APPROVED

Summit Academy Charter School

Minutes

July Board Meeting

Date and Time
Monday July 7, 2025 at 6:00 PM

Location
209 Rochester Avenue
Brooklyn, NY 11213

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

Trustees Absent
None

Ex Officio Members Present
M. Spencer-Edwards (remote)

Guests Present
C. Andrews Jackson (remote), Juned Haque (remote), S. Handshaw (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 Monday Jul 7, 2025 at 6:50 PM.

C. Approve Minutes

M. Bernard made a motion to approve the minutes from June Board Meeting on 06-17-25.
A. Young seconded the motion.
Edits required for enrollment projections, budget assumptions, surplus/deficit details, staff COLA discussion, and bus/insurance costs.
The board **VOTED** unanimously to approve the motion.

II. Academic Excellence

A. Principal's Report

Principal's Report – Spencer-Edwards
Vacancies
Middle school ELA, Special Ed, Science/Math; 2 HS Math; 1 HS Humanities; 1 HS STEM. Mr. Gomez hired for HS Humanities.

Recruitment

- Job fairs on July 10, July 25, Aug 8, Aug 25.
- Coaches tasked to secure 10 new students each.

Enrollment:

- ATS June 25: 281 (actual ~245).
- DOE requires budgeting at 300. Target fall: 300+.

Summer School

- 32 MS students at St. Michael's (16 promotion, 16 enrichment/ELL).
- HS students attend local DOE sites.

DOE Renewal Prep

- DOE requested more data (student outcomes, IEP/ENL breakdown, RTI evidence).
- Data shows improvement (Regents proficiency: 7% → 20%; Geometry 0% → 20%).
- ACR report due Sept. 3, must be clean and final.

III. Finance

A.

Proposed Budget

- Report by Juned (Accounting Firm):
- Revised 2025–2026 Budget presented.
- Fundraising revenue reduced from $100K → $50K.
- Board give/get reduced from $50K (10 members) → $17,500 (7 members).
- Option 1 (DOE Required, 300 enrollment): Break-even, ~$4,200 surplus.
- Option 2 (280 enrollment): ~$394K deficit.
- Discussion: $50K Career Readiness/MTI line item retained though unlikely for this year.
- Vote: Motion by Mr. Bernard, seconded. Budget approved unanimously.

IV. Committee Reports

A. Governance Committee

- DOE scrutinizing governance compliance (meeting postings, remote addresses, motions/votes).
- Board urged to review training materials, minutes, and actively engage in DOE responses.
- All trainings will be documented for DOE compliance.

Elections of Officers (2025–2026)

Chair: Kenneth Montgomery – re-elected.
Vice Chair: Cynthia McCants – re-elected.
Secretary: Duane Sleet – elected.
Treasurer: Mr. Bernard – elected.
All officer positions approved unanimously.

B. Academic Achievement Committee

C. Development Committee

- Fall 2025 committee meeting planned to strengthen board development and fundraising strategy.
- Winter 2025 holiday breakfast fundraiser proposed (goal: $7,500 net; sponsor to underwrite costs).
- Explore student recognition awards and graduation scholarships for Valedictorian/Salutatorian.

V. Executive Session

A. Personnel

- Voted to enter Executive session. Entered at 7:47 PM to discuss:
- Personnel and leadership contracts.
- CEO contract non-renewal (Board previously voted not to renew Spencer-Edwards'
- contract for 2025–26; extension through Aug discussed.
- DOE renewal pressures.

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 7:47 PM.

Respectfully Submitted,
A. Murray