

Minutes of The Summit Charter School, Inc.

Board of Trustees

December 4, 2018

Report by: Collins Zimmer, Secretary

Voting Members Attending: Edward Cole (Chair); Ann Betty (Vice Chair); Collins Zimmer (Secretary); Katie Bumgarner, Linda Quick, Sarah Chapin, Robin Tanner, Travis Boswell, David Billingsley

Voting Members Absent: Tammy Bryson (Treasurer); Scott Westendorf

Non-Voting Members and Foundation Board Members Attending: Billy Leonard (Director); Andrea Chalker (K-8 Principal); Lauren Bennett (Upper School Principal); Marie Starkings (Business Officer); Melissa Hudson (Development Director); Joe Arrowood (Faculty Board Member); Kate Schelbe (Faculty Board Member); Josh Crawford (Foundation Board Chair); Amy Corcell, Glenn Ubertino, Darlene Conley, Rob Hunter, Lisa Long, Melanie Jones, John Lehotsky, Wally Seinsheimer, Kati Miller

There were no questions or comments made during Open Period/Public Comment.

The December 4, 2018 meeting of The Summit Charter School, Inc. Board of Trustees (jointly held with the Foundation Board) was called to order at 4 p.m. with Edward Cole, Chair, and Josh Crawford, Foundation Board Chair, presiding.

All attending recited the Summit Pledge.

Approval of Minutes: Wally Seinsheimer moved that the Minutes from the November 6, 2018 meeting be approved. The motion was seconded by Sarah Chapin and was approved unanimously.

Director's Report: Billy Leonard presented his Director's Report, a copy of which was distributed at the meeting. He addressed current student enrollment (236), new enrollment, and current application numbers for next year's Kindergarten.

Committee Reports:

- Finance: Ongoing work is still being performed on the budget. Summit did receive the second installment from the state. There was discussion on the 2017-18 budget and actual numbers. Assumptions for 2018-19 budget were also reviewed.
- Facilities/Safety: A contract for the SRO officer should be signed very soon. Scott Westendorf and John Lehotsky will be looking into the long-term maintenance needs of the existing school buildings as well as the potential energy assessments of the new buildings after the gym is completed.
- Strategic Plan: Presented later in the meeting.
- Campus Culture: This committee will be redefined in the coming months to best serve the school. The next meeting will be in January.
- Director Search: The search is underway with a clear timeline to follow.

- Annual/Parent Fund/Development: Confidence and enthusiasm is key. The Parent Fund had a successful kick-off event and fundraising efforts are underway.
- Grants: Grant-writing efforts are ongoing.
- Trustee: No new news.
- Governance: Ongoing work is still being performed. Board structure will continue to be examined and discussed in depth at the January meeting.

Other Committee/Sister Organization Reports:

- Foundation/Fundraising: Fundraising efforts are ongoing.
- Construction: Gym construction is set to be completed by the end of January. The High School buildings are soon to follow. We have received approval for the High School septic system. This construction project is a huge undertaking.
- SFA: Nothing new to report.

Strategic Plan:

Sarah Chapin (and the Strategic Plan Committee) delivered a phenomenal presentation to the Board of Trustees and Foundation Board gathered in the room. In her presentation, she clarified the vision, developed a detailed work plan, and requested feedback from the community at large. This is a plan in motion and we anticipate valuable input from all parties involved: school parents, faculty, administration and board members alike.

Sarah Chapin and Travis Boswell will cover a faculty appreciation meal for staff in December.

There was no other business discussed.

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