APPROVED

Summit Academy Charter School

Minutes

June Board Meeting

Date and Time
Tuesday June 16, 2026 at 6:00 PM

Location
Summit Academy Charter School
27 Huntington Street
Brooklyn, NY 11231

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

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