



Regular Monthly Meeting Minutes
Thursday, November 13, 2025 – 4:00 pm

I. Call to Order – 4:06 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		LA 5:00PM
4. Imebet Stewart	Trustee, President (3/2026)	x		LA 5:00PM
5. Meredith Pennotti	Trustee (4/2026)	x		

Also Present

Non-Voting	Role	Present	Absent	LA/ED
Nava Coppin	Executive Director	x		LA 5:00PM
Joshua Solow	SBA, School Business Office		x	
Elizabeth Neary	Board Secretary, School Business Office	x		
Michael Nicholson	Chief Operating Officer	x		LA 5:00PM
Katheryne Ralph	Director, Human Resources	x		LA 5:00PM
Marc Zitomer	Attorney, Schenck-Price	x		
Hope Blackburn	Board Attorney, Busch Law Group	x		LA 5:00PM

IV. Acceptance of Meeting Agenda

Motion for Achievers Early College Prep Charter School, Board of Trustees to approve the Agenda for the **November 13, 2025**, meeting.

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

V. Adjourn Public Session and Begin Executive Session – 4:08 PM

The Board discussed personnel and legal matters subject to attorney-client privilege.

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

VI. Adjourn Executive Session and Reconvene Public Session – 4:58 PM

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

ROLL CALL was taken again to account for the remaining trustees who joined late.

VII. Motion from Executive Session #1

Whereas, the Board conducted a streamline tenure hearing for Employee #A010 pursuant to N.J.A.C. 6A:11-6.3 on October 30, 2025; and

Whereas, after having considered the testimony and evidence presented, the Board determined that all of the tenure charges were sustained and therefore warrant dismissal from employment;

Now, therefore, be it resolved, that Employee #A010 is hereby terminated effective immediately; and

Be it finally resolved that the employee shall be provided with a formal written determination with the Board’s findings in accordance with New Jersey Code.

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			

VIII. Acceptance of Meeting Minutes

Motion for Achievers Early College Charter School, Board of Trustees to approve the minutes from the **October 9, 2025** Regular Board meeting, and the **October 30, 2025** Special Board meeting.

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

IX. Public Comment - NONE

X. Committee Reports – Liz Murphy gave a brief update on last week’s finance committee meeting, noting that a discussion about employee leave of absence requests occurred.

XI. Executive Director Report

Ms. Coppin – Provided an update on interim assessments, noting math scores are down. She also spoke about the new health sciences curriculum, which is the final STEAM Pathway to begin. A staff climate survey was given and the results were the best year yet; Liz Murphy and Imebet Stewart both asked questions about the data chart. Quarter 2 priorities are to strengthen SPED supports and extend MLL supports across all content areas.

Dr. Nicholson - Discussed several partnerships with the school including 4H and Boys & Girls club. He also informed the Boar that they will see a fiscal increase as the school grows including extending security hours.

Ms. Ralph – Mentioned the restructured employee handbook. Noted Achievers was the only charter school to attend a recent job fair at Cure Arena.

Ms Miller – Provided an update about events for the middle school students.

Ms. Eley - Spoke proudly about receiving the 1st college acceptance decision, and two more coming shortly thereafter. She noted that over 200 college applications have been completed by students so far.

XII. Adjourn Public Session and Begin Executive Session #2 – 5:11PM

The Board discussed personnel and legal matters subject to attorney-client privilege.

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			

XIII. Adjourn Executive Session #2 and Reconvene Public Session – 5:23PM

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

XIV. Motions from Executive Session #2

1) To rescind the termination of employee #A010.

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

ROLL CALL VOTE

2) To accept the resignation of employee #A010 effective immediately.

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

ROLL CALL VOTE

XV. Motions for Approval

1. Finance

- a. Board Secretary’s and Treasurer’s Report: To approve the Secretary’s and Treasurer’s Reports for October, 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 October, 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.
- b. Bills List and Check Journal: To approve the bills list and check journal for the period October 10, 2025, to November 13, 2025.
- c. To approve reimbursement to Katheryne Ralph for job posting fees in the amount of \$187, as attached.
- d. To approve reimbursement to Nava Coppin for student refreshments and conference mileage, in the amount of \$154.21, as attached.
- e. To approve reimbursement to Jennifer Miller for NJ Transit conference transportation in the amount of \$38.40, as attached.
- f. To approve the submission of the Annual Charter/Renaissance School Fiscal Questionnaire, as attached, to NJDOE.
- g. To approve the following payrolls:

October 15, 2025	\$208,838.44
October 31, 2025	\$212,222.88

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			

2. Contracts

- a. To approve the quote from **Greenhouse Software, Inc.** for annual recruitment software subscription, in the amount of \$10,624, as attached.
- b. To approve the quote from **Zoom Communications, Inc.** for annual Zoom Webinar and Zoom Workplace communication subscriptions in the amount of \$5,890, as attached.
- c. To approve the quote from **Upkeep Technologies, Inc** for annual UpKeep Enterprise subscription, in the amount of \$4,200, as attached.
- d. To approve/ratify the quote from **PowerSchool** for additional Naviance services, in the amount of \$2,168.32, as attached.

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

3. Buildings & Grounds

- a. To approve the quote from **Fidelity Burglar & Fire Alarm Co** for installation of a key access system for the modular classroom building, in the amount of \$7,785, as attached.

