



# INTERNATIONAL CHARTER SCHOOL OF TRENTON

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

## ICST Board of Trustees MINUTES for October 7, 2021

*Opening of meeting, 5:21 pm. Participating at ICST was Melissa Benford (MB), CSA. Participating via Google meets were trustees Bob Kull (BK, presiding, starting at agenda item 2), Jason Briggs (JB), Kim Sdeo (KS) and Valeen Vaccaro (VV). Also present at the meeting were April Nixon (AN, online) and David Bosted (online). 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. Flag Salute. Pledge of Allegiance.*

*1. Minutes and Public Comment. Review and adoption of minutes for the September 9, 2021 meeting. Motion to approve, m/KS, s/JB, yes, KS, JB, VV, unanimously approved. MB reported that members of the public had the opportunity to provide comments in person or in advance but she had received no public comments for the Trustees and no requests to join the meeting.*

*2. Governance, School management. (a) Renewal update April Nixon continues to work diligently with MB on preparing the renewal application. It will be submitted on Friday Oct 15. The request to add a 5th grade will be mentioned in the renewal application, but is the subject of a separate application to NJDOE. November 8 is the NJDOE visit to ICST. Some Trustees should be present however we want to avoid having a quorum of Board members, possibly constituting a meeting. Trustees BK and Rachel Binz were designated to represent the BOT at the meeting, thus avoiding having a quorum. A Motion to support the filing of the renewal application was adopted at the previous Bot meeting, m/RB, s/VV, yes, RB, VV, JB, BK, unanimous. (b) COVID exposure at school; Mirimus on-site testing pending (c) Policy updates: 5140.10 Face Coverings and 5141.11 Vaccination and Testing Motion to adopt these model policies from NJSBA, m/JB, s/VV, yes, KS, VV, JB, BK, unanimously approved. (d) 2021-22 School Nursing Services Plan Update, m/KS, s/JB, yes, KS, JB, VV, BK, unanimously approved. (e) Trenton School District continues to have a shortage of bus drivers. but this has not affected ICST operations.*

*3. Financial Report and Review of expenditures, income, budget. (a) Board Secretary and Treasurer of School Monies report for August, which agree and were arrived at independently, m/VV, s/JB, yes, KS, JB, VV, BK, unanimous.*

*(b) The monthly payroll totals for September @ \$97,854.30, reviewed and approved, m/VV, s/KS, yes KS, JB, VV, BK, unanimous. There were no transfers of funds. (c) Review & approval of expenditures & resolutions to pay final bill list total for September total \$49,325.11, Motion to approve, m/JB, s/VV, yes JB, KS, VV, BK. (d) Other financial information. None discussed.*

*4. Grants. MB reported that ICST continues to focus on student emotional and physical health and academics. Student emotional and psychological health has been affected by fears of COVID-19, social distancing requirements, feelings of isolation, etc. MB and JB agreed that 2<sup>nd</sup> graders were*

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*the most affected by the disruptions and closures from COVID. MB said that as yet there were no walk-through dates from any of the engineers contacted about improving the air quality.*

*5. Report on Staffing, Personnel and Employee Issues (a) MB received a letter of resignation from the fourth Grade co-teacher. The job opening has been posted on NJSchoolJobs.com. (b) People are doing their best, but no one has deep reserves of resilience. We are doing our best to stay positive and support one another.*

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

*7. "Under the Gold Dome." NJPCSA has been supportive of schools seeking renewal.*

*8. Report on School Days, Student Achievement, Attendance and Enrollment. (a) MB reported that the school continues to operate successfully for the 21-22 academic year. Two remote days for 4th grade due to a COVID exposure. (b) Student academic assessments continue. Student academic Math & ELA assessments are nearly complete. Title I groups are set, the schedule is balanced, and support is being directed to those students who need. (c.) Demand for seats at ICST continues to be strong. ICST has a solid reputation in the community. However daily attendance has been low this academic year at 93% because COVID like symptoms are excluding students who otherwise would be at school. But no additional infections reported at ICST. It has been reported that some urban public school districts have told teachers to report 100% attendance, although actual absences are in the 30% range. ICST isn't doing that. (d) Enrollment is 89, with one third grade seat open, but will be filled soon.*

*9. Report on Facility. (a) HRC continues to work on the blocked window drain. (b) Fire and emergency drills will continue as usual unless there are contrary requirements from the Office of Emergency Management.*

*10. School Operations (a) Lead testing will be conducted later this fall. (b) There were no HIB incidents during the past month (or in the past year).*

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

*13. Trustee business and announcements. BOT Meetings for the 2020-21 year will be held on the first Thursday of the month for the 2021-22 academic year, starting at 5:15 PM. 11/4, 12/2, 1/6/2022, 2/3, 3/3, 4/7, 5/5, 6/2, 7/7 and 8/4. 14. Adjourn. m/KS, s/JB, yes, unanimous. 6:01 PM.*