



Regular Monthly Meeting Agenda
Thursday, April 11, 2024 – 6:00 pm

I. Call to Order

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)			
2. Elizabeth Murphy	Trustee, (8/4/2026)			
3. Mayokun Oshin	Trustee, (3/2026)			
4. Larry Patton	Trustee, (3/2026)			
5. Imebet Stewart	Trustee, President (3/2026)			
6. Meredith Pennotti	Trustee (4/2026)			

Also Present

Non-Voting	Role	Present	Absent	LA/ED
Osen Osagie	Director			
Joshua Solow	Interim SBA, School Business Office			
Elizabeth Neary	Board Secretary, School Business Office			
Shannon Wright	Achievers			
Hope Blackburn	Board Attorney			

IV. Board Business

Reminder: FY24 Disclosure Statements Due April 30th

V. Acceptance of Meeting Agenda

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

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

VI. Acceptance of Meeting Minutes

Motion for Achievers Early College Charter School, Board of Trustees to approve the minutes from the **March 14, 2024** Regular Board meeting.

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

VII. Committee Reports

1. Finance Committee

VIII. Head of School Report

IX. Public Comment

X. Adjourn Public Session and Begin Executive Session

XI. Adjourn Executive Session and Reconvene Public 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 **March 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 **March 2024**, no major account or fund has been ever 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 **March 15, 2024 to April 11, 2024**.
- c. To approve reimbursement to Osen Osagie for pre-approved STEAM school visits to Georgia on February 22-26, 2024, in the amount of \$1,378.80, as attached.
- d. To approve the following payrolls:

March 15, 2024	\$148,952.97
March 31, 2024	\$151,998.65

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

2. Contracts

- a. To approve the Education Affiliation Agreement with **Western Governors University** for Leavitt School of Health nursing students to complete field experience on-site at Achievers Early College Prep Charter School, as attached.
- b. To approve the agreement with **Pressler-Richardson Charter School Services** to provide SBA coaching for the Assistant School Business Admin (Shannon Wright) at a rate of \$150 per hour, not to exceed \$7,200, as attached.

- c. To approve the use of commercial real estate services from **Beth Chezmar of Lee & Associates**, as attached.
- d. To approve the proposal from **Best Public Affairs LLC** for executive search consulting services for the recruitment of a new Chief School Officer, in the amount of \$7,500, as attached.
- e. To approve Amendment No. 1 to the previously approved agreement from **Public Consulting Group LLC** for contract year date corrections for EDPlan MTSS/I&RS and EDPlan Progress Track, as attached.

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

3. Buildings & Grounds

- a. To approve the quote for painting and wall repair from **JMM Cleaning Services** in the amount of \$3,500, as attached.
- b. To approve/ratify the purchase of new window screens from **Cook's Glass & Mirror** in the amount of \$1,255, as attached.
- c. To approve the quote for landscaping and grounds maintenance services from **JMM Cleaning Services** in the amount of \$15,000 annually.

4. Personnel

- a. To approve the resignation of Gisel Felix, Operations Assistant, effective April 12, 2024, as attached.
- b. To approve Valentina Grant-Williams as an unpaid nursing intern to complete 45 hours of field study through Western Governors University, start date April 12, as attached.
- c. To approve the base salary correction of Nava Coppin from \$134,000 to \$135,000 per her 2023-2024 contract, as attached.
- d. To approve the attendance of the following Leadership Team staff at the **New Jersey Public Charter School Association's 2024 Fundraising Gala** on April 18, 2024 at the Hyatt Regency, New Brunswick, NJ, as attached:

Name	Cost
Osen Osagie	\$350
Shannon Wright	\$350
Nava Coppin	\$350
Sherri Richardson	\$350
Jennifer Miller	\$350

GRAND TOTAL = \$1,750

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

5. Curriculum/Special Education/Student Activities

- a. To approve the Achievers Early College Prep Charter School academic calendar for the 2024-2025 school year, as attached.
- b. To approve Achievers Early College Prep Charter School’s revised safe reopening plan, as attached.
- c. To approve the 8th Grade end-of-year field trip to **Six Flags Great Adventure** on June 11, 2024, including park tickets and bus transportation, in the total amount of \$ 5,470.82 as attached.
- d. To approve the purchase of custom student T-Shirts for NJSLA from **Custom Ink** in the amount of \$3,145, as attached.
- e. To approve the following early dismissals:

Dismissal Reason	Dates	Dismissal Time
NJSLA Testing Middle School	May 14-17, 2024	1:00 pm
NJSLA Testing High School	May 21-24, 2024	1:00 pm
End of Year Projects -6 th Grade	June 5, 2024	12:00 pm
End of Year Projects -7 th Grade	June 6, 2024	12:00 pm
End of Year Projects -8 th Grade	June 7, 2024	12:00 pm

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

6. Policy/Misc.

- a. To approve the revised AECPC 2023-2024 Family/School Handbook, with updates in red under **Student External Meals & Food Deliveries (page 38)** and **Attendance (page 5)**, as attached.
- b. To approve the revised 2023-2024 AECPC Middle and High School Staff Handbook, with updates in red under **Student External Meals & Food Deliveries (page 27)**, as attached.
- c. To approve the revision of Policy 3134 concerning Assignment of Extra Duties, to include compensation of \$55/hour for extra duties beyond the bell, as attached.

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

7. New Business

- a.

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

XIII. Enrollment Report

XIV. HIB Report

Motion to accept the HIB investigation report for January to March 2024, with the following findings, as attached:

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						Mayokun Oshin					
Imebet Stewart						Larry Patton					
Elizabeth Murphy						Meredith Pennotti					

XV. Public Comment

XVI. Reports / Look Ahead / Miscellaneous

- 1) Next Board Meeting, Thursday, May 9, 2024 at 6:00 pm

XVII. Adjourn Meeting

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

DRAFT