



Summit Academy Charter School

Minutes

February Board Meeting

Date and Time

Tuesday February 27, 2024 at 6:00 PM

Trustees Present

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

Trustees Absent

A. Young, M. Nieves, S. Pérez-Sadler

Guests Present

Frances Levine (remote), Jacqueline McDonald (remote), Juned Haque (remote), Karen Thomas (remote), M. Kohlhagen (remote), M. Spencer-Edwards, N. Campbell, Nicole Harris (remote), S. Handshaw

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 27, 2024 at 6:10 PM.

C. Approve Minutes

K. Montgomery made a motion to approve the minutes from January Board Meeting on 01-31-24.

C. McCants seconded the motion.

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

II. Finance

A. January Financials

- Cash in hand at the end of Jan. 150 days available

Balance Sheet

- \$2.6 Mil. in the bank at the end of Jan.
- Expecting the 5th deposit for per pupil
- \$450,000 deferred revenue; Recognizing this revenue by the end of February

PNL Summary

- Recognized 3.36 mil. year to date; less than initially anticipated; Projected based on 240 students
- \$65,000 deficit anticipated; much less than initially expected with the increase in enrollment

Cash Flow Projection

- Expecting 2 more per pupil deposits

A. Murray made a motion to move SACS \$700,000 from First Republic to Flag Star to take advantage of a higher (5.33%) interest rate.

L. Almonte seconded the motion.

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

V. Connelly made a motion to approve SACS 990 form for submission to the IRS by the March 15th deadline.

C. McCants seconded the motion.

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

III. Academic Achievement

A. Principal's Report

Vacancies

- One high school Spanish teacher
- One high school ENL Teacher

Enrollment

- MS- 97. HS- 167. Total- 264

Recruitment Tools

- **Website Revisions**
 - www.sacsny.com
- **Open House Sessions planned and shared with our local organizations.**
Dates are:
 - Feb. 27, 2024 and by appointment
- Ramped up social media campaign with new videos and pictures posted regularly.
- Using social media to celebrate Black History Month and Women's History Month and attract new followers
- Publicizing Girls Basketball accomplishments
 - Borough Champions in PSAL
 - Number 1 seed in playoffs

Preparing for State Assessments

- As preparation for the state exams in MS and HS we have scheduled 4 Saturday Academy sessions in March and April.
- Support Tools
 - Mastery Connect: Managing standard mastery, test question pool
 - Learning Pal: Individual Online Regents prep for middle and high school
 - ANet: 6-8 week interim assessments with data day and real time coaching
 - Interactive Geometry curriculum to support in the absence of a second math teacher in HS
- Scheduled Mock Regents for the month of April and May.
- Additional time during the school week that is dedicated to explicit teaching. Alternate day instruction and during enrichment periods 4 days a week.

Teacher Evaluations & Observations

- As part of our ongoing teacher assessment of pedagogy and instructional practices, the administrative team is conducting formal observations.
- Instructional coaches are also providing non-evaluative feedback via TeachBoost.
- These evaluations and other key indicators will inform us on which teachers will remain and have their contract renewed
- March and April are when we finalize teacher hires and identify key areas of need.

Good News

- Mr. Leppe has been invited to apply for the Fullbright Scholarship
- 3 AP teachers from Summit have been invited to score AP exams

Education Matters Gala

- April 21, 2024; scholars, families, and board members are encouraged to attend and/or purchase tables

IV. Governance

A. Board Expansion

- Today's board meeting has the most board member presence in person and online.
- Michael discussing the importance of board presence and engagement if the school is to be successful.
- The board needs to schedule a 90 call/retreat with Pasek Consulting to prepare to be more engaged and informed.
 - Proposing: March 18th, March 25th, or April 1 in the evening
- The board did not have quorum for several of the meetings and must vote to re-approve all business that was carried out when there were not sufficient board members present.
- Board to propose dates for the retreat
- Cynthia McCants has two potential candidates for the board that will be presented in the near future

V. Connelly made a motion to approve the charter application that was submitted to the Department of Education in October 2023.

L. Almonte seconded the motion.

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

V. CEI Report

A. Coach Check-in

- Ginny and Michael will meet with Mr. Hughes to determine if there are any further challenges with the coaches
- Michael inquired about finances and the coach compensation; Ginny indicated that she is not sure as CEI is in their audit but will get an update to Michael Bernard ASAP

VI. Closing Items

A. Adjourn Meeting

V. Connelly made a motion to adjourn meeting until March.

L. Almonte 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 7:01 PM.

Respectfully Submitted,
N. Campbell