ACHIEVERS EARLY COLLEGE PREP CHARTER SCHOOL

Regular Monthly Meeting Minutes
Thursday, July 9, 2026; 6:00 pm

I. Call to Order – 6:03PM

II. Public Notice of Meeting/NJ Sunshine Law

The New Jersey Open Public Meetings Act was enacted to ensure the public's right to have advance notice of and to attend meetings of public bodies in accordance with N.J.S.A. 10:4-6 et seq. In compliance with this Act and P.L. 2025, c. 72, notice of this meeting has been provided through the Achievers Early College Prep Charter School's website under "Public Notices." Formal action may be taken at this meeting.

III. Roll Call

Trustees	Role (Term Expires)	Present	Absent	LA/ED
1. Alescia Teel	Trustee, (2/2029)		x	
2. Elizabeth Murphy	Trustee, (8/4/2026)	x		
3. Larry Patton	Trustee, (3/2029)		x	
4. Imebet Stewart	Trustee, President (3/2029)	x		
5. Meredith Pennotti	Trustee (4/2029)	x		

Also Present

Non-Voting	Role	Present	Absent	LA/ED
Nava Coppin	Executive Director	x		
Joshua Solow	SBA, School Business Office		x	
Elizabeth Neary	Board Secretary, School Business Office	x		
Hope Blackburn	Board Attorney	x		
Katheryne Ralph	Director, Human Resources	x		
Yereilis Martinez	Student Representative to the Board of Trustees		x	

IV. Acceptance of Meeting Agenda

Motion for Achievers Early College Prep Charter School, Board of Trustees to approve the Agenda for the **July 9, 2026,** meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Teel					x						
Imebet Stewart		x				Larry Patton					x
Elizabeth Murphy	1	x				Meredith Pennotti	2	x			

V. Acceptance of Meeting Minutes

Motion for Achievers Early College Charter School, Board of Trustees to approve the minutes from the **June 11, 2026,** Regular Board meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Teel					x						
Imebet Stewart	1	x				Larry Patton					x
Elizabeth Murphy		x				Meredith Pennotti	2	x			

VI. Trustee Reappointment

Motion for Achievers Early College Prep Charter School, Board of Trustees to reappoint Elizabeth Murphy for an additional 3-year term, effective 8/5/2026 - 8/4/2029.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Teel					x						
Imebet Stewart	1	x				Larry Patton					x
Elizabeth Murphy		x				Meredith Pennotti	2	x			

VII. Public Comment - NONE

VIII. Committee Reports

a. Finance Committee:
   Liz Murphy provided an update on this week's committee meeting, noting a slight drop in pupil aid, yet the school's finances are still strong. She mentioned an initial meeting occurred with the non-profit Building Hope to begin reviewing long-term facility plans for building space.

b. Curriculum, Instruction, and Student Support Committee
   Ms. Coppin shared that she met with Larry Patton and spent significant time discussing curriculum and renewal strategies.

IX. Executive Director Report

-Ms. Coppin provided an update on recent school events including the inaugural High School graduation ceremony and 8th grade graduation. She noted that summer school and credit recovery is underway for students, and NJSLA results will be shared at the next meeting in August. She also shared a new school theme, Vision to Execution.
-Ms. Ralph provided an update on recruitment activity, sharing open and closed positions. She also noted various compliance activities occurring in preparation for renewal.
-Ms. Wright provided an update on operations, including the new Oncourse system replacing PowerSchool, finalizing athletics for the upcoming school year, and summer facility refresh projects.
-Ms. Eley provided an update for the High School including college acceptances, and CTE strategic goals to ensure students graduate with certifications. She also noted the summer bridge program with a focus on 8th graders moving into 9th to prepare for high school math.
-Ms. Miller provided an update for the Middle School, noting a new program for entering 6t graders, iclidig summer academic work as part of their enrollment package. She also noted 7th & 8th graders turning in summer work upon returning to school.

X. Adjourn Public Session and Begin Executive Session

No Executive session occurred.

XI. Adjourn Executive Session and Reconvene Public Session

No Executive session occurred.

XII. Motions for Approval

1. Finance

a. Board Secretary's and Treasurer's Report: To approve the preliminary Secretary's and Treasurer's Reports for June 2026, 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 June 2026, 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 June 12, 2026, to July 9, 2026.

c. To approve the following payrolls:

June 15, 2026	$217,610.90
June 30, 2026	$213,431.38

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Teel					x						
Imebet Stewart	2	x				Larry Patton					x
Elizabeth Murphy	1	x				Meredith Pennotti		x			

2. Contracts

a. To approve the proposal from **Leaders Building Leaders** for the Performance Level Partnership program including staff leadership development & coaching, 3-5 hours per month, total $9,997 plus instructor travel expenses, as attached.

b. To approve the quote from **LinkedIn** for employee recruitment subscription services for a 1-year period, including Recruiter Corporate, Hiring Assistant, & Career Pages, in the amount of $18,512.50 with requested reimbursement through the CSP Grant, as attached.

c. To approve the 2026-2027 agreement and rates with **Health Source Group** for staffing services, as attached.

d. To approve the 2026-2027 agreement and rates with **Scoot Education** for staffing services, as attached.

e. To approve the 2026-2027 rate sheet with **Kaleidoscope Education Solutions** for staffing services, as attached.

f. To Ratify the Board of Trustees' approval to reject all bids for security services submitted and opened on June 9, 2026. Bids are being rejected to add new wording/requirements into the bid specifications.

g. To approve **Aegis Security Agency LLC** as the lowest responsible bidder for security services at the rates of: $24.47/hour for unarmed security guards & $33.97/hour for armed security guards.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Teel					x						
Imebet Stewart	2	x				Larry Patton					x
Elizabeth Murphy		x				Meredith Pennotti	1	x			

