



**Regular Monthly Meeting Minutes**  
**Thursday, May 9, 2024 – 6:00 pm**

**I. Call to Order – 6:04 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 Dingle	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. Board Business**

**V. Acceptance of Meeting Agenda**

Motion for Achievers Early College Prep Charter School, Board of Trustees to approve the Agenda for the **May 9, 2024** meeting.

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

**VI. Acceptance of Meeting Minutes**

Motion for Achievers Early College Charter School, Board of Trustees to approve the minutes from the **April 11, 2024** Regular Board meeting.

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

**VII. Committee Reports**

1. Finance Committee: L. Murphy spoke briefly about the salary scale data received from Pressler-Richarson.

**VIII. Head of School Report –**

O. Osagie – Mentioned there are 5 weeks of school left, spoke about the school’s academic achievement growth, and gave a shout out to all school leaders and teachers for doing so much for the students. She mentioned that IEP & MLL students are a prime focus and will receive proper support, as well as school culture and making sure staff are feeling good.

J. Miller – Assistant Principal gave an update for the Middle School in place of Ms. Coppin. She mentioned that Beyond the Bell is a big success with at least 50 students attending. She thinks NJSLA data will show that students are well prepared for testing with this participation. She said students loved the celebration with t-shirts and pizza, and that they also loved the tutors and often asked for extra time with these teachers. She also mentioned the Culture team who organized an Honor roll breakfast that was a great ceremony with lots of recognition; it was a full house of participation including parents.

S. Wright - Spoke about the upcoming Athletics banquet on May 29, the first ever to honor student athletes and coaches. She mentioned that Principals were honored by playing a game of Pickle Ball. She also explained the infrastructure trial to ensure network will support NJSLA testing.

Dr. Richardson- Gave an update for the High School including the reading and writing strategies they have been practicing for NJSLA testing. She mentioned that and end of year showcase will occur in addition the STEAM fair that took place earlier this year, which will include other academics such as ELA (student writing), math, as well as interactive station for app building, and demo art classes for the Middle School students to come over and collaborate on June 11 from 4-6pm.

M. Pennotti – Asked what a crescendo assessment is. Dr. Richardson answered that it’s stepping up to practice ELA lessons, questions, and timing in preparation for NJSLA testing, and that BRICK helped with this.

A. Dingle – commented that she attended the STEAM fair, and it was awesome to see the scope of student activity and to see their energy.

**IX. Public Comment – NONE**

**X. Motions for Approval**

**1. Finance**

- a. Board Secretary’s and Treasurer’s Report: To approve the Secretary’s and Treasurer’s Reports for **April 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 **April**

**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 the bills and check list for the period of **April 12, 2024 to May 9, 2024**.

c. To approve the following payrolls:

April 15, 2024	\$152,210.13
April 30, 2024	\$150,889.54

L. Murphy – Asked about the LinkedIn bill and what type of service this is. It was answered that it’s a recruiting tool/service.

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

**2. Contracts**

- a. To approve the contract with **Computer Solutions, Inc.** for budgetary accounting software, support, and data back-up for the 2024-2025 school year, in the annual amount of \$4,272, as attached.
- b. To approve the contract with **Kelvin Education, Inc.** for Pulse survey tools for students, staff, and families for the 2024-2025 school year, in the annual amount of \$2,000, as attached.
- c. To approve the contract and hourly rates with **Homecare Therapies dba/ Horizon Healthcare Staffing and Horizon Staffing Resources** for clinical and non-clinical temporary staffing for the 2024-2025 school year, as attached.

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

**3. Buildings & Grounds**

- a. To approve the estimate from **DK Electrical** for wiring and installation of a 20a circuit of an AC in the high school lobby, in the amount of \$1,215, as attached.
- b. To approve the quote from **Ewing Glass & Mirror** to repair a broken window at the 171 building, in the amount of \$399, as attached.

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

**4. Personnel**

- a. To approve the **resignation of Sherri Richardson**, High School Principal, effective June 30, 2024, as attached.
- b. To approve the **3-year longevity stipend for Maria Macario** that was missed in the 2023-2024 school year, in the amount of \$1,000, to be paid in a lump sum on the 6/30/24 payroll.
- c. To approve the acceptance of **Richard Lee to obtain a Career & Technical Education Certificate of Eligibility** through the Educator Preparation Program at Brookdale Community College 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.

- d. To approve the payment of **Richard Lee’s first class, CTE Alternate Route-Stage I Course**, at Brookdale Community College in the amount of \$396, as attached.
- e. To approve the acceptance of **Christopher Benson to obtain a Career & Technical Education Certificate of Eligibility** through the Educator Preparation Program at Brookdale Community College via Achiever’s *Agreement for Substitute Teachers to Obtain Teaching Certification via Alternate Route Program*, fully funded by the school up to a maximum of \$5,000, as attached.
- f. To approve the payment of **Christopher Benson’s first class, CTE Alternate Route-Stage I Course**, at Brookdale Community College in the amount of \$396, as attached.
- g. To approve the letter of agreement for **Alternate Route Program Services from Rutgers University** for accepted employees to enroll and obtain a Certificate of Eligibility, fully funded by Achievers in the amount of \$2,610 for Year 1, and \$435 for Year 2, per student, as attached.
- h. To approve the acceptance of **Diane Strickland to obtain a Certificate of Eligibility** through the Alternate Route Program at Rutgers University 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.
- i. To approve the acceptance of **James Cox to obtain a Certificate of Eligibility** through the Alternate Route Program at Rutgers University 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.

