

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

### **Board of Trustees**

September 15, 2020

Report by: Collins Zimmer, Secretary

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

Voting Members Absent: Travis Boswell and Edward Cole

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

The September 15, 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: Tim Boeve moved that the Minutes from the May 19, 2020 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 COVID Operations, no staff or student cases to date, technology hurdles, and he commended the valiant effort set forth by our teachers to instruct students on and off campus. Kurt discussed financials, the Family Fund, student enrollment and retention, staffing updates, as well as club and program updates. Kurt shared his gratitude to the Highlands-Cashiers Health Foundation, the program sponsor, for providing a voluntary COVID-19 testing service for our Summit staff, faculty, and students.

After a brief discussion, Betsy Helms motioned to make October 2, 2020 a non-synchronous remote day, as recommended by the administration. The motion was seconded by Robin Tanner and was approved unanimously.

After a brief discussion, Collins Zimmer motioned to authorize Kurt Pusch to file the North Carolina Prayer Certification and Single Set of Assurances with the state of North Carolina. This motion was seconded by Tim Boeve and unanimously approved.

Treasurer's Report: David Billingsley discussed his August 2020 Treasurer's Report. The 2019-2020 fiscal year end was a good year given the circumstances; the school is under budget in our request from the Foundation Board. SCS was able to roll the PPP surplus to this fiscal year to assist with salaries and benefits. David Billingsley and Kurt Pusch discussed a few line items in the '19-20 Fiscal Year Closing report and Administrative Dashboard Report.

### Committee Reports:

- Development: Melissa Hudson presented her Development and Marketing Update. Updates included the 2019-20 Fiscal Year in Review, the 2020-21 One Summit Family Campaign and SCS Grants via Grant Writing. There was discussion on the Family Fund and Annual Fund. The CCSV Charity Event has been postponed to August 2021 and there are plans in the works for a SCSF Fundraising Event July 2021 & Thanksgiving Weekend 2021.
- Facilities: SCS Board of Trustees is seeking to fill this committee position
- Governance: Nothing new to report, seeking new members to BOT
- Curriculum: SCS is now using Into Math curriculum
- Strategic Planning: Kurt Pusch and committee members have been translating the proposed strategic plan into an action plan. Priorities have been identified and continue to be refined. Kurt Pusch will be presenting to the BOT in October.
- SFA: Collins Zimmer highlighted 2020-21 vision to support our teachers, the desire to connect new and remote families, the #OneSummitFamily Banner, and the small welcome back for teachers at the beginning of the year with grab bags and encouraging posters. School, community, and fundraising events are suspended until further notice.

### Faculty Appreciation per quarter

1<sup>st</sup> Quarter: Ann Betty and Collins Zimmer (mid-October)

2<sup>nd</sup> Quarter, 3<sup>rd</sup> Quarter, & 4<sup>th</sup> Quarter TBA

Our next meeting will take place on October 20, 2020.

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