



INTERNATIONAL CHARTER SCHOOL OF TRENTON

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

ICST Board of Trustees MINUTES for August 29, 2019

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. *The Minutes of the June 28, 2019 meeting were approved, having previously been distributed via email. M/BK, s/JB, yes BK,JB, KS, unanimously approved.*

3) Governance, School Management.

(A) Performance Reviews, MB and Board SEAP reviews. *After brief discussion, tabled. M/ JB, s/BK yes JB, BK, KS, unanimously approved.*

(B) Annual Reorganization. *The Trustees elected the same slate of officers as the previous year. m/KS, s/JB. Yes, KS, JB, BK, unanimous approval. MB presented resolutions that are required for school operations, which had previously been distributed via email. M/TO, s/KS, yes TO, KS, RB, BK unanimous approval.*

(B) Discussion of Code of Conduct for Procurement and Procurement Procedures for SFA. *After discussion, motion to approve, m/ JB, s/BK, yes, JB, BK, KS unanimously approved.*

(C) MB attended one day of School Security training during the summer.

4) Financial Report and Grants.

(A) The Board Secretary Reports & Treasurer of School Monies Reports for June & July 2019, which had been distributed electronically, were reviewed. The reports agree and were derived independently. Motion to approve the May 2018 Board Secretary's report and the Treasurer's report, m/BK, s/KS, yes KS, BK, JB, unanimous approval.

(B) The monthly payroll for July of \$26,045.51 and August \$24,081.51 was approved, m/BK, s/JB. yes KS, JB, BK, unanimously approved.

(C) Review of expenditures and resolutions to pay bills, after discussion of individual items, final bills list for June \$9,893.18, for July \$22,101.78 and August \$22,540.71. M/BK, s/JB, yes, BK, JB, KS, unanimous approval.

(D) Transfer of funds, not applicable.

(E) Grants. *Resolution to accept the ESEA grant of \$83,973 all Title I and IDEA funds of \$26,925, M/KS, s/TO, yes, KS, TO, RB, BK, unanimous approval.*

Minutes ICST BOT, August 29, 2019 (continued)

5) Report on Staffing, Personnel and Employees. MB indicated that Rutgers University will be providing professional development training to five (5) teachers in the area of development of reading and writing skills. Also, MB reported that teachers have already been active in setting up their classrooms.

6) Executive session. None held.

7) Under the Gold Dome: NJCSA is emphasizing advocacy. Harry Lee, NJCSA executive director, has indicated that due to turnover on the State Board of Education, many SBE members have little familiarity with charter schools. NJ Charter Schools receive 73 cents on the dollar per pupil funding in NJ compared to traditional district public schools. Pertaining to advocacy, he said “the loudest voices win.” The Charter Renewal Document is expected by early October.

8) Report on School Days, Student Achievement, HIB, Attendance and Enrollment. MB said that the PARCC testing was satisfactorily completed and that computer problems were overcome. Preliminary results indicate that this year’s fourth grade class performance remained sub-par. The specific test scores are embargoed by NJDOE. When the test scores are released MB will share details with the Board and the scores will be available to the public. MB said that shortening the test, even by 20%, would be a significant improvement. 2018-19 enrollment ended with 90 students. 2019-20 enrollment is also set at 90 students.

9) Facility. Lease agreement. MB discussed the anticipated use of the school safety grant of \$2000 obtained by ICST to improve the safety of the Beatty St main school entrance. The 2019-20 grant will be used to implement a silent alarm system.

10) School operations. MB reported that the US Dept of Agriculture has updated their website for the first time in ICST history, and the new website is fabulous. Meal applications have been distributed to families. Also, all our teachers have been getting ready for the opening day, 9/4/2019.

11) Old (unfinished) business.

12) Correspondence. None discussed.

13) Trustee business. After discussion of three alternative schedules for meetings, the Trustees selected 10/2, [11/6], 12/4, [1/1], 2/5, [March 4], 4/1, [5/6], 6/3, [7/1], 8/5, at 5:15, with dates in brackets being advertised but optional , depending on if there is urgent business. The next ICST BOT meeting will be at 5:15 PM on 10/2.

14) Adjourn at 6:00 PM, m/BK, s/KS, unanimous approval.