



INTERNATIONAL CHARTER SCHOOL OF TRENTON

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

ICST Board of Trustees **MINUTES** for April 27, 2016

Opening of meeting, 5:15 pm. Trustees participating were Bob Kull (BK,, presiding), Rachel Binz (RB), Kim Sdeo (KS), and Tom Ogren (TO). Also present were Melissa Benford (MB, chief school administrator), and David Bosted (DB). Call to Order. Flag Salute and Pledge of Allegiance. This meeting is held in accordance with NJ Public Law 231, also known as the Sunshine Law. Notice of this meeting and other regular meetings was published in *The Times of Trenton* and *The Trentonian*. Public notice for this meeting was also posted at ICST and published in the school newsletter. The purpose of the meeting is to conduct regular business of the public charter school.

1) Minutes. After review and corrections (such as the spelling of Dr. Seuss's name) the revised minutes of the March 23, 2016 regular meeting were approved, m/KS, s/RB, yes TO, KS, RB, BK, approved.

2) Governance, School Management.

(A) MB reported on the NJ PARCC testing. The administration of the test is on schedule. Minor technical problems have been overcome. Only one student needs to do a make-up test as of this time. Last year's equipment and cable purchases made this year's administration much less expensive.

(B) MB reported that the Criminal History Unit discovered that several employees' finger-print records were out of compliance. The employees do have clearance however the District and School coding numbers were incorrectly assigned on the original applications. The oldest errors occurred more than 15 years ago. All but one have been corrected and the final 'fix' appointment is scheduled.

3) Financial Report.

(A) The Board Secretary Reports & Treasurer's Reports for March were reviewed. Motion to approve, m/TO, s/KS, yes TO, KS, RB, BK, unanimously approved.

(B) The monthly payroll for April 15 of \$40,868.91 and April 29 of \$38,994.79 for a total of \$79,863.70 was reviewed and approved, m/KS, s/ RB, yes RB, KS, TO, BK, unanimously approved.

(C) Review of expenditures and resolution to pay bills for ^{April}~~February~~ 2016 in the amount of \$52,709.93. After discussion of individual items, motion to approve, m/RB, s/TO, yes RB, KS, TO, BK, unanimous approval.

(D) There were no transfers of funds.

4) Grants. MB reported that the funds are being expended appropriately, and there is normal activity under the grants. Also, Jackee Reuther has announced her retirement from the Mercer County Office of Education. Her support and competence will be missed.

5) Report on Staffing, Personnel and Employee. No news is good news.

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6) Executive session. None held.

7) Under the Gold Dome: If the Trustees want to authorize the CSA to attend the annual NJCSA conference in May, they should do so. The CSA attends approximately every-other year, and did not attend last year. MB has often been called up to speak at the break-out sessions. Motion to authorize MB to attend in 2016 not to exceed the standard rates, m/RB, s/KS, yes RB, KS, TO, BK, unanimously approved.

8) Report on School Days, Student Achievement, Attendance and Enrollment.

(A) MB reported that there are thirty-three (33) session days of school remaining in the 2015-16 SY. Staff will be planning End of Year assessments next week.

(B) MB reported that ICST enrollment is full and stable at 90 students.

(C) No HIB incidents were reported. There were none between opening in Sept and March.

(D) MB thanked the Trustees for having all completed and filed their ethics forms ahead of the deadline.

9) Facility.

(A) A fire drill was held.

(B) An "active shooter" emergency drill is scheduled to be conducted this month.

11) Correspondence. None discussed.

12) Old business. MB is seeking State guidance from NJDOE, NJ Dept of Health, and NJSBA on what steps to take to comply with any emerging State requirements on testing for lead in the water fountains. There is concern due to the bad water that was distributed in Flint, Michigan from the Flint River.

13) Opportunity for Public Comments. None, no members of the public being present.

14) Trustee business. Upcoming ICST BOT meetings for 2016 will be held at 5:15 PM on 5/25, 6/29, 7/27 and 8/31. Adjournment. M/KS, s/TO, yes, unanimous approval, 6:10 PM.