



Regular Monthly Meeting Agenda Thursday, May 8, 2025 – 6:00 pm

I. Call to Order – 6:10PM

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		

IV. Acceptance of Meeting Agenda

Motion for Achievers Early College Prep Charter School, Board of Trustees to approve the Agenda for the **May 8, 2025**, meeting.

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		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 **April 10, 2025**, Regular Board meeting.

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				x		Meredith Pennotti	2	x			

Liz Murphy did not attend the April 10 meeting and therefore abstained from voting on the minutes.

VI. Public Comment -NONE**VII. Committee Reports – NONE – Trustees were unable to attend the Finance committee meeting this month.****VIII. Interim Executive Director Report**

-Ms. Coppin: Provided a status update about spring MAP testing noting ELA holding steady with a slight improvement, and Math still being a challenge.

-Ms. Miller: Provided an update about NJSLA preparation, including the conclusion of a highly attended student tutoring program, and celebrating with an amazing race event including special recognition to students with 3 or fewer absences. Alecia Teel asked a question about how long it takes to get NJSLA results.

-Ms. Eley: Provided details about current high school events including the Mercer Teen Arts festival where several Achievers students won 1st & 2nd place in visual arts, photography and film & media categories. She also explained that SAT scores are coming out soon and may suffice a graduation requirement if high enough, and an NJSLA pep rally will be held on May 16. Meredith Pennotti complimented the school for being small & mighty with talent in STEAM.

-Ms. Wright: Gave an enrollment update and complimented Elvia Maldonado for doing a good job helping families through the enrollment process. Inspections and fire drills were conducted as well as a site visit for the new modular classrooms. There will be a sports banquet on May 28.

IX. Adjourn Public Session and Begin Executive Session – 6:31PM

Liz Murphy motioned to enter a closed session to discuss a personnel matter.

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			

X. Adjourn Executive Session and Reconvene Public Session – 6:48 PM

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			

XI. Motions for Approval

1. Finance

- a. Board Secretary's and Treasurer's Report: To approve the Secretary's and Treasurer's Reports for April, 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 April, 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 and Check Journal: To approve the bills list and check journal for the period April 11, 2025, to May 8, 2025.
- c. To approve the following payrolls:

April 15, 2025	\$158,195.15
April 30, 2025	\$159,546.55

- d. Vended Meals Renewal:

BE IT RESOLVED: that Achievers Early College Prep Charter School, upon the recommendation of the School Director, hereby approves the 1-year renewal of the Commercial Vendor Contract with Karson Food Service for the 2025-2026 school year. The total estimated cost of the contract is \$376,704.00. Per meal prices listed below:

Breakfast = \$2.22

Lunch = \$3.51

Snack = \$1.08

- e. To approve the reimbursement to **Nava Coppin** for round trip airfare to San Francisco for the New Schools conference in May 2025 (previously approved), in the amount of \$540.36 as attached.
- f. To approve the reimbursement to **Payton Kelly** for the following two Alternate Route courses at Rutgers University; total amount \$830, as attached.

Alternate Route Course	Cost
ALT02282, 45 - Hour Literacy Across the Curriculum Online Course	\$415
ALT10282, 45 - Hour Math Across the Curriculum Online Course	\$415

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			

2. Contracts

- To approve the High School Partnership agreement with **Stockton University** for university dual credit courses for the 2025-2026 school year, as attached.
- To approve the Agreement with **Princeton Healthcare System d/b/a Penn Medicine Princeton Health**, for the Provision of Onsite Education Instruction Services for inpatient student ID# 3723374170 at a rate of \$65 per hour for 10 hours per week through June 30, 2025, 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			

3. Buildings & Grounds

- To approve the final lease quote from **Mobilease Modular Space, Inc** for six 98`X 64` Modular Classrooms Buildings with the following scope of work, based on ESCNJ co-op member pricing, as attached.

