

INTERNATIONAL CHARTER SCHOOL OF TRENTON

ICST Board of Trustees MINUTES for August 5, 2020

Opening of meeting, 5:34 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), Rachel Binz (RB) and Jason Briggs (JB, arriving for agenda item 2b). Also present were Melissa Benford (MB, chief school 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 July 1, 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 asked for Board approval of the 2019-20 Annual Report, current Pandemic Response Reopening Plan, and CEP. These had been distributed electronically in advance. After discussion, m/RB, s/KS, yes RB, KS, BK, unanimous approval. (b) Policy updates in response to COVID-19, previously distributed, m/ KS, s/RB, yes, KS, RB, JB BK, unanimously approved. (c) CSA and Board Reviews. After review of the CSA's activities and accomplishments, the Board gave her the highest endorsement, citing especially her leadership in the response to COVID-19. BK thanked her on behalf of the Board. The Board and CSA discussed priorities for the coming year and focused on health of students and staff, academic accomplishment, parent involvement, and staff training to overcome difficulties. (d) Board Reorganization. Motion to reelect BK as Board President, m/RB, s/KS, yes, BK, KS, JB, with BK abstaining. Motion to reelect RB as Board VP, m/JB, s/KS, yes, JB, KS, BK, with RB abstaining. (e) Trustee re-appointment(s). There was consensus that the Board is functioning efficiently and therefore it is wise to maintain the current slate of officers and Board membership. Nicole will inform the Trustees as to NJSBA training recommendations.

(f) MB reported that the Covid-19 summer school session is being conducted on-line in August. Some CSs are seeking to open in August on-line, then switch to hybrid in mid-September, if NJDOE and the Governor will allow that. Even at this late date in August, what is OK (or not) isn't clear. Plans are being "accepted" but not actually approved by NJDOE.

3. Financial Report and Review of expenditures, income, budget. (a) Board Secretary and Treasurer of School Monies report for May. m/RB, s/Ks, yes RB, KS, JB, BK, unanimous. The monthly payroll totals for July, 2020 @ \$25,503.90, reviewed and approved, m/KS, s/JB, yes KS, RB, JB, BK, unanimous. There were no transfers of funds. (b-c) Review & approval of expenditures & resolutions to pay final bill list total for June, \$6,00714 and July \$19,731.44. Motion to approve, m/KS, s/RB, yes JB, KS, RB, BK, unanimous. (d) Other financial information. None discussed.

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4. *Grants. FEMA Grant and MOU; CARES Act. Resolution to approve, moved by RB,s/KS, yes RB, KS, JB, BK, unanimously approved. Material purchased with the CARES Act is beginning to arrive.*
5. *Report on Staffing, Personnel and Employee Issues (a) MB said that summer school had begun online using OnCourse Connect software. Familiarity with this software will facilitate its use once the 2020-2021 school year begins. Attendance is relatively light in the first few days. (b) MB reported that an additional cleaner from our cleaning company may be needed to keep surfaces wiped and clean during the school day. There were no other significant employee issues for Board review or action.*
6. *Executive Session (optional, no exec session held).*
7. *"Under the Gold Dome." There is no news yet on the budget, so there is concern and speculation.*
8. *Report on School Days, Student Achievement, Attendance and Enrollment. (a) MB reported that there were no HIB incidents this month or during the entire 2019-2020 academic year. (b) ICST is contacting parents and asking them to review and practice healthy habits with their students now, so the good habits will seem normal at school. (c.) ICST is expected to open on September 2nd. At this time, ICST has four openings for students in its Fourth grade. Some parents are only beginning to focus on the coming school year, due to confusing or incomplete information coming from many sources.*
9. *Report on Facility. (a) Modifications to classroom layout and the use of space are being implemented. (b) Fire and emergency drills will adhere to recommendations from the Office of Emergency Management.*
10. *School Operations (a) The Restart Committee that NJDOE is requiring will meet online to plan Sept-Jan and will include a design for remote learning only instruction, if that should be required. (b) There were no HIB incidents for the school year 2019-20. (c) OnCourse Connect is being loaded into our Student Information System 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. m/JB, s/RB, yes, JB, RB, KS, BK, unanimous.*
14. *Adjourn. 6:30 PM.*