

Application: Summit Academy Charter School

Natasha Campbell - ncampbell@sacsny.org
2020-2021 Annual Report

Entry 1 School Info and Cover Page

Completed Oct 28 2021

Instructions

Required of ALL Charter Schools

Each Annual Report begins with a completed School Information and Cover Page. The information is collected in a survey format within Annual Report portal. When entering information in the portal, some of the following items may not appear, depending on your authorizer and/or your responses to related items.

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2020-2021 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer **(as of June 30, 2021)** or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

SUMMIT ACADEMY CHARTER SCHOOL 331500860953

a1. Popular School Name

(No response)

b. CHARTER AUTHORIZER (As of June 30th, 2021)

Please select the correct authorizer as of June 30, 2021 or you may not be assigned the correct tasks.

NEW YORK CITY CHANCELLOR OF EDUCATION

c. DISTRICT / CSD OF LOCATION

CSD #15 - BROOKLYN

d. DATE OF INITIAL CHARTER

12/2008

e. DATE FIRST OPENED FOR INSTRUCTION

8/2009

f. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)

MISSION STATEMENT

Summit Academy Charter School bridges the gap between aspirations and reality by preparing sixth through twelfth-grade students to gain acceptance to, excel in and graduate from college by using three pillars of success: mastery of core subjects, character building, and community leadership.

By engaging students in an academically rigorous, college-preparatory curriculum, competitive athletics program, and comprehensive fine arts academy, Summit Academy will prepare our young people to participate meaningfully in the greater economy and expand their choices and opportunities.

g. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)

KEY DESIGN ELEMENTS (Briefly describe each Key Design Elements (KDE) as presented in the schools approved charter. KDEs are those general aspects of the school that are innovative or unique to the school’s mission and goals, are core to the school’s overall design, and are critical to its success.

KDE 1	College Focus: Scholars receive college prep course work and college exposure as early as 6th grade. They learn about college expectations from current college students/recent graduates. Teachers incorporate real-world connections into lessons that require critical thinking, reading, writing, and problem-solving skills. Homerooms/Advisories are also named after colleges/universities and scholars are identified in groups by these higher academic institutions. In addition, scholars visit campuses all over the United States to see and experience first-hand college life. Throughout our building, it is evident that college is the goal. We are proud that our focus has lead to 93% of our first two classes of graduates were accepted to college.
KDE 2	Data-Driven Instruction: Data helps us reflect on our practice to provide engaging, impactful instruction. We use Do Nows,

	<p>Exit Tickets, regular checks for understanding, classwork, discussions, projects, homework, quizzes, tests, and interim assessments to group scholars, modify instruction, reteach and differentiate. Teachers meet weekly and we hold at least one data day each quarter to discuss scholar progress. We leverage Mastery Connect to help us understand and manage scholar mastery of standards.</p>
KDE 3	<p>More Time on Task/Engaged Time: Research has shown that the more engaged scholars are, the higher they achieve. To that end, we implement No-Nonsense Nurturing strategies to develop better relationships with scholars, improve classroom management, and increase time on task. To increase learning time, we have an extended school year and offer Saturday Academy. We also have amended our daily school schedule to include more classroom time in core content classes: ELA, Math, Social Studies, and Science including double blocks of Math and ELA in the middle school. Our goal is to maximize scholar time on task and ensure scholars practice both stamina and pacing while decreasing teacher burnout by running more efficiently with little to no interruptions in learning.</p>
KDE 4	<p>Strong School/Home Partnership: Before the school year begins, teachers call and visit scholar families. This visit allows for parents to hear about our mission, vision, and expectations and for teachers to learn more about the scholar. Parents also attend our Meet & Greet, Parent-Teacher Conferences and receive regular calls to learn about classroom expectations and scholar progress. Parents stay involved through our Family Achievement Council which meets every month to offer workshops. Parents also volunteer their time to support our school whether it be via teacher invitation for parents to offer their expertise on a particular content subject, chaperoning on a school trip, or supporting with some of our school-wide celebratory events.</p>

KDE 5	<p>Character Development Program:</p> <p>Summit Academy builds strong character through internalizing the six pillars of character: trustworthiness, respect, responsibility, fairness, caring, citizenship. We do this via several vehicles including cooperative and service-learning, literature, role play/drama, story-telling, the study of heroes and world leaders, direct instruction, sports, and other methods of stimulating ethical consciousness, commitment, and competence to make sound choices. We also utilize our advisory program to support building strong character. Our teaching staff serves as advisors to smaller groups of children (8-15) and during built-in periods weekly engage in discourse with their advisees involving structured lessons and personal choices that affect their character development.</p>
KDE 6	<p>Emphasis on Community Leadership:</p> <p>Character cannot be fully developed through classroom learning alone, so we provide opportunities to learn from the world beyond our campus. Scholar community service is non-curriculum-based and recognized by and/or arranged through the school or through independent relationships that families have with organizations within the city. Community service is mandatory; it includes explicit learning objectives and reflection or critical analysis activities. It may also include additional activities that take place on or off of school grounds depending on the grade.</p>
KDE 7	<p>Strategies to Close the Achievement Gap:</p> <p>We use research-based, proven strategies to help close the achievement gap for our scholars, which include the following: 1. Evidence-based instruction and interventions to support scholars who are struggling or not making consistent progress. 2. Rigorous curriculum, lesson plans, and instruction. 3. Increased instructional time and supplemental instruction, 4. Frequent progress monitoring, 5. Targeted, purposeful professional development, and 6. Increased family involvement.</p>
KDE 8	(No response)

KDE 9	(No response)
KDE 10	(No response)

Need additional space for variables

No

h. SCHOOL WEB ADDRESS (URL)

www.sacsny.org

i. TOTAL MAX APPROVED ENROLLMENT FOR THE 2020-2021 SCHOOL YEAR (exclude Pre-K program enrollment)

350

j. TOTAL STUDENT ENROLLMENT ON JUNE 30, 2021 (exclude Pre-K program enrollment)

274

k. GRADES SERVED IN SCHOOL YEAR 2020-2021 (exclude Pre-K program students)

Check all that apply

Grades Served	6, 7, 8, 9, 10, 11, 12
---------------	------------------------

I1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

Yes

I2. NAME OF CMO/EMO AND ADDRESS

NAME OF CMO/EMO	CEI
PHYSICAL STREET ADDRESS	28 W 44th St #801
CITY	New York
STATE	NY
ZIP CODE	10036
EMAIL ADDRESS	ncampbell@sacsny.org
CONTACT PERSON NAME	Dr. Natasha Campbell

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2021-2022?

	No, just one site.
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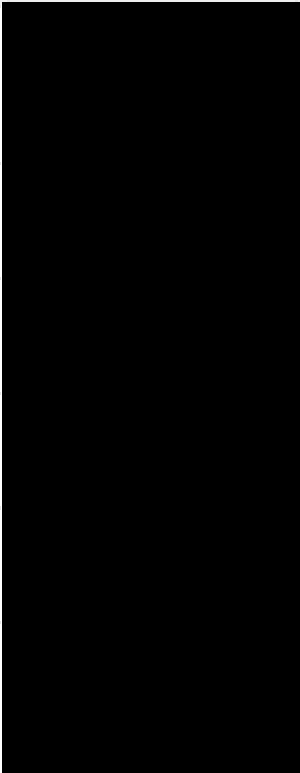
School Site 1 (Primary)

m1. SCHOOL SITES

Please provide information on Site 1 for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	27 Hutington Street Brooklyn, NY 11231	7188751403	NYC CSD 15	6-12	

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Machael Spencer-Edwards	646-734-2456		m Spencer-Edwards@sacsny.org
Operational Leader	Samease Handshaw	718-913-9624		shandshaw@sacsny.org
Compliance Contact	Natasha Campbell	347-853-9574		ncampbell@sacsny.org
Complaint Contact	Natasha Campbell	347-853-9574		ncampbell@sacsny.org
DASA Coordinator	Darnell Williams	718-875-1403		dwilliams@sacsny.org
Phone Contact for After Hours Emergencies	Natasha Campbell	347-242-6710		ncampbell@sacsny.org

m1b. Is site 1 in public (co-located) space or in private space?

Co-located Space

m1c. Please list the terms of your current co-location.

	Date school will leave current co-location	Is school working with NYCDOE to expand into current space?	If so, list year expansion will occur.	Is school working with NYCDOE to move to separate space?	If so, list the proposed space and year planned for move	School at Full Capacity at Site
Site 1		No				

IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC

m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 1 if located in private space in NYC or located outside of NYC .

Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2021.

Site 1 Certificate of Occupancy (COO)

[Certificate of Occupancy.pdf](#)

Filename: Certificate of Occupancy.pdf **Size:** 1.2 MB

Site 1 Fire Inspection Report

CHARTER REVISIONS DURING THE 2020-2021 SCHOOL YEAR

n1. Were there any revisions to the school's charter during the 2020-2021 school year? (Please include approved or pending material and non-material charter revisions).

No

o. Has your school's Board of Trustee's approved a budget for the 2020-2021 FY?

Yes

ATTESTATIONS

p. Individual Primarily Responsible for Submitting the Annual Report.

Name	Natasha Campbell
Position	Founder
Phone/Extension	(No response)
Email	ncampbell@sacsny.org

p. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that our school has reviewed, understands and will comply with the employee clearance and fingerprint requirements as outlined in Entry 10 and found in the [NYSED CSO Fingerprint Clearance Oct 2019 Memo](#). Click **YES to agree.**

Responses Selected:

Yes

q. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in any part of this report is found to have been deliberately misrepresented, that will constitute grounds for the revocation of our charter. Click **YES** to agree and then use the mouse on your PC or the stylus on your mobile device to sign your name).

Responses Selected:

Yes

Signature, Head of Charter School

Michael Spencer-Edwards

Signature, President of the Board of Trustees

X

Date

Oct 28 2021

Thank you.



Entry 3 Progress Toward Goals

Incomplete

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

For the 2020-2021 school year, any academic or organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”. **Deadline is November 1, 2021.**

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

Board of Regents-authorized and NYCDOE-authorized charter schools only.

Complete the tables provided. List each goal and measure as contained in the school’s currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 2, 2021.

1. ACADEMIC STUDENT PERFORMANCE GOALS

For the 2020-2021 school year, any academic goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2020-2021 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1				
Academic Goal 2				
Academic Goal 3				
Academic Goal 4				
Academic Goal 5				
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

2. Do have more academic goals to add?

(No response)

2020-2021 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Meet	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 21				
Academic Goal 22				
Academic Goal 23				
Academic Goal 24				
Academic Goal 25				
Academic Goal 26				
Academic Goal 27				
Academic Goal 28				
Academic Goal 29				
Academic Goal 30				
Academic Goal 31				
Academic Goal 32				
Academic Goal 33				
Academic Goal 34				
Academic Goal 35				
Academic Goal 36				

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Academic Goal 67				
Academic Goal 59				
Academic Goal 60				
Academic Goal 61				
Academic Goal 62				

4. ORGANIZATION GOALS

For the 2020-2021 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2020-2021 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1				
Org Goal 2				
Org Goal 3				
Org Goal 4				

Org Goal 5				
Org Goal 6				
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

(No response)

6. FINANCIAL GOALS

2020-2021 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1				
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

(No response)

2020-2021 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 6				
Financial Goal 7				
Financial Goal 8				
Financial Goal 9				
Financial Goal 10				

Thank you.

Entry 4 - Audited Financial Statements

Required of ALL Charter Schools

ALL SUNY-authorized charter schools must upload the financial statements in .pdf format into the SUNY Epicenter system no later than **November 1, 2021**. SUNY CSI will forward to NYSED CSO.

ALL Regents, NYCDOE, and Buffalo BOE authorized charter schools must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2021**. Upload the independent auditor's report, any advisory and/or management letter, and the internal controls report as one submission, combined into a .PDF file, ensuring that security features such as password protection are turned off.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

2021 Audited Financials

Filename: 2021 Audited Financials.pdf **Size:** 531.9 kB

Entry 4b - Audited Financial Report Template (BOR/NYC/BOE)

Incomplete

Instructions - Regents-Authorized Charter Schools ONLY

Regents-authorized schools must download and complete the Excel spreadsheet entitled "Audited Financial Report Template" from the online portal or the website at [2020-2021 Charter School Annual Report webpage](#). Upload the completed file in Excel format. **Due November 1, 2021.**

Education Corporations with more than one school should complete the Excel spreadsheet for the Education Corporation as a whole, not for the individual schools. Please submit the same Excel spreadsheet for each of the schools.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

Entry 4c - Additional Financial Documents

Incomplete

Instructions - Regents, NYCDOE and Buffalo BOE authorized schools must upload financial documents in this section **by November 1, 2021**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a "federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold."

1. Advisory and/or Management letter
2. Federal Single Audit
3. CSP Agreed-Upon Procedure Report
4. Evidence of Required Escrow Account for each school^[1]
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

^[1] Note: For BOR schools chartered or renewed after the 2017-2018 school year, the escrow account per school is \$100,000.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

Entry 4d - Financial Services Contact Information

Completed Oct 28 2021

Instructions: Please enter the contact information for school staff, firms or other entities providing financial services to the education corporation **by November 1, 2021.**

Form for "Financial Services Contact Information"

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Samease Handshaw		

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Michelle Cain			10

3. If applicable, please provide contact information for the school's outsourced financial services firm.

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm
	Accounting Solutions	Juned Haque	42 West 38th Street, 7th Floor New York, NY 10018			3

Entry 5 - Fiscal Year 2021-2022 Budget

Completed Oct 28 2021

Instructions - Regents, NYCDOE, and Buffalo BOE authorized charter schools should upload a copy of the school's FY21 Budget using the 2021-2022 [Projected Annual Budget template](#) in the portal or from the Annual Report website **by November 1, 2021**.

The assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

Instructions - SUNY authorized charter schools should download the [2021-2022 Budget and Quarterly Report Template](#) on the SUNY website or Epicenter and upload the completed template into the portal **by November 1, 2021**.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

[SA - FY 2021-22 Draft 9](#)

Filename: SA FY 2021 22 Draft 9.27.21.xlsx **Size:** 174.3 kB

Entry 6 - Board of Trustees Disclosure of Financial Interest Form

Completed Oct 28 2021

Required of ALL Charter Schools by August 2

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2020-2021 school year must complete a signed:

- Regents, NYCDOE, and Buffalo BOE Authorized Schools: [Disclosure of Financial Interest Form](#)
- SUNY- Authorized Charter Schools: [SUNY Trustee Financial Disclosure Form](#)

All completed forms must be collected and uploaded in .PDF format for each individual member. **If a trustee is not able or available to complete the form by the deadline, the education corporation is responsible for doing so on behalf of the trustee.** (Forms completed from past years will not be accepted).

Trustees serving on an education corporation that governs more than one school are not required to complete a separate disclosure for each school governed by the **education** corporation. In the Disclosure of Financial Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation. Note: Docusign is accepted.

[Board Disclosures 2021](#)

Filename: Board Disclosures 2021.pdf **Size:** 3.0 MB

Entry 7 BOT Membership Table

Completed Oct 28 2021

Instructions

Required of All charter schools

ALL charter schools or education corporations governing multiple schools must complete the Board of Trustees Membership Table within the online portal. Please be sure to include and identify parents who are members of the Board of Trustees and indicate whether parents are voting or non-voting members.

Entry 7 BOT Table

1. SUNY-AUTHORIZED charter schools are required to provide information for VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools are required to provide information for all --VOTING and NON-VOTING-- trustees.

1. 2020-2021 Board Member Information (Enter info for each BOT member)

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD /YYYY)	End Date of Current Term (MM/DD /YYYY)	Board Meetings Attended During 2020-2021
1	Michael Bernard		Secretary	Governance, Finance	Yes	4	06/29/2021	06/30/2022	11
2	Michael Nieves		Trustee/Member	Academic Achievement	Yes	1	06/29/2021	06/30/2022	9
3	William Colavito		Treasurer	Finance	Yes	1	06/29/2021	06/30/2022	11

4	Virginia Connolly		Vice Chair	Academic Achievement	Yes	1	06/29/2021	06/30/2022	10
5	Shelly Jallow		Chair	Finance, Academic Achievement	Yes	1	06/29/2021	06/30/2022	9
6									
7									
8									
9									

1a. Are there more than 9 members of the Board of Trustees?

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

1. SUNY-AUTHORIZED charter schools provide response relative to VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools provide a response relative to all trustees.

a. Total Number of BOT Members on June 30, 2021	5
b.Total Number of Members Added During 2020-2021	0
c. Total Number of Members who Departed during 2020-2021	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	7

3. Number of Board meetings held during 2020-2021

11

4. Number of Board meetings scheduled for 2021-2022

12

Thank you.

Entry 8 Board Meeting Minutes

Completed Oct 28 2021

Instructions - Required of Regents, NYCDOE, and Buffalo BOE Authorized Schools ONLY

Schools must upload a complete set of monthly board meeting minutes (July 2020-June 2021), which should match the number of meetings held during the 2020-2021 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by August 2, 2021.

[JUne 2021](#)

Filename: JUne 2021.pdf **Size:** 158.2 kB

[April 2021](#)

Filename: April 2021.pdf **Size:** 144.2 kB

[May 2021](#)

Filename: May 2021.pdf **Size:** 163.3 kB

[August 2020](#)

Filename: August 2020.pdf **Size:** 159.6 kB

[August 2021](#)

Filename: August 2021.pdf **Size:** 124.6 kB

[December 2020](#)

Filename: December 2020.pdf **Size:** 156.8 kB

[February 2021](#)

Filename: February 2021.pdf **Size:** 169.9 kB

[January 2021](#)

Filename: January 2021.pdf **Size:** 176.2 kB

[July 2021](#)

Filename: July 2021.pdf **Size:** 174.7 kB

[July 2020](#)

Filename: July 2020.pdf **Size:** 196.6 kB

[November 2020](#)

Filename: November 2020.pdf **Size:** 169.8 kB

[March 2021](#)

Filename: March 2021.pdf **Size:** 170.9 kB

[October 2020](#)

Filename: October 2020.pdf **Size:** 197.5 kB

[September 2021](#)

Filename: September 2021.pdf **Size:** 186.5 kB

Entry 9 Enrollment & Retention

Completed Oct 28 2021

[Instructions for submitting Enrollment and Retention Efforts](#)

ALL charter schools must complete this section. Describe the good faith efforts the charter school has made in 2020-2021 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2021-2022.

Entry 9 Enrollment and Retention of Special Populations

[Instructions for Reporting Enrollment and Retention Strategies](#)

Describe the efforts the charter school has made in 2020-2021 toward meeting targets to attract and retain enrollment of students with disabilities,

English language learners, and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2021-2022.

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2020-2021	Describe Recruitment Plans in 2021-2022
Economically Disadvantaged	We disseminated application materials to local elementary facilities, YMCAs, and Good Shepherd Programs. In order to recruit more reduced-price lunch qualifying families, we visited local community centers and formed relationships with those centers so that we can distribute applications to the parents with limited financial means.	Staff members will visit Tenant Officers so that we hopefully post promotional materials and leave applications at those centers.
English Language Learners	We produced applications and promotional materials in Spanish, and other prevalent languages. We also placed advertisements in languages other than English in local newspapers or in community newsletters. Lastly, we sent representatives from the school who speak Spanish to community organizations and to well-traveled areas within communities with high rates of non-native English speakers to distribute materials in multiple languages.	We will canvas neighborhoods in South Brooklyn, and participate in the Charter School Fair. We also will send Spanish-speaking recruiters door-to-door to housing developments in South Brooklyn to recruit new families. We will continue to post advertisements in public transit facilities and vehicles in targeted neighborhoods in South Brooklyn.
		We will explicitly state in our recruitment materials that we

Students with Disabilities	<p>As the above indicates, the rate of special education incidence among our incoming 6th-grade students are comparable to the district. In 2020-21, we collaborated with Parents Coordinators in local schools to support children of families with special needs access our school program.</p>	<p>serve all students, including students on IEPs and 504s. We will also recruit elementary schools that serve students with special needs. We will discuss our program with school staff and ensure that they are aware of our capacity to serve special education students. Lastly, we will send our Director of Special Education to student recruitment events to speak directly to families of students with disabilities.</p>
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Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2020-2021	Describe Retention Plans in 2021-2022
Economically Disadvantaged	For the 2020 - 21 year, SACS worked to improve our educational program in upper grades. We have historically lost students to exam schools, and we believe that we have and will continue to address this quality concern by providing an educational program that enables our students to outperform exam schools.	We will ensure that we minimize required parent fees (i.e. field trip fees and activity fees) and/or make fees “pay as you can”. We will also create more fundraising opportunities for families who cannot afford all of the extracurricular activities offered at SACS.
English Language Learners	SACS provided clear information, in multiple languages, to incoming parents through conducting multiple orientation sessions and written documentation of our policies and changes and philosophies.	We will ensure that students are learning English fast enough to move out of LEP designation within 2-3 years and are subsequently able to succeed academically. We will also ensure that in addition to LEP requirements, students are receiving adequate academic support from classroom teachers such that they can succeed in the classroom.
Students with Disabilities	SACS was deliberate about increasing communication with parents of students with disabilities, so they were able to receive at least monthly progress updates for the second semester in person or on the phone.	SACS will ensure that special education students are achieving at a level that is significantly higher than special education students across the state. In addition to IEP specifications, special education students will receive adequate academic support from classroom teachers such that they can succeed in the classroom.

Entry 10 - Teacher and Administrator Attrition

Form for "Entry 10 - Teacher and Administrator Attrition" Revised to Employee Fingerprint Requirements Attestation

A. TEACH System - Employee Clearance

Charter schools must ensure that all prospective employees^[1] receive clearance through [the NYSED Office of School Personnel Review and Accountability](#) (OSPRA) prior to employment. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, or related/contracted service providers.** After an employee has been cleared, schools are required to maintain proof of such clearance in the file of each employee. For the safety of all students, charter schools must take immediate steps to terminate the employment of individuals who have been denied clearance. Once the employees have been terminated, the school must terminate the request for clearance in the TEACH system.

In the Annual Report, charter schools are asked to confirm that all employees have been cleared through the NYSED TEACH system; and, if denied clearance, confirm that the individual or employee has been removed from the TEACH system, and is not employed by the school.

^[1] Employees that must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.p12.nysed.gov/psc/aboutcharterschools/lawsandregs/EmployeeFingerprintOct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

B. Emergency Conditional Clearances

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must simultaneously request clearance through NYSED TEACH, and the school's emergency conditional clearance of the employee terminates automatically once the school receives notification from NYSED regarding the clearance request. Status notification is provided for all prospective employees through the NYSED TEACH portal within 48 hours after the clearance request is submitted. Therefore, at most, a school's emergency conditional clearance will be valid for only 48 hours after approval by the board.

Schools are not permitted to renew or in any way re-establish a prospective employee's emergency conditional clearance after status notification is sent by NYSED through the TEACH portal.

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at

<http://www.p12.nysed.gov/psc/aboutcharterschools/lawsandregs/EmployeeFingerprintOct19.pdf>.

Attestation

Responses Selected:

I hereby attest that the school has reviewed, understands, and will comply with these requirements.

Entry 11 Percent of Uncertified Teachers

Completed Oct 28 2021

Instructions

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education.

Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

Entry 11 Uncertified Teachers

School Name:

Instructions for Reporting Percent of Uncertified Teachers

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education. Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

If more than one line applies to a teacher, please include in only one FTE uncertified category. Please do not include paraprofessionals, such as teacher aides.

CATEGORY A. 30% OR 5 UNCERTIFIED TEACHERS WHICHEVER IS LESS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	2
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	2
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	1
Total Category A: 5 or 30% whichever is less	5.0

CATEGORY B. PLUS FIVE UNCERTIFIED TEACHERS IN MATHEMATICS, SCIENCE, COMPUTER SCIENCE, TECHNOLOGY OR CAREER AND TECHNICAL EDUCATION.

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	1
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	1
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	0
Total Category B: not to exceed 5	2.0

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	2
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	1
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	2
Total Category C: not to exceed 5	5.0

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

	FTE Count
Total Category D	0

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	16

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	21



Thank you.

Entry 12 Organization Chart

Completed Oct 28 2021

[Instructions](#)

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

Upload the 2020-2021 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should not appear on the chart

[Summit Org Chart 2021-2022](#)

Filename: Summit Org Chart 2021 2022.pdf **Size:** 137.5 kB

Entry 13 School Calendar

Completed Oct 28 2021

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

Given these uncertain and changing times, charter schools may or may not have a school calendar ready to upload by the submission deadline this year of August 2, 2021. If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 2nd submission. Charter schools will be able to upload an updated school calendar into the portal at any time but no later than **September 15, 2021**.

School calendars must meet the [minimum instructional requirements](#) as required of other public schools *"... unless the school's charter requires more instructional time than is required under the regulations."*

Board of Regents-authorized charter schools are required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

2021-2022 Summit Calendar SchoolCalendar

Filename: 2021 2022 Summit Calendar SchoolCalendar.pdf **Size:** 150.6 kB

Entry 14 Links to Critical Documents on School Website

Completed Oct 28 2021

Instructions

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items:

1. Most recently filed Annual Report (i.e., 2019-2020 Annual Report);
2. Most recent board meeting notice, documents to be discussed at the meeting (if any), and webcast of Board meetings (if held virtually per Governor's Executive Order);
3. Link to New York State School Report Card;
4. Lottery Notice announcing date of lottery;
5. Authorizer-approved DASA Policy;
6. District-wide safety plan and Authorizer-approved Discipline Policy (as per August 29, 2019 [Emergency Response Plan Memo](#));
7. Authorizer-approved FOIL Policy; and
8. Subject matter list of FOIL records.
9. Link to School Reopening Plan

Form for Entry 14 Links to Critical Documents on School Website

School Name: Summit Academy Charter School

Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 5: Authorizer-approved DASA policy

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items:

	Link to Documents
1. Most Recent Annual Report (i.e., 2019-20)	https://drive.google.com/file/d/1ZSgklyIOWkUJkbf6yB_B4ao6X7Lr2QuE/view
2. Most recent board meeting notice, documents to be discussed at the meeting (if any)	https://sacsny.com/wp-content/uploads/2021/08/2021.2022-Board-Meeting-Schedule.pages.jpg
2a. Webcast of Board Meetings (per Governor's Executive Order)	https://drive.google.com/drive/folders/13uglj3iDsekCFfhjW8ZzT4PYx13vyxSD
3. Link to NYS School Report Card	https://data.nysed.gov/essa.php?year=2020&instid=800000064232
4. Lottery Notice announcing date of lottery	https://sacsny.com/recruitment-landing-page/
5. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY);	https://sacsny.com/wp-content/uploads/2020/08/DASA-Policy.pdf
6. District-wide Safety Plan	https://sacsny.com/wp-content/uploads/2020/08/Summit-Academy-Charter-School-Reopening-Plan-2020-2021.pdf
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	https://sacsny.com/wp-content/uploads/2020/08/SACS-Discipline-Policy.pdf
7. Authorizer-Approved FOIL Policy	https://sacsny.com/wp-content/uploads/2020/08/SACS-Foil-Policy-1.pdf
8. Subject matter list of FOIL records	https://sacsny.com/wp-content/uploads/2020/08/Foil-List-of-Records.pdf

Thank you.



SUMMIT ACADEMY CHARTER SCHOOL

BROOKLYN, NEW YORK

AUDITED FINANCIAL STATEMENTS

REPORT REQUIRED BY
GOVERNMENT AUDITING STANDARDS

AND

INDEPENDENT AUDITOR'S REPORTS

JUNE 30, 2021

(With Comparative Totals for 2020)

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INDEPENDENT AUDITOR'S REPORT

Board of Trustees
Summit Academy Charter School

Report on the Financial Statements

We have audited the accompanying financial statements of Summit Academy Charter School, which comprise the statement of financial position as of June 30, 2021, and the related statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Summit Academy Charter School as of June 30, 2021, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited Summit Academy Charter School's June 30, 2020 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated October 23, 2020. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2020 is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Report Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 22, 2021 on our consideration of Summit Academy Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Summit Academy Charter School's internal control over financial reporting and compliance.

