

Application: LA CIMA CHARTER SCHOOL

Jen Pasek - jen@pasekconsulting.com
Annual Reports

Summary

ID: 0000000025
Status: Liaison Review
Labels: Board of Regents

Entry 1 School Info and Cover Page

Completed Aug 3 2020

[Instructions](#)

Required of ALL Charter Schools

Each Annual Report begins with a completed School Information and Cover Page. The information is collected in a survey format within Annual Report portal. When entering information in the portal, some of the following items may not appear, depending on your authorizer and/or your responses to related items.

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2019-20 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer **(as of June 30, 2020)** or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

LA CIMA CHARTER SCHOOL 331600860924

a1. Popular School Name

La Cima

b. CHARTER AUTHORIZER (As of June 30th, 2020)

Please select the correct authorizer as of June 30, 2020 or you may not be assigned the correct tasks.

BOARD OF REGENTS

c. DISTRICT / CSD OF LOCATION

CSD #16 - BROOKLYN

d. DATE OF INITIAL CHARTER

1/2008

e. DATE FIRST OPENED FOR INSTRUCTION

8/2008

f. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)

MISSION STATEMENT

The mission of La Cima Elementary Charter School is to prepare our students for academic and life-long success through a rigorous and relevant academic program.

g. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)

KEY DESIGN ELEMENTS (Briefly describe each Key Design Elements (KDE) as presented in the schools approved charter. KDEs are those general aspects of the school that are innovative or unique to the school’s mission and goals, are core to the school’s overall design, and are critical to its success.

KDE 1	Small School Design To ensure that La Cima scholars receive individualized and differentiated attention, La Cima maintains a small student to teacher ratio in the lower grades with two teachers in every classroom, kindergarten-3rd grade and small class sizes in the upper grades of 20 to 27 students.
KDE 2	Data Driven Culture In this charter term, La Cima has seen the full top-to-bottom implementation of its data driven culture with clearly defined interim assessment cycles, including analysis and action planning meetings. The board of trustees has implemented a data analysis protocol to provide critical oversight of student academic performance.
KDE 3	Culturally Responsive Teaching with an Emphasis on Social Justice At La Cima, we are committed to creating culturally responsive classrooms that bear in mind the individualized experiences of our scholars. By engaging in frequent "courageous conversations", we give our team members the language and encouragement to meet their scholars where they are through relevant curriculum resources,

	provocative conversations and independent exploration. Culturally responsive teaching is delivered within the larger context of social justice, in which teachers and students alike are questioning the world, history and social institutions around them and how they benefit or hinder the communities with which they identify.
KDE 4	<p>More Time</p> <p>La Cima fully implements the extended learning key design element. We begin our school year in August, two weeks before the New York City Department of Education. We also have an extended day in which our scholars begin their day at 7:30am with a healthy breakfast and instruction starting at 8:00am. We end the day at 3:45 to provide an additional 30 minutes of instruction compared to our DOE counterparts.</p>
KDE 5	(No response)
KDE 6	(No response)
KDE 7	(No response)
KDE 8	(No response)
KDE 9	(No response)
KDE 10	(No response)

Need additional space for variables

No

h. SCHOOL WEB ADDRESS (URL)

<http://www.lacimacharterschool.org/>

i. TOTAL MAX APPROVED ENROLLMENT FOR THE 2019-2020 SCHOOL YEAR (exclude Pre-K program enrollment)

430

j. TOTAL STUDENT ENROLLMENT ON JUNE 30, 2020 (exclude Pre-K program enrollment)

317

k. GRADES SERVED IN SCHOOL YEAR 2019-2020 (exclude Pre-K program students)

Check all that apply

Grades Served

K, 1, 2, 3, 4, 5

l. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

No

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2020-2021?

No, just one site.

School Site 1 (Primary)

m1. SCHOOL SITES

Please provide information on Site 1 for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	800 Gates Avenue, 3rd Floor Brooklyn, NY 11221	(718) 443-2136	NYC CSD 16	K-5	No

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Guerschmide Saint- Ange, ED			Guerschmide@lacimacharterschool.org
Operational Leader	Darlene Alvarez			arlenea@lacimacharterschool.org
Compliance Contact	Guerschmide Saint- Ange, ED			Guerschmide@lacimacharterschool.org
Complaint Contact	Guerschmide Saint- Ange, ED			Guerschmide@lacimacharterschool.org
DASA Coordinator	Capri Tennis			Capri@lacimacharterschool.org
Phone Contact for After Hours Emergencies	Guerschmide Saint- Ange			Guerschmide@lacimacharterschool.org

m1b. Is site 1 in public (co-located) space or in private space?

Co-located Space

m1c. Please list the terms of your current co-location.

	Date school will leave current co-location	Is school working with NYCDOE to expand into current space?	If so, list year expansion will occur.	Is school working with NYCDOE to move to separate space?	If so, list the proposed space and year planned for move	School at Full Capacity at Site
Site 1	NA	No		No		Yes

IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC

m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 1 if located in private space in NYC or located outside of NYC .

Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2020.

Site 1 Certificate of Occupancy (COO)

Site 1 Fire Inspection Report

CHARTER REVISIONS DURING THE 2019-2020 SCHOOL YEAR

n1. Were there any revisions to the school's charter during the 2019-2020 school year? (Please include approved or pending material and non-material charter revisions).

Yes

n2. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Other	Adopt new accountability goals	04/29/2020	Pending
2	Change in schedule/calendar	The revision allows us to continue implementing a longer school day and year than the NYC DOE, but allows us more flexibility in determining the schedule and calendar from year to year.	04/29/2020	Pending
3	Change in complaint policy	Updated and clarified policy	11/20/2019	Pending
4	Change in design or educational program	Revised key design elements	4/29/2020	Pending
5	Change in discipline or code of conduct policy	The discipline policy was revised to align with a restorative justice approach.	06/17/2020	Pending

More revisions to add?

Yes

n2. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
6	Change in Bylaws	The by-laws were reviewed by our lawyer and we made a number of revisions to ensure compliance as well as bring our by-laws up-to-date.	06/17/2020	Pending
7	Other	The admissions policy was revised to add a weight for students with disabilities.	03/25/2020	Pending
8				
9				
10				

PLEASE NOTE CHARTER SCHOOLS WILL NO LONGER SUBMIT FINANCIAL STATEMENTS, ANNUAL BUDGETS, AND RELATED FISCAL DATA VIA THE ANNUAL REPORT. HOWEVER, NYSED BOARD OF REGENTS WOULD LIKE TO KNOW IF YOUR SCHOOL'S BOARD OF TRUSTEES HAS APPROVED A BUDGET FOR THE 2020-2021 FISCAL YEAR.

o. Has your school's Board of Trustee's approved a budget for the 2020-2021 FY?

Yes

ATTESTATION

p. Individual Primarily Responsible for Submitting the Annual Report.

Name	Jen Pasek
Position	Consultant
Phone/Extension	██████████
Email	jen@pasekconsulting.com

p. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in any part of this report is found to have been deliberately misrepresented, that will constitute grounds for the revocation of our charter. Check **YES if you agree and then use the mouse on your PC or the stylus on your mobile device to sign your name).**

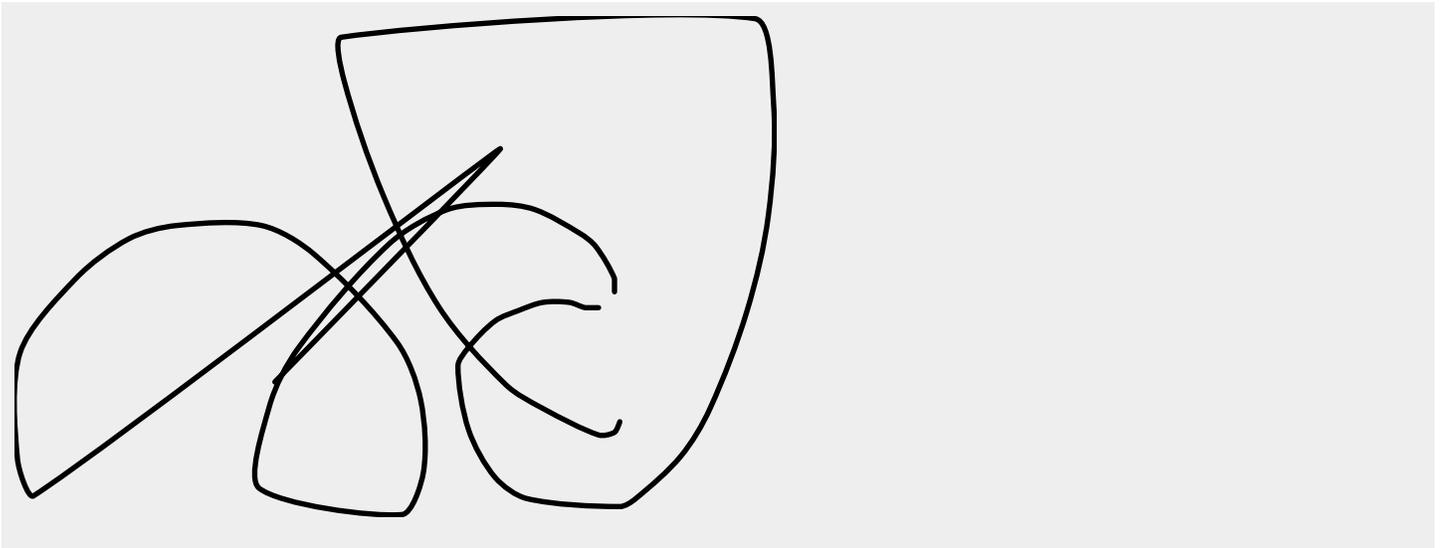
Responses Selected:

Yes

Signature, Head of Charter School

A handwritten signature in black ink on a light gray background. The signature is highly stylized and cursive, starting with a large loop on the left and ending with a long horizontal line extending to the right.

Signature, President of the Board of Trustees



Date

Aug 3 2020

Thank you.



Entry 2 NYS School Report Card

Incomplete Hidden from applicant

Instructions

SUNY-authorized charter schools only

Provide a direct web link to the most recent New York State School Report Card for the charter school (See <https://reportcards.nysed.gov/>) . This report captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State statute (8 NYCRR 119.3).

Entry 2 NYS School Report Card Link

LA CIMA CHARTER SCHOOL 331600860924

NEW YORK STATE REPORT CARD

Provide a direct URL or web link to the most recent New York State School Report Card for the charter school (See <https://reportcards.nysed.gov/>).

