

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

### **Board of Trustees**

December 17, 2019

Report by: Collins Zimmer, Secretary

Voting Members Attending: Ann Betty (Chair); Scott Westendorf (Vice Chair); David Billingsley (Treasurer); Collins Zimmer (Secretary); Edward Cole, Robin Tanner, Travis Boswell, Elisabeth Hoffman

Voting Members Absent: Katie Bumgarner

Non-Voting Members and Foundation Board Members Attending: Kurt Pusch (Head of School); Marie Starkings (Business Officer); Josh Crawford (Foundation Board Chair); Tracie Jernigan (SFA); Jesse Loyd (Faculty Board Member); Sutton Turner (Stand-In Faculty Board Member).

The December 17, 2019 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.

Ann Betty introduced two visitors and potential Board of Trustee Members: Tim Boeve and Betsy Helms. Their resumes were distributed electronically before the meeting and the visitors had the floor to introduce themselves, share their background and their interest in joining the Board. Ann also shared that Sarah Chapin had resigned from the Board of Trustees but continues to serve on the school's Foundation Board.

Approval of Minutes: David Billingsley moved that the Minutes from the November 19, 2019 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 at the meeting. He addressed current student enrollment (232), explained enrollment gains and losses, and discussed the administration's focus on enrollment and retention for next year. Kurt highlighted financials, athletic support, and other pertinent updates.

Treasurer's Report: David Billingsley discussed his November 2019 Treasurer's Report. The Amended Budget (pending approval) is being treated currently as our Actuals. 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 discussed other financials.

#### Committee Reports:

- Development: Kurt Pusch presented Melissa Hudson's Development and Marketing Update. Updates included Annual and Family Fund numbers as of November 30<sup>th</sup>. The Jerry Johnson Legacy Fund is being created by the SCS Foundation as restricted fund for maintaining Summit School facilities. Melissa's update also included itemized grants pending and awarded.
- Facilities: Scott Westendorf discussed the future location and assembly of the donated climbing wall, leak damage, and footers for a walkway on campus.

- Governance: Nothing new to report.
- Curriculum: Nothing new to report.
- Strategic Planning: Kurt Pusch discussed how the proposed strategic plan is being translated to an action plan. Priorities identified are as follows: Community/Parent Engagement and Satisfaction, Enrollment and Financial Sustainability, and Academic Excellence.
- SFA: Collins Zimmer and Tracie Jernigan shared two successful community events, the Thanksgiving Gratitude Round-Up and Cashiers Christmas Parade. They also encouraged attendance at the Christmas Choir Concert December 18<sup>th</sup>, 6pm at the Summit Center. There was additional discussion on how to best utilize the Parent Volunteer Survey to address needs on campus.

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

January: Travis Boswell and Betsy Helms

February: Collins Zimmer and Edward Cole

Our next meeting will take place on February 18, 2020. There will be no meeting in January of 2020.

The Trustee Committee nominated two people to the Board of Trustees, Tim Boeve and Betsy Helms, and both were unanimously approved.

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