

## **Minutes of The Summit Charter School, Inc.**

### **Board of Trustees**

February 18, 2020

Report by: Collins Zimmer, Secretary

Voting Members Attending: Ann Betty (Chair); Scott Westendorf (Vice Chair); David Billingsley (Treasurer); Collins Zimmer (Secretary); Robin Tanner, Travis Boswell, Tim Boeve, and Betsy Helms

Voting Members Absent: Katie Bumgarner, Elisabeth Hoffman, Edward Cole

Non-Voting Members and Foundation Board Members Attending: Kurt Pusch (Head of School); Marie Starkings (Business Officer); Jesse Loyd (Faculty Board Member), Rob Hunter (Foundation Board member), Melissa Hudson (Development Director)

The February 18, 2020 meeting of The Summit Charter School, Inc. Board of Trustees was called to order at 4:30p.m. with Ann Betty, Chair presiding.

All attending recited the Summit Pledge.

Approval of Minutes: Travis Boswell moved that the Minutes from the December 17, 2019 meeting be approved. The motion was seconded by Robin Tanner and was approved unanimously.

Director's Report: Kurt Pusch presented his Head of School Report, a copy of which was distributed at the meeting. He addressed current student enrollment (236), explained enrollment gains and losses, and discussed the administration's focus on enrollment and retention for next year. Projected enrollment estimates for 2020-21 year range from 225 (low) to 250 (high). Kurt highlighted financials, athletic support, academics, Place-based experiences, and other pertinent updates. He also debriefed the group on the Teton Science School 2-day visit/BOT luncheon/professional development workshop held February 13<sup>th</sup> and 14<sup>th</sup>.

Treasurer's Report: David Billingsley discussed his January 2020 Treasurer's Report; YTD Actuals are current and up-to-date. The State of North Carolina still has not officially passed a budget, so we have no confirmed funding per student numbers from the state. David and Kurt discussed other financials.

#### Committee Reports:

- **Development:** Melissa Hudson presented her Development and Marketing Update. Updates included Annual and Family Fund numbers as of January 31st. Melissa's update also included itemized grants pending and awarded as well as a discussion on upgrading Blackbaud and the CCSV Live Auction Items. She encouraged Board members and parents to write a review for our school on GreatSchools.org.
- **Facilities:** Scott Westendorf discussed updates on property.
- **Governance:** Nothing new to report.
- **Curriculum:** Nothing new to report. Committee members will meet with the admin team soon.

- Strategic Planning: Kurt Pusch discussed how the proposed strategic plan is being translated to an action plan. Priorities have been identified and it will continue to be refined.
- SFA: Collins Zimmer shared upcoming events scheduled, highlighting Summit's Got Talent on March 6<sup>th</sup> in the new Summit Center. There was a discussion about chairs, lighting & sound equipment needed for the Fine Arts Department productions and concerts as well as SFA events.

Robin Tanner shared updates regarding the Summit Connector Trail. Currently, they are seeking funding for a pre-construction study identifying the environmental impact of the trail, among other needs.

Faculty Appreciation: Board members provide staff breakfast or lunch on assigned dates

February: Collins Zimmer and Edward Cole

March: Bumgarner/Tanner (potentially a Board/Faculty potluck luncheon TBD)

April: Jernigan / Betty

May: Hoffman / Billingsley

Our next meeting will take place on March 17, 2020.

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