



# INTERNATIONAL CHARTER SCHOOL OF TRENTON

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## *ICST Board of Trustees MINUTES for July 7, 2021*

*Opening of meeting, 5:21 pm. Trustees participating, mostly via Google meets, were Trustees Bob Kull (BK, presiding), Rachel Binz (RB, at ICST), Valeen Vaccaro (VV), and Jason Briggs (JB). Also present at ICST or electronically were April Nixon (AN), Peter Lanzi (PL) and David Bosted (DB). Melissa Benford (MB), CSA, was at ICST with RB and AN. 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 of the 06/02/2022 meeting. RB noted that she had participated remotely. With that revision, Motion to approve. m/RB, s/VV, yes, RB, VV, JB, BK approved.*

*2. Governance, School management. (a) SEAP & MB review. The Trustees lauded MB's success in 2021-22 in managing (1) the 5<sup>th</sup> grade, expansion, (2) the ESL program, (3) the academic program, despite the headwinds of Covid-19, 4) financial integrity, viability and a clean audit, 5) mentoring April Nixon, 6) ongoing good relations with parents and staff, and numerous other successes. There were no negatives cited. The Trustees thanked MB for her efforts on behalf of student learning at ICST. (b) Annual Report review and submission (Appendix A). After review, motion to file with NJDOE, m/JB, s/RB, yes, JB, RB, VV, BK, approved unanimously. BK will sign the report. Covid is less virulent but still widespread according to Health Dept statistics in NJ. Masks are optional. The ICST community had several cases toward the end of the school year. (c) The 3<sup>rd</sup> and 4<sup>th</sup> grade SLS testing has been conducted successfully. (d) Resolutions re: Annual Report and Evaluation protocols m/RB, s/VV, yes, RB, VV, KS, BK, unanimous.*

*3. Financial Report and Review of expenditures, income, budget. (a) PL presented the Board Secretary and Treasurer of School Monies reports for April and May 2022, which were reviewed. The reports agree and were arrived at independently. Motion to approve, m/JB, s/RB, yes, JB, RB, VV, BK, approved unanimously. (b) The monthly payroll totals for June 2022 @ \$109,766.46. M/JB, s/ VV, yes JB, VV, RB, BK, approved. unanimous. (c) Review of the June bills list and resolution to pay bills total of June bills list: \$51,976.70, m/RB, s/VV, yes, RB, VV, KS, BK, unanimous approval. (d) Transfer of funds, not applicable.*

*4. Grants. (a) Title III allocations must only be spent on professional development, and other non-instructional expenses. At this time we have 2 identified ELL students now at the end of Kindergarten. (b) The Alyssa's Law grant has been submitted, as have the NJSIG Safety Grant. (c) After school enrichment is beginning to take shape for 2022-23. (d) ICST received \$6,684.82 to offset Food Service*

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*Supply Chain issues (e) The ARP amendment has been approved; resolution to accept: IDEA @\$29,707 EASA 2022-23 at \$78,4888. (Title I \$75,888 and Title II \$2,600), and finally the Pre-school & Charter School Security \$20,000 grant. m/RB, s/VV, yes, RB, VV, KS, BK, unanimous approval*

*5. Report on Staffing, Personnel and Employee Issues: Interviews are being conducted to replace one teacher who declined re-employment, that position is now open as well as the ELL & school nurse. MB said that interviews for open positions have been going well, however the teacher shortage has become recognized as a Statewide and National problem. ICST has good teacher retention. 6. Executive Session (optional, no exec session held).*

*7. "Under the Gold Dome." (a) The use of pseudo-medical terminology is creeping into edu-speak, for example, "high dosage 'learning loss' tutoring." "Moving the needle" is being advocated, although that sounds painful. (b) The NJ State budget was approved in a timely way, with a surplus that will avoid any immediate crisis in the area of funding the educational system.*

*8. Report on School Days, Student Achievement, Attendance and Enrollment. (a) MB reported that the Summer educational program is now underway, M-Th. 7/5-7/28. Meals are available for students. Student behavior continues to be extremely positive. (b) No HIB incidents in SY21-22. (c.) Daily attendance: recent calculations show 93.67% in large part due to Covid. By comparison, in 2021-22 it was about 96%. (d) MB reported that enrollment is at 88 students, with two vacancies in 4<sup>th</sup> grade (which historically have been the hardest seats to fill).*

*9. Report on Facility. (a) MB reported on building maintenance and repairs. Lease negotiations are under way. ICI Flooring will install new flooring covering downstairs. (b) MB reported that the HRC is doing work to comply with the Fire Inspectors findings. After 24 years, the fire inspector now finds fault with it and the original 1930's door to the furnace room.*

*10. School Operations. (a) There were no HIB incidents during the past month (or in the past year). Two Emergency drills were conducted in June. Parents were notified. (b) There was consensus that for the 2022-23 academic year, April will assume the duties of School Principal at \$90G/yr and MB will continue as Lead Person at \$110,000 plus benefits. Since 1998, the school principal and lead person duties have been combined in MB. The school principal manages daily operations at the school, interacting with staff, parents and students. Under NJAC 6A:11, "Lead person" means "the person who performs the organizational tasks necessary for the operation of a charter school."*

*Policy updates: 5131 Conduct and Discipline, 5141.10 Face Coverings, pertaining to school operations and Covid. m/RB, s/VV, yes, RB, VV, KS, BK, unanimous approval.*

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

*13. Trustee business and announcements. The next BOT Meeting will be rescheduled from 8/4 to 7/28, starting at 5:15 PM yes, unanimous approval.*

*14. Adjourn. 6:25 PM.*