



Regular Monthly Meeting Minutes
Thursday, May 7, 2020 – 6:00 pm

- I. Call to Order – 6:12 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 500 Smith Street, Trenton NJ 08611. Formal action will take place at this meeting.

- III. Roll Call**

Trustees	Role (Term Expires)	Present	Absent	LA/ED
Lindi Ashton	Trustee, (3/2023)	X		
Larry Patton	Trustee, (3/2023)	X		
Imebet Stewart	Trustee, President (3/2023)	X		
Mayokun Oshin	Trustee, (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		
Michael Falkowski	SBA/Board Secretary	X		

- IV. Board Business**

- a. Motion to rescind the approval of Zachyra Rodriguez as a new Board Member effective April 2, 2020 for a 3-year term.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lindi Ashton		X				Mayokun Oshin		X			
Larry Patton	1 st	X				Imebet Stewart	2 nd	X			

- V. Acceptance of Meeting Agenda**

Motion for Achievers Early College Prep Charter School, Board of Trustees to approve the Agenda for the **May 7, 2020** meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lindi Ashton		X				Mayokun Oshin		X			
Larry Patton	1 st	X				Imebet Stewart	2 nd	X			

VI. Acceptance of Meeting Minutes

Motion for Achievers Early College Charter School, Board of Trustees to approve the minutes from the **April 2, 2020** Board meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lindi Ashton		X				Mayokun Oshin		X			
Larry Patton	1 st	X				Imebet Stewart	2 nd	X			

VII. Public Comments

VIII. Committee Reports

IX. Co-Head(s) of School Report

a. Instruction and Technology

- i. Virtual Instruction continues to go strong via Zoom and Google Classroom
- ii. 85% of students show up daily & complete at least one of four content assignments on time
- iii. 15% of students have more irregular attendance and submit assignments late, but 100% of students are accounted for daily
- iv. Wireless device orders from T-Mobile this week
- v. Report cards for quarter three went home electronically
- vi. Teacher Appreciation Week Plans: Daily e-gifts, swag, and teacher parade on Friday
- vii. Capstone Project: Final Performance Task are being rolled out for grades 6 & 7

b. Family Follow Up/Pandemic Impact on Families

- i. Two families so far report being affected by Covid-19
- ii. Nurse will be doing regular email wellness checks

c. Assessment

- i. Achievers desires to administer I-Ready or practice PARCC test (virtually) by June 2020

d. Hiring/Renewal Conversations

- i. Renewal contracts for 2020
- ii. New Hire contracts
- iii. Non-renewals

e. Lease/Building Improvements

- i. 544 Chestnut Location Lease and Amendments signed
- ii. Obtaining General Contractor quotes for 544 Chestnut Street
- iii. County SBA walkthrough needed-reached out to Office of Charter & Renaissance Schools for assistance

f. Recruitment and Enrollment

- i. 5,000 enrollment postcards go out to South Trenton & Chambersburg residences this week

g. Fundraising and Grants

- i. Princeton Area Community Foundation denied our grant submitted for Dashboard
- ii. Tenacre funded our proposal for \$9,300 for Covid-19 support
- iii. Another private donor is offering a \$1,000 Covid-19 support grant
- iv. Erate vendors have been chosen for the upcoming year: Category 1-Comcast, Category 2-CSRI
- v. Discontinuing contracts with Verizon effective August

h. Finance

- i. Moving materials

i. Meals/Lunch

- i. 400 meals served on a weekly basis since mid-April

X. Executive Session

XI. Adjourn Executive Session and Reconvene Regular Session

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 2020, 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 2020, 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 2, 2020 to May 7, 2020.
- c. To approve the following payrolls:

April 15, 2020	\$58,912.99
April 30, 2020	\$61,729.95

i. PPP Loan Approval

Be it Resolved, that the Achievers Early College Prep Charter School Board of Trustees desires to apply for and accept a Paycheck Protection Program (PPP) loan offered by United States Small Business Administration (SBA); and

Whereas, the U.S.A. is undergoing a crisis in health care, economics and education due to the Coronavirus Pandemic; and

Whereas, Congress has addressed the current crisis by passing the Coronavirus Aid, Relief and Economic Security Act (CARES Act); and

Whereas, the Achievers Early College Prep Charter School is eligible to receive a loan under the rules in effect at the time this application is submitted that have been issued by the Small Business Administration (SBA) implementing the Paycheck Protection Program

under Division A, Title I of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) (the Paycheck Protection Program Rule); and

Whereas, the CARES Act provides assistance to Non-Profit organizations to alleviate some of the economic stress; and

Whereas, the Board of Trustees feels there is currently economic uncertainty which makes this loan request necessary to support the ongoing operations of the school;

Whereas, examples of economic uncertainty include reduction in State Charter Aid, tax revenue shortfalls from municipalities in this fiscal year 2020, late State Aid Payments beginning in fiscal year 2021, and delayed tax revenue from municipalities during your 2021 fiscal year;

Whereas, New Jersey Charter schools do not have the ability to raise revenues from taxes;

Whereas, the funds will be used to retain workers and maintain payroll or make mortgage interest payments, lease payments, and utility payments as specified under the Paycheck Protection Program Rule; and

