

# Ocean Academy Charter School Board of Trustees

## Minutes – Board of Trustees Regular Meeting, January 11, 2022

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.

Marshall White – President  
Anita Raynes Lepelstat – Vice President  
Thomas A. D'Ambola  
Aase Marie Hare  
Sharon Hollander  
Roxanne Martin  
Reverend Juan Angel Monge-Santiago  
Jim Muzikowski

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

Meeting to be Called to Order

Salute to the Flag by Board President

### Action Agenda

#### Open Public Forum: Agenda Items Only

#### Old Business:

**First Item:** Facilities Update by Valarie Smith

Building Purchase  
Renovations to Gym and Music Room

**Second Item:** Facilities Update by Tom McMahon

Update on Additional Parking and Play Park  
Moving Forward – Potential High School Plans

**Third Item:** Play Park Update by Lorna Hassel

**Third Item:** Covid compliance by Valarie Smith

## Ocean Academy Charter School Board of Trustees

**Principal's Report Schoolwide – Months of November & December** presented by Lorna Hassel:

### **Principal's Report Schoolwide – Month of November**

HIB Report – 0 reported, 0 investigated, 0 confirmed

Staff Attendance Report\_ 98 Total Full Days Off 34 Half Days  
Student Attendance Report - 194 (non-covid related)  
Student Discipline Report -  
Enrollment -379

### **Principal's Report Schoolwide – Month of December**

HIB Report – 0 reported, 0 investigated, 0 confirmed

Staff Attendance Report - 103 Total Full Days Off 27 Half Days  
Student Attendance Report - 193 (non-covid related)  
Student Discipline Report -  
Enrollment – 378

**Summary Presentation of Ocean Academy's Annual HIB Report to the State – Presented by Lorna Hassel**

***Motion to accept the HIB report as presented made by Jim Muzikowski  
Second by Roxanne Martin  
Unanimously Passed by the Board***

### **Approval of Minutes of the November 9th, 2021 Board Meeting**

Be it hereby resolved by the Board of Trustees of Ocean Academy Charter School to accept and approve the minutes of the November 9th, 2021, Board of Trustees meeting.

***Motion to approve the minutes of the November 9<sup>th</sup> Meeting made by Anita Lepelstat  
Second by Jim Muzikowski  
Vote: 6 – 0 Thomas D'Ambola Abstained***

### **Report on the Blue Ribbon Schools Convention and Follow-up Outcomes** by Dr. Dobb-Fossnes

Dr. Fossnes reported on the experience and outcomes of attending the Blue Ribbon School Convention. Attended by: Dr. Fossnes, Marshal White (Board President), and Anita Lepelstat (Board Vice President).

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The Blue Ribbon Schools Program is a comprehensive school self-assessment experience utilizing the Blueprint for Excellence with guidance and support from Blue Ribbon Recognized School Educators. The program assists all schools, with a special focus on low socioeconomic, culturally diverse, and low performing communities of learning in assessing the quality of their academic and instructional programs and in developing a school-wide action plan to ensure measurable student achievement.

All attendees agreed that the program was an exceptional learning experience for all. Dr. Fossnes was able to meet with Nancy Guzman of the Blue Ribbon School Program and invited her to present at Ocean Academy. She will present to the board about what it means to be a Blue Ribbon school and a quick overview of the process. She will be conducting a two-day professional development for our teachers on strategies to increase student proficiency in reading. Nancy Guzman is a literacy specialist/consultant. She serves on the Blue Ribbon Schools of Excellence (BRSE) as a senior assessor and led a performance turnaround in three Title 1 schools, recording substantial improvements in both measurable and intangible areas of evaluation.

### **Resolution To Approve Ocean Academy's 3-Year Plan for ESL and Bilingual Studies**

Presented by Valarie Smith

#### **Resolution for Three Year Plan – Bilingual Education – February 2022**

Whereas: N.J.A.C. 6A:15 requires that all school districts submit a three-year plan outlining the programs and services provided to all English Language Learners,

Whereas: The goal of Ocean Academy's ESL program is to enable English language learners to become competent in the understanding, reading, listening, speaking, and writing of the English language through the development of literacy and academic skills in grade level content areas,

Whereas: The Goal of the Plan are accomplished by as follows;

- Increasing the number of ELL's who achieve English Language Proficiency
- Ensuring equitable access to all programs & service in the school for ELLs
- Providing schools with a framework for using data
- Informing district policies & classroom practice, including effective instruction for ELLs
- Providing a guide to analyze & review data
- Identifying trends & develop goals that will enable ELLs to succeed academically & linguistically
- Aligning funding sources to ensure educators have the tools & skills to instruct ELLs
- Ensuring alignment of program practices with the district's vision for student success
- Articulating which LIEPs the school is implementing for ELLs for the next three years

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Whereas: Ocean Academy Charter School continues to support ELL to the fullest extent possible in the school's three-year plan and such plan contains the following components;

- Identification of Students
- Program Description
- The Number of Certified Staff Hired for the Program
- Bilingual and ESL Curriculum Development
- Evaluation Design
- Review Process for Exit
- A Budget for the Bilingual & ESL Program or English Language Services

Therefore, be it resolved that the Board of Trustees of Ocean Academy Charter School, accepts and approves of the ELL Three-Year Plan to ensure an equitable and appropriate educational learning environment for students who are in the process of learning academic English.

