



**Regular Monthly Meeting Minutes**  
**Thursday, March 14, 2024 – 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		LA 6:09 pm
2. Elizabeth Murphy	Trustee, (8/4/2026)	x		
3. Mayokun Oshin	Trustee, (3/2026)	x		
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		
Joshua Solow	Interim SBA, School Business Office		x	
Elizabeth Neary	Board Secretary, School Business Office	x		
Shannon Wright	Achievers	x		
Hope Blackburn	Board Attorney		x	
Caitlin Lundquist	Busch Law Group	x		

**IV. Board Business**

Reminder: Please return your Strauss Esmay user agreement if you would like access to *Districtonline*.

**V. Acceptance of Meeting Agenda**

Motion for Achievers Early College Prep Charter School, Board of Trustees to approve the Agenda for the **March 14, 2024** meeting.

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		x				Meredith Pennotti	2	x			

**VI. Acceptance of Meeting Minutes**

Motion for Achievers Early College Charter School, Board of Trustees to approve the minutes from the **February 8, 2024** Regular Board meeting.

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			

**VII. Committee Reports**

1. Finance Committee – Liz Murphy reported on the last finance committee meeting where the draft agenda was discussed, and the new Beyond the Bell Program was introduced.

**VIII. Head of School Report**

- Osen gave updates including governance and how policies must align with the school’s vision and mission. She then introduced the staff speakers to give status updates.
- Shannon Wright gave an update about facilities projects including a fire inspection and the changeout of windows at the middle school. She mentioned enrollment being at capacity at the middle school and that there is a waitlist. She mentioned the upcoming athletic banquet.
- Liz Murphy asked what the purpose was of using the chapel room. It is for pull out of MLL students.
- Meredith Pennotti commented that having a waitlist is excellent.
- Ms. Coppin gave an update on the middle school including: the new Beyond the Bell program; they have hired 2 additional MLL staff to provide additional support; substance abuse counselors and small group counseling have been made available to students; a parent workshop will be hosted on April 25.
- Ms. Richardson gave an update in the high school including: Beyond the Bell program that will offer tutoring by current teachers in every subject area; the school is looking to partner with Artworks, a local community organization that can offer art classes to students in comic book art and traditional art like self-portraits; the school has an upcoming STEAM fair and the video invitations were designed by students; many students are excited and interested in the new athletic programs including futsal and basketball.
- Meredith Pennotti asked how the Beyond the Bell tutors will connect with a student’s regular teacher. Ms. Richardson explained that the tutors are a student’s regular teacher so it is a direct connection.

**IX. Public Comment – none**

**X. Adjourn Public Session and Begin Executive Session - none**

**XI. Adjourn Executive Session and Reconvene Public Session - none**

**XII. Motions for Approval**

**1. Finance**

- a. Board Secretary’s and Treasurer’s Report: To approve the Secretary’s and Treasurer’s Reports for **February 2024**, 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 **February 2024**, 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 the bills and check list for the period of **February 9, 2024 to March 14, 2024**.
- c. Annual Audit (ACFR): To accept the **FY2023 ACFR and AMR** and its submission to the NJDOE.

d. To approve the projected **FY25 Budget** and the submission to the NJDOE.

e. SEMI:

WHEREAS, N.J.A.C. 6A:23A-5.3 provides that a charter school may request a waiver of compliance with respect to the school's participation in the Special Education Medicaid Initiative (SEMI) Program for the **2024-2025** school year; and

WHEREAS, the Achievers Early College Prep Charter School Board of Trustees desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students in the **2024-2025** school year, and

NOW THEREFORE BE IT RESOLVED, that the Achievers Early College Prep Charter School Board of Trustees hereby authorizes the Head of School to submit to the Executive County Superintendent of Schools in the County of Mercer an appropriate waiver of the requirements of N.J.A.C. 6A:23A-5.3 for the **2024-2025** school year.

f. To approve the following payrolls:

February 15, 2024	\$150,076.28
February 29, 2024	\$147,792.27

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		x				Meredith Pennotti	1	x			

Liz Murphy abstained from voting on the Bush Law Group bill.

