



INTERNATIONAL CHARTER SCHOOL OF TRENTON

105 Grand Street Trenton, NJ 08611 609/394-3111 [fax 394-3116]

ICST Board of Trustees MINUTES for April 7, 2022

Opening of meeting, 5:15 pm. Trustees participating mostly via Google meets were Trustees Bob Kull (BK, presiding), Rachel Binz (RB), Valeen Vaccaro (VV), Jason Briggs (JB). Also present online at the meeting were April Nixon (AN), Peter Lanzi (PL) and David Bosted (DB). 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. December 2, 2021 meeting. Motion to approve adding Jason to the list of attendees at the top, m/VV, s/RB, yes, RB, VV, JB, BK approved. January 6, 2022 meeting minutes m/VV, s/RB, yes RB, VV, BK, JB unanimously approved. Feb minutes m/VV, s/RB, VV, BK approved, JB abstaining, and March 3 meeting, m/VV, s/RB, yes, RB, VV, JB, BK approved.

2. Governance, School management. (a) Rick Morano of Barre & Co presented the audit. The audit has been filed with NJDOE. It is a clean audit in all areas again this year, with no findings, deficiencies or recommendations in any category. He reported that the auditors received the full cooperation of management. The auditor praised MB, AN, and Nicole Corchado for their fine work that made this clean audit possible. The fund balance for June 30/July 1 is listed at a solid \$133,254. BK thanked PL, MB, AN and Nicole for their diligence which culminated in a clean audit with no findings or recommendations. This success is consistent with the recent NJDOE approval of renewal of the ICST charter and the expansion into a K-5 school. Motion to accept the audit m/RB, s/VV, yes, RB, VV, BK, unanimously approved. (b) PL and MB presented the 2022-23 Proposed Budget for review purposes. PL noted that it has already been approved by the Board and transmitted to NJDOE. (c) MB said that with the rapid reduction of Covid cases, masks are optional. JB noted that symptoms of flu, colds and Spring allergies are difficult to distinguish from Covid. (d) The 2022-23 Lottery was conducted on 3/15.

3. Financial Report and Review of expenditures, income, budget. (a) Board Secretary and Treasurer of School Monies reports for December 2021 (revised), January and February 2022 were reviewed. The Board Secretary's Reports and the Treasurer's Reports agree and were arrived at independently. Motion to approve m/JB, s/VV, yes, JB, VV, RB, BK, unanimously approved. (b) The monthly payroll totals for March 2022 @ \$115,199.90. M/JB, s/RB, yes JB, RB, VV, BK, approved, unanimous.

There were three transfers of funds. –transfer of funds: \$10,077.93 FROM Acct. 11-190-100-300 Purchase Prof/Tech Services. \$ 3,077.93 TO Acct 11-999-230-330 Purchase Prof/Tech Services. \$ 7,000.00 TO Acct 11-999-262-420 Other Purchase Services. Motion to approve m/VV, s/JB, yes VV, JB, RB, BK, approved.

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(c) Review & approval of expenditures & resolutions to pay final bill list total for March, total \$46,669.16. Motion to approve, m/VV, s/JB, yes VV, JB, RB, BK. Unanimously approved. (d) Other financial information. None discussed.

4. Grants. (a) MB reported that the plan is to encumber \$7,259.00 for repairs to flooring and lighting.

5. Report on Staffing, Personnel and Employee Issues. MB said that job postings for ELL, School Nurse and H&PE have yielded some interest. Also, NJ DOE has issued another pathway to certification, however this program does not include specialty certification in difficult to fill positions such as school nurse.

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

7. "Under the Gold Dome." Executive County Superintendent Yasmin Hernandez received a telephone call from NJDOE HR telling her to check her email, where there was a message that she had been terminated, effective immediately. Previously Hernandez had received high performance ratings in job reviews.

8. Report on School Days, Student Achievement, Attendance and Enrollment. (a) MB reported that the school is operating successfully, full time, full of energy and enthusiasm, with no snow days taken to date. (b) Students are looking forward to the arrival of Spring. However, in April the weather is still not nice. ICST has benchmarks and testing that measures student academic progress, which help to keep learning on track. (c.) Daily attendance: most recent calculations show 93.24% in large part due to Covid. (d) MB reported that enrollment is at 87 students, with three vacancies in 4th grade (which have been the hard to fill this year).

9. Report on Facility. (a) MB reported on building maintenance and repairs. (b) MB reported that an 'Earth Fault' alarm has occasionally sounded, which may indicate that water is entering the building in an unknown location, triggering the alarm.

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

11. Old (unfinished) Business. None. 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 5/5, 6/2, 7/7 and 8/4.

14. Adjourn. m/RB, s/VV, yes, unanimous. 6:20 PM.