

APPROVED



# Summit Academy Charter School

## Minutes

### Board Meeting

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**Date and Time**

Monday January 30, 2017 at 7:00 PM

**Location**

27 Huntington Street Brooklyn, NY 11231

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**Trustees Present**

F. Mitchell, M. Bernard, N. Campbell, N. Dominguez, R. Guarini

**Trustees Absent**

J. Bailin, Y. Houlder

**Guests Present**

Chad Bascombe

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**I. Opening Items****A. Record Attendance and Guests****B. Call the Meeting to Order**

F. Mitchell called a meeting of the board of trustees of Summit Academy Charter School to order on Monday Jan 30, 2017 at 7:10 PM.

**C. Approve Minutes**

M. Bernard made a motion to approve minutes from the Board Meeting on 12-20-16 Board Meeting on 12-20-16.

N. Dominguez seconded the motion.

The board **VOTED** unanimously to approve the motion.

## II. Academic Excellence

### A. Renewal Up-Date

- Renewal Report submitted to the school for factual changes. School leadership and board chair facilitated call with the DOE.
- Changes submitted.
- DOE to call on Feb. 1 with decision.

### B. Scholar & Teacher Retention/Recruitment

- Marketing plan has rolled out
- In two weeks the video has received 10,000 views and our ads have over 8000 views
- Translated into about 25 applications
- Marketing team making adjustments as needed on other collateral.

## III. Development

### A. Fund Raising Efforts

- Pitchbook has been helpful in terms of grant applications
- Board to make plan for use with specific organizations and foundations
  - Achelis and Bodman Foundations
  - Robin Hood Foundation
- Board planning one big fundraiser closer to the end of the year (April/May)
  - Possibly using Gourmet Cooking and Living
  - Potential speaker for event: Boyd Melson
  - Imlay Street venue
  - Italian Opera Company
- Ray and Natasha to work on proposal to send out to the board within a week

## IV. Finance

### A. Renewal Up-Dates

- School must have 60 of cash on hand at all times. Finance team will review scorecard to add that metric to our dashboard monthly.

## V. Governance

### A. Board Recruitment Event

- Board recruitment at Kevin's in Red Hook
- Date: February 22, 2017
  - Floyd donating food
  - Natasha donating red and white wine
- Natasha to put together event material
- Board members to send names to Natasha for recruitment event

## VI. Other Business

### A. By-Law Amendments

- DOE indicated that SACS is out of compliance based on number of board meetings per year.

N. Dominguez made a motion to increase the number of annual board meetings from 10 per year to 12 per year.

M. Bernard seconded the motion.

The board **VOTED** unanimously to approve the motion.

## VII. Closing Items

### A. Adjourn Meeting

M. Bernard made a motion to adjourn the meeting.

R. Guarini seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:00 PM.

Respectfully Submitted,

N. Campbell