



INTERNATIONAL CHARTER SCHOOL OF TRENTON

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

ICST Board of Trustees MINUTES for June 28, 2017

Opening of meeting, 5:45 pm. Trustees participating were Bob Kull (BK, presiding), Rachel Binz (RB), Jason Briggs (JB), with Kim Sdeo (KS) arriving at 5:45 for item 2. Tom Ogren (TO) has provided advance notice of a knee injury that prevents him from attending. 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. 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) Financial Report.

(A) The Board Secretary Reports & Treasurer of School Monies Reports for April & May 2017 were reviewed. Motion to approve the April & May 2017 Board Secretary's reports and the Treasurer's reports, m/RB, s/JB, yes RB, JB, BK, unanimous approval.

(B) The monthly payroll for May 2017 of \$78,485.88 was reviewed and approved, m/JB, s/ RB, yes JB, RB, BK, unanimously approved.

(C) Review of expenditures and resolution to pay bills on the May bill list in the amount of \$43,501.56. After discussion of individual items, motion to approve, m/RB, s/JB, yes RB, JB, BK, unanimous approval.

(D) Transfer of funds of \$90 was approved. M/JB, s/ RB, yes JB, RB, BK, unanimously approved.

2) Governance, School Management.

(A) MB reported on the sequence of events to obtain clarification about the proposed transfer of funds at the previous meeting. After discussion, motion to approve the transfer that was proposed at the May meeting and formally close the May meeting, m/RB, s/JB, yes, RB, JB, KS, BK, unanimously approved.

(B) MB reported that all "end-of-year" reports and statements of assurance are done and have been filed.

(C) MB reported that ICST's Local District Special Education Report will be released on June 30 without notable issues.

(D) Lease agreement. MB reported that Trustee JB has been working on the lease agreement. In addition to capping the monthly payments, we are seeking to have snow-shoveling, salting and de-icing be the responsibility of HRC. The intent of the Trustees is that there should be no increase in rent. Resolution to make it clear that JB is authorized to negotiate on behalf of the Board and that the entire board is in agreement on his proposals to cap rent increases, given that school finances are flat-funded, have therefore become increasingly tight, and are unilaterally determined and capped by the State. M/KS, s/ RB, yes KS, JB, RB, BK, unanimously approved.

E. FOOD SERVICE AGREEMENT - KARSON FOOD SERVICE INC.

3) Minutes. After review of the minutes and correction of typos, the minutes of the May 30, 2017 regular meeting were approved, m/RB, s/KS, yes RB, KS, JB, BK, approved.

4) Grants. Resolution to approve the \$26,963 IDEA application. These funds are to be spent on special education. M/JB, s/RB yes JB, RB, BK, unanimously approved. MB reported that ICST's ESSA/NCLB funding will supposedly remain at \$78,045, although this figure could conceivably change by the time the funds are received. This amount is roughly 40% less than the schools highest allocation. MB reported that the NJ CAP Grant to reduce student vulnerability to assault and bullying has been submitted for the 2017-18 program year.

5) Report on Staffing, Personnel and Employee. MB reported that Personnel is stable at ICST. Everybody on the staff has indicated that they intend to return in September for the 17-18 academic year. ICST is seeking a bilingual Classroom Paraprofessional and possibly also a bi-lingual school secretary.

6) Executive session. None held.

7) Under the Gold Dome: The State Budget still has not passed the Legislature, with only two days remaining until the end of the State fiscal year. A serious crisis could occur, including a shutdown of non-emergency services. Disagreement about the school funding formula is said to be one of the issues that has prevented a State Budget from being passed.

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

(A) MB reported that DRA testing and other end-of-year assessments are coming in very strong and positive. Students have made significant progress when measured against their entry point. ICST places great emphasis on reading skills. There are special education students that have difficulty with standardized tests, nevertheless only two students were significantly below grade level.

(B) MB reported that ICST enrollment is stable at 88 students. The two students who left shortly before the end of the academic year were not replaced. Those spots will be filled in September. 2016-17 attendance rate is 96% and ICST's final average daily enrollment is 88.92 students.

(C) No HIB incidents were reported.

(D) MB reported that the Field Day at Knox Grove in Washington Crossing State Park was successfully held, however a student suffered a broken wrist again (on the other set of monkey bars).

(E) The 4th grade Completion Ceremony was held on 6/14. The ceremony was very enjoyable and uplifting.

9) Facility.

(A) Two drills were held, a fire drill and an emergency drill (on 6/15) with a school bus evacuation. (B) The long-anticipated Office move has begun! The swap of the Resource Room and Office spaces occurred today. The new Office was cleared out, washed and painted with the help of volunteers from IKEA. The former office was cleared and cleaned but not yet painted. The move will improve school safety and efficiency of operations. (C) The Fire Inspector's visit has not occurred yet.

10) Correspondence. None discussed.

11) Old (unfinished) business. None discussed.

12) Opportunity for Public Comments. None, no members of the public being present.

13) Trustee business. Upcoming ICST BOT meetings will be held at 5:30 PM on 7/26 and 8/30. MB thanked the Trustees for their diligence and support during the recently completed 2016-17 school year. The 2016-17 school year included the fourth renewal of the charter and was perhaps the most successful year ever. Board President BK said the Trustees were happy to be part of a Great Project, with a Great Mission. Adjourn at 6:35 PM.