



# INTERNATIONAL CHARTER SCHOOL OF TRENTON

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

## ICST Board of Trustees MINUTES for June 27, 2019

*Opening of meeting, 5:30 pm. Trustees present were Rachel Binz (RB, presiding), Tom Ogren (TO) and Jason Briggs (JB). 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 30, 2019 meetings were approved. M/RB, s/JB, yes BK, RB, approved, with TO abstaining.*

**3) Governance, School Management.** *(A) MB presented five end-of-school-year SOA resolutions to the Board members. The resolutions are for Security Drills, Final ASSA, Lead Testing, SRS, and Evaluation Systems. After review, motion to approve the five resolutions, m/JB, s/TO, yes, JB, TO, RB, unanimously approved. (B) The Board reviewed the Comprehensive Equity Plan, PACO, AAO, Section 504, and Title IX officer appointments. m/TO, s/JB, yes TO, JB, RB, unanimously approved. (C) Policy updates as listed on Attachment 1. Motion to approve these updates to policies in the NJSBA format, m/JB, s/TO, yes, JB, TO, RB, unanimously approved. (D) Resolution to approve ICST participation in NJSIG, Motion to approve m/JB, s/TO, yes JB, TO, RB, unanimous approval.*

**4) Financial Reports and Review of expenditures, income, budget.**

**(A)** *The Board Secretary Report & Treasurer of School Monies Reports for April and May were reviewed. The reports agree and were arrived at independently. Motion to approve the April and May Board Secretary's reports and the Treasurer's report, m/TO, s/JB, yes, TO, JB, RB unanimous approval.*

**(B)** *The monthly payroll for June 2019 of \$91,520.31 was reviewed. Motion to approve the May payroll, m/JB, s/TO, yes JB, TO, RB, unanimous approval.*

**(C)** *Review of expenditures and resolutions to pay bills, after discussion of the list (which was distributed electronically for Trustee review prior to the meeting) in the amount of \$43,816.73, m/JB, s/TO, yes, JB, TO, RB, unanimous approval.*

**(D) Transfer of funds,** *\$1,155.36 from 11-190-100-300 to 11-999-230-100 (\$590 and 11-999-310-930-1 (\$565.36), with PL noting that the list of expenditures and of transfers is not yet final in June for the fiscal year that is coming to a close, m/JB, s/TO, yes, JB, TO, RB, unanimous approval.*

**(E) Grants.** *Resolution to accept the 2019-20 ESEA Grant in the amount of \$81,608 (Title I @ \$79,808 and Title I Reallocation @ \$1800). M/TO, s/JB, yes, TO, JB, RB unanimous approval. Resolution to accept the IDEA grant, \$27,231, M/TO, s/JB, yes, TO, JB, RB unanimous approval. MB reported on a safety grant for \$2,696.24 for the purpose of better communications within the school community and an increased number of video security cameras.*

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**5) No executive session was held.**

**6) Staffing and Personnel.** MB stated that there are no staffing issues to report. Resolution to approve the 2019-20 salaries as per Attachment 2 (which are already approved in the sense of being part of the approved contract), m/JB, s/TO, yes, JB, TO, RB, unanimous approval.

**7) Student Achievement, Attendance and Enrollment.** MB reported that there was a drop in some students reading proficiency during the fourth quarter, even as they continue to stay engaged in their work. An employee complaint was received 5/29 and was resolved satisfactorily. ICST is seeking to replace several students as well as to recruit for the typical expected attrition of 3<sup>rd</sup> grade students who are recruited by other Trenton charter schools due to the strong academic reputation of ICST. Teachers have maintained their focus on student achievement. Current enrollment is 89 and average daily attendance is 97.3%.

**8) “Under the Gold Dome.”** The NJCSA is confident that the NJ State budget for the coming fiscal year will be reasonably favorable for NJ charter schools (no severe budget cuts, and for many charter schools, slight increases to match inflation). There is still no facility aid, but this is a legislative priority for NJCSA for the coming year. In the absence of facility aid, NJ charter schools are operating in the range of about 70-75% of local district funding per pupil.

**9) Facility.** There has been no re-inspection yet of the building by the fire inspector. Renovation of the boy’s main floor bathroom is underway by HRC.

**10) Operations.** MB reported that the Completion Ceremony was successfully held on Thursday morning June 13. On the last day of school, many students were dismayed to realize that the school year was over and that many students would be in other schools next year. MB said that the 3 year Comprehensive Equity Plan will be submitted in June. She reported that a broken water main had required an emergency early dismissal on 6/5. During the month, two emergency drills were conducted. Also, NJ SMART Reports (which corrected an enrollment error by a TPS substitute secretary) and other End-of-Year reports were filed with the NJ Department of Education.

**11-12)** There was no Unfinished business or correspondence discussed.

**13) Trustee business.** Up-coming meetings will be 7/25, 8/29. RB said that she would not be able to attend the 7/25 meeting.

**Adjourn** 6:18 PM. m/TO, s/BK, yes, unanimous.