CHILDREN'S AID
college prep charter school

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Agenda of the Meeting of the Children's Aid College Prep Charter School Trustees
July 9th, 2025
Trustee Meeting will be in-person at 1232 Southern Blvd, or at Children's Aid Headquarters at 117 West 124th Street, NY, NY 10027 or via Zoom.

Planned Outcomes: Trustees will:
1. Approve June Meeting Minutes
2. Receive Head of School Report
3. Receive Committee Reports

Time	Lead	Item	Materials
5:00–5:10 PM	DeLong	**Approval of June 2025 minutes**	Draft Minutes
5:10– 5:25PM	Brown	**Connection to Purpose** Summer 2025 Programming Update	
5:25-5:35PM	Brown	**Head of School Report** • 2025-26 Enrollment updates • Class of 2025 High School placement updates	Dashboard and Head of School Report
5:35-5:45PM	Rumph	**Finance Committee Report**	
5:25–5:35PM	Leventhal	**Governance Committee Report**	
5:35–5:45PM	Goldman	**Learning and Achievement Committee Report**	
5:55–6:10PM	DeLong/Brown	**Executive Session**	

Current Committee Assignments

<table>
<tr><td colspan="2">CACPCS Board of Trustees Executive Committee
Chair – Michelle DeLong
Vice Chair – Beth Leventhal
Secretary – Nina Bershadker
Treasurer- Michelle Rumph</td></tr>
<tr><td>Finance
Michelle Rumph (Treasurer)
Nina Bershadker
Michelle DeLong
Beth Leventhal
with Children's Aid
Milagros Rodriguez</td><td>Learning, Achievement & Evaluation
Jane Goldman (Chair)
Michelle DeLong
Beth Leventhal
Sandra Escamilla
Anita Velazquez, Parent Trustee</td></tr>
<tr><td colspan="2">Governance
Beth Leventhal (Chair)
Michelle DeLong
Phoebe Boyer</td></tr>
<tr><td colspan="2">Executive Committee
Michelle DeLong
Michelle Rumph
Nina Bershadker
Beth Leventhal
Phoebe Boyer</td></tr>
<tr><td>Board of Trustees Class 1 (2025-2027)

Jane Goldman
Beth Leventhal
Michelle Rumph</td><td>Board of Trustees Class 2 (2024-2026)

Nina Bershadker
Phoebe Boyer
Michelle DeLong
Sandra Escamilla</td></tr>
<tr><td colspan="2">Parent Trustee (2025 -2026)
Anita Velazquez</td></tr>
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Board of Trustees 2025-26 Proposed Meeting Calendar

drafted: July 7, 2025

	SUNY and NYSED Reporting Deadlines	General Board Meeting	Governance	Learning, Achievement & Evaluation	Finance and Audit
Trustees	*(*)denotes change in date due to holidays or other reasons*	All	Chair: Leventhal	Chair: Goldman	Chair: Rumph
NOTES	Reporting requirements due on the 1st of the month will be reviewed during the relevant committee meeting and full board meeting the month prior; reporting requirements due on the 15th of the month or later will be reviewed at the relevant committee meeting and full board meeting held earlier the same month.	Meetings are held at 5:00PM on the second Wednesday of every month unless otherwise noted *. Monthly meetings will be held at 1232 Southern Blvd., 117 West 124th Street or via Zoom (if needed).		Meetings are held at 9:30AM or 2:00PM depending on schedule of classroom visits.	Meetings are held at 4:00PM on the Monday prior to the full Board meeting. The Committee reviews the data from two months prior (i.e. the Committee reviews the June close in August and the July close in September).
July		7/9			
Aug	8/1 – Annual Report 8/1 – Q4 Financial Report 8/30 Policy reviews -child abuse reporting, whistleblower, complaint policy	8/13			8/11
Sept	9/15 – Accountability Plan Progress Report Review and approve Title funding policies: Title funding financial policies and procedures; parent engagement	9/10		TBD (@9:30AM	9/8
Oct	10/3 Board Members Bio/Resume Packet 10/15 District and School Safety Plans	10/29*			10/27* • Annual Financial Audit Review
Nov	11/1 – Annual Financial Audit and 990 11/15 – Q1 Financial Report	11/19*	TBD	TBD (@2PM)	11/17*
Dec		12/10			12/8