(Charter schools completing year one will not yet have a School Report Card or link to one.

Please type "URL is not available" in the space provided.)

(No response)

Entry 3 Progress Toward Goals

Completed Aug 3 2020

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

For the 2019-2020 school year, any academic or organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as "N/A".

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

Board of Regents-authorized and NYCDOE-authorized charter schools only.

Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 2, 2020.

1. ACADEMIC STUDENT PERFORMANCE GOALS

For the 2019-2020 school year, any academic goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2019-20 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1	For the 2016-2017 through 2020-2021 school years, at least 60% of 3rd, 4th and 5th graders combined enrolled at La Cima for 3 or more years will perform at or above a Level 3 on the NYS ELA examinations.	NYS EXAM	Unable to Assess	NYS Exams were not administered during remote learning during COVID. In addition, LCCS has adopted new accountability measures for use going forward that are pending authorizer approval.
Academic Goal 2	For the 2016-2017 through 2020-2021 school years, at least 60% of 3rd, 4th and 5th graders combined enrolled at La	NYS EXAM	Unable to Assess	

	Cima for 3 or more years will perform at or above a Level 3 on the NYS Math examinations.			
Academic Goal 3	For the 2016-2017 through 2019-2020 school years, the number of 3rd, 4th and 5th graders performing at a level 3 or higher on the NYS ELA and Math examinations will increase by at least 10% each year.	NYS EXAM	Unable to Assess	
Academic Goal 4	For the 2016-2017 through 2020-2021 school years, 50% of 3rd, 4th and 5th graders classified as students with disabilities will increase at least one proficiency level each year.	NYS EXAM	Unable to Assess	
Academic Goal 5	For the 2016-2017 through 2020-2021 school years, grade-level cohorts of students will reduce the gap between its baseline performance and its desired absolute level for that year (70% of students at or above Level 3 in year 2016-2017	NYS EXAM	Unable to Assess	

	through 2020-2021 for Math and 60% for ELA) by one-half.			
Academic Goal 6	For the 2016-2017 through 2020-2021 school years, the percentage of students testing proficient on NYS ELA and Math examinations will exceed that of the district of location.	NYS EXAM	Unable to Assess	
Academic Goal 7	For the 2016-2017 through 2020-2021 school years, the percentage of students testing proficient on NYS ELA and Math examinations will exceed that of the state.	NYS EXAM	Unable to Assess	
Academic Goal 8	For the 2016-2017 through 2020-2021 school years, the percentage of students testing proficient on NYS ELA and Math examinations will exceed that of schools serving a similar population of students.	NYS EXAM	Unable to Assess	
	80% of 3rd, 4th and 5th graders achieve a 3 or greater on an end of year change			

Academic Goal 9	maker final project as assessed by a review team including teachers and instructional leadership. This score would be based on a rubric.	NYS EXAM	Unable to Assess	
Academic Goal 10				

2. Do have more academic goals to add?

No

3. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

For the 2019-2020 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2019-2020 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable

Org Goal 1				
Org Goal 2				
Org Goal 3				
Org Goal 4				
Org Goal 5				
Org Goal 6				
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

No

6. FINANCIAL GOALS

2019-2020 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1				
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

Entry 3 Accountability Plan Progress Reports

Incomplete Hidden from applicant

Instructions

SUNY-Authorized Charter Schools ONLY

SUNY-authorized charter schools must download an [Accountability Plan Progress Report template](#). After completing, schools must upload the document into the by September 15, 2020.

Entry 7 Disclosure of Financial Interest Form

Completed Sep 22 2020

Instructions - Multiple Uploads Permitted

Required of ALL Charter Schools by August 3

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2019-2020 school year must complete a signed:

- **Regents, NYCDOE, and Buffalo BOE Authorized Schools: [Disclosure of Financial Interest Form](#)**
- **SUNY- Authorized Charter Schools: [Trustee Financial Disclosure Form](#)**

All completed forms must be collected and uploaded in .PDF format for each individual member. If a trustee is not able or available to complete the form by the deadline, the education corporation is responsible for doing so on behalf of the trustee. (Forms completed from past years will not be accepted).

Trustees serving on an education corporation that governs more than one school are not required to complete a separate disclosure for each school governed by the education corporation. In the Disclosure of Financial Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation.

Updated LCCS BOT Disclosure Forms 19-20

Filename: Updated LCCS BOT Disclosure Forms 19 20.pdf **Size:** 647.8 kB

Entry 8 BOT Membership Table

Completed Aug 3 2020

Instructions

Required of All charter schools

ALL charter schools or education corporations governing multiple schools must complete the Board of Trustees Membership Table within the online portal. Please be sure to include and identify parents who are members of the Board of Trustees and indicate whether parents are voting or non-voting members.

Entry 8 BOT Table

1. SUNY-AUTHORIZED charter schools are required to provide information for VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools are required to provide information for all --VOTING and NON-VOTING-- trustees.

LA CIMA CHARTER SCHOOL 331600860924

1. 2019-2020 Board Member Information (Enter info for each BOT member)

	Trustee Name and Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2019-2020
1	Lucy Joffe [Redacted]	Chair	Governance, Executive	Yes	3	10/01/2019	9/30/2022	6
2	Atiba Edwards [Redacted]	Vice Chair	Finance, Executive	Yes	2	10/01/2018	9/30/2021	11
3	Lenworth Stephenson [Redacted]	Secretary	Governance, Executive	Yes	2	10/01/2018	9/30/2021	12
4	Raymond McGill, Jr. [Redacted]	Treasurer	Finance, Executive	Yes	1	12/01/2017	9/30/2021	10
5	Zach Heller [Redacted]	Trustee/Member	Academic	Yes	1	9/01/2017	9/30/2020	11
6	Debra Mack-Glasgow [Redacted]	Trustee/Member	Academic, Finance	Yes	1	9/01/2017	9/30/2020	9

7	Tristan Mitchell [REDACTED]	Trustee/M ember	Academic	Yes	1	9/01/201 7	9/30/202 0	11
8	Jennifer Swayne, Esq. [REDACTED]	Trustee/M ember	Governan ce, Finance	Yes	3	8/01/201 8	9/30/202 1	7
9	Kristen Briggs [REDACTED]	Trustee/M ember	Finance, Governm ent	Yes	1	4/01/202 0	9/30/202 3	9

1a. Are there more than 9 members of the Board of Trustees?

Yes

1b. Current Board Member Information

	Trustee Name and Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2019-2020
10	Norah Yahya 	Trustee/Member	Executive, Finance	Yes	2	10/01/2018	9/30/2021	7
11								
12								
13								
14								
15								

1c. Are there more than 15 members of the Board of Trustees?

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

1. SUNY-AUTHORIZED charter schools provide response relative to VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools provide a response relative to all trustees.

a. Total Number of BOT Members on June 30, 2020	10
b.Total Number of Members Added During 2019-2020	1
c. Total Number of Members who Departed during 2019-2020	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	10

3. Number of Board meetings held during 2019-2020

12

4. Number of Board meetings scheduled for 2020-2021

12

Thank you.

Entry 9 Board Meeting Minutes

Completed Aug 3 2020

Instructions

Schools must upload a complete set of monthly board meeting minutes (July 2019-June 2020), which should match the number of meetings held during the 2019-2020 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by August 3, 2020.

[ALL 201920 BOT Minutes but June Draft](#)

Filename: ALL 201920 BOT Minutes but June Draft.pdf Size: 325.0 kB

Entry 10 Enrollment & Retention

Completed Aug 3 2020

[Instructions for submitting Enrollment and Retention Efforts](#)

ALL charter schools must complete this section. Describe the efforts the charter school has made toward meeting targets in 2018-2019 to attract and retain enrollment of Students with Disabilities (SWDs), English Language Learners/Multilingual Learners (ELLs/MLLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2019-2020.

Entry 10 Enrollment and Retention of Special Populations

[Instructions for Reporting Enrollment and Retention Strategies](#)

Describe the efforts the charter school has made in 2019-2020 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners/Multilingual learners, and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2020-2021.

LA CIMA CHARTER SCHOOL 331600860924

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2019-2020	Describe Recruitment Plans in 2020-2021
	In 2019-20, 88% of our enrollment was ED, which exceeded our district by 4 points. We recruit among our existing families who have relationships within the community and offer a family referral incentive program. Our recruitment efforts include	La Cima's 2020 lottery was conducted online through SchoolMint, recorded, transcribed, and posted as required. To ensure continuous communication with families accepted in the lottery, we designated a La Cima staff

<p>Economically Disadvantaged</p>	<p>presenting and providing applications at local daycares and headstarts, and a broad mailing through Vanguard to reach other neighborhoods that serve similar populations. In 2019-20, in response to the COVID-19 closure, we increased our paid and targeted advertisements on Facebook. In addition, in 2019-20 we used Vanguard's direct contact service to send families email follow ups to paper mailings.</p>	<p>member for each new accepted student and contacted the families individually to offer information and assistance with enrollment. La Cima has enrolled a population of economically disadvantaged students that meets or exceeds our district. We will implemented efforts listed to the left in 2020-21, with continued focus on our data to ensure that the most cost effective strategies are implemented.</p>
<p>English Language Learners/Multilingual Learners</p>	<p>In 2019-20, 18% of La Cima's enrollment was classified as ELL or Former ELL. All of our recruitment materials are translated to Spanish. We also prioritize recruitment in neighborhoods with Spanish-speaking populations. The name of our school is Spanish, which is an additional recruitment tool for Spanish-speaking families. La Cima has increased our enrollment of ELLs in every year for the past five years. This is partly due to keeping our recruitment and enrollment processes open past the start of the school year versus closing enrollment on the first day of school. This flexibility is a good option for students entering the country who may be registering for school later in the fall.</p>	<p>La Cima substantially exceeded our district in the enrollment of ELLs in 2019-20. We will implemented efforts listed to the left in 2020-21. For ELLs, we will continue to emphasize our inclusive program in our marketing and highlight the ways in which La Cima celebrates and supports students who are ELLs.</p>
	<p>In 2019-20, 18% of La Cima's students were SWD. To target families with SWD, our marketing notes that we have ICT classes for grades K-5 in order to best serve students with disabilities.</p>	<p>La Cima continues to test expanded strategies for reaching families of SWD. In the 2020-21</p>