- b. To approve the quotes from **JMM Cleaning Services** for the following goods & services, grand total \$32,363, as attached:

Goods/Services Description	Cost
Custodial supplies	\$8,150
Purchase and installation of netting and metal posts	\$4,200
Purchase and installation of artificial turf grass at the modular building	\$9,000
Purchase and installation of a chain link fence	\$9,000
Parking lot repair & line painting	\$2,013

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			

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
12-Month	Rebecca Higgins	Social Worker	\$85,050	None	\$85,050	TBD
12-Month	Maryory Cambara	Operations Assistant	\$53,600	None	\$53,600	TBD

- b. To accept the following employee resignations, as attached:

Term	Employee Name	Job Title	Resignation Date
10-Month	Eunice Bonnette	Algebra Teacher	10/27/25
10-Month	Douglas Salata	HS History Teacher	11/30/25
12-Month	Yaklin Alvarez	HS Operations Assistant	10/17/25

- c. To approve the following employee participation in the Alternate Route Program via Achiever's *Agreement for Substitute Teachers to Obtain Teaching Certification via Alternate Route Program*, fully funded by Achievers, up to a maximum of \$5,000, as attached.

Staff Name	College Name	Program Start Date
Carolyn Roberts	Rutgers University	January 2026
Giovanni Adorno	Rutgers University	January 2026

- d. To approve the proposal from **Solution Tree, Inc.** to provide professional development services in *The Swirl Method* for teaching multilingual learners, on 1/20/26, in the amount of \$7,300 paid through the CSP Grant, as attached.

e. 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	MS Head Basketball Coach	\$4,500	Equal pay periods Nov -June
Anthony Knight	MS Assistant Basketball Coach	\$3,500	Equal pay periods Nov -June

f. To approve the following disability leave of absence request:

Name	Position	Start Date	Job Protection Eligibility FMLA/NJFLA	Tentative Return Date
Carron Ankiel	10 th Grade ELA Teacher	12/3/25	None	1/26/26

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			

ROLL CALL VOTE

5. Curriculum/Special Education/Student Activities

- a. To approve the quote from **Summit K12** for Connect to Literacy online supplemental curriculum for MLL students, plus professional development sessions, in the amount of \$5,266 to be paid through the CSP Grant, as attached.
- b. To approve the following student event refreshments from **Ben’s Deli**:

Date	Student Event	Cost
11/12/25	Middle School Honor Roll Breakfast	\$1,914
11/20/25	High School Honor Roll Breakfast	\$1,914

- c. To approve the quote from **Sheppard Bus Service, Inc** for round-trip student transportation to the following basketball games, grand total for all games \$4,680, as attached.

Game Date	Game Location	Cost
12/8/25	HM Phifer: Pennsauken, NJ	\$520
12/10/25	Foundation Academy Carter School: Trenton, NJ	\$520
12/15/25	JA Cotton Intermediate School: Willingboro, NJ	\$520
12/16/25	Thrive Charter School: Hamilton Township, NJ	\$520
1/5/26	Walnut Street MS: Delanco, NJ	\$520
1/9/26	Florence Twp Riverfront School: Florence, NJ	\$520
1/15/26	Riverton Public School: Riverton, NJ	\$520
1/22/26	Wilbur Watts Intermediate School: Burlington, NJ	\$520
1/30/26	Life Center Academy: Burlington, NJ	\$520

d. To approve the following **clubs and stipends** for the 2025-2026 school year, as attached.

Employee name	Club Name	Stipend Amount	Pay Date
Matthew Stewart	The Initiative, HS	\$500	6/15/26
Darleny Pena	Scrapbooking, HS	\$500	6/15/26

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

6. Policy/Misc.

- a. To approve the 2025-2026 **AACP Staff Handbook**, as attached.
- b. To approve the first read of **Policy # 0143.2**, High School Student Representative to the Board of Education Trustees, as attached.
- c. To accept the nomination of **Yereilis Martinez** as High School Student Representative to the Board of Education Trustees for the 2025-2026 school year.

(Meredith Pennotti noted the proper name is Board of Trustees, not Education).

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

XVI. 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	93	92	91							
7	92	93	93	92	92							
8	93	93	93	93	93							
9	91	98	98	94	94							
10	104	108	108	112	111							
11	81	88	88	91	90							
12	48	52	52	57	57							
Total	602	625	625	631	628							

XVII. HIB Reports –

- 1. Motion to **approve** the previously accepted HIB investigation report for October 2025 with the following findings:

Report	# of Cases	# Founded	# Unfounded
October 2025	2	1	1

- 2. Motion to **accept** the HIB investigation report for November 2025 with the following findings:

Report	# of Cases	# Founded	# Unfounded
November 2025	1	1 (some founded)	0

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			

XVIII. Public Comment - NONE

XIX. Adjourn Public Session and Begin Executive Session #3 – 6:05 PM

The Board discussed personnel matters.

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

XX. Adjourn Executive Session and Reconvene Public Session – 6:35 PM

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			

XXI. Public Comment

A third public comment opportunity was offered due to a technical issue with the zoom link during the previous comment section. Gregory Lewis commented and thanked the Board for the opportunity to work for Achievers over the years.

XXII. Motions from Executive Session #3

- 1) To approve the termination of employee #A02S effective 12/6/25, 30 days from the suspension notice dated 11/6/25. Suspension will continue through termination date.

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

- 2) To approve the termination of employee #A03R effective immediately.

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

ROLL CALL VOTE

XXIII. Reports / Look Ahead / Miscellaneous

1. Next Regular Board Meeting: December 11, 2025 at 6:00PM

Trustees agreed to change the meeting time to 4:30 pm for the December 11, 2025, regular meeting.

XXIV. Adjourn Public Session/End Meeting - 6:40 PM

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			