

# Application: Cultural Arts Academy Charter School at Spring Creek

Jen Pasek - jen@pasekconsulting.com  
2021-2022 Annual Report

## Summary

**ID:** 0000000168  
**Last submitted:** Nov 1 2022 08:52 PM (EDT)  
**Labels:** NYC DOE

## Entry 1 School Info and Cover Page

**Completed** Aug 1 2022

### 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 2021-2022 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, 2022)** or you may not be assigned the correct tasks.

## BASIC INFORMATION

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**a. SCHOOL NAME**

(Select name from the drop down menu)

CULTURAL ART ACADEMY CHARTER SCHOOL AT SPRING CREEK 800000067494

**a1. Popular School Name**

Cultural Arts Academy

**b. CHARTER AUTHORIZER (As of June 30th, 2021)**

Please select the correct authorizer as of June 30, 2022 or you may not be assigned the correct tasks.

NEW YORK CITY CHANCELLOR OF EDUCATION

**d. DISTRICT / CSD OF LOCATION**

CSD #18 - BROOKLYN

**e. DATE OF INITIAL CHARTER**

1/2010

**f. DATE FIRST OPENED FOR INSTRUCTION**

8/2010

**c. School Unionized**

Is your charter school unionized?

No

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

MISSION STATEMENT

“Where Leaders Grow Up.” Cultural Arts Academy Charter School’s mission is to provide a college preparatory education with exemplary cultural arts proficiency to young leaders who will profoundly impact the human condition.

**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	Collegiate Model Cultural Arts Academy Charter School at Spring Creek has a collegiate design model in which each class, beginning in kindergarten, is named after nationally renowned college or university. The teachers are referred to as “Professors”, all administrative staff are called “Deans” and each class is adorned with their university paraphernalia.
KDE 2	International Baccalaureate Candidate School - Primary Years Programme All teachers and administrators have access to the IB online curriculum centre (OCC), a website rich with IB publications and teacher support materials, as well as online forums that engage IB teachers

	from around the world. Throughout the candidate phase, our consultant will customize support and advice based on information provided in the current IB publications.
KDE 3	The Leader In Me Lighthouse School The Leadership Model Program here at CAACS integrates Dr. Covey's philosophies into every class, co-curricular activity, and the school culture.
KDE 4	The Arts: CAAC provides students with high-quality arts-infused learning opportunities and classroom partnerships between teachers and artists that lead to high student engagement. Teaching artists and teachers work together to design and enhance content area curricula and the delivery of instruction using the NYC's Blueprint for Teaching and Learning in the Arts: Pre-K-12 which outlines what students should know and be able to do in the arts at key grades in their growth and development.
KDE 5	Technology Designed on the National Educational Technology Standards for Students (NETS*S) and the work of the Partnership for 21st Century Skills, the CAACS curriculum is embedded in the K-8 technology literacy standards. Students engage in real world applications where they learn new technology skills as they work through meaningful mathematics, science, language arts, and social studies activities and are assessed through a rubric tied to the technology literacy standards.
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)**

<https://www.culturalartsacademy.org/>

**i. Total Approved Charter Enrollment for 2021-2022 School Year (exclude Pre-K program enrollment)**

280

**j. Total Enrollment on June 30, 2022 (exclude Pre-K program enrollment)**

230

**k. Grades Served during the 2021-2022 School Year (exclude Pre-K program students)**

Check all that apply

Grades Served

K, 1, 2, 3, 4, 5

**l1. 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 2022-2023?

No, just one site.

### CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK 800000067494

#### 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	1400 Linden Boulevard Brooklyn, NY 11212	718-683- 3301	NYC CSD 18	K-5	No

**m1a. Please provide the contact information for Site 1.**

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Dr. Laurie B. Midgette	Pr nc pal	718-683-3301		<a href="mailto:lmidgette@caany.org">lmidgette@caany.org</a>
Operational Leader	Gray N. Stewart	Director of Business, Accountability and Compliance, Facilities and School Safety	718-683-3301		<a href="mailto:gstewart@caany.org">gstewart@caany.org</a>
Compliance Contact	Gray N. Stewart	Director of Business, Accountability and Compliance, Facilities and School Safety	718-683-3301		<a href="mailto:gstewart@caany.org">gstewart@caany.org</a>
Complaint Contact	Gray N. Stewart	Director of Business, Accountability and Compliance, Facilities and School Safety	718-683-3301		<a href="mailto:gstewart@caany.org">gstewart@caany.org</a>
DA A Coordinator	Rachel Charles-Pierre	Director of Student Support	718-683-3301		<a href="mailto:rcharlespierre@caany.org">rcharlespierre@caany.org</a>
Phone Contact for After Hours Emergencies	Dr. Laurie B. Midgette	Principal	646-895-0770		<a href="mailto:lmidgette@caany.org">lmidgette@caany.org</a>

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

Private Space

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**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, 2021.**

- **Fire inspection certificates must be updated annually. For the upcoming school year 2022-2023, the fire inspection certificate must be dated after July 1, 2021.**
- **If the fire inspection certificate is dated after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2022.**

**Site 1 Certificate of Occupancy (COO)**

[CAACS COO1 3511666479-CERTIFICATE OF OCCUPANCY \(1\).pdf](#)

**Filename:** CAACS COO1 3511666479-CERTIFICATE OF OCCUPANCY (1).pdf **Size:** 120.5 kB

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**Site 1 Fire Inspection Report**

[CAACS Fire Inspection Certificate of Fitness \(CAACS 2022\).pdf](#)

**Filename:** CAACS Fire Inspection Certificate of Fitness (CAACS 2022).pdf **Size:** 302.5 kB

**CHARTER REVISIONS DURING THE 2021-2022 SCHOOL YEAR**

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**n1. Were there any revisions to the school’s charter during the 2021-2022 school year? (Please include approved or pending material and non-material charter revisions).**

No

**o. Has your school's Board of Trustee's approved a budget for the 2021-2022 FY?**

Yes

**ATTESTATIONS**

**p. Individual Primarily Responsible for Submitting the Annual Report. (To write type in a phone number with an extension, please use this format: 123-456-7890-3. The dash and number 3 at the end of the phone number refers to the individual's phone extension. Do not type in the work extension or the abbreviation for it just the dash and the extension number after the phone number).**

Name	Jen Pasek
Position	Consultant
Phone/Extension	518-542-9810
Email	<a href="mailto:jen@pasekconsulting.com">jen@pasekconsulting.com</a>

**p. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that our school has reviewed, understands and will comply with the employee clearance and fingerprint requirements as outlined in Entry 10 and found in the [NYSED CSO Fingerprint Clearance Oct 2019 Memo](#). Click **YES** to agree.**

**Responses Selected:**

Yes

q. 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. Click **YES** to agree and then use the mouse on your PC or the stylus on your mobile device to sign your name).

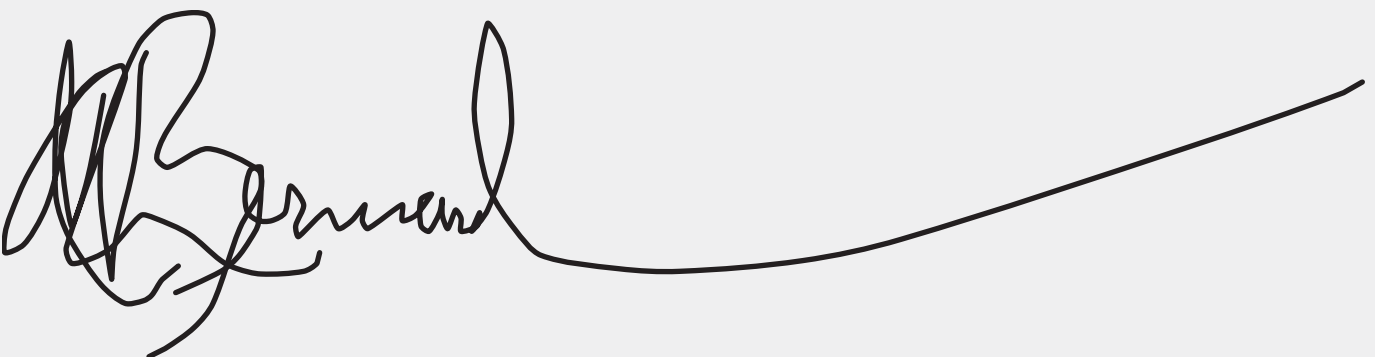
**Responses Selected:**

Yes

**Signature, Head of Charter School**

A handwritten signature in black ink on a light gray background. The signature is written in a cursive style and reads "Laurie M. Hodge".

