



**Regular Monthly Meeting Minutes**  
**Thursday, September 14, 2023 – 6:00 pm**

**I. Call to Order – 6:06 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 - LA 6:09
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		
Sarah Spuhler	School Business Office	X		
Shannon Wright	Achievers	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 **September 14, 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 **July 13, August 7 and August 21, 2023**, Regular/Special Board meetings.

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		X			
Elizabeth Murphy	2	X				Meredith Pennotti	1	X			

**VII. Public Comment – None**

**VIII. Committee Reports**

- a. **Finance Committee** – Liz provides update to the Board

**IX. Head of School Report**

- a. Board Retreat
- b. Open Positions
- c. Building updates provided by Shannon
- d. Association of American Educators

**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 June, July & August 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 June, July & August 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 August 22, 2023, to September 14, 2023.
- c. To approve the following payrolls:

August 15, 2023	\$ 131,202.03
August 30, 2023	\$132,734.44

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		X-D939		Meredith Pennotti		X			

**2. Contracts**

- a. To approve the Student Teaching Agreement with **TCNJ** for the 2023-2024 academic year for the placement of student teachers/interns at Achievers, as attached.
- ~~b. To approve the **Delta T Group** education rates for the 2023-2024 academic year, including hourly rates for professional educators, nurses, and behavioral health evaluations, as attached.~~

- c. To approve the **New Solutions K12** agreement to provide continued technical scheduling support to rebuild the school’s schedule with a 5-block day (instead of 4 block), and train school leaders on creating and managing schedules in both PowerScheduler and PowerSchool, total \$6,500, as attached.

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

**3. Buildings & Grounds**

- a. To approve bathroom fixture repair and replacement by **Clinton Plumbing & Heating**, totaling no more than \$5,000, as attached.
- b. To approve the quote from **Amazon** for 10 school vape detectors, totaling \$5,900.
- c. To approve the awarding of Security Services contract to **Tri-Shield Security and Protection Services** as the lowest qualified bidder at the rates below:
- i. Unarmed Security Guard - \$32/hr
  - ii. Armed Security Guard - \$41/hr
  - iii. Marked Security Patrol Vehicle - \$5/hr

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		X			
Elizabeth Murphy	1	X				Meredith Pennotti	2	X			

**4. Personnel**

- a. To approve the contract amendment of India Thomas for the position of Substitute Teacher/Teaching Assistant (TA) for the 2023-2024 school year, 10-month salary of \$51,500, one-time new hire bonus of \$1,500, and extra prep stipend of \$6,000, as attached.
- b. To approve the following resignations for FY24:
- Sarah Bitner effective September 22, 2023
  - Ryan McDonald effective September 15, 2023
  - Gisele Jacob effective November 1, 2023
  - Kevin Hoffman effective September 29, 2023
- c. To rescind the original motion for Early Sign-on Bonuses to be paid out on November 30<sup>th</sup>.
- d. To approve for the Early Sign-on Bonuses to be paid out on September 30<sup>th</sup>.
- e. To rescind the original motion for all Stipends to be paid out on December 15<sup>th</sup> and June 15<sup>th</sup>.
- f. To approve for all Stipends to be paid out over 20 pays starting September 15<sup>th</sup> and ending June 30<sup>th</sup>.
- g. To approve the following new hire for FY24:
- Obadiah Moore, Substitute Teacher, \$51,500 salary, one-time new hire bonus of \$1,500, \$2,500 STEAM bonus, effective September 14, 2023.
- h. To approve the updated job description for Recruitment Specialist, as attached.
- i. To approve the expedited review of credentials pending review from the County Superintendent for Solange Laroche.

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

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

- a. To approve the proposal with **Houghton Mifflin Harcourt** for English 3D w/Language Launch Course curriculum, total \$8,839.60.
- b. To approve the proposal with **Houghton Mifflin Harcourt** for Environmental Science High School curriculum, total \$17,333.68.
- c. To approve the estimate with **Character Strong** for Middle School Social Emotional Learning (SEL) and character development lessons, total \$3,999.
- d. To approve the quote with **School Specialty** for gym equipment, total \$2,848.41.
- e. To approve the quote with **Amplify** for Grades 6-8 ELA curriculum: student paperback novels and teacher licenses, total \$2,685.12.

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					X
Elizabeth Murphy	1	X				Meredith Pennotti	2	X			

**6. Policy/Misc.**

- a. ~~To approve the first reading of policy #2560 concerning Live Animals in School.~~
- b. To approve the first reading of policy #2431 concerning Athletic Competition.

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			

**7. New Business**

**XIII. Executive Session – 6:48 PM – Resolution to enter Executive Session for purposes of personnel items.**

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			

- a. Personnel discussion

**XIV. Adjourn Executive Session and Reconvene Regular Session – 7:23 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			

**XV. Enrollment Report**

**XVI. Reports / Look Ahead / Miscellaneous**

1. Special Board Meeting – Monday, September 25, 2023 at 5 pm
2. Next Board Meetings: Thursday, October 12, 2023 at 6 pm

**XVII. Adjourn Public Session – 7:24 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	2	X				Meredith Pennotti		X			