



# INTERNATIONAL CHARTER SCHOOL OF TRENTON

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

*Opening of meeting, 5:35 pm. Trustees participating were Bob Kull (BK, presiding), Rachel Binz (RB) and Tom Ogren (TO). Also present were Melissa Benford (MB, chief school administrator, Peterr Lanzi (PL, Business Administrator), Rich Barre, Auditor, 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 November 1, 2017 were reviewed and unanimously approved. M/RB, s/TO, yes RB, TO, BK.*

**3) Governance, School Management.**

**(A) Audit.** *Rich Barre presented the audit fir the FY ending June 30, 2017. The audit has no exceptions or negative findings. He went over the key figures in the audit and answered questions. ICST continues to be in a strong financial position, with reserves that are somewhat higher than at the end of the previous FY. Motion to accept the audit, m/RB, s/TO, yes, RB, TO, BK, unanimously approved.*

**(B)** *The Department of Agriculture Corrective Action Plan for the food program was reviewed to consider food sold to adults and other non-participant patrons. ICST does not sell food to adults and other non-participant patrons. M/TO, s/RB, yes TO, RB, BK voted unanimously to approve the CAP.*

**(C)** *MB said that no alternative solution has been found for substitute teachers yet. However, the contractor has been somewhat more responsive.*

**(D)** *The Board President signed the annual MOU for cooperation with law enforcement authorities.*

**4) Financial Report and Grants.**

**(A)** *The Board Secretary Reports & Treasurer of School Monies Reports for October 2017 were reviewed. The reports agree and were derived independently. Motion to approve the October 2017 Board Secretary's report and the Treasurer's report, m/RB, s/TO, yes RB, TO, BK, unanimous approval.*

**(B)** *The monthly payroll for November of \$96,601.38 was reviewed and approved, m/RB, s/TO, yes RB, TO, BK, unanimously approved.*

**(C)** *Review of expenditures and resolutions to pay bills, after discussion of individual items, in the amount of \$40,968. M/TO, s/RB, yes, TO, RB, BK, unanimous approval.*

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

**Minutes ICST BOT, December 6, 2017 (continued)**

**(E) Grants.** MB reported that the ICST ESEA grant has been approved as revised to include creative scheduling to encourage parent participation. 34% of Title I families came to ICST this year to learn about how Title I supports their student at the school. The ICST 2017-18 ESEA allocation is \$93,341. E-rate improvements are scheduled during Christmas Break.

**5) Report on Staffing, Personnel and Employee.** MB reported that ICST has no staffing issues at this time. MB will continue to work on substitute teachers as covered in School Management item 3B.

**6) Executive session.** None held.

**7) Under the Gold Dome:** The newly elected State Governor ran on a platform of raising taxes on high income earners. However the Senate President had a TV interview that cast doubt on implementing that plan because, he said, a very small % of NJ taxpayers already pay a large % of State taxes, and they have been moving out-of-State. This may affect funding for education.

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

**(A)** MB reported that no HIB incidents were reported or investigated during November. Also, there have been no unexpected delays or closures this school year to date. Several students were evaluated by the Child Study team. Also, the new Report Card format has been well received by both staff and parents.

**(B)** MB reported that ICST enrollment for 2017-128 is at 88 students, with an 89<sup>th</sup> student in the enrollment process. The vacancy is in the 4<sup>th</sup> grade, which is the most difficult to fill. One student who completed 4<sup>th</sup> grade last year and has a sibling at ICST told MB that her new school lacks the orderly, efficient classroom atmosphere of ICST and that she wishes she could be a year younger, to return to ICST to learn.

**9) Facility. Lease agreement.** Negotiations on the lease agreement are continuing. **Fire inspector:** ICST had a visit from a fire inspector on 11/22. Some deficiencies were noted and are being corrected. **Pest activity:** with the onset of winter, mice and other pests have tried to move indoors. We are being vigilant in monitoring and responding to this situation.

**10) School operations** The school community is adhering to a high standard for academic and personal behavior. The normal routines for school safety in the morning and during dismissal are working properly. One emergency drills in November had to be postponed due to MB's illness. Emergency drills have been orderly, satisfactory and successful this school year.

**11) Old (unfinished) business.** None discussed.

**12) Correspondence.** None reviewed by the Board.

**13) Trustee business.** The next ICST BOT meeting will be held at 5:30 PM on a first Wednesday, 1/3. The schedule of meeting dates for (mostly) first Wednesdays is 1/3/18, 2/7, 3/7, 4/11, 5/2, 6/6, 7/11, and 8/1, all at 5:30 PM.

**14) Adjourn** at 6:31 PM, m/RB, s/TO, unanimous approval.