

DRAFT



# Summit Academy Charter School

## Minutes

### June Board Meeting

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#### **Date and Time**

Tuesday June 16, 2026 at 6:00 PM

#### **Location**

Summit Academy Charter School  
27 Huntington Street  
Brooklyn, NY 11231

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#### **Trustees Present**

A. Murray (remote), A. Young (remote), C. McCants (remote), K. Montgomery (remote), M. Bernard (remote), T. Coleman-Brown (remote)

#### **Trustees Absent**

D. Sleet

#### **Guests Present**

Jonathan Barger (remote), N. Campbell (remote), S. Handshaw, T. Price

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### **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 Tuesday Jun 16, 2026 at 6:08 PM.

### **C. Approve Minutes**

M. Bernard made a motion to approve the minutes from Rescheduled May Board Meeting on 05-26-26.

T. Coleman-Brown seconded the motion.

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

Meeting minutes for October 2025 need to be approved. It was missed in the November meeting.

M. Bernard made a motion to approve the minutes from October Board Meeting on 10-21-25.

T. Coleman-Brown seconded the motion.

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

## **II. Academic Excellence**

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

#### **Graduation and end-of-year events**

- Graduation set for June 26 at Clara Barton High School, 901 Classon Avenue: Middle School at 9:00 AM; High School at 12:00 PM.
- Middle School prom scheduled Thursday at Yayo's from 4:00–8:00 PM.
- Last instructional day is next Friday; summer school begins July 6; Strategic Academic Plan due July 15.

#### **Regents testing schedule and communications**

- Completed school-day pilot exams: English, Chemistry, Algebra II.
- This week: Algebra I, Global History; Thursday: Biology, Earth and Space Science.
- Next Tuesday: U.S. History (AM), Geometry (PM); majority of grading expected by next week.
- Proactive outreach to ensure attendance during the New York Knicks parade; missed exams defer to August.

#### **Attendance, discipline, and enrollment metrics**

- Average Daily Attendance: 85%; Year-to-Date: 75.5%; renewed emphasis on early outreach and policy clarity.
- Discipline trends improving: two in-school suspensions since last month; out-of-school suspensions down from three.
- Enrollment: 283/300 (93% of target); billing at 263 (85%) due to long-term absences; no discharges this month.
- Pipeline: 96 lottery applications (up from 81), 23 completed enrollment packets; recruitment ongoing; immunizations at 92% (above DOE threshold).

#### **Summer school and credit recovery processes**

- Middle vs. high school provision and ATS reconciliation
- Summit will host Middle School summer programming for rising 6–9th graders and current students needing support.
- High School students are referred to NYC programs based on availability and location; guidance counselor engages directly with host schools.
- Course alignment verified via a form specifying exact course/semester needs; reconciliation occurs in ATS upon completion and grade posting.
- Seniors' status and attendance policy update
- At least three seniors likely need summer school for credit recovery; students may walk at graduation but diplomas are withheld until completion.
- If not completed by August, students are recommended to alternative programs; diplomas issued upon verified completion.
- Attendance/tardiness policy will be strengthened in the family handbook; board requested a presentation prior to finalization.

### **Program development and community engagement**

- Entrepreneurship course and financial literacy rollout
- Business and Entrepreneurship course culminated in a judged pitch competition; student winners received startup grants.
- DOE renewal visit observed the program; financial literacy to be introduced next year in middle and high school per city/state mandate.

### **Grants awarded and pending; program decisions**

- Awarded: 30 bicycles with safety gear (insurance impact neutral); Reso A \$75,000 to replenish STEM lab; music instruments received, but program paused per board direction.
- Pending: Glenn Bailey Foundation STEAM grant (\$25,000), State Farm College Prep grant (\$25,000), and a college readiness grant from the Need Foundation.
- Strategy: target grants to sustain existing programs and reduce operating budget strain.

### **Alumni engagement**

- Alumni reunion celebrated 10 years since the first graduating class; 10–12 alumni shared career paths and will be invited for future student events.

### **DOE renewal and instructional improvement**

Review highlights

- Strong school culture and high student engagement/voice observed.
- Data ownership successfully expanded from administration to teachers; next step is student ownership of data.

#### Areas for growth and planned responses

- Increase rigor with clearer end goals, rubrics, and deliverables each class period.
- Leverage all staff talent; strengthen in-the-moment feedback and structured group work roles.
- Leadership to coach teachers on timely, explicit feedback and mastery checkpoints.

#### **Actions, requests, and next steps**

##### Board requests and follow-ups

- Provide final counts of June vs. August graduates to the entire board after guidance counselor review.
- Present proposed attendance/tardiness policy changes to the board before adoption.
- Send reminder and ensure registration for the DOE renewal kickoff meeting.

#### **Posting and communications**

- Post finalized May 2026 and October 2025 minutes on the website.
- Continue family outreach regarding Regents attendance and summer school placements.

#### Dates and meetings

- Summer school starts July 6; Strategic Academic Plan due July 15.
- Possible special budget approval meeting to meet submission deadlines.

### **III. Finance**

#### **A. May Unaudited Financials**

##### **Budget status and next steps**

- Ongoing work with accountants to lower the deficit and align staffing with strategic academic and financial needs.
- Potential need for a special meeting to approve the budget by the deadline; aim to adjust programming and reduce costs.

### **IV. Committees**

#### **A. Governance**

##### **Merger due diligence resolution**

- Board adopted a revised resolution authorizing due diligence with multiple potential partners.

- Authorized activities include document exchange, meetings, NDAs, and advisor engagement.
- The resolution is not approval of any transaction; any merger or related action requires separate board and regulatory approvals.
- Exploratory discussions and due diligence remain ongoing; no decisions made.

K. Montgomery made a motion to adopted a revised resolution authorizing due diligence with multiple potential partners. The board authorized activities including document exchange, meetings, NDAs, and advisor engagement. This resolution is not approval of any transaction; any merger or related action requires separate board and regulatory approvals. Exploratory discussions and due diligence remain ongoing; no decisions have been made.

T. Coleman-Brown seconded the motion.

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

## **B. Academic Achievement**

## **C. Development**

## **V. Renewal Update**

### **A. Renewal Kickoff logistics**

- DOE renewal kickoff meeting set for June 23; leadership to attend; registration deadline is tomorrow.
- The principal will send a reminder to ensure timely registration.

## **VI. Executive Session**

### **A. Budget Discussions**

T. Coleman-Brown made a motion to enter executive session to discuss new programming and adjustments to a closed budget.

M. Bernard seconded the motion.

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

## **VII. 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,

N. Campbell