APPROVED

Summit Academy Charter School

Minutes

May Board Meeting

Date and Time
Thursday May 29, 2025 at 6:00 PM

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

Trustees Absent
D. Tomlinson, M. Bernard

Ex Officio Members Present
M. Spencer-Edwards

Guests Present
April Rose (remote), Davina Turner (remote), Jacqueline McDonald (remote), Jacqueline McDonald (remote), Jonathan Barger (remote), Juned Haque (remote), N. Campbell (remote), Rossana Castellanos (remote), Siah Hagin (remote)

I. Opening Items

A. **Record Attendance**

B. **Call the Meeting to Order**

C. McCants called a meeting of the board of trustees of Summit Academy Charter School to order on Thursday May 29, 2025 at 6:09 PM.

C. Approve Minutes

K. Montgomery made a motion to approve the minutes from April Board Meeting on 04-22-25.
M. Bernard seconded the motion.
The minutes were officially approved in the June meeting.
The board **VOTED** to approve the motion.

II. Academic Excellence

A. Principal's Report

Overview
Machael presented updates on enrollment and recruitment, noting successful partnerships that have contributed to stable enrollment figures. The school has not experienced any discharges in April, and efforts are ongoing to attract new students for the upcoming school year. Machael also discussed preparations for an upcoming ACR visit from the Department of Education (DOE), stressing the need to showcase academic success and effective management. Adjustments to the class schedule are being made to accommodate DOE requests for classroom observations.

Enrollment and Recruitment Updates
Machael Spencer-Edwards discussed recent achievements, including dental services provided to 55 scholars and a partnership with the New York Medical Training Institute for high school courses. Enrollment numbers remain stable, with no discharges in April, and recruitment efforts are focused on attracting new students, particularly in the ninth and sixth grades, through various outreach initiatives.
* Enrollment statistics and recruitment efforts for the upcoming school year.
* Discussion of the upcoming ACR visit and necessary preparations.

ACR Preparation and MTI Program Updates
Machael Spencer-Edwards outlined the expectations for the upcoming ACR visit, highlighting the need to showcase academic success, effective management, and financial viability. The DOE will observe various classes, and the leadership team is modifying the schedule to meet their requirements. Cynthia McCants suggested reaching out to the DOE to discuss potential schedule adjustments to minimize disruption.
* Collaboration with MTI for new program offerings and implications for the school.

Summer School Planning and Graduation Updates
Machael Spencer-Edwards discussed the challenges of summer school planning, noting that many schools are closed due to construction, but efforts are being made to ensure high school students have placements. Natasha Campbell shared that middle school

summer school will take place at a church school in Sunset Park, with five classrooms available for four weeks.

III. Finance

A. April Unaudited Financials

There were no significant finance changes to report. The school has approximately 160 days of cash on hand. The Management and Board Treasurer will work together to have a budget for the board to review at the June meeting.

IV. Committee Reports

A. Governance Committee

Kenneth Montgomery highlighted the necessity of addressing the school's future and ongoing discussions with the Department of Education. Cynthia McCants provided updates on board member resignations and stressed the importance of board training to demonstrate commitment to governance. She also mentioned the potential addition of new board members and the need for all members to review candidate resumes before the next meeting.
* The importance of board member engagement and accountability.
* Review of April meeting minutes and approval process.

B. Academic Achievement Committee

Strategic Planning for Renewal
Cynthia McCants highlighted the necessity for the board to create a comprehensive plan for renewal, particularly in the areas of college and career readiness. She pointed out that the board has not effectively marketed their programs, resulting in insufficient support for their proposals. Additionally, she raised concerns about the board's overall functionality and the impending staffing changes.

C. Development Committee

No minutes at this time.

V. 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 8:00 PM.

Respectfully Submitted,

A. Murray