

MINUTES OF THE SUMMIT CHARTER SCHOOL BOARD OF TRUSTEES

June 3, 2015

Report By: Amanda Stoltzfus, Secretary

The June 3rd, 2015 meeting of the Summit Charter School Board of Trustees was called to order at 4:30 pm by Wes Stone, Chairman, presiding.

Attended – Voting Members: AJ Grube, Amanda Stoltzfus, Martie Kingree, Ed Morse, Wes Stone, Sergio Barranco, Scott Westendorf, Tammy Bryson, Rachel Dyer

Attended – Non-voting Members: Jack Talmadge, Marsha LaFontaine, Marie Starkings, Bonnie Foxworth

Absent - Voting Members: Sam Edgens

Absent - Non-Voting Members: Shannon Hargrove, Melanie Jones

Visitors: Danny Howell, Lauren Bennett, Barbie Harper

Approval of Minutes from April 8, 2015 Board Meeting:

Motion made by Ed Morse to approve the minutes

Second: Scott Westendorf

Vote: All in favor. Minutes approved.

Open Period/Public Comment:

Barbie Harper: During open session spoke to the board about perceived bullying incidents and also raising awareness on this topic.

Director's Report by Dr. Jack Talmadge:

CAMPUS DATA: Enrollment 2015-2016: At this time, our availabilities are as follows: (K: 24 Committed/3 Waitlist), (1st: 25 Committed, 1 Retention/8 Waitlist), (2nd: 24 Committed/0 Waitlist), (3rd: 24 Committed/0 Waitlist), (4th: 24 Committed, 1 Retention/5 Waitlist), (5th: 24 Committed/0 Waitlist), (6th: 24 Committed/2 Waitlist), (7th: 24 Committed/1 Waitlist), (8th: 14 Committed/0 Waitlist) TOTAL: 207 Committed/ 19 Waitlist. **EOG Testing:** Preliminary results (raw data) on our 2015 EOG testing have been released. Our in-house calculations show improvement in the expected growth measures and a slight increase in the composite score. Comparative year data supports needed improvement in 3rd, 4th, and 5th grade curriculum science and ELL student performance. **2015-16 Budget:** We have yet to receive pre-budget figures for 2015-16. The budget template is based upon 198 students and 2014 funding rates. We are moving forward with "Plan 4" in regards to the adjustments. **Bridge The Gap:** The parent campaign for "Bridge the Gap" has brought in \$93,513.88 with 83% of the families making a contribution. Grades K & 8 won the class competition and enjoyed a great day as campers at Camp Merrie-Woode. **FACULTY & STAFF: New Appointments:** The search committee was able to successfully respond to the employment needs following the letters of intent. Numerous candidates were interviewed and finalists were brought to campus to teach a lesson. Most vacancies have been filled: *Kindergarten Instructional Assistant-* Ms. Heather Johnson / *1st Grade Lead Teacher-* Mrs. Sutton Turner / *3rd Grade Lead Teacher-* Ms. Emily Naylor (will also assist with on-site tech needs) / *4th Grade Instructional Assistant-* Ms. Katie Chan / *Music-* Mr. Michael Collings / *P.E.-* Mr. Troy Adams. We are still waiting for final bid proposals for contracted IT services, and we have a small pool of instructional candidates on standby in the event we have any unknown non-returning faculty. I would like to move forward with the issuance of contracts for teachers prior to their last day of work (6/5). Other charters issue contracts at present salary and then adjust for raises after the 20th day headcount and final allotment figures. **POLICY: Updates:** For various reasons and recommendations, I will propose updates/additions to the following policies (see attachment): *Nepotism *Diversity *Promotion & Retention *Grievance *Criminal Background Checks

Motion made by Ed Morse to accept these additions for review by the board

Second: Scott Westendorf

Vote: All in favor.

Communications Protocol: I will recommend to both boards and Danny that we establish a written protocol in our communicative responses to public addresses (i.e., newspaper, media). **STRATEGIC PLANNING:** The faculty

strategic committees assessed the year one strategic action plan and have begun work on recommendations for year-two goals. I will submit the year-two plan prior to departure. **TRANSITION:** Danny and I continue to chat regularly about transition developments and school news. I have also begun the process of file transfers, both paper and electronic, and Sid is compiling a notebook of important documents/information for Danny. In addition, I have contacted the Office of Charter Schools about the transition of leadership. They have extended the offer for Danny to attend the New Charter Leaders conference June 16-17 in Raleigh. This will be offered again next year. **FAREWELL:** In my Director's Report for the August 27, 2008 Board Meeting, I began with a welcome statement of gratitude. I feel it is fitting to leave you with a similar note of farewell for the record. I am beyond grateful for the warm Summit embracement of support you all have provided for me and for my family. Our past 7 years in Cashiers will forever be marked with many glorious memories, sentimental family milestones, and valued notches in professional growth. I remain honored to have been extended the opportunity to serve the school as its 7th director. We feel blessed to have been touched by Summit's unique spirit of community. Thank you, and may you enjoy a wealth of success in your next chapter.

