

# INTERNATIONAL CHARTER SCHOOL OF TRENTON

## *ICST Board of Trustees **MINUTES** for February 3, 2022*

*Opening of meeting, 5:17 pm. Trustees participating via Google meets were Trustees Bob Kull (BK, presiding), Jason Briggs (JB) and Rachel Binz (RB) with Valeen Vaccaro (VV) joining the meeting for Item 2 at 5:26. Also present online at the meeting were April Nixon (AN), Peter Lanzi (PL). Melissa Benford (MB), CSA, was at ICST. 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 for the December 2, 2021 and January 6, 2022 meetings. Motion to table, m/JB, s/RB, yes, JB, RB, BK approved.*

*2. Governance, School management. (a) MB reported that NJDOE had approved the addition of a fifth grade at ICST. Prepping for the 5<sup>th</sup> grade expansion has begun. MB and BK thanked the Board members for their support which led to the NJDOE approval of renewal of the ICST charter and the expansion into a K-5 school. (b) The draft Audit has been completed but is awaiting some additional items, then will go to the printers. The copies of the Audit will be available soon. (c) MB said that curriculum planning guides are underway. DRA and mid-year assessments have been delayed until the end of February. (d) SEMI Waiver request and resolution to approve m/JB, s/RB, yes JB, RB, VV, BK, approved unanimously.*

*3. Financial Report and Review of expenditures, income, budget. (a) Board Secretary and Treasurer of School Monies reports for December was presented. The reports agree and were arrived at independently. Motion to approve, m/VV, s/JB, yes VV, JB, KS, BK. Unanimously approved.*

*(b) The monthly payroll totals for January 2021 @ \$103,464.67. 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 \$51,507.01 Motion to approve, m/JB, s/RB, yes JB, RB, VV, BK. Unanimously approved. (d) Other financial information. None discussed.*

*4. Grants. (a) MB reported that ARP CARES III has been approved at the County level, and is in line for OGM approval, after many revisions. Nicole worked on this with MB. (b) MB said the Emergent and Capital Maintenance Fund Grant \$7,259 is available now, must be spent by 6/30/22.*

*5. Report on Staffing, Personnel and Employee Issues (a) MB said that grade level assignments have been re-adjusted and overall the academic atmosphere is calm.*

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

7. *"Under the Gold Dome." The rapid drop-off of # cases in NJ and Mercer County of Covid is amazingly steep. Omicron variant accounts for most current Covid cases.*

8. *Report on School Days, Student Achievement, Attendance and Enrollment. (a) MB reported that the school is operating successfully, full swing, with no snow days taken to date. (b) Students are doing their best to maintain learning despite headwinds such as holidays, virtual classes, with student academic progress less pronounced than in the first quarter. (c.) Daily attendance has improved, and hopefully will continue to run over 97%. (d) MB reported that there is a potential new student for 4<sup>th</sup> grade.*

9. *Report on Facility. (a) MB reported on ventilation and other measures to keep air quality good, and on building maintenance and repairs. (b) Rich Kilpatrick came to ICST from the County DOE Office to inspect and approve the classroom space for 5<sup>th</sup> grade.*

10. *School Operations. There were no HIB incidents during the past month (or in the past year). Two Emergency drills were conducted in January.*

11. *Old (unfinished) Business. None discussed.*

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 3/3, 4/7, 5/5, 6/2, 7/7 and 8/4.*

14. *Adjourn. m/JB, s/RB, yes, unanimous. 5:50 PM.*