



Regular Monthly Meeting Minutes
Thursday, May 11, 2023 – 6:00 pm

I. Call to Order – 6:05 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 Dingle	Trustee, (2/2026)	X		
2. Elizabeth Murphy	Trustee, (8/4/2023)	X		
3. Mayokun Oshin	Trustee, (3/2026)	X		X 6:09 PM LA
4. Larry Patton	Trustee, (3/2026)	X		
5. Imebet Stewart	Trustee, President (3/2026)	X		
6. Meredith Pennotti	New Board Trustee (4/2026)		X	

Also Present

Non-Voting	Role	Present	Absent	LA/ED
Osen Osagie	Director	X		
Kristina Edgar	SBA, School Business Office	X		
Sarah Spuhler	Board Secretary, School Business Office	X		
Efe Odeleye	Consultant	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 **May 11, 2023** meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Dingle	2	X				Mayokun Oshin					X
Imebet Stewart	1	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 **April 13th & May 5th, 2023** Board meetings.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Dingle		X				Mayokun Oshin					X
Imebet Stewart	2	X				Larry Patton		X			
Elizabeth Murphy	1	X				Meredith Pennotti					X

VI. Public Comment - NONE

VII. Committee Reports – Liz provided an update to the board on the Principal hire

VIII. Head of School Report

- a. Update on enrollment
- b. Update on New Hires
- c. Testing – NJSLA
- d. Building Projects for the HS

IX. Executive Session – 6:15 PM

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Dingle	2	X				Mayokun Oshin		X			
Imebet Stewart		X				Larry Patton	1	X			
Elizabeth Murphy		X				Meredith Pennotti					X

- a. Personnel discussion
- b. Consultant contracts discussed

X. Adjourn Executive Session and Reconvene Regular Session – 6:57 PM

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Dingle	1	X				Mayokun Oshin		X			
Imebet Stewart		X				Larry Patton	2	X			
Elizabeth Murphy		X				Meredith Pennotti					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 April 2023, 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 April 2023, 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 April 14, 2023, to May 11, 2023.
- c. To approve the following payrolls:

April 15, 2023	\$104,613.67
April 30, 2023	\$103,298.39

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Dingle		X				Mayokun Oshin		X			
Imebet Stewart		X				Larry Patton	1	X			
Elizabeth Murphy	2	X				Meredith Pennotti					X

2. Contracts

a. To approve the following contracts for FY24:

- **Busch Law Group** – Legal Services - \$210/hr. for attorney; \$85/hr. for paralegal
- **School Mint** – Classroom observation and teacher feedback platform; connector for SIS for enroll - \$9,898.08
- **Powerschool** – Student Information System & Schoology Subscription - \$17,880.70
- **Therapy Staff** – Contracted Special Education Staff Services - \$48-90/hour depending on titled discipline
- **Horizon Healthcare Staffing** – Contracted Nurse Services - \$40-156/hour depending on titled discipline
- **Renew EDynamic Learning** – Cisco Networking Subscription - \$6,000

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Dingle		X				Mayokun Oshin		X			
Imebet Stewart		X				Larry Patton	2	X			
Elizabeth Murphy	1	a.ii-vi.		a.i.		Meredith Pennotti					X

3. Buildings & Grounds

a. To approve the proposal with **ZACS International LLC**, as attached, to add a partition wall and door to create mantrap at the school's entrance, total \$3,500; pending re-negotiation of terms.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Dingle		X				Mayokun Oshin		X			
Imebet Stewart		X				Larry Patton	1	X			
Elizabeth Murphy	2	X				Meredith Pennotti					X

4. Personnel

a. To approve the following job descriptions as attached:

- ~~Assistant Principal of ELA/Humanities~~
- ~~Assistant Principal of Mathematics/Science~~
- ~~CTE and Cisco Academy Director~~
- ~~Instructional ELA Coach Grades 6-10~~
- ~~Instructional Math Coach Grades 6-10~~
- ~~Achievers Athletic Stipend~~
- ~~Cafeteria Aide~~
- ~~Facilities and Maintenance Manager~~
- ~~Information Technology Manager~~
- ~~Information Technology Manager and Athletic Coordinator~~
- ~~Operations Assistant~~
- ~~Operations Manager~~
- ~~Operations Manager and Data Coordinator~~

- ~~Parent Coordinator~~
- ~~School Nurse~~
- ~~Talent and HR Specialist~~
- ~~Associate Dean~~
- ~~Dean of Students~~
- ~~High School Guidance Counselor~~
- ~~Reading Specialist~~
- ~~School Social Worker~~
- ~~School Social Worker/Case Manager~~
- ~~High School Algebra Teacher~~
- ~~High School Biology Teacher~~
- ~~High School Chemistry Teacher~~
- ~~High School Geometry Teacher~~
- ~~High School Special Education Teacher~~
- ~~Math Intervention Teacher~~
- ~~Middle School ELA Teacher~~
- ~~Middle School ESL/ELL Teacher~~
- ~~Middle School Math Teacher~~
- ~~Middle School PE/Health Teacher~~
- ~~Middle School Science Teacher~~
- ~~Middle School Special Education Teacher~~
- ~~Middle School Technology/Computer Teacher~~
- ~~Teaching Assistant~~
- ~~Visual Arts Teacher~~

b. To approve the following professional development programs for FY24:

- New Jersey Center for Teaching and Learning – *Alternate Route Shortage Area Program – Physics*; total \$6,660.
- New Jersey Center for Teaching and Learning – *Alternate Route Shortage Area Program – Chemistry*; total \$6,660.
- New Jersey Center for Teaching and Learning – *Alternate Route Shortage Area Program – Mathematics*; total \$6,840.
- New Jersey Center for Teaching and Learning – *Alternate Route Shortage Area Program – Biology*; total \$6,660.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Dingle		X				Mayokun Oshin		X			
Imebet Stewart		X				Larry Patton	1	X			
Elizabeth Murphy	2	X				Meredith Pennotti					X

5. Curriculum/Special Education/Student Activities

6. Policy/Misc.

- a. To approve the second and final reading of the Bylaws, Policy and Regulation Manual as attached provided by **Strauss Esmay Associates LLP**.
- b. To approve the second and final reading of the HIB Policy 5512, as attached.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Dingle		X				Mayokun Oshin		X			
Imebet Stewart	2	X				Larry Patton	1	X			
Elizabeth Murphy		X				Meredith Pennotti					X

7. New Business

XII. Enrollment Report

Grade	2022	Jul 2022	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023	Wait
6	90			95	95	95								
7	90			90	90	90								
8	90			94	94	94								
9	90			71	71	71								
Total	360			350	350	350								

XIII. Reports / Look Ahead / Miscellaneous

- Next Board Meetings: Wednesday May 17, 2023 @ 5:30 PM, Thursday May 18, 2023 @ 5:30 PM & Thursday, June 8, 2023

XIV. Adjourn Public Session – 7:25 PM

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Dingle		X				Mayokun Oshin		X			
Imebet Stewart	1	X				Larry Patton		X			
Elizabeth Murphy	2	X				Meredith Pennotti					X