

DRAFT



# Summit Academy Charter School

## Minutes

### Board Meeting

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#### Date and Time

Tuesday September 28, 2021 at 5:00 PM

#### Location

27 Huntington St  
Brooklyn NY

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#### Trustees Present

M. Bernard (remote), M. Nieves (remote), S. Jallow (remote), V. Connelly (remote), W. Colavito (remote)

#### Trustees Absent

None

#### Guests Present

Juned Haque (remote), Laurie Hazley, M. Kohlhagen (remote), M. Spencer-Edwards, N. Campbell, S. Handshaw

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### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

S. Jallow called a meeting of the board of trustees of Summit Academy Charter School to order on Tuesday Sep 28, 2021 at 5:15 PM.

### C. Approve Minutes

M. Bernard made a motion to approve the minutes from August Board Meeting on 08-30-21.

W. Colavito seconded the motion.

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

## II. Academic Excellence

### A. Principal's Report

#### Personnel

- SACS has hired a HS math teacher, MS & HS supports teacher, MS PE teacher
- 3 persons have left for personal areas
- Recruitment efforts have been maintained

#### Scholar Enrollment & Recruitment

- MS has 65
- HS has 160
- 1 LTA and 16 No shows
  - Mrs. Turner has been in communication with those persons
- Efforts include tabling, meeting parent coordinators, integrating programs into the building
- Consider how to collapse classes based on small numbers in MS

#### Vaccinations

- 35 SACS staff members have received at least one shot. The other 2. are scheduled to get the shot this week.
- Of 231 responses, 131 have received at least one shot of the vaccine
- 10% of unvaccinated students will be test weekly through DOE vendor

#### MS Updates

- IReady began today
- Enrichment will begin on Oct. 4, 2021
  - LEAP- Theater, Photography
  - CEI- STEM
  - SACS- Dance, Creative Writing
  - Considering adding CEI Stem as an after school program
- MS Community Circle
  - Brooklyn Public library will be the first guest on Oct. 1
- Contingency Plan

- Google classrooms or zoom set up and shared in the event that if the school closes, we are prepared to continue instruction
- 95% of Scholars have received Chrome books and/or hotspots.

#### HS Update

- College Family Night
  - Application process
  - Essay writing
  - Financial Aide
  - Scholarships
  - 22 families attended
  - Computers have been put into rooms
- Contingency Planning
  - Textbooks and workbooks scanned for remote access
  - Scholars have been receiving devices
  - Zoom links and google classrooms have been shared with families
- College Expos for HS scholars
  - Oct. 1
  - Oct. 15
- PSAT and SAT exams in school

#### School Facilities

- The auditorium upgrade will begin in October lasting the entire school year

### **B. Evaluation Action Plan Report**

#### Evaluation Action Plan Reporting

- SACS team is gathering data to populate the report to share with the DOE and to inform the work of the instructional leadership team

### **III. Finance**

#### **A. August Financials**

- \$3.29 million in the bank as cash on hand
  - 50 days of cash on hand required; SACS has 245 days of cash on hand
  - included over \$700,000 of PPP loans
- \$3.9 in current assets
- SBA Loan
- Purchase of computers that are paid for by grant
- Budget based on 261 scholars, actual closer to 230
  - Budget to readjusted as the year goes on

- SACS is spending conservatively in preparation for the decreased number of scholars

**B. Revised 2021 - 2022 Budget Review and Approval**

**IV. Governance**

**A. Potential Board Member Resumes**

- Three potential member resumes have been submitted to the board for discussion

**B. New Member Information**

**C. Document Adoption**

**D. Final Board Meeting Schedule for 2021 - 2022**

**V. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:00 PM.

Respectfully Submitted,  
M. Bernard