Mengel, Metzger, Baw & Co. LLP

Rochester, New York
October 22, 2021

SUMMIT ACADEMY CHARTER SCHOOL

STATEMENT OF FINANCIAL POSITION

JUNE 30, 2021

(With Comparative Totals for 2020)

<u>ASSETS</u>	June 30,	
	<u>2021</u>	<u>2020</u>
<u>CURRENT ASSETS</u>		
Cash	\$ 2,992,384	\$ 2,344,222
Grants and other receivables	189,549	131,292
Prepaid expenses	<u>6,000</u>	<u>68,455</u>
TOTAL CURRENT ASSETS	3,187,933	2,543,969
<u>PROPERTY AND EQUIPMENT, net</u>	198,849	109,562
<u>CASH IN ESCROW</u>	<u>75,163</u>	<u>75,156</u>
TOTAL ASSETS	<u>\$ 3,461,945</u>	<u>\$ 2,728,687</u>
<u>LIABILITIES AND NET ASSETS</u>		
<u>CURRENT LIABILITIES</u>		
Accounts payable and other current liabilities	\$ 221,740	\$ 134,500
Accrued payroll	180,727	228,844
Note payable, current portion	<u>-</u>	<u>244,820</u>
TOTAL CURRENT LIABILITIES	402,467	608,164
<u>NOTE PAYABLE, net of current portion</u>	<u>-</u>	<u>500,855</u>
TOTAL LIABILITIES	402,467	1,109,019
<u>NET ASSETS - without donor restrictions</u>	<u>3,059,478</u>	<u>1,619,668</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 3,461,945</u>	<u>\$ 2,728,687</u>

The accompanying notes are an integral part of the financial statements.

SUMMIT ACADEMY CHARTER SCHOOL

STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

YEAR ENDED JUNE 30, 2021
(With Comparative Totals for 2020)

	<u>Year ended June 30,</u>	
	<u>2021</u>	<u>2020</u>
Operating revenue and support:		
State and local per pupil operating revenue	\$ 4,882,338	\$ 5,324,405
Government grants	319,586	224,342
Contributions	34,210	8,220
Paycheck Protection Program note payable forgiveness	745,675	-
Other income	<u>7</u>	<u>8</u>
TOTAL REVENUE, GAINS AND OTHER SUPPORT	5,981,816	5,556,975
Expenses:		
Program services:		
Regular education	2,600,695	2,832,262
Special education	1,414,774	1,746,194
Management and general	515,292	504,982
Fundraising and special events	<u>11,245</u>	<u>11,010</u>
TOTAL OPERATING EXPENSES	<u>4,542,006</u>	<u>5,094,448</u>
CHANGE IN NET ASSETS	1,439,810	462,527
Net assets at beginning of year	<u>1,619,668</u>	<u>1,157,141</u>
NET ASSETS AT END OF YEAR	<u>\$ 3,059,478</u>	<u>\$ 1,619,668</u>

The accompanying notes are an integral part of the financial statements.

SUMMIT ACADEMY CHARTER SCHOOL

STATEMENT OF FUNCTIONAL EXPENSES

YEAR ENDED JUNE 30, 2021
(With Comparative Totals for 2020)

	Year Ended June 30,							2020
	2021							
	Program Services			Supporting Services				
	Regular Education	Special Education	Sub-total	Management and general	Fundraising and special events	Sub-total	Total	
Salaries	\$ 1,504,836	\$ 915,372	\$ 2,420,208	\$ 250,089	\$ 8,929	\$ 259,018	\$ 2,679,226	\$ 3,198,555
Payroll taxes and employee benefits	387,252	235,559	622,811	64,357	2,298	66,655	689,466	702,741
Professional fees	393,842	175,247	569,089	117,609	18	117,627	686,716	567,028
Audit fees	-	-	-	22,600	-	22,600	22,600	16,781
Instructional supplies and materials	110,110	18,875	128,985	-	-	-	128,985	254,902
Office expense	27,898	11,484	39,382	1,806	-	1,806	41,188	50,671
Technology and communication	56,704	23,697	80,401	4,232	-	4,232	84,633	70,877
Insurance	29,922	12,505	42,427	2,233	-	2,233	44,660	58,626
Staff development	6,317	2,636	8,953	3,797	-	3,797	12,750	38,808
Marketing and staff/student recruiting	42,042	2,080	44,122	371	-	371	44,493	37,127
Postage, printing and copying	433	181	614	32	-	32	646	1,023
Student meals	1,507	559	2,066	-	-	-	2,066	181
Depreciation	38,403	16,049	54,452	2,866	-	2,866	57,318	55,391
Dues, fees and subscriptions	637	236	873	-	-	-	873	23,552
Repairs and maintenance	-	-	-	45,300	-	45,300	45,300	-
Events	792	294	1,086	-	-	-	1,086	18,185
	<u>\$ 2,600,695</u>	<u>\$ 1,414,774</u>	<u>\$ 4,015,469</u>	<u>\$ 515,292</u>	<u>\$ 11,245</u>	<u>\$ 526,537</u>	<u>\$ 4,542,006</u>	<u>\$ 5,094,448</u>

The accompanying notes are an integral part of the financial statements.

SUMMIT ACADEMY CHARTER SCHOOL

STATEMENT OF CASH FLOWS

YEAR ENDED JUNE 30, 2021
(With Comparative Totals for 2020)

	<u>Year ended June 30,</u>	
	<u>2021</u>	<u>2020</u>
<u>CASH FLOWS - OPERATING ACTIVITIES</u>		
Change in net assets	\$ 1,439,810	\$ 462,527
Adjustments to reconcile change in net assets to net cash provided from operating activities:		
Depreciation	57,318	55,391
Forgiveness of Paycheck Protection Program note payable	(745,675)	-
Bad debt expense	-	17,325
Changes in certain assets and liabilities affecting operations:		
Grants and other receivables	(58,257)	(12,690)
Prepaid expenses	62,455	(56,823)
Accounts payable and other current liabilities	87,240	(148,580)
Accrued payroll	<u>(48,117)</u>	<u>(32,576)</u>
NET CASH PROVIDED FROM OPERATING ACTIVITIES	794,774	284,574
<u>CASH FLOWS - INVESTING ACTIVITIES</u>		
Purchases of property and equipment	<u>(146,605)</u>	<u>(85,121)</u>
NET CASH USED FOR INVESTING ACTIVITIES	(146,605)	(85,121)
<u>CASH FLOWS - FINANCING ACTIVITIES</u>		
Borrowings on note payable	<u>-</u>	<u>745,675</u>
NET CASH PROVIDED FROM FINANCING ACTIVITIES	<u>-</u>	<u>745,675</u>
NET INCREASE IN CASH AND RESTRICTED CASH	648,169	945,128
Cash and restricted cash at beginning of year	<u>2,419,378</u>	<u>1,474,250</u>
CASH AND RESTRICTED CASH AT END OF YEAR	<u>\$ 3,067,547</u>	<u>\$ 2,419,378</u>

SUMMIT ACADEMY CHARTER SCHOOL

STATEMENT OF CASH FLOWS, Cont'd

YEAR ENDED JUNE 30, 2021
(With Comparative Totals for 2020)

	<u>June 30,</u>	
	<u>2021</u>	<u>2020</u>
<u>SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION</u>		
Reconciliation of cash and restricted cash reported within the statement of financial position that sum to the total amounts shown in the statement of cash flows:		
Cash	\$ 2,992,384	\$ 2,344,222
Cash in escrow	<u>75,163</u>	<u>75,156</u>
Total cash and restricted cash shown in the statement of cash flows	<u>\$ 3,067,547</u>	<u>\$ 2,419,378</u>

The accompanying notes are an integral part of the financial statements.

SUMMIT ACADEMY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Charter School

Summit Academy Charter School (the “Charter School”) is an educational corporation operating as a charter school in the borough of Brooklyn, New York City. On December 16, 2008, the Board of Regents of the University of the State of New York granted the Charter School a provisional charter valid for a term of five years. On December 17, 2013, the Board of Regents of the University of the State of New York granted the Charter School a first renewal for a term up through and including June 30, 2017. On April 4, 2017, the Board of Regents of the University of the State of New York granted the Charter School a second renewal for a term up through and including June 30, 2019. On May 2, 2019, the Board of Regents of the University of the State of New York granted the Charter School a third renewal for a term up through and including June 30, 2024.

The Charter School’s mission is to bridge the gap between aspirations and realities by preparing 6th through 12th grade students to gain acceptance to, excel in and graduate from college by using three pillars of success: mastery of core subjects, character building, and community leadership. By engaging students with an academically rigorous, college-preparatory curriculum and supporting them in a community focused on high academic achievement and strong character building, the Charter School will prepare our young people to participate meaningfully in the greater economy and expand their choices and opportunities.

Basis of accounting

The financial statements of the Charter School have been prepared on the accrual basis of accounting in conformity with accounting principles generally accepted in the United States of America (GAAP).

Classification of net assets

To ensure observance of limitations and restrictions placed on the use of resources available to the Charter School, the accounts of the Charter School are maintained in accordance with the principles of accounting for not-for-profit organizations. This is the procedure by which resources are classified for reporting purposes into net asset groups, established according to their nature and purpose. Accordingly, all financial transactions have been recorded and reported by net asset group.

The assets, liabilities, activities, and net assets are classified based on the existence or absence of donor or grantor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

Net Assets Without Donor Restrictions

Net assets available for use in general operations and not subject to donor (or certain grantor) restrictions. The Board of Trustees has discretionary control to use these in carrying on operations in accordance with the guidelines established by the Charter School.

Net Assets With Donor Restrictions

Net assets subject to donor (or certain grantor) imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both. The Charter School had no net assets with donor restrictions at June 30, 2021 or 2020.

SUMMIT ACADEMY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Revenue recognition

Revenue from Exchange Transactions: The Charter School recognizes revenue in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Update (ASU) 2014-09, Revenue from Contracts with Customers, as amended. ASU 2014-09 applies to exchange transactions with customers that are bound by contracts or similar arrangements and establishes a performance obligation approach to revenue recognition.

The Charter School records substantially all revenues over time as follows:

Public school district revenue

The Charter School recognizes revenue as educational programming is provided to students throughout the year. The Charter School earns public school district revenue based on the approved per pupil tuition rate of the public school district in which the pupil resides. The amount received each year from the resident district is the product of the approved per pupil tuition rate and the full-time equivalent student enrollment of the School. Each NYS school district has a fixed per pupil tuition rate which is calculated annually by NYSED in accordance with NYS Education Law. Amounts are billed in advance every other month and payments are typically received in six installments during the year. At the end of each school year, a reconciliation of actual enrollment to billed enrollment is performed and any additional amounts due or excess funds received are agreed upon between the Charter School and the district(s) and are paid or recouped. Additional funding is available for students requiring special education services. The amount of additional funding is dependent upon the length of time and types of services provided by the Charter School to each student, subject to a maximum amount based upon a set rate for each district as calculated by NYSED.

	June 30,		
	2021	2020	2019
Grants and other receivables	\$ 370	\$ 58,612	\$ 12,263

Contributions

The Charter School recognizes contributions when cash, securities or other assets, an unconditional promise to give, or a notification of a beneficial interest is received. Conditional promises to give, that is, those with a measurable performance or other barrier, and a right of return, are not recognized until the conditions on which they depend have been substantially met.

Contributions and unconditional promises to give are recorded as revenue in the appropriate class of net assets depending on the existence of any donor restrictions. A contribution that is received and expended in the same period for a specific purpose is classified as revenue without donor restrictions.

Contributions are recorded as restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated purpose restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities and changes in net assets as net assets released from restrictions.

SUMMIT ACADEMY CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021
(With Comparative Totals for 2020)

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Grant Revenue

Some of the Charter School's revenue is derived from cost-reimbursable federal and state contracts and grants, which are conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when the Charter School has incurred expenditures in compliance with specific contract or grant provisions. Certain grants are subject to audit and retroactive adjustments by its funders. Any changes resulting from these audits are recognized in the year they become known. Qualifying expenditures that have been incurred but are yet to be reimbursed are reported as grants receivable in the accompanying statement of financial position. There were no amounts received prior to incurring qualifying expenditures, which would be reported as deferred revenue in the accompanying statement of financial position at June 30, 2021 and 2020. There were no cost-reimbursement grants that had not been recognized at June 30, 2021 and 2020 because qualifying expenditures had not yet been incurred.

Cash

Cash balances are maintained at financial institutions located in New York and are insured by the FDIC up to \$250,000 at each institution. In the normal course of business, the cash account balances at any given time may exceed insured limits. However, the Charter School has not experienced any losses in such accounts and does not believe it is exposed to significant risk in cash.

Grants and other receivables

Grants and other receivables are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts based on its assessment of the current status of individual receivables from grants, agencies and others. Balances that are still outstanding after management has used reasonable collection efforts are written off against the allowance for doubtful accounts. There was no allowance for doubtful accounts at June 30, 2021 or 2020.

Property and equipment

Property and equipment are recorded at cost. Depreciation is computed using the straight-line method on a basis considered adequate to depreciate the assets over their estimated useful lives, which range from three to seven years.

Major renewals and betterments are capitalized, while repairs and maintenance are charged to operations as incurred. Upon sale or retirement, the related cost and allowances for depreciation are removed from the accounts and the related gain or loss is reflected in operations.

Cash in escrow

The Charter School maintains cash in an escrow account in accordance with the terms of its charter agreement. The escrow is restricted to fund legal and other costs in the event of dissolution of the Charter School.

