



INTERNATIONAL CHARTER SCHOOL OF TRENTON

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

ICST Board of Trustees MINUTES for January 6, 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 Bob Kull (BK, presiding), Jason Briggs (JB), Rachel Binz (RB) and Kim Sdeo (KS). Also present were Melissa Benford (MB, chief school administrator), Peter Lanzi (Business administrator, PL) and David Bosted (DB). 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 December 2, 2020 meeting. MB reported at the last BOT meeting on sending an annual total score of 52. That number is out of a theoretically possible maximum grade of 78 points, which is the denominator. NJDOE can unilaterally change scores. Motion to approve minutes with that addition, m/BK, s/KS, yes, KS, RB, BK, approved. MB reported that members of the public had the opportunity to provide comments in advance but she had received no public comments for the Trustees and no requests to join the meeting.

2. Governance, School management, (a) MB reported that ICST continues to operate successfully for the 2020-21 academic year, fully virtual. 100% of the ICST community has a robust device and a reliable internet connection. Additional Chrome books will be added to make certain that continues. An air purifier and UV light cart have arrived. (b) PL reported that the annual audit is being completed. It will be distributed and then discussed at the next BOT meeting. (c) A Chapter 44 insurance complaint has been filed with NJDOE by an employee of another charter school. This may have implications for schools that cannot comply with Chapter 44. It would be a financial blow to ICST if the school were required to join the State Health Plan. Charter schools receive much less funding per student than district schools, and must seek every possible financial economy to operate.

3. Financial Report and Review of expenditures, income, budget. (a) Board Secretary and Treasurer of School Monies report for November. The reports agree and were arrived at independently. m/RB, s/KS, yes KS, RB, JB, BK, unanimous approval. The monthly payroll totals for December 2020 @ \$88,131.26, reviewed and approved, m/KS, s/JB, yes KS, JB, RB, BK, unanimous. There were no transfers of funds. (b-c) Review & approval of expenditures & resolutions to pay final bill list total for November 2020, \$46,146.87. After discussion of individual items, Motion to approve, m/JB, s/KS, yes JB, KS, RB, BK, unanimous.

4. Grants. MB reported that ICST's grant application has been approved. Money is being drawn down. A revision will be needed to direct funds toward summer school, small group learning, and tutoring.

5. Report on Staffing, Personnel and Employee Issues. (a) Henry J. Austin Health Center has agreed to serve as ICST School Doctor. This is good news for ICST. (b) MB reported on the maternity leave replacement teacher position. Melissa Roe-Torres will start on 1/19/2021. (c) Many teachers have expressed enthusiasm about returning to classroom teaching, notwithstanding the continuing threat of COVID in Mercer County and Trenton. ICST teachers continue to provide quality virtual instruction on a daily basis. There is 100% student participation at ICST. Math instruction is particularly successful.

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

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7. "Under the Gold Dome." The Surge of "Second wave" COVID-19 cases is continuing in Trenton, Mercer Co. and elsewhere in NJ. NJDOE would like to see schools reopen or partially reopen however the trend appears to be going in the other direction, with more districts closing schools due to COVID outbreaks.

8. Report on School Days, Student Achievement, Attendance and Enrollment. (a) MB reported that there are no interruptions to virtual learning at ICST. (b) Attendance has been excellent and student participation is solid. (c.) ICST has a higher online participation by students than many other urban district schools in our region. (d) There were no HIB incidents during the past month or the past year. ICST has been very successful in preventing HIB.

9. Report on Facility. MB reported: There is a new exhaust fan in the men's bathroom downstairs.

10. School Operations. (a) MB indicated that the number of school meals being served has begun to rise. More families are accepting food. This appears to be a Statewide trend. (b) One emergency fire drill was conducted in December. If additional drills are required by the Office of Emergency Management, ICST is prepared for that. There are no students in the building to participate in drills, only a few staff members. MB said that the school is not allowed to reveal fire and emergency drills to virtual students, in order to avoid confusion, panic and false rumors such as that the school is on fire.

11. Old (unfinished) Business. None discussed.

12. Correspondence review. NJSBA has contacted Nicole about Trustee training. Nicole will contact Trustees who have training requirements imposed by NJSBA.

13. Trustee business and announcements. BOT Meetings for the 2020-21 year will be held on the first Wednesday of the month, starting at 5:15 PM. Upcoming meeting dates will be 2/3, 3/3, 4/7, 5/5, 6/2, 7/7, 8/4, 2020.

14. Adjourn. M/JB, s/KS, yes, unanimous, 6:00 PM.