

APPROVED



# Summit Academy Charter School

## Minutes

### Board Meeting

---

#### Date and Time

Tuesday May 8, 2018 at 7:00 PM

#### Location

27 Huntington Street

---

#### Trustees Present

F. Mitchell, M. Bernard, M. Washington, N. Campbell, N. Dominguez, R. Guarini, R. Watson, Y. Houlder

#### Trustees Absent

J. Bailin

#### Guests Present

Mr. Bascomb

---

### 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 May 8, 2018 at 7:10 PM.

#### C. Approve Minutes

Y. Houlder made a motion to approve minutes from the Board Meeting on 04-18-18 Board Meeting on 04-18-18.

R. Watson seconded the motion.

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

## **II. Academic Excellence**

### **A. Principal's Report**

Natasha will confirm ETA on principals report by 5/18

## **III. Finance**

### **A. March Financials**

- Additional grant will allow us to end in the black for 2018.
- Recruitment costs higher this year due to annual costs of social media ad/marketing.
- Nestor requesting monthly cash flow statement (actual - cash in, cash out)
- Total enrollment as of 5/7 is 338
- Natasha will provide enrollment summary by grade including wait list by grade.

### **B. 2018 - 2019 Proposed Budget**

## **IV. ACR Visit Review**

### **A. ACR Report Review**

#### **Demographic**

- 229 kids receive free and reduced lunch

#### **Discipline**

- Decrease in the number of in school suspensions, adjusted policies focused on major infractions.

#### **Leadership & Staffing**

- Be aware of staffing (# of teachers, etc.)
- Natasha will provide student to teacher ratio for HS and MS & also management to staff ration

#### **Instructional Staff**

- 2017 -2018 we are slightly out of compliance, number of teachers let your certification expire.
- Anyone offered a position to return who is not certified must get certified.

#### **Enrollment**

- Attendance is below the 95% -- The main office is calling parents and home daily and also advisors will call all kids in their advisory section.

### **Self Evaluation & Effectiveness and Ops**

- BOARD TO READ IN DEPTH (Specifically from the Academic Committee)

#### **Finance**

- Reduction in staff and spending
- 2016 - 2017 (Surplus)
- 2017 -2018 (Surplus)

#### **Increased enrollment due to:**

- Marketing campagin
- increased presence of police
- better relationship with 676 (majority of 6th graders coming)

ACR Cheat sheet Board Assignments -- Attached.

-

## **B. Academic, Finance, & Operations Overview**

## **V. Closing Items**

### **A. Adjourn Meeting**

R. Watson made a motion to adjourn the meeting.

M. Washington seconded the motion.

The board **VOTED** 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,

F. Mitchell