



Summit Academy Charter School

Minutes

January Board Meeting

Date and Time

Tuesday January 18, 2022 at 6:00 PM

Location

27 Huntington Street Brooklyn, NY 11231

Trustees Present

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

Trustees Absent

M. Nieves, S. Jallow

Guests Present

Alicia Murray (remote), Brigitte Williams (remote), Charlena Morgan, Jana Mohammed (remote), Juana Llaverias, Juned Haque (remote), M. Spencer-Edwards (remote), N. Campbell (remote), Nancy Gonzalez (remote), S. Handshaw (remote), Tremaine Price

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

V. Connelly called a meeting of the board of trustees of Summit Academy Charter School to order on Tuesday Jan 18, 2022 at 6:13 PM.

C.

Approve Minutes

W. Colavito made a motion to approve the minutes from December Board Meeting on 12-21-21.

M. Bernard seconded the motion.

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

II. Academic Excellence

A. Principal's Report

Personnel

- HS Social Studies Teacher hired
 - SPED certified with SS history
- Still in need of SPED Teachers
- MS Math teacher

Enrollment & Recruitment

- Numbers are exactly the same as they were last month
- Still have 2 LTAs that Ms. Turner and Dean Williams are working on removing from our roster
- The commercial is still running
- New Website has launch
- 10,000 postcards sent, applications coming in

COVID Exposure

- SACS was forced to close at the beginning of the new year.
- Cabinet met to make decisions and rollout plan
- Families notified of closure via phone, text, and email
- Leadership was in the building to distribute supplies and tests
- Situation Room notified of closure and contact tracing enacted
- MS was open the first two days of school for the first week back. Approximately 25% of the scholar population came to the building.
- MS closed for the final two days of the week and the entire school came back on Monday, Jan. 10, 2022

SACS COVID Plan

- Cabinet met regularly to ensure we were on the same page and to devise a comprehensive plan
- In the event of an outbreak, we would have a two-week synchronous session. That gives time to support COVID positive scholars and staff
- Close to the end of the two-week remote period, leadership will meet to determine if we go back to in-person learning or if we adopt a hybrid model.

- Principal Chat & Chew about COVID Protocol on Jan. 13, 2022

Testing & Contact Tracing

- At-home tests are offered to families to test
 - SACS is documenting who gets test

Health Guidelines

- Scholars must sanitize before entering classrooms
- Teachers get wipes and Lysol
- Masks are available to scholars and staff
- DOE will now provide PPE for SACS.

Contact Tracing

- Situation Room engaged with each positive case
- Letters sent home depending on the level of exposure

Ending the First Semester

- The semester begins on Feb. 2, 2022. PTC is on Feb. 3 and is virtual
- The mid-term week is Jan. 24th - Jan. 28. Exams mirror state assessments
- Feb. administration of iReady and NWEA exams

III. Finance

A. December Financials

- School is fiscally sound. Enrollment is the only flag
- Ms. Handshaw and Juned will create a forecast based on enrollment
- ARP grant application was submitted
- Handshaw and Campbell are working on several other grants to supplement needs during the pandemic
- 225 days of cash on hand

IV. Governance

A. Potential Board Members

- Alicia Murray is cleared to participate on the board. Documentation will be submitted to the DOE on 1/19/22
- Mrs. Morgan has to contact DOE ethics office to determine eligibility

V. Connelly made a motion to add Alicia Murray to the Board of Trustees.

W. Colavito seconded the motion.

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

V. Closing Items

A. Adjourn Meeting

V. Connelly made a motion to Adjourn the public meeting and begin the executive session.

W. Colavito 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 7:00 PM.

Respectfully Submitted,
M. Bernard