

APPROVED



# Summit Academy Charter School

## Minutes

### Board Meeting

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#### Date and Time

Wednesday September 19, 2018 at 7:00 PM

#### Location

Brooklyn Masonic Temple- 317 Clermont Avenue Brooklyn, NY

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#### Trustees Present

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

#### Trustees Absent

J. Bailin, R. Guarini

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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 Wednesday Sep 19, 2018 at 7:10 PM.

#### C. Approve Minutes

Y. Houlder made a motion to approve minutes from the Board Meeting on 07-10-18 Board Meeting on 07-10-18.

N. Dominguez seconded the motion.

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

## II. Academic Excellence

### A. Principal's Report

- SACS fully staffed with a total of 52 persons on staff: 41 Staff Members Returned, 11 New Staff Members (including 4 new leaders)
- - 10 SPED
  - 24 General Ed
  - 14 Admin
- Preliminary state assessment for middle school did not meet the predictions from May/June
- HS scholars retook regents exams and improved the performance data on key English regents

#### SPED/ENL

- All but two ICT classes have a co-teacher, but not for the entire period for all classes.
  - Note: As a result of Ms. Lulo's resignation, there are two Living Environment Sections without a Special Education teacher.
- Almost all MS SETSS served.
  - Note: As a result of Ms. Lulo's resignation, only half of middle school scholars who receive SETSS are being served.
- None of HS SETSS is being served.
- Our ENL Teachers is on leave with her father who is ill. We need a replacement immediately as we have one scholar who is only spanish speaking.

#### On the Horizon

- Excessive Heat (Early Dismissal)
  - Huge Win - Our building is receiving an electrical upgrade. The work has begun.
- MS Enrichment Period Revamped
  - 5 Electives (Art, African Drumming, STEM, Dance, Violin)
- Dad's Take your Child to School Day - September 18th
- Family Meet & Greet - September 27th
- Community Health Fair - September 29th
- DOE Visit - October 16th

## III. Renewal

### A. Renewal Worklist & Visit

- DOE board interview at 4pm on October 16th. Requesting all board members to be present for the meeting and public hearing
- SACS staff is working with parents and scholars to coordinate speakers for the hearing.
- Plan to collect up to 500 letters of support.

## **B. Data Ethics Report**

- Question 1
  - Summit scholars come from a number of districts. Most scholars come from district 15, 13 and 20.
  - Three boroughs are represented in addition to Nassau County and Westchester
- Question 2 & 3
  - If Summit Academy did not exist, schools available to scholars are not high performing. Summit ranks 3rd amongst the six schools.
  - Summit graduation rates are amongst the best in the city
  - Summit in the 54% city wide for graduation rates within 4 years.
- Question 4
  - Students who stay at SACS from middle to high school have an 86% chance of graduate in 4 years.

## **IV. Finance**

### **A. Budget**

The budget has been revised to reflect the new staffing structure. The enrichment line was increased to account for the high school music class.

4th quarter financials will be shared with the board this week.

### **B. Post Audit Call**

The post audit call for the treasurer, chair and vice chair will occur on October 24th at 11:30am.

Natasha will provide a call in number.

## **V. Document Adoption**

### **A. Adoption of SACS FPP**

M. Washington made a motion to accept the FPP as presented in September 2018.

R. Watson seconded the motion.

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

### **B.**

### **Adoption of Conflict of Interest Policy**

Y. Houlder made a motion to accept the conflict of interest policy presented in September 2018.

N. Dominguez seconded the motion.

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

### **C. Adoption of Employee Handbook**

R. Watson made a motion to accept the employee handbook with necessary revisions as needed.

M. Washington seconded the motion.

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

### **D. Adoption of By-Laws**

Y. Houlder made a motion to accept the by-laws as presented in September 2018.

N. Dominguez seconded the motion.

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

## **VI. Board Meeting Schedule**

### **A. Schedule Revision**

The current board schedule indicates meetings on the 2nd Tuesday. It needs to be revised as two board members have a standing meeting on those dates.

Calendar to be revised to reflect 3rd Tuesday instead.

Board to make up a meeting on November 7th.

## **VII. Closing Items**

### **A. Adjourn Meeting**

R. Watson 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 9:00 PM.

Respectfully Submitted,

N. Campbell