**Integration Charter Schools**

**Board of Trustees Meeting**

**Minutes**

**March 13, 2019 @ 6:02PM**

<table>
<thead>
<tr>
<th>Trustees Present</th>
<th>Richard Fragiacomo, Deborah Miller, Michael Caridi, David Lehr, Jill Patel, Bonnie Fritz, Tom Scarangello, Joseph Carroll, Sheldon Blackman, Denis Henick, Via Video Conference Dirk Tillotson,</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trustees Absent</td>
<td>Nelly Tournaki, Doris Schueler, Robin Lefkowitz, Martin Krongold, Brian Laline</td>
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<tr>
<td>Staff Present</td>
<td>Kenneth Byalin, Mary Cottingham, Dana Volini</td>
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<td>Parents Present</td>
<td>None</td>
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<tr>
<td>Others Present</td>
<td>None</td>
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**Adoption of Agenda**

A motion was made by Bonnie Fritz seconded by Tom Scarangello and unanimously approved to accept the agenda for the March 13th 2019 Emergency Board meeting.

**Approval of Minutes**

A motion was made by Tom Scarangello seconded by Jill Patel unanimously approved to accept the minutes from the February 28, 2019 meeting.

**Resolution**

Material Change for New Ventures Enrollment

A motion was made by Sheldon Blackman seconded by Richard Fragiacomo and unanimously approved by all to accept the material change to amend New Ventures 2018-2019 enrollment to 144 students as well as the 2019-2020 enrollment to 180 students.

**Resolution**

A motion was made by Joe Carroll and seconded by Bonnie Fritz and unanimously approved by all to request an additional planning year for Richmond Preparatory Charter School. This would allow Richmond Prep to open in September 2020.

**Committee Meetings/Reports**

- **Finance & Audit Report:** The committee met on 03/13/2019

The budget vs actuals to date were reviewed. Status is as before. ICS continues to expect about a $1.3 million excess of income over expenses.

Cash flow projections were reviewed. ICS continues to expect a balance at year end of about $1.3 million.
Reserve funds continue to be at about $1.68 million.

A motion was made by Tom Scarangello, seconded by Michael Caridi and unanimous by all to accept the Finance & Audit Committee Report.

- **Executive Report: The committee met on 03/13/2019**

Facilities: The school is in discussions with Peoples United Bank about a $4M loan. The final construction budget has yet to be submitted. This financing would complete our capital plan for Corporate Commons 3 and would allow us to retire the debt to Richard Nicotra.

The building on Willow Avenue is still under consideration as a possible new site for Richmond Prep and negotiations continue. Remaining issues include the environmental clearance, zoning restrictions, and interim payments before closing. Timing is crucial since Richmond Prep will open in September 2020. The Strategic Planning Task Force will meet soon to discuss the remaining issues.

Annual Employee Review: Ken Byalin presented a draft policy to be used for all employees requiring a self-evaluation and a supervisor’s evaluation yearly. Results would be considered in all promotion decisions. Career ladders currently exist for educational positions. The school is also considering developing a bonus plan in FY ’19-’20.

Committee Reporting Protocol: All standing committees are asked to submit their written report to Mary Cottingham by the Tuesday before each Board meeting. These will then be distributed with the Board agenda to all members prior to the meeting. Committee chairs are also reminded to send out a meeting agenda before each committee meeting.

A motion was made by Joe Carroll seconded by Tom Scarangello and unanimous by all to accept the Executive Committee Report.

- **ICS Education & Accountability Committee**
  No Report

- **Governance and Nominating Committee**
  No Report

- **ICS Education and Accountability Committee**
  No Report

- **ICS Fundraising Committee**
  No Report

| Adjournment       | The meeting adjourned @ 6:22PM. The next Board of Trustees meeting is scheduled for April 18, 2019. |