Students with Disabilities	Recognizing that an additional strategy was necessary to make progress toward our enrollment target for SWD, we added a lottery weight for SWD starting in the 2020 lottery. In 2020, we also introduced special Facebook ads that highlighted how our program supports SWD.	school year we will continue to implement the strategies from 2019-20 as well as focus on targeted outreach using materials that highlight our support for SWD.
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Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2019-2020	Describe Retention Plans in 2020-2021
Economically Disadvantaged	The majority of our scholars are ED, so our entire program is designed to support and retain this student population. We offer an academically enriching environment that balances academics and the arts. We offer culturally responsive classes including African Drumming, voice and instrument, visual art and Spanish. Catering to both the academic, artistic and cultural aspects of our scholars' talents supports high retention of families.	<p>As nearly our entire population is classified as ED, our entire program is therefore designed to support the needs of ED students. Our key design elements (as adopted in 2020) are the best summary of how we support our population: Scholar-Centered and Inclusive Learning Environment, Social Justice, and Constructivist Approach to Math and Balanced Literacy.</p> <p>Our entire program responds to our students' need for education by constantly elevating teaching and learning. This is evident in the accountability we maintain both for our students and our staff, our key design elements, and our commitment to meet students' individual learning needs. Even as we shifted to remote learning, we continued to make choices that support our students' learning such as maintaining a standards-based, common-core aligned program, instituting high yet achievable</p>

		<p>expectations for remote attendance, and integrating trauma-informed supports for the 2020-21 school year.</p>
<p>English Language Learners/Multilingual Learners</p>	<p>We hold events to celebrate and support our English language learners and our Spanish translator allows us to maintain deep relationships with our Spanish-speaking families. We also provide all of our yearly communication in Spanish. Given the growth of the ELL population of our school, we ramped up our ELL support for the 2019-20 school year. We identified a talented staff member who demonstrated strong skills in ELL programing. Our current ELL program includes the five pillars of literacy: (1) Phonemic Awareness, (2) Phonics, (3) Fluency, (4) Comprehension, and (5) Vocabulary. Providing strong instruction and support for scholars learning English allows us to retain these scholars because they are well served.</p>	<p>La Cima has experienced a steady increase in our enrollment of ELLs and has expanded our program to meet their needs. Teachers are provided with a guide that outlines differentiation strategies for ELLs, including preparing vocabulary for each lesson, ensuring that lessons include a variety of visual aids, and techniques for speaking and gesturing to support student understanding. La Cima has a full time ELL teacher, who supports teachers in designing differentiated instruction for ELLs and provides student support in the classroom.</p> <p>Through the Collaborative on Inclusive Education, our teachers participate in ongoing professional development about observation, feedback, and differentiation for students in at-risk subgroups. We also worked with a consultant from Generation Ready to provide professional development about supporting ELLs in the classroom.</p>
	<p>Our ICT classes, individualized support, and scholar support expertise allow us to retain our students with disabilities. We have leveraged a strong relationship with the CSE to get</p>	<p>Moving forward, our ICT classes, individualized support and student support expertise allow us to retain our students with disabilities. We will offer 6 integrated co-teaching classrooms (ICT) in grades K-5 in 2020-21. In these classrooms, a certified special education</p>

Students with Disabilities	<p>the services that are required for our scholars and will support families in the evaluation and review processes as needed. We have made the updates to our SPED staffing in order to better serve our students with IEPs. For instance, we promoted our SPED Coordinator to report directly to the Principal, allowing for stronger integration between general education instruction and special education instructional practices. Additionally, we joined the Collaborative on Inclusive Education (formerly the SPED Collaborative) in order to provide all staff with more specialized training and access to resources in supporting scholars with IEPs. In 2019-20, we also refined and documented our Child Find process to enhance the process for identifying and supporting students with IEPs.</p>	<p>teacher works side-by-side with a general education teacher, which allows for individualized attention and opportunities for teaching models that maximize differentiation, such as station teaching or one teach one assist.</p> <p>We maintain a strong relationship with the CSE to get the services that are required for our students and will support families in the evaluation and review processes as needed. Our staffing structure includes a SPED Coordinator who reports directly to the Principal, allowing for stronger integration between general education instruction and special education instructional practices. Additionally, we participate in the Collaborative on Inclusive Education (formerly called the Special Education Collaborative) in order to provide our staff with specialized training and access to resources in supporting students with IEPs.</p>
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Entry 12 Percent of Uncertified Teachers

Completed Sep 22 2020

Instructions

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education.

Entry 12 Uncertified Teachers

School Name: LA CIMA CHARTER SCHOOL 331600860924

Instructions for Reporting Percent of Uncertified Teachers

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education. Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

If more than one line applies to a teacher, please include in only one FTE uncertified category. Please do not include paraprofessionals, such as teacher aides.

CATEGORY A. 30% OR 5 UNCERTIFIED TEACHERS WHICHEVER IS LESS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	6
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	1
Total Category A: 5 or 30% whichever is less	7.0

CATEGORY B. PLUS FIVE UNCERTIFIED TEACHERS IN MATHEMATICS, SCIENCE, COMPUTER SCIENCE, TECHNOLOGY OR CAREER AND TECHNICAL EDUCATION.

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	
Total Category B: not to exceed 5	0

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	5
Total Category C: not to exceed 5	5.0

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

	FTE Count
Total Category D	0

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	12

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	24



Thank you.

Entry 13 Organization Chart

Completed Aug 3 2020

[Instructions](#)

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

Upload the 2019-2020 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should not appear on the chart.

[La Cima 2020 Attachment H Organizational Chart](#)

Filename: La Cima 2020 Attachment H Organizational Chart hBtGzZg.pdf Size: 133.9 kB

Entry 14 School Calendar

Completed Sep 18 2020

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

Given these uncertain and changing times, charter schools may or may not have a school calendar ready to upload by the submission deadline this year of August 3, 2020. If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 3rd submission. Charter schools will be able to upload an updated school calendar into the portal at any time but no later than **September 15, 2020**.

School calendars must meet the [minimum instructional requirements](#) adopted by the Board of Regents in 2018.

Board of Regents-authorized charter schools are required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month.

[FINAL 2020-21 Calendar LB revised APPROVED \(2\)_{SIS7C523FB38678}_hours added 091820](#)

Entry 15 Links to Critical Documents on School Website

Completed Aug 3 2020

Instructions

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items:

1. Most recently filed Annual Report (i.e., 2018-19 Annual Report);
2. Most recent board meeting notice, documents to be discussed at the meeting (if any), and webcast of Board meetings (if held virtually per Governor's Executive Order);
3. Link to New York State School Report Card;
4. Lottery Notice announcing date of lottery;
5. Authorizer-approved DASA Policy;
6. District-wide safety plan and Authorizer-approved Discipline Policy (as per August 29, 2019 [Emergency Response Plan Memo](#));
7. Authorizer-approved FOIL Policy; and
8. Subject matter list of FOIL records.
9. Link to School Reopening Plan

Form for Entry 15 Links to Critical Documents on School Website

School Name: LA CIMA CHARTER SCHOOL

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items:

	Link to Documents
1. Most Recent Annual Report (i.e., 2018-19)	http://www.lacimacharterschool.org/?DivisionID=20558&DepartmentID=23606&SubDepartmentID=13771
2. Most Recent Board Meeting Notice and Related Agenda Item Documents	http://www.lacimacharterschool.org/?DivisionID=20558&DepartmentID=23606&SubDepartmentID=13771
2a. Webcast of Board Meetings (per Governor's Executive Order)	http://www.lacimacharterschool.org/?DivisionID=20558&DepartmentID=23606&SubDepartmentID=13771

3. Link to NYS School Report Card	http://www.lacimacharterschool.org/? DivisionID=20558&DepartmentID=23606&SubDep artmentID=13771
4. Most Recent Lottery Notice Announcing Lottery	http://www.lacimacharterschool.org/Default.asp? DivisionID=22325
5. Authorizer-Approved DASA Policy	http://www.lacimacharterschool.org/? DivisionID=20558&DepartmentID=23606&SubDep artmentID=13771
6. District-wide Safety Plan	http://www.lacimacharterschool.org/? DivisionID=20558&DepartmentID=23606&SubDep artmentID=13771
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	http://www.lacimacharterschool.org/? DivisionID=20558&DepartmentID=23606&SubDep artmentID=13771
7. Authorizer-Approved FOIL Policy	http://www.lacimacharterschool.org/? DivisionID=20558&DepartmentID=23606&SubDep artmentID=13771
8. Subject matter list of FOIL records	http://www.lacimacharterschool.org/? DivisionID=20558&DepartmentID=23606&SubDep artmentID=13771
9. Link to School Reopening Plan	http://www.lacimacharterschool.org/? DivisionID=20545&DepartmentID=23609#?App

Thank you.



Entry 16 COVID 19 Related Information

Completed Aug 3 2020

Instructions

Required of ALL charter schools

Please provide the number of students attending instruction on the last day instruction was provided within physical school facilities and the number of students participating in virtual programming on the last day such programming was offered for the 2019-2020 school year.

If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are encouraged to refer to Appendix B of the [Remote Monitoring and Oversight Plan Spring 2020](#) remote for best practices regarding end of year assessments in a remote learning environment.

Entry 16 COVID 19 Related Information

School Name: LA CIMA CHARTER SCHOOL

TABLE 1: 2019-2020 Enrollment, Attendance and Participation Between March-June 2020

Please provide the number of students attending instruction on the last day instruction was provided within physical school facilities and the number of students participating in virtual programming on the last day such programming was offered for the 2019-2020 school year.

	Number of students enrolled in school on the last day instruction was provided within physical school facilities	Number of students attending instruction on the last day instruction was provided within physical school facilities	Number of students participating in virtual programming on the last day such programming was offered for the 2019-20 school year
	318	241	317

Table 2: 2019-2020 Assessments and Grade Participation

If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are encouraged to refer to Appendix B of the [Remote Monitoring and Oversight Plan Spring 2020](#) remote for best practices regarding end of year assessments in a remote learning environment.

Assessment Title	Grade K	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12	Number of Participating Students

															ents
End of Year Assessment ELA	✓	✓	✓	✓	✓	✓	✗	✗	✗	✗	✗	✗	✗	✗	285
End of Year Assessment ELA	✓	✓	✓	✓	✓	✓	✗	✗	✗	✗	✗	✗	✗	✗	263
	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	
	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	
	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	
	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	
	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	
	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	
	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	
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	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	
	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	✗	

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Lucy Joffe _____

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

La Cima

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board member, chair

2. Are you an employee of any school operated by the education corporation? ___Yes ^x___No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school? ___Yes ^x___No
If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? ___Yes ^x___No

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school? ___Yes ^x___No

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities? **Yes** **No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<p><i>Please write “None” if applicable. Do not leave this space blank.</i></p> <p>None</p>			

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write “**None**.”