**Signature, President of the Board of Trustees**

A handwritten signature in black ink on a light gray background. The signature is written in a cursive style and is partially obscured by a long, sweeping horizontal line that extends to the right.

**Date**

Aug 1 2022

Thank you.



## Entry 3 Progress Toward Goals

Completed Nov 1 2022

### Instructions

**Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY**

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2022**.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

## Entry 3 Progress Toward Goals

**PROGRESS TOWARD CHARTER GOALS**

**Regents, NYCDOE, and Buffalo BOE-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, 2022.

**CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK 800000067494**

## 1. ACADEMIC STUDENT PERFORMANCE GOALS

### Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2022**.

#### 2021-2022 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 each year of the school's renewal charter term, the percentage of the school's students who score at or above Level 3 on the New York State ELA examination must exceed such percentage for New York City. (Relevant for schools serving grades 3-8)	NYS ELA Exam and NYC  Gr CAACS NYC 3 39% 49% 4 55% 44% 5 15% 39% 3-5 33% 49%	Not Met	ELA and math initiatives: we are partnering with Lavinia Group to target ELA and math proficiency by developing the capacity of our instructional leaders and teachers. Lavinia Group will support teachers and leaders in developing a clear vision for excellent instruction, and will develop leaders' ability to lead strong intellectual preparation

				meetings.
Academic Goal 2	For each year of the school's renewal charter term, the percentage of the school's students who score at or above Level 3 on the New York State ELA examination must exceed such percentage for the Community School District (CSD) in which the school is located.	<p>NYS ELA Exam and CSD 18</p> <p>Gr CAACS CSD 18</p> <p>3 39% 48%</p> <p>4 55% 42%</p> <p>5 15% 32%</p> <p>3-5 33% 40%</p>	Not Met	See above
Academic Goal 3	For each year of the school's renewal charter term, the percentage of the school's students who score at or above Level 3 on the New York State Mathematics examination must exceed such percentage for New York City.	<p>NYS Math Exam and NYC</p> <p>Gr CAACS NYC</p> <p>3 24% 48%</p> <p>4 18% 42%</p> <p>5 4% 38%</p> <p>3-5 14% 38%</p>	Not Met	Math initiatives: in addition to working with Lavinia Group, our math initiatives include: continuing to implement Eureka Math with fidelity in all grades; increasing student interest in math through the use of low-tech games to teach foundational concepts in math classes; and implementing an IB-aligned inquiry approach to math.
	For each year of the school's renewal charter term, the percentage of the school's students who score at or	NYS Math Exam and CSD 18		

Academic Goal 4	above Level 3 on the New York State Mathematics examination must exceed such percentage for the Community School District (CSD).	Gr CAACS CSD 18 3 24% 53% 4 18% 38% 5 4% 31% 3-5 14% 40%	Not Met	See above
Academic Goal 5	Based on the proficiency rates on the New York State ELA examination, the school will demonstrate positive academic growth in each year of the charter term.	NYS ELA Exam Growth  New baseline in 2021-22. 33% of students in grades 3-5 scored at proficiency levels on the NYS ELA exam in spring 2022.	Unable to Assess	See above
Academic Goal 6	Based on the proficiency rates on the New York State Mathematics examination, the school will demonstrate positive academic growth in each year of the charter term.	NYS Math Exam Growth  New baseline in 2021-22. 14% of all students in grades 3-5 scored at proficiency levels on the NYS Math exam in spring 2022.	Unable to Assess	See above
Academic Goal 7	Where the school has an eligible subgroup population (deemed as six or more students) of English language learners, the school will demonstrate positive academic growth on New	NYS ELA Exam Growth -ELL  Fewer than 6 ELL students	Unable to Assess	N/A

	<p>York State ELA examination proficiency rates for that applicable population in each year of the charter term.</p>			
<p>Academic Goal 8</p>	<p>Where the school has an eligible subgroup population (deemed as six or more students) of students with disabilities, the school will demonstrate positive academic growth on New York State ELA examination proficiency rates for that applicable population in each year of the charter term.</p>	<p>NYS ELA Exam Growth - SWD</p> <p>New baseline in 2021-22.</p>	<p>Unable to Assess</p>	<p>In 2022-23, we will offer four ICT classrooms. To further support CAACS-SC scholars, we have a director of student support who oversees all support staff and services, including our SPED teachers, guidance counselor, and our response to intervention (Rtl) and academic intervention services (AIS) programs. We introduced a daily AIR block in response to learning loss from the COVID-19 pandemic. All scholars at CAACS-SC attend the daily AIR period. During AIR time, teachers work with students individually and in small groups to provide guided support with foundational literacy and math</p>

				skills. We are continuing to provide AIR daily to students in 2022-23 to support academic proficiency.
Academic Goal 9	Where the school has an eligible subgroup population (deemed as six or more students) of students eligible for the free or reduced price lunch program, the school will demonstrate positive academic growth on New York State ELA examination proficiency rates for that applicable population in each year of the charter term.	NYS ELA Exam Growth - ED  New baseline in 2021-22.	Unable to Assess	See above
Academic Goal 10	Where the school has an eligible subgroup population (deemed as six or more students) of English language learners, the school will demonstrate positive academic growth on New York State Math examination proficiency rates	NYS Math Exam Growth - ELL  Fewer than 6 ELL students.	Unable to Assess	N/A



	for that applicable population in each year of the charter term.			
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**2. Do have more academic goals to add?**

Yes

**2021-2022 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	2019-2020 progress toward attainment of goal Met/Not Met/Unable to Assess During Due to Closure
Academic Goal 11	Where the school has an eligible subgroup population (deemed as six or more students) of students with disabilities, the school will demonstrate positive academic growth on New York State Math examination proficiency rates for that applicable population in each year of the charter term. (Relevant for schools serving grades 3-8)	NYS Math Exam Growth - SWD  New baseline in 2021-22.	Unable to Assess	N/A

Academic Goal 12	Where the school has an eligible subgroup population (deemed as six or more students) of students eligible for the free or reduced price lunch program, the school will demonstrate positive academic growth on New York State Math examination proficiency rates for that applicable population in each year of the charter term. (Relevant for schools serving grades 3-8)	NYS Math Exam Growth - ED  New baseline in 2021-22.	Unable to Assess	N/A
Academic Goal 13				
Academic Goal 14				
Academic Goal 15				
Academic Goal 16				
Academic Goal 17				
Academic Goal 18				
Academic Goal 19				
Academic Goal 20				

**3. Do have more academic goals to add?**

No

**4. ORGANIZATION GOALS**

**For the 2021-2022 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”.**

**2021-2022 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	Each year, the school self-reported average daily student attendance rate shall meet or exceed the average daily attendance for the Community School District (CSD) of location for elementary and middle schools and the citywide average for high schools.	CAAC SIRS Data and NYSED Preliminary Enrollment Data  CAAC had 96% attendance for the 2021-22 SY.	Unable to Assess	N/A
	Each year, the percentage of	Each year, the percentage of students enrolled in ATS on 10/31 of		

Org Goal 2	students enrolled in ATS on 10/31 of a given school year that are enrolled in ATS on 10/31 the following school year will exceed the rate of the Community School District (CSD) of location for elementary and middle schools and the citywide average for high schools.	a given school year that are enrolled in ATS on 10/31 the following school year will exceed the rate of the Community School District (CSD) of location for elementary and middle schools and the citywide average for high schools.  CAACS's Retention Rate in 2021-22 was 88%.	Unable to Assess	Please refer to Entry 9 for our student enrollment strategies.
Org Goal 3	Each year, the school will meet or exceed any applicable student enrollment targets, as prescribed by the Board of Regents, for English language learners.	ELL BEDS Day Enrollment Records  In 2021-22, CAACS's enrollment of ELL students was 2% compared to CSD 18 at 8%.	Not Met	Please refer to Entry 9 for our student enrollment strategies.
Org Goal 4	Each year, the school will meet or exceed any applicable student enrollment targets, as prescribed by the Board of Regents, for students with disabilities.	SWD BEDS Day Enrollment Records  In 2021-22, CAACS's enrollment of SWD was 15% compared to CSD 18 at 21%.	Not Met	Please refer to Entry 9 for our student enrollment strategies.
	Each year, the school will meet or exceed any applicable student	ED BEDS Day Enrollment Records		

