APPROVED

# 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