



**Regular Monthly Meeting Minutes**  
**Thursday, December 3, 2020 – 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
Lindi Ashton	Trustee, (3/2023)	X		
Larry Patton	Trustee, (3/2023)	X		
Imebet Stewart	Trustee, President (3/2023)	X		
Mayokun Oshin	Trustee, (3/2023)		X	

**Also Present**

Non-Voting	Role	Present	Absent	LA/ED
Efe Odeleye	Co-Head of School	X		
Osen Osagie	Co-Head of School	X		
Michael Falkowski	SBA/Board Secretary	X		

- IV. **Acceptance of Meeting Agenda**

Motion for Achievers Early College Prep Charter School, Board of Trustees to approve the Agenda for the **December 3, 2020** meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lindi Ashton	2 <sup>nd</sup>	X				Mayokun Oshin					X
Larry Patton		X				Imebet Stewart	1 <sup>st</sup>	X			

- V. **Acceptance of Meeting Minutes**

Motion for Achievers Early College Charter School, Board of Trustees to approve the minutes from the **November 5, 2020** Board meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lindi Ashton	2 <sup>nd</sup>	X				Mayokun Oshin					X
Larry Patton	1 <sup>st</sup>	X				Imebet Stewart		X			

**VI. Public Comments**

**VII. Committee Reports**

**VIII. Co-Head(s) of School Report**

**a. Ongoing/Old Business**

- i. Reopening Status- SPED & ELL students started November 2<sup>nd</sup>, but we moved re-launch date to November 30<sup>th</sup> due to the need to fix heater
- ii. All other students will start (pending drastic spikes in COVID cases) on January 19<sup>th</sup>

**b. Academic: Curriculum, Instruction and Assessment Progress**

- i. Teachers Return to Building for Setup
  - 1. Teachers returned on December 2<sup>nd</sup> and will continue to teach on Wednesdays, until the week of January 11-15<sup>th</sup>, which teachers will begin reporting to the building
  - 2. Remote classes will resume as scheduled, but teachers will use their afternoon time to set up their classrooms to prepare for students to return
- ii. Instructional Progress-Rigor continues to be our main focus and teachers are being coached regularly
- iii. Teacher Observations: Cycle 2 of observations will begin on December 7th
- iv. Special Education Program- In-person instruction for SPED students started November 30th
- v. Teacher Feedback-Teachers are receiving feedback well and instructional practices are improving
- vi. Attendance Rate-The leadership team continues to respond to attendance needs
- vii. ELL-Request to extend Sarah Bitner’s part-time contract for the remaining of the school year
- viii. Parent Feedback/Concerns- We just had back to school night and we are excited of our turn out
- ix. Access to Technology- As of date, all students are receiving the needed technology
- x. Bellwether Project (NSVF)-Teachers and staff are excited about feedback received from our partnership with Bellwether and we look forward to working with them until April 2021

**c. Dashboard Review**

- i. Dashboard Capabilities
  - 1. Side by Side Zoom/Realtime Attendance
    - a. Period Attendance-counts of students by class
    - b. Period Attendance-Individual student period attendance
    - c. Daily Attendance-counts/lists of students
  - 2. Quick lists for Certain Criteria
    - a. List of students checked in Zoom, but not present attendance
    - b. List of students marked present in Realtime, but not checked in on Zoom
  - 3. MAP/I-Ready Dashboard
    - a. I-Ready Article Reference Information
    - b. MAP update

**d. High School Planning**

- 1. Currently in the process of screening applicants
- 2. We will be starting 1<sup>st</sup> round of Principal interviews this month

**e. Lease/Building/Facilities**

- i. No updates

**f. Meals/Lunch**

- i. The count was lowered since fewer parents are picking up lunch

**g. Compliance**

- i. Received green light from the DOE to operate the school in-person

**h. Recruitment/Retention**

- i. 6<sup>th</sup> grade: 90, 7<sup>th</sup> grade: 91, 8<sup>th</sup> grade: 84, total: 265

**IX. Executive Session – 7:07 pm**

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lindi Ashton		X				Mayokun Oshin					X
Larry Patton	2 <sup>nd</sup>	X				Imebet Stewart	1 <sup>st</sup>	X			

Board adjourns to closed session to discuss a personnel matters pertaining to a lawsuit and resignation.

**X. Adjourn Executive Session and Reconvene Regular Session – 7:10 pm**

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lindi Ashton		X				Mayokun Oshin					X
Larry Patton	2 <sup>nd</sup>	X				Imebet Stewart	1 <sup>st</sup>	X			

**XI. Motions for Approval**

**1. Finance**

- a. Board Secretary’s and Treasurer’s Report: To approve the Secretary’s and Treasurer’s Reports for November 2020, 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 November 2020, 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: To approve bills and check list for the period November 6, 2020 to December 3, 2020.
- c. To approve the following payrolls:

November 15, 2020	\$63,380.83
November 31, 2020	\$57,988.72

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lindi Ashton	1 <sup>st</sup>	X				Mayokun Oshin					X
Larry Patton	2 <sup>nd</sup>	X				Imebet Stewart		X			

**2. Contracts**

- a. To approve/ratify the FY21 Independent Consultant Contract with Thurayya T Berry-Pettyway for providing services as a School Psychologist.
- b. To approve/ratify the FY21 Contract with Creative Learning Services, LLC for professional consulting services.
- c. To approve the agreement with Therapy Staff, LLC for recruiting services of special education personnel.

- d. To approve/ratify the Consulting Services Agreement with JCH Talent Consulting for staff recruiting services, \$150/hour, 10 hours/month, \$5000 success fee.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lindi Ashton	1 <sup>st</sup>	X				Mayokun Oshin					X
Larry Patton	2 <sup>nd</sup>	X				Imebet Stewart		X			

### 3. Buildings & Grounds

#### 4. Personnel

- a. To approve the updated contract for Julianna Nini effective October 16, 2020, \$50,000 salary, \$3410 certification incentive bonus.
- b. To approve the extended contract with Sarah Bitner, \$40/hour, 28 hours/week effective December 18, 2020 until June 11, 2021.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lindi Ashton	2 <sup>nd</sup>	X				Mayokun Oshin					X
Larry Patton	1 <sup>st</sup>	X				Imebet Stewart		X			

### 5. Curriculum/Special Education

#### 6. Policy/Misc.

- a. To accept the 2019-2020 school year NJ DOE School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lindi Ashton		X				Mayokun Oshin					X
Larry Patton	1 <sup>st</sup>	X				Imebet Stewart	2 <sup>nd</sup>	X			

## XII. Enrollment Report

Grade	2021	Jul 2020	Aug 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	Jun 2021	Wait
6			85	90	90	90								
7			92	90	90	91								
8			82	83	84	84								
<b>Total</b>			<b>259</b>	<b>263</b>	<b>264</b>	<b>265</b>								

## XIII. Board Agenda

1. Board Reminders: Criminal background checks, ethics disclosures, Governance Training
2. Next Board Meetings: Thursday, January 7, 2020.

## XIV. Adjourn Public Session -7:17 pm

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lindi Ashton	2 <sup>nd</sup>	X				Mayokun Oshin					X
Larry Patton	1 <sup>st</sup>	X				Imebet Stewart		X			