

# MINUTES OF THE SUMMIT CHARTER SCHOOL BOARD OF TRUSTEES

April 8, 2015

Report By: Amanda Stoltzfus, Secretary

The April 8<sup>th</sup>, 2015 meeting of the Summit Charter School Board of Trustees was called to order at 4:30 pm by Wes Stone, Chairman, presiding.

**Attended – Voting Members:** AJ Grube, Amanda Stoltzfus, Wes Stone, Geoff Allen, Tammy Bryson, Scott Westendorf, Rachel Dyer, Sam Edgens

**Attended – Non-voting Members:** Jack Talmadge, Marsha LaFontaine, Marie Starkings,

**Absent - Voting Members:** Sergio Barranco, Martie Kingree, Ed Morse

**Absent - Non-Voting Members:** Melanie Jones, Bonnie Foxworth, Shannon Hargrove

**Visitors:** None

**Approval of Minutes from March 4, 2015 Board Meeting:** Motion made by AJ Grube to approve the minutes. Vote: All in favor. Minutes approved.

**Open Period/Public Comment:** Thank you from Marsha LaFontaine on behalf of the faculty and staff for the coffee and doughnuts provided by the board.

## **Director's Report by Dr. Jack Talmadge:**

**CAMPUS DATA: Enrollment 2015-2016:** Our lottery was held March 31, 2015. At this time, our availabilities are as follows: (K: 24 Committed/2 Waitlist), (1<sup>st</sup>: 25 Committed, 1 Retention/8 Waitlist), (2<sup>nd</sup>: 23 Committed/1 Waitlist), (3<sup>rd</sup>: 21 Committed/0 Waitlist), (4<sup>th</sup>: 25 Committed, 2 Retentions/2 Waitlist), (5<sup>th</sup>: 22 Committed/0 Waitlist), (6<sup>th</sup>: 24 Committed/0 Waitlist), (7<sup>th</sup>: 24 Committed/0 Waitlist), (8<sup>th</sup>: 14 Committed/0 Waitlist) TOTAL: 202 Committed/ 13 Waitlist. I will continue to recommend building the budget based on 198 students. **Calendar Updates:** Graduation and the last day of school have been adjusted to June 4, and announced to Summit families. **EOG Testing:** Teachers in grades 3-8 have developed an EOG preparation plan for all students. Faculty discussions and communications on best practices and tactics for approaching this year's test and Common Core alignment continue weekly in faculty and base camp meetings. Testing will begin May 21<sup>st</sup>, and we will need many volunteers to assist with the test proctoring. **2015-16 Budget:** We continue to prepare budget scenarios based on 198 students and a funding adjustment of -\$98,000 from the foundation. "Plan 3" proposal discussion. Motion: Geoff Allen - Approve Jack's plan for the purpose of discussions and contract negotiations. Second: Tammy Bryson Vote: All in favor. Abstain: Geoff Allen. **Bridge The Gap:** The Summit Fund is now called "Bridge the Gap", and the parent portion of the campaign officially began with the "State of the Campus" report (attached). Individualized parent letters and pledge forms from me will be going out this week as well as personal notes from the Parent Council. Class incentives/challenges will begin April 20. **FACULTY & STAFF:** **PE/Health:** Mr. Troy Adams (replacing Ingrid Weatherby) has been appointed as the long-term substitute for health and PE for the remainder of this year. Troy is completing his master's degree in Health/PE from WCU. Unfortunately, restrictions in his internship/student teaching have delayed his arrival to campus. We have been able to cover the gap through substitute teachers. April 20<sup>th</sup> will be his first day. Coming in as a long-term sub, but will be able to apply for next year's position. **Exceptional Child:** Our EC Coordinator, Megan Burch, endured an injury that required surgery. She has been ordered on bed rest until Friday (4/10). **Teacher Appreciation Week:** We will again celebrate teacher appreciation week May 4-8. I usually organize a lunch, compliments of the board, but will remain open to suggestions. **FACILITIES: Backflow Prevention Valves:** During the annual inspection of our backflow prevention valves, the inspector noticed a split in the spigot in the septic area. Scott Westendorf assisted in securing a plumber to make the repair. **PROGRAMS & CURRICULA: Spring Open House:** We will host a Spring Open House and Art Show on Thursday, April 30 starting at 4:30pm. The open house format will be on a smaller scale, as intensive studies this spring have shifted to EOG preparations. Parents and guests are still welcome to visit the classrooms to view many of the classroom projects conducted throughout the year. **Jr. National Honor Society:** Summit has been granted a chapter in the Jr. National Honor Society. This organization recognizes 8<sup>th</sup> grade students for high academic achievement and

