

APPROVED



Summit Academy Charter School

Minutes

Board Meeting

Date and Time

Tuesday January 9, 2018 at 7:00 PM

Location

27 Huntington Street

Trustees Present

F. Mitchell, J. Bailin, M. Bernard, M. Washington (remote), N. Campbell, N. Dominguez, Y. Houlder

Trustees Absent

R. Guarini

Guests Present

C. Swift, Chad Bascombe

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

M. Bernard called a meeting of the board of trustees of Summit Academy Charter School to order on Tuesday Jan 9, 2018 at 7:09 PM.

C. Approve Minutes

Y. Houlder made a motion to approve minutes from the Board Meeting on 12-13-17 Board Meeting on 12-13-17.

N. Dominguez seconded the motion.

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

II. Academic Excellence

A. Principal's Report

- SACS leadership is looking closely at the attendance as there are concerns with 8th, 9th, 10, and 11th grade. Their attendance is below the 90% mark.
 - Conversations with parents at PTC
 - Sending out phone blasts about lateness and absence
 - Deans communicating with parents about chronic absence
- Continued effort to increase enrollment at the change of the semester. Expecting 3 new scholars to enroll. At least two additional prospects from Athletic Director
- MS Dashboard
 - Missed days because of snow
 - IAs happening this week with data day on 1/19
 - Celebrated 100 Days of School
 - End of quarter on Jan. 26th
 - 56 instructional days before ELA test
 - 58 instructional days before Math test
 - Shift to test prep mode built into the new MS schedule
 - Focus on cuspers (scholars who are on the verge of passing)
 - Flexible grouping
- HS Dashboard
 - Regents & mid-term week Jan.22 - Jan. 25
 - Analysis of senior portfolios indicate that they are missing a number of exams to graduate
 - Of the 49 seniors, 1/3 need regents exams to complete requirements for graduation
 - Offering office hours and regents prep
 - HS only SAT academy on Jan. 20th
 - Considering some SPED scholars receiving local diplomas although we are aiming for regents diplomas.

Academic Achievement Meeting scheduled for this month for the board to learn more intimate details about instructional plan.

III. Development

A. Education Matters Gala

Gala is set for February 25, 2018

- Each board member is responsible for filling one table
- Ms. Campbell and Mr. Price are working on the keynote speaker and musical guest
- Staff and scholars have been invited

IV. Budget to Actuals Financials

A. November Summary

Full board will review and forward inquiries to Nestor Dominguez.

V. Governance

A. New Membership Up-Date

No new business

VI. Finances

A. Budget Review

SACS is spending conservatively and expects to have a small surplus at the end of the year.

- Finance team did budget review to make cuts
- SACS eliminated two positions for fiscal reasons
- Deliberate effort to bring in at least four more scholars to meet the revenue requirements to have a balanced budget

VII. Closing Items

A. Adjourn Meeting

F. Mitchell 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 9:27 PM.

Respectfully Submitted,

F. Mitchell