

APPROVED



# Summit Academy Charter School

## Minutes

### February Board Meeting

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#### Date and Time

Tuesday February 28, 2023 at 6:00 PM

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#### Trustees Present

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

#### Trustees Absent

None

#### Guests Present

Angelo Quinaucho-Lopez (remote), Apurv Goyal (remote), Digant Bahl (remote), K. Montgomery (remote), M. Spencer-Edwards (remote), N. Campbell (remote), Nicole Harris (remote), S. Handshaw (remote), Sugeni Perez-Sadler (remote), Tremaine Price (remote)

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#### 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 Feb 28, 2023 at 6:24 PM.

##### C. Approve Minutes

A. Murray made a motion to approve the minutes from January Board Meeting on 01-31-23.

M. Nieves seconded the motion.

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

## II. Academic Excellence

### A. Principal's Report

#### Personnel

- We have hired HS/MS math and MS humanities
- Still in need of HS History, SPED, and ENL

#### Enrollment/Recruitment

- We began work with Lincoln Barretto, with a launch date of Dec. 1, 2022. We have not benefited from their program. We have discussed moving forward and will make a decision in March.
- This month Summit enrolled 17 asylum seekers to the HS. They are not reflected in the numbers in the chart as registration was completed this evening. Mr. Edwards is in communication with the shelter and we anticipate more scholars. The total scholars enrolled to date is 215.
- School Visits
  - The parent coordinator Ms. Gonzalez is visiting schools to share information about SACS. We have parents attending with her.
- Website
  - We have been enhancing our school website to make it more accessible and user friendly.
  - Our social media site are more active as we have a staff member overseeing weekly posts.
- Tabling
  - Campbell and Gonzalez will begin tabling around the neighborhood to meet and greet potential families beginning February 5, 2023.
  - We are working with the Red Hook Mutual Aid to offer seats to students who are apart of the 1000 migrants coming to the community.
- Vanguard Mailing
  - SACS used Vanguard to send out 25,000 applications to families in the local zip codes. Letters went out the week of Feb. 6th. We have begun to get responses from families.
- On-Site Events
  - Movie night
  - Family/Community Game Night

#### Preparing for state assessments

- MS revised schedule- Countdown to State Assessments
  - Bi- Weekly Mock ELA Assessments
  - Daily lessons targeting specific standards
  - Afternoon Teacher PD's (Mon., Tues., and Thurs.): analyzing data, revises lessons, gathering materials
  - Saturday Academy Programming
- Professional Learning Communities
  - Observation Workshops- Danielson Framework
  - Working with ENL students
  - Data analysis and lesson planning
- Targeted interventions
  - Addressing needs of SWD's and ENL students
  - Increased attendance during office hours
  - Tutoring. Working with CEI to get tutors for high stakes exams.

### **Renewal Planning**

SACS team has begun working with Pasek Consulting

- What is the Summit story?
  - What have we endured and how did we come out?
  - What are the highlights?
  - What are the lowlights?
- Where is Summit going?
  - What is the plan to improve student achievement?
  - How will we improve enrollment?
  - Is a move a real reality?
- New Proposed Programs
  - Formal partnerships with schools who are also struggling with enrollment
  - The board will discuss the possibility of a move for the school

## **III. Finance**

### **A. December & January Finance Report**

#### **Standard Financial Statement**

- \$3.09 million cash on hand at the end of January 2023.
- Given the strong cash position, possible investment in trust bearing accounts? To be discussed with Michael Bernard and Samease Handshaw
  - Monies may be impacted by the FEDS increasing interest rates
- SPED predictions are accurate so anticipated monies is correct
- For January, we had 195 scholars meaning we were running with less revenue than anticipated
- Deficit of \$169,464 expected
- Need to increase the student recruitment line as we decrease in other areas

- 176 Days of cash on hand
- There is a discussion to increase the per pupil revenue by 3.5%. We await the decision from city and state agencies

#### **IV. Governance**

##### **A. Presentation of Potential Board Members**

###### **Sugeni Perez-Sadler**

- Lottie is her former teacher and current mentor
- School aligns to personal values and educational philosophy
- First generation citizen from DR.
- First generation high school and college graduate
- Senior Director of Post Secondary Programs for DOE.
- Works mostly with school counselors and principals.

V. Connelly made a motion to accept Dr. Perez-Sadler's petition to become a member of the Summit Academy Charter School Board of Trustees.

M. Bernard seconded the motion.

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

M. Bernard made a motion to to accept Alvin Young's petition to become a member of the Summit Academy Charter School Board of Trustees.

V. Connelly seconded the motion.

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

#### **V. Other Business**

##### **A. Renewal**

###### **Board Preparation for Renewal**

- The board will need to become more active in preparing for board interviews. The charter is not given to management but to the board.
- Board members must be present to all meetings.

###### **Questions**

###### **What does the move conversation mean? Nicole Harris**

The school is looking for a new location, not necessarily closing just exploring private space.

#### **VI. Closing Items**

**A. Adjourn Meeting**

V. Connelly made a motion to adjourn the Feb. meeting.

M. Bernard 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 7:41 PM.

Respectfully Submitted,

M. Bernard