

DRAFT



# Summit Academy Charter School

## Minutes

### Board Meeting

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#### Date and Time

Tuesday January 12, 2016 at 7:00 PM

#### Location

27 Huntington Street Brooklyn, NY 11231

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Brooklyn, NY 11231

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#### Trustees Present

F. Mitchell, J. Bailin, M. Bernard, N. Campbell, N. Dominguez

#### Trustees Absent

*None*

#### Guests Present

C. Basbombe, C. Swift (remote)

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### I. Opening Items

#### A. Record Attendance and Guests

#### B. Call the Meeting to Order

F. Mitchell called a meeting of the board of trustees of Summit Academy Charter School to order on Tuesday Jan 12, 2016 at 7:05 PM.

### **C. Approve Minutes**

M. Bernard made a motion to approve minutes from the Board Meeting on 12-15-15 Board Meeting on 12-15-15.

J. Bailin seconded the motion.

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

## **II. Development**

### **A. Pitch Book Update**

- Discussion about creating PowerPoint pages for each of the highlights of the school
- Nestor sent Isabelle samples to model pages. Natasha will get from Isabelle.
- Most difficult part is gathering and exploring quantitative success of scholars.
- Must convey that SACS is an operating entity that is a work in progress. Using scores and story to point out specific strategies to improve scores.
- Paint as well as utilize the story of college admission and graduation as a big highlight.
- Prospective corporations and foundations: Robin Hood Foundation, Citi Bank
- Up-date fact sheet.
- A sample of the pitch book should be ready for the next meeting.
- Next Steps: At the next board meeting, we present plan of action
- What sets Summit apart: "must" talking points.

### **B. Recruitment of replacement and additional Board members.**

## **III. Governance**

### **A. Health Concerns at SACS**

- Ms. Swift became ill after leaving work on Jan. 4, 2016. She went to the doctor and on Jan. 6th and was diagnosed with viral meningitis.
- Once she shared the diagnosis with Ms. Campbell, Ms. Campbell asked the custodians to do a courtesy cleaning. The information was inappropriately shared by a custodian with a teacher from PS 676.
- DeAnna Thompson from PS 676 called a host of DOE offices; Paul Byrne from DOE contacted Ms. Campbell.
- After discussing with DOE and DOH, Ms. Campbell contacted Bureau of Communicable Diseases.
- Back lash occurred because Ms. Campbell did not share such information with PS 676 personnel.
- N. Campbell to share with board DOE meeting dates.

### **B.**

## **Recruitment of Board Members**

- Conduct a board assessment. Need diversity in expertise, skill, gender, etc.
- Using external avenues to identify new board members.
- Floyd will do a SWAT analysis on the board
- Michael will devise a plan for recruitment efforts (long term and short term)
- School to send fact sheet to board members for review and annotations
- Up-date board net and other sites for that purpose.

### **C. Resignation of Ashley Carter**

J. Bailin made a motion to Accept the resignation of Ashley Carter.

N. Dominguez seconded the motion.

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

## **IV. Finance**

### **A. Committee Update**

- Trying to make offers to staff sooner than later
- Michael to adjust timeline for budgeting so the board can begin working on new budgets

## **V. Academic Excellence**

### **A. Principal's Report**

Please see Powerpoint attached

### **B. Relationship with P.S. 676**

- Ms. Thompson has made it more challenging to co-locate in the building.
- PS 676 staff is threatening and harassing SACS personnel.
- PS 676 principal finds fault with everything SACS does. We feel unwelcomed and unwanted in the building.

## **VI. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:35 PM.

Respectfully Submitted,  
N. Campbell