



Regular Monthly Meeting Minutes
Thursday, November 9, 2023 – 6:00 pm

I. Call to Order – 6:05pm

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	New Board Trustee (4/2026)		x	

Also Present

Non-Voting	Role	Present	Absent	LA/ED
Osen Osagie	Director	x		
Joshua Solow	Interim SBA, School Business Office	x		
Elizabeth Neary	Board Secretary, School Business Office	x		
Shannon Wright	Achievers	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 **November 9, 2023** meeting.

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

VI. Acceptance of Meeting Minutes

Motion for Achievers Early College Charter School, Board of Trustees to approve the minutes from the **October 12, 2023** 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	2	x				Larry Patton	1	x			
Elizabeth Murphy		x				Meredith Pennotti					x

VII. Public Comment

VIII. Committee Reports

- a. Finance Committee – Liz Murphy gave an update about the school’s policy manual going online, referenced the budget to actual report, and mentioned the potential building purchase.

IX. Head of School Report

- a. Review of NJSLA performance report through 9/30/23, viewable here: <https://lookerstudio.google.com/s/kIJ30Rk3AfU>.
Osen explained the performance report data and mentioned a waitlist for school admission in the younger grades. Josh and Osen discussed the current CSP grant status and what the funds can be used for, specifically regarding expansion efforts.

- X. Executive Session** – start time 6:25 pm. Purchasing the building was discussed, and finding a real-estate agent who understands the Trenton market. An anonymous personnel matter was also discussed.

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

XI. Adjourn Executive Session and Reconvene Regular Session – 6:36 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	1	x			
Elizabeth Murphy		x				Meredith Pennotti					x

XII. Motions for Approval

1. Finance

- a. Board Secretary’s and Treasurer’s Report: To approve the Secretary’s and Treasurer’s Reports for **October 2023**, 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 2023**, 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 **October 13, 2023 to November 9, 2023**.

- c. To approve the following payrolls:

October 15, 2023	142,771.88
October 31, 2023	139,847.20

- d. To approve/ratify the attendance of Osen Osagie at the New Jersey School Board Association’s School Law Forum Workshop in Atlantic City in the amount of \$299, plus reimbursement for mileage and tolls.
 e. To approve the reimbursement for Nava Coppin for Math supplies in the amount of \$70.77.
 f. To approve the Annual Fiscal Questionnaire and its submission to the NJDOE, 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

2. Contracts

- a. To approve the purchase of **Adobe** Creative Cloud annual licenses in the amount of \$2,050.
 b. To approve the purchase of 20 science lab stools from **Hertz Furniture** in the amount of \$1,303.40.
 c. To approve the purchase of creative pen tablets, sketch pads and colored pencils for Graphic Design from **School Specialty** in the amount of \$6,986.62.
 d. To approve the purchase of 15 HP Notebooks for Graphic Design from **CDW-G** in the amount of \$8,853.15.
 e. To approve the contract with **Pressler/Richardson Charter School Services** for Succession Planning Services in the amount of \$9,600, as attached.
 f. To approve the High School Partnership Program with **Stockton University** to offer dual credit college-level courses, admission to the University with advanced standing upon graduation, and/or application of credits to other institutions of higher education, as attached.
 g. To approve the multi-year partnership proposal with **Portal Learning** to support the development of career-connected learning programming using the Portal model, as well as consulting on career-aligned dual enrollment programming in the amount of \$25,000, as attached.
 h. To approve the change-order agreement with **Public Consulting Group** for one (1) full day of EDPlan training for district staff -- either onsite or virtual training in the amount of \$2,500, 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

3. Buildings & Grounds

- a. To approve the quote for landscaping services from **JMM Cleaning Services** in the amount of \$5,500.

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

4. Personnel

- a. To approve the position of Website & Content Manager (Stipend), with an annual salary stipend of \$3,500, as attached.

