

APPROVED



# Summit Academy Charter School

## Minutes

### Board Meeting

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#### **Date and Time**

Tuesday October 9, 2018 at 7:00 PM

#### **Location**

27 Huntington Street Brooklyn, NY 11231

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#### **Trustees Present**

F. Mitchell (remote), M. Bernard, M. Washington (remote), N. Campbell, R. Watson, Y. Houlder

#### **Trustees Absent**

J. Bailin, N. Dominguez, R. Guarini

#### **Guests Present**

C. Swift, Chad Bascombe, Iveliz Colon, Leslie Contopidis

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### **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 Oct 9, 2018 at 7:04 PM.

#### **C. Approve Minutes**

Y. Houlder made a motion to approve minutes from the Board Meeting on 09-19-18 Board Meeting on 09-19-18.

R. Watson seconded the motion.

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

Board to review meeting dates.

## II. Academic Excellence

### A. Debrief Academic Performance from 2018 - 2019

#### Staffing

- Hired a new SPED teacher to replace Ms. Lulo.
- ENL teacher resigned to take care of family. SACS has posted for the position
- There is concern that one teacher will not make it as she has been coached and there is still little change

#### Scholars Enrollment

- ATS enrollment at 327
- SPED numbers have increased

#### Predictions vs. Actuals

#### ELA

- More SACS scholars earned 4 on ELA exam than ever before especially in 6th grade.
- Cohort data is more promising than the overall performance percentage.

#### Math

- Increase of 10% in 7th grade but decreased in 6th and 8th grades.
- Cohort data indicates that scholars improve significantly through the middle school.

This is the first year in some time that we are able to compare test from one year to another

District 15 is a part of Diversity Planning and that impacts student acclimation.

#### Preparing for Renewal

- Increased time in ELA and Math for middle school
- SPED covered
- Homework is the biggest challenge when we look at tools to improve student achievement

- Institute homework club for scholars to make up HW during recess, enrichment or clubs.
- Partnering with LEAP (after-school program) to establish homework assistance
- Test Prep Program
  - Working with local colleges to get student volunteers to facilitate classes
  - This was a parent suggestion
  - Material have been purchased
- ELA
  - CEIAC and using complex text
  - More sophisticated text being used now
  - Scholars are writing more earlier in the year
  - Uniform progress monitoring
  - Foundations/Impact
- Math
  - MOLE for 6th - 8th grade
  - IXL Math being used in all grades
  - Moving away from procedural to being conceptual
- Renewal Planning
  - Sharing DOE expectations with teachers and leaders
  - Classroom environment has been a big push
  - Leadership team has been data dives and classroom walks

### **What are we doing different to produce results?**

- More time on task. Increasing MS to block schedule
- Foundations helps to fill skill gaps
- Adding IXL Math has helped to address gaps from lower grade instruction
- Reading Plus addresses eyes and speed in reading. Also addresses comprehension.
- Saturday Academy lends to standards based instruction in smaller groups in a non-threatening environment
- More customized PD for teaching staff including: integrating vocabulary into instruction, RTI, managing data

### **Changes of Leadership**

- Move to one AP for whole school

## **III. Renewal Preparation**

### **A. Executive Summary**

Board to review executive summary to own some of the data and explanations.

### **B.**

## **Narrative**

Board to review narrative to own some of the data and explanations.

### **C. Data Collection Form**

- Each board member will review documentation and own pages as we did with the ACR report.

## **IV. Development**

### **A. Education Matters Gala**

- Host committee to meet within the next two weeks to begin planning and delegating responsibilities.
- New proposed date is: March 3, 2019

## **V. Finance**

### **A. Quarterly Report**

- Cash on hand was sporadic for the end of the year
- Currently have 78 days of cash in the bank

## **VI. Governance**

### **A. Board Recruitment Event**

- Each board member to invite one potential board member to visit the school for possible membership.
- Plan to add at least three board members by December

## **VII. Closing Items**

### **A. Adjourn Meeting**

R. Watson made a motion to adjourn the meeting.

F. Mitchell 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 9:10 PM.

Respectfully Submitted,  
N. Campbell