

APPROVED



# Summit Academy Charter School

## Minutes

### Board Meeting

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#### Date and Time

Wednesday June 21, 2017 at 7:00 PM

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#### Trustees Present

F. Mitchell, J. Bailin, N. Campbell, N. Dominguez, R. Guarini, Y. Houlder

#### Trustees Absent

B. Melson, M. Bernard

#### Guests Present

C. Swift

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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 Wednesday Jun 21, 2017 at 7:07 PM.

##### C. Approve Minutes

J. Bailin made a motion to approve minutes from the Board Meeting on 05-30-17 Board Meeting on 05-30-17.

Y. Houlder seconded the motion.

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

## II. Academic Excellence

### A. Principal's Report

- MS applications have increased dramatically (80 returned applications; 48 6th graders confirmed)
  - Can be attributed to Ellen, new marketing
  - 27 new SPED scholars meaning staffing structure must be adjusted
  - Possibly consider a person who just does recruitment
    - Ms. Handshaw has spoken to CSBM consultant to learn more about recruitment support
  - Budget to change to reflect the new SPED population
- Walmart scholarship information session and gave each scholar a \$500 gift card for scholars to purchase laptop computers
- Regents testing has ended
  - 100% of 8th graders passed Algebra Regents
  - 82% of all scholars passed Algebra Regents
- Cut scores for 6th - 8th grade assessment have been issued
  - 90% of 6th grade met the criteria for promotion (2-4)
  - 97% in math have met the criteria for promotion (2-4)
- 100% of graduating class accepted to college
- Swift and Campbell gifted trip to Ecuador Amazon in July
- 9th Grade Orientation
- HS Graduation
  - Yvette and Boyd be present; Ray may attend
  - Yvette and Boyd will present awards

## III. Development

### A. Board Fundraiser

Tabled until the next board meeting

- Red Hook function house as another possible venue.

## IV. Finance

### A. Pre-Audit Meeting

N. Dominguez made a motion to adjust the FPP to grant school leadership permission to electronically deposit checks to the school operating account.

J. Bailin seconded the motion.

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

- Board to finalize schedule for finance committee reporting.

## V. Governance

### A. Board Meet & Greet

- Board members have been meeting within their networks to recruit members for the board. They have not gotten any commitments.
- Determining if a full board meet and greet which would be the best way to bring on membership.
- At least three people in conversation for membership.
- Board to establish an Advisory Board for those who are unable to attend monthly meetings
- Each board member to share info with networks on social media

### B. Reporting

## VI. Other Business

### A. Board Retreat

- Board/Leadership Retreat proposed dates August 11th & August 12th
  - Proposed Agenda Items for the Board Retreat
    - Scorecards for each of the departments of the school (finance, operations, instruction, governance, development)
    - Determine and capture school story
- Board to complete documentation for Annual Report

## VII. Closing Items

### A. Adjourn Meeting

J. Bailin made a motion to adjourn the meeting.

N. Dominguez 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 8:35 PM.

Respectfully Submitted,  
N. Campbell