

INTERNATIONAL CHARTER SCHOOL OF TRENTON

105 Grand Street, Trenton, NJ 08611

ICST Board of Trustees MINUTES for July 11, 2018

Opening of meeting, 5:40 pm. Trustees participating were, Rachel Binz (RB, presiding for items 1-3a), Bob Kull (BK, presiding for items 3b-15), Tom Ogren (TO) and Kim Sdeo (KS). 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 June 6, 2018 meeting (note: which began at 5:30 PM) were reviewed and approved, having previously been distributed via email. M/KS, s/TO, yes KS, RB, TO, unanimously approved.*

3) Governance, School Management.

(A) Annual Resolutions. *MB presented resolutions that are required for school operations, which had previously been distributed via email. M/TO, s/KS, yes TO, KS, RB, BK unanimous approval.*

(B) Discussion of vendor contracts for 2018-19, which looked at 28 individual vendors and the amounts which are approved for expenditures. After discussion of individual items, motion to approve, m/ RB, s/TO, yes RB, TO, BK, unanimously approved.

(C) MB attended 4 days of mandatory School Security training in June. MB reported that many portions were useful, however some presenters were better than others. It appeared that almost all attendees were at the superintendent level. Despite the importance of the topic of security, devoting four full days of CSA time at this important time of year for preparing reports was a significant time commitment.

4) Financial Report and Grants.

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

(B) The monthly payroll for June of \$90,178.07 was reviewed and approved, m/KS, s/RB, yes KS, RB, TO, BK, unanimously approved.

(C) Review of expenditures and resolutions to pay bills, after discussion of individual items, in the amount of \$47,853.58, and the final list of \$1,743.20. M/TO, s/RB, yes, KS, TO, JB, RB, unanimous approval.

(D) Transfer of funds, not applicable.

(E) Grants. *Resolution to accept the ESEA grant of \$83,973 all Title I and IDEA funds of \$26,925, M/KS, s/TO, yes, KS, TO, RB, BK, unanimous approval.*

Minutes ICST BOT, July 11, 2018 (continued)

5) Report on Staffing, Personnel and Employees. MB indicated that two staff members were still seeking employment outside of ICST, notwithstanding that they had previously received renewal letters and had indicated that they will return. Therefore it may be necessary to interview and hire before school opens on September 5, 2018.

6) Executive session. None held.

7) Under the Gold Dome: No report.

8) Report on School Days, Student Achievement, HIB, Attendance and Enrollment. MB said that the PARCC testing was satisfactorily completed and that computer problems were overcome. Preliminary results indicate that this year's fourth grade class remains sub-par. The specific test scores are embargoed by NJDOE. When the test scores are released MB will share them with the Board and the scores will be available to the public. Spanish speaking students have special difficulty with the PARCC tests. MB said that shortening the test, even by 20%, would be a significant improvement. 2017-18 enrollment ended with 90 students. 2018-19 enrollment is also set at 90 students.

9) Facility. Lease agreement. MB discussed the anticipated use of the school safety grant of \$2000 obtained by ICST to improve the safety of the Beatty St main school entrance.

10) School operations. MB reported that the Statement of Assurance for fire drill and emergency drills was submitted to the County Office.

11) Old (unfinished) business. MB reported on a \$100 certificate from Shoprite that will be redeemed during the 2018-19 school year.

12) Correspondence. None discussed.

13) Trustee business. ICST will need to look for a new member for the ICST Board, to fill TO's seat on the board. TO will serve as an alternate board member in 2018-19. The next ICST BOT meeting will be at 5:30 PM on 8/1.

14) Adjourn at 6:30 PM, m/RB, s/KS, unanimous approval.