



Regular Monthly Meeting Minutes
Thursday, July 11, 2024 – 6:00 pm

I. Call to Order – 6:02 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
Osen Osagie	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 **July 11, 2024**, meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Teel	2	x				Mayokun Oshin		x			
Imebet Stewart		x				Larry Patton		x			
Elizabeth Murphy	1	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 **June 13, 2024**, Board 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		x			
Elizabeth Murphy	1	x				Meredith Pennotti		x			

VI. Public Comment - NONE

VII. Committee Reports

1. Finance Committee: Liz Murphy provided an update from the last meeting where the FY24 surplus budget and CSP grant budget were discussed. Also discussed was a resolution to pay bills between meetings up to \$5k, and that a custodian with a black seal license is needed.

VIII. Head of School Report

Osen Osagie spoke about the potential partnership with Mercer County College for college credits for students. She also announced that the hiring of Admins is almost finished, and that the hiring of teachers is going well. Next meeting she will present a NJSLA growth chart that is positive. Meredith Pennotti commented that the Diamante Group chart was exciting and is looking forward to seeing the NJSLA results. Alescia Teel mentioned that she may have potential nursing staff to refer.

Ms. Coppin spoke positively about student testing proficiency and that their growth is very good into the double digits in math - going from 5% to 17%. The Beyond the Bell tutoring program was explained again, and ELA proficiency is not in the 40% range up from 30% range.

Ms. Wright informed everyone about the status of securing trailers/modular classrooms. She met with the Architect group and an approved purchasing co-op vendor referred by SBO, Mobilease. They are leaning toward long-term modular units which are more permanent and can last 10-30 years. She will be visiting the local zoning office and will present details at the next meeting. She then shared an update about summer facility work including painting, floor waxing, window repair and screen replacement. She said school enrollment numbers are 526 total students with 137 on the waitlist.

IX. Reorganization Motions

1. Authorize Payment of Bills Between Meetings

BE IT RESOLVED: that the Achievers Early College Prep Charter School, upon the recommendation of the Executive Director, authorizes the Business Administrator to **approve the payment of bills** up to \$5,000, as may be necessary between Board meetings and present the aforementioned payments to the Board for approval at the next regularly scheduled meeting for the 2024/2025 school year.

2. Authorize Hiring of Staff Between Meetings

BE IT RESOLVED: that the Achievers Early College Prep Charter School, upon the recommendation of the Executive Director, authorizes the **hiring of essential instructional staff** as may be necessary between Board meetings, and present the aforementioned contracts to the Board for approval at the next regularly scheduled meeting through August 31, 2024.

3. Auditor

BE IT RESOLVED that Achievers Early College Prep Charter School hereby approves the appointment of Gerald Longo to prepare the district’s Annual Comprehensive Financial Report and Auditors Management Report for the fiscal year ending June 30, 2024.

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			

X. **Motions for Approval**

1. **Finance**

- a. Board Secretary’s and Treasurer’s Report: To approve the Secretary’s and Treasurer’s Reports for June 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 June 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 bills and check list for the period June 14, 2024, to July 11, 2024.
- c. To approve reimbursements to the following employees for previously approved airfare to Chicago for Relay Graduate School programs in July 2024:

Employee	Round-trip airfare
Amina Chowdhry	\$377.61
Jennifer Miller	\$336.96
JoAnna Castellano	\$200.20
Nava Coppin	\$370.88
Jonquille Eley	\$270.46

- d. To approve the following payrolls:

June 15, 2024	\$ 187,687.84
June 30, 2024	\$ 150,209.29

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		x			
Elizabeth Murphy	1	x				Meredith Pennotti	2	x			

2. **Contracts**

- a. To approve the contract with **SBO Management LLC** to provide HR Consultant Services from July 12, 2024 through June 30, 2025 at a monthly rate of \$3,500, as attached.
- b. To approve the contract with **Heartland School Solutions** for My School Bucks lunch program service & support for the 2024-2025 school year, in the amount of \$1,532.67, as attached.
- c. To approve the contract with **DeansList** for the management of critical non-academic student data for the 2024-2025 school year, in the amount of \$12,515, as attached.

- d. To approve the contract with **PowerSchool** for Naviance college, career, and life readiness (CCLR) platform license & subscription fees, set-up, and training for the 2024-2025 school year, in the amount of \$15,761, as attached.
- e. To approve the contract with **PowerSchool** for ECollect Forms license & subscription fees for the 2024-2025 school year, in the amount of \$1,604.80, as attached.
- f. To approve the contract with **Zoom Video Communications Inc.** for unlimited annual Zoom Workplace Business Sessions for the 2024-2025 school year in the amount of \$7,539, as attached.