Org Goal 5	enrollment targets, as prescribed by the Board of Regents, for students eligible for free and reduced price lunch.	In 2021-22, CAACS's enrollment of ED students was 75% compared to CSD 18 at 77%.	Not Met	Please refer to Entry 9 for our student enrollment strategies.
Org Goal 6	Each year, the school will meet or exceed any applicable student retention targets, as prescribed by the Board of Regents, for English language learners.	ELL BEDS Day Retention Records  CAACS's Retention Rate of all English Language Learners in 2021-22 was 80%.	Unable to Assess	N/A
Org Goal 7	Each year, the school will meet or exceed any applicable student retention targets, as prescribed by the Board of Regents, for students with disabilities.	SWD BEDS Day Retention Records  CAACS's SWD Retention Rate in 2021-22 was 100%.	Met	
Org Goal 8	Each year, the school will meet or exceed any applicable student retention targets, as prescribed by the Board of Regents, for students eligible for free and reduced price lunch.	ED BEDS Day Retention Records  CAACS's Retention Rate of Economically Disadvantaged students in 2021-22 was 89%.	Unable to Assess	N/A
	In each year of the charter term,			

Org Goal 9	<p>parents will express satisfaction with the school's program, based on the NYC DOE School Survey. The school will have a percentage of parents that meets or exceeds citywide averages in Top 2 box responses (i.e., agree/strongly agree, likely/very likely). The school will only have met this goal if at least 50% of parents participate in the survey or if the school meets the reporting threshold for NYC DOE School Survey, whichever is higher.</p>	NYCDOE School Survey - Parents	Not Met	<p>Although the school did not meet the measure, 91% of CAAC parents participated in the NYC DOE school survey in 2021-22. CAACS met or exceeded the city in 3 of 5 domains for families. CAACS will continue to practice family engagement strategies to support satisfaction with our program.</p>
Org Goal 10	<p>In each year of the charter term, staff will express satisfaction with the school's program, based on the NYC DOE School Survey. The school will have a percentage of parents that meets or exceeds citywide averages in Top 2 box responses (i.e., agree/strongly</p>	NYCDOE School Survey - Staff	Not Met	<p>97% of teachers and staff participated on the NYC DOE school survey in 2021-22. Although the school did not meet the measure, CAACS met or exceeded the city in 6 of the 19 domains for</p>

	agree, likely/very likely). The school will only have met this goal if at least 50% of staff participate in the survey or if the school meets the reporting threshold for NYC DOE School Survey, whichever is higher.			teachers. We will continue to focus on providing our teachers with responsive professional development and opportunities to grow in their careers.
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**

**2021-2022 Progress Toward Attainment of Financial Goals**

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially	If not met, describe efforts
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			Met	the school will take to meet goal.
Financial Goal 1	Each year, the school will maintain a stable cash flow as evidenced by having 60 days of unrestricted cash on hand reported in their yearly independent fiscal audit.	Financial Records	Met	
Financial Goal 2	Each year, the school will operate on a balanced budget. A budget will be considered "balanced" if revenues equal or exceed expenditures.	Financial Records Revenues exceeded expenses by \$1,045,650 in 2021-22.	Met	
Financial Goal 3	Each year, the school will meet or exceed 85% of their authorized enrollment on 10/31 as recorded in ATS. (This goal applies only to schools that are no longer "growing" grades within the current charter term.)	BEDS Day Enrollment 225 of chartered Enrollment of 280	Not Met	CAACS is implementing expanded recruitment and marketing efforts in the 2022-23 school year.
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- Complete Template and Upload to Epicenter**

SUNY-authorized charter schools must download an Accountability Plan Progress Report template at [Accountability Plan Progress Report](#). After completing, SUNY-authorized charter schools must upload the document into the SUNY Epicenter system by **September 15, 2022**. SUNY CSI will forward to NYSED CSO.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

## Entry 4 - Audited Financial Statements

**Incomplete**

#### **Required of ALL Charter Schools**

**ALL SUNY-authorized charter schools** must upload the financial statements and related documents in PDF format into the SUNY Epicenter system no later than **November 1, 2022**. SUNY CSI will forward to NYSED CSO. **SUNY-authorized charter schools** are asked to ensure that security features such as password protection are turned off.

**ALL Regents, NYCDOE, and Buffalo BOE-authorized charter schools** must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2022**. Upload the independent auditor's report, any advisory and/or management letter, and the internal controls report as one submission, combined into PDF file, ensuring that security features such as password protections are removed from all school uploaded documents.

**PLEASE NOTE: This task appears as visible and optional task in the online portal until August 1 2022 but will be identified as a required task thereafter and due on November 1, 2022. This is a required task, and it is marked optional for administrative purposes only.**

## Entry 4a - Audited Financial Report Template (SUNY)

**Incomplete** Hidden from applicant

#### **Instructions - SUNY-Authorized Charter Schools ONLY**

SUNY-authorized schools must download the Excel spreadsheet entitled "Audited Financial Report Template" at <http://www.newyorkcharters.org/fiscal/>. After completing, schools must upload the

document into the SUNY Epicenter system no later than **November 1, 2022**. SUNY CSI will forward to NYSED CSO.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

## Entry 4b - Audited Financial Report Template (BOR/NYC/BOE)

Incomplete

### [Instructions - Regents-Authorized Charter Schools ONLY](#)

Regents-authorized schools must download and complete the Excel spreadsheet entitled "Audited Financial Report Template" from the online portal or the [2021-2022 Annual Reports](#) webpage. Upload the completed file in Excel format and submit by **November 1, 2022**.

**EDUCATION CORPORATIONS WITH MORE THAN ONE SCHOOL SHOULD COMPLETE THE EXCEL SPREADSHEET FOR THE EDUCATION CORPORATION AS A WHOLE, NOT FOR THE INDIVIDUAL SCHOOLS. PLEASE SUBMIT THE SAME EXCEL SPREADSHEET FOR EACH OF THE SCHOOLS.**

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

## Entry 4c - Additional Financial Documents

Completed Nov 1 2022

**Instructions - Regents, NYCDOE and Buffalo BOE authorized schools** must upload financial documents and submit by **November 1, 2022**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, "federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold."

1. Advisory and/or Management letter
2. Federal Single Audit
3. CSP Agreed-Upon Procedure Report
4. Evidence of Required Escrow Account for each school<sup>[1]</sup>
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

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<sup>[1]</sup> Note: For BOR schools chartered or renewed after the 2017-2018 school year, the escrow account per school is \$100,000.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

### [Escrow Agreement\\_Redacted](#)

Filename: Escrow Agreement\_Redacted.pdf Size: 114.1 kB

## Entry 4d - Financial Services Contact Information

Completed Oct 25 2022

**Regents, NYCDOE, and Buffalo BOE authorized schools** should enter financial contact information directly into the form within the portal by **November 1, 2022**.

# Form for "Financial Services Contact Information"

## 1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Gray Stewart	<a href="mailto:gstewart@caa-ny.org">gstewart@caa-ny.org</a>	718-683-3322

## 2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	BDO, Jimmy Vora			13

## 3. If applicable, please provide contact information for the school's outsourced financial services firm.

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm
	Sabal & Associates	Stuart Sabal	293 Eisenhower Parkway, Ste 140 Livingston, NJ 07039			13

## Entry 5 - Fiscal Year 2022-2023 Budget

Completed Nov 1 2022

**SUNY-authorized charter schools** should download the [2022-23 Budget and Quarterly Report Template and the 2022-23 Budget Narrative Questionnaire](#) from the SUNY website and upload the completed template into Epicenter. SUNY CSI will forward to NYSED CSO. **Due November 1, 2022.**

**Regents, NYCDOE, and Buffalo BOE authorized charter schools** should upload a copy of the school's FY22 Budget using the [2022-2023 Budget Template](#) in the portal or from the Annual Report website. **Due November 1, 2022.**

The assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

### **CAACS Projected Budget (2022-2023)**

**Filename:** CAACS Projected Budget 2022 2023.xlsx **Size:** 37.9 kB

## **Entry 6 - Board of Trustees Disclosure of Financial Interest Form**

**Completed** Aug 1 2022

Due on August 1, 2022, 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 2021-2022 school year must complete and sign a [Trustee Disclosure of Financial Interest Form](#). Acceptable signature formats include:

- Digitally certified PDF signature (i.e., DocuSign)
- Manual signature (1. download to print, 2. manually sign, 3. scan signed document to PDF, and 4. upload into portal)

All completed forms must be collected and uploaded in .PDF format for each individual member. **The education corporation is responsible for completing the form for trustees who left the board during the reporting year.**

Forms completed from past years will not be accepted. **Only the latest version of the form** (updated in April, 2022) is acceptable.).