**2. Contracts**

- a. To approve the proposal with **LinkedIn** for educator recruitment services and platform access for a 1-year term, in the amount of \$20,350, as attached.
- b. To approve the revised High School Partnership Program agreement with **Stockton University** for the 2024-2025 school year to offer dual credit college-level courses, admission to the University with advanced standing upon graduation, and/or application of credits to other institutions of higher education, as attached.
- c. To approve the contract with **Editorial Projects in Education** for unlimited job postings on TopSchoolJobs for a 12-month term in the amount of \$2,050, as attached.

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			

**3. Buildings & Grounds - none**

**4. Personnel**

- a. To approve the position change of India Thomas from Substitute Teacher/Teaching Assistant to Para/Teaching Assistant with a salary of \$53,000 including removal of extra prep stipend, effective 3/14/24, as attached.
- b. To approve the following new hires for FY24, contingent upon criminal background check, as attached:

Name	Title	Salary	Bonus	Start Date
Alexa Camaco-Vazquez	Technology Assistant	\$43,000	none	3/16/2024
Deborah Brandimarte	MS Special Education Teacher	\$66,000	new hire - \$1,500	4/12/2024

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			

### 5. Curriculum/Special Education/Student Activities

- a. To approve the proposal for **Beyond the Bell** state testing prep program to provide additional support and resources for students in preparation for state testing in Math and ELA; staff compensation at a rate of \$55/hour, and estimated costs for student incentives as attached.
- b. To approve/ratify the Black History Month STEM field trip to the MET Philadelphia from **Grand Hank Productions** in the amount of \$675, as attached.
- c. To approve the purchase of TI-84 Plus CE online calculator multi-user subscriptions from **Underwood Distributing** in the amount of \$735, as attached.
- d. To approve the purchase of 400 Cyber Acoustics testing headphones from **CDW-Government** in the amount of \$1,328, as attached.
- e. To approve the proposal for development of an internship program for summer 2024 from **Sikone Consulting Group** with an expected cost of \$15,000; contingent upon vendor obtaining a New Jersey Business Registration Certificate, as attached.
- f. To approve the agreement with **Trenton Makes Startups** and **Trenton Makes Tech** for a combined 10-week student startup and coding afterschool program to foster entrepreneurial skills and software development skills; fee of \$700 per student with a maximum of 10 students and total cost of \$7,000; contingent upon vendor providing a New Jersey Business Registration Certificate, as attached.
- g. To approve the purchase of student logo apparel & merchandise from **Custom Ink** in the total amount of \$2,373, as attached.
- h. To approve the following student **college visits** and bus transportation, as attached:

Vendor	College	Date	Cost
Student Transportation, Inc	Felician University	3/7/24	\$0 – provided by Univ.
Student Transportation, Inc.	University of Pennsylvania	3/26/24	\$565
Student Transportation, Inc	Brookdale Community College	4/9/24	\$777
Student Transportation, Inc	Rowan College Burlington	4/15/24	\$434
Student Transportation, Inc.	Drew University	4/19/24	\$792

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		x				Meredith Pennotti	2	x			

### 6. Policy/Misc.

- a. To approve the 90-day notice to **Diploma Joint Insurance** Fund of the Board’s intent to seek alternate proposals for the July 1, 2024 renewal term.

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

**7. New Business**

a. To approve the following new hire for FY24, contingent upon criminal background check, as attached:

Name	Title	Salary	Bonus	Start Date
John Ramos	Math Tutor (part-time)	\$35/hour	none	4/1/2024

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

**XIII. Enrollment Report**

**XIV. Public Comment**

**XV. Reports / Look Ahead / Miscellaneous**

1) Next Board Meeting: Thursday, April 11, 2024 at 6:00 pm

**XVI. Adjourn Public Session – 6:45 pm**

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		x				Meredith Pennotti	1	x			