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None			L	

DocuSigned by:

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6/30/2020

Signature

Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone: _____

Business Address: _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____



last revised 06/8/2020

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Atiba Edwards

Name: _____

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

La Cima Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Vice Chair

2. Are you an employee of any school operated by the education corporation? ___ **Yes** **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school? ___ **Yes** **No**
If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? ___ **Yes** **No**

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school? ___ **Yes** **No**

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities? **Yes** x **No**

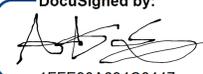
If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>Please write “None” if applicable. Do not leave this space blank.</i>			
None			

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write “**None**.”

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<i>Please write "None" if applicable. Do not leave this space blank.</i>				
None				

DocuSigned by:

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7/7/2020

Signature

Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone: _____

Business Address: _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____



last revised 06/8/2020

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Raymond McGill

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

La Cima Elementary Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Treasurer

2. Are you an employee of any school operated by the education corporation? **Yes** **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school? **Yes** **No**
If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? **Yes** **No**

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school? **Yes** **No**

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities? **Yes** **No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<p><i>Please write “None” if applicable. Do not leave this space blank.</i></p> <p>None</p>			

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write “**None**.”

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<i>Please write "None" if applicable. Do not leave this space blank.</i>				
None				

DocuSigned by:

Raymond A McGill Jr

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9/21/2020

Signature

Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

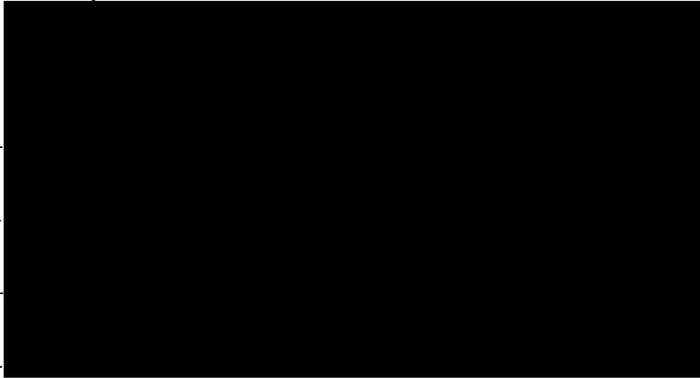
Business Telephone: _____

Business Address: _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____



last revised 06/8/2020

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Norah Yahya

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

La Cima Charter Elementary School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Academic Chair

2. Are you an employee of any school operated by the education corporation? **Yes** **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school? **Yes** **No**
If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? **Yes** **No**

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school? **Yes** **No**

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities? **Yes** **No**

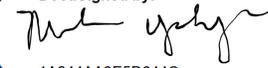
If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<p><i>Please write “None” if applicable. Do not leave this space blank.</i></p> <p>None</p>			

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write “**None**.”

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<i>Please write "None" if applicable. Do not leave this space blank.</i>				
None				

DocuSigned by:

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7/15/2020

Signature

Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone: _____

Business Address: _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____



last revised 06/8/2020

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Kristen N. Briggs

Name: _____

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

La Cima Elementary Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board member

2. Are you an employee of any school operated by the education corporation? ___ **Yes** **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school? ___ **Yes** **No**
If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? ___ **Yes** **No**

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school? ___ **Yes** **No**

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities? **Yes** **No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
NONE	NONE	NONE	NONE

Please write "None" if applicable. Do not leave this space blank.

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write “**None**.”

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<p><i>Please write NONE</i></p>	<p><i>"None" if applicable. Do not leave this space blank.</i></p> <p>NONE</p>	<p>NONE</p>	<p>NONE</p>	<p>NONE</p>

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7/8/2020

Signature

Date

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Business Telephone: _____

Business Address: _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____



last revised 06/8/2020

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Jennifer Swayne Njuguna _____

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

La Cima Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Trustee

2. Are you an employee of any school operated by the education corporation? ___ **Yes** **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school? ___ **Yes** **No**
If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? ___ **Yes** **No**

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school? ___ **Yes** **No**

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities? **Yes** x **No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None	None	None	None

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write “**None**.”

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None	None	None	None	

Please write "None" if applicable. Do not leave this space blank.

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7/7/2020

Signature

Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone: _____ n/a

Business Address: _____ n/a

E-mail Address: _____

Home Telephone: _____

Home Address: _____

last revised 06/8/2020

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Zach Heller _____

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

La Cima Elementary Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board member, academic committee

2. Are you an employee of any school operated by the education corporation? ___Yes ^x___ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school? ___Yes ^x___ No
If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? ___Yes ^x___ No

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school? ___Yes ^x___ No

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities? **Yes** **No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<p><i>Please write “None” if applicable. Do not leave this space blank.</i></p> <p>None</p>			

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write “**None**.”

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<i>Please write "None" if applicable. Do not leave this space blank.</i>				
None				

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Signature

Date

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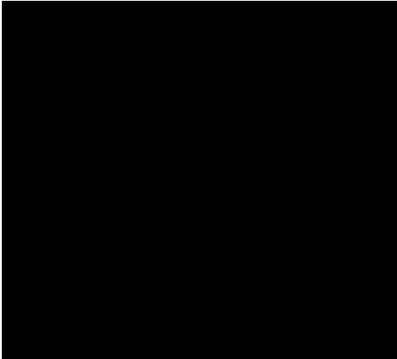
Business Telephone: _____

Business Address: _____

E-mail Address: _____

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Home Address: _____



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Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Lenworth Stephenson

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

LaCima

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Trustee

2. Are you an employee of any school operated by the education corporation? **Yes** **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school? **Yes** **No**
If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? **Yes** **No**

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school? **Yes** **No**

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities? **Yes** **No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None	None	None	None

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write “**None**.”

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None	None	None	None	None

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Signature

Date

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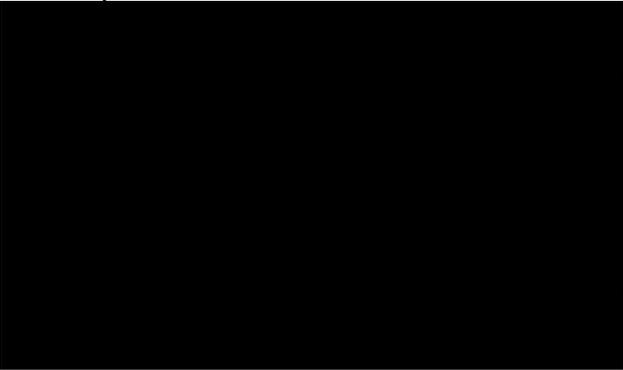
Business Telephone: _____

Business Address: _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____



last revised 06/8/2020

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: Tristan Mitchell

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

La Cima

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board Member

2. Are you an employee of any school operated by the education corporation? **Yes** **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school? **Yes** **No**
If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? **Yes** **No**

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school? **Yes** **No**

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (“CMO”), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities? **Yes** x **No**

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None	None	None	None

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write “**None**.”

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None	None	None	None	None

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Signature

Date

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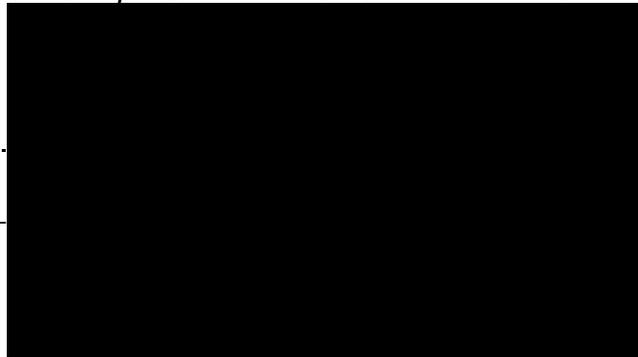
Business Telephone: _____

Business Address: _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____



last revised 06/8/2020

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La Cima Elementary Charter School

Minutes

July Board Meeting

Date and Time

Wednesday July 24, 2019 at 6:30 PM

Location

Think Tank, 570 Hancock Street

Trustees Present

A. Edwards, D. Mack-Glasgow, J. Swayne, L. Stephenson, N. Yahya, R. McGill Jr, Z. Heller

Trustees Absent

L. Joffe, T. Mitchell

Trustees Arrived Late

D. Mack-Glasgow

Guests Present

A. Hageb, G. Saint-Ange

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

A. Edwards called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Jul 24, 2019 @ 6:29 PM at Think Tank, 570 Hancock Street.

C. Approve Minutes

A. Edwards made a motion to approve minutes from the Board Meeting on 06-19-19 Board Meeting on 06-19-19.

R. McGill Jr seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. 2019-20 Budget

R. McGill Jr made a motion to approve the budget for 2019 to 2020 budget.

A. Edwards seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Updates

A. Board Chair Update

B. Executive Director Update

G. Saint-Agnes discussed student enrollments and top 10 year in review and NY State Legislative Session.

D. Mack-Glasgow arrived late.

III. Strategic Discussion

A. 2018-19 Year in Review

B. Board Resolution-Renewal and Board Training Support

N. Yaha made a motion to approve the \$36,000 cost for the Renewal consultant 2nd by R. McGill approved by all Board Members.

IV. Committee Updates

A. Academic

B. Finance

C. Governance

D. Development

Development Committee merged with the Finance Committee.

V. Closing items

A. Follow up items

Follow up items were discussed by R. McGill

VI. Closing Items

A. Adjourn Meeting

R. McGill Jr made a motion to adjourn the meeting.

L. Stephenson seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,

L. Stephenson

APPROVED



La Cima Elementary Charter School

Minutes

August Board Meeting

Date and Time

Wednesday August 28, 2019 at 6:30 PM

Location

Think Tank - 570 hancock street, brooklyn, ny 11233

Trustees Present

A. Edwards, D. Mack-Glasgow, J. Swayne, L. Stephenson, N. Yahya, T. Mitchell, Z. Heller

Trustees Absent

R. McGill Jr

Trustees Arrived Late

N. Yahya, T. Mitchell

Guests Present

A. Hageb, G. Saint-Ange

I. Opening Items**A. Record Attendance and Guests****B. Call the Meeting to Order**

A. Edwards called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Aug 28, 2019 @ 6:34 PM at Think Tank - 570 hancock street, brooklyn, ny 11233.

