

Minutes of The Summit Charter School, Inc.

Board of Trustees

May 19, 2020

Teleconference using GoToMeeting

Report by: Collins Zimmer, Secretary

Voting Members Attending: Ann Betty (Chair); David Billingsley (Treasurer); Collins Zimmer (Secretary); Elisabeth Hoffman, Robin Tanner, Travis Boswell, Edward Cole, Tim Boeve, and Betsy Helms

Voting Members Absent: Katie Bumgarner

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

The May 19, 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: David Billingsley moved that the Minutes from the April 21, 2020 meeting be approved. The motion was seconded by Elisabeth Hoffman and was approved unanimously.

Director's Report: Kurt Pusch presented his Head of School Report, a copy of which was distributed electronically before the meeting.

In response to the COVID-19 outbreak, SCS on-campus operations remain closed (since March 16th) through the remainder of the school year per state executive order; remote learning will conclude May 22nd. The state has ordered a new grading policy: K-8 students will receive a pass/withdraw and HS students will receive a pass/withdraw or numeric grade (no lower than Q3 grades). The current 2020-21 school calendar states August 20 as the start date. New NC legislation states that we must add 5 additional instructional days and offer 1,025 hours of instruction including 5 remote learning days (we already satisfy this). Contingency planning is underway for 2020-21 school year to ensure readiness for a variety of potential scenarios based on state orders and guidelines. Faculty members have been assigned to special task forces to make recommendations across multiple categories or readiness. The administration has sent out a parent survey this week with optional virtual Q&A sessions. The administration will present research and recommendations to the Curriculum Committee for review and feedback. Kurt Pusch discussed financial threats to due to the pandemic, discussed financials, and key upcoming dates: Student checkout 26th & 27th, Drive through celebration 28th, 2020-21 awards and 8th grade graduation August 13th, 1st Day of School/Book Day August 20th. Academic results for the 2020-21 school year will be limited; K-8 EOGs were cancelled, HS AP World History Exam will take place on May 21st; and there will be no school performance grades for the 2019-2020 school year. SCS received the PPP loan funding on April 21st.

There was discussion on the 2020-21 School Budget. David Billingsley motioned to approve an updated 2020-21 budget reflecting adoption of the new math curriculum (3 year contract). Elisabeth Hoffman seconded, and the new budget was approved.

Treasurer's Report: David Billingsley discussed his April 2020 Treasurer's Report. 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 also commented on the 2020-21 Budget with projected student enrollment assumptions and state support forecasts (based on the 2018-19 year). He discussed shortfalls, projections, and actuals.

Committee Reports:

- Finance: Discussed earlier in the meeting.
- Development: Melissa Hudson presented her Development and Marketing Update. The development team is not actively seeking emergency-specific funds following PPP loan approval. Her updates included Annual and Family Fund numbers, itemized grants pending and awarded; she highlighted a successful spirit week and included an infographic on Nurse Zandra's impact.
- Facilities: Annual interior painting is underway; nothing new to report.
- Governance: After 8 years of service, Scott Westendorf resigned from board duties and his current role as Vice Chair. Thank you Scott! Travis Boswell motioned to elect Betsy Helms to SCS Vice Chair. Elisabeth Hoffman seconded the motion and Betsy was unanimously voted to her new position.
- Curriculum: On May 1st, the Executive and Curriculum Committees met virtually with Kurt Pusch, Andrea Chalker, Orlando Buck, and Chrissy and Brad Hughes to discuss the 100% faculty approved, 2020 "Into Math" curriculum. Board members were educated on the strengths and benefits of the new curriculum. On behalf of the Curriculum Committee, Ann Betty and Betsy Helms recommended that Summit Charter School adopt this new math curriculum for K-8. Robin Tanner seconded the recommendation and it was unanimously approved.
- Strategic Planning: Nothing new to report. They will meet over the summer and post plan on the school website.
- SFA: Tracie Jernigan thanked the parents and community members that donated their time and resources throughout the year. SFA will be voting on new and existing Planning Team members in the next few weeks; Tracie encouraged any parents interested in coordinator positions to apply. Over the summer, SFA will update bylaws and confirm/recruit leadership.
- Robin Tanner shared updates regarding the progress and funding of the Summit Connector Trail.

Faculty Appreciation: Board members Ann Betty, David Billingsley, Tracie Jernigan and Elisabeth Hoffman donated Randevu gift cards to faculty members in lieu of a physical meal provided.

Booster Club: Over the summer, the Booster Club will look to establish bylaws, create organizational structure, and confirm/recruit club leadership for 2020-21.

Our next meeting will take place in August, 2020. Retreat dates TBD. Ann Betty reminded board members to continue seeking 2-4 new board members to join the SCS Board. She thanked members for their support and commitment this school year.

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