



**Regular Monthly Meeting Minutes**  
**Thursday, November 1, 2018 – 6:00 pm**

- I. **Call to Order – 6:03 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 500 Smith Street, Trenton NJ 08611. Formal action will take place at this meeting.

III. **Roll Call**

Trustees	Role (Term Expires)	Present	Absent	LA/ED
Lindi Ashton	Trustee, (3/2020)	X		
Nadia Bennett	Trustee, (3/2020)		X	
David Boudwin	Trustee, President (3/2020)	X		
Larry Patton	Trustee, (3/2020)	X		
Imebet Stewart	Trustee, Vice-President (3/2020)	X		
Christina Tapper	Trustee, (3/2020)	X		

**Also Present**

Non-Voting	Role	Present	Absent	LA/ED
Efe Odeleye	Co-Head of School	X		
Osen Osagie	Co-Head of School	X		
Michael Falkowski	SBA/Board Secretary	X		

IV. **Acceptance of Meeting Agenda**

Motion for Achievers Early College Prep Charter School, Board of Trustees to approve the Agenda for the **November 1, 2018** meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lindi Ashton		X				Larry Patton	1 <sup>st</sup>	X			
Nadia Bennett					X	Imebet Stewart		X			
David Boudwin	2 <sup>nd</sup>	X				Christina Tapper		X			

**V. Acceptance of Meeting Minutes**

Motion for Achievers Early College Prep Charter School, Board of Trustees to approve the minutes from the **October 4, 2018** Board meeting.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lindi Ashton		X				Larry Patton	1 <sup>st</sup>	X			
Nadia Bennett					X	Imebet Stewart		X			
David Boudwin	2 <sup>nd</sup>	X				Christina Tapper		X			

**VI. Public Comments**

**VII. Committee Reports** – Committees to begin setting up in the near future.

**VIII. Co-Head(s) of School Report**

**a. Academic**

- i. End of Q 1--October 31st
- ii. Data Day Results (MAP Testing, Mid-terms, Interims)
- iii. Report Card Conferences went well--high attendance
- iv. Jumpers and Honor Roll Breakfast, Friday, Nov 9th (Board Invited)
- v. I-Ready for Response to Intervention
- vi. Brain Pop (Español) for ELL students in Science and History as a Supplement
- vii. Invited to Boys and Girls Club Sponsored TEEN STEM Conference in Lawrence (18 students attend November 8<sup>th</sup> on scholarship)

**b. Culture**

- i. Ribbon Cutting Ceremony
- ii. Staff Culture Survey Administered; We responded and made changes to how we operate (i.e. new standing staff meeting on Mondays. more teacher voice, a shift in duties)
- iii. Class Pictures! (10/25)
- iv. Game Day was a success! (10/25)
- v. Harvest Social--October 31st
- vi. SEL Survey (New Schools/Still Forthcoming)
- vii. Cary Booker visiting in December
- viii. Princeton Community Foundation visiting in November
- ix. Foundation Academies visiting Monday, November 5.

**IX. Trustees Comments**

Mr. Patton commented that the Ribbon Cutting was a great event.

**X. Motions for Approval**

**1. Finance**

- a. Bills List: To approve bills and check list for the period October 5, 2018 to November 1, 2018.
- b. To approve the following payrolls:

October 15, 2018	\$ 33,554.68
October 31, 2018	\$ 36,855.49

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lindi Ashton		X				Larry Patton	1 <sup>st</sup>	X			
Nadia Bennett					X	Imebet Stewart		X			
David Boudwin	2 <sup>nd</sup>	X				Christina Tapper		X			

## 2. Contracts

- a. To approve the following agreement with **Diploma Joint Insurance**:

**WHEREAS**, a number of educational entities have joined together to form a Joint Insurance Fund as permitted by Chapter 108 Laws of 1983 (18A:18B et. seq.); and

**WHEREAS**, the statutes governing the creation and operation of a Joint Insurance Fund contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Fund; and

