

**Ocean Academy Charter School**

**Board of Trustees Meeting – November 14, 2017, 7:00 PM**

**678 5<sup>th</sup> Street, Lakewood, NJ**

In accordance with N.J.S.A. 10:4-7 and N.J.S.A. 10:4-9 of the Open Public Meetings Act, all Board of Trustee Meetings are open to the public, regularly scheduled, and publicized with at least 48 hours' notice in the paper of record, The Asbury Park Press.

Marshall White – President  
Ken Seda – Vice President  
Christopher Leddy- absent  
Anita Raynes Lepelstat  
Roxanne Martin  
Reverend Juan Angel Monge-Santiago  
Jim Muzikowski  
Aase Marie Schults Hare

Staff in Attendance: Lorna Hassel, Head of School and Cindy Coughlin, School Business Administrator

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Board Secretary opens the Meeting – 7:00PM & President of the Board Leads the Salute to the Flag

Approval of Minutes for October 10, 2017 meeting

Moved: A. Lepelstat  
Second: J. Mulkowski  
Vote: Unanimously in favor

1. Marshall White presented on areas of interest from The NJSBA (NJ School Boards Association) 2017 Convention, recommended that more board members attend next year. There's a flat fee for multiple attendees.
2. Marshall White presented a potential program – Sustainable Jersey for School Certification Program - and distributed materials for review. Board will vote on the program at the November meeting.
3. Lorna Hassel, Head of School, reported that a Thank You note was sent to the Lakewood Black Hawk Organization for their contribution of \$250. The money was used to pay for 4 book cases.
4. Lorna Hassel presented a Proposal to change our personal day policy for staff from 5 to 7 days for each school year. Motion to Change Policy/Second Vote

Moved: A. Schults Hare  
Seconded A. Lepelstat  
Vote: Unanimously in favor.

5. Lorna Hassel presented on Update on Criminal History Background Checks – Everyone has been cleared through the process and the School is in compliance with the DOE law & regulations. Lorna Hassel
6. Cindy Coughlin presents on amending our Food Service Policy – changes have been made by the Department of Agriculture regarding “offer vs. serve”; thus, OACS policy needs to be amended to reflect the new changes to be in compliance.  
Moved: K. Seda  
Second: R. Martin  
Vote: Unanimously in Favor
7. Bill List to be presented: Cindy Coughlin  
Move: K.Seda  
Second: J. Muskowski  
Vote: Unanimously in Favor
8. Cindy Coughlin & Lorna Hassel – presentation on the need for a monthly \$300 petty cash account. Discussion on need, setting up, and managing petty cash account.  
Moved: K. Seda  
Second: A. Schults Hare  
Vote: Unanimously in Favor
9. Lorna Hassel discussed the new security measures including the electronic system on the front door.
10. Announcement that we will be having Mary Ann Friedman (local School Boards representative) attend our December 12<sup>th</sup> meeting as a meet & greet. If anyone has any questions regarding board procedures, you can ask Ms. Friedman. She will present on various services that NJSBA offers local boards of education.
11. Announcement that December meeting (December 12<sup>th</sup>) we will have a special Christmas dinner (not pizza!).
12. Assign Austin Blatt, a paraprofessional to provide academic supports for Title 1 students. Will be paid by Title 1 funds at an extra \$6,000 for Nov – June 2018.  
Moved: K. Seda  
Second: R. Martin  
Vote: Unanimously in Favor

Adjournment: 8:40 PM

Moved: K. Seda

Second: A. Lepelstat

Vote: Unanimously in Favor