

**MINUTES OF THE SUMMIT CHARTER SCHOOL
BOARD OF TRUSTEES**

May 29, 2013

The March 29th, 2013 meeting of the Summit Charter School Board of Trustees was called to order at 4:10 pm by Greg Bloom, Chairman, presiding. The following Trustee members were in attendance: Greg Bloom, Wes Stone, Sergio Barranco, Sutton Turner, Jay Drummond, Ken Wheeler, Scott Westendorf, Sam Edgens, Deborah Bryant, Rachel Dyer, Amanda Stoltzfus, Martie Kingree, Ed Morse, Summit Director, Jack Talmadge; Teacher Representative, Marsha LaFontaine Business Manager, Marie Starkings, SFA President Jessica Borino, and Foundation President Shannon Hargrove

Absent: none

Visitors: no visitors

15 minute open period for public comment: none

Approval of Minutes: Greg Bloom moved to accept the minutes and Ed Morse seconded. All in favor.

Director's Report: Dr. Jack Talmadge stated that *enrollment* for 2013-2014 is currently at 202. For the first time in my history of the school, the State has proposed an *increase* in figures for the per pupil allotment. We are maintaining a conservative budget figure at 195 students and will also adjust the grant proposal for the SCS Foundation, Inc. Given the unexpected increase, I would like to propose to the board that we reinstate the 5% TIAA CREF matched employee benefit we had to cut five years ago, in addition to a 2% salary increase. (*All Agreed*) I will also note that the SCSF lease payment has increased to accommodate the new loan payment and resolving the debt component to our growth plan. *EOG Testing* – We will complete EOG, EOC and LS testing this week. This year marks a change in testing standards, which means we will not receive any results until October of 2013. The scores will not count against us in our ABC school performance, and students scoring a 1 or 2 will not have to retest. *Faculty and Staff:* We were given advance notice that Janis Cox (2nd grade) will be retiring after 33 years of teaching, and Odyssey Wofford (1st grade) and Jane Hall (1st grade) will be resigning by choice at the end of the year. Taylor Hilty (2nd grade assistant) has been promoted to the lead position, and Melissa Pirkel (4th grade long-term sub) has accepted the 1st grade lead. Both Taylor and Melissa have and will soon have their master's degree in teaching. We have a very large pool of candidates for the instructional assistant positions and I hope to have placements by early June. Once contracts are returned I will have a better idea of any other non-returning faculty. *New Positions:* The SCSF has created and filled a Director of Community Relations position to assist the foundation and school with communications (website, newsletters, and donor connections), events, annual fund, etc. Debbie Kenter has recently accepted the foundation's offer, and will begin in June. *Facilities:* We need to move on the completion of the amphitheater project to receive eligibility for future grant funding. *Electrical:* The admin. building is showing complications in the electrical wiring (ceiling lights going out). Winchester Electric has again been called to assess the problem. *Playground:* Beanstalk Journeys assessed and inspected the playground for safety. They completed a few minor repairs and recommended that we treat the hemlock posts and beams with a water sealant. *Campus Security Plan:* We will review and update the security plan with recommendations this summer. *Technology Upgrade:* We are holding on the 1:1 iPad program until all grant funding has been received (October/November). Once received, we will start implementing the program beginning with teacher training. *Programs & Curricula:* Athletics – we enjoyed winning seasons for spring sports. Golf brought home the Conference Title, giving Summit a total of 3 championships in its 6 team – sport offerings. *Greenville Symphony:* The Cashiers Rotary Club provided funding for 25 of our students and 25 Blue Ridge School students to attend a Sunday concert at the Greenville Symphony. We provided the transportation for all, and enjoyed a successful coalition event. *Tour de Cashiers:* Summit's presence and volunteer commitment to the tour de Cashiers event was tremendously appreciated by the Chamber of Commerce. We supplied more than 60 volunteers to cover the rest stop needs, ride preparations, and course markings. *Summer Programs:* Due to the historical waning interest for a tremendous level of effort, we are placing a moratorium on summer programs at this

time. *Field Excursions*: Once again, the 3rd grade Atlanta trip and 8th grade Charleston trip both provided enjoyable and educational experiences this spring. *Strategic Planning*: Annual Report – the update to year 3 of our strategic plan will be delivered in a separate report. *Upcoming Events*: Summit Family Picnic – Monday, June 3rd 4:30-7:30 to be held at Tom Sawyer’s Tree Farm; Graduation – Wednesday, June 5th at 10:00 am, end of year dismissal at 12:00 noon; Taste of the Plateau – the Patron Party will be held at Stillwater Farms on July 25th and the Chef’s Gala will be held at school on Sunday, July 28th. We will need plenty of assistance from our parents; *Board Retreat*: - TBA Summer of 2013; *Opening Day of School*: Monday, August 19th (Book Day).

Committee Reports:

Budget Report: Martie Kingree stated that the current budget looks good. Projected is a 2% raise for staff with a 5% match for CREFF. The budget is based on a conservative figure of 195 students, even though we have projected 202 enrolled, and a state increase per child.

SFA: new SFA President, Jessica Borino stated that teacher appreciation week went well. The family picnic is the next event, to be held at Tom Sawyer’s Tree Farm which will include field day games. SFA met their \$6,000 budget which is used for field trips.

SCSF, Inc.: Shannon Hargrove stated they will have a meeting next month with information from an engineering firm to make some decisions on the site. They have added two new members, a building board, and a director of development position which came out of Brian Boone’s position. The Taste of the Plateau is the big fundraising event this summer. They are considering another event such as a golf tournament or tennis match. They are evaluating different sites and re-evaluating the current campus for accommodating the barn. The Parent Fund was successful with the parent council spearheading the effort. They have met the challenge of the gift grant.

Facilities: Jay Drummond stated that the stage for the amphitheater is still in the works and should be completed over the summer. The soccer field is being re-vamped and re-seeded to be in good shape for the fall. The courtyard has received new plantings. Michael Stoltzfus is working on the maintenance manual.

New Business: Gregg commented that the bus route from Cullowhee to Cashiers may be more expensive than beneficial at this point. It was agreed to table the discussion until future interest.

Old Business: none

Adjournment

There being no further business, the meeting was adjourned at 5:40pm. The next scheduled meeting of the Board of Trustees will be held on a day to be arranged this summer.

Respectfully submitted by

Deborah Bryant

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Secretary