



**Regular Monthly Meeting Minutes**  
**Thursday, October 1, 2020 – 6:00 pm**

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- I. **Call to Order – 6:27 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 Street, 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 **October 1, 2020** meeting.

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			

- V. **Acceptance of Meeting Minutes**

Motion for Achievers Early College Charter School, Board of Trustees to approve the minutes from the **September 3, 2020** Board meeting.

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			

**VI. Public Comments**

**VII. Committee Reports**

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

**a. Ongoing/Old Business**

- i. Reopening Plan submission-pending Mercer Office of Education Review
  - 1. A statement in the plan regarding clarity of Special Education services

**b. Update on COVID-19**

- i. Website not updated: Trenton Health Department Updates
- ii. Walkthrough: October 7, 2020 8:00am-12:00pm
  - 1. Written letter-It will include any changes that need to occur to ensure the safety and livelihood of the children and staff

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

- i. Instructional progress
  - 1. Teachers receive coaching via ZOOM and Whetstone
  - 2. Rigorous instruction is still the expectation-Teacher Radar, CFU, Tech tools to monitor student progress, PD How to engage students
  - 3. Hispanic heritage month-games and movie night
  - 4. Week of respect

**d. Special Education Program**

- i. Para-Professional
  - 1. Transfers in ED Plan
- ii. SPED Tracker-daily
- iii. ED PLAN approval
- iv. Strong SPED Teacher
  - 1. Coaches and supporting
- v. Instructional leaders in training
- vi. First few weeks of school progress
  - 1. Diagnostics-completed both MAP & I-Ready ELA
  - 2. I-Ready curriculum is being used/true intervention for Math
  - 3. Highlight-prioritize Math while making sure to provide the necessary support for ELA

**e. Attendance**

- i. Attendance rate for weeks 5/Student engagement

**f. Teacher feedback**

**g. Parent feedback/concerns**

**h. Access to Technology- 99% of students have access**

**i. Evaluations-NO SGPs but SGOs (MAP data & I-Ready) will be used for teacher and principal evaluation this year**

**j. Video Policy**

- i. Main purpose for policy: To ensure that students can have access to missed work and to be used as a form to coach and evaluate teachers
- ii. Student faces will not be recorded (as well as no chats will be saved)

**k. High School Planning**

1. Start in October-Committees will be formed/search for School Principal

**I. Dashboard Review**

- i. Daily attendance Dashboard-This will consist of ZOOM, Google, Realtime data
- ii. MAP & I-Ready Dashboard-This will be updated every 4 weeks for Board review
- iii. Review of contract between Achievers & The Diamante Group
- iv. Attend November Board Meeting

**m. Lease/Building/Facilities**

- i. We passed all city inspection

**n. Compliance**

- i. Mandated training-most employees have almost completed training

**o. Recruitment/Retention**

- i. 6<sup>th</sup> grade: 90, 7<sup>th</sup> grade: 90, 8<sup>th</sup> grade: 83, total: 263

**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 close session to discuss a legal matter and settlement.

**X. Adjourn Executive Session and Reconvene Regular Session – 7:14 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 July & August 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 July & August 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 September 4, 2020 to October 1, 2020.
- c. To approve the following payrolls:

September 15, 2020	\$68,613.35
September 30, 2020	\$61,672.50

- d. To approve the settlement between AECPCS and C.R. as per the attached.

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			

**2. Contracts**

- a. To approve/ratify the FY21 contract with Kaleidoscope for staffing services.
- b. To approve/ratify the FY21 contract with Network Information Technologies LLC for Technical Support.
- c. To approve the FY21 contract with Steam Works Studio to provide 6<sup>th</sup> & 7<sup>th</sup> Grade Science, \$7000/month.
- d. To approve the subscription with Greenhouse Software, Inc for employment recruiting.
- e. To approve the FY21 agreement with Enriched Schools for staffing services.
- f. To approve an updated contract with Valeen Vaccaro, Math Consultant at 25 hours/week.

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			

**3. Buildings & Grounds**

**4. Personnel**

- a. To ratify/approve the 12-month contract for new hire Maria Macario, Administrative Assistant effective 9/21/2020 at a salary of \$34,000.00
- b. To ratify/approve the 12-month contract for Roxana Canastuj, Operations Coordinator effective 9/21/2020 at a salary of \$40,050.00.
- c. To ratify/approve the contract for Sarah Bitner, ELL Support Teacher from September 16, 2020 until December 18, 2020 for \$40/hour, 28-30 hours/week.
- d. To ratify/approve the 10-month contract for Kevin Hoffman, History Teacher effective September 14, 2020 at a salary of \$45,000.00.
- e. To ratify/approve Myra Bellamy as mentor to Christopher Carragher, commencing April 2021.
- f. To ratify/approve maternity leave for Efe Odeleye starting September 8, 2020 and to return December 1, 2020.
- g. To ratify/approve the contract for Tahir Henry effective September 1, 2020 through November 1, 2020, \$10/hour up to 30 hours/week.
- h. To approve a \$200 stipend for Eureka Math training on August 5th and 12th for the following employees:  
  - Bolanle Morton
  - Ericka Betacourt
  - Julianna Nini
  - Monique Whitaker
  - Radhika Anandarajan

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			

**5. Curriculum/Special Education**

- a. To approve the 2020/2021 Social and Emotional Learning Curriculum with Good Grief Schools for \$4000.
- b. To approve the ELL Curriculum with Savvas Learning Company.

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			

**6. Policy/Misc.**

**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										
7			92	90										
8			82	83										
<b>Total</b>			<b>259</b>	<b>263</b>										

**XIII. Board Agenda**

1. Board Reminders: Criminal background checks, ethics disclosures, Governance Training
2. Next Board Meetings: Thursday, November 5, 2020.

**XIV. Adjourn Public Session- 7:19 PM**

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			