



Regular Monthly Meeting Minutes
Thursday, May 12, 2022 – 6:00 pm

- I. Call to Order – 6:10 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, (2/2023)	X		
2. Derrick Johnson	Trustee, (3/2023)		X	
3. William Keeby	Trustee, (2/2023)			LA 6:37PM
4. Elizabeth Murphy	Trustee, (8/4/2023)	X		
5. Mayokun Oshin	Trustee, (3/2023)	X		
6. Larry Patton	Trustee, (3/2023)	X		
7. Imebet Stewart	Trustee, President (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		
Kristina Edgar	SBA, School Business Office	X		
Sarah Spuhler	Board Secretary, School Business Office	X		

- IV. Board Business - NONE**
- V. Acceptance of Meeting Agenda**

Motion for Achievers Early College Prep Charter School, Board of Trustees to approve the Agenda for the **May 12, 2022**, meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Dingle		X				Mayokun Oshin		X			
Derrick Johnson					X	Larry Patton		X			
William Keeby					X	Imebet Stewart	1	X			
Elizabeth Murphy	2	X									

VI. Acceptance of Meeting Minutes

Motion for Achievers Early College Charter School, Board of Trustees to approve the minutes from the **April 7, 2022**, Board meetings.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Dingle		X				Mayokun Oshin		X			
Derrick Johnson					X	Larry Patton	2	X			
William Keeby					X	Imebet Stewart		X			
Elizabeth Murphy	1	X									

VII. Public Comments - NONE

VIII. Committee Reports - NONE

IX. Co-Head(s) of School Report

a. Dashboard

- i. https://datastudio.google.com/u/0/reporting/1GwY0ZUQIpxUQLLioGcJMmIJzqWMhwWR2/page/p_q0kr5f1joc

b. Ongoing/Old Business

- i. Ethics Disclosure due by April 30
- ii. Board Commitment/Agreements
- iii. Board Institute: Session 2, Tuesday, May 17th 7 - 9 PM

c. Academics: Curriculum, Instruction and Assessment Progress

- i. NJSLA Training and Infrastructure Trails May 4 – 14
- ii. NJSLA Testing to take place on May 12 - 18
- iii. Grade 10 Placement Plan, June 10 deadline
- iv. Private, Charter and District Schools contacted
- v. Admissions Process Assistance
- vi. High School course recovery using Educere for Math and ELA classes
- vii. I-Ready Data Ready from our first year back in-person after the pandemic
 - 1. Grade 6 – 44 students grew in ELA, 64 grew in Math in their baseline to their EOY diagnosis
 - 2. Grade 7 – 62 students grew in ELA, 51 grew in Math in their baseline to their EOY diagnosis
 - 3. Grade 8 – 40 students grew in ELA, 39 grew in Math in their baseline to their EOY diagnosis
- viii. Cisco and Computer Networking Perkins funding applicable for 2024 school year; NJDOE to confirm the CLNA for Health Sciences this summer based on our current 6-9 status
- ix. Sustainability, Organizational Changes & Charter Management Discussion
 - 1. AECPCS discussion on partnerships for its long-term growth and stability
 - 2. Organizational move to a single Executive Director model
 - 3. Strategic and transitional planning, deadline July 15, 2022
- x. Grade 9 Transition
 - 1. 501c3 Filing for partnership
 - 2. School Tours
 - 3. Applications
 - 4. Financial Aid
 - 5. Prospective Space Sharing Agreement/Shared Services

- d. **School Operations and Support**
 - i. Thrive Contract ends June 1
 - ii. Contract reviews for all contractors for June 2022 Board Meeting to include legal etc.
- e. **Stakeholders Engagement**
 - i. Will not engage Stateside
 - ii. Lincoln Baretta social media contract will be reduced to baseline services, effective July 2022 with no additional recruitment or “Say Yes to HS” messaging
 - iii. Trenton Charter and Trenton Public Schools roundtable canceled
- f. **Dashboard Review/Board Business**
 - i. Lottery held on April 30; 75 Grade 6 students were accepted, additional 15 seats to be backfilled if charter amendment is rejected
- g. **Lease/Building/Facilities**
 - i. 520 Lease signed, collecting contractor estimates for scope of work for uncompleted work
- h. **Compliance, Policy, and Fundraising**
 - i. Strategic Planning process with Empire to continue, Stat plan is 50% complete. Empire to provide ongoing coaching for the 2022-2023 school year per the MOU
- i. **Recruitment/Retention for Staff and Students**
 - i. 2022 recruitment updates- 60% toward hiring needs for 2022
 - ii. Organizational Chart to reflect Grades 6-8 and Grade 9 Academy
 - iii. Non-renewed staff have been notified in-person and via email

X. Executive Session – 7:31 PM

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Dingle		X				Mayokun Oshin		X			
Derrick Johnson					X	Larry Patton		X			
William Keeby		X				Imebet Stewart	2	X			
Elizabeth Murphy	1	X									

Executive Session discussion

- a. Personnel discussion

XI. Adjourn Executive Session and Reconvene Regular Session – 7:38 PM

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Dingle		X				Mayokun Oshin		X			
Derrick Johnson					X	Larry Patton	1	X			
William Keeby		X				Imebet Stewart		X			
Elizabeth Murphy	2	X									

XII. Motions for Approval

1. Finance

- a. Board Secretary’s and Treasurer’s Report: To approve the Secretary’s and Treasurer’s Reports for April 2022, 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 2022, 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 8, 2022, to May 12, 2022.
- c. To approve the following payrolls:

April 15, 2022	\$ 153,016.61
April 30, 2022	\$ 165,543.00

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Dingle		X				Mayokun Oshin		X			
Derrick Johnson					X	Larry Patton	2	X			
William Keeby		X				Imebet Stewart	1	X			
Elizabeth Murphy		X		B – item d939							

2. Contracts - NONE

3. Buildings & Grounds

- a. To approve the fourth addendum to the lease between Our Lady of the Angels and AEPCS for 520 Chestnut Avenue as attached, yearly rate rental of \$200,607 for FY23.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Dingle		X				Mayokun Oshin		X			
Derrick Johnson					X	Larry Patton	2	X			
William Keeby		X				Imebet Stewart		X			
Elizabeth Murphy	1	X									

4. Personnel

- a. To approve/ratify the contractual increase for Michelle Herrera, 6th Grade ELA Long-Term Substitute, salary \$45,000, effective January 31, 2022.
- b. To approve the following resignations:
 - Sreedevi Kilambi, effective May 20, 2022
 - Megan Jones, effective June 17, 2022
- c. To approve the Professional Development for 3 participants to attend the *UnboundEd Standard Institute Conference* in Orlando, FL July 25-29, 2022. Conference cost \$2,900/per person. Travel Expenses not to exceed as follows, per the gsa.gov guidelines:
 - Airfare Round Trip - \$160
 - Lodging per Night – \$129
 - Meals per Day - \$51-\$69
- d. To approve the Professional Development Conference, *National Charter School Conference* in Washington, D.C. June 19 – 22, 2022. Conference cost \$625 per person. Travel Expenses not to exceed as follows, per the gsa.gov guidelines:
 - Milage per Mile - \$0.585
 - Lodging per Night - \$258
 - Meals per Day - \$59 - \$79
- e. To approve the Professional Development reimbursement of LCSW Supervision Services through *New Creation Counseling Services*, to Brenmarie Rentas, totaling \$660 for Sept 2021 – April 2022.

- f. To approve the new hire, Andrea Tate, *Special Education Coordinator and Case Manager*, 10-month employee, effective June 6, 2022, salary \$75,000.
- g. To approve the corrected and up-to-date Mentor/Mentees Program for FY22, to be paid out in 1 payment on the 6/30/22 payroll.

Mentee	Certification	Mentor	Amount
Megan Jones	CEAS	Myra Bellamy	\$550
Thomas Carraher	CEAE	Myra Bellamy	\$550
Steven Minkoff	CE	Pria Robinson	\$1000
Mark Checki	CE	Victoria Marcheski	\$1000

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Dingle		X				Mayokun Oshin		X			
Derrick Johnson					X	Larry Patton		X			
William Keeby		X				Imebet Stewart	2	X			
Elizabeth Murphy	1	X									

5. Curriculum/Special Education/Student Activities

- a. To approve the following Field Day/ Class trips for FY22:

Event Location	Event	Costs	Number of Students Attending	Date	Educational Purpose
Six Flags Great Adventure 1 Six flags Blvd. Jackson, NJ	Grade Nine – Class Trip	100 Tickets x 58.14 6 Tickets x FREE = 5814.00 2 Buses x 750.00 Total = \$7,314	80	June 9, 2022	
On-Site	Grade Six & Seven – Field Day	Dunk Tank = 329.00 Popcorn Machine = 75.00 Cone Machine = 75.00 Food = \$250.00 Total = \$729.00		June 9, 2022	
Mercer County Park 48 Valley Road Lambertville, NJ	Grade Nine – Class Trip	Park Fee = 225.00 Food = 648.99 2 Buses = 625.00 Total = \$1,498.99		June 10, 2022	
On-Site	Grade Eight - Dance	DJ = 480.00. Food = 590.00 Total = \$1,070.00		June 15, 2022	
On-Site	Grade Eight – Friends & Family Cook-Out	Food = 1,192.50 Dunk Tank = \$329 Popcorn Machine = \$75 Cone Machine = \$75 Total = 1,671.50		June 16, 2022	
On-Site	Grade Eight – Graduation	Stage = \$1,121.70 DJ = \$240 Photographer = \$550 Video – \$100.00 Total = \$2,011.70		June 17, 2022	
Grand total for EOY Events		TOTAL = \$14,295.19			

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Dingle		X				Mayokun Oshin		X			
Derrick Johnson					X	Larry Patton	1	X			
William Keeby		X				Imebet Stewart		X			
Elizabeth Murphy	2	X									

6. Policy/Misc.

- a. To approve the Organizational Chart as attached for the 2022-2023 school year.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Dingle		X				Mayokun Oshin		X			
Derrick Johnson					X	Larry Patton	1	X			
William Keeby		X				Imebet Stewart	2	X			
Elizabeth Murphy		X									

7. New Business - NONE

XIII. Enrollment Report

Grade	2022	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Wait
6	90		92	90	91	91	90	90	90	90	89			
7	90		91	89	89	88	88	88	88	84	84			
8	90		89	84	85	83	83	85	85	86	85			
9	90		90	86	88	87	87	89	89	89	88			
Total	360		362	349	353	349	348	352	352	349	346			

XIV. Reports / Look Ahead / Miscellaneous

1. Board Reminders: Criminal background checks, ethics disclosures, Governance Training
2. Next Board Meetings: Thursday, June 9, 2022

XV. Adjourn Public Session - 7:54 PM

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Dingle		X				Mayokun Oshin		X			
Derrick Johnson					X	Larry Patton		X			
William Keeby	2	X				Imebet Stewart	1	X			
Elizabeth Murphy		X									