

**The Summit Preparatory School  
Board of Trustees Meeting Minutes  
March 29, 2021  
APPROVED, EDITED TO POST**

Time: 5:35 pm  
Place: Zoom Virtual Meeting  
Presiding: Missy Gelner

Board Members Present: Missy Gelner, Rachel Gerken, Dave Bishop, Charlie Rosenbury, Dana Thomas, Jenniver Newman via Facetime

Board Members Absent: Kristen Bright, Judy Thompson

Ex Officio Board Members Present: Dr. Katie Heet, Susan Miranti, Britney Kaegel

Faculty: Emma Smith

Administrative Faculty: Amy Maas, Vince Currao, Kristin Walker

Additional Attendees: Rob Powers, Faculty & Leah Martin, Student

**Meeting called to order at 5:35pm by Missy Gelner**

**Celebrations –**

Summit 7<sup>th</sup> grade student, Leah Martin, took first place at the Ozarks Science & Engineering Fair and an invitation to the National Broadcom Masters Competition, the nation's premiere middle school STEM competition. Her invitations means she was in the top 10% of those who participated. Rob Powers is her Summit Sponsor.

The Science Olympiad Team of 7 finished in 5<sup>th</sup> place and will go on to the State Tournament. Rob Powers is the Summit Sponsor.

Give Ozarks Day – Over \$30,000 was raised. A special thanks goes to Vince Currao, Amy Maas, Whitney Wiese, Jeff Gerken, and Arlene Stenger for putting together a coordinated campaign that ran throughout the day to generate pledges, excitement, and interest.

**Financial Report – Kristin Walker**

Monthly Report – P&L, Balance Sheet  
Expenses under budget. Net income above budget. Program income over budget.

*Motion to approve the financial report as presented made by Rachel Gerken, second Dave Bishop. Motion carries unanimously.*

**ERTC Proposed Filing** – Kristen Walker

- The Summit qualifies for Employment Retention Tax Credit. Kristen Bright and Kristin Walker are researching to make clarify the guidelines and determine if it's in the best interest of The Summit to apply.

**Tuition Discounts – Growth Fund/Incremental Program Value** – Kristen Walker

- Currently \$80,000 in budget for tuition discounts. Task Force has been meeting to determine the best way to use the funds. Will keep board up to date with recommendations.
- There is agreement to cover the costs of dual enrollment in college classes off campus. Working on determining the details of how this will work and will share more at next BOT meeting.

**Consent Agenda**

- Head of School Report – Dr. Katie Heet
- Faculty Report – Emma Smith
- Development Report – Vince Currao
- Marketing Report – Amy Maas
- Admissions Report – Amy Maas
  - Admissions update
    - 92 students for next year
    - 8 serious inquiries
    - 1-2 more students coming in for this school year
- Building and Grounds Report – Dana Thomas
- SPO Report – Brittney Kaegel
  - SPO is helping with field day and Grand Friends Day
- Strategic Planning – Charlie Rosenbury
  - Report will be completed this month based on input from stakeholders

Motion to approve Consent Agenda by Dana Thomas, second Dave Bishop. Motion carried unanimously.

**Old Business**

- Water Damage – Repair Status, Insurance Claim – Dr. Katie Heet
  - Able to dry part of the spaces. Some flooring will need to be replaced
  - Carpet has been ordered

- Service Master will move furniture
- Should be done late April, early May
- Classroom rugs were damaged, but furniture and other classroom items OK
- Room EL and Beginners moved
- Final 2021-2022 Teacher Contract – Dr. Katie Heet
  - Received well by faculty
  - 2 faculty notified Dr Heet they are not returning
  - Positions are posted, Summit's reach for applicants is expanding positively
- Nominating Committee – Dave Bishop
  - Nominating Committee has conducted one interview with a potential new board member; additional interviews are being scheduled.
  - Nominations will be presented at the April board meeting.

### **New Business**

- Ozarks Gives Day Report – Vince Currao
  - Alumni Families match was \$9,000
  - Number of donations – 153
  - Unique donors – 111
  - Participation – 42% parents, 18% employees, 16% community, 10% alumni families, 8% BOT (100% BOT participation), 7% grand parents
  - Amy and Whitney made it fun
  - Total - \$30,924
  - The Summit was at the top of the page all day long
  - Family Annual Campaign contribution is at 76%
- Organizational Updates – Dr. Katie Heet
  - Several positions have been posted
    - Music, art
    - Adjunct for digital art course
    - Upper School full time math
    - Lower School part-time STEM

### **Generative Thinking Article** – How Schools have Changed Post Pandemic

[https://hechingerreport.org/schooling-has-changed-forever-heres-what-will-stay-when-things-go-back-to-normal/?utm\\_source=enl&utm\\_medium=eml&utm\\_campaign=EdBiz](https://hechingerreport.org/schooling-has-changed-forever-heres-what-will-stay-when-things-go-back-to-normal/?utm_source=enl&utm_medium=eml&utm_campaign=EdBiz)

- Pandemic broke open boxes for parents
- Emotional well-being of children has become a focus

- Summit's Responsive Classroom Procedure/Philosophy addresses many of the social emotional concerns for children and has allowed staff to connect with a wider peer audience – via NAIS and ISACS

### **Approval of February BOT Minutes**

- Motion to approve by Dave Bishop, second Rachel Gerken. Motion carried unanimously.

### **Motion to Adjourn**

- Motion to adjourn Dave Bishop, second Dana Thomas
- Meeting adjourned 7:05

### **House Keeping**

- April BOT will be virtual
- Board retreat in July may change – some cannot make the July 23 date. Doodle invite will be sent out.