



# INTERNATIONAL CHARTER SCHOOL OF TRENTON

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## ICST Board of Trustees MINUTES for December 1, 2022

Trustees participating mostly via Google meets were Trustees Bob Kull (BK, presiding), Rachel Binz (RB), Valeen Vaccaro (VV). Also present online at the meeting were Peter Lanzi (PL). Melissa Benford (MB), CSA, was at ICST with RB, April Nixon (AN), and 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 10/27/22 meeting.

Motion M: RB 2<sup>nd</sup>: VV Approved: yes, RB, VV, BK, unanimous approval.

### 2. Governance, School management.

(a) Peter and Nicole have done their part to assist the auditors for the 2022 Audit. MB said that it is a lot of work to get the audit ready each year, and now, doing it remotely, further adds complications. They are overcoming these difficulties. BK thanked Peter and Nicole for their efforts.

(b) Illness forced 3 day closure 11/2 - 11/4, ordered by the Trenton health Dept and approved by the county Executive Superintendent. 30 were absent, and more were sick by the end of Tues. 11/1. K,1,5, & SPED teachers were also out. MB said it will not negatively affect the school calendar unless there are an extraordinary number of snow days.

(c) The lack of an approved English Language Learner program was cited in the 2021-22 Renewal Plan. This year, training and implementing practices acquired through Professional Development in the Sheltered Instruction Observation Protocol (SIOP) Model is the common focus for teaching. Most ELL students are in K. Teachers will get training in ELL. The students will be supported in the classrooms.

(d) An accountability error in the NSLP has been corrected and total reimbursements (\$406.55) disbursed among 14 affected families will be made. They will receive 14 checks in the amounts shown as "family 1, family 2," etc. Motion M: VV 2<sup>nd</sup>: RB Approved: yes, VV, RB, BK, unanimous approval.

### 3. Financial Report and Review of expenditures, income, budget. Formal financial adoptions and ratifications: Review and approval of the Reports of the Board Secretary and Treasurer of School Monies for October, 2022. The reports agree and were arrived at independently. Motion M: RB 2<sup>nd</sup>: VV yes, RB, VV, BK Approved.

--the payroll total for: November 30 @ \$113,359.08 Motion M: VV 2<sup>nd</sup>: RB Approved: yes, VV, RB, BK, unanimous approval.

(b-c) Review & approval of expenditures & resolutions to pay the November bills list @ \$110,876.41 Motion M: RB 2<sup>nd</sup>: VV Approved: yes, RB, VV, BK, unanimous approval.

### 4. Grants. (a) Nicole obtained a grant from the Walton Foundation. (b) Then, Nicole obtained a second grant from the Walton Foundation. (c) No response from vendors re: PSE&G grant program.

ICST Meeting December 1, 2022 (continued)

5. Report on Staffing, Personnel and Employee Issues. Mrs. Nixon has scheduled teacher evaluation meetings. Staff moral appears to be quite high.

6. Executive Session (optional). None held.

7. Status Reports on Legislation, Regulations and significant Litigation. "Under the Gold Dome." Curiously, NJDOE has not released the Statewide results of the Spring testing, except to the individual schools. The individual schools and school districts have the testing results. The amount of learning loss is high due to covid and closing the schools.

8. Report on School Days, Student Achievement, Attendance and Enrollment. (a) No HIB reports. (b) Parent-Teacher meetings were conducted. Four students are not making steady progress and will be monitored closely (Kindergarten & 1st graders are not included in this count.)

(c) SY22-23 attendance 93%. Low Covid, however many bad colds, and now increased flu.

(d) Enrollment of 109 students is 100% at this time. During covid in Fall 2021, there had been a lot of confusion and many transfers in and out, especially during October. This year is much calmer, which is good for student learning.

9. Report on Facility (a) Fire retardant spray was applied and lingering VOC's were quite strong. Ms. Palmer conducted 1st grade in the multipurpose room as her room aired out. All windows were open, air purifiers were on their highest setting, and fans were set to circulate fresh air.

10. School Operations (a) Raptor safety software continues to be 'unpacked', not yet fully operational. (b) Fire & emergency drills were conducted in November.

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: 1/26, 2/23, 3/23, 4/27, 5/25, 6/22, 7/27, and 8/24.

14. Adjourn. 6:00 PM.