SUMMIT ACADEMY CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021
(With Comparative Totals for 2020)

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Tax exempt status

The Charter School is a tax-exempt organization under section 501(c)(3) of the Internal Revenue Code and applicable state regulations and, accordingly, is exempt from federal and state taxes on income. The Charter School has filed for and received income tax exemptions in the jurisdictions where it is required to do so.

The Charter School files Form 990 tax returns in the U.S. federal jurisdiction. The tax returns for the years ended June 30, 2018 through June 30, 2021 are still subject to potential audit by the IRS. Management of the Charter School believes it has no material uncertain tax positions and, accordingly it will not recognize any liability for unrecognized tax benefits.

Contributed services

The Charter School receives contributed services from volunteers to develop its academic program and to serve on the Board of Trustees. In addition, the Charter School received transportation services, food services, building/custodians/school safety services, metro cards, software, special education services and speech and occupational therapy classes for the students from the local district. The Charter School was unable to determine a value for these services.

In-kind contributions

Gifts and donations other than cash are recorded at fair market value at the date of contribution.

Marketing and recruiting costs

The Charter School expenses marketing and recruiting costs as they are incurred. Total marketing and recruiting costs approximated \$44,000 and \$37,000 for the years ended June 30, 2021 and 2020, respectively.

Use of estimates in the preparation of financial statements

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

Reclassifications

Certain prior year amounts have been reclassified to conform with the current year presentation.

Comparatives for year ended June 30, 2020

The financial statements include certain prior year summarized comparative information in total but not by functional classification. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the Charter School's financial statements for the year ended June 30, 2020, from which the summarized information was derived.

SUMMIT ACADEMY CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021
(With Comparative Totals for 2020)

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

New accounting pronouncements

Leases

In February 2016, the FASB issued a new standard related to leases to increase transparency and comparability among entities by requiring the recognition of right-of-use (“ROU”) assets and lease liabilities on the statement of financial position. Most prominent among the changes in the standard is the recognition of ROU assets and lease liabilities by lessees for those leases classified as operating leases under current U.S. GAAP. For nonpublic entities, the FASB voted on May 20, 2020, to extend the guidance in this new standard to be effective for fiscal years beginning after December 15, 2021, and interim periods within fiscal years beginning after December 15, 2022. The Charter School is currently evaluating the provisions of this standard to determine the impact the new standard will have on the Charter School’s financial position or results of operations.

Gifts-in-kind

In September 2020, the FASB issued a new accounting update to improve transparency in the reporting of contributed nonfinancial assets, also known as gifts-in-kind. The update requires not-for-profit entities to present contributed nonfinancial assets separately on the statement of activities, apart from contributions of cash and other financial assets. In addition, the update requires not-for-profit entities to disclose in the notes to the financial statements a breakout of the different types of gifts-in-kind recognized, any donor restrictions associated with the gift, the valuation technique(s) used to arrive at the fair value measure, whether or not the gift-in-kind was monetized, and any policies on monetization. The update is effective for fiscal years beginning after June 15, 2021 and will be applied on a retrospective basis. The Charter School is currently evaluating the provisions of this update to determine the impact it will have on the Charter School’s financial statements.

Subsequent events

The Charter School has conducted an evaluation of potential subsequent events occurring after the statement of financial position date through October 22, 2021, which is the date the financial statements are available to be issued. No subsequent events requiring disclosure were noted.

SUMMIT ACADEMY CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021
(With Comparative Totals for 2020)

NOTE B: LIQUIDITY AND AVAILABILITY

The Charter School regularly monitors liquidity required to meet its operating needs and other contractual commitments. The Charter School's main source of liquidity is its cash accounts.

For purposes of analyzing resources available to meet general expenditures over a 12-month period, the Charter School considers all expenditures related to its ongoing activities of teaching, and public service as well as the conduct of services undertaken to support those activities to be general expenditures.

In addition to financial assets available to meet general expenditures over the next 12 months, the Charter School operates with a balanced budget and anticipates collecting sufficient revenue to cover general expenditures not covered by donor-restricted resources. Refer to the statement of cash flows which identifies the sources and uses of the Charter School's cash and shows positive cash generated by operations for fiscal year 2021 and 2020.

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the statement of financial position date, comprise the following at June 30, 2021 and 2020:

	June 30,	
	2021	2020
Cash	\$ 2,992,384	\$ 2,344,222
Grants and other receivables	<u>189,549</u>	<u>131,292</u>
Total financial assets available to management for general expenditures within one year	<u>\$ 3,181,933</u>	<u>\$ 2,475,514</u>

NOTE C: NOTE PAYABLE

In response to the COVID-19 outbreak, in June 2020 the Charter School applied for and was approved by a bank for a loan of \$745,675 through the Paycheck Protection Program established by the Small Business Administration. The loan had a maturity of 2 years and an interest rate of 1%. The loan had the potential for forgiveness provided certain requirements are met by the Charter School. The loan was funded on June 25, 2020 and was recorded as note payable on the accompanying statement of financial position at June 30, 2020. On May 5, 2021, the Small Business Administration approved the forgiveness of the loan and all accrued interest, which is reported on the accompanying statement of activities and changes in net assets as Paycheck Protection Program note payable forgiveness for the year ended June 30, 2021.

SUMMIT ACADEMY CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021
(With Comparative Totals for 2020)

NOTE D: NET ASSETS

Net assets without donor restrictions are as follows:

	<u>June 30,</u>	
	<u>2021</u>	<u>2020</u>
Undesignated	\$ 2,860,629	\$ 1,510,106
Invested in property and equipment	<u>198,849</u>	<u>109,562</u>
	<u>\$ 3,059,478</u>	<u>\$ 1,619,668</u>

NOTE E: SCHOOL FACILITY

As part of the New York City Chancellor's Charter School Initiative, the New York City Department of Education has verbally committed space to the Charter School at no charge. The facilities and services provided by the New York City Department of Education to the Charter School are outlined in a Shared Facility Use Agreement.

NOTE F: PROPERTY AND EQUIPMENT

Property and equipment consist of the following:

	<u>June 30,</u>	
	<u>2021</u>	<u>2020</u>
Furniture and fixtures	\$ 303,465	\$ 303,465
Computers and equipment	<u>1,073,036</u>	<u>926,431</u>
	1,376,501	1,229,896
Less accumulated depreciation	<u>1,177,652</u>	<u>1,120,334</u>
	<u>\$ 198,849</u>	<u>\$ 109,562</u>

NOTE G: OPERATING LEASES

The Charter School leases office equipment under non-cancelable lease agreements expiring at various dates through January 2024. The future minimum payments on these agreements are as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2022	\$ 22,068
2023	17,868
2024	<u>7,434</u>
	<u>\$ 47,370</u>

SUMMIT ACADEMY CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021
(With Comparative Totals for 2020)

NOTE H: CONTINGENCY

Certain grants and contracts may be subject to audit by funding sources. Such audits might result in disallowance of costs submitted for reimbursement by the Charter School. Management is of the opinion that such disallowances, if any, will not have a material effect on the accompanying financial statements. Accordingly, no amounts have been provided in the accompanying financial statements for such potential claims.

NOTE I: RETIREMENT PLAN

The Charter School sponsors a 401(k) retirement plan (the "Plan") for its employees. All employees of the Charter School are eligible to participate. Contributions made to the Plan are credited to each individual participant's account maintained under a group annuity contract issued by American Funds. The Charter School matches employee contributions up to 5% of gross pay. The Charter School's contribution does not become vested until its second year, when it becomes 50% vested and then is 100% vested after three years. The Charter School contributed approximately \$56,000 and \$55,000 to the Plan for the years ended June 30, 2021 and 2020, respectively.

NOTE J: RELATED PARTY TRANSACTIONS

Friends of Summit, Inc., a not-for-profit organization under Section 501(c)(3) of the Code, was established to provide support to social, cultural and educational alternative programs for inner city youth, in Brooklyn, New York, and to sponsor new and the growth of existing programs for youth in Red Hook and South Brooklyn. An officer of Friends of Summit, Inc. is also an officer of the Charter School. Friends of Summit, Inc. assisted with the establishment of the Charter School and in obtaining its charter. No material transactions occurred between Friends of Summit, Inc. and Summit Academy Charter School for the years ended June 30, 2021 and 2020.

NOTE K: CONCENTRATIONS

100% of grants and other receivables were due from New York State at June 30, 2021. Approximately 91% of grants and other receivables were due from New York State at June 30, 2020.

Approximately 82% and 96% of total revenue, gains and support came from per-pupil funding provided by New York State during the years ended June 30, 2021 and 2020, respectively. The per-pupil rate is set annually by the State based on the school district in which the Charter School is located.

SUMMIT ACADEMY CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021
(With Comparative Totals for 2020)

NOTE L: COMMITMENTS

Effective July 1, 2019, the Charter School entered into a contract with an organization to provide educational consulting and support to the Charter School in conjunction with its charter renewal process until either expiration of the Charter School's charter agreement on June 30, 2024 or termination of the contract. The agreement calls for a monthly fee of 7.5% of total state and local public revenues based on actual student enrollment counts billed to the local school district. Management fees expense was approximately \$490,000 and \$410,000 for the years ended June 30, 2021 and 2020, respectively. Approximately \$101,000 and \$30,000 of management fee expense is included in accounts payable and other current liabilities on the statement of financial position at June 30, 2021 and 2020 respectively. Effective July 1, 2019, one board member is also an employee of the consulting organization.

NOTE M: FUNCTIONAL EXPENSES

The financial statements report certain categories of expenses that are attributed to more than one program or supporting function. Therefore, expenses require allocation on a reasonable basis that is consistently applied. All expenses that are allocated to more than one program or supporting function are allocated on the basis of estimates of time and effort.

NOTE N: ACCOUNTING IMPACT OF COVID-19 OUTBREAK

On January 30, 2020, the World Health Organization ("WHO") announced a global health emergency because of a new strain of coronavirus (the "COVID-19 outbreak") and the risks to the international community as the virus spreads globally beyond its point of origin. In March 2020, the WHO classified the COVID-19 outbreak as a pandemic, based on the rapid increase in exposure globally. The full impact of the COVID-19 outbreak continues to evolve as of the date of this report. As such, it is uncertain as to the full magnitude that the pandemic will have on the Charter School's financial condition, liquidity, and future results of operations. Management is actively monitoring the global situation on its financial condition, liquidity, operations, suppliers, industry, and workforce. Given the daily evolution of the COVID-19 outbreak and the global responses to curb its spread, the Charter School is not able to estimate the effects of the COVID-19 outbreak on its results of operations, financial condition, or liquidity for fiscal year 2022.

In response to the COVID-19 outbreak, the Federal Government passed several COVID relief acts which include funding for elementary and secondary education. The Elementary and Secondary School Emergency Relief Fund (ESSER Fund) was established to award grants to state and local educational agencies. The Charter School has recognized \$104,296 of revenue relative to ESSER grants during the year ended June 30, 2021.

SUMMIT ACADEMY CHARTER SCHOOL

REPORT REQUIRED BY GOVERNMENT AUDITING STANDARDS

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND
ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Trustees
Summit Academy Charter School

We have audited in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of Summit Academy Charter School, which comprise the statement of financial position as of June 30, 2021, and the related statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements and have issued our report thereon dated October 22, 2021.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Summit Academy Charter School's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Summit Academy Charter School's internal control. Accordingly, we do not express an opinion on the effectiveness of Summit Academy Charter School's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Summit Academy Charter School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed one instance of noncompliance or other matters that is required to be reported under *Government Auditing Standards* and which is described in the accompanying Schedule of Findings and Responses as item 2021-001.

Summit Academy Charter School's Response to Finding

Summit Academy Charter School's response to the finding identified in our audit is described in the accompanying Schedule of Findings and Responses. Summit Academy Charter School's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose

Mengel, Metzger, Barw & Co. LLP

Rochester, New York
October 22, 2021

SUMMIT ACADEMY CHARTER SCHOOL
SCHEDULE OF FINDINGS AND RESPONSES
YEAR ENDED JUNE 30, 2021

Finding 2021-001

Statement of condition

During our audit, we noted the Charter School did not adhere to the terms of their charter agreement as the School's enrollment fell below 85% of the projected enrollment for 2020-2021 academic year and written approval from NYCDOE was not obtained.

Criteria and effect of conditions

During our audit, we noted the Charter School's charter agreement requires the Charter School to enroll no less than 85% of the projected enrollment for a given academic year. We noted the Charter School's enrollment was 74% of the projected enrollment for the 2020-2021 academic year.

Recommendation

We recommend the Charter School obtain written approval from NYCDOE if enrollment falls below 85% of projected enrollment for a given academic year.

Management response

Summit Academy Charter School acknowledges the findings of MMB in the 2021 Independent Audit. The School recognizes that enrollment for the 2020 - 2021 school year did not meet the standard of 85% of the target enrollment as specified in the charter agreement. The facts are indisputable. However, the School wishes to ensure that the audit acknowledges the challenges that led to a decreased enrollment for the school year in question.

As is well known, COVID-19 upended classrooms and campuses across the country at the same time as the pandemic's devastating effects were being felt in our nation's economy and loss of life. In response, educators, staff, and school leaders at all educational levels and in all parts of the country have made extraordinary commitments and dedicated their talents, energy, and resources to address the needs of students and families in their communities. Parents, family members, and caregivers have done the same, supporting their students while responding to profound challenges in their own lives.

In light of the pandemic and the fears that families had about sending their scholars to school for the 2020 – 2021 school year, Summit Academy Charter School made every effort to adjust programming and make safety provisions for those who would attend the school for hybrid learning. Despite our efforts, several families chose to utilize the homeschool option while a greater number chose to leave the state and relocate to less populated cities across the country. We were able to attract new families to the institution based on the innovative virtual programs we were offering. However, because Summit is a family school, the loss of 2 families typically meant a decrease in 4-6 scholars.

Although we have returned to in-school instruction, we are still navigating the challenges that come from a worldwide pandemic. Summit Academy Charter School will continue to employ innovative ways to recruit scholars from all backgrounds including those with special needs and English language learners. We anticipate that enrollment will be impacted for the coming school year but we will continue to aggressively recruit scholars.

