



**Regular Monthly Meeting Agenda**  
**Thursday, April 10, 2025 – 6:00 pm**

**I. Call to Order –**  
**II. Public Notice of Meeting/NJ Sunshine Law**

The New Jersey Public Meetings Law was enacted to ensure the right to the public to have advanced notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted on in accordance with N.J.S.A 10:4-6 et seq.

On the rules of this act, Achievers Early College Prep Charter School has caused notice of this meeting by publicizing the date, time, and place, of the regularly scheduled meeting in the Public Notice Section of the Star Ledger and Trenton Times and Posted at the Achievers Early College Prep Charter School located at 544 Chestnut Ave, Trenton NJ 08611. Formal action will take place at this meeting.

**III. Roll Call**

Trustees	Role (Term Expires)	Present	Absent	LA/ED
1. Alescia Teel	Trustee, (2/2026)			
2. Elizabeth Murphy	Trustee, (8/4/2026)			
3. Larry Patton	Trustee, (3/2026)			
4. Imebet Stewart	Trustee, President (3/2026)			
5. Meredith Pennotti	Trustee (4/2026)			

**Also Present**

Non-Voting	Role	Present	Absent	LA/ED
Nava Coppin	Acting Executive Director			
Joshua Solow	SBA, School Business Office			
Elizabeth Neary	Board Secretary, School Business Office			
Shannon Wright	Director of Operations/ Assistant SBA			
Hope Blackburn	Board Attorney			

**IV. Acceptance of Meeting Agenda**

Motion for Achievers Early College Prep Charter School, Board of Trustees to approve the Agenda for the **April 10, 2025**, meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Teel											
Imebet Stewart						Larry Patton					
Elizabeth Murphy						Meredith Pennotti					

**V. Acceptance of Meeting Minutes**

Motion for Achievers Early College Charter School, Board of Trustees to approve the minutes from the **March 13, 2025**, Regular Board meeting and the **March 20, 2025**, Special Board meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Teel											
Imebet Stewart						Larry Patton					
Elizabeth Murphy						Meredith Pennotti					

**VI. Public Comment**

**VII. Committee Reports & FY26 Budget Presentation**

**VIII. Interim Executive Director Report**

**IX. Adjourn Public Session and Begin Executive Session**

The Board will discuss personnel matters.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Teel											
Imebet Stewart						Larry Patton					
Elizabeth Murphy						Meredith Pennotti					

**X. Adjourn Executive Session and Reconvene Public Session**

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Teel											
Imebet Stewart						Larry Patton					
Elizabeth Murphy						Meredith Pennotti					

**XI. Motions for Approval**

**1. Finance**

- a. Board Secretary’s and Treasurer’s Report: To approve the Secretary’s and Treasurer’s Reports for March, 2025, as per the attached. Pursuant to N.J.A.C. 6A:232.11(a), the Achievers Early College Prep Charter School Board of Trustees acknowledges receipt of the secretary’s certification, and after review of the monthly financial report (appropriations section) certifies that, to the best of its knowledge, as of March, 2025, no major account or fund has been over expended in violation of N.J.A.C. 6A:232.11(b), and that sufficient funds are available to meet the school’s financial obligations for the remainder of the fiscal year.
- b. Bills List and Check Journal: To approve the bills list and check journal for the period March 14, 2025, to April 10, 2025.
- c. FY26 Budget: To approve the FY26 Budget and its submission to the NJDOE.
- d. To approve the reimbursement to Payton Kelly for NJ Alternate Route Provisional Teacher Training Cohort II at Rutgers University, in the amount of \$490, as attached.

e. To approve the following payrolls:

March 15, 2025	\$164,901.45
March 31, 2025	\$163,985.01

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Teel											
Imebet Stewart						Larry Patton					
Elizabeth Murphy						Meredith Pennotti					

**2. Contracts**

- a. To approve the agreement with the **Law Offices of Richard Schkolnick, LLC** for land use and zoning legal services, hourly rates from \$225 - \$400 plus reimbursable expense fees, as attached.
- b. To approve the project proposal from **DoubleTime Design, LLC** for school website design and development services, in the amount of \$3,000, as attached.
- c. To approve the proposal from **Carroll Engineering** for Land Surveying & Civil Engineering services for the modular classroom project, in the amount of \$26,794 plus reimbursable expense fees, as attached.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Teel											
Imebet Stewart						Larry Patton					
Elizabeth Murphy						Meredith Pennotti					

**3. Buildings & Grounds**

- a. To approve the quote from **JMM Cleaning Services** to purchase and install fire retardant curtains in the High School gym, in the amount of \$4,600, as attached.
- b. To approve the quote from **JMM Cleaning Services** for required fire inspection repair and replacement of emergency lighting, window glass, door locks, and exit signs, in the amount of \$1,745, as attached.
- c. To approve the quote from **JMM Cleaning Services** for replacement and installation of damaged ceiling tiles, torn blinds & shades, and drywalling in the amount of \$5,600, as attached.
- d. To approve/ratify the invoice from **We Secure It** for locksmith services in the amount of \$1,907, as attached.
- e. To approve/ratify the invoices from **Professor Gatsby's Plumbing, LLC** for plumbing services in the total amount of \$2,591.50, as attached.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Teel											
Imebet Stewart						Larry Patton					
Elizabeth Murphy						Meredith Pennotti					