3. Building & Grounds - NONE

4. Personnel

a. To approve the quote from **Grounds for Sculpture** for leadership professional development *Beyond the Limits Workshop* on 7/15/26, in the amount of $300.00.

b. To approve the following new hire contracts for the 2026-2027 School Year, as attached:

Term	Employee Name	Job Title	FY27 Salary	FY27 Stipend	Start Date
10-Month	Maureen Brody	Instructional ELA Coach	$88,050	None	8/17/26
10-Month	Erica Lewanda	Middle School Visual Arts Teacher	$88,050	None	8/17/26
10-Month	Brittany Spencer	High School Math Teacher	$65,050	None	8/17/26
10-Month	Shilpi Agarwal	High School Teaching Assistant	$51,500	None	8/17/26

c. To approve the following stipend for the 2026-2027 School Year:

Term	Employee Name	Stipend Title	FY27 Stipend	Payment Schedule
12-Month	Jessica Rios	MS Attendance Coordinator	$2,000	Equal Pay Periods July - June

d. To approve the quote from **Raptor Technologies** for Public School Works annual safety & compliance employee training program subscription, in the amount of $2,094.75, as attached.

e. To approve attendance at the 2026 SHRM New Jersey Annual Conference & Expo for **Katheryne Ralph** from 9/26/26 – 9/29/26 in Atlantic City, including the following costs, NTE $1,239:

SHRM Conference	$490.00
3-night hotel stay	$510.90
Meals and incidental expenses (M&IE)	$238 total per GSA.gov rates 2 days @$68/day 2 days @$51/day (first/last)

f. To approve the extension of **Shannon Wright's** contract as Interim Chief Operating Officer through 7/31/26, rate remains $69.71/hour.

g. To approve the following 2026 Summer School Stipend, to be paid in the 7/31/26 payroll:

Employee	Program Role	Workdays	Hours/Day	Total Hours	Hourly Rate	Total Stiped
Damaris Ynoa-Ayala	MS Guidance Counselor	10	8	80	$35	$2,800

h. To approve the job description for **High School Director of Career and Technical Education (CTE), College Readiness, and STEAM Academic Programs**, as attached.
i. To approve the job description for **Work-Based Learning, Internship & Industry Partnerships Coordinator**, as attached
j. To approve the following job title changes for the 2026-2027 School Year, as attached.

Term	Employee Name	Current Job Title	New Job Title	Effective Date
12-Month	Jonquille Eley	Interim Director, High School	High School Director of Career and Technical Education (CTE), College Readiness, and STEAM Academic Programs	7/1/26
12-Month	Sully Mori	Operations Assistant/Parent Liaison	Work-Based Learning, Internship & Industry Partnerships Coordinator	7/1/26

k. To approve the following staff contract for the 2026-2027 School Year, effective 7/1/26, as attached:

Term	Employee Name	Job Title	FY27 Salary	FY27 Stipend	Total Compensation
12-Month	Nava Coppin	Executive Director	$180,000	N/A	$180,000

Liz Murphy asked if the board attorney responded to questions about the job title change motions. Liz Neary answered there was no response yet, but if changes are required they can be amended on next month's agenda.

ROLL CALL VOTE

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Teel					x						x
Imebet Stewart	2	x				Larry Patton					
Elizabeth Murphy	1	x				Meredith Pennotti		x			

5. Curriculum/Special Education/Student Activities

a. To approve the quote from **Rizzlock** for pouches to secure student personal devices, in the amount of $4,800, as attached.
b. To approve Achievers 2026-2027 student **Assessment Schedule**, as attached.
c. To approve the quote from **NWEA** for 2026-2027 MAP Growth K-12, Growth Foundations online annual license, and Map Growth Science, total amount $11,122.50, as attached.
d. To approve the quote from **Renaissance** for DnA student assessment subscription services for the 2026-2027 school year, in the amount of $13,005, as attached.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Teel					x						x
Imebet Stewart	1	x				Larry Patton					
Elizabeth Murphy	2	x				Meredith Pennotti		x			

6. **Policy/Misc.**
   a. To approve the annual membership with the **New Jersey Public Charter Schools Association (NJPCSA)** for the 2026-2027 school year, in the amount of $15,750, as attached.
   b. To approve the annual membership with the **New Jersey School Boards Association (NJSBA)** for the 2026-2027 school year, in the amount of $3,600, as attached.
   c. To approve the **Achievers Employee Referral Bonus Program**, with award bonuses ranging from $500 - $1,000 per referral, as attached.
   d. To approve Achievers 2026-2027 **Remote Learning Plan**, as attached.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Teel					x						
Imebet Stewart	2	X				Larry Patton					x
Elizabeth Murphy	1	x				Meredith Pennotti		x			

XIII. HIB Reports

1. Motion to ***approve*** the HIB investigation report for June 2026, with the following findings:

Report	# of Cases	# Founded	# Unfounded
June 2026	3	1	2

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Teel					x						
Imebet Stewart	2	x				Larry Patton					x
Elizabeth Murphy		x				Meredith Pennotti	1	x			

XIV. Public Comment - None

XV. Reports / Look Ahead / Miscellaneous

1. Board Retreat: Thursday, August 13, 2026, 3:00PM – 6:00PM
2. Next Regular Board Meeting: Thursday, August 13, 2026 at 6:00PM (directly following Retreat)

XVI. Adjourn Public Session/End Meeting – 6:32 PM

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Teel					x						
Imebet Stewart	1	x				Larry Patton					x
Elizabeth Murphy		x				Meredith Pennotti	2	x			