***Motion to Approve and Accept the Three Year Plan for Bilingual Education made by Sharon Hollander***

***Second by Jim Muzikowski***

***Unanimously approved by the Board***

### **National Alliance of Public Charter Schools 2022 Convention – Request to Attend**

Presented by Valarie Smith

The National Charter Schools Conference (NCSC) by the National Alliance for Public Charter Schools is where the movement meets as the largest national gathering of educators, advocates, and leaders in the charter community. It is where you connect with people, resources, and expertise that empowers and inspires your work. With nationally recognized experts, content curated specially for the sector, and a focus on collaboration, NCSC offers the best learning experience for those shaping K-12 education.

This year's Conference is being held in Washington, D.C. – June 19, 2022 to June 22, 2022.

Ocean Academy would like to send representatives to the conference. Jim Muzikowski requested to be one of the Board's representatives.

***Motion made Ocean Academy to send representatives to the National Alliance of Public Charter Schools Convention made by Jim Muzikowski.***

***Second by Anita Lepelstat***

***Unanimously Approved by the Board***

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**Recommendation of the Administration for 2022-24 School Year Paraprofessional Salaries and Longevity Pay for those who Celebrate 5 Years of employment with Ocean Academy**

Presented by Valarie M. Smith

It is recommended to the Board that all paraprofessionals (classroom assistants) receive a \$5,000 increase for the 2022-23 school year and that the starting pay for the paraprofessional position is increased by \$5,000.

In addition, it is recommended that a five-year longevity pay increase be set at \$1,500 for all employees who reach the five year employment mark.

***Motion made to accept the recommendations of a paraprofessional increase of \$5,000 for the 2022-23 School Year and for a Five-Year Longevity pay increase of \$1,500 made by Father Juan***

***Second by Tom D'Ambola***

***Vote: Approved by a vote of 6 - 1***

**Recommendation of the School Business Administrator** – Presented by David Block

**Resolution to join the Diploma Joint Insurance Fund** – Presented by David Block

Diploma Joint Insurance Fund Resolution to Join

WHEREAS, a number of educational entities have joined together to form a Joint Insurance Fund as permitted by Chapter 108 Laws of 1983 (18A:18B et. seq.);

and WHEREAS, the statutes governing the creation and operation of a Joint Insurance Fund contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Fund;

and WHEREAS, the Ocean Academy Charter School, hereafter referred to as "Educational Facility" has determined that membership in the Diploma Joint Insurance Fund hereafter referred to as "Fund" is in the best interest of the Educational Facility;

and WHEREAS, the Educational Facility agrees to be a member of the Fund for a period of three (3) years, effective August 11, 2021, said membership to terminate on June 30, 2024 at 11:59 p.m. standard time; and WHEREAS, the Educational Facility has never defaulted on claims if self-insured and has never been canceled for non-payment of insurance premiums for two (2) years prior to execution of this Resolution;

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NOW THEREFORE, BE IT RESOLVED that the Educational Facility does hereby agree to join the Fund and is/are afforded the following coverage:

Workers' Compensation Supplemental Indemnity - Workers' Compensation Package - Property, Boiler & Machinery, General and Auto Liability, Environmental Impairment Liability (Includes \$5M Excess General and Auto Liability) Excess Liability (AL/GL) School Leaders Professional Liability Excess Liability (SLPL)

BE IT FURTHER RESOLVED that the Educational Facility's Business Official is hereby appointed as the Educational Facility's Fund Commissioner;

and BE IT FURTHER RESOLVED that the Educational Facility's Fund Commissioner is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership of the Fund as are required by the Fund's bylaws and to deliver same to the Administrator of the Fund with the express reservation that said documents shall become effective only upon the Educational Facility's admission to the Fund. This Resolution agreed to the day of January 11, 2022.

***Motion made to Join the Diploma Joint Insurance Fund made by Tom D'Ambola***

***Second by Anita Lepelstat***

***Vote: Unanimously approved by the Board***

**New Playpark Equipment** – Lorna Hassel, Valarie Smith, & David Block

Board Approval to Contract with MRC Inc. for Playground Equipment, Flooring, & Installation in the amount of \$263,821.35 (State Contract # 16-FLEET-00131 & #ESCNJ 20/21-06)

***Motion to Approve: Anita Lepelstat***

***Second: Jim Muzikowski***

***Vote: Unanimously approved by the Board***

**Approval of Monthly Financial Reports:**

Bill List for FY22 & Secretary's Report – November 30, 2021

***Motion to Approve the Bill List for FY22 and the Secretary's Report for November 30, 2021 made by Jim Muzikowski***

***Second: Tom D'Ambola***

***Vote: Unanimously approved by the Board***

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**Resolution to approve 2021-22 Annual Charter School Fiscal Questionnaire**

***Motion to approve the 2021-22 Annual Charter School Fiscal Questionnaire as presented and recommended by the School Business Administrator made by Tom D'Ambola***

***Second: Anita Lepelstat***

***Unanimously approved by the Board***

**Public Comment** - None

**Board Comments** - None

**Announcements** - None

**Motion to Adjourn** made at 7:10 pm by Anita Lepelstat

Seconded by Jim Muzikowski

Unanimously Vote to adjourn by the Board