

Minutes of The Summit Charter School, Inc.
Board of Trustees – Executive Committee
September 13, 2017
Report By: Edward Cole, Chair

The September 13, 2017 meeting of The Summit Charter School, Inc, Board of Trustees' Executive Committee was called to order at 4.00 p.m. with Edward Cole, Chair, presiding.

Voting Members Attending: Ann Betty, Vice Chair, and Tammy Bryson, Treasurer

Voting Members Absent: Secretary (open)

Visitors: Danny Howell (director), Suzann Cornell (principal), Sutton Turner (faculty board member), Gretchen Kapity (faculty board member), Marie Starkings (business manager) Scott Westerdorf (board member)

Approval of minutes: Ann Betty moved that the minutes from the May 10, 2017 and July 10, 2017 (EC only) meetings be approved. The motion was seconded by Tammy Bryson and was approved.

Open Period/Public Comment: None.

Discussion and Approval of 2017-2018 Budget: Voting Members and Visitors discussed the 2017-2018 proposed budget, which includes raises for faculty that move all faculty to State Scale and provides a pay increase to all returning faculty, funding for the principal position, additional funding for staff development, additional funding for new text books (math and Spanish) and funding for i-Ready. The budget includes a contribution from The Summit Charter School Foundation, Inc., which the Foundation Board has already approved. Ann Betty moved that the budget be approved. The motion was seconded by Tammy Bryson and was approved.

Approval of signing authority for school bank account: Tammy Bryson moved that Suzann Cornell be added as a signor on the corporation's bank account and that Marcie Snowden be removed. The motion was seconded by Ann Betty and was approved. All checks must be signed by two approved signors, which include Danny Howell, Marie Starkings, Suzann Cornell and Lisa Lehotsky

Director's report: Danny Howell presented his director's report, including an update on enrollment, and members and visitors discussed.

Curriculum: Suzann Cornell presented on the results of the initial i-Ready needs analysis, BOG testing in 3rd grade and status of implementation of lesson plans and in-class evaluation of faculty. Members and visitors discussed the differences between BOG and i-Ready needs assessment in 3rd grade and i-Ready and how it is used and implemented. There will be two additional i-Ready needs assessments at mid-year and before EOG testing.

Committee Reports/Goals for 2017-2018:

- Facilities: Scott Westendorf presented on status and makeup of committee. Members and visitors discussed maintenance and assessment of near and long-term capital needs.
- Finance: Tammy Bryson did present a report. Audit of school is almost complete and report will be presented to board at October meeting.
- Strategic Planning: Charlie Myers was not present. Charlie has asked that another board member be appointed to lead the committee. Members and visitors discussed a

possible planning session with representatives from all school stakeholders that would be open to the public to develop strategic plan.

- Trustee: Ann Betty presented on efforts to replace board members. Ann Betty invited those present (and others) to propose potential new board members to the committee (Ann Betty, Travis Boswell and Edward Cole). The committee will present nominees to the board at its October meeting.

Other Committee/Sister Organization Reports:

- Foundation/Fundraising: Danny Howell presented on status of fundraising for new facilities.
- Construction: Ann Betty presented on: hiring of Bobbitt Design Build to provide site and building design for new gymnasium and attached classrooms; retention of Brooks Engineering to provide support for site work and to design changes to waste-water treatment system to accommodate expansion; and scheduling for groundbreaking and time-line for construction of new gymnasium and attached classrooms, which are targeted for completion by August 1, 2018.
- High School: Danny Howell presented on meeting schedule for committee and work on developing curriculum and program for high school.
- Campus Culture: Members and visitors discussed re-formation of campus culture committee. Board and administrative board faculty representatives will work to form committee and define purpose to present at October board meeting. Committee will include representatives from faculty, administration and board.
- SFA: Dann Howell presented on the first SFA meeting.

Teacher appreciation efforts: Ann Betty and Tammy Bryson will be responsible for efforts in September.