Whereas, the Board understands that if the funds are knowingly used for unauthorized purposes, the Federal Government may hold the Board legally liable, such as for charges of fraud; and

Whereas, the Board understands that loan forgiveness will be provided for the sum of documented payroll costs, covered mortgage interest payments, covered rent payments, and covered utilities, and not more than 25% of the forgiven amount may be for non-payroll costs; and

Whereas, during the period beginning on February 15, 2020 and ending on December 31, 2021, the Applicant has not and will not receive another loan under the Paycheck Protection Program; and

Whereas, the Board understands that knowingly making a false statement to obtain a guaranteed loan from SBA is punishable under the law, including under 18 USC 1001 and 3571 by imprisonment of not more than five years and/or a fine of up to \$250,000; under 15 USC 645 by imprisonment of not more than two years and/or a fine of not more than \$5,000; and, if submitted to a federally insured institution, under 18 USC 1014 by imprisonment of not more than thirty years and/or a fine of not more than \$1,000,000; and

Whereas, the maturity date is two (2) years from the date of the Note and the interest rate is fixed at 1.00%; and

Whereas, there is no guidance by the State of NJ relating to PPP loans for Charter School and understands the school's auditing firm may give the school a finding and recommendation for not paying off an unsecured loan prior to June 30, 2020; and

Whereas, the Board Secretary shall sign the PPP loan documents on behalf of the Board and will not be held, in any way, liable for any false certifications; and

Therefore, Be It Resolved, that the Achievers Early College Prep Charter School Board of Trustees accepts and approves the PPP loan through Kabbage, Inc., in the amount of \$181,949.00.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lindi Ashton		X				Mayokun Oshin		X			
Larry Patton	2 nd	X				Imebet Stewart	1 st	X			

2. Contracts

- a. To approve the contract with T-Mobile USA, Inc. for wireless services, \$20 monthly rate plan for at least one year from the agreement effective date.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lindi Ashton	2 nd	X				Mayokun Oshin		X			
Larry Patton	1 st	X				Imebet Stewart		X			

3. Buildings & Grounds

4. Personnel

- a. To ratify/approve Flavia Robey’s 10 Month Contract as School Nurse and 504 Plan Coordinator, \$66,800 Salary, effective April 20, 2020.
- b. To approve the following new employee contracts for FY20-21 school year:

10 Month Employees	Position
Daniel Auliso	Science & Project-Based Learning Teacher
Erica Bentancourt	Math Teacher
Flavia Robey	School Nurse

- c. To approve the following reappointments for FY20-21 school year:

10 Month Employees	12 Month Employees
Myra Bellamy	Carla Hill-Brady
Rebecca Brito-Walker	Nava Coppin
Christopher Carragher	Efe Odeleye
Phillip McNulty	Osen Osagie
Bolanle Morton	
Julianna Nini	
Rasaan Parker	
Anthony Pena	
Brenmaria Rentas	
Pria Robinson	
Monique Whitaker	
Jennifer Zuczek	
Roxana Canastuj	
Meaghan Weed	

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lindi Ashton		X				Mayokun Oshin		X			
Larry Patton	1 st	X				Imebet Stewart	2 nd	X			

5. Curriculum/Special Education

6. Policy/Misc.

a. Charter Amendment:

WHEREAS, the New Jersey Department of Education Office permits charter amendments to be requested pursuant to N.J.A.C. 6A:11-2.6 et seq.;

WHEREAS, Achievers Early College Prep Charter School Board of Trustees wishes to move its campus from its current location at 500 Smith Street, Trenton, NJ 08611 to a new location at 544 Chestnut Avenue, Trenton, NJ 08608;

WHEREAS, Achievers Early College Prep Charter School is in need of additional classroom space to better accommodate the current students as well as to support the expansion of the school;

WHEREAS, the property at 544 Chestnut Avenue, Trenton, NJ 08608 is an existing operating school with three floors, containing fourteen (14) classrooms and non-classroom rooms including one (1) multi-purpose room (gym, cafeteria, auditorium), one (1) office area, and one (2) parking lot for staff;

WHEREAS, there are sufficient funds to allow for the new campus;

NOW, THEREFORE, BE IT RESOLVED, that Achievers Early College Prep Charter School Board of Trustees requests a Location/Facility charter amendment to move the school's campus to 544 Chestnut Avenue, Trenton, NJ 08608.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lindi Ashton	1 st	X				Mayokun Oshin		X			
Larry Patton	2 nd	X				Imebet Stewart		X			

XIII. Enrollment Report

Grade	2020	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	Wait
6	90	69	90	88	89	89	88	87	86	85	85			
7			82	82	84	85	84	82	81	80	80			
Total	90		172	170	173	174	172	169	167	165	165			

XIV. Board Agenda

1. Board Reminders: Criminal background checks, ethics disclosures, Governance Training
2. Next Board Meetings: Thursday, June 4, 2020.

XV. Adjourn Public Session – 7:15 pm

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lindi Ashton		X				Mayokun Oshin		X			
Larry Patton	1 st	X				Imebet Stewart	2 nd	X			