



Regular Monthly Meeting Minutes
Thursday, November 14, 2024 – 6:00 pm

I. Call to Order – 6:09 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 **November 14, 2024**, 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	1	x			
Elizabeth Murphy	2	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 **October 17, 2024**, Special 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	1	x			
Elizabeth Murphy		x				Meredith Pennotti					x

VI. Public Comment - NONE

VII. Committee Reports

1. Finance Committee: **NONE**

VIII. Head of School Report

Ms. Coppin gave updates on progress, and the outstanding work that is happening in the district. Strategic goals around academic goals interim assessment, after school tutoring started in both schools to provide additional supports for students, and a focus on intervention strategies. District leaders met yesterday to review data and discussed cross campus collaboration. Operations continues to work on the HS expansion & Ms. Wright is working on trailer permits. Parent teacher conferences are scheduled for next week to discuss student growth. HS students celebrated over 100 academic awards and attended colleges. Middle school awards ceremony next week. Leadership continues to check in with staff regarding certification to ensure that we remain compliant.

IX. Motions for Approval

1. Finance

- Board Secretary’s and Treasurer’s Report: To approve the Secretary’s and Treasurer’s Reports for October, 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 October, 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 October 11, 2024, to November 14, 2024.
- To approve the reimbursement to **Nava Coppin** for parent meeting refreshments from Cafe Domenico’s in the amount of \$106.62, as attached.
- To approve the following payrolls:

October 15, 2024	\$158,797.84
October 31, 2024	\$165,417.01

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

2. Contracts

- a. To approve the quote from **PowerSchool Group LLC** for annual SIS license and subscription fees for the 2024-2024 school year, in the amount of \$4,644.58, as attached.
 - Ms.Wright reduced this contract from \$19k to \$4,500.

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

3. Buildings & Grounds

- a. To approve/ratify the quote from **JMM Cleaning Services** for priming and painting at 544 Chestnut in the main lobby, window frames and doors throughout, in the amount of \$5,700, as attached.
- b. To approve/ratify the quote from **JMM Cleaning Services** for replacement of chandeliers and lighting at 544 Chestnut, in the amount of \$2,900, as attached.
- c. To approve/ratify the quote from **DK Electrical Services** for installation of a/c circuits and projector ceiling outlets, in the amount of \$6,588, as attached.
- d. To approve the quote from **DK Electrical Services** for installation of circuits from the first-floor electrical panel to High School classrooms, in the amount of \$3,714, 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	1	x			
Elizabeth Murphy		x				Meredith Pennotti					x

4. Personnel

- a. To accept the resignation of **Amy Craft**, Long Term Substitute Teacher (STEAM), effective 11/6/24, as attached.
- b. To approve a one-time stipend for **Jonquille Eley**, Interim Director, High School, in the amount of \$2,500.
- c. To approve the following FY25 Mentor/Mentee staff, fees, and stipends, as attached:

Name	Position	Certification	Mentee	Amount	Earning/Deduction Schedule
Christopher Carragher	Mentor	CE	Shamima Nasreen	\$1,000	Equal pay periods Dec-June
Myra Bellamy	Mentor	CE	Evan Stackhouse	\$1,000	Equal pay periods Dec-June

- d. To approve the payment of **Obadiah Moore’s** first class, CTE Alternate Route-Stage 1 Course at Brookdale Community College in the amount of \$396, as attached (enrollment previously approved at the 9/12/24 Board meeting).
- e. To approve/ratify the payment of **Richard Lee’s** second class in the CTE Alternate Route-Stage 2 Course at Brookdale Community College in the amount of \$715, as attached (enrollment previously approved at the 5/9/24 Board meeting).
- f. To approve the contract and salary increase for **Arthur Washington** for the remaining 2024/2025 school year, effective 11/16/24, as attached.
- g. To approve a \$3,000 MLL Stipend for **Wilson Ramos** for providing bi-lingual support to culture, admin, and other content areas during the 2024/2025 school year.

- h. To approve the following staff as **School Tutors** for the after-school tutoring program occurring November through April for the 2024-2025 school year, NTE \$28,160 (program previously approved at the 10/17/24 Special Board meeting):

Name	Duration	Payr Rate	NTE Total	Pay Schedule
Nabila Atta	14 weeks; 3 hours per week	\$55/hour	\$2,310	Semi-monthly timesheets
Nicole Blair	14 weeks; 3 hours per week	\$55/hour	\$2,310	Semi-monthly timesheets
Deborah Brandimarte	14 weeks; 3 hours per week	\$55/hour	\$2,145	Semi-monthly timesheets
Brenda Caldwell	13 weeks; 3 hours per week	\$55/hour	\$2,145	Semi-monthly timesheets
Christopher Carragher	14 weeks; 3 hours per week	\$55/hour	\$2,310	Semi-monthly timesheets
Bobbi Floyd	4 weeks; 3 hours per week	\$55/hour	\$660	Semi-monthly timesheets
Candace Foltiny	13 weeks; 3 hours per week	\$55/hour	\$2,145	Semi-monthly timesheets
Payton Kelly	13 weeks; 3 hours per week	\$55/hour	\$2,145	Semi-monthly timesheets
Martha Thabit Abdelmalak Marzouk	14 weeks; 3 hours per week	\$55/hour	\$2,310	Semi-monthly timesheets
Shamima Nasreen	14 weeks; 3 hours per week	\$55/hour	\$2,310	Semi-monthly timesheets
Juliana Nini	14 weeks; 3 hours per week	\$55/hour	\$2,310	Semi-monthly timesheets
Shelby Sumner (Spainhower)	13 weeks; 3 hours per week	\$55/hour	\$2,145	Semi-monthly timesheets
Markese Tucker	14 weeks; 1 hour per week	\$55/hour	\$770	Semi-monthly timesheets
Ubong Williams	13 weeks; 3 hours per week	\$55/hour	\$2,145	Semi-monthly timesheets

- i. To approve the replacement of Wilson Ruano-Garcia with **Christopher Burke** as High School Head Coach, Futsal, with a stipend of \$4,500 for the 2024-2025 school year (previously approved at the 10/17/24 Special Board Meeting):

-Liz Murphy mentioned the Board will continue reviewing salaries, stipends and bonuses.

