

Ocean Academy Charter School

Agenda Board of Trustees Meeting – November 13, 2018

678 5th Street, Lakewood, NJ – 7:00 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.

Called to Order By Marshall White 7.07 PM

Attendance

Marshall White – President

Ken Seda – Vice President

Anita Raynes Lepelstat

Roxanne Martin -

Reverend Juan Angel Monge-Santiago - absent

Jim Muzikowski

Aase Marie Schults Hare

Motion: move to Executive Session in Order to Discuss Personnel Matters

By: A. Lepelstat; second J. Muzikowski, **unanimous** vote to go to Executive Session

Motion: move to Open Session – J. Muzikowski, second K. Seda Vote – unanimous to open meeting

Motion: Raise salaries of Elizabeth Martinez and Mary Noguera Gomez to \$16,500 retroactive to September 1, 2018 to be reflected in first paycheck of 2019 – January 15th

By: J. Muzikowski, second R. Martin, 5 votes in the affirmative with Ken Seda recusing himself

Motion: To Approve organizational chart as set forth by the School’s Executive Director

By: J. Muzikowski, second K. Seda, unanimous vote in the affirmative

Motion: to award a one-time bonus of \$10,000 to the school’s Executive Director in recognition of efforts “above and beyond” in the development of the school. Payable on January 15, 2019.

By: J. Muzikowski, second – K. Seda, unanimous vote in the affirmative

Lorna Hassel, Principal, presents the HIB Resolution for Board Approval.

New Jersey Department of Education
School Self-Assessment for
Determining Grades under the Anti-Bullying Bill of Rights Act (ABR)

STATEMENT OF ASSURANCES

By submitting the School Self-Assessment for Determining Grades under the ABR (Self-Assessment), the chief school administrator (CSA) assures that:

1. The school safety/school climate team (SS/SCT) had the lead role in completing the Self-Assessment.
2. The public was given the opportunity to comment on the Self-Assessment prior to district board of education (BOE) approval.
3. The BOE approved the Self-Assessment at a public meeting, prior to submission to the New Jersey Department of Education (NJDOE).
4. All information in the Self-Assessment is an accurate and complete account of the status of the school's efforts implementing the ABR at the time of submission, the SS/SCT's report, the public comment on the report, and the district BOE's review of and decision on the report.
5. The NJDOE or its authorized representatives will be provided with access to, and the right to examine, all records, books, papers, or documents related to the Self-Assessment.
6. The grade assigned by the Commissioner for the school and for the school district will be posted on the home page of the school's website within 10 days of its receipt from the NJDOE.
7. The grade assigned by the Commissioner for the school district and each school in the district will be posted on the home page of the school district's website within 10 days of its receipt from the NJDOE.
8. The BOE at a public meeting will review the grades assigned by the Commissioner for each school and the school district.

Enter BOE approval date: ____/____/____
(MM/DD/YY)

Ocean Academy Charter School – Board of Trustees

Motion: to approve the Statement of Assurances as presented by Head of School, Lorna Hassel, as per the School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act (ABR)

By: Anita Lepelstate, Second J. Muzikowski, unanimous vote in the affirmative

Cindy Coughlin presents on Budget and Bill List.

1. Decrease in Tuition Payments – expecting a \$120,000 decrease as a result of October 15th head count when new budget numbers are released

2. General Ledger Report for Fund 11 – reviewed report structure

Board requested same reports for Fund 20 (ESEA) Fund 60 (Nutrition Program), Fund 62 (After care) will also add Fund 12 for future

Will also provide updated cash flow statement for balance of the year

3. Tighten up system for tracking extended care payments

4. Transfers & Bill List

Available Balances Report – review

Budget transfers to close out 2017-2018 Fiscal Year

AS of 06/30/18

From	To	
12-000-400-890-000-084 Miscellaneous Expense	12-000-400-710-000-080 Purchase Land/Improvements	39.50 EOY adjustments
11-110-100-101-000-043 Kindergarten - Sal of Teachers	11-120-100-101-000-043 Grades 1-5 - Sal of Teachers	919.98 EOY Adjustments
11-110-100-101-000-043 Kindergarten - Sal of Teachers	11-120-100-101-000-043 Grades 1-5 - Sal of Teachers	1902.97 EOY Adjustments
11-000-291-200-000-054 Total Benefits Costs	11-000-291-280-001-000 Tuition Reimbursement	4,649.13 EOY Adjustment
11-000-262-800-000-075 Miscellaneous Expense	11-000-262-610-000-071 Supplies & Materials	2,517.47 EOY adjustment
11-000-240-300-000-067 Purch Prof/Tech Svc	11-000-230-585-000-056 Other Purch Services	5,150.00 EOY Adjustment
11-000-240-300-000-067 Purch Prof/Tech Svc	11-000-230-339-000-055 Other Purchased Prof Services	1406.53 EOY Adjustment
11-000-240-300-000-067 Purch Prof/Tech Svc	11-000-230-100-000-052 Salaries	7,443.47 EOY adjustment - Grant variances
11-000-291-200-000-054 Total Benefits Costs	11-000-230-100-000-052 Salaries	8,835.48 EOY adjustment - Grant variances

Ocean Academy Charter School – Board of Trustees

Budget Transfers- 2018-19 Fiscal year

Instructional:		Balance
From:	11-000-190-610-000-047 General Supplies -	Current 134,610.90
		New Balance – 87,235
To:	11-120-100-101-000-043 – Teachers 1-5	-12,000 Renumeration checks
	11-120-110-100-101-000-043 - k	-8,000 Renumeration checks
	11-190-100-106-000-044 – paras	-7,000 Renumeration checks
	Sub -Total	-27,000 to add
Additional Budget Line Item		
	11-120-100-101-000-043	-10,000 – substitutes
	11-202-100-500-000-000	\$4,025 - charter school conference

Administrative

From:	11-000-230-530-000-057 – Communication –	55,436.04
		New Balance 21,436.04
To:	11-000-230-100-000-052 – admin	-8,000 Renumeration checks
	11-000-240-105-000-053 – admin support	-1,000 Renumeration checks
	11-000-230-339-000-055 – increase Alejandra Morales Gonzales contract	
		Add \$25,000
From:	11-190-100-640-000-048 – Text books –	\$132,610.90
		New Balance 112,610.90
To:	11-000-230-890-000-063 – Misc Exp	\$20,000

Support

From:	11-000-240-500-000-0068 - Other Purchased Services	12,431.38
		New Balance – 9,431.38
To:	11-000-240-110-000-066 – support svc	-3,000 Renumeration checks

Total for Renumeration checks – \$39,000

Alejandra Morales Gonzales – increase budget/PO to 36,000- see above for funding

Ocean Academy Charter School – Board of Trustees

Shifting Petty cash to 1st of the month instead of 15th of the month

10/15/ to 11/01/18 - \$536.09 w/ 44.91 in expenses from August (with receipts)

Bill List Presented by SBA Cindy Coughlin

Motion to approve Transfers & Bill List: J. Muzikowski, second: A. Shults-Hare, unanimous vote in the affirmative

New Business

Suggestions:

Ken Seda – post Board and staff photos in the school so visitors and recognize everyone.

Anita Lepelstat – post framed copy of final approval letter

From the entire board: Administration should share up-coming events with board members, so they can attend, be introduced, and can speak with parents.

Next Meeting – December 11th Tuesday – 7 PM

Motion: Close meeting 9:40PM

A. Lepelstat, second: K. Seda, unanimous vote in the Affirmative