



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, 2021

Opening of meeting, 5:15 pm. Trustees participating via online video (on Google Meet) pursuant to the Governor's Emergency declaration on COVID-19 and ICST Bylaws were Rachel Binz (RB, presiding), Jason Briggs (JB), and Kim Sdeo (KS). Also present were Melissa Benford (MB, chief school administrator), Peter Lanzi (Business administrator, PL), April Nixon, and David Bosted. 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.

1. Minutes and Public Comment. Review and adoption of minutes for the March 3, 2021 meeting. Motion to approve minutes, m/KS, s/JB, yes, KS, JB, RB, unanimously approved. MB noted that members of the public had the opportunity to provide comments in advance but she had received no public requests or comments for the Trustees.

2. Governance, School management, (a) MB and PL introduced the 2021-2022 Budget. It is tight. Even with additional COVID funding, we will not be able to spend as much as we would want. There are cuts in every category. Motion to approve the budget m/JB, s/KS, yes, JB, KS, RB, unanimously approved.

(b) Chapter 44 is a major looming budget concern. ICST has sent a letter indicating that it cannot comply with the unfunded mandate. There are no available affordable insurance plans that meet the statutory criteria. Numerous other districts and charter schools are in similar situations; however NJASBO and NJSBA appear to be frozen, inert. NJPCSA is active and trying to find a solution to the dilemmas created by the NJEA legislation, but the legislative leaders don't have an answer.

(c) MB reported that 63% of staff who work directly with children have had one or more vaccinations against COVID. Multiple vaccination dates and options have been offered to all ICST staff. (d) ICST is currently operating effectively as a hybrid school with Kindergarten students having the option of attending in person on a M/W or T/Th schedule. 100% of the ICST community has a robust device and a reliable internet connection. (e) MB said she was surprised that student testing (the NJDOE standardized assessment), it now appears, will not occur this Spring. (f) Annual Ethics Disclosure forms are due April 30. The content is the same, however the computerized format has created additional steps.

3. Financial Report and Review of expenditures, income, budget. (a) Board Secretary and Treasurer of School Monies report for January 2021. The reports agree and were arrived at independently. m/JB, s/KS, yes JB, KS, RB, unanimous approval.

Payroll. The monthly payroll total for February 2021 @ \$90,608.74 was reviewed and approved, m/JB, s/KS, yes: JB, KS, RB, unanimous. There were no transfers of funds. (b-c) Review & approval of expenditures & resolution to pay final bill list total for Jan 2021, \$45,173.60. After discussion of individual items, Motion to approve, m/KS, s/JB, yes KS, JB, RB, unanimous.

ICST Board of Trustees Minutes, April 14, 2021 (continued)

4. Grants. MB said discussed ESSER II plans. ICST will be receiving increased ESEA money this Spring, due to COVID emergency funding increases. Possible uses include a Title I teaching/support staff, summer school, and more air quality controls. Title I money may be available to have a second P/T teacher and/or additional programing during the 2021-22 school year.

5. Report on Staffing, Personnel and Employee Issues. (a) MB said that letters of renewal will be going out on May 15. (b) MB reported that ICST teachers continue to provide quality virtual instruction on a daily basis. ICST on has a very high level of student participation.

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

7. "Under the Gold Dome." Meeting agendas are posted on the ICST website. Agenda categories have been basically the same since the school opened. The agenda notes that "official action may be taken" and that "agendas are subject to change." The meeting dates are listed for the current year.

8. Report on School Days, Student Achievement, Attendance and Enrollment. (a) MB reported that there are no interruptions to virtual learning at ICST. With some students present in the school building, ICST is categorized as a "hybrid" school. MB is being vigilant and pro-active using GoGuardian to block any inappropriate use of school computers, for example by siblings who might gain access to our students' computers. (b) Attendance has been excellent. ICST has an exceptionally high online participation rate. Occasionally a student is present online but not actively participating, however the official categories present/not present do not address that possibility. (c.) There were no HIB incidents during the past month or the past year. ICST has good success in preventing HIB. (d) This week there are meetings with parents about Report Cards. Those meetings are going well. (e) One student has moved out-of-State so enrollment is now 99%.

9. Report on Facility. MB reported: The Fire doors were repaired (as per Fire Marshall's instructions). MB hopes that the school can be spruced up before the full re-opening in September.

10. School Operations (a) MB indicated that the school meals program continues to operate successfully. A desk review by a Dept of Agriculture representative was conducted on 4/12. Protocols for distributing food were reviewed. (b) Four emergency drills were conducted in March, with drills for both cohorts of in-building students. (c) Funding may be available to add a fifth grade in 2022-23. MB has discussed this with the CS office at NJDOE. (d) There is no COVID transmission at ICST resulting from in-school contact.

11. Old (unfinished) Business. None discussed.

12. Correspondence review. No additional discussion.

13. Trustee business and announcements. Upcoming BOT meetings will be 5/5, 6/2, 7/7, 8/4, 2021. Some Trustees may require additional NJSBA training. Current training has no embedded questions so it is less complicated to complete than in the past 14. Adjourn. M/KS, s/JB, yes, unanimous, 6:15 PM.