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MINUTES
Meeting of Children’s Aid College Prep Charter School Board of Trustees
May 10th, 2023

<i>Trustees in Attendance at 1232 Southern Boulevard</i>	<i>Others in attendance</i>
<ul style="list-style-type: none"> • Nina Bershadker • Michelle DeLong • Michelle Rumph • Sandra Escamilla • Anita Velzaquez • Phobe Boyer • Lolita Jackson 	<ul style="list-style-type: none"> • Drema Brown, Head of School • Aliana Contreras, Sr. Operations Manager <li style="text-align: center;"><u>Via Zoom</u> • Ashley Brown, Middle School Dean • Shanda Holt, Community School Director • Jakia Bland, Manager of Recruitment & PR
<i>Trustees in Attendance via Zoom</i>	
<ul style="list-style-type: none"> • Beth Leventhal • Jane Goldman 	

Welcome

Trustee DeLong called the meeting to order at 5:06 pm.

Trustee Boyer made a motion to approve the April minutes. Trustee Bershadker seconded the motion. The Trustees unanimously approved the April meeting minutes.

Connection to purpose

- Ashley Brown, Middle School Dean of Students, Ms. Holt, Community School Director and Ms. Bland, Manager of Recruitment, provided Trustees with an update on high school placements for the Class of 2023. They provided a month-by-month overview of the high school placement process at CACPCS which culminates with a high school commitment day in May to celebrate with scholars. The following results were shared:
 - CACPCS has 41 graduating 8th graders. 100% applied to DOE high schools and were accepted.

- 24 scholars applied to NYC specialized high schools. No students were accepted. The team will start exam prep for the specialized high schools earlier going forward.
- 6 scholars applied to “highly ranked” high schools, which collaborate with higher education institutions and allow students to take college courses. Two (2) students were accepted.
- Thirty-five (35) of scholars applied to charter high schools; 24 were accepted. Eleven (11) students have been wait-listed.
- Seven (7) scholars applied to Catholic schools; all were accepted.

- The team will start meeting with rising eighth graders to explore the high school interest. In June, they will begin outreach to different high schools to gather information, and in July, they will schedule open houses and events for the upcoming school year.

- Dean Brown, Ms. Holt and Ms. Bland ended by providing an alumni update. They shared that last year’s salutatorian is currently attending Brooklyn Tech High School. He is doing very well academically, but the transition was a bit difficult at the beginning. He has stayed in contact with Mr. Nurridin, his former social studies teacher, and his support has greatly encouraged him.

Head of School Report:

The Head of School highlighted the following from her monthly report:

- Over-the-counter enrollment continues and two more students returned. Some families said they were returning to CACPCS due to concerns about school culture and support services at the other schools. Enrollment is still down, however, and the team is making the adjustments for next year. The Head of School shared some different approaches to the recruitment and onboarding of new students including offering seats in CACPCS summer programs to build a meaningful relationship with new families earlier.

- The Life Coaching team hired the 5th and final Life Coach. This final hire was difficult, but needed. The life coaches have begun to build good connections with students, parents/caregivers and teachers.

- CACPCS was awarded a Summer Boost grant for summer 2023. The school plans to serve ~180 scholars in a very intense academic program during the summer. This year the program will be five weeks for all students. The last week will be all enrichment. The program is four days a weeks and Fridays will feature enrichment and field trips. This program is an excellent opportunity for promotion-in-doubt scholars, those who need extra academic support, and new students.

- CACPCS is returning to its pre-pandemic event schedule. We hosted an Eid event where families from both locations came together and shared their favorite memories from childhood about Ramadan.

- CACPCS inducted a first class of National Junior Honor Society members. The ceremony gave the school community the opportunity to celebrate scholars’ hard work together with their parents and caregivers.

Finance Committee

- Trustee Rumph gave an updated on the Finance Committee meeting. She noted that while the Board has been anticipating a deficit this year due to significant enrollment shortfall, the Committee

learned this week that projected deficit is substantially larger than expected. CACPCS and CA Fiscal are now projecting a deficit of ~\$2M (instead of \$600K). Unforeseen expenses and other systems challenges are drivers of the adjusted projection. CACPCS and CA Fiscal will examine the budget projections line by line and check the formulas and other assumptions.

- The Finance Committee will schedule an additional meeting before the June Committee meeting to discuss outstanding questions on the revised budget projections and the draft FY24 budget.
- The Committee and the full Board will review and approve the final FY24 budget at the June meeting.

Governance:

- The Governance Committee did not meet in May. The Committee's next meeting is in June.

Learning, Achievement, and Evaluation:

- The next meeting will be on May 22, 2023.

Executive Session

No executive session.

Trustee DeLong adjourned the meeting at 6:11 pm