

APPROVED



Summit Academy Charter School

Minutes

November Board Meeting

Date and Time

Tuesday November 29, 2022 at 6:00 PM

Location

Summit Academy Charter School
27 Huntington Street
Brooklyn, NY 11231

Trustees Present

C. McCants (remote), L. Almonte (remote), M. Bernard, V. Connelly (remote)

Trustees Absent

A. Murray, M. Nieves

Guests Present

Dytanya Mixson, Juned Haque (remote), K. Montgomery (remote), M. Kohlhagen, M. Spencer-Edwards, N. Campbell, S. Handshaw, Tremaine Price

I. Opening Items

A. Record Attendance

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 Nov 29, 2022 at 6:20 PM.

C. Approve Minutes

V. Connelly made a motion to approve the minutes from October Board Meeting on 11-02-22.

M. Bernard seconded the motion.

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

The board would like to extend its heartfelt condolences to Principal Machael Spencer-Edwards on the passing of his sister.

II. Academic Excellence

A. Principal's Report

Personel

- Manny Cruz hired to support in Math & Science
- Need for 1 HS Math teacher, 1 HS Social Studies Teacher, 1 MS Humanities Teacher
- There is an interview scheduled for Nov. 30th so we are hoping to have a person for the HS History position
- New Hire- MS ENL Teacher

Recruitment

- Enrollment is at 205 for the month of November
- We begin work with Lincoln Baretto, with a launch date of Dec. 1, 2022.

Summit Reset

- With Summit Academy only weeks into the 2nd Quarter of the 1st semester, we are looking at our scholars academics, behavior and social and emotional wellness. With the help of all staff members we have identified students who require specific interventions to overcome deficiencies in order to demonstrate growth. As a team we are identifying areas that need improvement, developing action plans and establishing targets and goals for individual students. This will lead to individualized learning plans and teachers sharing strategies that are leading to academic , behavioral, and social and emotional improvement.
- Another aspect of our school reset is to look at instruction on a more critical level. With the recent release of the ITA's (Item Skills Analysis) for HS Regents in June as well as MS state exams in ELA and Math we are identifying students who have specific deficits as evidenced by specific questions as well as state standards. The end result will be reviewing and revising curriculum, modifying lesson plans as well as daily instruction and providing our scholars with specific content that speaks to their individual needs. This will enable us to strengthen differentiation of lessons.

Pep Rally

- Ms. Wallace hosted our first Pep Rally of the year. There was dancing, cheering, basketball, and other entertaining activities.
- The entire school community was able to participate and it was thoroughly enjoyed.
- We hosted media day for the Athletics Teams to introduce them to the world.

Innovation Lab Grand Opening Recap

- We hosted Channel 12 and Channel 2 news outlets, elected officials, and special guests.
- Footage showed scholars engaged in both the Innovation Lab and STEM Studio
- We are preparing to engage the community again with a game night highlighting the Lab. We will also do some holiday gift making so that kids can create.

III. Finance

A. October Financials

Balance Sheet

- \$3.4 million in the bank (115 days of cash on hand)
 - includes grants and per pupil funding
- Recognized revenue from some of our grants
- The first two per pupil payments are based on estimated enrollment. This explains why the income from per pupil is decreasing over time.
- Finance team will add a projection column and more accurate expenditures in the budget for the next meeting.
- Looking at a \$174,000 deficit based on current projections
- Finance team will share comparative data
- Team working on the 990 and will need board approval

IV. Governance

A. Presentation of New Members

Michael Bernard would like to schedule a Town Hall with Parents (FAC) and with the staff. It will allow people see the board and get valuable feedback for improvement.

Interested in having scholars engage with the board as well.

The overall goal is to build up an ambassador constituency to encourage new enrollees for the school.

B. Election of Board Officers

The board will wait to have approval of all members before they vote on the remaining officers.

V. Renewal Preparation

A. Pasek Proposal

The school has been sending information to Dan Pasek to begin the renewal process. The Pasek team has access to all of the school official portals to gather information.

Michael B. to send the link for board members to complete the individual board member assessment/evaluation.

VI. Closing Items

A. Adjourn Meeting

V. Connelly made a motion to adjourn.

M. Bernard seconded the motion.

Next board meeting will be moved to Dec. 13th.

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 7:45 PM.

Respectfully Submitted,
M. Bernard