



## Regular Monthly Meeting Minutes

### Thursday, July 10, 2025 – 6:00 pm

#### I. Call to Order – 6:10PM

#### 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)			LA 6:20PM
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		
Shannon Wright	Director of Operations/ Assistant SBA		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 **July 10, 2025**, 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 12, 2025**, Regular Board meeting.

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

## VI. Public Comment - NONE

## VII. Committee Reports

Liz Murphy gave an update on this month's Finance committee meeting that was rescheduled. She explained that the finance reports are preliminary for the month of June while we work to close the books on the fiscal year. She also noted upcoming motions for a wall mural to be painted at the school and vape detectors to be purchased and installed.

## VIII. Executive Director Report

Nava Coppin gave an update on student performance statistics and screen shared a MAP growth chart. She also mentioned lots of ongoing recruiting activity including hiring nine certified candidates.

## IX. Motions for Approval

### 1. Finance

- Board Secretary's and Treasurer's Report: To approve the *preliminary* Secretary's and Treasurer's Reports for June, 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 June, 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 June 13, 2025, to July 10, 2025.
- To approve the following payrolls:

June 15, 2025	\$156,163.01
June 30, 2025	\$148,903.19

- Bid Threshold:

To approve WHEREAS, Joshua Solow, School Business Administrator/Board Secretary, possesses a Qualified Purchasing Agent (QPA) certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7 and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, from \$44,000 to **\$53,000**, effective July 1, 2025;

NOW, THEREFORE BE IT RESOLVED that the Achievers Early College Pre Charter School Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a), establishes and sets the bid threshold amount of **\$53,000** for the school district, and further authorizes the School Business Administrator/Board Secretary, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

Furthermore, for contracts in the aggregate that are less than the bid threshold but fifteen (15%) or more of the amount, the School Business Administrator/Board Secretary shall award contracts after soliciting at least two competitive quotations.

The School Business Administrator/Board Secretary, pursuant to N.J.S.A. 18A:18A-37 (c), is authorized to award contracts that are in the aggregate less than fifteen (15%) percent of the bid threshold without soliciting competitive quotations.

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

## 2. Contracts

- a. To approve the staffing services contract and rates with Horizon Staffing Services & Homecare Therapies for 2025-2026 school year, 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	1	x			
Elizabeth Murphy		x				Meredith Pennotti		x			

## 3. Buildings & Grounds

- a. To approve the proposal from **Amy Craft** for design, labor, painting & supplies to install a STEAM themed mural in the amount of \$4,155, as attached.
- b. To approve the quote from **Zeptive** for the purchase and installation of wireless vape detectors & 1-year software license, in the amount of \$12,890, as attached.
- c. To approve the quote from **Network Information Technologies** for WIFI upgrade at 171 Division Street, in the amount of \$4,580, as attached.

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

## 4. Personnel

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

Term	Employee Name	Job Title	FY26 Salary	FY26 Stipend(s)	Total Salary	Start Date
12 Month	Katheryne Ralph	Director, Human Resources	\$127,000	None	\$127,000	8/4/25
10 Month	Damaris Ynoa-Ayala	MS Guidance Counselor	\$68,897.92	None	\$68,897.92	8/11/25
10 Month	Jaspreet Kaur	MS Social Studies Teacher	\$68,707.04	None	\$68,707.04	8/11/25
10 Month	Jaswant Kaur	HS Math Teacher	\$74,226.66	STEAM stipend \$2,500	\$76,726.66	8/11/25
10 Month	Ciara McKaskill	MS Math Teacher	\$67,161.00	STEAM stipend \$2,500	\$69,661.00	8/11/25

- b. To approve the following contractual change for the 2025-2026 school year, previously approved at the May 19, 2025 Special Board Meeting:

Term	Employee Name	Job Title	FY26 Salary	FY26 Stipend(s)	Total Salary	Effective Date
12 Month	Jennifer Miller	Middle School Principal	\$135,000	None	\$135,000	7/1/25