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.

### **Cheryl P CAACS**

**Filename:** Cheryl P CAACS.pdf **Size:** 526.3 kB

### **Chrysetta Patterson CAACS**

**Filename:** Chrysetta Patterson CAACS.pdf **Size:** 526.8 kB

### **Dr**

**Filename:** Dr. Kimberlee Pierre CAACS.pdf **Size:** 526.1 kB

### **Dr**

**Filename:** Dr. AR Bernard CAACS.pdf **Size:** 523.0 kB

### **Shirley A**

**Filename:** Shirley A. Glasgow CAACS.pdf **Size:** 524.8 kB

## [Dean Sadek CAACS](#)

**Filename:** Dean Sadek CAACS.pdf **Size:** 524.3 kB

## [Henry Clouden, III CAACS](#)

**Filename:** Henry Clouden III CAACS.pdf **Size:** 523.3 kB

# Entry 7 BOT Membership Table

**Completed** Aug 1 2022

## 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 7 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.

### **CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK 800000067494**

#### **Authorizer:**

Who is the authorizer of your charter school?

NYCDOE

#### **1. 2021-2022 Board Member Information (Enter info for each BOT member)**

Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws	Number of Terms Served	Start Date of Current Term	End Date of Current Term	Board Meetings Attended
--------------	-----------------------	-----------------------	------------------------	---------------------------	------------------------	----------------------------	--------------------------	-------------------------

					(Y/N)		(MM/DD /YYYY)	(MM/DD /YYYY)	d During 2021-2022
1	Dr. AR Bernard		Chair	Finance	Yes	4	08/01/2020	08/01/2023	6
2	Cheryl A. Pemberton		Vice Chair	Fundraising	Yes	4	08/01/2020	08/01/2023	12
3	Henry Clouden, III		Treasurer	Finance	Yes	4	08/01/2020	08/01/2023	12
4	Shirley A. Glasgow		Secretary	Parent Engagement	Yes	4	08/01/2020	08/01/2023	5 or less
5	Chrysetta Patterson		Trustee/Member	Arts	Yes	4	08/01/2020	08/01/2023	12
6	Dean Sadek		Trustee/Member		Yes	1	01/22/2020	08/01/2023	12
7	Dr. Kimberlee Pierre		Trustee/Member		Yes	1	02/01/2022	08/01/2025	5 or less
8									
9									

**1a. Are there more than 9 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, 2022	7
b.Total Number of Members Added During 2021-2022	0
c. Total Number of Members who Departed during 2021-2022	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	7

**3. Number of Board meetings held during 2021-2022**

12

**4. Number of Board meetings scheduled for 2022-2023**

12

**Total number of Voting Members on June 30, 2022:**

7

**Total number of Voting Members added during the 2021-2022 school year:**

0

**Total number of Voting Members who departed during the 2021-2022 school year:**

0

**Total Maximum Number of Voting members in 2021-2022, as set by the board in bylaws, resolution, or minutes:**

10

**Total number of Non-Voting Members on June 30, 2022:**

0

**Total number of Non-Voting Members added during the 2021-2022 school year:**

0

**Total number of Non-Voting Members who departed during the 2021-2022 school year:**

0



**Total Maximum Number of Non-Voting members in 2021-2022, as set by the board in bylaws, resolution or minutes:**

n/a

**Board members attending 8 or fewer meetings during 2021-2022**

3

Thank you.

## Entry 8 Board Meeting Minutes

Completed Aug 1 2022

### **Instructions - Required of Regents, NYCDOE, and Buffalo BOE Authorized Schools ONLY**

Schools must upload complete set of monthly board meeting minutes (July 2021-June 2022), which should match the number of meetings held during the 2021-2022 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 1, 2022**.

### **CAACS 2021-22 meeting minutes**

Filename: CAACS 2021 22 meeting minutes.pdf Size: 788.2 kB

## Entry 9 Enrollment & Retention

Completed Aug 1 2022

### **Instructions for submitting Enrollment and Retention Efforts**

#### **Required of ALL Charter Schools**

Describe the good faith efforts the charter school has made in 2021-2022 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), 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 2022-2023.

## Entry 9 Enrollment and Retention of Special Populations

## Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2021-2022	Describe Recruitment Plans in 2022-2023
Economically Disadvantaged	<p>Cultural Arts Academy Charter School at Spring Creek understands the need to enroll and retain specific student populations in numbers comparable to the NYC CSD #18. We partner with local movie theaters and newspapers to increase our outreach area. In addition, we post flyers at the Brownsville Recreation Center and other community locations that tend to serve lower income families and their children and communicate contact with community resources used by low-income families, including SNAP (Supplemental Nutrition Assistance Program) and WIC (Women, Infants and Children) food stamp programs, food pantries, thrift shops, and social service agencies. We also provide rides to information sessions from these locations. Finally, we recruit kindergarten students through collaboration with Head-Start, local daycares, and other organizations serving predominantly low-income and immigrant families and limited-English speaking families.</p>	<p>Between the 2018-19 and 2021-22 school years CAACS-SC's enrollment of ED students increased every year, reaching 75% in 2021-22. In comparison, the enrollment of ED students in CSD 18 was 77% in 2021-22, within one percentage point of CAACS-SC.</p>
	<p>Cultural Arts Academy Charter School at Spring Creek understands the need to enroll and retain specific student populations in numbers comparable to the NYC CSD #18. This year, we have strategically</p>	

## English Language Learners

partnered with the local movie theaters, the Caribbean Times Newspaper and the Canarsie Courier, to enhance our enrollment coverage area. CAAC applied for a charter revision to create a dual language program. CAACS believes that creating a dual language will help us meet state-mandated goals to improve education for non-English-speaking students. In one study, students who enrolled in dual-language courses in kindergarten gained the equivalent of one year of reading instruction by eighth grade, compared with their peers who received English-only instruction. Supporters of dual language programs cite the work of neuroscientist Ellen Bialystok, who found that people who are bilingual tend to maintain better cognitive functioning with age and are even believed to have delayed onset in Alzheimer's symptoms after diagnosis. Our request to create a dual language program was not approved by the authorizers. CAACS translated all materials into the predominantly spoken languages of our district and community. CAACS used non-English media, approach community-based organizations serving the language group, recent immigrant support services. CAACS describe our ELL programs in our marketing materials, as well as our programs at all recruiting/outreach events and on our website. Additionally, our

Enrollment of ELLs at CAACS-SC increased between 2018-19 and 2021-22, approaching CSD 18.

	<p>initiatives will also include handing out flyers, attending school fairs, going to local churches, meeting local representatives, and attending community board meetings, radio spots, newspaper articles, and interviews. Social media like Facebook and Twitter are also two methods we will use. We will connect all of these on our website, enabling visitors to see any kind of activity happening with the school.</p>	
<p>Students with Disabilities</p>	<p>Cultural Arts Academy Charter School at Spring Creek understands the need to enroll and retain specific student populations in numbers comparable to the NYC CSD #18. This year, in we have strategically partnered with the local movie theaters, the Caribbean Times Newspaper and the Canarsie Courier, to enhance our enrollment coverage area. CAAC collaborates with our local Committee on Special Education for District 18. Since 2011-2012, we have been a member of the NYC Charter Center Special Education Collaborative and will continue to participate. This organization, the NYC Special Education Collaborative, focuses on assisting schools with starting and operating successful special education programs. Specific benefit details include:</p> <ul style="list-style-type: none"> <li>• Program Support: technical assistance and advocacy</li> <li>• Staff Training : Verbal de-escalation and restraint training,</li> </ul>	<p>Enrollment of SWD increased from 2019-20, reaching 15% in 2020-21 and 2021-22. The enrollment of SWD in CSD 18 was 18% in 2021-22.</p>

monthly instructional training, counseling staff support, discounts to fee-based training

- Teacher Recruitment: Career fair table and job postings
- Resources : Common Core IEP goal bank access, access to resource library

Additionally:

- CAAC hosts an annual breakfast for all of our families who have students with disabilities. All of the service providers make a presentation and parents can access an exhibit of curriculum and assistive technology
- Creates and disseminates brochures that describe our special education programming
- Members of CAAC staff also connect the school with information and programs that they use for their own children.

