



INTERNATIONAL CHARTER SCHOOL OF TRENTON

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

Opening of meeting, 5:30 pm. Trustees participating were, Bob Kull (BK, presiding), Rachel Binz (RB), and Jason Briggs (JB). Also present were Melissa Benford (MB, chief school administrator), Peter Lanzi (PL, Business Administrator) and David Bosted (DB). Call to Order. Flag Salute and Pledge of Allegiance. All provisions of the Open Public Meeting Law of 1976 "Sunshine Law" NJ Public Law 231 were met in the scheduling and public notice of the meeting. The purpose of the meeting is to conduct regular business of the public charter school.

1) Public Comments. None, no members of the public being present. **Minutes.** The Minutes of the February 5, 2020 meeting were approved, having previously been distributed via email. M/JB, s/RB, yes JB, RB, BK unanimously approved.

2) Governance, School Management.

(A) Budget discussion. PL reported that the current budget numbers sent to ICST from NJDOE are disappointing. There is only \$40 increased support in a \$1.3M budget. Some categories of fixed costs are increasing 2-3%. Therefore the ICST budget for FY20-21 shows decreases in some categories. Motion to approve, m/RB, s/JB, yes RB, JB, BK, unanimously approved.

(B) Corona virus. All schools in NJ will be required to have a plan for continuity of education in case of a closure due to corona virus contagion. NJDOE has provided guidelines that encourage continuity of education even if a school is closed and there is no high-tech distance learning capacity. Motion to prepare and submit a plan that complies with NJDOE guidelines, m/RB, s/JB, yes , RB, JB, BK. Unanimously approved.

(C) MB reminded Board members to file their Annual Ethics Forms. Some ICST forms have already been filed.

(D) Policy review. MB reported on small additions of text in three policies that relate to allowing breast-feeding of babies in school. Motion to approve these policy changes, m/RB, s/JB, yes, RB, JB, BK, unanimously approved.

E) Preliminary planning for 2021-2022. In October 2020, there will be an opportunity to ask for changes in the charter. There is room for an additional student in K and grade 1. Possibly ICST might ask NJDOE for that flexibility. If the HRC made the Elders' Room available, a Grade 5 might be possible.

4) Financial Report and Grants.

(A) The Board Secretary Reports & Treasurer of School Monies Reports for January 2020 were reviewed. The reports agree and were arrived at independently. Motion to approve the January 2020 Board Secretary's report and the Treasurer's report, m/RB, s/BK, yes RB, BK, JB, unanimous approval.

(B) The monthly payroll for February 2020, \$96,134.22 was approved, m/JB, s/RB. Yes, JB, RB, BK, unanimously approved.

(C) Review of expenditures and resolutions to pay bills, bills list for February \$39,577.05, after discussion of individual items, M/RB, s/JB, yes, RB, JB, BK, unanimous approval.

(D) Transfer of funds, not applicable.

(E) Grants. No action was required.

5) Report on Staffing, Personnel and Employees. MB reported on HIB training, and that ICST would identify and help children who are victims of sexual abuse outside of school. There were no other personnel matters at this time.

6) Executive session. None held.

Minutes ICST BOT, March 4, 2020 (continued)

7) Under the Gold Dome: NJCSA is emphasizing advocacy. Harry Lee has said, pertaining to advocacy, "the loudest voices win." NJCSA has made progress in getting facility funding similar to other public schools. On the health front, Mercer County Public Health Partnership (MCPHP) met earlier in the day and its members now feel that vigorous prevention strategies so far mean that there is a 50-50% possibility of avoiding a corona virus epidemic in America.

8) Report on School Days, Student Achievement, HIB, Attendance and Enrollment. MB said that students are focused and learning was uninterrupted in February. Also, Parent Reader's Workshops were held on 2/21 and 2/26 and we have already seen a positive impact. Read Across America Day was today, and DB read Dr. Seuss books to four grades. He observed that School learning atmosphere is remarkably good at ICST. MB reported that overall attendance is at 95%. The current enrollment is 90 students.

9) Facility. Lease agreement. MB discussed the repeated power outages in the neighborhood. Two outages in two weeks. The first resulted in the main server becoming permanently disabled (see below item 10).

10) School operations. MB reported that ICST is on its third server. Repairs are complicated and time-consuming. Two emergency drills have been conducted in February. MB said that she had attended the State testing NJSLS preparation training. Orlando from NJDOE has conducted the training since 2003 and MB remembers his predecessor in that role.

11) Old (unfinished) business. None.

12) Correspondence. None discussed.

13) Trustee business. Coming BOT meetings: 4/01, 5/6, 6/3, 7/1, and 8/5, scheduled to start at 5:15.

14) Adjourn at 6:15 PM