



INTERNATIONAL CHARTER SCHOOL OF TRENTON

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

ICST Board of Trustees MINUTES for June 6, 2018

Opening of meeting, 5:30 pm. Trustees participating were Bob Kull (BK, presiding), Rachel Binz (RB), Tom Ogren (TO) and Kim Sdeo (KS, arriving for item 5, Grants). 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 May 2, 2018 meeting minutes were reviewed and approved, having previously been distributed via email. M/RB, s/TO, yes RB, TO, BK, unanimously approved, BK abstaining.*

3) Governance, School Management.

(A) The Lease is signed. *The Lease with the HRC for 105 Grand Street has been signed. The agreement is fair and beneficial to both ICST and the HRC.*

(B) *Discussion of vendor contracts for 2018-19 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 is scheduled to attend 4 days mandatory School Security and Safety Specialist training later in June. While some of this will no doubt be useful, devoting four full days of so many CSA's time at this important time of year is a significant request by the DOE.*

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/TO, s/RB, yes TO, RB, BK, unanimous approval.*

(B) *The monthly payroll for May of \$87,341.45 was reviewed and approved, m/RB, s/TO, yes RB, TO, JB, BK, unanimously approved.*

(C) *Review of expenditures and resolutions to pay bills, after discussion of individual items, in the amount of \$46,029.25. M/KS, s/TO, yes, KS, TO, JB, RB, unanimous approval.*

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

(E) Grants. *MB said ESEA grant will be \$83,973. It will only cover salaries, provided all money is transferred into Title I. MB reported that Nicole has received a \$350 classroom supply grant from Ross Dress for Less and \$100 from Shop Rite.*

Minutes ICST BOT, June 6, 2018 (continued)

5) Report on Staffing, Personnel and Employees. MB reported that all members of the ICST staff received renewal letters and all have indicated that they will return. No staffing expansion is anticipated.

6) Executive session. None held.

7) Under the Gold Dome: The Governor is seeking to expand pre-K. The key is having a suitable facility. An application is stronger if the applicants seeks permission to open a facility and then applies for a waiver (if a waiver is thought to be needed), rather than starting off with a request for a waiver. Also, the State funding for charter schools will be received in July.

8) Report on School Days, Student Achievement, HIB, Attendance and Enrollment. MB said that the PARCC testing was satisfactorily completed and that connectivity issues were quickly resolved. MB said that the aging wireless computers will need to be replaced soon via a lease agreement. 2017-18 enrollment remains steady at 90 students and that 2018-19 is also set at 90 students.

9) Facility. Lease agreement. ICST has obtained a school safety grant of \$2000 to improve the Beatty St main school entrance. As previously discussed, the new lease agreement has been signed.

10) School operations. MB reported that a fire drill and an emergency drill.

11) Old (unfinished) business. None discussed.

12) Correspondence. None discussed.

13) Trustee business. TO has recruited a potential new member for the ICST Board, to fill his seat on the board. TO will serve as an alternate board member. The next ICST BOT meeting will be at 5:30 PM on 7/11, then on 8/1, at 5:30 PM.

14) Adjourn at 6:01 PM, m/RB, s/TO, unanimous approval.