

Minutes – Board of Trustees Regular Meeting, June 14th, 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 - absent
Reverend Juan Angel Monge-Santiago - absent
Jim Muzikowski

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

Meeting to be Called to Order - Salute to the Flag by Board President

Action Agenda

Open Public Forum: Agenda Items Only

Approval of Meeting Minutes – May 10, 2022

Motion to Approve the Minutes of May 10th – Made by Aase Hare
Second – Anita Lepelstat
Vote – Unanimously Approved

Federal Grant Monitoring presented by Valarie Smith

To approve Federal Grant Monitoring Contracts for Tom McMahon & Nancy Guzman

Motion to Approve Contracts – Made by Jim Muzikowski
Second – Anita Lepelstat
Vote – Unanimously Approved

Security Services Contract presented by Valarie Smith

SUPERIOR PROTECTION PROFESSIONALS LLC
664 Hugo Drive, Toms River, NJ 08753

Motion to Approve Security Contract (subject to attorney review) – Jim Muzikowski
Second – Sharon Hollander
Vote – Unanimously Approved

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Blue Ribbon Group – End of Year Stipend (\$1,000) presented by Dawn Cobb-Fossnes

This is a stipend that is to be given to the teachers (Didi Yencer, Jenn Duffy, Marc Sweet, Samantha Mancuso, Avery Matysik) who are currently serving on our Blue Ribbon Committee for the Blue Ribbon School Project (Time Line February 1st, 2022 to June 30th, 2022)

Motion to Approve Stipend and to add Dawn Cobb-Fossnes as a recipient made by Anita Lepelstat

Second – Jim Muzikowski

Vote – Unanimously Approved by the Board

Stipend for Science Teacher, Avery Matysik, (\$1,000) for Summer School Organization and Administration Presented by Dawn Cobb-Fossnes

Motion by Jim Muzikowski

Second by Sharon Hollander

Vote - Unanimously Approved by the Board

Salary Adjustment for 7 Teachers Hired for the 21-22 School Year – Presented by Lorna Hassel
\$1,000 increase

Motion made by Jim Muzikowski

Second by Anita Lepelstat

Vote - Unanimously Approved by the Board

Tom McMahan (Facilities & Financial Consultant) gave updates on the following items

1. Facility Update on current building issues and potential high school
2. Board of Directors Meeting Evaluation Form – Board members were given this evaluation in compliance with our federal school facilities expansion grant.

Master Degree Encouragement (School at 50% upon successful completion of class) - Presented by Valarie Smith

Discussion: Tom McMahan advised the Board to adopt/include the following provisions for qualifying reimbursement of 50%

1. Reimbursement at 50% is for tuition only and classes need to be taken at an accredited NJ State University/College or Georgian Court University

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2. Must have a minimum grade of a “B”
3. Field must be directly related to classroom duties
4. Program must be preapproved

Motion by Jim Muzikowski to approve the Master Degree policy at 50% and includes the four recommendations as presented by Tom McMahon

Second by Anita Lepelstat

Vote - Unanimously Approved by the Board

Approval of NJ School Boards 2022 Annual Convention in Atlantic City

Motion to Approve by Aase Hare

Second by Sharon Hollander

Vote - Unanimously Approved by the Board

Approval of Blue Ribbon Schools Convention (December 2022) Presented by Dawn Cobb-Fossnes and Valarie Smith

Motion to Approve by Jim Muzikowski

Second by Anita Lepelstat

Vote - Unanimously Approved by the Board

Approval of Summer School Lunch Program Presented by Valarie Smith

Motion to Approve made by Aase Hare

Second by Jim Muzikowski

Vote – Unanimously Approved by the Board

Principal’s Report Presented by Lorna Hassel

May 2022

Student Report –

Student Attendance Report - 191 absences (non-covid related)

Enrollment -364

Staff Attendance Report Total Full Days Off - 83 Half Days - 32

Discussion followed about extremely high absentee rate with staff.

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A suggestion was moved to discuss the possibility of having a “reward” stipend for perfect attendance during the 2022-23 school year. Discussion followed and it was agreed that a \$500 “reward” stipend would be given in the 2022-23 school year for perfect attendance. \$250 would be awarded after first semester and \$250 would be awarded for the second semester. This is one award for a total of \$500.

Motion made by Jim Muzikowski to have a perfect attendance award stipend of \$500 with \$250 for the 2023-34 school year - being given out after the first semester and another \$250 at the end of the school year.

Second by Sharon Hollander

Vote - Unanimously Approved by the Board

New Hires – Presented by Lorna Hassel

New Hires for 2022-23

Caleb DeLaRosa --Middle School Math

Nicole Robinson --- Middle School ELA

Cynthia Sherman MS ELA (7th grade)

Wendy Jonas Para 1/1 (1st grade)

Angelique Hassel (3rd grade)

Motion to Approve New Hires made by Jim Muzikowski

Second by Anita Lepelstat

Vote - Unanimously Approved by the Board

Executive Director Review, Salary increases for Dawn & Lorna; Valarie’s Goals

Presented by Valarie Smith

The following goals were approved last year for the Lead Founder and Executive Director:

1. Purchasing 1650 Massachusetts Avenue. # 2. Continue to oversee Expansion to 8th Grade. # 3. Exploring Opportunities for Eventual High School Expansion. Board review of the status and evaluation of each goal.

Jim Muzikowski motions to confirm the status of the 3 proposed goals for the Lead Founder & Executive Director (#1 – The Purchase of 1650 Massachusetts Avenue was completed on December 15th, 2021. #2 – Continuing Goal for the Following year. #3 – Continuing Goal for the following year.)

Anita Lepelstat Seconds the Motion

Board Unanimously Approves

Jim Muzikowski motions to go into Executive Session to discuss Executive Director’s, Head of School’s, and Middle School Principal’s compensation for the 2022-23 school year.

Anita Lepelstat seconds the motion

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Board Unanimously Approves @7:35 pm

Jim Muzikowski motions to exit Executive Session.

Anita Lepelstat seconds

Board Unanimously Approves @7:53 pm

Motion to Accept presented Salary for the Head of School made by Jim Muzikowski

Second by Aasa Hare

Board Unanimously Approves

Motion to Accept presented Salary for the Middle School Principal made by Jim Muzikowski

Second by Sharon Hollander

Board Unanimously Approves

It was announced by Marshall White that the overall assessment of work by the Executive Director was on target but there needed to be more work in embracing the parent/guardian community.

Motion to accept the assessment of the Lead Founder & Executive Director was made by Jim Muzikowski

Second by Anita Lepelstat

Board Unanimously Approves

Financial - Presented by David Block

Bill List & Approval of the Monthly Financial Reports

Motion to approve the bill list & the Monthly Financial Report made by Jim Muzikowski

Second by Anita Lepelstat

Board Unanimously Approves

Public Comment – None

Board Comments - None

Announcements – Marshall White reported that the PTO received it's Tax Exempt Standing

Motion to Adjourn: Made by Jim Muzikowski, Second by Anita Lepelstat, Board Unanimously Approves 8:20 PM

These minutes approved by the Board of Trustees on August 30th, 2022