**Retention Efforts Toward Meeting Targets**

	Describe Retention Efforts in 2021-2022	Describe Retention Plans in 2022-2023
	<p>CAAC provides access to a great educational opportunity that is in demand for in and out-of-District families. We know that most families hear about our school by word of mouth. CAACS will continue to monitor the efficacy of our recruitment and enrollment efforts for our economically disadvantaged special population by carefully tracking student enrollment numbers. Through our data dashboard, we collect detailed</p>	<p>Our retention rate for ED students was 89% between 2020-21 and 2021-22, an increase of 14 percentage points</p>

Economically Disadvantaged	<p>information on trends in at-risk student populations, report to the Board on enrollment trends, and adjust the marketing strategy, as needed.</p> <p>CAACS continues to identify community programs similar to the Brownsville Recreation Center, Boys and Girls Club and the local YMCA with more substantial populations of student eligible for free lunch, establish relationships with these organizations, make information available to organization leaders and post flyers.</p>	<p>from the 2020-21 school year. We are continuing to implement the robust retention strategies described to the left to support the retention of ED students at CAACS.</p>
English Language Learners	<p>CAACS' retention strategies include:</p> <ul style="list-style-type: none"> <li>-- Taking time to learn about the cultures and needs of ELL families in your school's community;</li> <li>-- Understanding that written materials are not always enough <ul style="list-style-type: none"> <li>- place phone calls to ELL families;</li> </ul> </li> <li>-- Utilizing ELL family members who are already in our school community - we designate them to speak on behalf of our school.</li> <li>-- Having our bilingual staff member or volunteer who can help answer families' questions and fill out paperwork;</li> <li>-- Hosting an open-house specific to ELL families and providing translated materials and presenters who can translate for families.</li> </ul>	<p>Our retention rate for ELLs was 80% between 2020-21 and 2021-22.</p> <p>Going forward, we will continue to work towards improving the retention of ELLs.</p>
	<ul style="list-style-type: none"> <li>-- CAACS continues to build relationships with support organizations to gain familiarity with the services they provide.</li> </ul>	<p>Our retention rate for SWD was 100% between 2020-21 and 2021-22., increasing by 36</p>

Students with Disabilities

-- CAAC maintains a database of support services to the families so these organizations know about our school and its special education program and make recommendations to the families they serve.

percentage points from the previous year. Going forward, we will continue to implement the strategies that contributed to this strong retention rate.

## **Entry 10 - Teacher and Administrator Attrition**

**Completed** Aug 1 2022

### **Form for "Entry 10 - Teacher and Administrator Attrition" Revised to Employee Fingerprint Requirements Attestation**

## **A. TEACH System - Employee Clearance**

Charter schools must ensure that all prospective employees<sup>[1]</sup> receive clearance through [the NYSED Office of School Personnel Review and Accountability](#) (OSPRA) prior to employment. **This includes paraprofessionals and other school personnel who are provided or assigned by the district of location, or related/contracted service providers.** After an employee has been cleared, schools are required to maintain proof of such clearance in the file of each employee. For the safety of all students, charter schools must take immediate steps to terminate the employment of individuals who have been denied clearance. Once the employees have been terminated, the school must terminate the request for clearance in the TEACH system.

In the Annual Report, charter schools are asked to confirm that all employees have been cleared through the NYSED TEACH system; and, if denied clearance, confirm that the individual or employee has been removed from the TEACH system, and is not employed by the school.

<sup>[1]</sup> Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.nysed.gov/common/nysed/files/programs/charter-schools/employeefingerprintoct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

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## **B. Emergency Conditional Clearances**

### **Emergency Conditional Clearances**

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must request clearance through NYSED TEACH, and the school's emergency conditional clearance of the employee terminates automatically once the school receives notification from NYSED regarding the clearance request. Status notification is provided for all prospective employees through the NYSED TEACH portal within 48 hours after the clearance request is submitted. Therefore, at most, a school's emergency conditional clearance will be valid for only 48 hours after approval by the board.

Schools are not permitted to renew or in any way re-establish a prospective employee's emergency conditional clearance after status notification is sent by NYSED through the TEACH portal.

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at [NYSED CSO Employee Clearance and Fingerprint Memo 10-2019](#).

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### **Attestation**

#### **Responses Selected:**

I hereby attest that the school has reviewed, understands, and will comply with these requirements.

## **Entry 11 Percent of Uncertified Teachers**

**Completed** Aug 1 2022

### **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.

Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

## **Entry 11 Uncertified Teachers**

**School Name:**

# 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, 2022)	1
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	
Total Category A: 5 or 30% whichever is less	1.0

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

	FTE Count
i. Mathematics	
ii. Science	
iii. Computer Science	
. Technology	
. Career and Technical Education	0
<b>Total Category B: not to exceed 5</b>	<b>0.0</b>

**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, 2022)	
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	
. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	
<b>Total Category C: not to exceed 5</b>	<b>0</b>

## TOTAL FTE COUNT OF UNCERTIFIED TEACHERS (Sum of Categories A, B AND C)

(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	1

## 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	1

## CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	21

## CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	23

Thank you.



## Entry 12 Organization Chart

Completed Aug 1 2022

## Instructions

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

Upload the 2021-2022 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should **not** appear on the chart.

### **CAACS TABLE OF ORGANIZATION-2021-2022**

**Filename:** CAACS TABLE OF ORGANIZATION 2021 2022.pdf **Size:** 328.3 kB

## Entry 13 School Calendar

**Completed** Aug 1 2022

### Instructions for submitting School Calendar

#### **Required of ALL Charter Schools**

If the charter school has tentative calendar based on available information and guidance at the time, please submit with the August 1, 2022 submission. Charter schools must upload final school calendar into the portal and may do so at any time but no later than **September 15, 2022**.

School calendars must meet the [minimum instructional requirements](#) as required of other public schools *"... unless the school's charter requires more instructional time than is required under the regulations."*

Board of Regents-authorized charter schools also 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. See an example of calendar showing the requested information. Schools are encouraged to use calendar template and ensure there is monthly tally of instructional days.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

### **CAACS School Calendar 2022-2023**

**Filename:** CAACS School Calendar 2022 2023.pdf **Size:** 521.3 kB

## Entry 14 Links to Critical Documents on School Website

**Completed** Aug 1 2022

### Instructions

#### **Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 5: Authorizer-approved DASA policy and NYSED-Approved School Discipline policy**

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. Current Annual Report (i.e., 2021-2022 Annual Report);[\[1\]](#)
2. Board meeting notices, agendas and documents;
3. New York State School Report Card;
4. Authorizer-approved DASA policy and NYSED-Approved School Discipline policy **(For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)**;

5. District-wide safety plan, not building level safety plan (as per the September 2021 [Emergency Response Plan Memo](#));
6. Authorizer-approved FOIL policy; and
7. Subject matter list of FOIL records. (Example: See [NYSED Subject Matter List](#))

[1] Each charter school is required to make the Annual Report publicly available by August 1 and to post on their respective charter school website. Each school should post an updated and complete version to include accountability data and financial statements that are not or may not be available until after the August deadline (i.e., Repost when financials have been submitted in November.)