SUMMIT ACADEMY CHARTER SCHOOL

SCHEDULE OF FINDINGS AND RESPONSES, Cont'd

YEAR ENDED JUNE 30, 2021

SCHEDULE OF PRIOR YEAR FINDINGS AND RESPONSES

Finding 2020-001

Statement of condition

During our audit, we noted the Charter School did not adhere to the terms of their charter agreement as the School's enrollment fell below 85% of the projected enrollment for 2019-2020 academic year and written approval from NYCDOE was not obtained.

Criteria and effect of conditions

During our audit, we noted the Charter School's charter agreement requires the Charter School to enroll no less than 85% of the projected enrollment for a given academic year. We noted the Charter School's enrollment was 81% of the projected enrollment for the 2019-2020 academic year.

Recommendation

We recommend the Charter School obtain written approval from NYCDOE if enrollment falls below 85% of projected enrollment for a given academic year.

Management response

Summit Academy Charter School acknowledges the findings of Mengel, Metzger, Barr & Co., LLP in the 2020 Independent Audit. The School recognizes that enrollment for the 2019-2020 school year did not meet the standard of 85% of the target enrollment as specified in the charter agreement. The facts are indisputable. However, the School wishes to ensure the audit acknowledges the challenges that led to a decreased enrollment for the School year in question.

In May of 2019, the Department of Education determined the School would undergo a mandatory restructuring for Summit to receive a renewal, including partnering with a turnaround team. The community hearings and discussions were public and heavily reported by local news outlets. Although the determination was not school closure, several outlets reported a possibility of closing Summit Academy. Naturally, this kind of press had an impact on recruitment for the 2019-2020 school year. Additionally, the restructuring led to several popular and critical staff members' departure, which also lessened the community's confidence in the School to maintain its integrity.

Given all of the challenges that Summit faced during the end of the 2018-2019 school year, we anticipated a slight decrease in our enrollment. Much of the work we did around recruitment ensured families that we still exist and keeping them abreast of the key personnel that would remain to maintain some semblance of continuity. Our efforts extended through December, even as we were beginning recruitment for the 2020-2021 school year. In March, an unanticipated pandemic swept through the country and caused new recruitment challenges for the current school year. We are actively engaged in recruitment activities to remedy the decrease in enrollment.

**Disclosure of Financial Interest by a Current or Proposed Board of
Trustees Member**

Name:

Michael C Bernard

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Summit Academy Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

2. Are you an employee of any school operated by the education corporation?
☐ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

NO

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

NO

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

NO

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

___ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

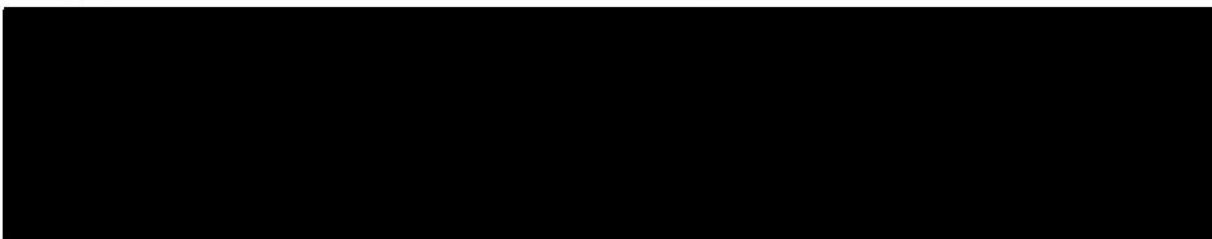
Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
Please write "None" if applicable. Do not leave this space blank.			
	NONE		

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None**."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
Please write "None" if applicable. Do not leave this space blank.				
	None			

Michael C. Beaud 10/19/2024
Signature Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.





**Disclosure of Financial Interest by a Current or Proposed Board of
Trustees Member**

Name:

MICHAEL D. NIEVES

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

SUMMIT ACADEMY CHARTER SCHOOL

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

TRUSTEE

2. Are you an employee of any school operated by the education corporation?
 Yes X No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

N/A

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

N/A

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

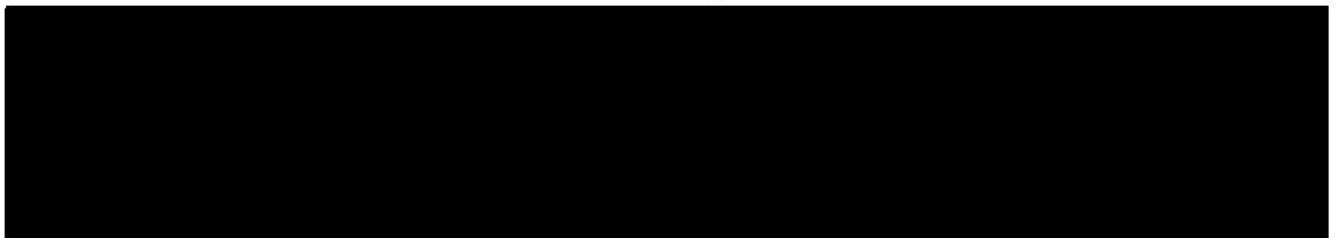
N/A

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "None."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
HPTN.TV	PROVIDED CHARGEBOOKS TO LEI	REIMBURSEMENT OF COST	MICHAEL D. NIEVES	TRANSACTION WAS DISCLOSED TO THE BOARD THE TRANSACTION HAD NO VALUE TO THE TRUSTEE.

Signature Michael D. Nieves Date 10/15/21

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.



If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

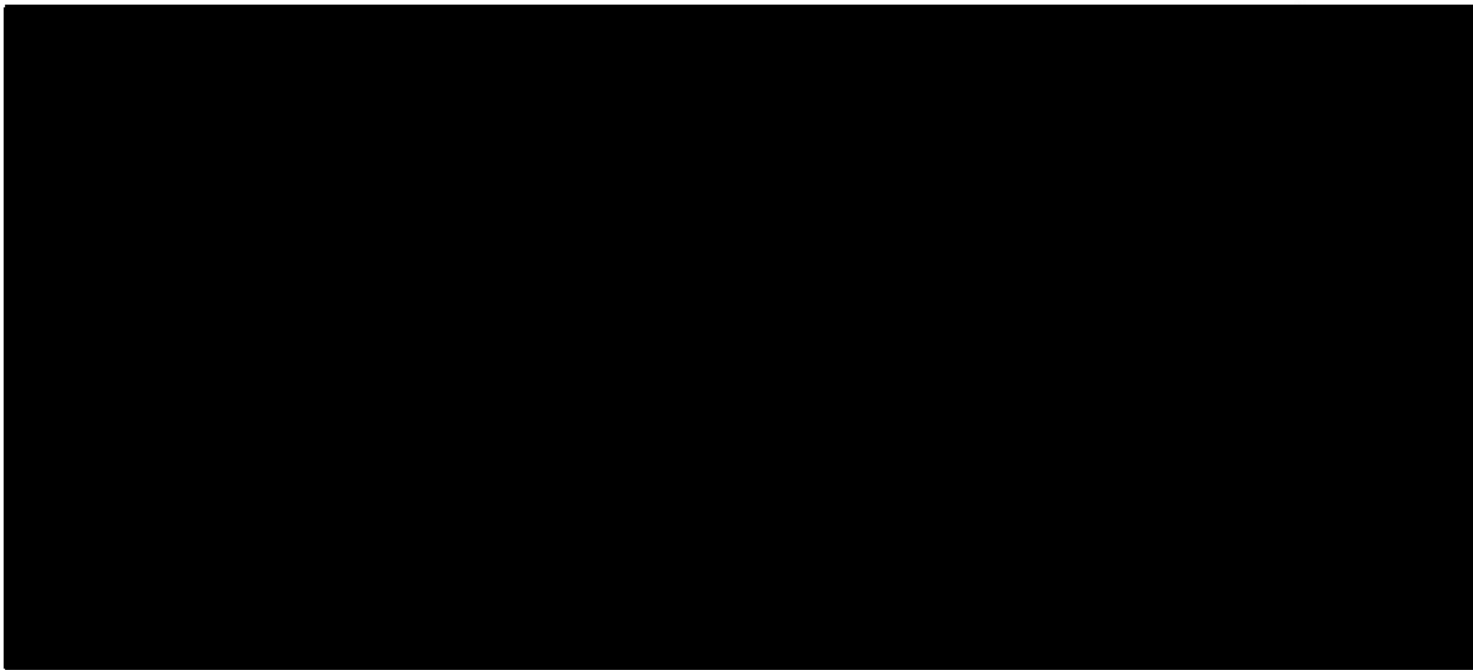
6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

 Yes ☒ No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>Please write "None" if applicable. Do not leave this space blank.</i> NONE	NONE	NONE	NONE



Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Virginia A Connelly

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Summit Academy Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Member

2. Are you an employee of any school operated by the education corporation?
Yes ☒ No ☐

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

- 3. Are you related, by blood or marriage, to any person employed by the school?**

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

No

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☒ **Yes** ☐ **No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

Yes, I am the Executive Director of School Transformation for The Center for Educational Innovation (CEI), my responsibilities are to oversee the work of our consultants within Summit and to provide additional support as needed. I began work with CEI on September 2, 2018 and my current salary is available upon private request.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

NONE

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not	Name of person holding interest or engaging in transaction and relationship to you

Please write "None" if applicable. Do not leave this space blank.

		participate in discussion)	

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None.**"

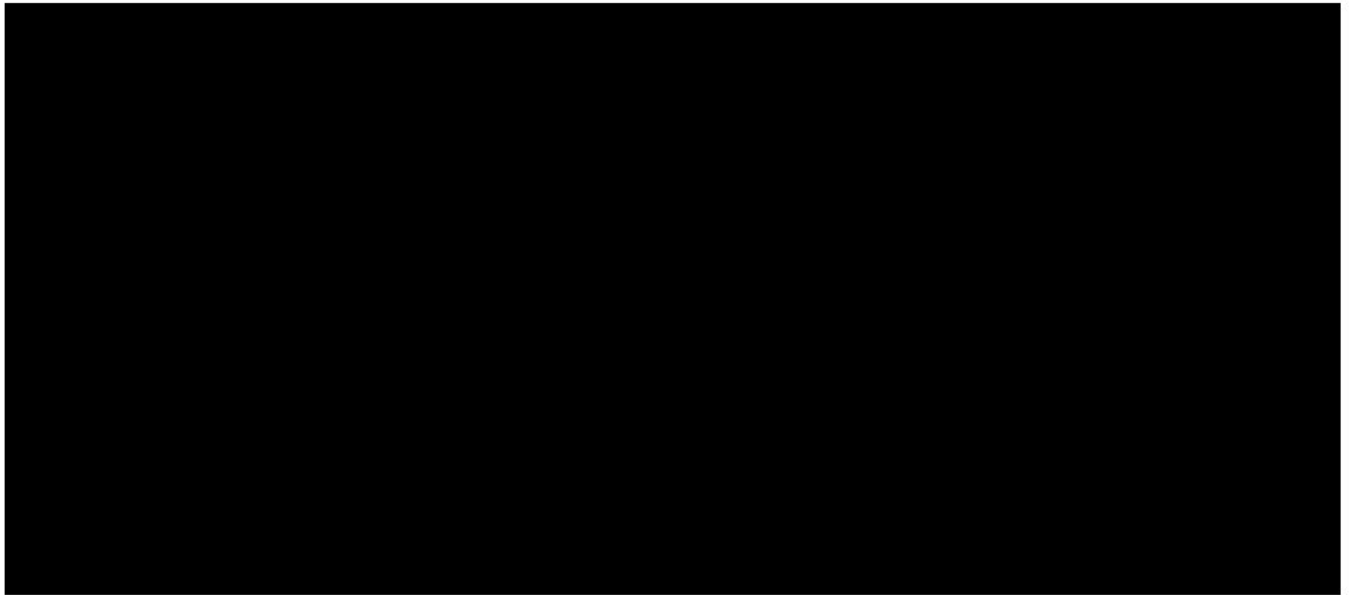
NONE

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

Virginia A Connelly
Signature

10/15/21
Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.



**Disclosure of Financial Interest by a Current or Proposed Board of Trustees
Member**

Name: William Colavito

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Summit Academy

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Treasurer

2. Are you an employee of any school operated by the education corporation?
 Yes ✓ No

If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school? No

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? No

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school? No

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☒ Yes ☐ No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

Served as senior fellow at CEC 2/04 → 4/2014
 Fixed annual salary \$130,000

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
	None		

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "**None**."

