

INTERNATIONAL CHARTER SCHOOL OF TRENTON

105 Grand Street, Trenton, NJ 08611

ICST Board of Trustees MINUTES for January 31, 2019

Opening of meeting, 530 pm. Trustees participating were Rachel Binz, Kim Sdeo 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 November, 2018 meeting were tabled until the next meeting. M/RB, s/BK, yes BK, RB, KS, unanimous approval.

3) Governance, School Management. (A) Action items were given priority and were handled first during the meeting. MB and PL reported on slight modifications to the beginning fund balance to match the audit report which is nearing completion. Expenditure amounts aren't changing. The result is an increase in available funds of approximately \$5600. m/RB, s/KS, yes RB, KS, BK, unanimous approval.

(B) Policy 4111.2 / 4211.2 on domestic violence as prepared by NJSBA to match statutory changes was reviewed. The revised policy agrees with ICST practices. Motion to approve, m/KS, s/RB, yes KS, RB, BK, unanimous approval.

4) Financial Report and Grants. The Title I and Title II payment requests were approved today. The money will be available within two weeks. Funds in the amount of \$730 were available as carryover funds from 2017-18. ICST has submitted an amendment to use the additional money in Title II for professional development purposes.

(A) The Board Secretary Report & Treasurer of School Monies Report for November & December 2018 were reviewed. The reports were distributed electronically prior to the meeting for Trustee examination. The reports agree and were derived independently. Motion to approve the November & December 2018 Board Secretary's report and the Treasurer's report, m/RB, s/KS, yes, RB, KS, BK, unanimous approval.

(B) The monthly payroll for January of \$94,054.29 was reviewed. Motion to approve this January payroll, moved and approved, m/KS, s/RB, yes KS, RB, BK, 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 \$49,505.86, m/RB, s/KS, yes, RB, KS, BK, unanimous approval.

(D) Transfer of funds, not applicable.

(E) The audit will be discussed at the February ICST Board of Trustees meeting. The Auditors will likely attend, to review the audit with the Trustees. The audit will be distributed electronically to BOT members, prior to the meeting.

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5) A HIB report was prepared by the CSA for a non-violent incident in second grade, and reviewed with Board members, noting that HIB reports are confidential. No Board action was required.

The formal meeting was adjourned at 5:47 after action items were completed. Conversation on non-action items continued until 6:15. It was open to the public however no members of the public were in attendance. No Board action was taken. Discussion included that 2018-19 enrollment is full at 90 students. The school atmosphere is good, very positive. Teachers have maintained their focus on student achievement. Teachers will be reviewing second quarter report cards with parents soon. This increases parent involvement with the students' education. An NJCSA Advocacy Call was held on 1/28 which noted several positive developments for charter schools in New Jersey. Nearly 5000 pro-charter comments were filed with NJDOE during the recent NJDOE review. Many of the comments came from parents who have seen charter schools improve student learning.

13) Trustee business. The last Thursday of each month at 5:30 is the schedule for most meetings during the 2018-19 academic year. Up-coming meeting dates will be 2/28, 3/28, 5/2, 5/30, 6/27, 7/25, 8/29.

Adjourn the discussion portion at 6:15 PM.