SCS Foundation Board Update (Bonnie Foxworth):

Met this morning. Everything is good from board's standpoint. The seasonal community is back in full force. Many of these residents are suddenly interested in Summit. Work from last year is paying off. Three people called this week to let us know they are interested in being on the board or contributing money. Just had a gift of \$50,000. Twice the amount given by this individual last year. Country Club of Sapphire Valley wants to host a golf tournament. Elected a new slate of officers today. Bonnie will be the new Board Chair. Vice Chair: Linda Quick. Other positions filled as well.

SFA Update (Jack Talmadge for Melanie Jones):

Jack is concerned about SFA. The ball has been dropped this year. Elections have not happened yet and are usually in place by the end of the school year. A call for parent support to the SFA is needed. Looking for board or parent involvement to help with accountability and to make sure the new slate of officers is elected. Tammy Bryson will help with this.

Treasurer's Report (Martie Kingree):

We are in the black by about \$8,000 at this point. We will be finishing the year in the black.

COMMITTEE REPORTS:

Executive (Wes Stone):

Met today. Discussed various items: Transition to new leadership, new policies and board retreat coming up July 7, 2015. Retreat will be held at the school from 9:00 – 3:00. Dinner with board and spouses at Bonnie Foxworth's home that evening.

Facilities (Scott Westendorf):

Scott and Jack met with Bill Hoffman who currently has the contract for grounds maintenance. His contract has been renewed.

Strategic Planning:

Jack talked about this in his report (above).

Trustee (AJ Grube):

Geoff Allen stepped down. AJ Grube, Rachel Dyer and Amanda Stoltzfus on committee. Announcing new slate of trustee recommendations: Travis Boswell, Charlie Myers and Edward Cole.

Motion made by AJ Grube to vote on these recommendations in one slate instead of individually.

Second: Sergio Barranco

Vote: All in favor.

Motion made by Ed Morse to vote all three recommendations to the board.

Second: AJ Grube

Vote: All in favor.

Geoff Allen resigned from the board.

Expansion Committee (AJ Grube):

Every option has been on the table for expansion. You will see in the report, some things will not work and have been eliminated. There is a condensed expansion committee who will make recommendations in the fall of 2015. Will continue to meet over the summer.

OLD BUSINESS:

Trustees, New Board Members (previously discussed)

NEW BUSINESS:

Approval of Tentative Budget for 2015-16

Motion made by Ed Morse to accept Summit Charter School Budget for the 2015-16 school year.

Second: AJ Grube

Vote: All in favor.

Motion made by AJ Grube to remove Jack Talmadge from bank account.

Second: Scott Westendorf

Vote: All in favor.

Motion made by Ed Morse to add Danny Howell to the bank account on 7/1/15.

Second: AJ Grube

Vote: All in favor.

After Care: We are in the red. Some of the children who have used this program have transitioned to the Boys and Girls Club. We have not changed our after care rates, recommend that we increase rates by 15% beginning the 2015-16 school year.

Motion made by Rachel Dyer to increase Aftercare rates by 15%.

Amended: Before/Aftercare rates by 15%.

Second: Ed Morse

Vote: All in favor.

Jack stated that this is our year to bid out insurance. Received some bids. After review of new bids, will continue the relationship that we have with Webb Insurance.

Jack would like to have a task force to monitor, and provide resources in regards to bullying. Need to assess current policy and look for resources to bring to Summit for students, teachers and parents in regards to bullying policy.

Marsha Lafontaine has been at Summit for 18 years and is leaving Summit. She has been the Faculty Representative for the board. Marsha is greatly appreciated and will most certainly be missed. The board will need a new Faculty Representative. Jack recommends Lauren Bennett.

AJ Grube on behalf of the board presented Jack Talmadge with our Outstanding Service Award for this school year.

No other new business.

Calendar:

Thur. 6/4/15 - 10:00 a.m. - Graduation/Final Day of School

Tues. 7/7/15 - 9:30 a.m. - Joint Board Retreat, Dinner at Bonnie's w/spouse

Adjournment:

Motion made by Ed Morse to adjourn the meeting.

Second: Tammy Bryson

Vote: All in favor.

Meeting adjourned at 6:00 p.m.

DRAFT