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in	Steps taken

	NONE		the organization conducting business with the school(s) and the nature of the interest	to avoid conflict of interest

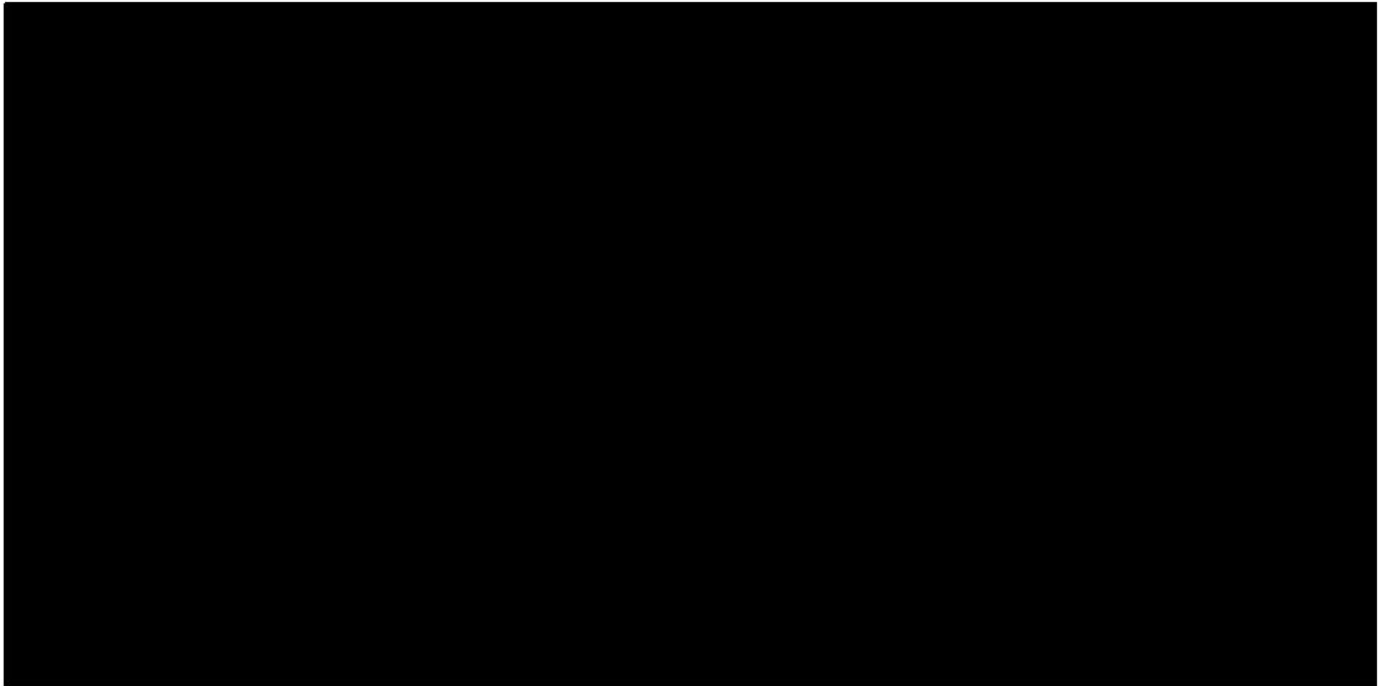
W. Cole

Signature

10/15/21

Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.



APPROVED



Summit Academy Charter School

Minutes

Board Meeting

Date and Time

Tuesday June 29, 2021 at 6:00 PM

Location

27 Huntington Street
Brooklyn, NY 11231

Trustees Present

M. Bernard (remote), M. Nieves (remote), V. Connelly (remote), W. Colavito

Trustees Absent

S. Jallow

Guests Present

M. Kohlhagen (remote), N. Campbell (remote), S. Handshaw (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

W. Colavito called a meeting of the board of trustees of Summit Academy Charter School to order on Tuesday Jun 29, 2021 at 6:00 PM.

C. Approve Minutes

M. Bernard made a motion to approve the minutes from May Board Meeting on 05-25-21.

V. Connelly seconded the motion.

The board **VOTED** to approve the motion.

II. Academic Excellence

A. Principal's Report

- Graduation Rates:

Middle School

8th Grade Cohort Size: 45

Graduation Rate: 44

Hold Over/Summer School: 1

High School

2017 Cohort (Class of 2021):

Cohort Size: 32 Anticipated: 24

Actual Graduates: 20

2018 Cohort (Class of 2022):

Cohort Size: 7 Actual Graduates: 7

2016 Cohort (Class of 2020):

Cohort Size: 5 Actual Graduates: 4

2015 Cohort (Class of 2019):

Cohort Size: 2 Actual Graduates: 1

Total Possible Graduates: 46

Total Actual Graduates: 32 (70%)

- Board presented with expected Summer School enrollment data
- Year-End performance in core classes discussed (data in principal's report)

III. Finance

A. April Financials

The school has over 200 days of cash on hand.

IV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,

M. Bernard



Summit Academy Charter School

Minutes

Board Meeting

Date and Time

Tuesday April 27, 2021 at 6:00 PM

Trustees Present

M. Bernard (remote), S. Jallow (remote), V. Connelly (remote), W. Colavito (remote)

Trustees Absent

M. Nieves

Guests Present

L. Massey (remote), M. Kohlhagen (remote), N. Campbell (remote), S. Handshaw (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

W. Colavito called a meeting of the board of trustees of Summit Academy Charter School to order on Tuesday Apr 27, 2021 at 6:18 PM.

C. Approve Minutes

V. Connelly made a motion to approve minutes.
W. Colavito seconded the motion.
The board **VOTED** to approve the motion.

II. Academic Excellence

A. Principal's Report

see attached principal report for discussion

III. Finance

A. April Financials

William overview if finances
spreadsheet handed out to board

IV. Closing Items

A. Adjourn Meeting

V. Connelly made a motion to adjourn meeting.

S. Jallow seconded the motion.

The board **VOTED** to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,
M. Bernard

Documents used during the meeting

None



Summit Academy Charter School

Minutes

Board Meeting

Date and Time

Tuesday May 25, 2021 at 6:00 PM

Trustees Present

M. Nieves (remote), V. Connelly (remote), W. Colavito (remote)

Trustees Absent

M. Bernard, S. Jallow

Guests Present

Brigitte Williams, Gustavo Leppe, Juned Haque, L. Massey (remote), M. Kohlhagen (remote), Machael Spencer-Edwards, N. Campbell (remote), S. Handshaw (remote), Stephanie Douglas, Tremaine Price

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

W. Colavito called a meeting of the board of trustees of Summit Academy Charter School to order on Tuesday May 25, 2021 at 6:06 PM.

C. Approve Minutes

II. Academic Excellence

A. Principal's Report

Learning Model

- April and May numbers for hybrid learning are consistent

Enrollment numbers have not changed much

Attendance percentages are consistent with a dip in 9th grade

Data Highlights

- PD calendar is adjusted to meet the needs of the staff.
- June PD will be to cover clerical work
- 82.41% of MS kids took the ELA assessment
- 75 students came to the school to take the state math assessment

Graduation

- Same as April meeting. Some students have shifted and will graduate in August as opposed to June.

Summer School

- HS will attend for credit accumulation
- MS attendees must attend if they failed 2 or more classes

Re-entry Plan

- The start of summer programs is July 6, 2021
- Summer enrichment will be facilitated by LEAP Monday to Thursday
- 3-Week Teacher Institute will begin in August
- MS and HS orientations during the last week of August

CEI Partnership

- Support with ELA and Math for middle school

Recruitment and Community Partnerships

Post Lottery Efforts

Scholar Government & NHS at Summit June 7, 2021 at 3:30pm

- Academic Insight from Scholars who are doing well
- What being part of NHS has taught them
- What rewards and benefits come from NHS, and doing well in school

The Community June 15, 2021 at 3:30pm

- Have ambassadors share any images they have of their time at Summit, put them into a slideshow to show images of what the community is like from the perspective of students of different ages with different experiences
- People are more receptive to videos/images vs. words*

Post-Lottery Communication

- Calls to each family to determine if they need support with completing the enrollment packet
- Constant Contact messages to offer enrollment application completion.
- Invitation to participate in our Coding Class with CEI

To date we have collected 20 completed applications for enrollment for 2021 – 2022. The Athletics Director is working on additional recruitment with the sports coming back.

Next Steps

- CEI to share enrollment tracker
- CEI to send translator for call support
- SACS and CEI team to work together to contact every person who participated in the lottery.

III. Finance

A. April Financials

Cash in hand 189 days

Enrollment is at 79% of target; requires DOE approval

Deceased budget because of enrollment but spending is down

PPP loan is still on the books as the loan forgiveness has not been approved yet

IV. Closing Items

A. Adjourn Meeting

V. Connelly made a motion to adjourn meeting.

M. Nieves seconded the motion.

The board **VOTED** to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:04 PM.

Respectfully Submitted,
N. Campbell



Summit Academy Charter School

Minutes

Board Meeting

Date and Time

Tuesday August 25, 2020 at 6:00 PM

Trustees Present

M. Bernard (remote), M. Nieves (remote), S. Jallow (remote), V. Connelly (remote), W. Colavito (remote)

Trustees Absent

V. Martin

Guests Present

Bryan Goldsman (remote), Edgar Mera, Gustavo Leppe (remote), Jasmenda Delaney (remote), Julia Cuevas (remote), Kyrie Hills (remote), L. Massey (remote), M. Kohlhagen (remote), Machael Spencer-Edwards (remote), N. Campbell (remote), Patricia Palmar (remote), S. Handshaw (remote), Stephanie Douglas (remote), Tremaine Price (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

W. Colavito called a meeting of the board of trustees of Summit Academy Charter School to order on Tuesday Aug 25, 2020 at 6:18 PM.

C. Approve Minutes

S. Jallow made a motion to approve the minutes from Board Meeting on 07-28-20.

V. Connelly seconded the motion.

The board **VOTED** to approve the motion.

II. Academic Excellence

A. Principal's Report

2019 - 2020 Closeout

- Prom and graduation were successful

Summer Institute Launch

- PD. started August 10 for teachers
- Massey will share surveys from staff
- August data will be used to inform PD on Fridays

Reopening

- Surveys went to parents and staff to determine who will be in the building
- The reopening plan has been shared with families
- School officials 9/9/20
- All families will come in the day before to pick up supplies
- Massey to work with custodians to ensure the building is ready for students
- Massey has multiple calls with the Superintendent
- Summit to create a video to show families the process of being the building
- 2 teachers will do blended learning
- PPE has been purchased for blended learning participants
- HVAC component is not in the reopening plan. Sal has confirmed that it will be in the building so Massey will include in the revised plan
- The building will be redesigned with signage and decals
-

III. Finance

A. July Financial Reporting

The finance team does not provide financials in August because we are in our audit.

B. Budget Review and Adoption

Summit has not received any new information so the budget that was approved is still being used.

IV. Other Business

A. Enrollment

Enrollment is at 274.

- Efforts include Facebook lead ads and Schola.
- Calls are being made to persons who expressed interest in the past.
- Bus advertisement?
- CEI posting for student recruitment?

V. Connelly made a motion to go into Executive Session.

S. Jallow seconded the motion.

The board **VOTED** to approve the motion.

V. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:56 PM.

Respectfully Submitted,
M. Bernard

APPROVED



Summit Academy Charter School

Minutes

Board Meeting

Date and Time

Monday August 30, 2021 at 6:00 PM

Location

27 Huntington Street

Trustees Present

M. Bernard, M. Nieves, V. Connelly, W. Colavito

Trustees Absent

S. Jallow

Guests Present

M. Kohlhagen (remote), M. Spencer-Edwards, N. Campbell, S. Handshaw (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

W. Colavito called a meeting of the board of trustees of Summit Academy Charter School to order on Monday Aug 30, 2021 at 6:00 PM.

C. Approve Minutes

V. Connelly made a motion to approve the minutes from July Board Meeting on 07-29-21.

W. Colavito seconded the motion.

The board **VOTED** to approve the motion.

II. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,
M. Bernard



Summit Academy Charter School

Minutes

Board Meeting

Date and Time

Tuesday December 15, 2020 at 6:00 PM

Trustees Present

M. Bernard (remote), V. Connelly (remote), W. Colavito (remote)

Trustees Absent

M. Nieves, S. Jallow

Guests Present

L. Massey (remote), M. Kohlhagen (remote), N. Campbell (remote), S. Handshaw (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

W. Colavito called a meeting of the board of trustees of Summit Academy Charter School to order on Tuesday Dec 15, 2020 at 6:00 PM.

C. Approve Minutes

W. Colavito made a motion to approve the minutes from Board Meeting on 11-17-20.

V. Connelly seconded the motion.

The board **VOTED** to approve the motion.

II. Academic Excellence

A. Principal's Report

Hybrid Learning Model (November/December)

- Average of 8 MS and 11 HS daily for the in-person learning week

Data Collection (Full Presentation in January)

- CALL Survey shows improvement in leadership execution of turnaround plan

- iReady- **High School Data**

- 170 Scholars
 - 19% Haven't started (ELA)
 - 5% In progress (ELA)
 - 18% Haven't started (Math)
 - 8% In progress (Math)
 - Red/Yellow Flags: 41 ELA/34 Math

- Middle School Data:** 91 Scholars

- 4% Haven't started (ELA)
- 10% In progress (ELA)
- 3% Haven't started (Math)
- 10% In progress (Math)
- Red/Yellow Flags: 22 ELA/8 Math

- AP Examinations:

- AP Courses Offered (2020-2021):

- English Literature-6
- US History & Government-14
- Psychology-11
- Biology-7
- Environmental Science-3

- SAT Administration: •Saturday December 19th Summit will be hosting the makeup examination for the SAT

Summit Academy Professional Learning Institute (2020-2021)

CEI Academic Coaches for Scholars begins in January

III. Finance

A. October Financial Reporting

SACS has over 200 days of cash in the bank.

IV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,
M. Bernard



Summit Academy Charter School

Minutes

Board Meeting

Date and Time

Tuesday February 23, 2021 at 6:00 PM

Trustees Present

M. Bernard (remote), M. Nieves (remote), S. Jallow (remote), V. Connelly (remote), W. Colavito (remote)

Trustees Absent

None

Guests Present

L. Massey (remote), Michael Kohlhagen (remote), N. Campbell (remote), S. Handshaw (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

S. Jallow called a meeting of the board of trustees of Summit Academy Charter School to order on Tuesday Feb 23, 2021 at 6:00 PM.

C. Approve Minutes

V. Connelly made a motion to approve the minutes from Board Meeting on 01-26-21.

M. Bernard seconded the motion.

The board **VOTED** to approve the motion.

II. Academic Excellence

A. Principal's Report

see attached

III. Finance

A. Financial Reporting

S Handshaw Bigant
see attached

B. January Financials

William

IV. Other Business

A. Executive Session

Board went into executive session

V. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,
M. Bernard

Documents used during the meeting

- February Board Meeting.pptx
- SACS Community Partnership Report February 2021 copy.pdf
- Summit PD Calendar 2020-21_Revised February 2021.docx
- SA - Jan 2021 Interim Financial Statements.pdf



Summit Academy Charter School

Minutes

Board Meeting

Date and Time

Tuesday January 26, 2021 at 6:00 PM

Trustees Present

M. Bernard (remote), M. Nieves (remote), S. Jallow (remote), V. Connelly (remote), W. Colavito (remote)

Trustees Absent

None

Guests Present

Caroline Kim (remote), Digant Bahl (remote), Juned Haque (remote), L. Massey (remote), Laurie Hazeley (remote), Laurie Hazeley (remote), M. Kohlhagen (remote), Machael Spencer-Edwards, N. Campbell (remote), Nicole Richadson (remote), S. Handshaw (remote), Tremaine Price (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

S. Jallow called a meeting of the board of trustees of Summit Academy Charter School to order on Tuesday Jan 26, 2021 at 6:10 PM.

