



INTERNATIONAL CHARTER SCHOOL OF TRENTON

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

ICST Board of Trustees MINUTES for May 30, 2019

Opening of meeting, 5:30 pm. Trustees participating were, Rachel Binz (RB) , Kim Sdeo (KS) and Bob Kull (BK, presiding). 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 March 28, 2019 and May 2, 2019 meetings were approved. M/BK, s/RB, yes BK, RB, approved, with TO abstaining, for each of the two meeting minutes.*

3) Governance, School Management. *(A) MB reported that Planning for the 2019-20 school year is well established. The report cards are being further revised in order to match the curriculum and expectations for what the students need to learn in each grade. A lot of thought has gone into modifying the curriculum to maximize student learning. (B) The Board reviewed the approved contracted service provider list. The City of Trenton has been added to the vendor list as a transportation provider. (C) Resolution to approve Auditors Barre, LLC to conduct quarterly reviews and the annual audit. Motion to approve m/BK, s/RB, yes BK, RB, TO, unanimous approval.*

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

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

(B) The monthly payroll for May 2019 of \$93,797.03 was approved. Motion to approve the May payroll, m/BK, s/RB, yes BK, RB, TO, 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 \$47,993.06, m/BK, s/RB, yes, BK, RB, TO, unanimous approval.

(D) Transfer of funds, \$3000 from 11-190-100-3000 to 11-999-252-339, from purchased professional services to cover technical expenses due to State-mandated testing, m/BK, s/RB, yes, BK, RB, TO, unanimous approval.

(E) Grants. 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.

5) No executive session was held.



INTERNATIONAL CHARTER SCHOOL OF TRENTON

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

ICST Board Minutes for May 30, 2019 (continued)

6) Staffing and Personnel. MB stated that there are no staffing issues to report. MB said that most teachers promptly indicated their intention to return for the next calendar year.

7) Student Achievement, Attendance and Enrollment. a) 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. b) A staff complaint was verbally reported on 5/29. c) ICST is seeking to replace 4th grade student who moved in April, as well as to recruit for the atypical expected attrition of 3rd grade students who have been heavily recruited by another Trenton charter school due to the strong academic reputation of ICST. d) Teachers have maintained their focus on student achievement. Current enrollment is 89 and average daily attendance is 97.3%.

8) “Under the Gold Dome.” Not discussed.

9) Facility. There has been no re-inspection of the building by the fire inspector.

10) Operations. MB reported that the State testing called NJSLs was conducted between May 13-17. All students were tested as scheduled, 100% participation. Two emergency drills are on schedule. The 3 year comprehensive Equity Plan is due in June.

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

13) Trustee business. Up-coming meetings will be 6/27, 7/25, 8/29. The Completion Ceremony will be Thursday June 13 at 10:30 am. The Trustees are invited to attend.

Adjourn 6:15 PM. m/TO, s/BK, yes, unanimous.