Summit Academy Charter School

Minutes

September Board Meeting

Date and Time
Tuesday September 15, 2026 at 6:00 PM

Location
27 Huntington Street
Brooklyn, NY 11231

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

Trustees Absent
A. Young

Guests Present
Andrew VanzWaren (remote), Darnell Williams (remote), J. McDonald, Jonathan Barger, Juned Haque (remote), Melissa Cleveland, Michelle Haynes (remote), N. Campbell (remote), S. Handshaw, T. Price, Yoav Vardy (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 Tuesday Sep 15, 2026 at 6:17 PM.

C. Approve Minutes

K. Montgomery made a motion to approve the minutes from August Board Meeting on 08-26-26.
T. Coleman-Brown seconded the motion.
The board **VOTED** to approve the motion.
Mr. Price was in person for the meeting. The minutes will be adjusted to reflect the change.

II. Academic Excellence

A. Principal's Report

School-Year Start and Family Events

- The principal reported that the high school began on September 10 and the middle school had already been in session, bringing the whole school and co-located Harbor School into full operation.
- Back-to-school activities included parent orientation, a Dads Take Your Child to School event, and a school barbecue.

Enrollment, Attendance, and Student Systems

- Current billable enrollment was reported at 270 out of a projected 300, or 90% of target.
- Year-to-date attendance was 73.9%, and long-term absences stood at 33, though those students were not included in the attendance rate.
- Immunization compliance was at 83.58%, with continued work underway with the school clinic and families.

Assessments and Staff Support

- iReady diagnostic testing was scheduled for September 18 to 23 to measure ELA and math skill levels.
- Classroom walkthroughs, dean support, and instructional coaching were planned to strengthen teacher capacity and school culture.

Upcoming School Events

- The principal outlined upcoming events including the annual health fair, Saturday Academy, college family night, and the eighth-grade camping trip.

III. Finance

A. July, August Financials

The finance report covered final fiscal 2026 results, year-to-date balances, revenue, expenses, and cash flow projections.

Fiscal 2026 Year-End Results

- Finance leadership reported a final fiscal 2026 picture of about $8.06 million in revenue, about $7.9 million in expenses, and a surplus of about $151,000.
- Adjustments were made by moving certain paid expenses from accounts payable to the balance sheet, improving the final bottom line.

Balance Sheet and Revenue

- Cash and cash equivalents were reviewed, including about $1.89 million in the operating account and about $1.47 million in the interest-bearing account.
- Deferred revenue of about $1.08 million was tied to DOE deposits that would be recognized across September and October.
- Year-to-date revenue was reported at about $1.15 million, with expenses around $703,000, producing a surplus of about $153,000.

Cash Flow Outlook

- The cash flow projection showed a starting August cash position of about $3.36 million, expected October deposits, and projected outflows based on historical patterns and the current budget.

IV. Governance

A. Renewal

Renewal Application Status

- The school reported that all renewal materials had been submitted successfully.
- The DOE requested additional materials by October 15, including attendance monitoring, immunization plans, curriculum details, differentiation models, teacher certification information, and supports for special populations.

V. Other Business

A. Merger Update

NextGen Proposal and Board Planning

- The board renewal and reconstitution committee reported that the NextGen proposal was reviewed, but no immediate reconstitution or trustee action was requested at this meeting.
- The proposal still needs further development on capacity, staffing, finances, governance structure, and legal or operational relationships.
- The board expects to continue working toward a fully reconstituted board by January 1, 2027, subject to DOE approval and future board action.

Committee and Legal Review

- Miss Haynes said legal counsel and board leadership reviewed the proposal and provided feedback to NextGen.
- The board will use future monthly meetings to track updates, respond to DOE requests, and handle any matters that require formal approval.

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 8:00 PM.

Respectfully Submitted,
N. Campbell