C. Approve Minutes

W. Colavito made a motion to approve the minutes from the December 2020 board meeting.

V. Connelly seconded the motion.

The board **VOTED** to approve the motion.

II. Academic Excellence

A. Principal's Report

- Principal Massey and Machael Spencer-Edwards presented SACS data snapshot
- Recruitment & Community Partnership Plan presented
- 2020 - 2021 Distance learning update
- I-Ready Update

III. Finance

A. Financial Reporting

Review of financials by Digant and on overall numbers
also discussion of adding funds to additional bank will bring back information on 3
prospectives at next meeting

- Digant gave financial report and update
- Looking to move funds to an interes-bearing account. Digant and finance team to bring information back at next board meeting.

IV. Other Business

A. Executive Session

- Latoya Massey Principal along with L. Hazeley, NYC Office of Charter Schools, provided a brief Introduction of expected Maritime school to be collocated at 27 Huntington Street shared with Board members.
- o Motion was made by V. Connelly and second by William Colavito to recommend to authorizer to add Michael Kohlhagen to the Board of Directors of Summit Academy (Motion was passed with unanimous decision by all current board members.)

V. Closing Items

A. Adjourn Meeting

V. Connelly made a motion to adjourn the meeting.

W. Colavito seconded the motion.

The board **VOTED** to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,
M. Bernard

Documents used during the meeting

- 2020 – 2021 Comprehensive Recruitment Plan.docx
- SA - Dec 2020 Interim Financial Statements.pdf
- SA - Nov 2020 Interim Financial Statements.pdf



Summit Academy Charter School

Minutes

Board Meeting

Date and Time

Thursday July 29, 2021 at 7:00 PM

Location

27 Huntington Street
Brooklyn, NY 11231

Trustees Present

M. Bernard, V. Connelly, W. Colavito

Trustees Absent

None

Guests Present

Laurie Hazely (remote), M. Kohlhagen, Macheal, Mr Price, N. Campbell

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

W. Colavito called a meeting of the board of trustees of Summit Academy Charter School to order on Thursday Jul 29, 2021 at 3:59 PM.

C. Approve Minutes

V. Connelly made a motion to approve the minutes from Board Meeting on 06-29-21.

M. Bernard seconded the motion.

The board **VOTED** to approve the motion.

II. Academic Excellence

A. Principal's Report

see attached

III. Finance

A. May Financials

V. Connelly made a motion to APPROVE BUDGET.

M. Bernard seconded the motion.

The board **VOTED** to approve the motion.

B. 2021 - 2022 Budget Review and Approval

W. Colavito made a motion to APPROVE.

V. Connelly seconded the motion.

The board **VOTED** to approve the motion.

IV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 4:31 PM.

Respectfully Submitted,

V. Connelly

Documents used during the meeting

- SA - May 2021 Interim Financial Statements.pdf
- SA - FY 2021-22 Draft 6.14.21 (2).xlsx



Summit Academy Charter School

Minutes

Board Meeting

Date and Time

Tuesday July 28, 2020 at 7:00 PM

Location

Topic: SACS Board Meeting

Time: Jul 28, 2020 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

[https://us02web.zoom.us/j/82699015125?](https://us02web.zoom.us/j/82699015125?pwd=Q0pTQ3RSUIQvL0RKTjZjNWJQUzh3Zz09)

[pwd=Q0pTQ3RSUIQvL0RKTjZjNWJQUzh3Zz09](https://us02web.zoom.us/j/82699015125?pwd=Q0pTQ3RSUIQvL0RKTjZjNWJQUzh3Zz09)

Trustees Present

M. Bernard (remote), M. Nieves (remote), S. Jallow (remote), V. Connelly (remote), W. Colavito (remote)

Trustees Absent

V. Martin

Guests Present

Bryan Goldsman, Chad Bascombe, Digant Bahl, Edgar Mera, Gustavo Leppe, L. Massey (remote), Lynetta Wright, M. Kohlhagen (remote), Margarita Ateno, N. Campbell (remote), Nicole Harris, Nigel LaBorde, Osmairy Brito, Phil Grant, S. Handshaw (remote), Stephanie Douglas, Tremaine Price

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

S. Jallow called a meeting of the board of trustees of Summit Academy Charter School to order on Tuesday Jul 28, 2020 at 7:08 PM.

C. Approve Minutes

V. Connelly made a motion to approve the minutes from Board Meeting on 06-29-20.

W. Colavito seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Academic Excellence

A. Principal's Report

Summer School Stats

- 29 MS scholars (27% of the total population)
 - 83% attended regularly
 - Projecting 84% of 8th graders will be promoted
- 28 HS scholars (32% of the total population)
 - 54% participation rate
 - Projecting 80% pass rate
- Graduation at the green at Ikea
 - HS Aug. 3, 2020
 - MS Aug. 4, 2020
 - Board members who are attending should inform Ms. Massey this evening
 - Proms will occur on Aug. 5th and 6th
- Teacher Recruitment
 - Total of 5 general ed and 3 sped teachers needed
- Professional Development
 - Aug. 10 - Aug. 24 virtually
 - Full-day workshops
- Reopening Plan
 - Plans due to the state on Friday
 - Summit will give out teacher survey to get a handle on needs
 - The parent survey will ask the parent what they want for the year
- Board Meeting Schedule
 - Board meeting dates will be circulated with a time change to 6pm vs. 7pm
 -

W. Colavito made a motion to adopt the board schedule with a time change to 6 pm.

M. Bernard seconded the motion.

The board **VOTED** to approve the motion.

III. Finance

A. June Financial Reporting

Audit

- We are in the process of completing our Audit.
- Aug. 12 - Aug. 14 will be the financial audit
- SACS will receive \$182,000 for Cares Act for COVID related expenses
- Presentation of unofficial financials
- Receiving PPP afforded for an increase in surplus documented in the financial report
- There is a time gap before we should ask for forgiveness of PPP monies
- SACS has a healthy amount of cash on hand
 - Digant suggests that SACS move some money into an interest-bearing account (\$750,000)

- CEI will work with Ms. Handshaw and Ms. Massey to look into new financial institutions and possible investments.

B. Budget Review and Adoption

IV. Closing Items

A. Adjourn Meeting

V. Connelly made a motion to adjourn.

W. Colavito seconded the motion.

The board **VOTED** to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:57 PM.

Respectfully Submitted,
M. Bernard



Summit Academy Charter School

Minutes

Board Meeting

Date and Time

Tuesday November 17, 2020 at 6:00 PM

Trustees Present

M. Bernard (remote), M. Kohlhagen (remote), M. Nieves (remote), S. Jallow (remote), V. Connelly (remote), W. Colavito (remote)

Trustees Absent

None

Guests Present

L. Massey (remote), N. Campbell (remote), S. Handshaw (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

S. Jallow called a meeting of the board of trustees of Summit Academy Charter School to order on Tuesday Nov 17, 2020 at 6:15 PM.

C. Approve Minutes

W. Colavito made a motion to approve the minutes from Board Meeting on 10-27-20.

V. Connelly seconded the motion.

The board **VOTED** to approve the motion.

II. Academic Excellence

A. Principal's Report

see attached

III. Finance

A. September Financial Reporting

S Handshaw
William
see attached

IV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:45 PM.

Respectfully Submitted,
M. Bernard

Documents used during the meeting

- November Board Meeting.pptx
- November CPT Report.pdf
- Summit PD Calendar 2020-21_A.docx
- SA - Sep 2020 Interim Financial Statements.pdf



Summit Academy Charter School

Minutes

Board Meeting

Date and Time

Tuesday March 23, 2021 at 6:00 PM

Trustees Present

M. Bernard, M. Nieves (remote), S. Jallow (remote), V. Connelly (remote), W. Colavito (remote)

Trustees Absent

None

Guests Present

L. Massey (remote), Michael Kohlhagen (remote), N. Campbell (remote), S. Handshaw (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

S. Jallow called a meeting of the board of trustees of Summit Academy Charter School to order on Tuesday Mar 23, 2021 at 6:27 PM.

C. Approve Minutes

V. Connelly made a motion to suspend min unti next meeting.
W. Colavito seconded the motion.
The board **VOTED** to approve the motion.

II. Academic Excellence

A. Principal's Report

see attached report from principal

III. Finance

A. Financial Reporting

William and Bigant overview of budget

B. February Financials

S Handshaw

IV. Other Business

A. Executive Session

Board went to executive session

V. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:04 PM.

Respectfully Submitted,
M. Bernard

Documents used during the meeting

- March Board Meeting.pptx
- SACS Community Partnership Report March 2021 copy.pdf
- Summit PD Calendar 2020-21_Revised February 2021 (2).docx
- SA 2019 DRAFT 990 V1.pdf
- SA - Feb 2021 Interim Financial Statements.pdf



Summit Academy Charter School

Minutes

Board Meeting

Date and Time

Tuesday October 27, 2020 at 6:00 PM

Trustees Present

M. Bernard (remote), M. Kohlhagen (remote), M. Nieves (remote), V. Connelly (remote), W. Colavito (remote)

Trustees Absent

S. Jallow

Guests Present

C. Rivera (remote), Caroline Kim (remote), Edgar Mera (remote), Elba Marquez (remote), Gustavo Leppe (remote), L. Massey (remote), Mike Nieves (remote), N. Campbell (remote), Samease Handshaw (remote), Sixto Fuentes (remote), Stephanie Douglas (remote), Tremaine Price (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

W. Colavito called a meeting of the board of trustees of Summit Academy Charter School to order on Tuesday Oct 27, 2020 at 6:07 PM.

C. Approve Minutes

M. Nieves made a motion to approve the minutes from Board Meeting on 08-25-20.

M. Bernard seconded the motion.

The board **VOTED** to approve the motion.

II. Academic Excellence

A. Principal's Report

- Presentation of Teacher Institute calendar led by Marcia Sobers-Charles
- Reopening Plan updated
 - More robust health/safety plan
 - Addition of safety drills
 - More guidance on teaching & learning
- Quality Review criteria from DOE
 - A request was made for the criteria for judging the school during distance learning
- September Notes:
 - Instructional Focus
 - 95% attendance rate
 - vertical alignment of curriculum from grades 6th - 12th
 - Rigor increasing expectations
 - Differentiation: SACS now has a fully certified full team
 - Enrollment down to 267 for the month of September
 - 35 staff members
- October Notes
 - Learning Platform Surveys had 440 parents
 - 102 confirmed hybrid learning option
 - November survey will be sent on October 25, 2020
- CEI Supports
 - Tutoring services to be provided
 - Peer learning labs
 - PLCs around data
 - Job embedded coaching

Recruitment and Community Support

- Canvassing local Community-Based Organizations
- Tabling at Red Hook Cool Streets (July and August)
- Posters in local businesses and establishments
- Fliers distributed at Food pantry in Sunset Park
- Facebook Lead Ads
 - * 2789 Views, 99 Leads
- * Schola Lead Ads
 - * 79,891 Views, 80 Leads
- Athletic Coaches outreach within networks
- Renewed School Mint Account through the NYC Charter Center
- Summit Commercial (airing Mid-November - Mid-December)

Community Outreach August/September/October

- Food distribution weekly to Sunset Park, Park Slope, Gowanus, Red Hook Community Refrigerator
- Participation in Red Hook Ready weekly calls to action
- Facilitated installation of washers and dryers in Red Hook Fire Station & BumbleBee Daycare
- Pet food distribution with Cora Dance
- Toiletries Distribution in partnership with Red Hook Arts Project and Good Shepherd's Services in Red Hook and local hospital

- Dr. Campbell appointed to Community Board 6 until March 2023

III. Finance

A. August/September Financial Reporting

Board will review the financial report

B. Audit

The audit report indicates that there are no significant findings. There is an acknowledgment that the school is under-enrolled and did not get approval from DOE. Management has the opportunity to send a response.

V. Connelly made a motion to accept the Audit report as presented.

M. Bernard seconded the motion.

The board **VOTED** unanimously to approve the motion.

IV. Closing Items

A. Adjourn Meeting

V. Connelly made a motion to close the meeting.

M. Bernard seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,

M. Bernard



Summit Academy Charter School

Minutes

Board Meeting

Date and Time

Tuesday September 28, 2021 at 5:00 PM

Location

27 Huntington St
Brooklyn NY

Trustees Present

M. Bernard (remote), M. Nieves (remote), S. Jallow (remote), V. Connelly (remote), W. Colavito (remote)

Trustees Absent

None

Guests Present

Juned Haque (remote), Laurie Hazley, M. Kohlhagen (remote), M. Spencer-Edwards, N. Campbell, S. Handshaw

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

S. Jallow called a meeting of the board of trustees of Summit Academy Charter School to order on Tuesday Sep 28, 2021 at 5:15 PM.

C. Approve Minutes

II. Academic Excellence

A. Principal's Report

Personnel

- SACS has hired a HS math teacher, MS & HS supports teacher, MS PE teacher
- 3 persons have left for personal areas
- Recruitment efforts have been maintained

Scholar Enrollment & Recruitment

- MS has 65
- HS has 160
- 1 LTA and 16 No shows
 - Mrs. Turner has been in communication with those persons
- Efforts include tabling, meeting parent coordinators, integrating programs into the building
- Consider how to collapse classes based on small numbers in MS

Vaccinations

- 35 SACS staff members have received at least one shot. The other 2. are scheduled to get the shot this week.
- Of 231 responses, 131 have received at least one shot of the vaccine
- 10% of unvaccinated students will be test weekly through DOE vendor

MS Updates

- IReady began today
- Enrichment will begin on Oct. 4, 2021
 - LEAP- Theater, Photography
 - CEI- STEM
 - SACS- Dance, Creative Writing
 - Considering adding CEI Stem as an after school program
- MS Community Circle
 - Brooklyn Public library will be the first guest on Oct. 1
- Contingency Plan
 - Google classrooms or zoom set up and shared in the event that if the school closes, we are prepared to continue instruction
 - 95% of Scholars have received Chrome books and/or hotspots.