C. Approve Minutes

A. Edwards made a motion to approve minutes from the July Board Meeting on 07-24-19 July Board Meeting on 07-24-19.

Z. Heller seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Think Tank Lease

- A. Edwards made a motion to approve the 2 year lease for the Think Thank lease.
- J. Swayne seconded the motion.
- The board **VOTED** unanimously to approve the motion.

II. Updates

A. Board Chair Update

- Open the floor for to discuss L. Joffe leave of absence.
- N. Yahya arrived late.

B. Executive Director Update

- Discussed the Power Point presentation as submitted to the Board.
- T. Mitchell arrived late.

III. Executive Session

A. Executive Session

- Discussed personnel changes

IV. Closing Items

A. Adjourn Meeting

- A. Edwards made a motion to adjourn the meeting.
- L. Stephenson seconded the motion.
- The board **VOTED** unanimously to approve the motion.
- There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,
L. Stephenson



La Cima Elementary Charter School

Minutes

September Board Meeting

Date and Time

Wednesday September 25, 2019 at 6:30 PM

Location

570 Hancock street, Brooklyn, NY 11233

Trustees Present

A. Edwards, J. Swayne, L. Stephenson, N. Yahya, R. McGill Jr, T. Mitchell, Z. Heller

Trustees Absent

D. Mack-Glasgow

Trustees Arrived Late

T. Mitchell

Guests Present

A. Hageb, G. Saint-Ange

I. Opening Items**A. Record Attendance and Guests****B. Call the Meeting to Order**

A. Edwards called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Sep 25, 2019 @ 6:40 PM at 570 Hancock street, Brooklyn, NY 11233.

C. Approve Minutes

A. Edwards made a motion to approve minutes from the August Board Meeting on 08-28-19 August Board Meeting on 08-28-19.

Z. Heller seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Updates

A. Board Chair Update

A. Edward discussed the events of the prior meeting and other topics

B. Executive Director Update

G. Saint-Agnes discussed the updates on LaCima's improvements for 2019-2020 and having the Academic Notice of Deficiency removed due to the schools high academic growth. The feedback from the Authorizer was extremely positive.

G. Saint-Agnes discussed the changes in the school trip destination, which will be New Orleans.

G. Saint-Agnes also covered increase community visibility and changes to the Operational Team.

G. Saint-Agnes discussed the Student Enrollment activities, 2 student lost due to housing issues, we still have work to do to meet our student enrollment goals for 2019-2020.

LaCima met 95% of its staffing goals, we need to fill one 5th grade SpEd and one ELL/MLL Teacher position.

The Executive Director outlined two school events pending for all to attend.

T. Mitchell arrived late.

III. Committee Updates

A. Academic

N. Yaya discussed the academic updates regarding data driven approaches

B. Finance- July and August Financial Snapshot

R. McGill discussed the financial snapshot and the changes due to increased teacher hires.

R. McGill Jr made a motion to approve the financial snapshot July and August.

Z. Heller seconded the motion.

The board **VOTED** unanimously to approve the motion.

R. McGill Jr made a motion to approve the 403b contribution to 3%.

A. Edwards seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. Development

D. Governance

J. Swayne discussed interviews pending for potential board members, job descriptions for the board and the matrix.

IV. Closing Items

A. Adjourn Meeting

A. Edwards made a motion to adjourn the meeting.

L. Stephenson seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:44 PM.

Respectfully Submitted,

L. Stephenson

APPROVED



La Cima Elementary Charter School

Minutes

October Board Meeting

Date and Time

Wednesday October 23, 2019 at 6:30 PM

Location

800 Gates Ave, Brooklyn, NY 11221

Trustees Present

A. Edwards, D. Mack-Glasgow, L. Stephenson, R. McGill Jr, T. Mitchell, Z. Heller

Trustees Absent

J. Swayne, N. Yahya

Guests Present

A. Hageb, C. Tennis, D. Pasek, G. Saint-Ange, K. Briggs, L. Berkley-Cummins, R. Milliner

I. Opening Items**A. Record Attendance and Guests****B. Call the Meeting to Order**

A. Edwards called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Oct 23, 2019 @ 6:30 PM at 800 Gates Ave, Brooklyn, NY 11221.

C. Approve Minutes**II. Updates****A. Interim Board Chair Update****B. Renewal Conversation**

D. Pasek mentioned that the renewal report for La Cima will be due on Sept. 1, 2020. His firm is working on 6 concurrent renewals. He estimates a full term renewal despite the 17-18 blip in academics. The school year will be the last data point that goes into the renewal. The three main categories that go into renewal are Academic Performance, Serving ELL, SWD and Economically Disadvantaged Students and Finances. He project that LCCS will score a 4 out of 5 in Academic Performance category. For category 2. LCCS has a compelling number for ELL service vs the rest of the CSD which should help offset the percentage of CSD students, which are behind the CSD. LCCS's finances are fine with a deficit as long as there is a reserve and plan in place to address the deficit.

D. Pasek said the board and his company are to decide on 1-2 high quality things that should be highlighted on the report for good governance.

C. Executive Director Update

GSA discussed last year was year 0 of a turnover and this is year 1. The IL team had a 100% turnover which allows for a support of the needed change. Ideally there are 3 consecutive years of academic achievement helps support the notion of a turn around being done and achieved.

Student enrollment is 331 and projected to be 325. Due to the continued enrollment challenges and projected future challenges, GSA is looking to start an enrollment focus group. The authorizer is aware of the student enrollment challenges within BedStuy.

D. Principal Update

L. Belle gave a principal update and highlighted that two reasons the school wasn't thriving was due to a lack of systems to support the work and lack of aligned school wide assessments compared to NYS exams.

III. Committee Updates

A. Academic

L. Belle talked through the upcoming plans and needs of what will happen at LCCS. Training will take place with emphasis on data driven instructions and planning. This is required to create norms across each grade and the entire school.

LBC talked through live coaching and how it was absent for many years. This form of feedback plans and roll-outs are continuing for all teachers. This is tied to the development needs and cycle of teachers.

CT discussed the consistency and expectations shift that is present this year

B. Finance Committee

Reviewed September actuals, we will continue to analyze performance and possible needs that may lead to going into reserves.

R. McGill Jr made a motion to approve the the September financials & the SY19 Audit; and move the vote of the October financials and future budget re-forecast to a call to allot time to have a board discussion.

Z. Heller seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. Governance

IV. Closing Items

A. Adjourn Meeting

A. Edwards made a motion to adjourn the meeting.

T. Mitchell seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,

L. Stephenson

La Cima Elementary Charter School

Minutes

November Board Meeting

Date and Time

Wednesday November 20, 2019 at 6:30 PM

Location

570 Hancock street, Brooklyn, NY 11233

Trustees Present

A. Edwards, D. Mack-Glasgow, J. Swayne, L. Stephenson, R. McGill Jr, T. Mitchell, Z. Heller

Trustees Absent

N. Yahya

Trustees Arrived Late

T. Mitchell

Guests Present

Amira Bolton, Ben Feit, G. Saint-Ange, Jordan Grant, Letta Belle, Robyn Milliner'Johnson

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

A. Edwards called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Nov 20, 2019 @ 6:30 PM at 570 Hancock street, Brooklyn, NY 11233.

C. Approve Minutes

A. Edwards made a motion to approve minutes from the October Board Meeting on 10-23-19
October Board Meeting on 10-23-19.

L. Stephenson seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Updates

A. Interim Board Chair Update

B. Executive Director Update

GSA discussed the Student Enrollment plan and reviewed Operational Soundness. We are over staffed in Operations, this department will be under review for alignment.

GSA discussed the NYC DOE Survey Results and La Cima academic impact. GSA and L. Belle discussed student attendance and challenges around the subject; as well as actions taken to correct the problem.

GSA established an enrollment working group comprised of one Board Member and other volunteers

GSA indicated that LaCima only has one vacancy.

GSA discussed the school events for the remainder of the year.
T. Mitchell arrived late.

III. Committee Updates

A. Nov Committee Updates

B. Academic

C. Finance

R. McGill Jr made a motion to approve Oct. financials.

Z. Heller seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Governance

JS discussed the potential board member. The Board will vote on the member during Executive Session.

JS discussed a few changes in our policies in the Bylaws. The Board Recruitment policy will be tabled for review.

J. Swayne made a motion to approve the complaint policy.

Z. Heller seconded the motion.

The board **VOTED** unanimously to approve the motion.

J. Swayne made a motion to approve the patent engagement policy.

D. Mack-Glasgow seconded the motion.

The board **VOTED** unanimously to approve the motion.

IV. Executive Session

A. Executive Session

A. Edward discussed the applicant for board membership. The Board voted on the new applicant. A. Edward made a motion to vote on the new member it was 2nd by L.

Stephenson; the new member was approved by the board.

V. Closing Items

A. Adjourn Meeting

A. Edwards made a motion to adjourn the meeting.

L. Stephenson seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,
L. Stephenson

La Cima Elementary Charter School

Minutes

December Board Meeting

Date and Time

Sunday December 15, 2019 at 1:00 PM

Location

570 Hancock street, Brooklyn, NY 11233

Trustees Present

A. Edwards, D. Mack-Glasgow, J. Swayne, L. Joffe, L. Stephenson, N. Yahya, R. McGill Jr, T. Mitchell, Z. Heller

Trustees Absent

None

Guests Present

Dan Pasek, Katrina Zaid, Nora Clancy

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

R. McGill Jr called a meeting of the board of trustees of La Cima Elementary Charter School to order on Sunday Dec 15, 2019 @ 1:00 PM at 570 Hancock street, Brooklyn, NY 11233.

C. Approve Minutes

R. McGill Jr made a motion to approve the minutes from November November Board Meeting on 11-20-19.

N. Yahya seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Public Portion

A. Public Comments

Nothing to report. No discussion took place during this section of the meeting

III. Committee Updates

A. Academic

N. Yahya discussed the updates for the Academic Committee

B. Finance

Z. Heller made a motion to approve the financials as discussed by R. McGill Jr.
A. Edwards seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Governance - New Members

J. Swayne discussed the updates in trustee recruitment policy (New trustees will be voted in public session, but can be discussed in executive session). provided a brief overview of new trustee candidate - Tanya. The Board postponed putting Kristen non committees until the next meeting.

J. Swayne made a motion to approve the recruitment policy.

A. Edwards seconded the motion.

The board **VOTED** unanimously to approve the motion.

