



# Summit Academy Charter School

## Minutes

### September Board Meeting

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#### Date and Time

Tuesday October 3, 2023 at 6:00 PM

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#### Trustees Present

A. Murray, A. Young (remote), C. McCants (remote), M. Bernard, V. Connelly (remote)

#### Trustees Absent

K. Montgomery, L. Almonte, M. Nieves, S. Pérez-Sadler

#### Guests Present

Emeliano Daniels (remote), Gloria Bolivar (remote), Juned Haque (remote), M. Spencer-Edwards, N. Campbell, Raisa Schwanbeck (remote), S. Handshaw, 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 Oct 3, 2023 at 6:31 PM.

#### C. Approve Minutes

V. Connelly made a motion to approve the minutes from August Board Meeting on 08-15-23.

A. Murray seconded the motion.

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

## II. Academic Excellence

### A. Principal's Report

#### Vacancies

- 1HS Global I and II
- 1 SPED - Science
- 1 HS ENL Teacher
- 1 HS Spanish teacher
- 1 College and Career Counselor

#### Recruitment/Enrollment

- **September was spent recruiting at various sites.**
  - Migrant Shelter on Hamilton Avenue
  - Sunset Park (parks, schools)
  - **Athletics Coaches brought in over 10 new scholars to play for their programs. We also expanded our sports offerings to attract more scholars.**
  - **Communicating with families who participated in the lottery**
  - Email and text message blasts
- Recruitment
  - **Through a relationship with Walmart (via Ellen DeGeneres Class of 2017), Summit was gifted the following:**
  - **Micro scholarships (\$500 per graduate) for the Classes of 2023, 2024, 2025**
  - **Buses for morning and afternoon pick up and drop off and College Tours**
  - **Secured 2 buses, each holding more than 30 passengers. One bus has a bathroom and can be used for longer distances.**
  - **Insurance for the year and possibly next year, depending on total**
  - **Bus wrapping to advertise the school whenever possible**
- **Scholar Incident**
  - First, I would like to start off thanking all the members of the Summit Executive Board and CEI for the support and presence at our school. We appreciate the in-person support as well willingness to assist in efforts to continue to keep our scholars safe and provide them continued academic, social and emotional support.
  - The young scholar who sustained a critical injury after school has been released from the hospital and is resting at home. Since the incident and

throughout this process SACS staff and administration have supported the family through visits, prayers and donations. This event was traumatic for our school community so our counseling team along with our partners from RHI have conducted sessions with all those who expressed a need of emotional support and we continue to monitor our scholars who continue to need.

- On-going Safety Measures

- The aftermath of the incident resulted in the following safety measures. Some were temporary and some will be implemented on a need basis from the school:
- Unannounced Scanning- implemented once, but have the ability to request more when deemed necessary
- Ongoing dialogue with 76th Precinct CO's and YO's
- Increased police presence during dismissal- implemented for one week, but in talks to ensure that this happens more frequently.
- Patrols around the neighborhood, focusing on known 'hot spots'
- Weekly principal meeting with 76th precinct- Every Wednesday at 11:30 via Zoom. Address concerns, get important information, collaborate with administrators

- New Programs

- **ANet**- this is an online program that provides formative interim assessments (Common Core aligned or based on scope and sequence of curriculum used by the school) that give educators timely, actionable, and student-specific data. The data that comes from these assessments will enable us to track student progress, address and combat student deficits, help to differentiate instruction for students and provide actionable data when planning lessons for our scholars.
- These assessments will take place 3 times a year. The first assessment has been scheduled in 2 weeks.
- **MasteryConnect** is a digital assessment management system that allows teachers to efficiently and effectively determine what a student knows and does not know based on the Common core standards or your curriculums scope and sequence. Student understanding is laid out in trackers and based on a variety of assessment types. This platform will help teachers identify levels of understanding, target students for intervention, and inform instruction. The "mastery" part of the website helps teachers plan assessments linked to standards and analyze data collected from the assessments. Teachers can access their trackers, view students, view current student mastery levels, and view and grade assessments.
- Assessments will be given every 6-8 to track student progress, review data, and drive instruction

### III. CEI Work Scope

#### A.

## Work Plan

E. Hughes is working with SACS to get all coaches engaged in content areas

- October will end the first quarter so there will be a report created.
- Consultancy meeting cancelled because of the rain last week.
- Consultants need to document the work they do with teachers. Currently doing verbal reports but must shift to written.

## IV. Finance

### A. August Financials

Period ending August 31st

- No major reporting as the year has just started.
- \$2.7 million in the bank
- Submitted per pupil so we are expecting the payment
- Expecting \$600,000 receivable from grant

PNL

- \$815,000 in revenue; expenses around \$835,000

Year end number for 2023

- Deficit less than expected
- Audit meeting to occur on Oct. 13, 2023

## V. Renewal Progress

### A. The Process

Board retreat occurred on Sept. 8

- Facilitated by Dan Pasek
- Plan to support migrant families
- External supports integrated into the school community

### B. By-Law Adoption

V. Connelly made a motion to adopt the by-laws for the Board of Trustees for Summit Academy Charter School.

C. McCants seconded the motion.

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

C. McCants made a motion to vote Alvin Young as the Board Treasurer for Summit Academy.

A. Murray seconded the motion.

The board needs to vote in a Treasurer for the school year 2023 - 2024. Alvin Young has agreed to take the position should he be nominated.

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

V. Connelly made a motion to accepted Alicia Murray as the secretary of the board.

C. McCants seconded the motion.

Nominations for the Board Secretary:

- Michael Bernard nominates Alicia Murray

Alicia Murray has accepted the nomination for board secretary.

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

## **VI. Closing Items**

### **A. Adjourn Meeting**

A. Murray made a motion to end the meeting.

V. Connelly 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 7:40 PM.

Respectfully Submitted,

N. Campbell