HS Update

- College Family Night
 - Application process
 - Essay writing
 - Financial Aide
 - Scholarships
 - 22 families attended
 - Computers have been put into rooms
- Contingency Planning
 - Textbooks and workbooks scanned for remote access
 - Scholars have been receiving devices
 - Zoom links and google classrooms have been shared with families
- College Expos for HS scholars
 - Oct. 1
 - Oct. 15
- PSAT and SAT exams in school

School Facilities

- The auditorium upgrade will begin in October lasting the entire school year

B. Evaluation Action Plan Report

Evaluation Action Plan Reporting

- SACS team is gathering data to populate the report to share with the DOE and to inform the work of the instructional leadership team

III. Finance

A. August Financials

- \$3.29 million in the bank as cash on hand
 - 50 days of cash on hand required; SACS has 245 days of cash on hand
 - included over \$700,000 of PPP loans
- \$3.9 in current assets
- SBA Loan
- Purchase of computers that are paid for by grant
- Budget based on 261 scholars, actual closer to 230
 - Budget to readjusted as the year goes on
 - SACS is spending conservatively in preparation for the decreased number of scholars

B. Revised 2021 - 2022 Budget Review and Approval

IV. Governance

A. Potential Board Member Resumes

- Three potential member resumes have been submitted to the board for discussion

B. New Member Information

C. Document Adoption

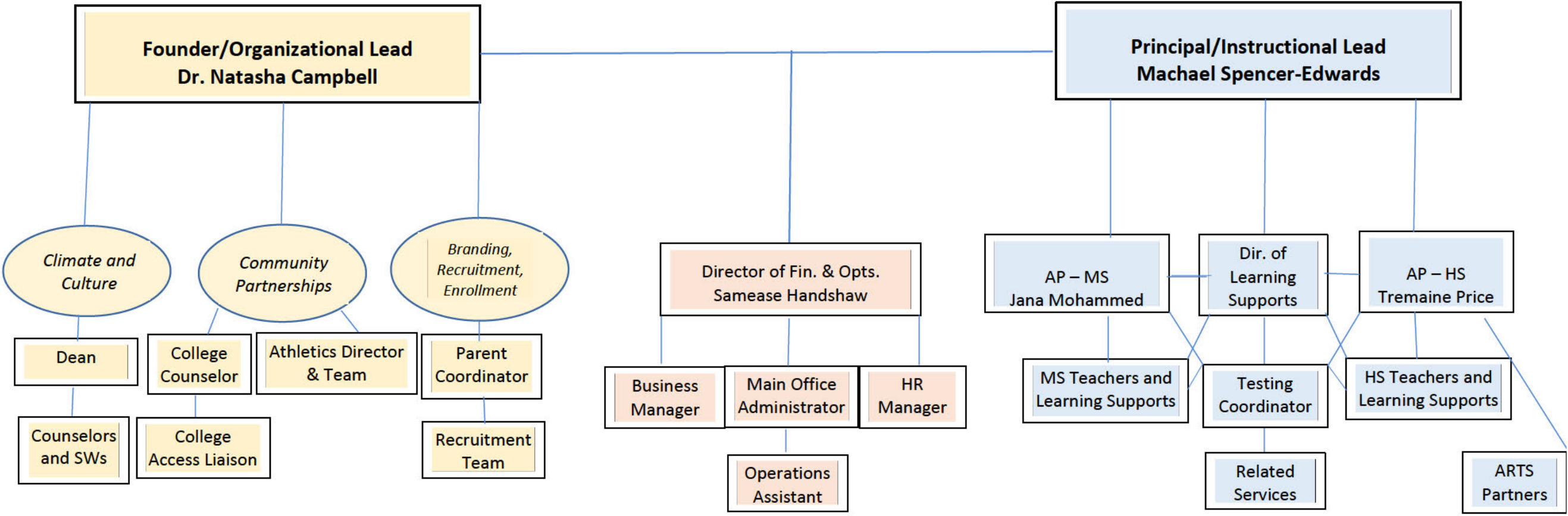
D. Final Board Meeting Schedule for 2021 - 2022

V. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:00 PM.

Respectfully Submitted,
M. Bernard



**Summit Academy Charter School
Organizational Chart
2021-2022**



Summit Academy Charter School

2021-2022

August 21						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September 21						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October 21						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

School Closed
Parent-Teacher Conference (12:00 PM Dismissal)
Middle School Saturday Academy (Family Achievement Council meets the first Saturday of each month @ 9AM & the following Thursday at 7PM)
High School Saturday Academy (Family Achievement Council meets the first Saturday of each month @ 9AM & the following Thursday at 7PM)
Middle School & High School Saturday Academy
Early Dismissal - 12:00 PM (Middle School and High School have early dismissal on Fridays at 1:30PM)
End of Quarter
Dates in red indicate assessment/EXAM dates.

November 21						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December 21						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January 22						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Aug 23-Aug 27	Aug 30	Aug 30 - Sept 3	Sept 6	Sept 7-8	Sept 9	Sept 15	Sept 16	Sept 22	Oct 11	Oct 13	Oct 28	Nov 2	Nov 11	Nov 12	Nov 17	Nov 18-19	Nov 25-26	Dec 24 - Jan 2	Jan 3	Jan 13	Jan 17	Jan 20	Jan 25 - 28
MS - Orientation for all grades	1st day of class (Middle School)	HS - Orientation for all grades	Labor Day (School Closed)	Rosh Hashanah	1st day of class (High School)	Meet & Greet	Yom Kippur (School Closed)	Family College Night	Indigenous People's Day (School Closed)	PSAT (10th Grade)	SAT SENIOR SCHOOL DAY	Election Day (Fully Remote)	Veteran's Day (School Closed)	End of 1st Quarter	Q1 Parent-Teacher Conference	Senior (Grade 12) College Tour	Thanksgiving Break (School Closed)	Winter Recess (School Closed)	First Day Back from Winter Recess	End of 2nd Quarter	Dr. Martin Luther King Jr. Day (School Closed)	Q2 Parent-Teacher Conference	Regents Week

February 22						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March 22						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 22						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

May 22						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June 22						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July 22						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

IMPORTANT DATES (cont'd)	
Feb 1	Lunar New Year
Feb 2	Spring Terms Begin
Feb 21-25	Mid-Winter Recess (School Closed)
Mar 2	SAT SCHOOL DAY
Mar 14-18	Juniors (Grade 11) College Tour - North Carolina/Atlanta
Mar 21-25	Sophomores (Grade 10) College Tour- SUNY Campus Tour
March 21-25	Freshman (Grade 9) College Tour - CUNY/Private
Mar 17-18	Middle School College Tour
Mar 29 - 31	State ELA Assessment (MS)
April 7	End of Quarter 3
Apr 11 - 18	Spring Recess (school Closed)
Apr (TBD)	NYSESLAT Speaking
Apr 26 - 28	State Math Assessment (MS)
Apr 29	Q3 Parent-Teacher Conference
May 2	Eid-al-Fitr (Schools Closed)
May (TBD)	NYSESLAT - Listening, Reading, Writing
May 2-13	AP Exams
May 13	Career Day
May 16-20	Senior Week
May 20	College Signing Day
May (TBD)	8th Grade State Science Exam
May 31	Memorial Day (School Closed)
May 24 - 27	HS Senior Trip
June 6	HS Prom
June 7	School Closed (Clerical Day)
June 10	End of Quarter 4 (HS Last Day)
June 10	HS Awards Ceremony
June 14	MS Senior Trip & Field Day
June 15-24	MS & HS Regents
June 16	MS Awards Ceremony
June 17	MS Prom
June 20	Observance of Juneteenth (School Closed)
June 24	MS & HS Graduation (Last Day Of School)

Updated 8/6/21 9

- * August 23 - MS Scholar Diagnostic Testing (I-Ready, NWEA) & Orientation by the Dean & Books & Supplies Given Out.
- *August 16, we can have Insurance PD, Staff Handbook PD.
- *Staff return on August 2nd, PD begins August 5th.
- *August 20th, after scholar dismiss, staff can have a Joy-Factor Day.

DEPARTMENT OF HOUSING AND BUILDINGS
BOROUGH OF BROOKLYN, CITY OF NEW YORK

P.S. 27 No. 138340 Date FEB 18 1954

CERTIFICATE OF OCCUPANCY

(Standard form adopted by the Board of Standards and Appeals and issued pursuant to Section 646 of the New York Charter, and Sections C.26-181.0 to C.26-187.0 inclusive Administrative Code 21.3.1.1. to 21.3.7. Building Code.)

This certificate supersedes C. O. No. 135541, 96882
To the owner or owners of the building or premises:

THIS CERTIFIES that the ~~new~~ ^{existing} altered ~~existing~~ building—premises located at
1/43 Huntington Street- 2/44 Nelson Street- 401/419 Columbia Street
714/728 Hicks Street

conforms substantially to the approved plans and specifications, and to the requirements of the building code and all other laws and ordinances, and of the rules and regulations of the Board of Standards and Appeals, applicable to a building of its class and kind at the time the permit was issued; and CERTIFIES FURTHER that, any provisions of Section 646F of the New York Charter have been complied with as certified by a report of the Fire Commissioner to the Borough Superintendent.

~~NEW YORK~~ Alt. 2688/51

Occupancy classification—Public School

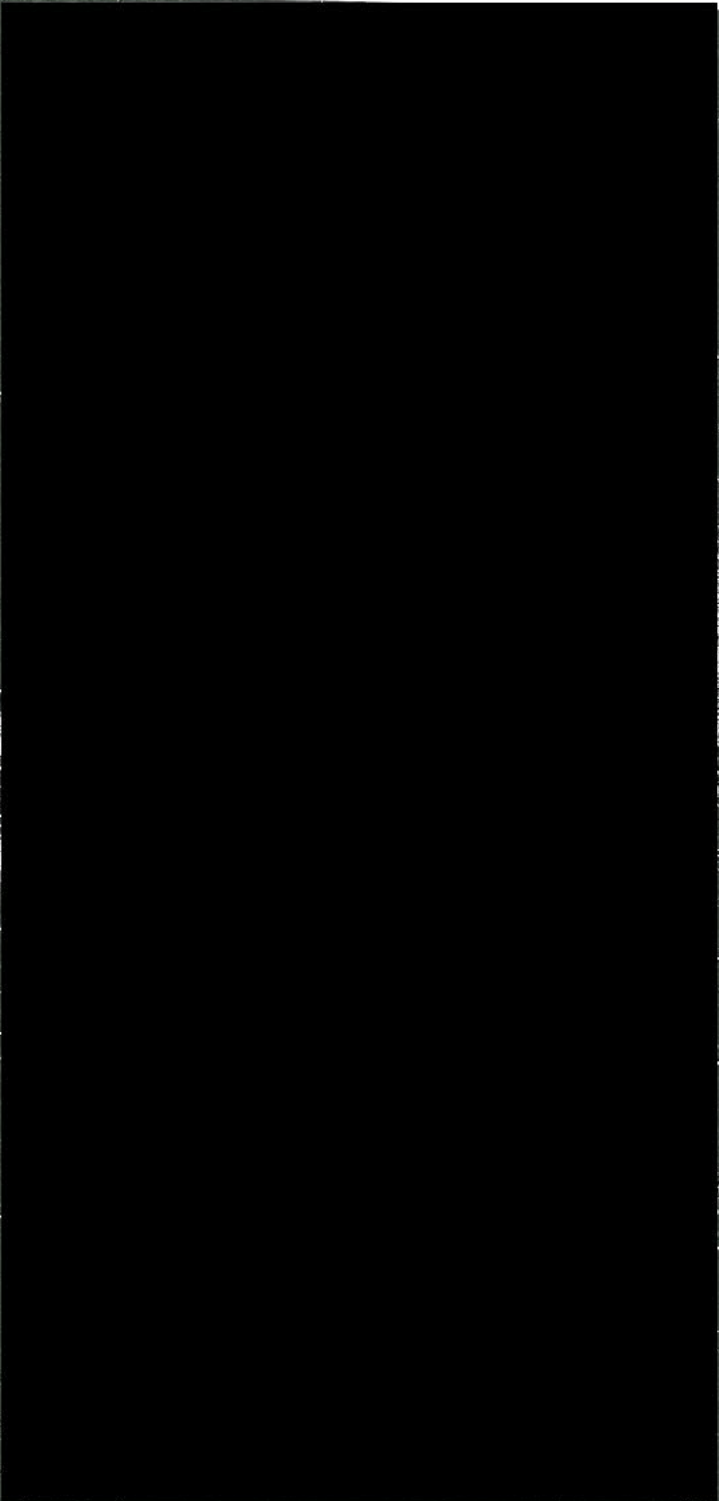
Date of completion—Const. 11/18/53 Height 3 stories, 49'8" feet.

Area 9, 12/8/53 Height Zone at time of issuance of permit Located in ~~Hotel~~ and ~~Residence~~ District

This certificate is issued subject to the limitations hereinafter specified and to the following resolutions of the Board of Standards and Appeals:
(Calendar numbers to be inserted here)

PERMISSIBLE USE AND OCCUPANCY

STORY	LIVE LOADS Lbs. per Sq. Ft.	PERSONS ACCOMMODATED			TOTAL	USE
		MALE	FEMALE			



Total - Public School

Fire Department permit P-48160 issued 7/31/53 (fuel oil)

Fire Department letter of approval dated 11/20/53 (interior fire alarm system)

CERTIFICATE WILL BE NULL AND VOID IF ALTERED IN ANY MANNER OR ADDITIONS ARE MADE THEREON