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		x			
Elizabeth Murphy	1	x				Meredith Pennotti		x			

3. Buildings & Grounds

- a. To approve the quote with **JMM Cleaning Services** to repair and repaint walls in the amount of \$5,500, 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		x				Meredith Pennotti	1	x			

4. Personnel

- a. To approve the proposal from Amy Craft, current AECPC Teacher, to paint a mural in the entrance way of the Middle School building in the amount of \$1,500 paid to her via payroll, and reimbursement for painting supplies in the amount of \$425, as attached.
- b. To approve/ratify the amended start dates for the following new hires, previously approved at the May 30, 2024 Special Board Meeting:

Employee	Position	Original Start Date	New Start Date
Amina Chowdhry	Assistant Principal of Mathematics/Science	8/1/24	7/1/24
JoAnna Castellano	Assistant Principal of Mathematics/Science	8/1/24	7/2/24

- c. To approve the following Summer School Program staff additions for planning, July 29th - August 1, as attached:

Employee	Role	Hours	Rate	Total Stipend
Daniel Aulisio	STEAM Coordinator	28	\$35	\$980 (paid on July 31 payroll)
Gregory Lewis	Culture Dean Planning	28	\$35	\$980 (paid on July 31 payroll)
Monique Whitaker	Culture Dean Planning	28	\$35	\$980 (paid on July 31 payroll)

- d. To approve the following Summer School Program teacher staff changes:

Employee	Replacing	Role	Hours	Rate	Total Stipend
Bobbi Floyd	Abigael Bocicaut	Teacher	44	\$55/hour	\$2,420 (paid on July 31 payroll)

- e. To approve the following new hires for the 2024-2025 School Year, as attached:

10 Month Employee	Position	Salary	Stipend/Bonus	Stipend/Bonus payment date	Start Date
Candace Foltiny	High School English Teacher	\$66,151	\$1,500 New Hire Bonus	Dec 15 & June 15	8/1/24
Torian Stinnette	High School Chemistry Teacher	\$81,000	\$1,500 New Hire Bonus \$3,500 STEAM Stipend \$5,000 Coaching Stipend	Dec 15 & June 15 20 Pays, Sept-June 20 Pays, Sept-June	8/1/24

f. To approve/ratify the following new hire for the 2024-2025 School Year, as attached:

12 Month Employee	Position	Salary	Stipend/Bonus	Stipend/Bonus payment date	Start Date
Jonquille Eley	Interim Director, High School	\$138,930	\$1,500 New Hire Bonus	Dec 15 & June 15	7/1/24

g. To approve the following stipend increase for Nava Coppin for the 2024-2025 school year, previously approved at the 5/30/24 Special Board Meeting:

Employee	Stipend Position	Original Stipend	New Stipend	Stipend payment date
Nava Coppin	High School Principal Mentor	\$7,500	\$10,000	20 Pays, Sept-June

ROLL CALL VOTE

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			

5. Curriculum/Special Education/Student Activities

- a. To approve the quote from **DG Unlimited** for Timekettle translator earbuds & accessories in the amount of \$4,547.19, as attached.
- b. To approve the quote from **Great Minds** for Eureka Math curriculum, grades 6-8, in the amount of \$10,306.39, as attached.
- c. To approve the quote from **Imagine Learning** for Robotify Computer Science curriculum site licenses & professional development training for Middle School, in the amount of \$5,750, as attached.
- d. To approve the quote from **McGraw Hill** for Middle School History Curriculum, in the amount of \$14,293.19, as attached.
- e. To approve the quote from **Character Strong** for SEL and Character Development curriculum, grades 6-8, in the amount of \$5,597.20, as attached.
- f. To approve the quote from **Amplify** for Science curriculum, grades 6-8, in the amount of \$9,242.00.
- g. To approve the purchase of menstrual products from **Amazon** in the amount of \$3,333.55, to be reimbursed by the NJDOE per P.L.2003, c.147, as attached.
- h. To approve the quote with **Schoolmate** for student planners in the amount of \$1,590, as attached.
- i. To approve the quote with **Hertz Furniture** for 150 school desks in the amount of \$18,972, as attached.
- j. To approve the purchase of Middle School Art supplies from **Amazon** in the amount of \$3,559.95, as attached.
- k. To approve the quote with **School Specialty** for Middle School Art teacher supplies in the amount of \$6,376.05, as attached.

- l. To approve the purchase of custom student swag (lanyards, water bottles, drawstring bags, fanny packs) from **Custom Ink** in the total amount of \$2,749.50, as attached.
- ~~m. To approve the purchase of Heath Sciences Pathway supplies from various vendors, NTE \$60,000.~~

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			

6. Policy/Misc.

- a. To approve the 2024-2025 Achievers ECP Remote Learning Plan, 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	1	x			
Elizabeth Murphy	2	x				Meredith Pennotti		x			

7. New Business

- a. To approve the following new hire for the 2024-2025 School Year, as attached:

10 Month Employee	Position	Salary	Stipend/Bonus	Stipend/Bonus payment date	Start Date
Giovanni Adorno	Long Term Substitute Teacher (High School History)	\$51,500	\$1,500 New Hire Bonus	Dec 15 & June 15	8/1/24

ROLL CALL VOTE

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		x			
Elizabeth Murphy	1	x				Meredith Pennotti	2	x			

XI. Enrollment Report

XII. HIB Reports

- 1. Motion to **approve** the new HIB investigation report for April-May 2024, with the following findings:

Report	# of Cases	# Founded	# Unfounded
April - May 2024	9	3	6

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		x			
Elizabeth Murphy	2	x				Meredith Pennotti	1	x			

XIII. Public Comment NONE

XIV. Reports / Look Ahead / Miscellaneous

1. Next Board Meeting: Thursday, August 8, 2024

XV. Adjourn Public Session/End Meeting - 6:44 PM

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			