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	SUNY and NYSED Reporting Deadlines	General Board Meeting	Governance	Learning, Achievement & Evaluation	Finance and Audit
Jan	1/2 – Student Application Form	1/7		TBD (@2PM)	1/5 • Orient Committee to CA/CACPCS budget launch priorities • Review and approve any recommended school Fiscal Policies and Procedures Manual changes
Feb	2/15 – Q2 Financial Report	2/11	TBD		2/9 • Initial FY27 Wraparound Budget Review • Uniform Guidance Federal Audit (tentative)
Mar		3/11		TBD (@9:30AM)	3/9 • Budget Review • Final approval of FY27 wraparound budget
Apr	4/15 – Facilities Reporting Questionnaire	4/8			4/6 • Review Full FY27 Budget draft • Medical insurance Review • General Liability Insurance Review • Review 990
May	5/1 – Application and Admissions Summary 5/15 – Facility reporting 5/15 – Q3 Financial Report	5/13	TBD	TBD (@2PM)	5/11 • Review and finalize FY27 full budget
June	6/30 – Annual Budget	6/10 (ANNUAL MEETING)			6/8 • FY27 Budget Final Review
July 2025		7/8			
August 2025		8/12	TBD		8/10

Meeting Minutes of Children's Aid College Prep Charter School Board of Trustees
June 11,2025
Trustee Meeting held via Zoom

Trustees via Zoom	**Others in Attendance via Zoom**
Jane Goldman	Drema Brown, Head of School
Michelle DeLong	Luisana Olivo, Senior Manager of Operations
Phoebe Boyer	Ezra Miller, CFO
Michelle Rumph	Jibri Nurridin, Teacher
Nina Bershadker	Gabrielle Perez, Parent
Beth Leventhal	Francois Badinock, Parent
Anita Velzsquez	Kashana Colemen, Parent
Sandra Escamilla	Betzaida Lamourtte, Parent

Welcome

Trustee DeLong called the meeting to order at 5:03PM.

Trustee Leventhal made a motion to approve the minutes which Trustee Goldman seconded. The May minutes were unanimously approved.

Finance and Audit Committee

- Trustee DeLong introduced the new Children's Aid CFO, Ezra Miller.
- Trustee Rumph reported that the Finance Committee reviewed the April Budget vs. Actuals report and is anticipating ending the year within budget. The team is not anticipating any other significant changes. Trustee Rumph also reported that the Head of School presented the final FY26 to the Finance and Audit Committee. Trustee Rumph noted that the FY26 budget was the result of a thoughtful and collaborative process between the Head of School, Finance Committee, school leadership and all school stakeholders. The goal of the FY26 budget is to ensure that it aligns with the school's priorities and reflects the long-term goal of ensuring the school's budget is sustainable.
- The Head of School, Dr. Brown, referred the Trustees to the budget presentation and materials. Trustee Boyer noted that the budget presentation was very clear and Trustee DeLong noted that while no one is happy about the budget cuts, the decisions made reflect the realities of enrollment as a resource driver and thoughtful planning on behalf of the team.
- Trustee Leventhal moved to approve the FY26 budget. Trustee Rumph seconded the motion. The Board unanimously approved the FY26 motion.

Governance
Trustee Leventhal reminded the board of the Trustee classes and informed the board that Class 1 and Trustee Valazquez (the parent trustee which is a one-year term) are up for re-election.

The Trustees reviewed both the Board classes and committee assignments for the upcoming year. It was noted that the committees remain unchanged for the upcoming year with the exception that Ms. Jackson is no longer serving on the board or the Governance Committee.

Trustee DeLong moved to re-elect Class 1 which includes Trustees Rumph, Goldman and Leventhal to a two year-term, to re-elect Trustee Velazquez to a one-year term, and to approve the Committee assignments. The motion was seconded by Trustee Boyer. The motion was unanimously approved.

Learning, Achievement, and Evaluation
The Learning, Achievement and Evaluation Committee met to discuss the 2024–25 Head of School evaluation and teacher certification updates. Given the time demands of the 360-evaluation process, the Committee agreed to conduct 360 evaluations of the Head of School every other year. This year, Sandra will lead the process from within CA.

Trustee Goldman shared details from the Head of School's budget review with the Committee and shared that the Committee reviewed teacher certification rates. The Committee learned that there has been a decline in teacher certification from 68% in the Fall of 2020 to 43% in the Fall of 2025 due to a number of factors including the challenge of retaining certified staff who have many options and budget reductions which affect both certified and uncertified staff.

Head of School Report
There were no additional updates.

Executive Session
The Trustees did not go into Executive Session.

The meeting was adjourned at 5:21PM.