

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

**March 5, 2014**

**Report By: Amanda Stoltzfus, Secretary**

The March 5<sup>th</sup>, 2014 meeting of the Summit Charter School Board of Trustees was called to order at 4:30 pm by Wes Stone, Chairman, presiding. The following Trustee members were in attendance: Wes Stone, Amanda Stoltzfus, Ed Morse, Sergio Barranco, Sam Edgens, AJ Grube, Scott Westendorf, Marsha LaFontaine, Jessica Barino, Rachel Dyer, Geoff Allen, Tammy Bryson, Martie Kingree, Summit Director, Jack Talmadge and Business Manager, Marie Starkings,

Absent: Jay Drummonds, Shannon Hargrove

Visitors: None

Public Comment: None

Approval of Minutes: Rachel Dyer moved to accept the minutes and Geoff Allen seconded. All in favor.

**Director's Report by Dr. Jack Talmadge:** *Campus Data: Enrollment 2014-2015-* Reenrollment period ended 1/31/14, and required us to hold a placement lottery in Kindergarten & waiting list lotteries in 1st, 3rd, 4th, 5th, and 6th grades. Based on enrollment surveys returned by current families & applications of new families, enrollment for 2014-15 projects the following: (K: 24 Committed/ 9 Waitlist), (1<sup>st</sup>: 24 Committed/ 3 Waitlist), (2<sup>nd</sup>: 22 Committed/ 0 Waitlist), (3<sup>rd</sup>: 24 Committed/ 3 Waitlist), (4<sup>th</sup>: 24 Committed/ 5 Waitlist), (5<sup>th</sup>: 24 Committed/ 3 Waitlist), (6<sup>th</sup>: 24 Committed/ 4 Waitlist), (7<sup>th</sup>: 19 Committed/ 0 Waitlist), (8<sup>th</sup>: 19 Committed/ 0 Waitlist) TOTAL: 204 Committed/ 27 Waitlist

The State has granted charters the option to adopt new levels of priority in their enrollment applications. I have written out our current policy with the new additions. These are: #4 *Opportunity Preference: Any former student enrolled at Summit within the last two academic years but left due to an academic study abroad program, competitive admission residential program, or vocational opportunities of the parents, will receive enrollment preference.* #5 *Legacy Preference: Siblings of students that completed the eighth grade at Summit and were enrolled at least since fourth grade can receive sibling preference as described above (as stated in #3: the law defines siblings as any of the following who reside in the same household: full-siblings, half siblings, stepsiblings, and children residing in a family foster home.)*

Date/timing of enrollment deadline for lottery discussed and was decided it would remain the same, no adjustments. Jack suggested that while the cut off date in the past has been 1/31, that the cutoff should be several days prior. \* **Motion made to approve updated Admissions Policy: Ed Morse and Geoff Allen seconded. All in favor.** **EOG Testing:** EOGs scheduled for May, will reflect changes/adjustments made with the addition of common core standards. This testing year has again been declared a pilot year, scores will not count in grades 4-8. Students in 3rd grade have conducted pretesting in reading in preparation of their benchmark assessment at the end of the year. These scores will count, and students who do not pass are required to complete summer remediation. Portfolio/remediation materials are in development. Parents with students at risk have been notified. **Snow Days/School Calendar (2014-15):** The State requires public & charter schools to fulfill a 185-day calendar (was 180 days until this year) or complete 1025 instructional hours per school year. Our calendar has traditionally been built upon the day requirement, & the length of Summit's instructional day has allowed us to bank a surplus of hours. The option to switch to the hour requirement will keep us on track and prevent extending school year/cancel spring break. The 2014-15 calendar has been drafted to satisfy the hour requirement without deviating from a solid academic focus, & provides additional time for conferences, staff development and snow-day flexibility. \***Motion made to move to hour requirement: Rachel Dyer and Ed Morse seconded. All in favor.** \* **Motion made to approve calendar: Rachel Dyer and Scott Westendorf seconded. All in favor.**