Leasing of 98`X 64` Modular Classrooms Buildings (6 total)	Total Cost
36-Month Operating Lease	\$10,700 per month
General conditions/delivery/install /engineering	\$145,000
Aluminum deck/ramps/steps	\$26,500
Building and deck foundations, if required	\$34,390
Electrical/data/comm connections per scope	\$237,360
Plumbing connections per scope	\$194,350
Teardown and removal if lease option is chosen	\$65,000

- To approve the rejection of the Time & Materials bid held on May 1, 2025, as the sole submission had an error in their proposed numbers. The school will re-advertise for these services.

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			

4. Personnel

- To accept the resignation of Martha Thabit Abdelmalak Marzouk, Middle School Math Teacher, effective 4/11/25, as attached.
- To approve the following employee to obtain Certificate of Eligibility through the Alternate Route Program via Achiever's Agreement for Substitute Teachers to Obtain Teaching Certification via Alternate Route Program, fully funded by Achievers, up to a maximum of \$5,000, as attached.

Employee	College
Sunil Laudari	Rutgers University

- c. To approve the following disability/maternity leave of absence request, as attached:

Name	Position	Leave Dates Requested	Job Protection Eligibility	Tentative Return Date
Yaklin Alvarez	Operations Assistant	6/5/25 – 8/28/25 (12 weeks)	None	8/29/25

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			

ROLL CALL VOTE

5. Curriculum/Special Education/Student Activities

- a. To approve the quotes from **Jerry's Pizza** for student refreshments at the following events, as attached:

Student Event	Date	Cost
NJSLA Tutoring Lunch	5/8/25	\$700.92
Sports Banquet	5/28/25	\$700.92

- b. To approve the 8th Grade field trip to **Six Flags Great Adventure** on 6/12/25 with admission funded by students, and round-trip transportation from **Sheppard Bus Service** funded by school, in the amount of \$1,480, as attached.
- c. To approve the High School field trip to **Dorney Park** on 6/9/25 with admission funded by students, and round-trip transportation from **Student Transportation Inc**, funded by school, in the amount of \$2,685, as attached.
- d. To approve student uniforms for the 2025-2026 school year from **French Toast** in the amount of \$5,682.46 as attached.
- e. To approve the quote from **K2 Awards** for end-of-year academic plaques/trophies in the amount of \$1,365.05, as attached.
- f. To approve the following quotes for High School supplies & equipment for the new modular classrooms, with reimbursement to be requested through the CSP Grant, as attached.

Supplies/Equipment	Vendor	Cost
Staff/Administrator Laptops	CDW-Government	\$19,533.12
Promethean Boards w/ service agreement	CDW-Government	\$9,480.00

Total Cost = \$29,013.12

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			

6. Policy/Misc.

- To approve the revised 2024-2025 school calendar to include the following early dismissal days for NJSLA testing, as attached:

School	2025 NJSLA Early Dismissal Dates
Middle School	Tuesday, May 13 Friday, May 16
High School	Monday, May 19 Tuesday, May 20 Thursday, May 22 Friday May 23

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		x				Meredith Pennotti	2	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	2025-2026 Pre-Registration
6			92		91	90	91	91	91	89	88		71
7			92		92	91	91	91	90	89	89		52
8			92		92	90	90	91	91	91	91		27
9			110		114	113	114	113	113	112	112		64
10			99		99	98	98	96	96	94	94		23
11			56		56	56	54	52	50	49	49		14
12													11
Total			541		544	538	538	534	531	524	523		262

Meredith Pennotti asked if the student enrollment numbers have gone down over the year; Ms Wright confirmed yes.

XIII. HIB Reports

- Motion to **approve** the previously accepted HIB investigation report for April 2025 with the following findings:

Report	# of Cases	# Founded	# Unfounded
April 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					x
Elizabeth Murphy	1	x				Meredith Pennotti	2	x			

XIV. Public Comment -NONE

XV. Reports / Look Ahead / Miscellaneous

1. Next Regular Board Meeting: Thursday, June 12, 2025

XVI. Adjourn Public Session/End Meeting 6:56 PM

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			