J. Swayne made a motion to approve Kristen to the board.

Z. Heller seconded the motion.

The board **VOTED** unanimously to approve the motion.

IV. Board OnTrack Training

A. Training

Board on Track Rep. presented to the Board.

V. Executive Session

A. Executive Session

A. Edwards made a motion to enter into executive session.

R. McGill Jr seconded the motion.

The board **VOTED** unanimously to approve the motion.

VI. Closing Items

A. Follow up items

B. Adjourn Meeting

A. Edwards made a motion to adjourn.

R. McGill Jr seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 2:00 PM.

Respectfully Submitted,

R. McGill Jr

La Cima Elementary Charter School

Minutes

January Board Meeting

Date and Time

Wednesday January 22, 2020 at 6:30 PM

Location

Think Tank (570 Hancock Street Brooklyn, NY 11233)

Trustees Present

A. Edwards, D. Mack-Glasgow (remote), J. Swayne, L. Joffe, L. Stephenson, R. McGill Jr, T. Mitchell

Trustees Absent

N. Yahya, Z. Heller

Trustees Arrived Late

R. McGill Jr, T. Mitchell

Guests Present

A. Hageb, Amira Bolton, Capri Tennis, G. Saint-Ange, Letta Belle, Robyn Milliner-Johnson, Tanya St. Julien

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

A. Edwards called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Jan 22, 2020 @ 6:31 PM at Think Tank (570 Hancock Street Brooklyn, NY 11233).

A. Edwards made a motion to call the meeting to order.

L. Stephenson seconded the motion.

The board **VOTED** to approve the motion.

C. Approve Minutes

A. Edwards made a motion to approve the minutes from December Board Meeting on 12-15-19.

R. McGill Jr seconded the motion.

The board **VOTED** to approve the motion.

II. Public Portion

A. Public Comments

No public comments at this time.

III. Updates

A. Interim Board Chair Update

A. Edwards will step down as the Interim Board Chair and L. Joffe will resume her role as the Board Chair in Feb 2020
R. McGill Jr arrived late.

B. Executive Director Update

G. Saint-Ange discussed:

- Operational Soundness
 - Operational Audit Process
- Academic Data
 - Proficiency Prediction Assessments
 - We are looking at a 10% difference in average regarding improvements in the scores
- Student Enrollment
 - Could be improved, most of the students are discharged due to the family moving out of state or in another area.
 - We established an Enrollment Working Group to help with student enrollment
- Teacher Org. Chart
- Feb. School Events
 - Feb. 10th Musical Experience
 - Feb. 12th West African Dance and Drumming
 - Feb. 26th Board meeting at school site
 - Feb. 27th Black History month celebration

T. Mitchell arrived late.

IV. Committee Updates

A. Academic Committee

B. Finance Committee

R. McGill discussed the finance for January forecast payroll impacted our fiscal in the affirmative for the current month.

R. McGill Jr made a motion to approve the January finance.

A. Edwards seconded the motion.

The board **VOTED** to approve the motion.

C. 403-B Vesting Schedule starting in 2020-21 [Discussion and Votes

Discussion to be had for Feb. meeting.

D. Governance Committee

J. Swayne discussed the new candidate and a potential survey on board member status. L. Stephenson informed everyone that the Governance Committee documents were uploaded in Board on Track.

E. Board Candidate Vote-- Tanya St. Julien

J. Swayne made a motion to accept Tanya St. Julien as a new board member.

R. McGill Jr seconded the motion.

The board **VOTED** to approve the motion.

F. Executive Committee

A. Edwards made a motion to to move to exec. session to discuss personnel matters.

R. McGill Jr seconded the motion.

The board **VOTED** to approve the motion.

Nothing to be discussed

V. Closing Items

A. Adjourn Meeting

R. McGill Jr made a motion to adjourn the meeting.

A. Edwards seconded the motion.

The board **VOTED** to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,

L. Stephenson

La Cima Elementary Charter School

Minutes

February Board Meeting

Date and Time

Wednesday February 26, 2020 at 6:00 PM

Location

La Cima Elementary Charter School
800 Gates Avenue, Third Floor
Brooklyn, NY 11221

Trustees Present

K. Briggs, L. Joffe, L. Stephenson, N. Yahya, R. McGill Jr, T. Mitchell, Z. Heller

Trustees Absent

A. Edwards, D. Mack-Glasgow, J. Swayne

Guests Present

A. Hageb, Amira Bolton, Capri Tennis, G. Saint-Ange, Letta Belle, Milliner 'Johnson, Robyn Johnson

I. Opening Items

A. Classroom and Achievement Board Walkthrough

Board Members got the opportunity to do a walkthrough of the school and discussed the learning opportunities within each grade level.

B. Record Attendance and Guests

C. Call the Meeting to Order

L. Joffe called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Feb 26, 2020 @ 6:00 PM at
La Cima Elementary Charter School
800 Gates Avenue, Third Floor
Brooklyn, NY 11221

D. Approve Minutes

L. Joffe made a motion to approve the minutes from January Board Meeting on 01-22-20.
Z. Heller seconded the motion.
L. Joffe motion for to approve the minutes, 2nd by Z. Keller The board **VOTED** unanimously to approve the motion.

II. Public Portion

A. Public Comments

No public comments

III. Updates

A. Board Chair Update

L. Joffe discussed Board Recruitment.

B. Executive Director Update

G. Saint-Ange and the school leadership team discussed:

Community Visibility

Next Up in March (Human Capital)

January to Spring: Winter Check Point

Fall Predictions to Winter Growth

Student Enrollment-we are currently at 316 student

Enrollment Working Group

Upcoming School Event

-Black History Month Celebration

-March 13th-Test Prep Rally

IV. Voting Items

A. 403-B Vesting Schedule starting in 2020-21 [Discussion and Votes]

R. McGill Jr made a motion to accept the changes to the 403b plan.

Z. Heller seconded the motion.

R. McGill Jr. made motion to vote on the 403b plan to reflect staff vesting to be zero in year one, zero in year two and 100% vested in year three. This was 2nd by Z. Heller and unanimous

The board **VOTED** unanimously to approve the motion.

B. Committee Assignments

V. Committee Updates

A. Academic Committee

Updates covered in the ED section

B. Finance Committee

R. McGill Jr made a motion to approve the January Finance.

N. Yahya seconded the motion.

R. McGill Jr. made a motion to approve the January finance, this was 2nd by N. Yahya. This was approve unanimously by the Board. The board **VOTED** unanimously to approve the motion.

C. Governance Committee

L. Joffe discussed Board Recruitment due to potential vacancies. This will be an ongoing process.

D. Executive Committee

No updates

VI. Executive Session

A. Executive Session

Discussed personnel matter

VII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:30 PM.

Respectfully Submitted,
L. Stephenson

La Cima Elementary Charter School

Minutes

Board Meeting

Date and Time

Wednesday March 25, 2020 at 6:30 PM

Location

Josette Manzano is inviting you to a scheduled Zoom meeting.

Topic: Board Meeting (March 25, 2020)

Time: Mar 25, 2020 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/3572871210>

Meeting ID: 357 287 1210

One tap mobile

+16468769923,,3572871210# US (New York)

Dial by your location

+1 646 876 9923 US (New York)

Meeting ID: 357 287 1210

Find your local number: <https://zoom.us/u/adhlvHrlsU>

Trustees Present

A. Edwards (remote), K. Briggs (remote), L. Joffe (remote), L. Stephenson (remote), N. Yahya (remote), R. McGill Jr (remote), T. Mitchell (remote), Z. Heller (remote)

Trustees Absent

D. Mack-Glasgow, J. Swayne

Guests Present

A. Hageb (remote), G. Saint-Ange (remote), Letta Belle, Robyn Johnson

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

L. Joffe called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Mar 25, 2020 @ 6:37 PM at

Josette Manzano is inviting you to a scheduled Zoom meeting.

Topic: Board Meeting (March 25, 2020)

Time: Mar 25, 2020 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/3572871210>

Meeting ID: 357 287 1210

One tap mobile
+16468769923,,3572871210# US (New York)
Dial by your location
+1 646 876 9923 US (New York)
Meeting ID: 357 287 1210
Find your local number: <https://zoom.us/j/3572871210>

C. Approve Minutes

L. Joffe made a motion to approve the minutes from February Board Meeting on 02-26-20.
R. McGill Jr seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Public Portion

A. Public Comments

N/A

III. Updates

A. Board Chair Update

L. Joffe welcomed all the members to the meeting, and general updates to the status of LaCima due to COVID-19.

B. Executive Director Update

G. Saint-Agnes discussed the creation of a Leadership and Board Task Force during the COVID-19 environment. This will serve three purpose:
Allow the board to remain focus on the business as usual
Create the capacity for emergency succession planning if the need arises
Support Sr. Leadership in making necessary decisions quickly

Letta discussed the first week with distance learning, based on A. Edwards question. Letta also indicated that there are areas that will be improved upon such as technology at the school.

Based on R. McGill's question, the response was that the LaCima team came together and helped each other when it was announced that the school will close. The teachers came in to hand out laptops and showed such empathy towards the families impacted by the school closing.

Three staff members had medical complications after the school closed, only one reported having COVID-19.

Staff had to be trained on Zoom and Dreambox to provide better online training to the students.

The application deadline remains the same

G. Saint-Anges discussed the Board Priorities for March-June

IV. Committee Updates

A. Academic Committee

N. Yayah stated that no meeting took place due to school closer because of COVID-19 but everything was leaning toward E-learning.

B. Finance Committee

R. McGill Jr made a motion to approve the Financials for the month of February.
T. Mitchell seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Governance Committee

No updates at this time.

D. Executive Committee

L. Joffe discussed board committee status and ensuring that we need to be at capacity. A few members might need to be arranged to join other committees to balance out the committees.

E. Committee Membership Discussion

T. Mitchell was added on the Finance Committee. We also need people for the Gov. Committee, and the Board as a whole.

V. Voting Items

A. SWD Weighted Lottery Vote

L. Joffe made a motion to approve the weighted lottery.
A. Edwards seconded the motion.
G. Saint-Ange discussed previous and current student enrollment needed to meet the district number including students with disabilities. The board **VOTED** unanimously to approve the motion.

VI. Executive Session

A. Executive Session

L. Joffe discussed the bonus categories for the Executive Director and the suggestions offered by the Executive Committee. The information and changes will be shared with the Executive Director.