service. The first tapping ceremony will take place in May. **Duke TIPs:** a Duke TIPs chapter has also been broadened to include 4<sup>th</sup> and 5<sup>th</sup> grade students. High achieving students are identified through performance on standardized testing. Mr. Sink has set aside time to work with this group weekly on critical thinking skills. **Athletics:** Golf enjoyed another winning season, bringing home the Conference Title. Tennis is still in session and remains undefeated. **Tour De Cashiers:** The Chamber of Commerce has again asked Summit to assist with the rest stop needs for the Tour de Cashiers on Saturday, May 2<sup>nd</sup>. We will need roughly 50 volunteers to cover the rest stop needs, ride preparations, and course markings. Sign-up information to come.

***Upcoming Dates:***

8<sup>th</sup> Grade Barrier Islands Trip: April 11 – 15  
Spring Open House/Art Show: April 30 @ 4:30  
Tour de Cashiers: May 2  
Teacher Appreciation Week: May 4 - 8  
3<sup>rd</sup> Grade Zoo Trip: May 7 - 8  
EOG's: May 21 – June 3  
Summit Family Picnic: June 1 @ 4:30  
Move Up Day: June 3 @ 11:30  
Board Meeting: June 3 @ 4:30  
Graduation & Last Day of School: June 4 (10:00 & Noon Dismissal)

**SCS Foundation Board Update (Jack Talmadge for Shannon Hargrove):**

Parent portion of the Summit fund begins. Grant requested: \$60,000 a year for 3 years for STEM education. No Taste of the Plateau. More intimate meetings being planned to introduce Danny Howell to the community.

**SFA Update (Jack Talmadge for Melanie Jones ):**

No new report.

**Treasurer's Report (Marie Starkings for Martie Kingree):**

We are still in the black. Were able to reduce the ask from the Foundation from \$323,000 to \$311,000 (\$12,000 less). We have been leasing the phones for 13 years. Will be purchasing instead of leasing at a savings of about \$900 a year.

**COMMITTEE REPORTS:**

**Executive (Wes Stone):**

Committee did meet. No new report.

**Facilities (Scott Westendorf):**

Jack covered in his report.

**Strategic Planning (Geoff Allen):**

Geoff will be rolling off the board. Geoff recommends that strategic expansion should be accompanied by revenue opportunities such as enrollment expansion. The expansion committee is working on strategic opportunities for the future.

**Trustee (Geoff Allen):**

Geoff rolling off board.

**Expansion Committee (AJ Grube):**

Heard from Scott on rough costs on building a gym. That was the last piece. At June meeting plans to give final report.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

Geoff Allen's departure and Martie Kingree finishing the end of her second term. Members who are finishing 1<sup>st</sup> term asked if they plan to continue to a second term. Will continue to second term: Scott Westendorf, Rachel Dyer. (Not in attendance: Sergio Barranco and Ed Morse.) Wes Stone will serve one more year as Board Chair. Requesting names for adding new board members. AJ Grube to join Trustee Committee. Joint Board Retreat July 7<sup>th</sup> @ 9:30 (location to be announced.)

**Adjournment:**

Motion to adjourn the meeting made by: Geoff Allen

Second: AJ Grube

Vote: All in favor.

Meeting adjourned at 5:52 p.m.