

APPROVED



# Summit Academy Charter School

## Minutes

### Board Meeting

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#### Date and Time

Tuesday May 30, 2017 at 7:00 PM

#### Location

27 Huntington Street

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#### Trustees Present

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

#### Trustees Absent

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 Tuesday May 30, 2017 at 7:09 PM.

#### C. Approve Minutes

M. Bernard made a motion to approve minutes from the Board Meeting on 04-04-17 Board Meeting on 04-04-17.

J. Bailin seconded the motion.

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

## II. Academic Excellence

### A. Principal's Report

- Board to discuss important areas to be discussed from Principal's Report
- School attendance below charter standard
- Is the 95% attendance rate a mandate or self imposed?
- Evaluate the attendance comparatively over the years in the month of April
- Floyd to propose NY Men Teach as a pipeline to teaching candidates

## III. Development

### A. Fundraising

- Fundraising year to date: \$45,000
- Pending opportunities: Site visit by Robin Hood Foundation
- Board fundraiser in September. Conversation with Red Hook Lab for space
  - Chaired by: Natasha & Ray
  - Target to have presentation for June meeting

## IV. Finance

### A. Finances

- Schedule a finance call to discuss staff bonuses: Possibly June 14th
- Bonuses based on merit to be dispersed in July payroll
- Board scorecard needs a line to monitor cash on hand for 60-days as per renewal

### Monitoring Summit Academy Charter School's Health

- Should we design scorecards for each component of the school?
  - Academics
  - Operations
  - Fundraising
- Creating a strategic plan that monitors components that state considers for renewal
- Schedule board retreat with Dan Pasek
  - Creation of new living strategic plan
  - Creation of all inclusive scorecard

## V. Governance

### A. Boyd Melson

- Boyd's resume and bio has been shared with the board
- He has visited the school and expressed how he can bring resources to the school community

R. Guarini made a motion to add Boyd to the Summit Academy Charter School Board of Trustees. Boyd will be sent Financial Disclosure Forms.

N. Dominguez seconded the motion.

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

Creating Board Pipeline

- Natasha to communicate with board network for board membership.
- Creation of constant contact to share information about Summit and potential board membership.

## VI. Closing Items

### A. Adjourn Meeting

M. Bernard made a motion to adjourn the meeting.

Y. Houlder 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 8:30 PM.

Respectfully Submitted,

N. Campbell