## **Form for Entry 14 Links to Critical Documents on School Website**


**School Name: Cultural Arts Academy Charter School at Spring Creek**

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**Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy**

**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. Current Annual Report (i.e., 2021-2022 Annual Report)	<a href="https://www.culturalartsacademy.org/accountability">https://www.culturalartsacademy.org/accountability</a>
2. Board meeting notices, agendas and documents	<a href="https://www.culturalartsacademy.org/accountability/notice-of-public-meetings">https://www.culturalartsacademy.org/accountability/notice-of-public-meetings</a>
3. New York State School Report Card	<a href="https://www.culturalartsacademy.org/accountability">https://www.culturalartsacademy.org/accountability</a>
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	<a href="https://www.culturalartsacademy.org/accountability">https://www.culturalartsacademy.org/accountability</a>
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo)	<a href="https://www.culturalartsacademy.org/accountability">https://www.culturalartsacademy.org/accountability</a>
6. Authorizer-approved FOIL Policy	<a href="https://www.culturalartsacademy.org/accountability">https://www.culturalartsacademy.org/accountability</a>
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	<a href="https://www.culturalartsacademy.org/accountability">https://www.culturalartsacademy.org/accountability</a>

Thank you. 

## **Entry 15 Staff Roster**

**Completed** Aug 1 2022

### **INSTRUCTIONS**

**Required of Regents and NYCDOE-authorized Charter Schools ONLY**

Please click on the MS Excel [Faculty/Staff Roster Template](#) and provide the following information for **ANY and ALL** instructional and non-instructional employees.

**Use of the 2021-2022 Annual Report Faculty/Staff roster template is required. Each of the data elements, with the exception of the Notes, are required, and use of the drop-down options,**

**when provided, is also required. Reminders:** Please use the notes section provided to add any additional information as deemed necessary. Failure to adhere to the guidelines and validations in the Staff Roster Template will result in resubmission of fully corrected roster.

Please note the roster should include all staff employed any point from July 1, 2021 to June 30, 2022, including those employed on June 30th.

### **[CAACS Faculty Staff Roster\\_updated 08012022](#)**

**Filename:** CAACS Faculty Staff Roster update 6TC71lo.xlsx **Size:** 20.8 kB

## **Optional Additional Documents to Upload (BOR)**

**Incomplete**



# New York State Education Department

## Request for Proposals to Establish Charter Schools Authorized by the Board of Regents

### 2022-2023 Budget & Cash Flow Template

#### General Instructions and Notes for New Application Budgets and Cash Flows Templates

1	Complete ALL SIX columns in <b>BLUE</b>
2	Enter information into the <b>GRAY</b> cells
3	Cells containing <b>RED</b> triangles in the upper right corner in columns B through G contain guidance on that particular item
4	School district per-pupil tuition information is located on the State Aid website at <a href="https://stateaid.nysed.gov/charter/">https://stateaid.nysed.gov/charter/</a> . Rows may be inserted in the worksheet to accommodate additional districts if necessary.
5	The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, please reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

Cultural Arts Academy Charter School at Spring Creek

PROJECTED BUDGET FOR 2022-2023

July 1, 2022 to June 30, 2023

Assumptions

DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 165. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	3,877,720	339,408	691,777	-	-	4,908,905
Total Expenses	3,637,439	270,331	58,739	729,696	4,696,205	
Net Income	240,281	69,077	691,777	(58,739)	(729,696)	212,700
Actual Student Enrollment	220	31	-	-	-	-
Total Paid Student Enrollment	-	-	-	-	-	-

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
3,877,720	339,408	691,777	-	-	-	4,217,128
3,877,720	339,408	-	-	-	-	4,217,128

REVENUE	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
REVENUES FROM STATE SOURCES						
Per Pupil Revenue						
District of Location	339,408	-	-	-	-	339,408
School District 2 (Enter Name)	-	-	-	-	-	-
School District 3 (Enter Name)	-	-	-	-	-	-
School District 4 (Enter Name)	-	-	-	-	-	-
School District 5 (Enter Name)	-	-	-	-	-	-
Special Education Revenue	-	339,408	-	-	-	339,408
Grants	-	-	-	-	-	-
Stimulus	-	-	-	-	-	-
Other	-	-	-	-	-	-
Other State Revenue	-	-	-	-	-	-
<b>TOTAL REVENUE FROM STATE SOURCES</b>	<b>339,408</b>	<b>339,408</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,217,128</b>
REVENUE FROM FEDERAL FUNDING						
IDEA-Special Needs	-	-	85,889	-	-	85,889
Title I	-	-	20,728	-	-	20,728
Title Funding - Other	-	-	-	-	-	-
School Food Service (Free Lunch)	-	-	-	-	-	-
Grants	-	-	-	-	-	-
Charter School Program (CSP) Planning & Implementation	-	-	-	-	-	-
Other	-	-	-	-	-	-
Other Federal Revenue	-	-	106,627	-	-	106,627
<b>TOTAL REVENUE FROM FEDERAL SOURCES</b>	<b>-</b>	<b>-</b>	<b>106,627</b>	<b>-</b>	<b>-</b>	<b>106,627</b>
LOCAL and OTHER REVENUE						
Contributions and Donations, Fundraising	-	-	585,000	-	-	585,000
Erate Reimbursement	-	-	150	-	-	150
Interest Income, Earnings on Investments, NYC-DYCD (Department of Youth and Community Development)	-	-	-	-	-	-
Food Service (Income from meals)	-	-	-	-	-	-
Text Book	-	-	-	-	-	-
Other Local Revenue	-	-	585,160	-	-	585,160
<b>TOTAL REVENUE FROM LOCAL and OTHER SOURCES</b>	<b>-</b>	<b>-</b>	<b>585,160</b>	<b>-</b>	<b>-</b>	<b>585,160</b>
<b>TOTAL REVENUE</b>	<b>3,877,720</b>	<b>339,408</b>	<b>691,777</b>	<b>-</b>	<b>-</b>	<b>4,908,905</b>

CY Per Pupil Rate

\$17,626.00

List exact titles and staff FTE's ( Full time equivalent)

EXPENSES	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
ADMINISTRATIVE STAFF PERSONNEL COSTS						
Executive Management	174,484	12,506	-	-	-	187,000
Instructional Management	-	-	-	-	-	-
Deans, Directors & Coordinators	35,059	2,513	631	-	6,798	45,000
CFO / Director of Finance	-	-	-	-	-	-
Operation / Business Manager	75,571	5,416	1,359	-	14,653	97,000
Administrative Staff	177,241	12,703	3,188	-	34,367	227,500
<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>462,365</b>	<b>33,139</b>	<b>5,178</b>	<b>-</b>	<b>55,819</b>	<b>556,500</b>
INSTRUCTIONAL PERSONNEL COSTS						
Teachers - Regular	794,235	56,925	14,285	-	154,004	1,019,449
Teachers - SPED	111,275	7,975	2,001	-	21,576	142,828
Substitute Teachers	-	-	-	-	-	-
Teaching Assistants	497,133	35,631	8,941	-	96,385	638,100
Specialty Teachers	-	-	-	-	-	-
Aides	-	-	-	-	-	-
<b>No. of Positions</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>4.00</b>	<b>7</b>	

Cultural Arts Academy Charter School at Spring Creek

PROJECTED BUDGET FOR 2022-2023

July 1, 2022 to June 30, 2023

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 165. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	3,877,720	339,408	691,777	-	-	4,908,905
Total Expenses	3,637,439	270,331	-	58,739	729,696	4,696,205
Net Income	240,281	69,077	691,777	(58,739)	(729,696)	212,700
Actual Student Enrollment	220	31	-	-	-	-
Total Paid Student Enrollment	-	-	-	-	-	-

	PROGRAM SERVICES			SUPPORT SERVICES		
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL

Therapists & Counselors	81,056	5,810	-	1,458	15,717	104,040
Other	-	-	-	-	-	-
<b>TOTAL INSTRUCTIONAL</b>	<b>1,483,698</b>	<b>106,341</b>	<b>-</b>	<b>26,685</b>	<b>287,692</b>	<b>1,904,417</b>

NON-INSTRUCTIONAL PERSONNEL COSTS						
Nurse	43,707	3,133	-	786	8,475	56,100
Librarian	-	-	-	-	-	-
Custodian	74,792	5,361	-	1,345	14,502	96,000
Security	39,733	2,848	-	715	7,704	51,000
Other	42,850	3,071	-	771	8,309	55,000
<b>TOTAL NON-INSTRUCTIONAL</b>	<b>201,081</b>	<b>14,412</b>	<b>-</b>	<b>3,617</b>	<b>38,990</b>	<b>288,100</b>
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>	<b>2,147,144</b>	<b>153,893</b>	<b>-</b>	<b>35,480</b>	<b>382,501</b>	<b>2,719,017</b>

