



INTERNATIONAL CHARTER SCHOOL OF TRENTON

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

ICST Board of Trustees MINUTES for March 28, 2019

Opening of meeting, 5:35 pm. Trustees in attendance were,) Rachel Binz (RB, presiding), Jason Briggs (JB) and Bob Kull (BK). 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. 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) Public Comments. *None, no members of the public being present.*

2) Minutes. *The Minutes for the March 7, 2019 meeting were reviewed and unanimously approved. M/BK, s/JB, approved, yes, RB, JB, BK unanimous.*

3) Governance, School Management.

(A) Budget. *MB and PL presented the budget for 2019-20. There is a 2% increase in State aid however there is a contractual salary increase of 3% as well as a rent increase. It is therefore a bare budget and it will be essential to keep spending down during the year. Motion to accept the budget, m/JB, s/BK, yes, JB, BK, RB, unanimously approved.*

(B) *MB discussed the policy updates to 6163.1, 6164.4, 6171, 6171.4, and 6173. The updates will keep the policy manual aligned to the NJSBA manual. Motion to approve the revised policies, M/BK, s/JB, approved, yes, BK, JB, RB, unanimously approved.*

(C) *MB presented the 2019-20 academic calendar. There are 184 days. Staff reports on September 3, with the first day of school on Sept 4. June 17 is the last day of school. Motion to approve, m/JB, s/BK, yes JB, BK, RB, unanimously approved.*

4) Financial Report and Grants.

(A) *The Board Secretary Reports & Treasurer of School Monies Reports for February 2019 were reviewed. The reports agree and were derived independently. Motion to approve the February 2019 Board Secretary's report and the Treasurer's report, m/BK, s/JB, yes, BK, JB, RB, unanimously approved.*

(B) *The monthly payroll for November of \$88,260.23 was reviewed and approved, m/JB, s/BK, yes JB, BK, RB, unanimously approved.*

(C) *Review of expenditures and resolutions to pay bills, after discussion of individual items, in the amount of \$44,153.35. m/BK, s/JB, yes, BK, JB, RB, unanimously approved.*

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(5) Grants. MB and PL reported on a \$500 grant obtained from Ross Clothing by Nicole Corchado. This is the third grant obtained by Nicole in 2019. MB said that the funding will be used to hang digital projectors that are currently on carts. No board action is required to receive the Ross grant, however the board is enthusiastic about Nicole's accomplishment in obtaining these grants.

6) Report on Staffing, Personnel and Employee. MB reported that one staff member has decided to participate in the New York Life program for long term care insurance.

7) Executive session. None held.

8) Under the Gold Dome: No report.

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

(A) MB reported that no HIB incidents occurred during February or March. **(B)** MB reported that ICST enrollment for 2018-19 is full at 90 students. **(C)** The current calendar indicates exactly 180 days of school, so no calendar changes are needed. **(D)** At the Teachers' meeting early today, staff members indicated that there is a strong positive feeling throughout the school. MB reported on some successful recent examples of student achievement including K students creating independent sentences, and 4th graders understanding fractions and knowing how to multiply.

10) Facility. Deficiencies that were noted by the fire inspector have been corrected. No date has been set for re-inspection.

11) School operations. A fire drill and an emergency drill were conducted in both February and March. These safety drills have been orderly, satisfactory and successful this school year.

12) Old (unfinished) business. None discussed.

13) Correspondence. (a) A School Safety Specialist Certificate was issued to MB. (b) MB reported that Mrs. Ackerman will return on April 15th.

14) Trustee business. The schedule of ICST BOT meeting dates for (mostly) last Thursdays is 5/2, 5/30, 6/27, 7/25, 8/29, all at 5:30 PM.

15) Adjourn at 6:10 PM, m/BK, s/RB, unanimous approval.