**Faculty & Staff:** Updates- Under search committee recommendation, Mrs. Beth Talmadge hired to replace Ms. Lauren Baxley as Kindergarten assistant. Mrs. Chrissy Hughes delivered her baby girl a month early, and Mrs. Julie Doerter appointed to finish out year as 4th grade assistant and tech instructor for Kindergarten/1st grade. Julie was assistant in the 3-5 base camp several years ago before her own maternity leave. Both positions were appointed as long-term subs, & both teachers are eligible to apply for contracted employment for the next school year, pending committee assessment and review. Mrs. Amie Broyhill has requested maternity leave for the spring. Sarah Bates (Summit Class of 2003) has been named as her long-term substitute and will carry out Amie's teaching load when the time comes.

**Facilities: Master Campus Plan:** All major developments to Summit's campus and new property have been placed on

hold until a new master campus plan is developed. The new direction and vision will be guided by the initiatives in our newly adopted strategic plan. **Campus Security:** As part of our response to the security review of our emergency plan, we acquired a 10-camera surveillance system to monitor different areas of the campus. Installation will begin this spring. **iPad Initiative:** Grant funding allowed us to purchase 30 iPad units. Teachers in the middle school have been assigned a unit to gain familiarity/explore means to utilize the device as an effective tool in the classroom. Student units will be issued to 6th grade in the spring as a classroom resource. We are looking at texts and one-to-one assignments for the 7th grade year. Additional funding through community grants are being sought to allow further integration in the middle school. **Programs & Curricula: Athletics:** Boys' basketball placed 2nd in the conference. The Cashiers-Glennville Recreation Center allowed daily practices & usage for home games. Spring golf/tennis have begun practices & will begin competition next week. **Place-based Showcase:** Summit will be transitioning its traditional trail celebration to a place-based showcase that will allow each class to present their Quest studies and projects beyond the trail. **Volunteer Award:** Each year Summit selects an individual in the Cashiers community or Summit family to recognize for outstanding volunteer service to the school. Please submit to me any recommendations you may have.

**SCS Foundation (Jack Talmadge for Shannon Hargrove):** Presented new/updated 2014 – 2017 Strategic Plan. Once SP is approved, action plans will be developed as well as a new master campus plan – these would start being formulated in next couple of weeks. Geoff Allen brought up some concerns – agrees with direction but in terms of a strategic plan, feels as though plan is incomplete. **\*Motion made to approve 2014-2017 Strategic Plan: Scott Westendorf and Martie Kinigree seconded. All in favor. Geoff Allen abstained.**

**SFA (Jessica Borino):** Looking into a social for board members and Summit parents at Ugly Dog. Hoping Ugly Dog would give back some of the profit. Date will be in Bear Express.

**Treasurer's Report (Martie Kingree):** In the black. Lost about \$60,000 from state that was anticipated. Budget reflects hire of Debbie Kenter.

## **COMMITTEE REPORTS**

**Executive (Wes Stone):** Met previously and laid out what would be discussed in Board Meeting.

**Facilities (AJ Grube):** Jack reported that committee met previously & began work on creation of maintenance manual.

**Educational Resource (Geoff Allen):** Meeting will occur shortly. Re: technology would like to create from teachers etc. needs list and wish list.

**Trustee (Amanda Stoltzfus):** Submit names for 2014-2015 Board to Amanda or Jack. Amanda Stoltzfus and Sam Edgens complete 1<sup>st</sup> Term. No members roll off. Plan to vote on any new board members in next meeting.

## **New Business:**

Science Fair: Possibly encourage kids to participate in Science Fair. Not sure if this would be optional or mandatory. This topic will be addressed later. By laws: Send any possible changes to by-laws to Wes. Intent to vote on any changes to bylaws at next meeting. Geoff Allen: Sent everyone password to Sharepoint. Explained purpose of Sharepoint and possible uses. Free technology provided to the school.

## **Adjournment:**

No other formal business. Meeting adjourned at 6:20 pm.