



INTERNATIONAL CHARTER SCHOOL OF TRENTON

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

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

Opening of meeting, 5:16 pm. Trustees participating were Bob Kull (BK,, presiding for 2B-15), Rachel Binz (presiding for items 1-2A), Tom Ogren (TO), Jason Briggs (JB) and Kim Sdeo (KS). Also present were Melissa Benford (MB, chief school administrator), Peter Lanzi (PL) and David Bosted. 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, the minutes of the June 29, 2016 regular meeting were approved, m/TO, s/JB, yes TO, JB, KS, RB, approved.*

2) *Governance, School Management.*

(A) Resolution to approve the use of the Charlotte Danielson performance evaluation tools, free version, m/JB, s/KS, yes TO, JB, KS, RB, approved.

(B) MB discussed the Annual Report due to NJDOE on August 1. A draft version was circulated via email. Some corrections and suggestions have been received. The final version, including corrections, will be circulated prior to submission to NJDOE. The NJDOE format does not indicate if board approval is required prior to filing the document (perhaps because many boards would not have a meeting scheduled near August 1), but it is probably a good idea. Motion to approve filing the report, m/TO, s/RB, yes TO, JB, KS, RB, BK, approved.

(C) The Board initiated the performance review of MB. MB was successful in driving up attendance and that had a positive impact on academic achievement. The Board will complete the review at the August meeting by comparing last years goals and MB's analysis.

3) *Financial Report.*

(A) The Board Secretary Report & Treasurer's Report for June were reviewed. They agree and were independently arrived at. No major categories are over-expended. ICST ended the year with a positive balance. Motion to approve, m/RB, s/KS, yes JB, TO, RB, KS, BK, unanimously approved.

(B) The monthly payroll for May of \$22,883.22 was reviewed and approved, m/RB, s/ JB, yes RB, KS, TO, JB, BK, unanimously approved.

(C) Review of expenditures and resolution to pay bills for June 2016 in the amount of \$1,166.11. After discussion of individual items, motion to approve, m/KS, s/RB, yes KS, RB, JB, TO, BK, unanimous approval. Review of expenditures and resolution to pay bills for July 2016 in the amount of \$27,464.71. After discussion of individual items, motion to approve, m/JB, s/KS, yes KS, RB, JB, TO, BK, unanimous approval.

(D) No transfers of funds.

(E) The auditors will be here starting Monday August 1st..

4) *Grants. Resolution to accept the 2016-17 IDEA Grant in the amount of \$27,013. M/KS, s/RB yes, JB, TO, RB, KS, BK, unanimously approved. MB reported that this is about \$2G less than last year.*

Minutes ICST BOT, July 27, 2016 (continued)

5) *Report on Staffing, Personnel and Employee.* MB reported that the Speech language position remains open. Also, summer professional development sessions were offered to teachers, and some are taking advantage of this as their time permits.

6) *Executive session.* None held.

7) *The NJ Budget was passed without resolving the gas tax issue for road construction and maintenance, which is an important budget item. The departure of Harry Lee from NJDOE was discussed. He was an excellent member of the Charter School unit, including at the last renewal of the ICST charter.*

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

(A) *2015 PARCC Performance Reports have been released. 2016 Preliminary data is now available. The scoring scale is unique to New Jersey and appears to have been slightly adjusted. ICCST appears to have done quite well. NJDOE now compares ICST not to Trenton schools but to schools in districts with higher demographics such as in Clifton, Linden and Hamilton.*

(B) *MB reported that ICST enrollment for 2016-17 is full at 90 students.*

(C) *No HIB incidents were reported from opening in Sept to the end of the school year in June.*

(D) *MB said that overall, ICST is in a better and more stable situation than last year, when there were more uncertainties.*

9) *Facility.*

(A) *The landlord is installing a new carpet. Carpet samples were available for inspection. It will be installed before school opens in September.*

(B) *MB reported that a new version of the schools website is set to go live on August 1st. The old website has been popular, and this will be a further improvement in communicating with parents and the public..*

10) *Correspondence.* None discussed.

11) *Old business and school operations.* MB is awaiting State guidance and assistance 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. JB has noted that old solder containing lead was the most likely source in this area. In the absence of lead solder, the 15 ppb limit is not likely to be reached from the water in the Mercer County. MB counted four faucets or drinking fountains at ICST from which drinking or cooking water is drawn.

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

13) *Trustee business.* The ICST BOT reorganization meeting will be held at 5:15 PM on Wednesdays 8/31. Adjournment. M/RB, s/KS, yes, unanimous approval, 6:25 PM.