

INTERNATIONAL CHARTER SCHOOL of TRENTON

105 Grand Street, Trenton, NJ 08611

Board of Trustees Minutes for January 25, 2024

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), Rachel Binz (RB) and Bob Kull (BK, presiding). Also attending were ICST school principal April Nixon (AN), CSA Melissa Benford (MB), Peter Lanzi (PL), auditors Rich Barre and Katherine Gonzales, 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 of minutes for the November 30, 2023 meeting. Motion to table, VV, 2nd RB, yes, VV, RB, and BK, unanimous approval.

2. Governance, School management. (a) Review of the 2022-23 Audit. Katherine Gonzales presented the audit for Rich Barre Associates. The audit covers the period ending June 30, 2023. The auditors did not encounter any flaws. It is a clean audit opinion. The auditors' examination of financial documents did not find any misuse of funds. After discussion, motion to accept the audit, which has already been sent to NJDOE consistent with NJDOE requirements. M/RB, s/VV, yes, RB, VV, BK, unanimous approval. MB said that it is a lot of work for Peter and Nicole to assist the auditors for the audit each year, and they do great work to overcome the difficulties. BK thanked Peter and Nicole for their successful efforts, and thanked the auditors for providing this detailed analysis of ICST finances.

(b) MB reported on updates to banking accounts, signatories, government banking status, and creation of an escrow account. Motion to update the signatories and delete past signatories who are no longer school officials or board members, m/RB, s/VV, yes, RB, VV, BK, unanimous approval. (c) Policy updates were provided. These will be reviewed and voted upon at the February 29th board meeting. (d) Engage Speech Works to provide speech services to eligible students at a rate not to exceed the budgeted amount to pay Therapy Source. M/VV, s/RB, yes, VV, RB, BK, approved unanimously.

3. Financial Report and Review of expenditures, income, budget. The reports of the Board Secretary and Treasurer of School Monies for November and December 2023 were reviewed. PL said the reports agree and were arrived at independently. Motion to approve the reports together, m/ VV, 2nd RB, yes, VV, RB, BK, unanimous approval. (a) The payroll total for December @ \$118,767.76. and for January 2024 \$129,735.85. Motion to approve/RB, s/VV, yes, JB, VV, BK. Unanimously approved together.

(b-c) Review & approval of expenditures & resolutions to pay the bills list for December 2023 of \$53,922.55 and January 2024 of \$52,017.68. After discussion of individual items, M/VV, s/JB, yes, VV, JB, BK, unanimously approved together. (d) There were no transfers of funds.