



# INTERNATIONAL CHARTER SCHOOL OF TRENTON

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## *ICST Board of Trustees **MINUTES** for September 2, 2020*

*Opening of meeting, 5:15 pm. Trustees participating via telephone conference call pursuant to the Governor's Emergency declaration on COVID-19 and ICST Bylaws were Bob Kull (BK, presiding), Kim Sdeo (KS), and Rachel Binz (RB). Also present were Melissa Benford (MB, chief school administrator), Peter Lanzi (PL, Business Administrator), 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. Flag Salute and Pledge of Allegiance.*

*1. Minutes and Public Comment. Review and adoption of minutes for the August 5, 2020 meeting. Motion to approve, m/RB, s/KS, yes, KS, RB, BK, unanimously 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, Re-organization. (a) MB reported that ICST enthusiastically reopened for 2020-21 academic year, with a virtual opening. The new chrome books arrived (today!) and were being distributed. ICST plans to operate in virtual mode until November 13. Plans are being "accepted" but not actually approved by NJDOE. (b) No new Policy updates in response to COVID-19. (c) MB reported that there is continued uncertainty about the prevalence or spread of covid-19 in the elementary setting, which provokes anxiety among staff and parents. (d) Good news about funding. MB reported that the NJPCSA has been successful in having Charter School funding "held harmless" at the 2019 level. (e) MB reported that the Covid-19 summer school session was conducted on-line in August.*

*3. Financial Report and Review of expenditures, income, budget. (a) Board Secretary and Treasurer of School Monies report for June and July. The reports agree and were arrived at independently. m/KS, s/RB, yes KS, RB, BK, unanimous approval. The monthly payroll totals for August, 2020 @ \$26,620.07, reviewed and approved, m/RB, s/KS, yes KS, RB, BK, unanimous. There were no transfers of funds. (b-c) Review & approval of expenditures & resolutions to pay final bill list total for August, \$3,962.11 Motion to approve, m/RB, s/KS, yes KS, RB, BK, unanimous. (d) Other financial information. None discussed.*

*4. Grants. MB reported that the CARES Act money is flowing, and is being spent down at ICST. 54 Chrome books arrived today, and hot spots will arrive by Friday. MB will participated in a Trenton Public Health meeting next week, which may affect the EASA grant as written. ICST may not need the FEMA money, which is separate from the CARES Act funding.*

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5. *Report on Staffing, Personnel and Employee Issues* (a) MB said that remote instruction began today. Many people will miss live instruction, however we are open and providing instruction. (b) MB reported the temporary cleaner from our cleaning company has been postponed. (c) Scheduling is set up to ensure that all classes have the support they need.

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

7. *"Under the Gold Dome."* The NJCSA was essential in avoiding the cuts to charter school funding (potentially up to 7%) in Newark, Plainfield, Trenton and Camden charter schools that that were implied, but not spelled out, in the budget address.

8. *Report on School Days, Student Achievement, Attendance and Enrollment.* (a) MB reported that ICST has contacted parents and asked them to review and practice healthy habits with their students. (c.) ICST, as reported above, opened on September 2<sup>nd</sup>. Teaching remotely from Day 1 will begin a new chapter in public education. At this time, ICST has two openings for students in its Fourth grade. The banner was hung from the school building and that brought increased awareness of the school to neighborhood residents. However the banner was damaged in a recent storm. This week, ICST is advertising.

9. *Report on Facility.* (a) Modifications to classroom layout and the use of space continue to be implemented. (b) Fire and emergency drills will adhere to recommendations from the Office of Emergency Management. There will be no students in the building to participate, however.

10. *School Operations* (a) MB reported on Food Service operations. (b) The fire alarm system will be tested on Friday. (c) OnCourse Connect is being used to streamline access to assignments, websites, student progress, etc. (d) Our school nurse is excellent. We are still searching for an official school doctor.

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 Wednesday of the month, starting at 5:15 PM. Meeting dates will be 10/7, 11/4, 12/2, 1/6, 2/3, 3/3, 4/7, 5/5, 6/2, 7/7, 8/4, 2020.

14. *Adjourn.* 6:00 PM.