L. Joffe made a motion to approve the 2020-2021 ED Evaluation pending the approval of the Executive Director.

Z. Heller seconded the motion.

The board **VOTED** unanimously to approve the motion.

L. Joffe made a motion to join the executive session.

A. Edwards seconded the motion.

The board **VOTED** unanimously to approve the motion.

L. Joffe made a motion to exit the executive session.

L. Stephenson seconded the motion.

The board **VOTED** unanimously to approve the motion.

VII. Closing Items

A. Follow-Up Items

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:28 PM.

Respectfully Submitted,
L. Stephenson

APPROVED

La Cima Elementary Charter School

Minutes

Board Meeting

Date and Time

Wednesday April 29, 2020 at 6:30 PM

Location

Guerschmide SaintAnge is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://zoom.us/j/3572871210?pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09>

Meeting ID: 357 287 1210

Password: 906580

Find your local number: <https://zoom.us/u/adhlvHrlsU>

Trustees Present

A. Edwards, D. Mack-Glasgow, K. Briggs, L. Joffe (remote), L. Stephenson, N. Yahya, R. McGill Jr, T. Mitchell, Z. Heller

Trustees Absent

J. Swayne

Guests Present

Amira Bolton, G. Saint-Ange, Letta Belle, Robyn Milliner-Johnson

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

L. Joffe called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Apr 29, 2020 @ 6:39 PM at Guerschmide SaintAnge is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://zoom.us/j/3572871210?pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09>

Meeting ID: 357 287 1210

Password: 906580

Find your local number: <https://zoom.us/u/adhlvHrlsU>

C. Approve Minutes

L. Joffe made a motion to approve the minutes from Board Meeting on 03-25-20.
R. McGill Jr seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approve Minutes for the Special Board Meeting

L. Joffe made a motion to approve the minutes from Special Board Meeting on 04-14-20.
R. McGill Jr seconded the motion.
The board **VOTED** unanimously to approve the motion.
L. Joffe made a motion to approve the minutes from Special Board Meeting on 04-14-20.
R. McGill Jr seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Public Portion

A. Public Comments

No one from the public attended the meeting. Nothing to discuss.

III. Updates

A. Board Chair Update

B. Executive Director Update

G. Saint-Agnes discussed families intent to return is up to 89%, adjusting grades section, grade capacity to be adjusted and budget reflecting per pupil enrollment.

G. Saint-Agnes discussed staffing update regarding returning teachers.

IV. Committee Updates

A. Academic Committee

N. Yahya discussed remote learning and the challenges there in and potential reentry.

B. Finance Committee

R. McGill discussed the drafted budget and the March Budget.
R. McGill Jr made a motion to approve the March Budget.
A. Edwards seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Governance Committee

L. Joffe and G. Saint-Agnes discussed voting items, which are listed below.

D. Executive Committee

E. Committee Membership Discussion

V. Voting Items

A. Full Updated Admissions Policy

L. Joffe made a motion to update the policy to the State Authorizer standards.
L. Stephenson seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Key Design Elements

L. Joffe made a motion to Approve the Key Design Elements.
D. Mack-Glasgow seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Accountability Goals

L. Joffe made a motion to update the accountability goals.
R. McGill Jr seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Number of School Days/Length of School Day

L. Joffe made a motion to approve the number of school days/length of School Day.
L. Stephenson seconded the motion.
We will have a longer school time than the DOE
The number of schools days changed to approximately 191 The board **VOTED** unanimously to approve the motion.

E. Decision Making Delegation

L. Joffe made a motion to delegate authority to G. Saint-Agnes during the COVID-19 pandemic.
T. Mitchell seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Revote on Board Members

L. Joffe made a motion to approve N. Yahya 2nd board term.
Z. Heller seconded the motion.
The board **VOTED** unanimously to approve the motion.
L. Joffe made a motion to withdraw Tanya Saint Julien's membership as a Board Member.
R. McGill Jr seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Executive Session

A. Executive Session

L. Joffe made a motion to move the meeting into Executive Session.
R. McGill Jr seconded the motion.
The board **VOTED** unanimously to approve the motion.
The Board and ED discussed personnel matters at LaCima
L. Joffe made a motion to adjourn the meeting.
R. McGill Jr seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. Closing Items

A. Follow-Up Items

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:51 PM.

Respectfully Submitted,
L. Stephenson

APPROVED

La Cima Elementary Charter School

Minutes

Board Meeting

Date and Time

Wednesday May 27, 2020 at 6:45 PM

Location

Guerschmide SaintAnge is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://zoom.us/j/3572871210?pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09>

Meeting ID: 357 287 1210

Password: 906580

Trustees Present

A. Edwards (remote), D. Mack-Glasgow (remote), K. Briggs (remote), L. Joffe (remote), N. Yahya (remote), R. McGill Jr (remote), T. Mitchell (remote), Z. Heller (remote)

Trustees Absent

J. Swayne, L. Stephenson

Trustees Arrived Late

K. Briggs, T. Mitchell

Guests Present

A. Hageb (remote), Amira Bolton, Capri Tennis, Darlene Alvarez, G. Saint-Ange (remote), Letta Belle

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

L. Joffe called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday May 27, 2020 @ 6:47 PM at

Guerschmide SaintAnge is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://zoom.us/j/3572871210?pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09>

Meeting ID: 357 287 1210

Password: 906580

C. Approve Minutes

- L. Joffe made a motion to approve the minutes from Board Meeting on 04-29-20.
- A. Edwards seconded the motion.
- The board **VOTED** unanimously to approve the motion.

II. Updates

A. Board Chair Update

B. Executive Director Update

- T. Mitchell arrived late.

III. Committee Updates

A. Academic Committee

- Nora gave Academic Committee update. Noted that we are in compliance with Authorizer for teacher certifications. Employing DreamBox for monitoring virtual attendance.
- Letta Belle discussed Authorizer visit in 4 segments: (1) classroom observations - 3 rooms; positive feedback due to high engagement, (2) instruction - Paula appreciated co-teaching and bilingual ELL supports embedded in classroom, (3) SLT team - shared our family engagement plan, (4) parents - rave reviews for La Cima

B. Finance Committee

- R. McGill Jr made a motion to approve financials.
- Z. Heller seconded the motion.
- The board **VOTED** unanimously to approve the motion.
- Adel discussed scenario planning for budget purposes given expected state level budget shortfalls/cuts. He also mentioned our application for PPP loan, and a credit line to help with potential future cash flow issues.
- K. Briggs arrived late.

C. Governance Committee

- Lucy gave Governance Committee update
- GSA discussed revised code of conduct

D. Executive Committee

- Lucy gave Executive Committee Update. EC was interviewed by our authorizer, Paula Orlando.

E. Committee Membership Discussion

IV. Voting Items

A. 20-21 Student Discipline Code

- L. Joffe made a motion to approve revised code of conduct.
- R. McGill Jr seconded the motion.
- The board **VOTED** unanimously to approve the motion.

B. Strategic Plan

- L. Joffe made a motion to approve additions to strategic plan.
- D. Mack-Glasgow seconded the motion.
- The board **VOTED** unanimously to approve the motion.

V. Executive Session

A. Executive Session

L. Joffe made a motion to move to executive session to discuss personnel matters.

R. McGill Jr seconded the motion.

The board **VOTED** unanimously to approve the motion.

VI. Closing Items

A. Follow-Up Items

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:59 PM.

Respectfully Submitted,

L. Joffe

Documents used during the meeting

- May 2020 ED Updates.pdf
- 2020 - April Financials(BD).xlsx
- FY20-21 Budget draft 2(BD).xlsx
- La Cima Code of Conduct Ready for Board Approval.docx
- Strategic Plan.pdf

La Cima Elementary Charter School

Minutes

Board Meeting

Date and Time

Wednesday June 17, 2020 at 6:30 PM

Location

Guerschmide SaintAnge is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://zoom.us/j/3572871210?pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09>

Meeting ID: 357 287 1210

Password: 906580

Dial by your location

+1 646 876 9923 US (New York)

Trustees Present

A. Edwards (remote), D. Mack-Glasgow (remote), J. Swayne (remote), K. Briggs (remote), L. Joffe (remote), N. Yahya (remote), R. McGill Jr (remote), T. Mitchell (remote), Z. Heller (remote)

Trustees Absent

L. Stephenson

Guests Present

A. Hageb (remote), Amira Bolton, Capri Tennis, G. Saint-Ange (remote), J. Njuguna, Letta Belle, Robyn Milliner-Johnson

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

L. Joffe called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Jun 17, 2020 @ 6:39 PM at Guerschmide SaintAnge is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://zoom.us/j/3572871210?pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09>

Meeting ID: 357 287 1210

Password: 906580

Dial by your location
+1 646 876 9923 US (New York)

C. Approve Minutes

L. Joffe made a motion to approve the minutes from Board Meeting on 05-27-20.
Z. Heller seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Updates

A. Board Chair Update

L. Joffe discussed the following:

- Paul (Authorizer) was very complimentary of Student Disciplinary Handbook
- Committees were not public meetings if fewer trustees than a quorum threshold
- All meetings are open meetings regardless of quorum
- Notice, agenda, and minutes need to be completed for Committee Meetings
- Executive committee – requires 5 trustees
- J. Swayne replaces Lenworth temporarily
- K. Briggs steps in as 5th permanent trustee

B. Executive Director Update

G. Saint-Ange discussed the following:

- Point Made Learning facilitated a conversation about race and systemic racism with the staff. First of many.
- At July 30th meeting, we will have a conversation with Point Made Learning
- Virtual visit happened today with Inside Schools – profile to be shared with Board once complete
- Identified 4 key areas as we re-enter in 2021 all focused on student outcomes
 - Operational efficiency
 - Health & safety
 - Community engagement
 - Social emotional well-being for all
- Board action items
- Confirm board event dates
- July meeting to discuss financial policy and family handbook
- Draft renewal narrative is ready for board review
- Upcoming July committee meetings need to read benchmarks from hyperlink in G. Saint-Ange email (ED updates). Put comments directly into document as suggestions.

