APPROVED

Summit Academy Charter School

Minutes

April Board Meeting

Date and Time
Tuesday April 22, 2025 at 6:00 PM

Trustees Present
A. Murray (remote), A. Young (remote), C. McCants (remote), D. Sleet, K. Montgomery (remote), M. Bernard

Trustees Absent
D. Tomlinson, J. Hartley

Ex Officio Members Present
M. Spencer-Edwards

Guests Present
Andrew Gonzalez (remote), Cassandra Andrews-Jackson (remote), Juned Haque (remote), Maiky Antoine (remote), N. Campbell, Nicole Harris (remote), S. Handshaw, T. Price

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 22, 2025 at 6:27 PM.

C. Approve Minutes

C. McCants made a motion to approve the minutes from March Board Meeting on 03-18-25.
A. Young seconded the motion.
The board **VOTED** to approve the motion.

II. Academic Excellence

A. Principal's Report

Celebrations

- **NY Smile came to the school and did dental cleaning for 55 Summit scholars.**
- **Summit partnered with Red Hook Initiative to host a HBCU Women's Panel. One of the guest speakers was a Summit alum.**
- **We are in the planning phase of a partnership with NY Medical Training Institute. HS scholars would be able to take courses at the school to earn seat time towards certifications in various medical professions. Today we took 24 scholars to visit the school and explore this unique option. In the coming days we will work out the financial obligation for the program.**
- **On May 20, 2025, Optical Academy will visit the school and offer eye exams and glasses for scholars. The cost is $50 per child. Up to 200 scholars can participate.**
    - **We will open slots for incoming scholars who have committed to Summit for the next school year.**

Teacher Recruitment
With the end of the school year approaching SACS is evaluating all teachers based on the following criteria:

- Ratings from our teacher evaluation system (Teachboost), which includes formal and informal evaluations
- Knowledge of students and student learning.
- Knowledge of content and instructional planning.
- Instructional practice.
- Learning environment.
- Assessment for student learning.
- Professional responsibilities and collaboration.
- Professional growth.

Based on these criteria school leadership will then determine whether or not the teacher will continue working at SACS. As is standard procedure we have posted all teaching

positions as vacancies on all job websites in the anticipation of the need for new hires based on possible teach attrition and needs.

SACS will attend be attending both in-person and online teacher recruitment fairs. This Saturday, April 26th we will attend the BLACC Teacher Recruitment Fair.

Enrollment and Recruitment

- 263 Scholars currently enrolled, with 281 in ATS
- **Lottery on April 9, 2025**
  - 114 applicants were entered with 5 families showing up for the event
  - 4 Applicants contacted the school since the lottery and intend to apply
  - Enrollment packets were mailed on April 10, 2025
  - This week we will begin calling families to support with application completion and registration
  - Planning ways to engage families in the school to encourage enrollment
- **Marketing**
  - Facebook lead ads running
  - Summit video shorts to highlight aspects of the school
  - Athletics Programs
    - SACS AAU participation. Of the 12 girls players, 4 are current scholars, 3 committed through the lottery, and I met with 2 additional parents for enrollment in high school.
    - Boys will play in various summer leagues to bolster our presence and attract new scholar athletes.
    - Coaches have requested enrollment packets to share with families who are interested in the school and athletics program

DOE Visit

On Wednesday, April 23rd from 9:00-11:30, we will have our second DOE Authorizer visit. For this visit, they have requested the following ofr their visit:
In preparation, please create a schedule that includes the following:

- Observing the coaching model provided by the Lavinia Group. This includes the debrief between the Lavinia coach and SACS instructional coach after they observe the lesson.
- A visit to the ENL class they observed during our visit in December to examine the impact of coaching on teacher practice.
- A review of student learning data. Evidence can include student data pre and post coaching, interim or benchmark data, or comparative data from last school year to this year.
- A review of data to evaluate teacher development. Evidence can include coaching logs, teacher evaluations, and teacher feedback pre, and post coaching.

- In addition, they want to observe teachers who were provided instructional supports, or of classrooms where we have concerns about the teacher's instruction.

Upcoming Assessments

- State Math Exam- April 28- May 2- CBT
- State ELA Exam- May 5- May 9- CBT
- State Science Exam(8th Grade)- May 12- May 16

We would now like to begin our focus and efforts towards preparing for our renewal in SY25-26. The DOE has cited conditions in our renewal that must be met to continue our charter. Here are the conditions that were given:

1. The school will plan, implement, and create a comprehensive system for providing, monitoring, and analyzing the efficacy of ENL (English as a New Language) instruction to serve the population of students requiring ENL Service. This plan will include robust ENL or Dual Language instruction in alignment with CR-Part 154, provision of SEL (Social Emotional Learning) services, and training for general education teachers to ensure that all students enrolling at Summit Academy Charter School can participate in all programming regardless of level of knowledge of English.
2. The school will plan, implement, and create a system for monitoring and analyzing the effectiveness and fulfillment of special education instruction to ensure full compliance with all students' IEPs to be shared by the July 15, 2025, deadline.
3. A new budget proposal reflecting any additional staffing or resource need for those plans.
4. Raw data on student outcomes on interim assessments with indicators for whether the student has an IEP or is receiving ENL services.
5. Analysis of those student outcomes, including trends and patterns

- Students have the option to opt-out of the exam, however we have historically low numbers of students who do not take the exam.

III. Finance

A. March Unaudited Financials

No major changes since the last report

- The financial report for the period ending March 31st is presented, showing a deficit of $76,000. The school's revenue is at 75% of annual projections, while expenses are at 71%. The projected total deficit for the year is $466,000, higher than previously estimated, primarily due to lower enrollment (270 students instead of 300). Despite the deficit, the cash position remains solid with 78 days of cash on hand projected by June 30th. The school is exploring ways to increase revenue through higher enrollment and seeking grants and corporate funding. Additionally, the school shares several celebrations, including dental cleanings for students, partnerships with local organizations, and plans for medical training courses for high school students.

Update:

- Need to schedule our audit call.

IV. Committee Reports

A. Governance Committee

No report at this time.

B. Academic Achievement Committee

No report at this time.

C. Development Committee

No report at this time.

V. Closing Items

A. Adjourn Meeting

C. McCants made a motion to adjourn the April 2025 meeting and go into executive session.
D. Sleet 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 7:06 PM.

Respectfully Submitted,
A. Murray