



# Summit Academy Charter School

## Minutes

### April Board Meeting

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#### Date and Time

Tuesday April 25, 2023 at 6:00 PM

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#### Trustees Present

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

#### Trustees Absent

M. Nieves

#### Guests Present

Connie Hamilton (remote), Juned Haque (remote), M. Kohlhagen (remote), M. Spencer-Edwards (remote), N. Campbell (remote), S. Handshaw (remote), S. Pérez-Sadler (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 Apr 25, 2023 at 6:08 PM.

#### C. Approve Minutes

V. Connelly made a motion to approve the minutes from March Board Meeting on 03-28-23.

A. Murray seconded the motion.

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

## II. Academic Excellence

### A. Principal's Report

#### Vacancies

- HS Global I and II
- 2 SPED
- Possible ENL
- STEM/Robotics Teacher (possibly 5/4)

Enrollment currently at 208

- We hosted our lottery on April 5, 2023.
- All families received an acceptance with enrollment packet email on April 5, 2023.
- Enrollment packets were mailed out on April 6, 2023.
- Summit has been hosting open houses and tours with lottery families April 24th - April 26th.
- Beginning May 1, 2023 all families will get a call from Summit.

#### Recruitment Efforts

##### • School Visits

- Working with Hyde Charter School to have 8th graders visit our high school and the HS team present to the 8th graders at the school. This will occur in early May.

##### • Special Events

- All lottery families received an email blast with the news clip from our ESports Tournament.
- <https://brooklyn.news12.com/exclusive-brooklyn-school-offers-e-sports-elective>

##### • Up-Coming Events for Families

- New Scholar & Family Game Night (Date TBA)
- Barnes & Noble Book Fair: May 24, 2023
- Summer Boost invitation for scholars going to 6th - 9th grade (still trying to identify a location for summer school)
  - Connie Hamilton has made contact with the Charter Office regarding placement for the summer.
- New Family Game Night: May 10, 2023
- New Family Virtual Tour via Zoom: May 18, 2023

##### • Mock Data for MS ELA Exam

- Over the course of the last few months students have begun test preparation by teachers utilizing class time to provide standard based instruction in reading and writing. We have utilized the computer based programs such as IReady and Reading Plus. Students have been administered 3 prior state ELA exams, and we have set up additional office hours in the form of skills based class sessions 4 days a week after school.
- Spring Data
  - Reading plus and IReady data show growth prior to state testing
  - Teacher taught skills building addressed individual deficits.
  - Will begin Skills Building earlier in the year moving forward to ensure that mock data is reflective of true scholar performance.
- On the Horizon
  - Update on Charter Renewal forthcoming
  - Summer School Site still being looked into
  - Curriculum development in the following content areas- Esports, Gaming, Coding, STEM, Robotics, ENL
  - Data from computer based platforms
  - Possible ENL Summer Programming
  - Additional recruitment of additional ENL students
  - Data from Math Mock assessments (May)
  - Data from HS Mock Regents (May)
    - Regents PD on Fridays for HS teachers

### III. Finance

#### A. February Financials

##### Balance Sheet

- \$2.6 Million in the bank
- \$373,978 in receivables from Federal Title Funding
- There will not be a cash deficit but we project a deficit of close to \$800,000 at the close of the year

##### Cash Flow Projection

- Expect to have 162 days of cash on hand

M. Bernard made a motion to accept Summit Academy's 990 form for submission to the IRS by May 15, 2023.

V. Connelly seconded the motion.

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

##### Interest Analysis

- Discussion about whether should move \$2 million into this account.

- Consider moving less to see the returns so that the school does not have all reserve monies tied up.

Board will discuss moving funds to ICS bank based on rates analysis. Board members with finance background will lead the discussion.

#### **IV. Other Business**

##### **A. SACS Renewal Process**

- Board should meet with Pasek Consulting to discuss structural changes
- School leadership will receive first report and then the board will be engaged.
- Pasek will support with board preparation for the renewal

##### **CEI Presentation**

- **Working with coaches to determine which scholars are PID and how many of the supports they are taking advantage of.**
- **Support with data analysis by coaches. What does the data say?**
- **Working on Student Teachers from St. Francis College joining the Summit Team**
- School Leader evaluation will be presented at the June meeting

##### **B. New Members**

Kenneth has been approved by the DOE. We are still waiting for Al Young and Sugeni Perez-Sadler.

#### **V. Closing Items**

##### **A. Adjourn Meeting**

V. Connelly made a motion to adjourn the meeting at 7:42pm.

A. Murray 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 7:42 PM.

Respectfully Submitted,  
M. Bernard