 2020

Be it resolved by the Ocean Academy Charter School Board of Trustees approves the following;

WHEREAS the Ocean Academy Charter School has received notice of an increase in estimated revenue for the 2019-2020 school year of \$258,272;

WHEREAS the Ocean Academy Charter School has re- allocated anticipated revenue funds to continue to provide for the efficiency of the instructional and administrative programs;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Ocean Academy Charter School, county of Ocean, State of New Jersey the submission of the revised 2019-2020 School Year Budget to the Department of Education Fiscal representatives.

Certified by: _____
Marshall White, Board President

Date

Valarie Smith, Board Secretary

Date

Moation made by Father Juan to accept and approve the revised 2019-20 Budget. Second by Sharon Hollander - unanimously approved by the Board.

Bill List presented to the Board of Trustees for Approval – Cindy Coughlin

Recurring:

CUMC – 20068.70

Georgian Court – 21453.33 + 800.00

State Health Benefits – 24,626.20

Optimum – 387.65

Machree Paul – 800.00

Markel – 7,783.00

Atlantic Tomorrow – 401.91 + 289.57

Owners Rep Consulting – 2,000.00

Diana Romero –120.00 + 415.00

Alejandra Morales – 522.00 + 929.25

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American Educators - 561.00
Renaissance – 198.88
Family Life - 962.99
Action Data Services -164.06
Staples – 10,309.39

New

Cindy Coughlin – 33.00 + 25.50 +127.05
R. Pressler Associates 3,000.00
Delta T Group – 479.64
Valarie Smith – 50.64 +86.36
Cube Smart – 162.00
One Call – 432.00
Wilson Language – 312.12
Worthington – 709.34
Didi -Reyes Yencer – 34.40 + 2,683
Nancy Hernandez – 34.40
Harley Place – 171.39
Johnsons Corner Farm – 5122.50
Master Teacher – 770.00
Laura Graziano – 2,683.00
Austin Blatt – 2,683.00
Liz Montalvo – 2055.00
Diane Oxley – 24.03
Oriental Trading – 216.96

Motion to accept and approve the Bill List made by Anita Lepelstat, second by Father Juan, and unanimously approved by the Board.

9. Motion to adjourn made by Father Juan, Second by Anita Lepelstat, unanimously approved.

These minutes were unanimously approved by the Board of Trustees at their March 4th, 2020 Meeting.