

APPROVED



# Summit Academy Charter School

## Minutes

### December Board Meeting

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#### Date and Time

Tuesday December 21, 2021 at 6:00 PM

#### Location

27 Huntington Street Brooklyn, NY 11231

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#### Trustees Present

V. Connelly (remote), W. Colavito (remote)

#### Trustees Absent

M. Bernard, M. Nieves, S. Jallow

#### Guests Present

Charlena Morgan (remote), Juned Haque (remote), M. Kohlhagen (remote), N. Campbell, Nina Harris, S. Handshaw

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### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

W. Colavito called a meeting of the board of trustees of Summit Academy Charter School to order on Tuesday Dec 21, 2021 at 6:10 PM.

#### C. Approve Minutes

V. Connelly made a motion to approve the minutes from November Board Meeting on 11-16-21.

W. Colavito seconded the motion.

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

## II. Academic Excellence

### A. Principal's Report

#### Personnel

- We still need HS Social Studies, MS Math, SPED
- We are getting new resumes from CEI. Interviews set up for our return

#### Student Recruitment

- The numbers are the same as we have lost a scholar but gained one as well.
- We are working on removing the final 2 LTAs
- We have been setting up meetings in the local schools to become a pipeline for MS
- The new website will be up by Wednesday

#### Academic Data

- Principal Spencer-Edwards has set mid-year goals for each grade level based on IReady assessments
- Goals have been shared with teachers and leadership so that there is a concerted effort to move scholars
- SACS will create and administer mock regents exams to determine mastery in the event of test cancellation
- Twice per week, every middle school class is in remedial courses using IReady and I-Exel.
- There is a focus on cuspars in MS and HS
- There is a shift in how co-planning time is used. Teachers are reviewing data to inform classroom practice
- Using older regents assessments to create strong predictor exams
- Introduction to Reading Plus to address reading deficiencies

#### Attendance

- Data was shared with teachers so that they can communicate with families in their advisories
- Several grades have attendance below 90%.
- Parents have indicated that social-emotional challenges are impacting attendance
- Recognition for scholars who have perfect attendance. Incentives to encourage scholars to be present daily.

- Developing attendance plans with the social worker and guidance counselors

#### Remote Learning

- SACS will be remote Wednesday and Thursday of this week

### III. Finance

#### A. November Financials

- Enrollment is down and we are at 66% of our target enrollment. SACS must contact the DOE to get approval for the lowered enrollment.
- Over 200 days of cash in the back. This surpasses the requirement from the DOE.

### IV. Governance

#### A. Potential Board Members

Charlena Morgan

- Works for the DOE (Former teacher and AP)
- Education Admin for Brooklyn North supporting schools in math grades K-8
- Niece, Courtney Knight, was a teaching assistant at SACS, saw the Ellen story and was impressed by the school's ability to secure funding for scholars

Virginia: As a DOE employee, there may be a need to get DOE approval for board participation.

#### B. Adjusting Previous Minutes

### V. Executive Session

#### A. Department of Education Response

W. Colavito made a motion to go into executive session.

V. Connelly seconded the motion.

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

### VI. 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 7:15 PM.

Respectfully Submitted,  
M. Bernard