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

**(this was a roll-call vote)**

**5. Curriculum/Special Education/Student Activities**

- a. To approve the purchase of Tech & Audio Engineering equipment from **Amazon** in the amount of \$2,810.72
- b. To approve the proposal to purchase 20 iMac’s plus 3-year AppleCare from **Apple** in the amount of \$27,360, to be funded by the CSP Grant, as attached.
- c. To approve the quote to purchase Tech equipment for the 2024-2025 school year from **CDW-G** in the amount of \$72,640, to be funded by the CSP Grant, as attached.
- d. To approve the quote to purchase 8 prometean boards from **CDW-G** in the amount of \$11,520, to be funded by the CSP Grant, as attached.
- e. To approve the quote to purchase science tables and stools from **Hertz Furniture** in the amount of \$8,185.55, as attached.
- f. To approve the quote for bus transportation to Dorney Park for the high school field trip on 6/4/24 from **Sheppard Bus**, in the amount of \$2,500, partially funded by parents, as attached.
- g. To approve quote to purchase baseball game tickets on 6/7/24 for fundraising from **Trenton Thunder** in the amount of \$875, as attached.
- h. To approve the quote for videography services for graduation on 6/14/24 from **Joel Onais Photography** in the amount of \$ 1,500, as attached.

- i. To approve the purchase of custom student T-Shirts for perfect attendance from **Custom Ink** in the amount of \$792.50, as attached.
- j. To approve the purchase of end-of-year award plaques from **K2 Awards** in the amount of \$857.51, as attached.
- k. To approve the quote for a dunk tank rental for Middle School field day from **Shore Inflatables** in the amount of \$462.75, as attached.
- l. To approve the quote for rental of an obstacle course, rock climb slide, sumo suits, and a generator for High School field day from **Shore Inflatables** in the amount of \$1,305, as attached.
- m. To approve the quote for rental of lawn games for High School field week from **Big Time Yard Games** in the amount of \$328, as attached.
- n. To approve the purchase of refreshments for the student & parent graduation breakfast on 6/14/24 from **Ben's Deli** in the amount of \$2,023, as attached.
- o. To approve the purchase of student refreshments for 8<sup>th</sup> grade field day on 6/13/24 from **Ben's Deli** in the amount of \$954, as attached.
- p. To approve the purchase of student refreshments for High School field day on 6/12/24 from **Ben's Deli** in the amount of \$1,858, as attached.
- q. To approve the purchase of student refreshments for 6<sup>th</sup> and 7<sup>th</sup> grade field day on 6/11/24 from **Ben's Deli** in the amount of \$506, as attached.
- r. To approve a donation to **KIPP BOLD Academy** for their marching band to perform at Achiever's Graduation ceremony on June 14, 2024, in the amount of \$500.
- s. To approve payment for round-trip bus transportation for the KIPP BOLD Academy marching band to perform at Achiever's Graduation ceremony on June 14, 2024, provided by **Essex Regional Educational Services Commission Transportation**, in the amount of \$1,754.56, as attached.

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

**6. Policy/Misc.**

- a. To approve the first read of the *SBA training task outline* from Pressler-Richardson for SBA coaching, as attached.

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

**7. New Business**

- a. To approve the first read of the Summer School 2024 program proposal, as attached.
- b. To approve the first read of *Protocols for the Provisioning of Business Services to Charter Schools*, as attached.
- c. 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 contract with Karson

Food Service for the 2024-2025 school year. The total estimated cost of the contract is \$313,182.00. Per meal prices listed below:

Breakfast = \$2.17  
 Lunch = \$3.43  
 Snack = \$1.06

M. Pennotti – Asked how many students will participate in the summer school program and if there will be enough teachers based on the written proposal. It was explained that this proposal is for the Middel School only and that it will help these students not fall through the cracks.

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

**XI. Enrollment Report**

Grade	2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024	Wait
6											93			
7											93			
8											91			
9											110			
10											59			
<b>Total</b>											<b>446</b>			

A Dingle - Requested that we populate the table for comparison at future meetings.

**XII. HIB Reports**

1. Motion to **approve** the HIB investigation report for January to March 2024, previously accepted at the April 11, 2024 meeting with the following findings:

Report	# of Cases	# Founded	# Unfounded
January - March 2024	7	5	2

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

**XIII. Public Comment NONE**

**XIV. Reports / Look Ahead / Miscellaneous**

- 1) Next Board Meeting: Thursday, June 13, 2024 at 6:00 pm

**XV. Adjourn Public Session and Begin Executive Session – 6:52 PM**

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

**XVI. Adjourn Executive Session and Reconvene Regular Session – 7:45 PM**

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

**XVII. Adjourn Meeting – 7:45 PM**

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