

INTERNATIONAL CHARTER SCHOOL OF TRENTON

105 Grand Street, Trenton, NJ 08611

ICST Board of Trustees MINUTES for September 27, 2018

Opening of meeting, 540 pm. Trustees participating were Rachel Binz (RB) , Jason Briggs (JB) and Bob Kull (BK, presiding). 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.*

2) Minutes. *The Minutes of the August 1, 2018 meeting were reviewed and approved, having previously been distributed via email. M/RB, s/JB, yes JB, RB, BK, unanimously approved.*

3) Governance, School Management. (A) *MB reported that the Department of Agriculture Administrative Review process of 150 Qs about serving food at ICST continues. The process is designed for large multi-school districts with many administrative layers of personnel, so the elephantine process is overkill compared to 90-student ICST. ICST is strict with financial controls so that is in our favor.*

(B) *Vended food service contract approval. ICST re-advertised the food contract, this time for a longer period. But the result was the same. Karson Foods was again the sole bidder, and at the same price as previously bid and awarded. The school will continue with Karson Foods. Karson has historically been highly reliable with good food and were not underbid by any other vendor. Most school lunch operations are much larger so food vendors are typically less interested in small school programs such as at ICST. Motion to re-approve Karson Foods, m/JB, s/RB, yes JB, RB, BK, unanimously approved.*

(C) Speech and Special Education team *has changes. A new speech teacher has been assigned this year by our vendor, HCESC, which is Hunterdon County Educational Services Commission. Speech referrals are coming soon.*

(D) Policy updates, *discussed by MB, continued to the next meeting (10/25).*

4) Financial Report and Grants.

(A) *The Board Secretary Report & Treasurer of School Monies Report for August 2018 were reviewed. The reports agree and were derived independently. Motion to approve the August 2018 Board Secretary's report and the Treasurer's report, m/RB, s/JB, yes JB, RB, BK, unanimous approval.*

(B) *The monthly payroll for June of \$93,495.51 was reviewed and approved, m/JB, s/RB, yes RB, JB, BK, unanimously approved.*

(C) *Review of expenditures and resolutions to pay bills, after discussion of individual items, in the amount of \$59,756.78, m/JB, s/RB, yes, JB, RB, BK, unanimous approval.*

(D) *Transfer of funds, not applicable.*

Minutes ICST BOT, September 27, 2018 (continued)

(E) Grants. Reports have been filed in a timely way. Students are being identified for special services through baseline assessments. ICST will probably receive its first grant funding in December.

5) Report on Staffing, Personnel and Employees. MB reported that the staff is working well during the new academic year, including the new hire who is an experienced CS teacher. Teachers are focused on student achievement. The Board approved the hiring of Margero Ackerman as Title I teacher in the amount of \$52,382, as per the Teacher's Agreement, m/JB, s/RB, yes JB, RB, BK, unanimously approved, and Delta T will provide properly certified teachers to ensure uninterrupted delivery of instruction in the event an ICST teacher is unable to work or scheduled to be elsewhere, m/JB, s/RB, yes JB, RB, BK, unanimously approved.

6) Executive session. None held.

7) Under the Gold Dome. The NJ Charter School Association is concerned that NJDOE, under the new governor, might make a move against charter schools. ICST will need to monitor this evolving situation and may need to participate in pro-charter school activities. MB thanked the Trustees for their service on the Board, which has been essential to the success of ICST.

8) Report on School Days, Student Achievement, HIB, Attendance and Enrollment. MB said that 2018-19 enrollment on the first day was 89 students, due to unpredictable last minute decisions by parents. The school atmosphere is good, very positive. There is a solid start to the academic year, with an excellent school climate and the teachers focused on student achievement. There were no HIB incidents to report.

9) Facility. Lease agreement. Recycling buckets have been moved so that trash is not mixed into the recycling.

10) School operations. MB reported on activities during the new academic year. As mentioned above, the FY School Nutrition Program was dis-approved and the contract re-bid, with the same results as before. HIB scoring is underway, with a scoring system that typically provides low scores even if a district has few or no HIB incidents. Two emergency drills were conducted in September. The safety walk with Jeff Gale of NJDOE was re-assuring and informative. ICST had a successful Back-to-School Night, very well organized with good attendance.

11) Old (unfinished) business. None.

12) Correspondence. None discussed.

13) Trustee business. The last Thursday of each month at 5:30 is the schedule for most meetings during the 2018-19 academic year. Up-coming meeting dates will be 10/25, 11/29, no meeting in December during the holidays, 1/31, 2/28, 3/28, 5/2, 5/30, 6/27, 7/25, 8/29.

14) Adjourn at 6:16 PM, m/RB, s/JB, unanimous approval.