



Regular Monthly Meeting Minutes

Thursday, January 9, 2025 – 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 Teel	Trustee, (2/2026)	x		
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	Trustee (4/2026)		x	

Also Present

Non-Voting	Role	Present	Absent	LA/ED
Nava Coppin	Acting Executive Director	x		
Joshua Solow	SBA, School Business Office		x	
Elizabeth Neary	Board Secretary, School Business Office	x		
Shannon Wright	Director of Operations/ Assistant SBA	x		
Hope Blackburn	Board Attorney	x		

IV. Acceptance of Meeting Agenda

Motion for Achievers Early College Prep Charter School, Board of Trustees to approve the Agenda for the **January 9, 2025**, meeting.

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

V. Acceptance of Meeting Minutes

Motion for Achievers Early College Charter School, Board of Trustees to approve the minutes from the **December 12, 2024**, Regular Board Meeting.

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

VI. Public Comment - NONE

VII. Committee Reports - NONE

VIII. Head of School Report

Ms. Coppin updated the Board about meeting MAP goals and the upcoming Phase 2 of Mission Possible.

Ms. Chowdry gave an update for the Middle School including a reward skating trip for meeting goals.

Ms. Coppin spoke for Ms. Eley about the High School.

Ms. Wright gave an update on facilities including some heating issues and current boiler repair work occurring.

IX. Adjourn Public Session and Begin Executive Session - 6:24 PM

The Board discussed personnel matters.

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

X. Adjourn Executive Session and Reconvene Public Session – 7:19 PM

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

XI. Motions for Approval

1. Finance

- Board Secretary's and Treasurer's Report: To approve the Secretary's and Treasurer's Reports for December, 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 December, 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.
- Bills List: To approve bills and check journal for the period December 13, 2024, to January 9, 2025.
- To approve the following payrolls:

December 15, 2024	\$182,488.96
December 31, 2024	\$182,153.56

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

2. Contracts

- To approve the service agreement with **Lifetouch** for student photo ID services for the 2025-2026 school year, at a rate of \$1.50 per student, as attached.
- To approve the quote from **PowerSchool** for Digital Document Delivery & Signature implementation services for the remaining 2024-2025 school year, in the amount of \$3,323.98, as attached.
- To approve the quote from **PowerSchool** for School Messenger Communicate license, deployment and training services for the remaining 2024-2025 school year, in the amount of \$6,220.41, as attached.
- To approve the annual consulting agreement with **The Diamante Group LLC** to provide school data support services at an hourly rate of \$200.

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

3. Buildings & Grounds

- To approve the quote for Cisco telephone wall mount kits from **CDW-G** in the amount of \$3,561.60, as attached.
- To approve the quote from **Network Information Technologies** to replace and upgrade the current Middle School Server with a Dell PowerEdge T160 Server, in the amount of \$4,000, as attached.
- To approve the quote from **Critical Response Group** for annual implementation and maintenance subscriptions for critical incident mapping to support emergency communication response services in the amount of \$1,070, as attached.

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

4. Personnel

- To approve a \$1,500 stipend for **Myra Bellamy** as 8th Grade Graduation Chair for the 2024-2025 school year.
- To approve the reimbursement to **Payton Kelly** for Praxis examination fees, Rutgers Alternate Route 50-Hour Pre-Service Course and student refreshments, total amount \$480.49, as attached.
- To approve the following FY25 Mentor/Mentee staff, fee, and stipend, as attached:

Name	Position	Certification	Mentee	Amount	Earning/Deduction Schedule
Juiliana Nini	Mentor	CE	Payton Kelly	\$1,000	Equal pay periods Jan-June

- d. To approve **Rutgers University Alternate Route Program** fees for the following employees, previously approved to participate in *Achievers Agreement for Substitute Teachers to Obtain Teaching Certification via Alternate Route Program*, as attached:

NAME	PROGRAM	COST
James Cox	Alternate Route Program Year 1	\$2,610
Shamima Nasreen	Alternate Route Program Year 1	\$2,610
Payton Kelly	Alternate Route Program Year 1	\$2,610
Evan Stackhouse	Alternate Route Program Year 1	\$2,610

TOTAL COST \$10,440

- e. To approve the professional development training, *Supporting Literacy Engagement with Older Students Who Have Reading Difficulties*, from **The College of New Jersey** for the following ELA Teachers, as attached:

NAME	PROGRAM DATE	COST
Myra Bellamy	2/14/25	\$285
Nicole Blair	2/14/25	\$285
Christopher Carragher	2/14/25	\$285

TOTAL COST \$855

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

5. Curriculum/Special Education/Student Activities

- a. To approve the quote for custom Cheer uniforms from **Omni Cheer** in the amount of \$1,519.74, as attached.
- b. To approve the quote from **Student Transportation, Inc.** for round-tip bus transportation to The Rink for the High School skating fundraiser trip on 2/6/25, in the amount of \$950, as attached.
- c. To approve the quote from **Student Transportation, Inc.** for round-tip bus transportation to Monmouth University for a High School college visit on 2/13/25, in the amount of \$695, as attached.

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

XII. Enrollment Report

Grade	Jul 2024	Aug 2024	Sep 2024	Oct 2024	Nov 2024	Dec 2022	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Waitlist
6			92		91	90	91						0
7			92		92	91	91						52
8			92		92	90	90						38
9			110		114	113	114						0
10			99		99	98	98						0

11			56		56	56	54						0
Total			541		544	538	538						90

XIII. HIB Reports

1. Motion to **approve** the previously accepted HIB investigation report for November 2024, with the following findings:

Report	# of Cases	# Founded	# Unfounded
November 2024	2	1	1

2. Motion to **accept** the HIB investigation report for December 2024, with the following findings:

Report	# of Cases	# Founded	# Unfounded
December 2024	2	2	0

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

Larry Patton requested that student names be removed from future HIB case reports when distributed to Trustees.

XIV. Public Comment - NONE

XV. Reports / Look Ahead / Miscellaneous

1. Next Board Meeting: Thursday, February 13 , 2025
2. Reminder: Mandated Governance Training due

A brief discussion took place regarding doing a poll for upcoming Board retreat dates.

XVI. Adjourn Public Session/End Meeting - 7:29 PM

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