

INTERNATIONAL CHARTER SCHOOL of TRENTON

105 Grand Street, Trenton, NJ 08611

Board of Trustees Minutes for November 30, 2023

Opening of meeting, 5:17 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 have 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 or virtually were Trustees Valeen Vaccaro (VV), Jason Briggs (JB) and Bob Kull (BK, presiding) . Also attending were ICST school principal April Nixon (AN), CSA Melissa Benford (MB), Peter Lanzi (PL) and note-taker David Bosted (DB). 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.

1. Minutes and Public Comment. Review and adoption of minutes for the October 26, 2023 meeting. Motion VV, 2nd JB, yes, VV, JB, and BK, unanimous approval.

2. Governance, School management. (a) MB provided an update on the 2023-24 School Security Plan and Statement of Assurance which has been filed with NJDOE. The plan itself is kept strictly internally for security purposes. (b) AN provided an update on the complexity of the NJ TRAX system. The vocabulary and technical expertise required to interface with the system is much higher level than many school parents could understand and respond to, even assuming an accurate translation of technical language into Spanish. Participation is not required, and AN informed NJDOE that ICST will not be submitting this data. (c) MB said there are no policy updates at this time.

3. Financial Report and Review of expenditures, income, budget. The reports of the Board Secretary and Treasurer of School Monies for October 2023 were reviewed. PL said the reports agree and were arrived at independently. Motion to approve the reports. m/ JB, 2nd VV, yes, JB, VV, BK, unanimous approval. (a) The payroll total for November, 2023 @ \$119,777.16. Motion to approve/ JB, s/VV, yes, JB, VV, BK. Unanimously approved.

(b-c) Review & approval of expenditures & resolutions to pay the bills list for March @ \$47,963.89. After discussion of individual items, M/VV, s/JB, yes, VV, JB, BK, unanimously approved. (d) There were no transfers of funds.

4. Grants. (a) AN reported that the planning year to transition from Targeted Assistance to a School Wide Title I program is moving forward. This will allow all ESSER funding to be used for every student, not just those identified as at risk of falling behind. It is a Federal grant, so special care is being taken on record-keeping and financial reporting, to match Federal requirements. (c) Submissions and reports are up-to-date.

5. Report on Staffing, Personnel and Employee Issues. (a) Teacher reviews have concluded with a positive tone. (b) The cold and flu season is upon us. Nevertheless, school operations are continuing in good order.

6. Executive session (optional , none held) .

ICST BOT Meeting November 30, 2023 (continued)

7. Status Reports on Legislation, Regulations and significant Litigation. "Under the Gold Dome." The NJDOE Commissioner has resigned. The resignation was announced late on Friday afternoon after Thanksgiving, Black Friday shopping day, which guaranteed that press coverage would be at a minimum.

8. Report on School Days, Student Achievement, Attendance and Enrollment (a) Parent - Teacher conferences were conducted last week. 99% of parents participated so far. Teacher flexibility is one key to success, because parents sometimes find themselves unable to meet with the teacher at the time the parents themselves selected. (b) Achievement update by AN: The emphasis on writing this year appear to be highly successful, with improvements being noted in other related areas for example reading and STEM. The period with special emphasis on writing is only September-November so far, but the improvements are unmistakable. AN said that ICST is holding students to high standards. (c) No HIB reports. The 2022-23 HIB score report is posted online with a final score of 66/78. (d) Enrollment of 109 students is 100%. The educational atmosphere at ICST continues to be good.

9. Report on Facility. (a) Plumbing repairs are scheduled for next week. (b) The fire inspector has found some deficiencies to be corrected. All previous findings are abated. Many of the current items were corrected internally, and a few require tradesmen.

10. School Operations (a) Fire & emergency drills were conducted in November. (b) The Trustees are invited to attend the Holiday Concert on December 20th at 1 PM.

11. Old (unfinished) Business. (none).

12. Correspondence review. (none).

13. Trustee business and announcements. Upcoming scheduled BOT 5:15 PM meetings in 2023-24: 1/25/2024. 2/29, 3/28, 4/25, 5/23, 6/27, 7/25, 8/29.

14. BK adjourned the meeting at 5:40 PM.