



Regular Monthly Meeting Minutes
Thursday, July 8, 2021 – 2:30 pm

- I. Call to Order
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

Table with 5 columns: Trustees, Role (Term Expires), Present, Absent, LA/ED. Rows include Larry Patton, Imebet Stewart, Mayokun Oshin, Alescia Dingle, Dr. Laretha Odumosu, William Keeby, and Derrick Johnson.

Also Present

Table with 5 columns: Non-Voting, Role, Present, Absent, LA/ED. Rows include Efe Odeleye, Osen Osagie, and Michael Falkowski.

IV. Expansion Resolution

WHEREAS, the Achievers Early College Prep Charter School will be applying for a 5-year charter renewal from the State of New Jersey for the 2022/2023 through 2026/2027 School Year to operate a charter school from grade 6 through grade 12; and

WHEREAS, the Achievers Early College Prep Charter School is currently in its 4th year of operation; and

WHEREAS, the Achievers Early College Prep Charter School is proposing to expand to grades 10 through 12; beginning in 2022/2023 with grade 10, adding grade 11 in 2023/2024 and finally grade 12 in 2024/2025; and

WHEREAS, this grade expansion was outlined in the school’s original charter; and

WHEREAS, this grade expansion allows current students to progress through grade levels and finally graduating upon completion of grade 12; and

WHEREAS, the New Jersey Department of Education requires the submission of an amendment request to expand enrollment; and

NOW, THEREFORE, BE IT RESOLVED, that the Achievers Early College Prep Charter School Board of Trustees hereby approves and authorizes the application to amend its charter to permit the above described expansion of enrollment; and

BE IT FURTHER RESOLVED, that the Administration is authorized to transmit this Resolution and supporting records to the Commissioner of Education and the Trenton School District.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Larry Patton	2 nd	X				Imebet Stewart		X			
Mayokun Oshin		X				Alescia Dingle		X			
Dr. Laretha Odumosu					X	William Keeby					X
Derrick Johnson	1 st	X									

V. Acceptance of Meeting Agenda

Motion for Achievers Early College Prep Charter School, Board of Trustees to approve the Agenda for the **July 8, 2021** meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Larry Patton		X				Imebet Stewart	1 st	X			
Mayokun Oshin		X				Alescia Dingle	2 nd	X			
Dr. Laretha Odumosu					X	William Keeby					X
Derrick Johnson		X									

VI. Acceptance of Meeting Minutes

Motion for Achievers Early College Charter School, Board of Trustees to approve the minutes from the **June 3, 2021** Board meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Larry Patton		X				Imebet Stewart	1 st	X			
Mayokun Oshin		X				Alescia Dingle		X			
Dr. Laretha Odumosu					X	William Keeby					X
Derrick Johnson	2 nd	X									

VII. Public Comments - NONE

VIII. Committee Reports – NONE

IX. Co-Head(s) of School Report

a. Ongoing/Old Business

- i. Committee Meetings precede Board Meeting to be shifted

b. Academic: Curriculum, Instruction and Assessment Progress

- i. Final Performance Tasks for Science grades 6-8th were a success-over 200 STEAM presentations by students
- ii. 8th Grade Graduation took place Friday, June 20, 2021-pictures and video will be shared
- iii. Three forms of Summer School Programs taking place between June 21-July 31st
 - 1) NSSI Summer School (General Education) for Grades 6-8-Credit Recovery/Learning Loss
 - 2) Extended School Year for Grades 6-8 or students with IEPs
 - 3) Summer Bridge for rising 9th Graders
- iv. STEAM Works CTE and STEAM Partnership for 2021-2022 School Year dive deep: 12 Middle School STEAM Electives, STEAM Lab, 4 CTE and STEAM pathway electives for the high school and Winter Fair and Robotics Support
- v. High School Launch Updates: Freshman induction week: July 26-30th will feature founding high school staff, scheduling support, culture and team building
- vi. Prospective Partnership with International Charter School of Trenton
- vii. New Staff and Teachers Return August 16th