PAYROLL TAXES AND BENEFITS						
Payroll Taxes	155,698	11,159	-	2,800	30,190	199,848
Fringe / Employee Benefits	277,559	19,893	-	4,992	53,819	356,263
Retirement / Pension	-	-	-	-	-	-
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>	<b>433,256</b>	<b>31,053</b>	<b>-</b>	<b>7,792</b>	<b>84,009</b>	<b>556,111</b>
<b>TOTAL PERSONNEL SERVICE COSTS</b>	<b>2,580,401</b>	<b>184,945</b>	<b>-</b>	<b>43,272</b>	<b>466,510</b>	<b>3,275,128</b>

CONTRACTED SERVICES						
Accounting / Audit	-	-	-	-	105,000	105,000
Legal	3,895	279	-	70	755	5,000
Management Company Fee	-	-	-	-	-	-
Nurse Services	-	-	-	-	-	-
Food Service / School Lunch	-	-	-	-	-	-
Payroll Services	-	-	-	-	5,000	5,000
Special Ed Services	-	-	-	-	-	-
Titlement Services (i.e. Title I)	-	-	-	-	-	-
Other Purchased / Professional / Consulting	54,536	3,909	-	981	10,575	70,000
<b>TOTAL CONTRACTED SERVICES</b>	<b>58,431</b>	<b>4,188</b>	<b>-</b>	<b>1,051</b>	<b>121,330</b>	<b>185,000</b>

SCHOOL OPERATIONS						
Board Expenses	-	-	-	-	-	-
Classroom / Teaching Supplies & Materials	65,318	4,692	-	-	-	70,000
Special Ed Supplies & Materials	-	-	-	-	-	-
Textbooks / Workbooks	-	-	-	-	-	-
Supplies & Materials other	27,268	1,954	-	490	5,287	35,000
Equipment / Furniture	35,059	2,513	-	631	6,798	45,000
Telephone	-	-	-	-	-	-
Technology	-	-	-	-	-	-
Student Testing & Assessment	55,967	4,013	-	-	-	60,000
Field Trips	-	-	-	-	-	-
Transportation (Student)	-	-	-	-	-	-
Student Services- other	46,656	3,344	-	580	6,043	50,000
Office Expense	31,163	2,254	-	-	-	40,000
Staff Development	46,656	3,344	-	-	-	50,000
Staff Recruitment	18,662	1,338	-	-	-	20,000
Student Recruitment / Marketing	-	-	-	-	-	-
School Meals / Lunch	-	-	-	-	-	-
Travel (Staff)	-	-	-	-	-	-
Fundraising	50,640	3,630	-	911	9,819	65,000
Other	-	-	-	-	-	-
<b>TOTAL SCHOOL OPERATIONS</b>	<b>377,410</b>	<b>27,050</b>	<b>-</b>	<b>2,582</b>	<b>27,947</b>	<b>435,000</b>

FACILITY OPERATION & MAINTENANCE						
Insurance	54,536	3,909	-	981	10,575	70,000

Assumptions

DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable

Cultural Arts Academy Charter School at Spring Creek

PROJECTED BUDGET FOR 2022-2023

July 1, 2022 to June 30, 2023

Assumptions

DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 165. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	3,877,720	338,408	691,777	-	-	4,908,905
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Net Income	240,281	69,077	691,777	(58,739)	(729,696)	212,700
Actual Student Enrollment	220	31	-	-	-	-
Total Paid Student Enrollment	-	-	-	-	-	-

	PROGRAM SERVICES			SUPPORT SERVICES		
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Janitorial	-	-	-	-	-	-
Building and Land Rent / Lease	357,556	25,627	-	6,431	69,331	458,945
Repairs & Maintenance	97,385	6,980	-	1,752	18,883	125,000
Equipment / Furniture	-	-	-	-	-	-
Security	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	<b>509,477</b>	<b>38,516</b>	<b>-</b>	<b>9,163</b>	<b>98,789</b>	<b>653,945</b>
DEPRECIATION & AMORTIZATION	36,720	2,632	-	660	7,120	47,132
DISSOLUTION ESCROW & RESERVES / CONTINGENCY	75,000	15,000	-	2,000	8,000	100,000
<b>TOTAL EXPENSES</b>	<b>3,637,439</b>	<b>270,331</b>	<b>-</b>	<b>58,739</b>	<b>729,696</b>	<b>4,696,205</b>
<b>NET INCOME</b>	<b>240,281</b>	<b>69,077</b>	<b>691,777</b>	<b>(58,739)</b>	<b>(729,696)</b>	<b>212,700</b>

placed under Cash Flow Adjustment in the renewal application.

	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED
ENROLLMENT - School Districts Are Linked To Above Entries*			
District of Location	220	31	251
School District 2 (Enter Name)	-	-	-
School District 3 (Enter Name)	-	-	-
School District 4 (Enter Name)	-	-	-
School District 5 (Enter Name)	-	-	-
<b>TOTAL ENROLLMENT</b>	<b>220</b>	<b>31</b>	<b>251</b>
REVENUE PER PUPIL	17,626	10,949	2,756
EXPENSES PER PUPIL	18,534	8,720	-

# CULTURAL ARTS ACADEMY CHARTER SCHOOL

International Baccalaureate  
World School

The First Franklin-Covey Leader in Me Lighthouse Charter School in New York  
Official Chapter of the National Elementary Honor Society  
*"Where Leaders Grow Up."*

## 2022-2023 SCHOOL CALENDAR

180 instructional days

### MISSION STATEMENT

Cultural Arts Academy Charter School's mission is to provide a college preparatory education (*Curriculum and Instruction*) with exemplary cultural arts proficiency (*The Arts*) to young leaders (*Leader in Me*) who will profoundly impact the human condition (*International Baccalaureate*).

### IMPORTANT NOTES

- DAILY SCHOOL HOURS FOR ALL SCHOLARS are 7:30am – 3:30PM, *except Fridays*.
- FRIDAY DISMISSAL IS AT 2:30PM.
- DATES AND INFORMATION ARE SUBJECT TO CHANGE.

June 30, 2022	Grade 5 Graduation
July 1 – July 29, 2022 SPECIAL SUMMER PROGRAMMING	July 1 – July 8, 2022 - All Directors, Security and Facilities Team Do Not Report. July 11 – August 18 - <u>Select</u> Summer Directors, Security, Operations, Instructional, and Facilities Staff Reports to Work for the Summer Boost Program. July 12 – August 18 – SUMMER BOOST begins – Scholars Report
August 1, 2022	All Directors, Facilities and Security Report In-Person.
August 15, 2022	Virtual Professional Learning Begins – All Instructional Leadership and Professors.
August 18, 2022	Last Day of SUMMER BOOST
August 22 – September 2, 2022	In-Person Professional Learning Begins for ALL CAACS Staff ( <i>Instructional AND Non-Instructional Staff Reports to Work</i> )
August 26, 2022	Kindergarten and New Student Mixer

September 6, 2022	FIRST DAY OF SCHOOL – IN-PERSON LEARNING for all Scholars and Staff
September 13, 2022	K-2 CURRICULUM NIGHT Virtual Presentation
September 15, 2022	Grades 3-5 CURRICULUM NIGHT Virtual Presentation
September 26, 2022	SCHOOL CLOSED - ROSH HASHANAH
October 5, 2022	SCHOOL CLOSED - YOM KIPPUR
October 10, 2022	SCHOOL CLOSED – INDIGENOUS PEOPLES' DAY
October 21, 2022	PROGRESS REPORT #1
November 4, 2022	LAST DAY OF QUARTER 1
November 8, 2022	ELECTION DAY Professional Learning VIRTUAL WEBINAR (WFH) – Staff (CAACS-Online Independent Learning) - All scholars will work on IB-PBAT inquiry-based assignments) <b>(NO IN-PERSON LEARNING)</b>
November 10, 2022	Virtual Student-Led Parent Conferences 8am – 4pm (CAACS-Online Independent Learning) - All scholars will work on PBAT inquiry-based assignments. <b>(NO IN-PERSON LEARNING)</b>
November 11, 2022	SCHOOL CLOSED – VETERANS DAY
November 23 – November 25, 2022	SCHOOL CLOSED – THANKSGIVING
December 16, 2022	PROGRESS REPORT #2
December 23, 2022 – January 2, 2023	SCHOOL CLOSED - HOLIDAY BREAK (Report to School 1/3/2023)
Monday, January 3, 2022	First Day Back - Staff and Scholars Return (CAACS Online – Virtual Learning)
January 6, 2023	LAST DAY OF QUARTER 2
January 12, 2023	Virtual Student-Led Parent Conferences 8am – 4pm (CAACS-Online Independent Learning) - All scholars will work on PBAT inquiry-based assignments. <b>(NO IN-PERSON LEARNING)</b>