**4. Personnel**

- a. To approve the following new hire for the 2024-2025 school year, as attached:

12 Month Employee	Position	Salary	Stipend/Bonus	Tentative Start Date
Tianna Gresham	High School Social Worker	\$70,000	None	4/14/25

- b. To approve the annual NJASBO membership and conference registration fees for Joshua Solow, School Business Administrator, in the amount of \$1,750, as attached.
- c. To approve the following professional development, as attached:

Professional Development	Employee Name & Role	Dates	Cost
Spring 2025 Anti-Bullying In-Person Atlantic City Conference	Monique Whitaker Affirmative Action Officer	May 28-29, 2025	\$299
Spring 2025 Anti-Bullying In-Person Atlantic City Conference	Abigail Bocicaut Anti-Bullying Specialist	May 28-29, 2025	\$299

- d. To approve payment to Kelly Pezzina, High School ELA Teacher, for the following home instruction hours for pupil ID #2887207764 and Pupil ID #6265413182, as attached:

Date Range	Hourly rate	Total Hours	Total Pay
3/3/25 – 3/26/25	\$55/hour	34	\$1,870

- e. To approve the new position and job description for **Human Resources Director** for the 2025-2026 school year, salary range of \$103,000 - \$123,600 commensurate with experience, as attached.
- f. To approve the new position and job description for **Chief Operations Officer** for the 2025-2026 school year, salary range of \$125,000 - \$150,000 commensurate with experience, as attached.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Teel											
Imebet Stewart						Larry Patton					
Elizabeth Murphy						Meredith Pennotti					

**5. Curriculum/Special Education/Student Activities**

- a. To approve the quotes from **Ben’s Deli** for the following student event refreshments, as attached:

Student Event	Date	Cost
High School 3 <sup>rd</sup> Marking Period Honor Roll Breakfast	4/17/25	\$1,270
Middle School Honor Roll Breakfast	4/15/25	\$2,418
Middle School Graduation	6/13/25	\$1,100

- b. To approve the Middle School field trip to **Franklin Institute** on 4/28/25 with student-funded general admission tickets, and school-funded round-trip transportation from **Sheppard Bus Service** in the amount of \$990, as attached.
- c. To approve the quote from **Shore Inflatables** for games & obstacles for Middle School Field Day on 6/10/25 in the amount of \$1,028, as attached.

- d. To approve the quote from **Crown Awards** for student trophies for the MS/HS Sports Banquet, in the amount of \$777.98, as attached.
- e. To approve the quote from **CDW Government** for headphones and calculators for Middle School NJSLA testing, in the amount of \$2,423.48, as attached.
- f. To approve the following quotes for High School supplies & equipment for the new modular classrooms, with reimbursement to be requested through the CSP Grant, as attached:

Supplies/Equipment	Vendor	Cost
Student desks and chairs	Hertz Furniture	\$40,014.00
Teacher desks	Hertz Furniture	\$8,228.70
Bookcases, storage & file cabinets	Staples	\$10,618.10
Cork & dry erase boards, air purifiers, floor mats and trash/recycling containers	Uline	7,285.00
Chromebooks and device carts	CDW Government	46,685.40

**Grand Total Cost = \$112,831.20**

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Teel											
Imebet Stewart						Larry Patton					
Elizabeth Murphy						Meredith Pennotti					

**6. Policy/Misc.**

- a. To approve the **Achievers ECP school calendar** for the 2025-2026 school year, as attached.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Teel											
Imebet Stewart						Larry Patton					
Elizabeth Murphy						Meredith Pennotti					

**XII. Enrollment Report**

Grade	Jul 2024	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2022	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Waitlist
6			92		91	90	91	91	91	89			8
7			92		92	91	91	91	90	89			92
8			92		92	90	90	91	91	91			22
9			110		114	113	114	113	113	112			10
10			99		99	98	98	96	96	94			0
11			56		56	56	54	52	50	49			0
<b>Total</b>			<b>541</b>		<b>544</b>	<b>538</b>	<b>538</b>	<b>534</b>	<b>531</b>	<b>524</b>			<b>132</b>

**XIII. HIB Reports**

- 1. Motion to **approve** the previously accepted HIB investigation report for March 2025 with the following findings:

Report	# of Cases	# Founded	# Unfounded
March 2025	1	0	1

2. Motion to **accept** the HIB investigation report for April 2025, with the following findings:

Report	# of Cases	# Founded	# Unfounded
April 2025	1	1	0

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Teel											
Imebet Stewart						Larry Patton					
Elizabeth Murphy						Meredith Pennotti					

**XIV. Public Comment**

**XV. Reports / Look Ahead / Miscellaneous**

1. Next Board Meeting: May 8, 2025

**XVI. Adjourn Public Session/End Meeting**

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Teel											
Imebet Stewart						Larry Patton					
Elizabeth Murphy						Meredith Pennotti					

DRAFT