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MINUTES

Meeting of Children’s Aid College Prep Charter School Board of Trustees

January 11, 2023

Via Zoom and at 1232 Southern Blvd. Bronx, NY 10459

Trustees in Attendance 1232 Southern Blvd., Bronx, NY

- Nina Bershadker
- Michelle Rumph
- Beth Leventhal
- Lolita Jackson

Trustees via Zoom

- Jane Goldman
- Sandra Escamilla
- Phoebe Boyer

Trustees not in Attendance

- Michelle DeLong

Others in Attendance at 1232 Southern Blvd.

- Drema Brown, Head of School
- Casey Vier, Principal (Grades K-5)
- Anita Velazquez, CACPCS Parent
- Thao Nguyen, Data Analyst
- Aliana Contreras, Sr. Operations Manager

Welcome

Trustee Leventhal called the meeting to order at 5:06PM.

Trustee Bershadker made a motion to approve the minutes. Trustee Leventhal seconded the motion. The minutes were unanimously approved.

Connection to Purpose:

- Principal Vier updated the Trustees on the academic progress of scholars in Grades K-5. She shared the following:
 - Reading levels for Grade K-5 scholars in September were aligned with reading level benchmarks except for Grade 4 which on average was 9 percentage points below benchmark for the grade. Grade 5 performance, however, was above the benchmark by 13 percentage points. These results highlighted the impact of the Summer Boost program.

Trustees - Michelle DeLong, Chair • Beth Leventhal, Vice-Chair • Nina Bershadker, Secretary • Michelle Rumph, Treasurer
• Jane Goldman • Phoebe Boyer • Sandra Escamilla • Lolita Jackson

- As of the most recent round of guided reading assessments, however, (except for grade 5) CACPCS elementary scholars are tracking below target in their overall reading proficiency - between 6-14% lower than targeted depending on the grade.
 - Principal Vier and the team have responded to this data by adjusting guided reading groups and focusing more closely on individual student goals - particularly for those scholars not reading on grade level. The team is also monitoring the quality of the scholars' independent reading and is encouraging more independent reading at home. The team also continues to monitor sight words and phonics performance in Grades K-1 to ensure progress in those areas is translating to increasing reading levels more consistently.
- Principal Vier noted that the ANet ELA and Math assessments for Grades 2-5 have largely been predictive of scholars' performance on NYS ELA and Math assessments.
 - For example, scholars' performance was close to the benchmark in November in all grades, with 4th grade being below. When comparing A1 performance in 2021 to A1 performance in November of 2022, grades 3 and 4 demonstrated significant improvement.
 - ES scholars had the most difficulty answering tech-enhanced and open-response questions which were mainly conceptual and involved multi-steps.
 - Vier noted that the elementary school has a solid group of teachers providing tutoring that stay late twice a week to work with small groups of students.
- Principal Vier attributes the scholars' strong performance on the 2022 NYS ELA and Math tests to her team's consistent implementation of impactful instructional strategies and strong teacher retention.

Head of school:

- The Head of School provided updates on current enrollment, the launch of the new lottery application, and outlined the plan for studying the hybrid work week so it can inform planning for the upcoming school year.
- The Head of School also introduced the Trustees to, Anh Thao Nguyen, CACPCS's new data analyst. The Data Analyst and Head of School facilitated a brainstorming session with the Trustees to get their input on staff survey questions.

Finance Committee:

- Trustee Rumph reported to the Trustees that the Head of School and CA Fiscal team reviewed the November BvA report with the Committee as well as the FY23 budget forecast. CACPCS will end the year with a deficit, but school management is working to reduce it. The Finance Committee will also be looking to the team for a multi-year budget in order to understand the enrollment shortfall's impact. The CA Fiscal team updated the Committee on the status of the federal audit. There are some open items that they are working on with the auditors.

Governance:

- Trustee Leventhal introduced a matter of compliance regarding the set number of CACPCS Trustees. Trustee Leventhal asked for a motion to set the number of Trustees at nine (9). Trustee Rumph seconded it. The motion to set the number of Trustees at nine (9) was unanimously approved; this information will be submitted to SUNY to ensure compliance.

Learning and Achievement:

- The next meeting is scheduled for January 23rd via Zoom.

Executive Session

The Trustees went into Executive Session at 5:46PM.

Trustee Leventhal adjourned the public meeting at 6:47PM.