

INTERNATIONAL CHARTER SCHOOL OF TRENTON

105 Grand Street, Trenton, NJ 08611

ICST Board of Trustees MINUTES for April 26, 2017

Opening of meeting, 5:30 pm. Trustees participating were Bob Kull (BK, presiding), Rachel Binz (RB), Tom Ogren (TO), Kim Sdeo (KS) and Jason Briggs (JB, arriving for item 2). Also present were Melissa Benford (MB, chief school administrator), Peter Lanzi (PL, Business Administrator), and David Bosted. 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) Minutes. The minutes of the March 29, 2017 regular meeting were approved after review, correcting typos and two dates. m/KS, s/RB, yes KS, RB, BK with TO abstaining.

2) Governance, School Management.

(A) MB reported on a bilingual Certification Cohort Program available to ICST certified teachers through TCNJ. The cost is \$500 each for 4 teachers. TCNJ has a grant that subsidizes the cost. The Bilingual Certification credits can also count toward a masters degree, but the school is not subsidizing the other courses that would be needed to complete the masters degree. The restrictions in the teachers' contract apply. Payment is dependent upon availability of funding, specifically Federal Title I funding. Payment depends upon successful completion of the courses. Motion to approve m/TO, s/RB, yes TO, RB, KS, BK. JB abstains.

(B) MB presented her recommendations that Nancy Olivieri to serve as AAO and 504 officer, and April Nixon to serve as Title IX officer for the 2017-18 school year. After review, motion to accept these recommendations, m/RB, s/JB, yes KS, JB, RB, TO, BK approved unanimously.

(C) MB reported on the plan of Hunterdon County ECS to add a \$500 annual per pupil fee for service. The Middlesex County ESC has a fee schedule that is difficult to compare. JB said that the overall cost per pupil is capped.

(D) MB reported that planning and preparation is underway to swap the Main Office and Resource Room.

(E) ICST Officers BK and RB signed the ICEA teachers' contract. For next year there is a 2.75% increase. The BOT voted to approve the contract at the February BOT meeting.

3) Financial Report.

(A) The Board Secretary Reports & Treasurer of School Monies Reports for February and March were reviewed and approved. No major categories are over-expended. Motion to approve the February reports, m/RB, s/TO, yes RB, TO, JB, KS, BK, unanimous approval. For March, motion to approve m/JB, s/KS, yes JB, KS, RB, TO, BK, unanimous approval.

(B) The monthly payroll for April 2017 of \$83,155.58 was reviewed and approved, m/KS, s/RB, yes KS, RB, JB, TO, BK, unanimously approved.

(C) Review of expenditures on the bills list and resolution to pay the April 2017 bills list in the amount of \$33,152.25. After discussion of individual items, motion to approve, m/RB, s/KS, yes JB, RB, KS, TO, BK, unanimous approval.

Minutes ICST BOT, April 26, 2017 (continued)

(D) Transfer of funds, not applicable.

4) Grants. MB reported on preparing for ESSA, noting that costs may increase and there is no guarantee about the amount of Title I funding that will be available.

5) Report on Staffing, Personnel and Employee. MB reported that the Delta T Group H&PE substitute is working hard.

6) Executive session. None held.

7) "Under the Gold Dome." The School Report Cards have been posted online by NJDOE. The small size of ICST means that statistics on student academic achievement are not shown. The comparisons to schools in other parts of the State, which had seemed so random and unreasonable, have been discontinued this year. ICST has a very low rate of student chronic absenteeism compared to Trenton District elementary schools, where the rate is 5X to nearly 10X higher. A student survey from the Princeton district was discussed, showing that student health is being adversely affected by chronic stress that is imposed upon the students. JB spoke about attention deficit trait, in which students cannot focus on a task to completion, and how the stress from that condition affects student health.

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

(A) MB reported that during February, March and April most students at ICST have been focused and on-task. Student growth is evident at every grade level. The arrival of warm Spring weather, and the stress of PARCC testing, can send students off track however.

(B) MB reported that ICST enrollment for 2016-17 is at 88 students due to two transfers.

(C) MB reported that 198 Kindergarten students are coming in for screening and to participate in the class routine Morning Meeting during May.

9) Facility. A Fire drill and an emergency drill were held during April. The results were satisfactory. (B) MB reported that the Fire Inspector will be coming to ICST in May.

10) Correspondence. The Trustees reviewed the Charter School Association letter supporting balanced public school funding. MB has endorsed the letter.

11) Old business and school operations. Food Service Meal Vendors have submitted bids. We are waiting for correspondence from the Dept of Agriculture re: extending our current contract with Karson Food Service. As previously discussed, the Lease with HRC will need to be reviewed and renewed at the end of the academic year.

12) Opportunity for Public Comments. No comments, no members of the public being present.

13) Trustee business. Upcoming Meetings are scheduled for 5/30, 6/28, 7/26 and 8/30 at 5:30 PM. Adjournment. M/KS, s/RB, yes, unanimous approval, 6:43 PM.