



INTERNATIONAL CHARTER SCHOOL OF TRENTON

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ICST Board of Trustees MINUTES for February 23, 2023

Opening of virtual meeting, 5:15 PM. 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. The purpose of the meeting is to conduct regular business of the public charter school. Present at ICST were Trustee Rachel Binz (RB), ICST school principal April Nixon (AN), Melissa Benford (MB), and David Bosted. Trustees participating via Google meets were Trustees Bob Kull (BK, presiding) and Valeen Vaccaro (VV) . Present online at the meeting was Peter Lanzi (PL). A member of the public in attendance was Zeina Cabrera-Petterson. Call to Order. Flag Salute/Pledge of Allegiance. 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. BK had announced on 1/23 that a public hearing on HIB would be held at the start of the 2/23/2023 meeting, prior to review of minutes.

1a. BK convened the public hearing on Harassment, Intimidation and Bullying (HIB). School Principal April Nixon said "There were no HIB incidents in 2022 or to date in 2023. Previous measures to prevent HIB remain in place. The Week of Respect has been held at ICST. The class on Restorative Justice has been held for fifth graders. There has been a program on Conflict Resolution for all grades. Policy updates to 5131.1 on HIB have been approved by the Board in a timely way. The Board has shown its concern to have a positive school environment, without HIB. No public comments had been received at ICST for this hearing." BK said Thank you April for this information. Motion to close the hearing m/VV, s/RB, yes, VV, RB, BK, unanimous approval.

1b. Minutes and Public Comment. Review and adoption of minutes for the Jan 26, 2023 meeting. Motion M/RB, 2nd/VV, Approved: yes, RB, VV, BK, unanimous approval.

2. Governance, School management.

(a) Resolution to apply for a SEMI waiver. Schools must have more than 40 special education students to qualify, but ICST has fewer than 10. M/RB, s/VV, yes, RB, VV, BK, unanimous approval.

(b) Resolution to approve the 2023-24 school calendar, worked out by MB and AN. One afternoon per month is set aside for Professional development. M/VV, s/RB, yes, VV, RB, BK, unanimous approval.

(c) Resolution to approve the law office of Capehart & Scatchard to advise and assist us during contract negotiations. The attorney contract rate is \$250/hr, which is less than North Jersey school law attorneys typically charge. After discussion, m/VV, s/RB, yes, VV, RB, BK, unanimous approval. The first meeting on the teachers' contract is scheduled for next week. BK + KS + AN + attorney will meet with staff, possibly virtual or hybrid.

(d) Resolution to accept the \$75,000 bond renewal waiver. The funding is part of the budget. M/VV, s/RB, yes, VV, RB, BK, unanimous approval.

(e) Resolution to approve the 2023-24 Child Assault Protection program agreement. The ICST share is \$319.50. The State share is \$745.50. M/RB, s/VV, yes, RB, VV, BK, unanimous approval.

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(f) Resolution to approve the Memorandum of Agreement with police and County prosecutor. M/VV, s/RB, yes, VV, RB, BK, unanimous approval.

(g) An RFP for a vended meals food service contract will be published by mid-March. The current vendor for ICST, Carson Foods, is under new ownership.

(h) NJDOE has offered to extend the 2019-2022 Comprehensive Equity Plan for one additional year.

3. Financial Report and Review of expenditures, income, budget. The next review of the reports of the Board Secretary and Treasurer of School Monies will occur at the 3/23 meeting.

(a) The payroll total for February @ \$111,157.79. Motion to approve/RB, s/VV, yes, RB, VV, BK. Unanimously approved. (b-c) Review & approval of expenditures & resolutions to pay the bills list for February @ \$45,323.65. M/VV, s/RB, yes, VV, RB, BK, unanimously approved.

4. Grants. April Nixon reported that Invitations to attend Family Learning Nights have been sent to Title I families. The programs are held in March, April and May.

5. Report on Staffing, Personnel and Employee Issues. (a) Our long time music teacher has indicated that she is going to retire. This is a one day per week position, but has been successful and very important to the educational program at ICST. (b) Professional Development continues to be focused on identifying each student's areas of weakness and helping the students master those skills.

6. Executive Session (optional). None held.

7. Status Reports on Legislation, Regulations and significant Litigation. "Under the Gold Dome." No report this month.

8. Report on School Days, Student Achievement, Attendance and Enrollment. (a) No HIB reports. (b) Parent-Teacher meetings have been conducted. (c) SY22-23 attendance 93%. Low due to fears of Covid, many bad colds, bronchitis, and flu. (d) Enrollment of 109 students is 100% at this time. (e) The educational atmosphere at ICST continues to be calm, which is good for student learning.

9. Report on Facility (a) Lights have been repaired or replaced. (b) Some mice have been caught in traps. This week the traps are empty.

10. School Operations (a) Staff absences have been minimal, and when they have occurred, the present staff have adjusted smoothly. (b) Fire & emergency drills were conducted in February.

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

13. Trustee business and announcements. Upcoming scheduled BOT 5:15 meetings in 2023: 3/23, 4/27, 5/25, 6/22, 7/27, and 8/24. 14. Adjourn. M/VV, s/RB, approved unanimously. 6:00 PM.