Minutes of the Summit Charter School, Inc.

Board of Trustees
September 21, 2021

Report by: Betsy Helms

Voting Members Attending: Betsy Helms (Chair), Boris Krueger (Vice Chair), David Billingsley (Treasurer), Ann Betty, Collins Zimmer, Tim Boeve, Elisabeth Hoffman, and Mark Letson.

Voting Members Absent: Erika Mason, Josh Crawford (Foundation Board Chair)

Non-Voting Members Attending: Kurt Pusch (Head of School) and Marie Starkings (Business Officer).

Non-Voting Member Absent: Tracie Jernigan (SFA)

Guests/Public Attending: Jason Chick, Kristina Newsom

The September 21, 2021 meeting of The Summit Charter School, Inc. Board of Trustees was called to order at 4:38p.m. with Betsy Helms, Chair presiding.

All attending recited the Summit Pledge.

Betsy asked if anyone on the board would be willing to take on the responsibility of Secretary and no one volunteered for the position. The hope is that a new Secretary can be identified and elected at the October meeting.

Approval of Minutes: Ann Betty made a motion to approve the May Meeting minutes as they stand. The motion was seconded by Mark Letson, and the minutes were approved unanimously.

Strategic Plan Review: Kurt Pusch reminded the Board that the purpose of Summit's Strategic Plan is to inform the decisions made by the school administrative team and the Board of Trustees. Kurt reminded the group that the plan is a product of a number of years of development and was adopted in 2020. The plan focuses on three specific strategic priorities: Excellence in Academics, Strength of Identity, and Financial and Talent Sustainability. From here, we have set some strategic goals under these that will move us forward through this academic year and into the coming years.

Goals for the 2021 – 2022 Academic Year: Kurt guided the conversation through the goals that will be the underpinnings for this academic year. He started by reading Summit's mission out loud to the Board and reminded the group about Summit's portrait of a graduate. Kurt highlighted some data points regarding Faculty & Staff Satisfaction, Student Retention, Academic Proficiency, and Social-Emotional Learning. Kurt narrated some headlines from the data to contextualize particular details for the Board.

Kurt indicated that in the area of Excellence in Academics, our focus is on raising expectations for students' achievement. This includes math improvements, K – 12 writing achievement, and place based learning. In terms of Strength of Identity, the focus is continuing strong partnerships and relationships, leveraging our outdoor classrooms, and continuing to strengthen social-emotional learning. In reference to Financial and Talent Sustainability, the focus is on student retention, alumni outreach/engagement, strong fundraising with events such as the Festival of Trees, as well as a review of employee benefits.

Head of School Report: Kurt's report started with a review of COVID-19 procedures and the number of cases we have seen thus far this school year. All told, Summit has had 20 confirmed positive cases of COVID-19 between staff and students. Summit will be returning to state funded voluntary weekly testing toward the end of September.

Summit's Board is required to vote monthly on the school's mask mandate. Collins Zimmer made a motion to continue implementing Summit's mask mandate, as stated by the State's health department and CDC guidelines until the next meeting of Summit's Board of Trustees. David Billingsley seconded the motion; the vote was approved with two Board members in opposition. Kurt talked about the standards-aligned scope and sequence that allows teaching and learning to be mapped via standards throughout the school year. In October a formal review of the K – 12 ELA curriculum will be reviewed. Additionally, teachers are building K -12 writing expectations so that there is a better sense of what writing excellence looks like at Summit. Kurt shared that the seniors are busy with the college application process. It is Summit's goal to have each senior apply to a minimum of 4 "match and fit" colleges. Seniors are working with a consultant, as well as with Lauren Bennett, on college counseling. Summit is in our final year of partnership with TSS. The value is clear, and we are looking forward to taking what we have learned through the partnership forward. Kurt reminded the Board of all of the athletic opportunities our students are experiencing, as well as the afterschool clubs, and place-based learning opportunities on and off campus. Faculty representatives to the Board will be elected in the coming week, so we should have them here in time for the October meeting. The revised budget will be ready for review in October.

Development Report: Kurt presented the Development Report, starting with information on the Toast of the Trees and Festival of Trees. The goal is to net a total of $175,000 with this signature fundraising event. A big thanks to the Country Club of Sapphire Valley charity event for the foundations of both Summit and Blue Ridge School, which yielded $100,000+ for the Summit Charter School Foundation. We are looking to launching the Family Fund in October, with a goal of raising $140,000.

Committee Reports:

- Treasurer's Report: David Billingsley gave the treasurer's report, noting a few particulars that have changed since the last time the Board saw Summit's financials. David reported that Summit is in a strong financial position.
- Facilities Report: Boris Krueger reported that there are a few carpentry repairs at hand, and we are closing in on the exterior repainting effort.

- Governance/Trustees Report: No report.
- Curriculum Report: A faculty group will be assembling in October to discuss the future of Summit's K – 12 ELA curriculum. Both Betsy Helms and Collins Zimmer would like to be involved in the ELA discussion, as members of the curriculum committee.
- Strategic Plan Report: Tim Boeve thanked Kurt for his data points that relate to the strategic plan as a way of reminding the committee of the importance of staying high-level on this topic.
- SFA Report: Collins Zimmer reported that she is glad parents are allowed to be on property more than last year. Parents are able to open car doors again, and we are looking forward to SummitFest. SFA is asking for parent volunteers this year, rather than assigning volunteer opportunities. This is a new way of dealing with SummitFest volunteer needs, but we are excited to see how it goes this year. SFA is looking for a new Volunteer Coordinator; Collins is planning to put this opportunity in an upcoming Bear Express.

Faculty Appreciation Efforts:
- August Faculty Development: Helms
- 1st Quarter: Krueger & Boeve
- 2nd Quarter: Betty & Zimmer
- The Board will reassess at the end of the first semester to decide if we will move to monthly faculty appreciation or stay with quarterly events.

Other Business: Betsy reminded the group that we are still looking for new board members, and we are especially interested in finding an attorney to join the Board.

Jason Chick introduced himself and spoke briefly about why he would like to join Summit's Board of Trustees. Betsy mentioned that Kristina Newsom, who had to leave the meeting early, is also interested in joining. Betsy will follow up with Kristina this week. Ann Betty made a motion proposing Jason Chick as the newest member of the Summit Board. The motion was seconded by Boris Krueger, and the vote was passed unanimously.

There was a motion to adjourn the meeting, and the meeting was adjourned at 6:42pm.