



INTERNATIONAL CHARTER SCHOOL OF TRENTON

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

ICST Board of Trustees MINUTES for March 7, 2019

Opening of meeting, 5:30 pm. Trustees in attendance were Bob Kull (BK, presiding), Rachel Binz (RB) and Kim Sdeo (KS). Also present were Melissa Benford (MB, chief school administrator, Peter Lanzi (PL, Business Administrator), accountant Rich Barre (RB) and David Bosted (DB). 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) Public Comments. *None, no members of the public being present.*

2) Minutes. *The Minutes for the November 29, 2018 and January 3, 2018 were reviewed and unanimously approved. M/RB, s/KS, approved, yes, RB, KS, BK unanimous.*

3) Governance, School Management.

(A) Auditor Rich Barre reported to the board on the annual audit. *It is a clean audit, with no negative findings. The Board members thanked Rich and PL for their work to protect the financial integrity of ICST. Motion to accept the audit, m/KS, s/RB, yes KS, RB, RK, unanimously approved.*

(B) MB discussed the proposed Summer Food Service Program which must be instituted in 2020. *She presented the waiver request for this summer. M/RB, s/KS, yes RB, KS, BK, unanimously approved.*

(C) MB presented the SEMI waiver. *Motion to approve m/KS, s/RB, yes KS, RB, BK, unanimously approved.*

4) Financial Report and Grants.

(A) The Board Secretary Reports & Treasurer of School Monies Reports for January 2019 were reviewed. *The reports agree and were derived independently. Motion to approve the January 2019 Board Secretary's report and the Treasurer's report, m/KS, s/RB, yes KS, RB, BK, unanimous approval.*

(B) The monthly payroll for November of \$86,105.67 was reviewed and approved, *m/RB, s/KS, yes RB, KS, BK, unanimously approved.*

(C) Review of expenditures and resolutions to pay bills, after discussion of individual items, in the amount of \$47,982.85. *M/RB, s/KS, yes, RB, KS, BK, unanimous approval.*

(D) Transfer of funds, not applicable.

(5) Grants. *Motion to refuse the Title I Reallocation Grant Award, noting eligibility problems, m/RB, s/KS, yes RB, KS, BK. Unanimous approval. MB and PL reported on ESEA funds which have now been received six months into the school year Nicole Corchado has applied for and received two Walmart \$250 grants. The Board members recognized Nicole's accomplishments in obtaining these grants and expressed appreciation for her initiative.*

Minutes ICST BOT, March 7, 2019 (continued)

6) **Report on Staffing, Personnel and Employee.** MB reported that New York Life has a program for long term care insurance, which has been offered to all employees.

7) **Executive session.** None held.

8) **Under the Gold Dome:** The Governor's budget message suggests that charter schools, including ICST, may receive a small increase in funding. The elimination of Adjustment Aid by S2 Legislation last year may also lead to a slight increase in CS funding however it is too soon to tell how NJDOE will interpret S2.

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

(A) MB reported that no HIB incidents were reported or investigated during February. Also, MB reported on a brief breach of the computer firewall. MB has taken steps to reinforce the firewall. (B) MB reported that ICST enrollment for 2018-19 is full at 90 students. (C) The current calendar indicates exactly 180 days of school, so any additional snow cancellation day(s) will require an adjustment of the school calendar. (D) MB reported on some successful recent examples of student achievement including "Noun Town" in Kindergarten, reading improvements noted in 2nd grade, and fractions in 3rd grade.

10) **Facility.** Deficiencies that were noted by the fire inspector are being corrected.

11) **School operations.** Both a fire drill and an emergency drill were conducted in February. Emergency drills have been orderly, satisfactory and successful this school year.

12) **Old (unfinished) business.** None discussed.

13) **Correspondence.** (A) A School Safety Specialist Certificate was issued to MB. (B) MB reported that the County Superintendent visited the school.

14) **Trustee business.** The next ICST BOT meeting will be held at 5:30 PM on a last Thursday, 3/28. The schedule of meeting dates for (mostly) last Thursdays, is 3/28, 5/2, 5/30, 6/27, 7/25, 8/29, all at 5:30 PM.

15) **Adjourn** at 6:40 PM, m/KS, s/RB, unanimous approval.