CHILDREN'S AID
college prep charter school

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Dial by your location
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Meeting ID: 828 5380 4609
Passcode: 031776

Agenda of the Meeting of the Children's Aid College Prep Charter School Trustees
May 13, 2026
Trustee Meeting will be via Zoom.

Planned Outcomes: Trustees will:
1. Approve **April 2026** Meeting Minutes
2. Receive Head of School Report
3. Receive Committee Reports

Time	Lead	Item	Materials
5:00–5:05 PM	DeLong	**Approval of April 2026 meeting minutes**	Draft Minutes
5:05-5:15PM	Brown	**Connection to Purpose:** K-5 Academic Updates	Principal Vier
5:10– 5:30PM	Brown	**Head of School Report**	Dashboard and Head of School Report
5:30-5:35PM	Rumph	**Finance Committee Report**	FY25 990 linked here
5:35-5:40PM	Leventhal	**Governance Committee Report**	
5:40–5:45PM	Goldman	**Learning and Achievement Committee Report**	
5:45–5:50PM	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
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 16, 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 8am quarterly.	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 @4pm
Sept	9/15 – Accountability Plan Progress Report Review and approve Title funding policies: Title funding financial policies and procedures; parent engagement	9/10	9/10 @ 8am	9/15 (@9:30AM	9/8 @4pm
Oct	10/3 Board Members Bio/Resume Packet 10/15 District and School Safety Plans	10/29*			10/27* @4pm • Annual Financial Audit Review
Nov	11/1 – Annual Financial Audit and 990 11/15 – Q1 Financial Report	11/19*		11/24 (@2PM)	11/17* @4pm
Dec		12/10	12/2 @8am		12/8 @4pm

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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		1/26 (@2PM)	1/5 @4pm • 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			2/9 @4pm • Initial FY27 Wraparound Budget Review • Uniform Guidance Federal Audit (tentative)
Mar		3/11	3/4 @8am	3/23 (@9:30AM)	3/9 @4pm • Budget Review • Final approval of FY27 wraparound budget
Apr	4/15 – Facilities Reporting Questionnaire	4/8			4/6 @4pm • 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		5/18 (@2PM)	5/11 @4pm • Review and finalize FY27 full budget
June	6/30 – Annual Budget	6/10 (ANNUAL MEETING)	6/3 @8am		6/8 @4pm • FY27 Budget Final Review
July 2026		7/8			
August 2026		8/12			8/10 @4pm

Meeting Minutes of Children's Aid College Prep Charter School Board of Trustees
April 8, 2026
Trustee Meeting held in Person and via Zoom

Trustees via Zoom Michelle DeLong Michelle Rumph Jane Goldman Phoebe Boyer Beth Leventhal **Trustees Not In Attendance** Anita Velasquez Nina Bershadker	**Others in Attendance Via Zoom** Drema Brown, Head of School Luisana Olivo, Senior Manager of Operations **Others in Attendance via Zoom** Georgia Boothe, Executive VP of Children's Aid Society

Welcome
Trustee DeLong called the meeting to order at 5:08PM.

Trustee Leventhal moved to approve the March 2026 meeting minutes. Trustee Rumph seconded the motion. The February meeting minutes were unanimously approved.

Connection to Purpose

- The Head of School, Dr. Brown, provided the Trustees with updates on the 2026-27 school year lottery results. She noted that the school received fewer applications than the previous year due to delays with the Common App launch, data tracking issues, and an overall citywide decline in charter applications. Historically, only about 25% of applicants convert into enrolled students, and applicant demographics remain consistent with prior years. Despite this, all applicants have been offered seats, and current enrollment exceeds projections with 619 students versus a budgeted 592. Given the current realities of student enrollment in NYC, CACPCS (like the rest of the charter sector) has shifted to a year-round process, with summer also serving as a key recruitment and enrollment period. The school team continues to build capacity with training on the SchoolMint platform and improving data management practices. Moving forward, the school will focus on increased recruitment efforts, ongoing application intake, and stronger operational systems during peak periods.

- The Head of School presented the annual district safety plan and a summary of the public comments on the draft of the plan as required by NYSED. The plan included only minor updates from previous years. The Head of School reminded the Trustees that the plan had already been reviewed by them in the fall and has been in effect throughout the year. No significant changes were made to its structure or procedures.
  The Trustes reviewed the plan during the meeting. Trustee Boyer made a motion to adopt the Safety Plan. Trustee Rumph seconded the motion. The District Safety Plan was unanimously adopted.

Head of School Report

- Georgia Boothe, Children's Aid's Executive Vice President, was introduced as the current Children's Aid supervisor of the Head of School given the transition of the previous EVP and

school Trustee, out of her role at Children's Aid and the CACPCS Board of Trustees. It was noted that Ms. Boothe brings experience from overseeing child welfare and health and wellness programs at Children's Aid and will now support all Children's Aid programs, including CACPCS. Her role comes as part of a leadership transition, providing broader organizational perspective while maintaining collaboration with the school team. Ms. Boothe expressed appreciation for the opportunity to work with leadership and the board to advance school goals. She will be actively involved in meetings, including Finance Committee and some board sessions as needed. Her introduction marks the start of her ongoing engagement with school leadership and operations.

Finance and Audit Committee

Trustee Rumph reported that the Finance and Audit Committee reviewed the February financials and confirmed the school is on track to end the fiscal year ahead of budget due to higher enrollment. Planning for the FY27 budget is underway, using a more conservative projection of 592 students with a goal of breaking even. A second draft of the FY27 budget will be reviewed at the May meeting. Form 990 preparation is nearly complete, and auditors will present updates at the next Finance Committee meeting. The federal audit was completed with clean results, and future audit requirements may change due to an increased threshold. Overall, the school's financial position remains strong with successful audit outcomes.

Governance

There were no updates from the Governance Committee.

Learning, Achievement, and Evaluation

The Learning Achievement and Evaluation Committee conducted classroom visits and observed strong classroom instruction during mastery preparation. Students were engaged, receiving individualized support, and classrooms showed consistent routines and effective management. Observations highlighted differentiated instruction, smooth transitions, and a high level of student focus. Leadership and staff demonstrated strong alignment, with real-time coaching and clear weekly goals guiding instruction. Student progress data indicated learners were on track ahead of upcoming state assessments. Overall, the visit confirmed continued improvement and a positive trajectory since the fall.

The Committee discussed a modified approach for this year's Head of School evaluation due to the leadership transition at Children's Aid. Instead of a full evaluation, the process will focus on progress in previously identified development areas. The Committee will prepare a report with input from new leadership, reflecting updated oversight. The evaluation will also include a self-assessment and a response to the Trustees' feedback. The process will begin in the coming months and align with the broader Children's Aid organizational timeline. Completion is expected by early fall.

Executive Session

The Trustees did not meet for Executive Session.

The meeting was adjourned at 5:46pm.