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 purchase of custom basketball uniforms for student athletes from **The Printing Guru**, in the amount of \$1,014.67 as attached.
- b. To approve the payments to two **Referees** at each of seven home basketball games, total amount \$1,022, as attached:

Game Date	Rate per referee	Total Per Game Fee
12/12/24	\$73	\$146
12/16/24	\$73	\$146
1/6/25	\$73	\$146
1/10/25	\$73	\$146
1/15/25	\$73	\$146
1/27/25	\$73	\$146
2/4/25	\$73	\$146

- c. To approve the quote from **Sheppard Bus Service** for round-trip student athlete transportation to the following six away basketball games, total amount \$3,000, as attached:

Game Location	Date	Fees
Riverton Public Schools	12/10/24	\$500
Florence Twp Riverfront School	12/18/24	\$500
Riverside Township Public Schools	1/8/25	\$500
Maple Shade High School	1/13/25	\$500
Doane Academy	1/24/25	\$500
Allied Resources For Kids	1/31/25	\$500

- d. To approve the quote from **Barnes & Noble** for High School ELA novels in the amount of \$2,645.30, as attached.
- e. To approve the quote from **Ben's Morrisville Deli & Catering** for student refreshments at the Middle School Honor Roll Breakfast on 11/21/24, in the amount of \$837.20, as attached.
- f. To approve the quote from **School Specialty** for Physics curriculum supplies in the amount of \$1,031.87, as attached.
- g. To approve the quote from **Houghton Mifflin Harcourt** for Grade 9 Science Dimension Biology curriculum in the amount of \$1,090.22, as attached.
- h. To approve the purchase of internet-based IEP case management software services from **Public Consulting Group** including EDplan, MTSS/I&RS, and Progress Track for the 2024-2025 school year, in the amount of \$31,765, as attached.
- i. To approve the following after-school student clubs, supply budgets and club leader stipends for the 2024/2025 school year, NTE \$4,800, as attached:

Club Name	Club Leader	Supply Budget	Stipend Amount	Stipend Pay Date
Computer/Gaming	Gretchen Stricker	\$100	\$500	6/15/2025
Astronomy	Sunil Laudari	\$100	\$500	6/15/2025
Avid Readers	Candace Foltiny	\$100	\$500	6/15/2025
Student Government Association	Olivia Hackett	\$100	\$500	6/15/2025
Girls Who Code	TBD/Agency Staff	\$100	\$500	6/15/2025
Beauty Queens	Tiana Solis	\$100	\$500	6/15/2025
HOSA (future health professionals)	Torian Stinnette	\$100	\$500	6/15/2025
Young Gentleman's Club	Gregory Lewis	\$100	\$500	6/15/2025

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	2	x				Larry Patton	1	x			
Elizabeth Murphy		x				Meredith Pennotti					x

6. Policy/Misc.

- a. To approve Achievers membership with the New Jersey Public Charter School Association for the 2024-2025 school year, in the amount of \$13,500, as attached.
- b. To approve an amendment to the 2024-2025 school year calendar for early dismissal at 12:55pm on Tuesday, November 26 (day before Thanksgiving break).

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

7. New Business - NONE

X. Enrollment Report

As of 11/6/24		
GRADE	Current Enrollment	Waitlist
6	91	3
7	92	52
8	92	38
9	114	4
10	99	0
11	56	0
Total:	544	97

XI. HIB Reports

- 1. Motion to **accept** the HIB investigation reports for September & October 2024, with the following findings:

Report	# of Cases	# Founded	# Unfounded
September 2024	1	0	1
October 2024	1	0	1

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

XII. Public Comment

Ms. Eley mentioned HS attended college trips since the last board meeting. Wonderful Honor roll banquet with 105 recipients. Next week they will host the Steam Fair & an upcoming pep rally. Ms. Miller mentioned math & ELA intervention is occurring. Small group 1:8 student to teacher ratio. Tutoring started with 54 students enrolled. Steam trip to the boys and girls club last week was successful at exposing the students to different career paths. Middle school

basketball has started & we are looking forward to the season. Parent teacher conferences are next week as well as the Honor Roll breakfast. Staff Potluck for staff will be soon. Looking forward to it! Ms. Blair complemented Ms. Coppin for wearing so many hats and is doing an amazing job. Meredith Pennotti had a question about the NJ Charter school association dues and the cost associated with it. Ms. Nichols complimented Ms. Coppin and had a question about why stipends had changed from December & June to the monthly payments. Liz Neary mentioned that it was board approved last year. Ms. Nichols wanted to know if this can be reviewed.

XIII. Reports / Look Ahead / Miscellaneous

- 1. Next Board Meeting: Thursday, December 12, 2024

XIV. Adjourn Public Session/End Meeting 6:35pm

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