

INTERNATIONAL CHARTER SCHOOL OF TRENTON

105 Grand Street, Trenton, NJ 08611

ICST Board of Trustees MINUTES for March 29, 2017

Opening of meeting, 5:30 pm. Trustees participating were Bob Kull (BK, presiding), Rachel Binz (RB), Kim Sdeo (KS) and Jason Briggs (JB, who left the meeting after all the voting items had been completed). 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 February 22, 2017 regular meeting were approved. m/KS, s/RB, yes KS, JB, RB, BK, approved unanimously.

2) Governance, School Management.

(A) MB and PL presented the 2017-18 Budget. MB praised the excellent work done by PL in preparing the budget. Nicole C. had distributed the budget in advance. There is always an element of uncertainty because there is no way to know what the actual amount of State support will be until it is formally announced by NJDOE, after adoption of the State Budget at the end of June. There is no reason to expect a reduction in the level of State funding. After review and discussion, motion to approve the budget, m/RB, s/JB, yes, RB, JB, KS, BK, unanimous approval.

(B) MB presented the bond for \$75G that Nicole Corchado of the business office has obtained for less than \$1000 per year. This is a major success for ICST. It frees up \$75,000 in escrow funds that would have been required without the bond.

(C) MB reported on SPED Policies and Procedures. FAPE, "Fair and Appropriate Education" continues to be in effect for districts and charter schools. Motion to adopt the SPED Policies and Procedures that had previously been presented and discussed at the February BOT meeting, m/ JB, s/RB, yes, JB, RB, KS, RK, unanimous approval.

(D) MB presented revisions to the 2016-17 calendar and presented the 2017-18 school calendar. Motion to approve the revised 2016-17 calendar m/JB, s/KS, yes, JB, KS, RB, BK, unanimous approval. Motion to approve the 2017-18 calendar as presented by MB, with the first day of classes being Sept 5th, m/JB, s/KS, yes, JB, KS, RB, BK, unanimous approval.

3) Financial Report.

(A) The Board Secretary Report & Treasurer of School Monies Reports were reviewed for December, January and February. After review, motion to approve the 12/2016 and 1/2017 reports, m/RB, s/KS, yes, RB, KS, JB, BK, unanimous approval. The 2/2017 report was tabled until the April BOT meeting. At the current time no major categories are over-expended. The ending cash balances are strong for this deep into the school year.

(B) The monthly payroll for March 2016 of \$85,484.48 was reviewed and approved, m/KS, s/RB, yes KS, RB, JB, BK, yes, unanimously approved.

Minutes ICST BOT, March 29, 2017 (continued)

(C) Review of expenditures on the bills list and resolution to pay the March 2016 bills list in the amount of \$53,368.87. After discussion of individual items, motion to approve, m/KS, s/RB, yes KS, RB, JB, BK, unanimous approval.

(D) Transfer of funds, not applicable.

4) Grants. SEMI Funding Refusal, due to fewer than forty students who qualify for the initiative, is in the amount of \$1,219.92. The cost of person-hours to monitor and complete paperwork will cost more than the available funding. The motion to refuse the SEMI funding was made and adopted at the February 22, 2017 BOT meeting, Motion to refuse SEMI funding, m/JB, s/BK, JB, RB, KS, BK, unanimous approval.

5) Report on Staffing, Personnel and Employee. MB reported that the school is fully enrolled. No staffing changes were made. MB said, No news is good news.

6) Executive session. None held.

7) "Under the Gold Dome." Review of a statewide ranking of "Family-friendly districts."

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

(A) School Calendars. Approvals were done under item 2D.

(B) MB reported that ICST enrollment for 2016-17 is full at 90 students. However two fourth graders may leave with only about 10 weeks left in the academic year. One is a student who has attended since Kindergarten and is happy at ICST but the parents see a tactical advantage in making a change prior to the end of the school year.

(C) No HIB or EVVRS incidents.

(D) MB reported on Spring PARCC testing. Students have been taking practice tests to ensure familiarity with screen tools and formats. ICST has stress-release activities for students. There have been no significant PARCC technical issues at ICST at this time. However PL reported on serious PARCC technical problems that he is aware of at two other districts.

9) Facility. A Fire drill and an emergency drill were held during March. The results were satisfactory. (B) MB reported that the HRC will continue to make repairs to the building.

10) Correspondence. The letter announcing renewal for ICST for five years was sent to BOT president Bob Kull.

11) Old business and school operations. The rescheduled visit from the NJDOE County Office occurred. Also, MB reported on two Child Study Team referrals, the snowstorm which closed Trenton City Schools for two days, and Professional Development.

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

13) Trustee business. Upcoming Meetings are scheduled for 4/26, 5/24, 6/28, 7/26 and 8/30. Adjournment. M/KS, s/RB, yes, unanimous approval, 6:20 PM. Ethics forms are due at the end of April.