- c. To approve the **TMI Education** professional development course, HIB Law Update, on 10/30/25 in the amount of \$125, as attached.
- d. To approve the professional development **leadership retreat** for ten staff attendees on August 4-5, 2025, in Princeton, New Jersey, total amount of \$10,480, as attached (no overnight stay):

Event/Service	Vendor	Cost
Facilitator/Consultant	When Brown Girls Lead	\$8,500
Conference facility rental & services (\$990 per day)	Chauncey Hotel and Conference Center	\$1,980

#### ROLL CALL VOTE

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

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

- a. To approve the following quotes for curriculum for the 2025-2026 school year, as attached:

Grades	Subject/Product	Vendor	Cost
Middle School & High School	Health/PE Glencoe Health & Teen Health	McGraw Hill	\$16,659.90
Middle School	Lexia PowerUp Literacy Student Subscription	Lexia Learning	\$5,520
Middle School	i-Ready, Toolbox, Phonics, Professional Learning & Partner services	Curriculum Associates	\$25,436
Middle School	Social Studies	McGraw Hill	\$10,155.75

	US & World History: Voices & Perspectives		
Middle School	Science Amplify Science Full Year Grades 6-8	Amplify	\$6,750
Middle School	Math Eureka Math Squared Grades 6-8	Great Minds PBC	\$11,792.70
Middle School	ELA Reading - Teach Like a Champion	Array Education	\$9,800
Middle School	ELA Student Novels	Bulk Bookstore	\$7,088.40
High School	Social Studies US & World History	Savvas Learning Company	\$10,200
High School	Latin	Hackett Publishing Company	\$247.39
High School	Math Algebra I, Geometry, Algebra II	Kendall Hunt Publishing Company	\$8,404.20
High School	Science Biology, Chemistry, Physics	HMH	\$9,180
High School	ELA Student Novels	Bulk Bookstore	\$9,339
High School	ELA NRI premium services & online training	No Red Ink	\$7,250
High School	ELA Fishtank Plus All Access Site License	Fishtank Learning	\$7,800
High School	ELA Reading - Teach Like a Champion	Array Education	\$400

**Grand Total = \$146,023.34**

- b. To approve the quote from **Deanslist** for student data intervention software licenses for the 2025-2026 school year, in the amount of \$6,715, as attached.
- c. To approve the quote from **IXL Learning** for interactive online learning platform pilot licenses for the 2025-2026 school year, in the amount of \$595, as attached.
- d. To approve the quote from **NWEA** for MAP Growth K-12 products and services, in the amount of \$4,060, as attached.
- e. To approve the quote from **Ben's Deli** for student refreshments at Orientation on 8/13/25, in the amount of \$1,414, as attached.

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

## 6. Policy/Misc.

- a. To approve the **Comprehensive Equity Plan** for the 2025-2026 through 2027-2028 school years, and its submission to the Mercer County Office of Education, as attached.
- b. To approve the 1<sup>st</sup> read of revised **District Policy #0131, Bylaw, Polices, and Regulations**, replacing the previous version adopted in May 2023.

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			

**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	2025-2026 Pre- Registration
6	93												5
7	92												64
8	93												30
9	91												70
10	104												25
11	81												4
12	48												4
<b>Total</b>	<b>602</b>												<b>202</b>

**XI. HIB Reports – NONE****XII. Public Comment** – Jennifer Miller thanked the board for their approval and the opportunity to serve as Middle School Principal.**XIII. Adjourn Public Session and Begin Executive Session – 6:35 PM**

The Board discussed a personnel matter.

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			

**XIV. Adjourn Executive Session and Reconvene Public Session – 6:55 PM**

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

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

- Next Regular Board Meeting: August 14, 2025

**XVI. Adjourn Public Session/End Meeting – 6:57 PM**

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			