



INTERNATIONAL CHARTER SCHOOL OF TRENTON

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ICST Board of Trustees MINUTES for March 3, 2022

Opening of meeting, 5:18 pm. Trustees participating via Google meets were Trustees Bob Kull (BK, presiding), Rachel Binz (RB), Valeen Vaccaro (VV) and Kim Sdeo (KS). Also present online at the meeting were April Nixon (AN), Peter Lanzi (PL) and David Bosted (DB). Melissa Benford (MB), CSA, was at ICST with RB. Call to Order. Flag Salute/Pledge of Allegiance. All provisions of the Open Public Meeting Law of 1976 "Sunshine Law" NJ Public Law 231 had been met in the scheduling of the meeting. MB reported that members of the public had the opportunity to provide comments in person or in advance or to join the meeting but she had received no public comments for the Trustees and no requests to join the meeting. The purpose of the meeting is to conduct regular business of the public charter school. Flag Salute. Pledge of Allegiance.

1. Minutes and Public Comment. Review of minutes. December 2, 2021 meeting. Motion to approve adding Jason to the list of attendees at the top, m/KS, s/RB, yes, KS, RB, VV, BK approved. January 6, 2022 meeting minutes m/VV, s/KS, yes KS, RB, VV, BK unanimously approved. Feb minutes m/VV, s/KS, yes KS, RB, VV, BK unanimously approved.

2. Governance, School management. (a) MB reported that the Audit has been completed and filed with NJDOE. It is a clean audit. Again this year, there are no findings or recommendations. PL praised MB, AN, and Nichole Corchado for their fine work that made this clean audit possible. The fund balance for June 30/July 1 is listed at a solid \$133,254. BK thanked PL, MB, AN and Nicole for their unflagging financial diligence which culminated in a clean audit with no findings or recommendations. This success is consistent with the recent NJDOE approval of renewal of the ICST charter and the expansion into a K-5 school. Motion to accept the audit m/RB, s/VV, yes, RB, VV, KS, BK, unanimously approved. (b) MB reported that the rapid drop-off of # cases in NJ and Mercer County of Covid continues to be amazingly steep. (c) MB said that curriculum planning guides are underway. This curriculum planning is expected to increase student achievement.

(d) The 2022-23 Lottery will be conducted on 3/15. (e) MB presented the Board Indemnity and Trust Agreement with the NJ Schools Insurance Group. It is basically the same as in previous years since Year One of ICST operations. Motion to approve, m/RB, s/VV, yes, RB, VV, KS, BK, unanimously approved.

3. Financial Report and Review of expenditures, income, budget. (a) Board Secretary and Treasurer of School Monies reports for January will be reviewed at the next meeting. (b) The monthly payroll totals for February 2022 @ \$107,349.74. M/JB, s/VV, yes JB, VV, RB, BK, approved. unanimous. There were no transfers of funds. (c) Review & approval of expenditures & resolutions to pay final bill list total for January, total \$42,430.87. Motion to approve, m/KS, s/RB, yes KS, RB, VV, BK. Unanimously approved. (d) Other financial information. None discussed.

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4. Grants. (a) MB reported that ARP CARES III has been approved at the State level, and the money is now flowing. Nicole worked on this with MB. (b) MB said “we are planning the ESSER 2022-23 grant now.” (c) CSP Expansion grant will be tricky because the application window and the expenditure window are both very short, very tight.

5. Report on Staffing, Personnel and Employee Issues. MB said that three teachers are studying best practices for English Language Learners, and will be sharing these with the rest of the staff.

6. Executive Session (optional, no exec session held).

7. "Under the Gold Dome." Governor Murphy is being roasted online for denying expansion for 7 high-performing charter schools, including denial of a previously approved expansion. Also, NJDOE guidance on Covid masks in schools no longer matches up with NJDOH guidance or CDC guidance, so local protocols are basically up to the local district and school board. MB reported that ICST messages on this topic to parents and students are posted on Class Dojo.

8. Report on School Days, Student Achievement, Attendance and Enrollment. (a) MB reported that the school is operating successfully, full time, full of energy and enthusiasm, with no snow days taken to date. (b) Students are looking forward to the arrival of Spring. With so much time indoors due to Covid, Spring fever may be especially strong this year when the weather finally turns nice. Retaining a focus on academics will be a challenge. ICST has benchmarks and testing that measures student academic progress, which will help to keep learning on track. (c.) Daily attendance is strong, despite Covid, and is running at 97%. (d) MB reported that enrollment is at 88 students, with two vacancies in 4th grade (which are the hardest to fill).

9. Report on Facility. (a) MB reported on building maintenance and repairs. (b) MB created a list of priority projects for 2022-23 to review with Nick Scozzari and an architect. Mr. Scozzari advised us to create a dream list while keeping expectations reasonable given a budget of -\$100,000. MB advised that facility improvements must be paid out of grants and not general funds, which are needed to operate the school successfully. ICST receives less funding per student than the local school district.

10. School Operations. There were no HIB incidents during the past month (or in the past year). Two Emergency drills were conducted in February. NJDOE has issued new instructions about holding emergency drills, for example, no fake guns. The most burdensome part will be new types of notifications to parents.

11. Old (unfinished) Business. None. 12. Correspondence review, if any. None discussed.

13. Trustee business and announcements. BOT Meetings will be held on the first Thursday of the month for the 2021-22 academic year, starting at 5:15 PM, on 4/7, 5/5, 6/2, 7/7 and 8/4.

14. Adjourn. m/RB, s/VV, yes, unanimous. 6:00 PM.