INTERNATIONAL CHARTER SCHOOL OF TRENTON

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*ICST Board of Trustees **MINUTES** for June 2, 2021*

Opening of meeting, 5:46 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). Bob Kull is unable to attend and is excused. Also present were Melissa Benford (MB, chief school administrator), 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 May 5, 2021 BOT meeting. Motion to approve minutes, m/RB, s/KS, yes, RB, KS, JB, approved. MB noted that members of the public had the opportunity to attend electronically or to provide comments in advance but she had received no public requests or comments for the Trustees. Public Hearing on the ESSER Grant. MB had announced the start of the opportunity for public comments on the ESSER Grant at the Title 1 Meeting. The period for public comments continues. Formal Public Hearing on the Esser Grant. MB said that any comments will be relayed to the board at the end of comment period. The public comment period will remain open.

2. Governance, School management, (a) MB said there is a new requirement to report the names of all non-renewed and renewed staff members to NJDOE. (b) Covid updates. MB said that she expects the school to open normally in September. The Governor and NJDOE want everyone to continue to wear masks, notwithstanding the negative effect on instruction. (c) The summer school program has been announced to the parents, who are indicating their plans.

(d) MB reported that ICST has expanded its in-school educational program. ICST became a hybrid school on February 8, 2021. 100% of the ICST community has a robust device and a reliable internet connection. (e) Review and approval of the Vendors List for 2021-22. M/JB, s/KS, yes, JB, KS, RB, unanimously approved. (f) MB reported that enrollment is full for September.

(g) Spring Surveys of families and staff were mentioned. Staff surveys were very positive. Parents' survey responses are also very positive. (h) MB reported on the current State DOE plan to have a Fall student assessment called Smart Start. However it will not be the same as the past Statewide testing. There is no baseline due to two years of not having Statewide standardized testing, so it will not be possible to reliably show learning progress either for individual students or for the classes or schools or school districts as a whole based on the proposed State testing. Diagnostic testing by ICST has shown individual and group academic progress at ICST during the Covid period (since March 2020). Assessments at ICST show measurable progress for all students, including some who made remarkable gains in reading.

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

Payroll. The monthly payroll for May 2021 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 May 2021, $35,696.48. The expenditures are mostly typical. After discussion of individual items, Motion to approve, m/JB, s/KS, yes JB, KS, RB, unanimous approval.

4. Grants. MB said that the CRRSA-ESSR II grant has been submitted. Summer school operations hinge on timely approval. NJDOE finally deemed the CRRSA-ESSR II grant "substantially approved" in an email. Catapult Learning has been issued a purchase order. It would not be financially prudent to spend these funds when the ICST grant proposal had not been approved, even if the result is a delay in the opening date of Summer school. A "Safe Return to School Plan" is due to NJDOE, and the ESSER III grant is linked to that submission. However the amount of the allocation of funding to ICST is still not listed. Board Resolution to Approve the 2021-22 Safety Grant. M/KS, s/JB, yes KS, JB, RB, unanimously approved.

5. Report on Staffing, Personnel and Employee Issues. (a) MB said that two employees (one teacher and one food service employee) have indicated that they will be retiring at the end of this academic year. Everyone else expects to return in September. (b) MB reported that she is proud of the ICST teachers who provided quality virtual instruction on a daily basis during the covid crisis. Enrollment is now 89 students.

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

7. "Under the Gold Dome." NJDOE indicated during an NJPCSA zoom meeting that the key factor in renewal decisions in 2021-22 would be whether the teachers and school used local testing and assessments to improve instruction and to improve the academic performance of individual students and the school population as a whole. This has happened at ICST. It must be documented.

8. Report on School Days, Student Achievement, Attendance and Enrollment. (a) MB reported that there are no interruptions to virtual learning at ICST. Going into the summer there is intensified focus on review of what was learned during the academic year. (b) Attendance has been excellent. ICST has an exceptionally high online participation rate. (c.) There were no HIB incidents during the past month or the past year. ICST has good success in preventing HIB. (d) Attendance is consistent at 96%. On any given day, many classes have 100% attendance.

9. Report on Facility. Lead testing was every five years, but now NJDOE will require lead testing every three years. Overall, lead exposure in children has been reduced 95+% since the Baby Boomers due to unleaded gas, recycling of car batteries, no lead in paint for decades, and other lead-reduction steps.

10. School Operations (a) MB indicated that the school meals program continues to operate successfully. (b) Evacuation and fire drills were conducted 4X in May, to meet State requirements. Having split cohorts M-W and T-Th complicates the emergency drills. (c) Annual Field day will be 6/9.

11. Old (unfinished) Business. No additional updates.

12. No additional Correspondence was reviewed.

13. Trustee business and announcements. Upcoming BOT meetings 7/7, 8/4, 2021. 14. Adjourn. M/JB, s/KS, yes, unanimous, 6:20 PM.