



INTERNATIONAL CHARTER SCHOOL OF TRENTON

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

ICST Board of Trustees MINUTES for February 5, 2020

Opening of meeting, 5:30 pm. Trustees participating were, Kim Sdeo (KS, presiding), Bob Kull (BK), 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. *Minutes and Public Comment. Review and adoption of minutes for the December 4, 2019 meeting. Motion to approve, m/JB, s/KS, yes, KS, JB, BK, unanimously approved. No public comments, no members of the public being present.*

3) Governance, School Management. *(A) Audit review by Rick Marano of Barre & Co, 2019-20 budget amendment. Mr. Marano said that the school staff fully cooperated with the audit. He explained the various lines and conclusions in the audit. There were no findings. In essence there are three audits combined into one annual document, and all three audits are clear. BK said that the ICST board considers financial integrity and its financial oversight of ICST as a sacred duty, and congratulated all parties on the accomplishment of another year of successful financial operations. Motion to accept the audit, m/JB, s/KS, yes, JB, KS, BK, unanimously approved.*

(B) PACO appointment. MB was approved to serve as the PACO officer. m/KS, s/JB, yes, JB, KS, BK, unanimously approved.

(C) MB announced that Annual Ethics forms are available.

(D) No Policy updates at this time.

(E) MB provided an update on plans for a Summer Food Program. ICST is working with the Boys & Girls Club. A learning program at ICST will be combined with the food program, It will run June 22 to July 2.

(F) Resolution to request waiver from SEMI funding and requirements was approved, m/JB, s/KS, yes, JB, KS, BK, unanimous. MB reported that the Memorandum of Agreement (MOA) was due for its annual approval. ICST will notify the policy about illegal activity if any is observed in the school. Motion to approve the MOA, m/JB, s/TO, yes JB, TO, RB, unanimous approval.

4) Financial Report and Grants.

3. Financial Report and Review of expenditures, income, budget. Formal financial adoptions and ratifications: (A) Review and approval of the Board Secretary and Treasurer of School Monies

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reports for November & December 2019 were reviewed. The figures in the reports agree and were arrived at independently. Motion to approve, m/KS, s/BK, yes, KS, BK, JB. Unanimously approved. The monthly payroll totals for December, 2019 @ \$94,014.23 & January, 2020 @ \$96,238.18 were reviewed and approved. m/JB, s/KS, yes JB, KS, BK, unanimous. There were no transfers of funds.

(B-C) Review & approval of expenditures & resolutions to pay bill list total Dec: \$48,888.00 & Jan: \$44,769.61. After examination of the bills list, motion to approve, m/KS, s/JB, yes KS, JB, BK, unanimous. (D) Other financial information. None discussed.

4. Grants. Resolution to request waiver from SEMI funding and requirements was approved in item 2(F).

5. Report on Staffing, Personnel and Employee Issues (A) MB said that reviews and observations had been conducted. (B) MB reported that there were no significant personnel matters at this time, and no employee issues for Board review or action.

6. Executive Session (optional, no exec session held).

7. Status Reports on Legislation, Regulations and significant Litigation. "Under the Gold Dome." Harry Lee of NJPCSA reported to MB that money for charter school security is now under consideration. The campaign to make charter schools eligible for security grant funding drew an avalanche of 1600+ emails and letters to NJ State government officials. Charter schools were singled out by NJDOE as the only type of school in NJ not eligible for this important type of funding, intended by the Legislature to increase security for all students. Now the solution is being negotiated.

8. Report on School Days, Student Achievement, Attendance and Enrollment. (A). MB asked if any Trustees wanted to come in on 3/2 to read to students for Dr. Seuss Day. Jessica will be in charge. MB will be out that day for District Test and Technology Coordinator training. (B) Parent training for K & 1st gr families to encourage reading. (C) Attendance is strong at ~ 96% and we continue to be fully enrolled with the same students who entered school in September.

9. Report on Facility. (A) The School Safety Team is ready to try out a new plan for locking down the lowest floor. (B) We received a letter advising us that a Fire Inspector is due to inspect ICST in February.

10. School Operations (A) G-Suite is finally connected following 5 months of back and forth with Google and then eChalk. (B) MB said there were no HIB reports for December or January. (C) MB reported that two emergency drills were conducted in December and January. (D) MB said that we continue to wait for Henry J. Austin to accept or counter our proposal (the same \$100 monthly as Dr. Dawlabani).

11. Old (unfinished) Business. None discussed.

12. Correspondence review, if any. None discussed.

13. Trustee business and announcements. Upcoming scheduled BOT 5:15 meetings: 03/04, 04/01, 05/06, 06/03, 07/01, 08/05. 14. Adjourn. 6:40 PM