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Agenda of the Meeting of the Children’s Aid College Prep Charter School Trustees – August 8, 2018

All meetings will be held at Children's Aid College Prep at 1232 Southern Blvd, Bronx, NY 10459. Participation is also available via video-conference from Children's Aid's headquarters at 711 Third Avenue, Suite 700.

Planned Outcomes: Trustees will:

1. Approve July meeting minutes
2. Receive school update
3. Receive committee updates

Time	Lead	Item	Materials
6:00-6:05PM	DeLong	Opening/ Approval of July Minutes	Draft Minutes
6:05-6:20PM	Fils-Aime	Connection to Purpose	
6:20-6:35PM	Brown	HOS Report	
6:35-6:45 PM	Bershadker	Finance Committee Report	Budget
6:45-6:55PM	Brown	BOT Learning and Achievement Committee Report	
6:55-7:00PM	Fernandez	Governance	
7:00-7:20PM	DeLong	Executive Session with Ms. Brown	
7:20-8:00PM	DeLong	Executive Session	
7:55-8:00PM	DeLong	Public Session Resumes	

Board of Trustees 2017-18 Planning Calendar
DRAFT 08/09/17

	School Events of Interest	General	Governance	Learning, Achievement & Evaluation	Finance	Facilities	Ad Hoc
Trustees		All	Fernandez, Leventhal, DeLong	Brown, Goldman DeLong, Leventhal, Fernandez	Bershadker DeLong, Leventhal, Brown	Goldman Brown	
July		7/18					
Aug		8/09	8/16, 1 PM		8/22, 4:30 pm		
Sept	Back to School Bash - 8/30 & 8/31	9/13	9/20 9/21, 1 pm		9/26, 4:30		
Oct	Harvest Day - 10/31	10/11	10/19, 1 PM		10/25 Annual Financial Audit Review -Q1 Financial Report		
Nov	Family Thanksgiving Dinner/APTT - 11/21/-11/23	11/8	11/11/16, 1 PM	11/30, 1:30pm	11/1		
Dec	Family Literacy Night - 12/12 & 12/13	12/13	12/21, 1 PM		12/6		
Jan	Pajama & Book Day - 1/25	1/10	1/18, 1 PM	1/9/18, 2pm	1/3 Initial budget review		
Feb	Black History Month	2/14	2/15, 1 PM		2/7 Q2 Financial Report		
Mar	Family Celebration & APTT - 3/6-8	3/14	3/15, 1 PM	3/27, 9am	3/7 Initial budget review		
Apr	Testing Rally/ Celebration - 4/3	4/18	4/19, 1 PM		4/4 Budget revision review -Q3 Financial Report		
May	Teacher Appreciation	5/9	5/17, 1 PM	Staff Evaluations	5/2 Budget revision review		
June	Spirit Week -6/19-23	6/13 Budget approval	6/21, 1 PM	6/5, 2pm	6/6 Review contracts for upcoming school year		
July	NA	7/11	7/19, 1 PM		7/11 -Q4 Financial Report -Review FPP		

Current Committee Assignments

<p>CACPCS Board of Trustees Executive Committee Chair – Michelle DeLong Vice Chair – Beth Leventhal Secretary – Jane Goldman</p>	
<p>Finance Nina Bershadker (Treasurer) Michelle DeLong Beth Leventhal Nina Bershadker <i>with CAS Sarah Gillman</i> Drema Brown Kashon DuBose</p>	<p>Learning, Achievement & Evaluation Drema Brown (chair) Michelle DeLong Jane Goldman Beth Leventhal Abe Fernandez</p>
<p>Governance Abe Fernandez (chair) Beth Leventhal Michelle DeLong</p>	<p>Facilities Steering Jane Goldman Drema Brown Beth Leventhal <i>with CAS David Sweeny, Pat Cioffi</i></p>
<p>Ad Hoc (Annual Retreat Actions Follow-up)</p>	

Minutes of the Meeting of the Children’s Aid College Prep Charter School Trustees – July 25, 2018

Meeting held at Children’s Aid College Prep Charter School, 1232 Southern Blvd., Bronx, NY

<i>Trustees in Attendance</i>	<i>Others in Attendance</i>
Nina Bershadker Michelle DeLong Abe Fernandez Jane Goldman** Beth Leventhal	Kashon DuBose, Director of Ops Phoebe Boyer, CA President and CEO Drema Brown, CA VP of School Age Division, Head of School Marisol Nieves, Executive Assistant
<i>Trustees not in Attendance</i>	
Delois Coleman	

* Via video-conference

** Via phone

Welcome

Ms. DeLong called the meeting to order at 6:02 p.m.

Ms. Leventhal moved to approve the June minutes. Ms. Bershadker seconded the motion. Minutes were unanimously approved.

Connection to Purpose

A video clip of Ailey Camp which aired Tuesday, July 24th on NBC was viewed. This is the first year Ailey Camp is being held at CACPCS Southern Campus. The children and staff are happy with the camp and its new location.

HOS Report

The School Update was reviewed prior to the board meeting. The following items were discussed:

- Enrollment: We are going to over enroll in each grade, hoping to reach 72 to 75 scholars per grade.
- Student Performance: From 2017-18, there was a decrease in the number of scholars at Level 1 in ELA, and increase at Level 1 in Math.
 - There was an inquiry regarding the number of these scholars new to CACPCS and/or with an IEP.

The Dashboard was reviewed prior to the board meeting. Suspension data is inaccurate this month. Monthly dashboard data will be reconsidered with the following in mind:

- match data with our goals
- highlight enrollment attrition
- continue identifying disciplinary incidents
- add measures of parent engagement
- add appropriate financial information

-some data may be better presented quarterly

-Kashon will pull a SUNY template

Important Dates:

- August 6 – 8, New Teacher Orientation
- August 8 & 9 Leadership and Operations Retreat
- August 13 – 24, Professional Development
 - August 13 is the best date for the Board to attend
- August 23 Parent Orientation, 5:30pm at both schools
 - A separate orientation will be held for parents that have scholars in both schools.
- August 27, First Day of School

Finance Committee

- The committee did not meet in July.
- We have to schedule a call to discuss the 440.
- Goals: Identify due dates of financials; then do backward planning of meetings for the year to meet deadlines.

Learning, Achievement & Evaluation Committee

- The committee did not meet this month.

Governance Committee

- The committee met on June 28th. We discussed our meetings and possible improvements/structural changes.
 - We received feedback from parents that they do not feel welcome to attend meetings. We are in the process of trying to identify an alternative meeting location.
 - School Update and Dashboard should promote board efficiency. Content should be driven by that goal.
 - There is interest in having parents interact more with the board. Perhaps a member of the board can attend PAC meetings. Continuing conversations with Ms. Fils-Aime.

At 6:40 pm there was a motion to go into executive session. At 7:55 pm the executive session concluded. The public session resumed and adjourned.