

# INTERNATIONAL CHARTER SCHOOL of TRENTON

105 Grand Street, Trenton, NJ 08611

## Board of Trustees Minutes for October 26, 2023

Opening of meeting, 5:16 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 had 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 Rachel Binz (RB), Valeen Vaccaro (VV) and Bob Kull (BK, presiding) . Also attending were ICST school principal April Nixon (AN), CSA Melissa Benford (MB), Peter Lanzi (PL, Business Administrator) and David Bosted (DB taking minutes). 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. Motion to approve the minutes of the September 28, 2023 meeting, m/VV, s/RB, yes, VV, RB, BK, unanimously approved.

2. Governance, School management. (a) The school food service operations will be reviewed on-site by the Department of Agriculture later this school year. Until then, all required documentation has been uploaded to their desk review system. (b) The Wellness Policy for Parents has been updated for this school year. MB requested the Board approve this policy (which is separate from Wellness Policy\$3542.1 on Local Wellness and Nutrition). After discussion, Motion to approve, m/RB, s/VV, yes, RB, VV, BK, unanimously approved.

3. Financial Report and Review of expenditures, income, budget. The reports of the Board Secretary and Treasurer of School Monies for September. m/RB, s/VV, yes, RB, VV, BK, approved unanimously. (a) The payroll total for September @ \$119,452.37. Motion to approve/RB, s/VV, yes, RB, VV, BK. Unanimously approved. (b-c) Review & approval of expenditures & resolutions to pay the bills list for September @ \$94,052.21. After discussion of individual items, M/RB, s/VV, yes, RB, VV BK, unanimously approved. (d) There were no transfers of funds.

4. Grants. (a) The Title I Parent Compact meeting was held on 10/20 and the attending families had good questions, suggestions and participation. (b) the Tiger Tutoring after school program has been running smoothly and attendance is strong. (c) Submissions and reports are up to date.

5. Report on Staffing, Personnel and Employee Issues. Teacher observations have begun. There are no issues to date.

6. Executive session (optional , none held)

7. Status Reports on Legislation, Regulations and significant Litigation. "Under the Gold Dome." No report.

8. Report on School Days, Student Achievement, Attendance and Enrollment (a) As students have settled into school routines, some behavior issues have been brought to the administration. These have been addressed with gravity and consequences with the intention of keeping issues minor. (b) Achievement update discussion. (c) HIB N/A (d) Enrollment is 100% at this time..

ICST BOT Meeting October 26, 2023 (continued)

9. Report on Facility. The school looks good after summer upgrades. However the relatively new water fountains and a bathroom sink need maintenance. Clinton Plumbing has been contacted.

10. School Operations. Fire and emergency drills were conducted in October. ICST will host the CYO during their evacuation drill.

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

12. Correspondence review, None discussed.

The schedule of upcoming BOT 5:15 meetings in 2023-24. 4<sup>th</sup> Thursday, but the November & December meetings will be combined into one meeting on November 30. Meetings of the Board are scheduled for 11/30, 1/25/2024, 2/29, 3/28, 4/25, 5/23, 6/27, 7/25, 8/29.

14. Motion to adjourn, m/RB, s/VV, yes RB, VV, BK.