III. Committee Updates

A. Academic Committee

N. Yahyah discussed the following:

- Grades K-2 stronger performance
- Grades 3-5 have poor 15% prof rate; struggling in Math & ELA
- L. Belle discussed summer pilot in 4th grade for possibly using new curricula tools
- Started deeper dive
- R. Milliner-Johnson mentioned
- Eureka Math
- Core Knowledge Reading (CKLA)

- Curricula tool publishers are focused on how to improve tools given remote environment
- L. Belle spoke about summer work
- Requiring students get electronic library cards for assigned books
- R. Milliner-Johnson mentioned we are not doing reteaching since not good practice
- Eureka modules have preassessments and given protocols to continue current grade level pacing while filling in gaps
- L. Belle mentioned NWEA MAP assessment in August for incoming Kindergarteners
- Urban Assembly (vendor) will facilitate our teacher training
- G. Saint-Agnes responded to L. Joffe's question about the school's plan for reentry.
- Plan A – 100% back in October
- Plan B – Completely remote
- Plan C – Hybrid with 40-50% capacity
- 2 scenarios here
- July task force meeting to update board on plans

B. Finance Committee

R. McGill discussed the final budget and the May financials.

R. McGill Jr made a motion to Approve May financials.

L. Joffe seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. Governance Committee

L. Joffe discussed several governance committee updates.

D. Executive Committee

L. Joffe discussed executive committee updates. Executive committee met last night to discuss the 2019-2020 evaluation submission as part of renewal package

E. Committee Membership Discussion

IV. Voting Items

A. Addendum A of Board Bylaws

L. Joffe made a motion to Approve Addendum A of Board of Bylaws.

A. Edwards seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. 20-21 Fiscal Policies and Procedures Manual

It was agreed to skip voting on the 20-21 Fiscal Policies and Procedures Manual until next week.

C. 20-21 Organizational Chart Vote

L. Joffe made a motion to Approve the 20-21 Organizational Chart Vote.

Z. Heller seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Board Bylaws and Code of Ethics Vote

L. Joffe made a motion to Approve the Board Bylaws.

Z. Heller seconded the motion.

The board **VOTED** unanimously to approve the motion.

L. Joffe made a motion to Approve Code of Ethics.

J. Swayne seconded the motion.

The board **VOTED** unanimously to approve the motion.

E. 20-21 Team Handbook Vote

L. Joffe made a motion to Move to Executive Session to discuss personnel matters.

T. Mitchell seconded the motion.

The board **VOTED** unanimously to approve the motion.

V. Closing Items

A. Follow-Up Items

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:05 PM.

Respectfully Submitted,
R. McGill Jr

Documents used during the meeting

- June 2020 ED Updates.pdf
- 2019-20 May Financials(BD).xlsx
- FY20-21 Budget draft 3(BD).pdf
- ADDENDUM A-Board Bylaws.docx
- 20-21 La Cima Org Chart with names.pdf
- La Cima By-laws_2015 to October 2019_Governance Review Highlighted.docx
- La Cima Code of Ethics 5-14-20.docx
- La Cima 2020-2021 Team Handbook Redline -5.29.20jf and pon.docx

Attachment H: Organizational Chart

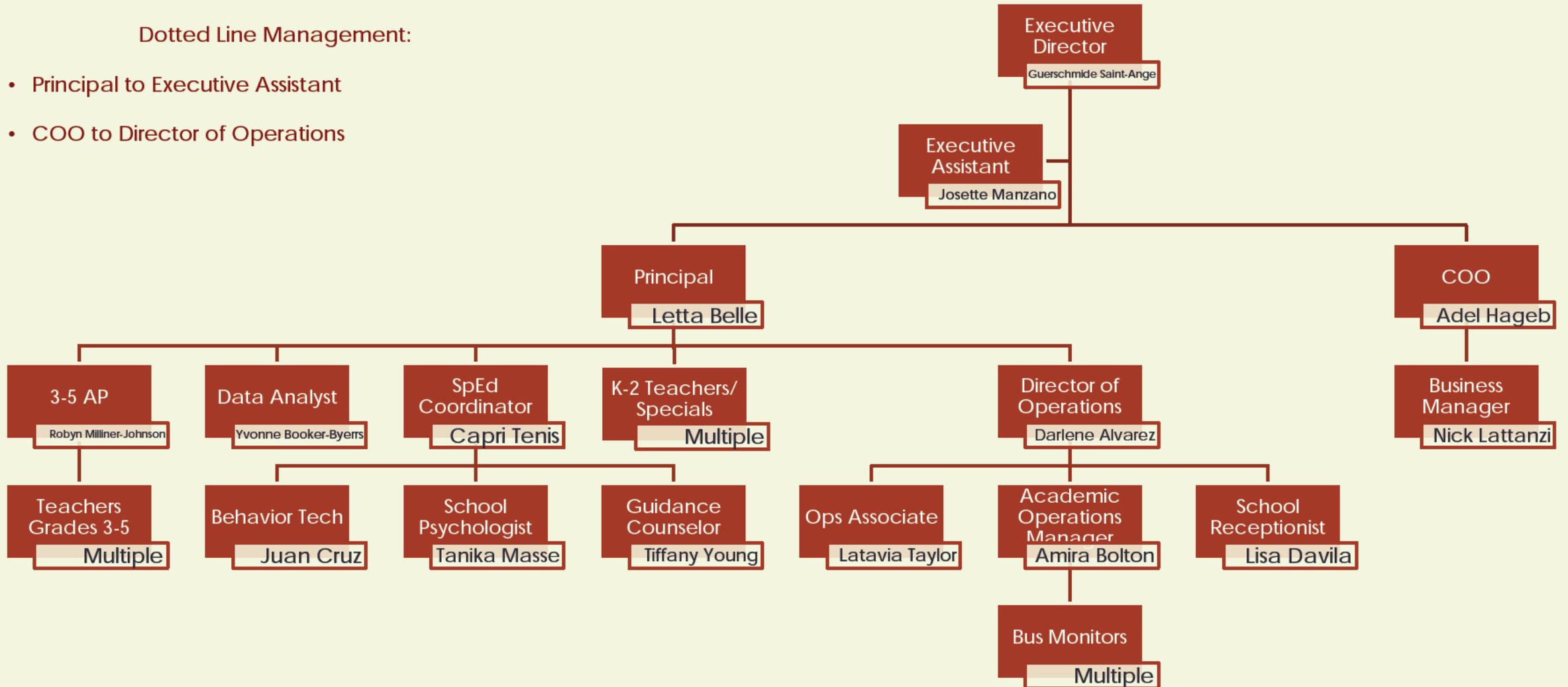
Provide an organizational chart for the last year of the current charter term (2020-2021) and for the first year of the proposed renewal charter term (2021-2022), including titles of key staff positions, and the school's reporting structure.

Please see the chart on the following page for the organizational structure in 2020-21 and 2021-22.

LA CIMA ORG CHART FOR 2020-21 AND 2021-22

Dotted Line Management:

- Principal to Executive Assistant
- COO to Director of Operations





La Cima Elementary Charter School

2020-2021 Calendar

FINAL

4/30/2020

	S	M	T	W	T	F	S	
August							1	August '20
	2	3	4	5	6	7	8	24 First Day of School (Half Day): K & 1 Scholars
	9	10	11	12	13	14	15	25 Grades K - 5 Attend (Half Day)
	16	17	18	19	20	21	22	26 First Full Day of School Grades K - 5
	23	24	25	26	27	28	29	
	30	31						
September			1	2	3	4	5	September '20
	6	7	8	9	10	11	12	7 No School: Labor Day
	13	14	15	16	17	18	19	9 Back-to-School Night
	20	21	22	23	24	25	26	18 Non-Attendance Day for students;Teacher PD Day
	27	28	29	30				
October					1	2	3	October '20
	4	5	6	7	8	9	10	7 Picture Day
	11	12	13	14	15	16	17	12 No School: Indigenous People's Day
	18	19	20	21	22	23	24	15 Latinx Heritage Celebration
November								November '20
	1	2	3	4	5	6	7	5 Half Day: Family Teacher Conferences (Day 1)
	8	9	10	11	12	13	14	6 Family Teacher Conferences (Day 2)
	15	16	17	18	19	20	21	11 Non-Attendance Day for students;Teacher
	22	23	24	25	26	27	28	24 Half Day
29	30							25-27 No School: Thanksgiving Break
December			1	2	3	4	5	December '20
	6	7	8	9	10	11	12	11 Winter Concert
	13	14	15	16	17	18	19	21-31 No School: Winter Break
	20	21	22	23	24	25	26	
January						1	2	January '21
	3	4	5	6	7	8	9	1 No School: Winter Break
	10	11	12	13	14	15	16	18 No School: Martin Luther King Jr. Day
	17	18	19	20	21	22	23	
	24	25	26	27	28	29	30	
February		1	2	3	4	5	6	February '21
	7	8	9	10	11	12	13	15-19 No School: Mid-Winter Recess
	14	15	16	17	18	19	20	25 Black History Month Celebration
	21	22	23	24	25	26	27	
	28							
March		1	2	3	4	5	6	March '21
	7	8	9	10	11	12	13	4 Half Day: Family Teacher Conferences (Day 1)
	14	15	16	17	18	19	20	5 Family Teacher Conferences (Day 2)
	21	22	23	24	25	26	27	26 Spring Concert
	28	29	30	31				
April					1	2	3	April '21
	4	5	6	7	8	9	10	2 No School: Spring Break
	11	12	13	14	15	16	17	5-9 No School: Spring Break & 5th Grade Trip
	18	19	20	21	22	23	24	20-21 NYS ELA Exam (Grades 3- 5)
	25	26	27	28	29	30		26-30 NYSESLAT Speaking
May							1	May '21
	2	3	4	5	6	7	8	4-5 NYS Math Exam (Grades 3- 5)
	9	10	11	12	13	14	15	10-14 NYSESLAT Listening, Reading, Writing
	16	17	18	19	20	21	22	31 No School: Memorial Day
	23	24	25	26	27	28	29	
	30	31						
June			1	2	3	4	5	June '21
	6	7	8	9	10	11	12	9 Kindergarten Moving Up Ceremony
	13	14	15	16	17	18	19	16 5th Grade Moving Up Ceremony
	20	21	22	23	24	25	26	18 Last Day of School
	27	28	29	30				

- Non Attendance Days
- Half Day
- Special Events
- New York State Exams

Main Office: 718-443-2136 Fax:718-443-7291

Website: www.lacimacharterschool.org

School Session: August 24, 2020 - June 18, 2021 (185 school days)

School Day Hours: 7:30 - 3:45 pm (Monday - Thursday), 7:30 - 12:30pm (Fridays and Half Days)

Month	# Days	Total Hours
August	6	36
September	20	140
October	21	147
November	17	113
December	14	98
January	19	133
February	15	105
March	23	158
April	16	112
May	20	140
June	14	92
Total	185	1452