- b. To approve the \$3,500 Website & Content Manager stipend for Richard Lee.
- c. To approve the resignation of Chimere Clay effective October 27, 2023.
- d. To approve the following new hires for FY24:

Name	Title	Salary	Bonus	Start Date
Amy Craft	Substitute Steam Teacher	\$51,500	New hire - \$1,500 STEAM- \$2,500	11/6/23
Mercedes Banzhaf	Long Term Science Substitute Teacher (retroactive)	\$51,500	New Hire - \$1,500	9/1/23 (Retroactive)
Payton Kelly	Long Term Geometry Teacher	\$51,500	New hire - \$1,500 STEAM- \$2,500	11/27/23
Jerod Cain	Talent & Human Resource Specialist	\$62,500	New Hire - \$1,500	10/23/23
Giselle Jacob	Part-Time-Social Worker	\$41/hour		11/2/23
Evan Stackhouse	Long Term History Substitute Teacher	\$51,500	New Hire - \$1,500	11/3/23

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

5. Curriculum/Special Education/Student Activities

- a. To approve the following school bus transportation costs for student college visits:

Vendor	College	Date	Cost
Student Transportation, Inc.	American Institute	11/13/23	\$395
Student Transportation, Inc.	Kean University	11/30/23	\$695
Student Transportation, Inc.	Mercer County College	12/8/23	\$225
Student Transportation, Inc.	Temple University	12/11/23	\$672

- b. To approve the purchase of ELA student paperback novels from **Amplify** in the amount of \$402.21, as attached.
- c. To approve the purchase of Geometry Notebooks from **Bulk Bookstore** in the amount of \$310.20.
- d. To approve the proposal to create a Middle School & High School Basketball program, including:
 - Program schedule: 3 days per week after school for 2 hours beginning in November for Middle School, per attached schedule.
 - Participation fee: \$250 per team to join CSA Winter Community Basketball League for students in grades 6th, 7th & 8th, as attached.
 - Purchase of basketballs, uniforms, referees, and transportation to away games.
 - Additional security guard hours/overtime will be required.
 - Salary stipend for Head Coach of \$4,500 per season, as attached.
 - Salary stipend for Assistant Coach of \$3,500 per season, as attached.
- e. To approve the position of High School Assistant Athletic Coordinator (Stipend) with an annual salary stipend of \$5,000, as attached.
- f. To approve Achiever’s membership in the **New Jersey State Interscholastic Athletic Association (NJSIAA)** and pay annual dues for the 2023-2024 school year in amount of \$2,500, as attached.

- g. To approve the \$4,500 Head Basketball Coach Stipend for Markese Tucker pending approval from his contract employer, Aequor.
- h. To approve the \$3,500 Assistant Basketball Coach Stipend for Jahsiem Rover.
- i. To approve the \$5,000 High School Assistant Athletic Coordinator Stipend for James Cox.
- j. To approve the following school bus transportation costs from **Sheppard Bus** for field trips to The Rink:
 - 8th Grade trip: 12/21/23, \$560
 - 7th Grade trip: 12/20/23, \$560
 - 6th Grade trip: 12/19/23, \$560

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 reading of policy #5142 concerning Pupil Safety, as attached.
- b. To approve the first reading of the agreement for Substitute Teachers to Obtain Teaching Certification via Alternate Route Program, as attached.
- c. To approve the second reading of policy #2431 concerning Athletic Competition, as attached.
- d. To approve the contract with **Strauss Esmay** for the previously approved proposal to purchase DISTRICTOnline, PUBLICACCESSOnline, and PASS to assist with school policy management in the amount of \$4,235, as attached.
- e. To approve the contract with **Strauss Esmay** to maintain the bylaws, policies, and regulation manuals of the school on the DISTRICTOnline system in the annual amount of \$1,500, as attached.
- ~~f. To discuss options and approve Administration to begin drafting a policy to fine parents for picking up their children late.~~

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

7. New Business

XIII. Enrollment Report

XIV. Reports / Look Ahead / Miscellaneous

XV. Adjourn Public Session – 6:50pm

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