



Regular Monthly Meeting Minutes

Thursday, February 13, 2025 – 6:00 pm

I. Call to Order – 6:21 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. Larry Patton	Trustee, (3/2026)	x		
4. Imebet Stewart	Trustee, President (3/2026)	x		
5. 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		

III.B. Motion for Achieves Early College Prep Charter School, Board of Trustees to accept the resignation of Board of Trustees member, **Mayokun Oshin**, effective February 11, 2025, as attached.

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

IV. Acceptance of Meeting Agenda

Motion for Achievers Early College Prep Charter School, Board of Trustees to approve the Agenda for the **February 13, 2025**, meeting.

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

V. Acceptance of Meeting Minutes

Motion for Achievers Early College Charter School, Board of Trustees to approve the minutes from the **January 9, 2024**, Regular Board Meeting.

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

VI. Public Comment – NONE

VII. Committee Reports – Liz Murphy gave an update from the February Finance Committee meeting and mentioned a potential contract issue to be reviewed soon.

VIII. Head of School Report

Nava Coppin provided an update on student ELA and Math progress, noting that Math scores are now at 17% proficient, up from 9%, with 25% being the target reach.

Shannon Wright spoke about facilities, including a resolved issue with heating and boilers, and an update about awaiting county officer approvals for the modular classrooms.

Jonquille Eley provided an update on student activities at the high school including a trip to Monmouth University as a college visit.

Jennifer Miller provided an update on student activities at the middle school including a student paint & sip event.

IX. Adjourn Public Session and Begin Executive Session – 6:27 PM

The Board entered a closed session to discuss legal matters.

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

X. Adjourn Executive Session and Reconvene Public Session – 6:43 PM

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

XI. Motions for Approval

1. Finance

- a. Board Secretary's and Treasurer's Report: To approve the Secretary's and Treasurer's Reports for January, 2025, 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 January, 2025, 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 list and check journal for the period January 10, 2025, to February 13, 2025.
- c. Amended FY25 Budget: To approve the Amended FY25 Budget and its submission to the NJDOE.
- d. FY24 ACFR and AMR: To accept the FY24 ACFR and AMR with no findings or recommendations and ratify their 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 **2025-2026** 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 **2025-2026** 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 **2025-2026** school year.
- f. To approve the following payrolls:

January 15, 2025	\$169,761.02
January 31, 2025	\$167,423.12

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

2. Contracts

- a. To approve the quote from **Rowan University** for registration and attendance at ED Expo 2025 on 4/8/25, for the purpose of recruitment, in the amount of \$350, as attached.
- b. To approve the quote from **SchoolMint** for additional users of the Grow Data Entry Package, for recording and managing teacher observation data, in the amount of \$600, as attached.
- c. To approve the quote from **PowerSchool** for additional Naviance subscription services for the 2024-2025 school year, in the amount of \$1,982.88 as attached.

- d. To approve the quote from **NJ School Jobs** for one-year access to NJ School Jobs recruitment website, unlimited job postings, and access to the resume database of education professionals, in the amount of \$2,498, as attached.

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

3. Buildings & Grounds

- a. To approve the quote from **JMM Cleaning Services** for floor cleaning and waxing in the Middle School and High School, in the amount of \$6,400, as attached.
- b. To approve the quote from **JMM Cleaning Services** for purchase and replacement of site-wide emergency signage and lighting in the amount of \$5,100, as attached.
- c. To approve the quote from **JMM Cleaning Services** for door, wall and window repairs at the Middle School in the amount of \$6,100, as attached.

Larry Patton noted the continuous use of this vendor, and we agreed to review potential bidding for time and materials.

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

4. Personnel

- a. To accept the resignation of **Torian Stinnette**, High School Chemistry Teacher, effective 1/31/25, as attached.
- b. To accept the resignation of **Katrina Catoe**, High School Social Worker, effective 3/18/25, as attached.
- c. To approve/ratify the payment of **Richard Lee's** third class, XCTPP-003-JAP02, in the CTE Alternate Route Program to Brookdale Community College in the amount of \$715, as attached (enrollment previously approved at the 5/9/24 Board meeting).
- d. To approve payment to **Daniel Auliso** for the following home instruction hours for student ID #7274815421, as attached.

Alescia Teele asked the reasons for resignation for the two employees, and Nava Coppin answered.

Date Range	Hourly rate	Total Hours	Total Pay
1/23/25 – 2/21/25	\$55/hour	21	\$1,155

ROLL CALL VOTE

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

5. Curriculum/Special Education/Student Activities

- To approve/ratify the trip with **Student Transportation, Inc.** for round-trip bus transportation to The Rink for a High School skating fundraiser on 2/4/25, in the amount of \$475, as attached.
- To approve the Middle School field trip to Tindley Temple for **Grand Hank Productions** “*Celebrating African American Scientists and Inventors through Live Stem Demonstration Set to Music*” on 2/28/25 in the amount of \$1,200, and round-trip transportation from **Sheppard Bus Service, Inc.** in the amount of \$850; trip grand total \$2,050, as attached.
- To approve the quote from **Ben’s Deli** for student refreshments at the Middle School Honor Roll breakfast on 2/20/25, in the amount of \$1,050.60, as attached.
- To approve the purchase of supplies for the Spring STEAM Fair from **Flinn Scientific, School Specialty, & Amazon**; grand total \$1,655.69, as attached.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Alescia Teel		x									
Imebet Stewart	1	x				Larry Patton		x			
Elizabeth Murphy	2	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	91					0
7			92		92	91	91	91					52
8			92		92	90	90	91					0
9			110		114	113	114	113					0
10			99		99	98	98	96					0
11			56		56	56	54	52					0
Total			541		544	538	538	534					0

Shannon Wright reviewed enrollment numbers at the beginning of the meeting during the Head of School report.

XIII. HIB Reports

- Motion to **approve** the previously accepted HIB investigation report for December 2024, with the following findings:

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

- Motion to **accept** the HIB investigation report for January & February 2025, with the following findings:

Report	# of Cases	# Founded	# Unfounded
January 2025	2	2	0
February 2025	1	1	0

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

XIV. Public Comment – NONE

XV. Reports / Look Ahead / Miscellaneous

1. Next Board Meeting: Thursday, March 13, 2025

A Special Board Meeting was added during closed session for Tuesday, February 25 at 5:00PM and will be advertised.

2. Reminder: Mandated Governance Training due

Larry Patton mentioned that he has registered.

XVI. Adjourn Public Session/End Meeting

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