**WHEREAS**, the ACHIEVERS EARLY COLLEGE PREP CHARTER SCHOOL hereafter referred to as "Educational Facility" has determined that membership in the Diploma Joint Insurance Fund hereafter referred to as "Fund" is in the best interest of the Educational Facility; and

**WHEREAS**, the Educational Facility agrees to be a member of the Fund for a period of three (3) years, effective July 1, 2018, said membership to terminate on July 1, 2021 at 12:01 a.m. standard time; and

**WHEREAS**, the Educational Facility has never defaulted on claims if self-insured and has never been canceled for non-payment of insurance premiums for two (2) years prior to execution of this Resolution;

**NOW THEREFORE, BE IT RESOLVED** that the Educational Facility does hereby agree to join the Fund and is/are afforded the following coverage:

(please check the coverages you are obtaining through the Fund)

- X Workers' Compensation
- X Supplemental Indemnity - Workers' Compensation
- X Package - Property, Boiler & Machinery, General and Auto Liability, Environmental Impairment Liability (Includes \$5M Excess General and Auto Liability)
- X Excess Liability (AL/GL)
- X School Leaders Professional Liability
- X Excess Liability (SLPL)

**BE IT FURTHER RESOLVED** that the Educational Facility's Business Official Michael Falkowski is hereby appointed as the Educational Facility's Fund Commissioner; and

**BE IT FURTHER RESOLVED** that the Educational Facility's Fund Commissioner is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership of the Fund as are required by the Fund's bylaws and to deliver same to the Administrator of the Fund with the express reservation that said documents shall become effective only upon the Educational Facility's admission to the Fund.

- b. To approve the **Diploma Joint Insurance Fund Indemnity and Trust Agreement** for an initial period of three (3) years.
- c. To approve the appointment of **Treadstone Risk Management LLC** as Risk Manager:

**WHEREAS**, the Achievers Early College Prep Charter School, (“Educational Facility”) has resolved to join the Diploma Joint Insurance Fund ("Diploma JIF") following a detailed analysis; and

**WHEREAS**, the Bylaws of Diploma JIF require that each entity designate a Risk Manager to perform various professional services as detailed in the Bylaws and Risk Management Plan; and

**WHEREAS**, the Bylaws indicate that Diploma JIF shall pay each Risk Manager a fee to be established annually by the Board of Trustees;

**NOW THEREFORE, BE IT RESOLVED** that the Achievers Early College Prep Charter School, does hereby appoint Treadstone Risk Management LLC as its Risk Manager in accordance with the Fund's Bylaws.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lindi Ashton	2 <sup>nd</sup>	X				Larry Patton	1 <sup>st</sup>	X			
Nadia Bennett					X	Imebet Stewart		X			
David Boudwin		X				Christina Tapper		X			

**3. Buildings & Grounds**

**4. Personnel**

- a. To accept the resignation of **Jorge Merino, Special Education Teacher**, as of November 12, 2018.

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lindi Ashton		X				Larry Patton	1 <sup>st</sup>	X			
Nadia Bennett					X	Imebet Stewart		X			
David Boudwin	2 <sup>nd</sup>	X				Christina Tapper		X			

**XI. Enrollment Report**

Grade	2019	Jul 2018	Aug 2018	Sep 2018	Oct 2018	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	Jun 2019	Wait
6	90		90	73	71	72								
<b>Total</b>	<b>90</b>		<b>90</b>	<b>73</b>	<b>71</b>	<b>72</b>								

**XII. Board Agenda**

- 1. Board Reminders: Criminal background checks, ethics disclosures, Governance Training
- 2. Next Board Meetings: Thursday, December 6, 2018

**XIII. Adjourn Public Session – 7:03 pm**

Voting Members	Motion	Yes	No	Abstain	Absent	Voting Members	Motion	Yes	No	Abstain	Absent
Lindi Ashton		X				Larry Patton	1 <sup>st</sup>	X			
Nadia Bennett					X	Imebet Stewart		X			
David Boudwin	2 <sup>nd</sup>	X				Christina Tapper		X			