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MEETING MINUTES
Meeting of Children’s Aid College Prep Charter School Board of Trustees
September 14, 2022
1232 Southern Blvd., Bronx, NY 10459
Children’s Aid, 117 W. 124 Street, New York, NY
Via Zoom

| <i>Trustees in Attendance</i> | <i>Others in Attendance</i> |
|---|--|
| <p><i>1232 Southern Blvd.</i></p> <ul style="list-style-type: none"> Michelle Rumph Beth Leventhal <p><i>117 W. 124th Street</i></p> <ul style="list-style-type: none"> Lolita Jackson* Phoebe Boyer* Sandra Escamilla* Nina Bershadker* <p><i>Via Zoom</i></p> <ul style="list-style-type: none"> Jane Goldman** Michelle DeLong** <p><i>Trustees not in Attendance</i></p> | <p>Drema Brown, Head of School at 1232 Southern Blvd. Aliana Contreras, Sr. Operations Manager via Zoom Jibri Nuriddin** MS Social Studies Teacher via Zoom Anita Velazquez**, CACPCS Parent via Zoom</p> |

***At Children’s Aid**

**** Via Zoom**

Welcome

Trustee Beth Leventhal called the meeting to order at 5:01PM

Trusee Leventhal made a motion for the July and August Minutes to be approved. Trustee DeLong seconded the motion. The minutes were approved unanimously.

Head of the school Report:

The Head of School shared the following staffing and school operational updates for the opening of the school year.

Staffing

- CACPCS continues to use federal funding to provide additional staff support for the scholars as a part of the school's strategy for recovery from the COVID-19 crisis.
- The Head of School noted that all of CACPCS's open positions have been filled and several new staff members are being onboarded.
 - The Head of School acknowledged the hard work of school leadership and the support of the Senior Manager of Operations and Children's Aid's TMHR team to bring on or promote over 20 new staff members by August 22nd when staff orientation began.
 - The Community School team is staffing up as well. They have hired a new Assistant Community School Director. Two , new Life Coaches will be joining the team during the upcoming weeks. The middle school Community School team is entirely staffed, and there are currently only 5-6 part-time Success Mentor hires to make to fully staff enrichment programming and attendance support for the year.

NYS ELA and Math test results

- The NYS ELA and MATH Test results were still embargoed at the time of this meeting so the Head of School was unable to provide a detailed update; in addition, the Head of School shared that at this time it was difficult to make meaningful interpretations of the data because comparative data from other schools was not yet available.
- CACPCS had strong participation at each grade and amongst students in the special population groups (i.e. SWDs, ELLs. Etc.).
- The Head of School shared broadly that CACPCS's results show the pandemic's impact, especially in math and on the performance of our middle school scholars. The results also provide evidence of a lot of hard work from the staff and leadership. In ELA, there was some growth even though it is hard to compare data before and after the pandemic. In Math, the results were more mixed. In elementary school, there was some excellent growth in math, but this was not the case in middle school. For example, the achievement gap persists among students with disabilities and their general education peers. The team has worked proactively to change the Math curriculum.

Enrollment

- CACPCS has an entire team working on enrollment led by Ms. Bland, the Manager of Recruitment.
- Enrollment is moving in the right direction. As of the time of this meeting, Kindergarten had the most open seats.

Finance Committee

- During the September meeting, the Finance Committee reviewed the July Budget vs. Actuals report. As of the end of July CACPCS had a \$1.5 M surplus due to the timing of the payments.
- The CA Fiscal team provided the Committee with an audit update.
 - There were no significant issues regarding the audit to report as of the update.
 - The Fiscal Team noted that once the audit is completed, the Fiscal team will work with the Auditors to conduct the next audit required for the multiple federal grants. They will also be working on the 990 tax return. Fiscal aims to complete the 990 before the due date. The Head of School and the Fiscal team are revising the spending plan to shift some funds from one budget category to another to fully utilize the federal funding.

Governance:

- The Committee did not meet in September, but Trustees Leventhal and DeLong will be working on a schedule for attending monthly PAC meetings this year.

Learning, Achievement and Evaluation:

The Committee will have updates for the next meeting.

Executive Session

The Trustees did not have an Executive Session.

Trustee Leventhal adjourned the meeting at 06:05 pm.