c. School Operations and Support

- i. Nurse in the Building during Summer School Monday-Friday this summer to support students with health needs
- ii. Building Security overhaul: Internal and external cameras, emergency response system, enhanced processes
- iii. Electronic systems to replace paper-based systems on school support team: HR, Nursing (some changes), and the main office

d. Dashboard Review/Board Business

- i. Board Self Evaluation and Board Retreat produced goals for 2022
- ii. Walkthrough of monthly, quarterly, trimester data for Trustees
- iii. Strategic Plan Process
- iv. Final end of year enrollment was 261 students, down from 262 last month
- v. June attendance rate ticked down to 89.9% from 92.9% in May
- vi. Chronic Absenteeism rate ended the year at 18%
- vii. End of year annual attendance rate settled in at 93.69%
- viii. End of year communications stats:
 - 1) Nearly 2,200 phone calls
 - 2) 976 text messages sent
 - 3) 330 emails sent
 - 4) 6 in person meetings
 - 5) 2 letters sent
 - 6) More than 3,500 contact points

e. Lease/Building/Facilities

- i. Lease terms 171 Division Street complete
- ii. Two modular classroom updates: delivery date is July 15, 2021 and electrician to preview the job July 12th

f. Meals/Lunch

- i. We will serve meals to families this summer once a week on Thursdays
- g. **Compliance, Policy and Fundraising**
 - i. Renewal Application drafting in committees; Draft to be completed by August 15th
- h. **Recruitment/Retention for Staff and Students**
 - i. 2021 recruitment updates: mail campaign, posting at local businesses, etc.
 - ii. AECPC started engaging Lincoln Barretta for digital recruitment/social media and have seen more shares, friends, and traction to our social media-averaging 1 application per day
 - iii. Enrollment for Grades 6,7, 8 and 9-enrollment full for Grades 7-9 and 46 for Grade 6
 - iv. Hiring updates for 2022: about 70% hired for 2022

X. Executive Session - NONE

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Larry Patton						Imebet Stewart					
Mayokun Oshin						Alescia Dingle					
Dr. Laretha Odumosu						William Keeby					
Derrick Johnson											

XI. Adjourn Executive Session and Reconvene Regular Session

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Larry Patton						Imebet Stewart					
Mayokun Oshin						Alescia Dingle					
Dr. Laretha Odumosu						William Keeby					
Derrick Johnson											

XII. Motions for Approval

1. Finance

- a. Board Secretary’s and Treasurer’s Report: To approve the Secretary’s and Treasurer’s Reports for preliminary June 2021, 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 2021, 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 June 4, 2021 to July 8, 2021.
- c. To approve the following payrolls:

June 15, 2021	\$75,964.02
June 30, 2021	\$88,152.81

- d. Appoint External Audit Firm: BE IT RESOLVED: that the Achievers Early College Prep Charter School, upon the recommendation of the Co-Heads of School, hereby approves the appointment of **Gerald D. Longo** to prepare the district’s Comprehensive Annual

Financial Report & Auditors Management Report for the fiscal year ending June 30, 2020, at a cost not to exceed \$30,000.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Larry Patton	1 st	X				Imebet Stewart		X			
Mayokun Oshin		X				Alesica Dingle		X			
Dr. Laretha Odumosu					X	William Keeby					X
Derrick Johnson	2 nd	X									

2. Contracts

- a. To approve the FY22 Consultant Services Agreement with Creative Learning Services.
- b. To approve the FY22 contract with Computer Solutions, Inc.
- c. To approve the proposal with Reliant Enterprise IT Solutions for implementation of electronic security systems-5 year license in the amount of \$36,668.36.
- d. To approve the FY22 Independent Consultant Contract with Thurayya T. Berry.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Larry Patton	2 nd	X				Imebet Stewart		X			
Mayokun Oshin		X				Alescia Dingle		X			
Dr. Laretha Odumosu					X	William Keeby					X
Derrick Johnson	1 st	X									

