

**Ocean Academy Charter School
Boards of Trustees**

Minutes: December 3rd, 2019 – Approved by the Board of Trustees 01/07/2020

Ocean Academy Charter School – Board of Trustees Meeting Minutes – 12/03/2020

711 West Kennedy Boulevard, Elks Lodge, 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 to the Asbury Park Press – Paper of Record. Additionally, posted on the School’s Facebook page (11/18/19).

Marshall White – President	Present
Ken Seda – Vice President	Present
Aase Marie Hare	Present
Sharon Hollander	Present
Jeanmarie Lamme	Present
Anita Lepelstat	Present
Roxanne Martin	Present
Reverend Juan Monge-Santiago	Present
Jim Muzikowski	Present

Valarie M. Smith Executive Director & Board Secretary

Meeting started Promptly at 6:00 pm. President Marshall White lead the Salute to the Flag.

1. Unanimous Approval of the Minutes of the Last Meeting of the Board of Trustees, October 1, 2019
2. The Board was introduced to Rick Pressler. Rick has been highly recommended by Valarie Smith to lead the school through its Re-authorization process. Mr. Pressler spoke about the overall process for reauthorization and discussion with Board members followed.
3. Update/Change on Staffing: Presented by Lorna Hassel, Head of School

Resignation of John Lippincott, Classroom Aid
New Hire: Bethany Seitel, Classroom Aid
Marc Sweet (Special Education Teacher): Masters Degree Completed
One on One Aid – Contract with Employment Agency (Delta T Group)
Bayada Nurses – Contract for Nurse Substitute (when needed)

Motion to Accept these personnel Changes made by Father Juan, seconded by Jim Muzikowski, unanimous approval.

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4. Parent Survey Results – Presented by Lorna Hassel
5. Activity Calendar – Presented by Lorna Hassel
6. Potential Preschool – Joint Venture with Lakewood Public Schools and Georgian Court University. Presented by Valarie Smith and David Hesper.
7. Motion to Accept the “Comprehensive Proposal” for Reauthorization by Rick Pressler made by Father Juan, Second by Ken Seda, unanimously approved by the Board.
8. New Financial System – Presented by Cindy Coughlin and David Block
Executive Staff finds it necessary to change data accounting systems including payroll to a more Sophisticated and comprehensive system: Asbury Park ITC. Cancelling agreements with CDK Systems and Action Data Services.
For the balance for the 2019-20 School Year, Cost is estimated at \$6,475.00
Ken Seda motions to Accept the change, Anita Lepelstat seconds, unanimously approved.
9. Preliminary status of the annual audit Presented by Cindy Coughlin.
10. Resolution for Board Acceptance of the Annual Financial Questionnaire as required by the N.J. Department of Education (Presented by Cindy Coughlin):

Resolution Accepting & Approving the Annual Charter School Fiscal Questionnaire Resolution: December 3, 2019

Approval for Ocean Academy Charter School to Accept the Annual Charter School Fiscal Questionnaire

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

WHEREAS the Ocean Academy Charter School has received, reviewed, and approved the Annual Charter School Fiscal Questionnaire;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the Ocean Academy Charter School, County of Ocean, State of New Jersey approves and accepts the Annual Charter School Fiscal Questionnaire documentation for submission to the Department of Education Fiscal representatives.

Motion to Accept Resolution made by Father Juan, Second by Ken Seda, unanimously approved.

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11. Transfer of Funds: Presented by Cindy Coughlin

Transfer \$5,000 to travel 11-201-100-580-000-000 to cover 2019 Annual Charter School Convention and the NJ School Board Convention from unallocated funds.

Motion to Accept the Transfer made by Ken Seda, Second by Jim Muzikowski, unanimously approved.

12. Bill List Presented by Cindy Coughlin

Recurring Paid Bills:

Rent: Georgian Court \$22,308.33 each for November & December

Christ United Methodist Church - \$20,068.70

Wrights Ins: \$2,641.76

Petty Cash – September \$494.00

Watchung Water - \$654.60

Association of Educators - \$561.00

Optimum - \$387.65 + \$387.65

Markel - \$3,879.00

Lakewood Public Schools - \$29,390.45

Renaissance - \$198.88

Family Life - \$1002.99

Owners Rep Consulting - \$2,000.00

MOESC - \$4,053.00

New/Paid Bills:

Lorna Hassel - \$50.00 (NJ School Jobs)

Cindy Coughlin - \$155.00 (Board Meeting Expenses)

Diana Romero - \$464.60 + 384.60 + 270.00

Alejandra Morales - \$750.45 + \$1,087.50 + \$883.50 + \$1,335.00

NJ School Boards Annual Dues - \$2,500

Porzio - \$741.00 + \$4,172.76

Pearson - \$14,239.56

Machree Paul - \$800

Elite Heating & Cooling - \$135

Gordon Francis - \$350 + \$175

NJ Treasurer – Fire Code - \$214

Thomas McMahon - \$700.00

Cube Smart - \$147.81

Delta T Group - \$250.32

Jump Perry - \$10,000

Valarie Smith - \$525.84

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Pam Johnson - \$127.71
OnCourse - \$115.56 + \$1,500
CDW - \$1,257.10
American Academy of Pediatrics - \$195
Stockton - \$318
Action Data - \$689.46

New - Recurring:

MOESC - \$12,168.74
Renaissance – \$198.88
Family Life - \$1,002.99
Atlantic - \$427.88 + \$401.91 + \$50.25
Owners Rep Consulting - \$2,000.00
Markel - \$3,879.00

New:

Jump Perry - \$2,500.00
Cindy Coughlin
 Finger Printing \$144.10
 Stamps \$105.60
 Cube Smart \$214.30
 Oct Board Meeting \$155.00
 Certificate for GCU \$27.00
Arturo Hernandez \$51.45
Austin Blatt \$42.70
Diane Oxley \$64.44
American Academy of Pediatrics \$195.00
School Health \$480.58

Motion to accept/approve the Bill List made by Father Juan, Second by Ken Seda, unanimously approved.

13. Mandatory Ethics Training for all Board Members presented by David Hespe Esq.

14. New Building Update by Tom McMahon

Motion to adjourn meeting made by Anita Lepelstat, second by Jim Muzikowski, unanimously approved.