

Minutes of The Summit Charter School, Inc.

Board of Trustees

April 23, 2019

Report by: Collins Zimmer, Secretary

Voting Members Attending: Edward Cole (Chair); Ann Betty (Vice Chair); Collins Zimmer (Secretary); David Billingsley (Treasurer); Linda Quick, Sarah Chapin, Robin Tanner, Travis Boswell, Katie Bumgarner, Scott Westendorf

Non-Voting Members and Foundation Board Members Attending: Billy Leonard (Director); Lauren Bennett (Upper School Principal); Melissa Hudson (Development Director); Marie Starkings (Business Officer); Josh Crawford (Foundation Board Chair)

There were no questions or comments made during Open Period/Public Comment.

The April 23, 2019 meeting of The Summit Charter School, Inc. Board of Trustees was called to order at 4:30p.m. with Edward Cole, Chair presiding.

All attending recited the Summit Pledge.

Approval of Minutes: Ann Betty moved that the Minutes from the March 19, 2018 meeting be approved. The motion was seconded by David Billingsley and was approved unanimously.

Director's Report: Billy Leonard distributed his Director's Report at the meeting highlighting enrollment numbers and events.

Treasurer's Report: David Billingsley reviewed projections and actuals in this year's budget highlighting notes and changes from previous monthly reports. David Billingsley, Billy Leonard and Marie Starkings also updated the Board with next year's Draft Budget, submitted after several meetings and discussions held by the Finance Committee. Billy Leonard was clear in stating that the administration submitted a student count projection of 245 for next year; the Board and 2019-20 Budget is proceeding with a 250 student assumption. All current 9th graders are returning for 10th grade and an estimated 10 students are attending 9th grade next year. As this will be our first operating year with the Summit Center and High School buildings, we can only estimate additional electric/power, utility, cleaning, and misc. costs with the added buildings on campus. Next year's ask of \$230k was approved by the Foundation Board.

Robin Tanner motioned to approve entering into a commercial lease agreement with the Foundation Board. Ann Betty seconded, and the motion was approved.

David Billingsley motioned to approve entering into a lease agreement for the three vehicles. Katie Bumgarner seconded, and the motion was approved.

Lauren Bennett presented the Beginning Teacher Service Plan to the Board. Katie Bumgarner motioned to approve the Plan, Ann Betty seconded, and the motion was approved.

Committee Reports:

- Governance: The committee will be presenting in a joint board meeting this Thursday, April 25th. They will present recommendations at this meeting.
- Curriculum: This committee's function is still being defined. Its members will potentially meet with the administrative team to stay current with staffing, test score and curriculum needs.
- Development: Melissa Hudson shared that the Parent Fund had reached its goal and activated the \$50k challenge gift already in the bank. The Evening at The Bascom will be April 30th, the next Open House is May 3rd, and the Cinco de Mayo community event will be Saturday, May 4th.
- Finance: Budgeting and projection discussions will be ongoing for the next few months.
- Facilities/Safety: They are accepting bids for painting and looking into potential structural integrity assessments of the existing buildings.
- Strategic Plan: Ongoing work is still being performed.
- Grants: Grant-writing efforts are ongoing.
- Trustee: Need additional Board members, potentially with marketing, legal, accounting, or education skills.

Other Committee/Sister Organization Reports:

- Foundation/Fundraising: Fundraising efforts are ongoing.
- Construction: Gym construction is in the final stages. Construction of the High School buildings are underway.
- SFA: Ongoing discussions are underway.

Robin Tanner shared updates regarding the Summit Connector Trail and shared walkability updates in conjunction with Vision Cashiers.

Robin Tanner & Linda Quick and/or SFA will be covering Teacher Appreciation this May.

There was a push to increase our Parent Fund participation from 80% to 100%.

There was a motion to adjourn the meeting and the meeting was adjourned.