APPROVED

Summit Academy Charter School

Minutes

June Board Meeting

Date and Time
Tuesday June 17, 2025 at 6:00 PM

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

Trustees Absent
None

Guests Present
C. Andrews Jackson (remote), Cassandra Andrewa-Jackson, Julia Valle, Juned Haque, N. Campbell, Nancy Gonzalez (remote), T. Price

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

K. Montgomery called a meeting of the board of trustees of Summit Academy Charter School to order on Tuesday Jun 17, 2025 at 6:18 PM.

C. Approve Minutes

K. Montgomery made a motion to approve the minutes from May Board Meeting on 05-29-25.
M. Bernard seconded the motion.
The board **VOTED** to approve the motion.

D. Approve Minutes from April Meeting

K. Montgomery made a motion to accept the minutes from the April 2025 board meeting.
M. Bernard seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Academic Excellence

A. Principal's Report

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.

Enrollment & Recruitment

- The numbers for the month of May did not change. We have 281 in ATS and 263 actual scholars.
- Enrollment packets for the coming school year are still coming in.
    - 6th grade 12
    - 8th grade 1
    - 9th grade 17
    - 10th grade 3
- **Marketing**
    - Facebook lead ads running

- Athletics Programs
  - SACS AAU participation. Of the 12 girls players, 4 are current scholars, 3 committed through the lottery, and I met with 3 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
- Poster Canvassing in the following zip codes: 11215, 11231, 11232, 11217, 11220, 11201

The Team has been calling families to determine if they will be attending the school. There are a number of outstanding applications.

Summer School
This year our building is closed due to construction so we have moved our scummer site to accommodate our MS scholars and families. **Summer School Program 2025**, will be held from July 7th - August 8th, 2025 at **345 43rd St**. **Brooklyn, N.Y.11232** from 8 a.m.-1 p.m. Monday - Thursday. **We have a total of 16 students who are mandated to attend summer school in order to be promoted.** The promotional criteria is : 1.) No less that 90% attendance for the school year, and 2.) Passing content subjects in Math and ELA.

We are extending a summer enrichment program to our ELL students. This program will enable them to strengthen foundational skills in preparation for the next school year. There re a total of 15 students who have been selected to attend this program, We are extending this invite to all of our ELL students.

We are in the process of ensuring that transportation is provided. In addition, breakfast and lunch will be provided.

HS scholars register for summer school at HS in the NYC area that is closest to their home. SACS has been assisting scholars and families with finding schools in their area and schools that offer courses they are in need of. We have a total of 65 students who will be attending summer school to complete various courses failed this school year. This year summer school is from July 7th- August 8th. Times vary based on when course are offered.

Graduation Rates
This year in MS, we have a total of 33, 8th grade students. There are 30 students who have completed all required coursework and are eligible for graduation. 3 of our scholars will have to attend summer school and pass their courses in order to receive a diploma. If they are eligible for promotion they will receive their diplomas in August.
8th grade graduation rate- 91%

This year in HS, we have a total of 30 seniors. There are 24 students who have completed all required coursework and are eligible for graduation. 5 of our scholars will need to pass Regents exams that were administered in June in order to receive a diploma. If they pass their Regents they will receive a diploma in August. There is 1 student who will need to go to summer school in order to graduate and receive a diploma.

HS Graduation Rate- 80%

ACR Review and Response

On June 2nd, the DOE visited SACS to conduct their annual comprehensive review (ACR) visit this spring ahead of your renewal in the 2025-2026 school year.

Based on their feedback they brought up a number of concerns that they want to see addressed. The feedback that they shred centered around the following:

- Teacher Recruitment, Hire Practices and Retention
- ENL instruction
- Mathematics instruction and test scores. Specifically Algebra and Geometry
- Student subgroup data (ELL, SWD's, and economically disadvantaged scholars)

We have crafted a response with evidence that we intend on sending to the DOE authorizers. Please review the document to that we can be aligned with what is taking place at SACS and our future plans of improvement.

DOE Response

Testing

HS Regents testing week is from June 4th - 27th

Graduation

- Last Day of School June 26th
- MS and HS Graduation- June 27th at Clara Barton HS. MS Graduation is at 9:00 AM. HS Graduation is at 12:00 PM

III. Finance

A. Proposed Budget

Proposed Budget Highlights

- Management proposed two options - one with 280 scholars and one with 300 scholars. We are targeting

- Revenue of $7.28 Million with expenses anticipated at $7.23 million
- Anticipating higher SPED numbers, increasing revenue - hiring more SPED certified teachers
- Projecting $100,000 in fundraising (general and grants) with an additional $50,000 board fundraising (give or get $5,000 each)
- Proposed to transfer funds from operating account to interest baring account to increase interest. Want to move up to $1.5 million.

Expenses

- Salaries include ENL coordinator and bus driver - new this year
- Staff who is not returning, their salaries are left in the budget

OTPS

- Projections based on spending this year with a 3% increase
- NEW: $25,000 for repairs and maintenance for the buses - insurance is added to the overall insurance plan
    - The additional bus insurance can be taken up with the board as we get closer to getting it on the road
- NEW: $50,000 for career readiness proposals
- Expecting a surplus of approximately $87,000. If enrollment is below 300, we anticipate a deficit of approximately $195,000

C. McCants made a motion to table the vote to approve the budget for 2025 - 2026. The board will reconvene before June 30, 2025.
K. Montgomery seconded the motion.
The board **VOTED** to approve the motion.

Roll Call	
A. Murray	Aye
A. Young	Aye
D. Sleet	Abstain
M. Bernard	Absent
C. McCants	Aye
K. Montgomery	Aye

May FInancial Highlights

- $1 million plus in the operating account
- Over 86 days of cash on hand by June 30; First week of July back to 112 days
- Projecting about $424,000 deficit at the end of the year. This is less than we anticipated.
- One time payments that occur in the month of June, increasing spending and the deficit

IV. Committee Reports

A. Governance Committee

There is no report at this time.

Committee Requests

- All staff must receive offer letters this week. Those who will not be returning have been notified.
- One short term contract and Teacher Improvement Plan
- Review in hiring and vetting practices

B. Academic Achievement Committee

No report at this time.

C. Development Committee

No report 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