3. Buildings & Grounds

- a. To approve the Second Addendum to Lease with Our Lady of the Angels.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Larry Patton	2 nd	X				Imebet Stewart		X			
Mayokun Oshin		X				Alescia Dingle		Xx			
Dr. Laretha Odumosu					X	William Keeby					X
Derrick Johnson	1 st	X									

4. Personnel

- a. To approve/ratify the Termination of Kamal Muhammad effective June 17, 2021.
- b. ~~To approve the resignation of Cypress Hadi effective~~
- c. To approve the following new employee contracts for FY21-22 school year:

12 Month Employee	Position	Salary
Elvia Cerna Maldonado	Administrative Assistant	\$40,000.00
	Moving/Signing Bonus	\$5,000.00
Yemithsou Chery	Personnel and Reporting Coordinator	\$47,000.00

- d. To approve/ratify the following summer school stipends from June 28-July 22:

Employee	Position	Stipend	Hours
Mark Chekki	ESY Support Teacher	\$40/hour	20 hours/week
Sarah Bitner	ESY Support Teacher	\$40/hour	20 hours/week
Bobby Morgan	Teacher	\$40/hour	27 hours/week + 22 hours training week

Ericka Betancourt	Teacher	\$40/hour	27 hours/week + 22 hours training week
Chris Carracher			
Bobbi Floyd			

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Larry Patton	1 st	X				Imebet Stewart		X			
Mayokun Oshin		X				Alescia Dingle	2 nd	X			
Dr. Laretha Odumosu					X	William Keeby					X
Derrick Johnson		X									

5. Curriculum/Special Education

a. To approve the 2020/2021 Curriculum to include:

1. OnCourse Systems for Education
2. Curriculum Associates-I Ready Diagnostic and Instruction
3. Power School group LLC
4. Naviance Inc
5. Kickboard

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Larry Patton		X				Imebet Stewart	2 nd	X			
Mayokun Oshin		X				Alescia Dingle		X			
Dr. Laretha Odumosu					X	William Keeby					X
Derrick Johnson	1 st	X									

6. Policy/Misc.

- a. To accept the NewSchools Venture Fund launch grant.
- b. To approve the following Professional Developments:

Professional Development	Employee	Date	Not to exceed
NJPSA-Legal One's Anti Bullying Specialist Certificate Program	School Social Worker, School Social Worker, Assistant Leaders of Culture	Online Program	\$500
NJPSA-Legal One's What's New in School Employment Law	Yemithsou Chery	Webinar	\$40
NJPSA-Legal One's Implicit Bias, Disproportionality, and the Law	Yemithsou Chery	Webinar	\$40
NJPSA-Legal One's Human Resources: New Requirements, Nest Practices, and the Law	Yemithsou Chery	Webinar	\$40

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Larry Patton		X				Imebet Stewart	2 nd	X			
Mayokun Oshin		X				Alescia Dingle	1 st	X			
Dr. Laretha Odumosu					X	William Keeby					X
Derrick Johnson		X									

XIII. 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	90	89	88	88	88	88	88	
7			92	90	90	91	90	90	90	90	90	90	89	
8			82	83	84	84	84	84	84	84	84	84	84	
Total			259	263	264	265	264	263	262	262	262	262	261	

XIV. Board Agenda

1. Board Reminders: Criminal background checks, ethics disclosures, Governance Training
2. Next Board Meetings: Thursday, August 5, 2021.

XV. Adjourn Public Session – 3:31 pm

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Larry Patton		X				Imebet Stewart		X			
Mayokun Oshin	2 nd	X				Alescia Dingle		X			
Dr. Laretha Odumosu					X	William Keeby					X
Derrick Johnson	1 st	X									