



Regular Monthly Meeting Minutes

Thursday, September 11, 2025 – 6:00 pm

I. Call to Order – 6:07 PM

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)	x		
2. Elizabeth Murphy	Trustee, (8/4/2026)		x	
3. Larry Patton	Trustee, (3/2026)	x		
4. Imebet Stewart	Trustee, President (3/2026)	x		
5. Meredith Pennotti	Trustee (4/2026)		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		
Michael Nicholson	Chief Operating Officer	x		
Hope Blackburn	Board Attorney	x		

IV. Acceptance of Meeting Agenda

Motion for Achievers Early College Prep Charter School, Board of Trustees to approve the Agenda for the **September 11, 2025**, meeting.

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

V. Acceptance of Meeting Minutes

Motion for Achievers Early College Charter School, Board of Trustees to approve the minutes from the **August 14, 2025**, Regular Board meeting.

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

VI. Public Comment

VII. Committee Reports

Josh Solow presented a finance update including fund balance history, grant funding and charter aid analysis.

VIII. Executive Director Report

- Nava Coppin presented an academic overview with 3 strategic priorities: Achievement/Academic Growth, SPED & MLL, STEAM Pathways & Graduation.
- Michael Nicholson provided a modular/trailer update including number of classrooms/bathrooms, electric work to be competed, and heating/AC upgrades to be paid by the church.
- Kathy Ralph provided a staffing /HR update including data on the number of open & filled positions.
- Ms. Rolon-Cruz & Ms. Eley presented an update for the High School including the mantra “Trenton Makes Scholars”.
- Ms. Miller presented an update for the Middle School including professional development.

IX. Motions for Approval

1. Finance

- Board Secretary’s and Treasurer’s Report: To approve the Secretary’s and Treasurer’s Reports for June, July, and August 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 August, 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.
- Bills List and Check Journal: To approve the bills list and check journal for the period August 15, 2025, to September 11, 2025.
- To approve the following payrolls:

August 15, 2025	\$172,444.72
August 31, 2025	\$197,835.84

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

2. Contracts

- a. To approve the Rate Sheet from **Kaleidoscope Education Solutions, Inc** for special staffing services for the 2025-2026 school year, as attached.
- b. To approve the Rate Sheet from **Swing Education** for substitute staffing services for the 2025-2026 school year, as attached.
- c. To approve the contract from **PowerSchool Group LLC** for PowerSchool Enrollment SIS licensing and subscription services for the 2025-2026 school year, in the amount of \$10,801.08, as attached.
- d. To approve the contract from **PowerSchool Group LLC** for SchoolMessenger Communicate and Engage Suite for PowerSchool SIS licensing and subscription services for the 2025-2026 school year, in the amount of \$4,922, as attached.
- e. To approve the 6th Lease Addendum from **Our Lady of the Angels**, as attached.
- f. To approve the quote from **Heartland Payment Systems** for MySchoolBucks subscription services for the 2025-2026 school year, in the amount of \$3,086.50, as attached.
- g. To approve the contract from **Network Information Technologies** for technology maintenance services for the 2025-2026 school year, at a rate of \$1,000/month plus additional support hours billed at a rate of \$100/hour, no rate change, as attached.
- h. To approve the contract with **Tri-Shield Security & Protection** for security services for the 2025-2026 school year, at the rates below, as attached.
 - i. Unarmed Security Guard - \$33/hr
 - ii. Armed Security Guard - \$42/hr
 - iii. Marked Security Patrol Vehicle - \$5/hr

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

3. Buildings & Grounds

- a. To approve the quote from **JMM Cleaning Services** for power washing of concrete façade, 3 floors front and side, in the amount of \$5,000, as attached.
- b. To approve the quote from **JMM Cleaning Services** for window replacement and carpet removal at 544 Chestnut, in the amount of \$4,800, as attached.

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

4. Personnel

- a. To approve the following new hires for the 2025-2026 School Year, as attached:

Term	Employee Name	Job Title	FY26 Salary	FY26 Stipend(s)	Total Salary	Start Date
10-Month	Matthew Stewart-Sajous	HS Math Teaching Assistant	\$51,500	None	\$51,500	TBD

10-Month	May Oo	6th Grade Math Teacher	\$65,050	None	\$65,050	9/15/25
10-Month	Danielle Lange	MS Art Teacher	\$65,050	None	\$65,050	9/15/25
10-Month	Darleny Pena	HS Teaching Assistant	\$51,500	None	\$51,500	TBD
10-Month	Ronald Kelly	HS PE/Health Teacher	\$73,934	None	\$73,934	9/2/25

b. To approve the following FY26 Mentor/Mentee staff, fee, and stipend, as attached:

Mentor Name	Position	Certification	Mentee	Amount	Earning/Deduction Schedule
Gretchen Stricker	Mentor	CE	Richard Lee	\$1,000	Equal pay periods Sept-June

c. To approve the following disability/maternity leave of absence changes, as attached:

Name	Position	Originally Approved Dates	Job Protection Eligibility	New Tentative Return Date
Tiana Solis	High School Guidance Counselor	7/23/25 – 9/3/25 (6 weeks)	FMLA	9/26/25 (9 weeks total)
Yaklin Alvarez	Operations Assistant	6/5/25 – 8/28/25 (12 weeks)	NONE	9/9/25 (13 weeks total)
Shelby Sumner-Spainhower	Biology Science Teacher	7/15/25 – 10/15/25 (13 weeks)	FMLA	10/6/25 (12 weeks total)

d. To approve the following agency staff Athletic Coaching stipends for the 2025-2026 school year:

Staff Name	Coaching Position	FY26 Stipend	Pay Schedule
Christopher Lima	Head Soccer Coach	\$4,500	20 pays, Sept -June
Christopher Burke	High School Soccer Coach	\$4,500	20 pays, Sept -June
Markese Tucker	High School Soccer Assistant Coach	\$3,500	20 pays, Sept -June

e. To approve payment for the following courses for previously approved CTE Alternate Route Program enrollment, as attached.

Staff Name	College	Course Name	Course Dates	Cost
Richard Lee	Brookdale Community College	XCTPP-005-SEP02	9/13/25 - 11/22/25	\$715
Obadiah Moore	Brookdale Community College	XCTPP-002-SEP02	9/27/25 - 12/6/25	\$715

f. To approve the quote from **New York City Charter School Center** for MLL/ELL professional development workshops, site visit and coaching throughout in the 2025-2026 school year, total amount \$7,950, as attached.

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

(ROLL CALL VOTE)

5. Curriculum/Special Education/Student Activities

- a. To approve the quotes from **Student Transportation of America, Inc.** for round-trip bus transportation for the following college visits, total \$1,507, as attached.

Date	Game Location	Cost
9/26/25	Drew University, Madison NJ	\$792
10/28/25	Stockton University, Galloway NJ	\$715

- b. To approve the student **assessment schedule** for the 2025-2026 school year, including notification to parents & guardians, as attached.
- c. To adopt the 2025-2026 school year **curriculum programs**, as attached.
- d. To approve the proposal from **Achievement Network** to provide interim and unit assessments for all ELA and Math courses (6–12), matching AECP’s adopted curricula and pacing, in the amount of \$12,968, as attached.
- e. To approve the quote from **NCS Pearson** for digital access to aimswebPlus, an I&RS monitoring system and screening tool for early identification and intervention for students needing academic or behavioral support, in the amount of \$4,995, as attached.
- f. To approve the quote from **NCS Pearson** for professional development training in the aimswebPlus I&RS system for analyzing data, selecting evidence-based interventions, documenting plans, and monitoring responses, in the amount of \$655, as attached.
- g. To approve the **Middle School tutoring program** for the 2025-2026 school year, staff rates \$55/hour, NTE \$30,690, as attached.
- h. To approve **student fundraising activities** for the 2025-2026 school year, as attached.
- i. To approve the 13-week **High School tutoring program** for the first semester of the 2025-2026 school year, staff rates \$55/hour, NTE \$4,290, as attached.
- j. To approve the following **clubs and stipends** for the 2025-2026 school year, as attached.

Employee name	Club	Stipend Amount	Pay Date
Gretchen Stricker	E Sports Club	\$500	6/15/26
Candace Foltiny	AVID Readers Club	\$500	6/15/26
Sunil Laudari	Astronomy Club	\$500	6/15/26
Kelly Pezzina	Literacy Club	\$500	6/15/26

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

6. Policy/Misc.

- a. To approve the 2025-2026 AECP Organizational Chart, as attached.
- b. To approve the 2025-2026 AECP Safety & Security Emergency Plan.

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

X. Enrollment Report

Grade	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	Jun 2026
6	93	93										
7	92	93										
8	93	93										
9	91	98										
10	104	108										
11	81	88										
12	48	52										
Total	602	625										

XI. HIB Reports – None**XII. Public Comment****XIII. Adjourn Public Session and Begin Executive Session**

The Board did not go into closed session.

XIV. Reports / Look Ahead / Miscellaneous

1. Next Regular Board Meeting: October 9, 2025

XV. Adjourn Public Session/End Meeting - 6:38PM

Regular meeting ended at 6:38PM upon Larry Patton's departure. Committee meeting continued until 6:42PM.

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