

# OCEAN ACADEMY CHARTER SCHOOL

## BOARD OF TRUSTEES

### Minutes – Board of Trustees Meeting, June 8, 2021 – 6:00 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. Ocean Academy Charter School, 1650 Massachusetts Avenue, Lakewood, NJ. Attendance by virtual or in person.

[Join by phone](#)

(US) +1 518-663-2471 PIN: 195 686 781#

Marshall White – President

Anita Lepelstat – Vice President

Thomas A. D’Ambola

Aase Marie Hare

Sharon Hollander

Jeanmarie Lamme - Absent

Roxanne Martin

Reverend Juan Angel Monge-Santiago

Jim Muzikowski

Meeting Call to Order by Board President at 6:00 PM

Salute to the Flag

1. Approval of Minutes of the May 11, 2021, Meeting

Motion made by Aase Hare to accept and approve the minutes of the May 11<sup>th</sup>, 2021, meeting. Second was made by Roxanne Martin. Board unanimously approved 8 – 0.

2. Tom McMahon presented on Facility Issues

In order to move forward with the purchase of the school, three contracts are needed to be approved. One with the Appraisal company, another with Bond Counsel, and another with financial advisors for bonding purposes. It was recommended to go with Larry Goldberg Appraisal Economics, Inc of Paramus for appraisal of the school, McManimon, Scotland & Baumann of Roseland for Bond Counsel, and Phoenix Advisors for financial issues with securing the bond.

Approval of Larry Goldberg, Appraisal Economics, Inc. @ \$6,000 for building appraisal for potential sale of building.

Motion made by Jim Muzikowski to retain Larry Goldberg, Appraisal Economics, Inc.

Second by Father Juan

Unanimously approved by the Board 8 – 0

## OCEAN ACADEMY CHARTER SCHOOL BOARD OF TRUSTEES

Approval of the Law Firm McManimon Scotland & Baumann as Bond Counsel. McManimon, Scotland & Baumann, LLC is one of the leading firms in the nation in the area of public finance. The firm consistently ranks first in the State of New Jersey in volume of bond issues, number of bond issues, or both, by Thompson Reuters. The firm's public finance lawyers possess over four decades of experience and have participated in thousands of public finance transactions resulting in billions of dollars of bond and note issues

Motion made by Anita Lepelstat to retain McManimon Scotland & Baumann  
Second by Jim Muzikowski  
Unanimously approved by the Board 8 – 0

Approval of Phoenix Financial Advisors. Phoenix has helped school districts throughout the region plan for growth, obtain financing, and made the transactions happen. Results have included bonds for new school construction, refinancing, equipment, and capital leases.

Motion made by Tom D'Ambola to retain Phoenix Advisors  
Second by Sharon Hollander  
Unanimously approved by the Board 8 - 0

3. Cindy Coughlin, our SBA, is retiring July 1<sup>st</sup>, 2021!

Motion to Accept Cindy's Retirement as of July 1<sup>st</sup>, 2021, made by Jim Muzikowski, second by Anita Lepelstat, Unanimously approved by the Board 8 – 0.

4. Valarie Smith & David Block on SBA & Personnel Office present on tentative reorganization plans.

Motion to approve Sikemia Wright for Front Office Tutoring and on-going maintenance in purchasing and other light bookkeeping matters \$12,000 from July 1, 2021, to June 30, 2022.

Motion made by Roxanne Martin, Second by Thomas D'Ambola, Unanimously approved by the Board 8 – 0

## OCEAN ACADEMY CHARTER SCHOOL BOARD OF TRUSTEES

Motion for a Salary Adjustment for David Block to \$65,000 for additional work in School Business Administrator's position.

Motion made by Aase Hare, Second by Jim Muzikowski, Unanimously approved by the Board 8 – 0.

5. Cindy Coughlin presents The Monthly Bill List –

Motion to Accept the Bill List made by Father Juan, Second by Jim Muzikowski, Unanimously approved by the Board 8 - 0

6. Additional Financial Items that require Board approval:

Flooring (carpeting) for Third Floor - \$11,955 estimate

Anita Lepelstat motions to approve the carpeting for the Third Floor.

Jim Muzikowski seconds the motion.

Unanimously approved by the Board 8 – 0.

Need to hire DeAngelo Fire Protection Services for necessary maintenance of Fire Sprinkler System.

Jim Muzikowski motions to hire DeAngelo Fire Protection.

Anita Lepelstat seconds the motion.

Unanimously approved by the Board 8 – 0.

T & B Janitorial Service - This cleaning is for additional services not covered by our main service for the summer months. This is the wall washing, cleaning of furniture, windows, etc.

Father Juan motions to hire T & B Janitorial Service.

Sharron Hollander seconds the motion.

Approved by the Board 7 – 0 with one abstention

7. Marshall White, Board President, presents on the Board Self-Assessment: All individual documents due – Overall review will be done by the Board President and presented at the next board meeting which is tentatively scheduled for August 10<sup>th</sup>.

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8. New Business – there was no new business.
9. Public Discussion – there was no public discussion.
10. Adjournment

Motion to Adjourn made by Anita Lepelstat  
Second by Aase Hare  
Unanimously approved by the Board 8 – 0.