January 16, 2023	SCHOOL CLOSED – DR. MLK DAY
February 20 - February 24, 2023	SCHOOL CLOSED – WINTER BREAK
March 3, 2023	PROGRESS REPORT #3
April 6 -April 14, 2023	SCHOOL CLOSED – SPRING BREAK
APRIL 19-20, 24 2023	NYSED ELA EXAMS
April 21, 2023	SCHOOL CLOSED – EID AL-FITR
May 2, 3, 4, 2023	NYSED MATH EXAMS
<p><b>NOTE: IN SPRING 2023, THERE WILL NOT BE AN ADMINISTRATION OF THE GRADE 4 SCIENCE TEST. THIS IS TO SUPPORT THE TRANSITION TO THE NEW GRADE 5 ELEMENTARY-LEVEL SCIENCE TEST MEASURING THE NEW NYS P-12 SCIENCE LEARNING STANDARDS, WHICH BEGINS IN SPRING 2024.</b></p>	
May 18, 2023	<p>Virtual Student-Led Parent Conferences 8am – 4pm (CAACS-Online Independent Learning) - All scholars will work on PBAT inquiry-based assignments. (NO IN-PERSON LEARNING)</p>
May 29, 2023	SCHOOL CLOSED – MEMORIAL DAY
June 19, 2023	SCHOOL CLOSED - JUNETEENTH
June 23, 2023	K-4 BRIDGING (Stepping Up) CEREMONIES
June 26, 2023	FINAL REPORT CARD DISTRIBUTION
June 27, 2023	LAST DAY OF SCHOOL - GRADE 5 GRADUATION (In-person)
<p><b>IMPORTANT NOTES:</b></p> <ol style="list-style-type: none"> <li>1. DATES AND INFORMATION ARE SUBJECT TO CHANGE.</li> <li>2. EVERY FRIDAY DISMISSAL IS AT 2:30PM (EXCEPT FOR SCHOOL CLOSURE).</li> <li>3. THIS CALENDAR REFLECTS 180 INSTRUCTIONAL DAYS.</li> </ol>	

# CULTURAL ARTS ACADEMY CHARTER SCHOOL

International Baccalaureate  
World School

## 2021-2022 TABLE OF ORGANIZATION

### BOARD OF TRUSTEES

Responsible for the oversight of CAACS's fidelity to our Charter

### FOUNDING PRINCIPAL-CEO

*(Reports directly to the Board of Trustees)*

Responsible for the daily management and oversight of all school functions both academic and non-academic.

### SCHOOL LEADERSHIP

*(Reports directly to the Principal)*

#### **Director of Business, Accountability and Compliance, Facilities and School Safety**

*Oversight of all NYS, NYCDOE, TITLE I, Board of Trustees, staff compliance, human resources, and accountability areas.*

#### **Director of Operations**

*Oversight of non-academic areas of management including enrollment planning, technology, transportation, medical, food services, enrollment, special events and parent engagement*

#### **Co-Directors of Curriculum and Instruction (2)**

*Oversight of instruction, data management, student assessments, assessment compliance, and supervision of General Education staff*

#### **Director of Student Support**

*Oversight of Student Support Services (SPED, Guidance Services, AIS, and Rti) and supervision of Special Education staff*

### ADMINISTRATION

**Instructional Specialists (3)** – *(Reports to the Co-Directors of Curriculum and Instruction) - responsible for instructional coaching and talent development of new, emerging, and master teachers.*

**IB Coordinator** - *(Reports to the Co-Directors of Curriculum and Instruction) - responsible for the effective organization of the PYP curriculum program and contributes to policy formation.*



**LIM Coordinator** - *(Reports to the Co-Directors of Curriculum and Instruction) and coordinates the school wide Leader in Me model and professional learning to achieve and maintain our Lighthouse status.*

**Guidance Counselor** *(Reports to the Director of Student Support) - provides academic and SEL support to students.*

**Dean of Students** – *(Reports to the Director of Student Support) – responsible for the implementation of the discipline policy and overall student safety.*

**Ed-Tech Specialist** *(Reports to the Director of Operations) Responsible for instructional technologies*

**Facilities Manager** – *Reports to the Director of BACFSS Responsible for management of the internal and external facility maintenance*

**School Safety Manager** – *Reports to the Director of BACFSS Responsible for safety and security and the supervision and training of the safety officers.*

## **CURRICULUM AND INSTRUCTION**

### **Teachers/Teaching Assistants/Teaching Artists**

Charged with delivery of curriculum and instruction and classroom management.

## **CAACS PARENT ASSOCIATION**

President

Vice President

Treasurer

Secretary

University Representatives



JPMorgan Chase Bank, N.A.  
 P O Box 182051  
 Columbus, OH 43218 - 2051

July 01, 2022 through July 29, 2022

Account Number: [REDACTED]

**CUSTOMER SERVICE INFORMATION**

Web site: [www.Chase.com](http://www.Chase.com)  
 Service Center: 1-877-425-8100  
 Deaf and Hard of Hearing: 1-800-242-7383  
 Para Espanol: 1-888-622-4273  
 International Calls: 1-713-262-1679

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LARRY H WEISS AS ESCROW AGENT FOR  
 CULTURAL ARTS ACADEMY CHARTER SCHOOL  
 LARRY H WEISS ESCROW AGENT  
 1900 HEMPSTEAD TPKE STE 200  
 EAST MEADOW NY 11554-1702



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**SAVINGS SUMMARY**

Chase Business Select High Yield Savings

	INSTANCES	AMOUNT
<b>Beginning Balance</b>		<b>\$100,259.71</b>
Deposits and Additions	1	0.79
<b>Ending Balance</b>	<b>1</b>	<b>\$100,260.50</b>
Annual Percentage Yield Earned This Period		0.01%
Interest Paid This Period		\$0.79
Interest Paid Year-to-Date		\$4.81

There has been no activity on your account during this statement period. You may not receive a statement through the mail in the future if there is no activity on your account. You can always view your account activity and statement by logging on to your account through chase.com. If you have questions, please call us at the number on this statement.

You could earn an even higher interest rate on your Chase Business Select High Yield Savings account if you link it to a qualifying checking account. Visit any of our branches for details or call us at the telephone number on your statement.

Your monthly service fee was waived because you maintained an average savings balance of \$10,000 or more during the statement period.

**TRANSACTION DETAIL**

DATE	DESCRIPTION	AMOUNT	BALANCE
	<b>Beginning Balance</b>		<b>\$100,259.71</b>
07/29	Interest Payment	0.79	100,260.50
	<b>Ending Balance</b>		<b>\$100,260.50</b>

30 deposited items are provided with your account each month. There is a \$0.20 fee for each additional deposited item.

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Cheryl A. Pemberton-Graves

---

**Name of Charter School Education Corporation:**

Cultural Arts Academy Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Vice President

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

5. 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.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

7. 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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

**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

*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. The personal contact information provided below will be redacted.*

**Business Telephone:**

\_\_\_\_\_

**Business Address:**



DocuSigned by:  
*Cheryl A. Pemberton-Graves*  
CBEDE241CE644D9...

7/27/2022

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Chrysetta Patterson

---

**Name of Charter School Education Corporation:**

Cultural Arts Academy Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Trustee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.



4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

5. 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.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

7. 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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

**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

*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. The personal contact information provided below will be redacted.*

**Business Telephone:**

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**Business Address:**



DocuSigned by:  
*Chrysetta Patterson*  
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7/18/2022

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Dean Sadek

---

**Name of Charter School Education Corporation:**

Cultural Arts Academy Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Trustee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

5. 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.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

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

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**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

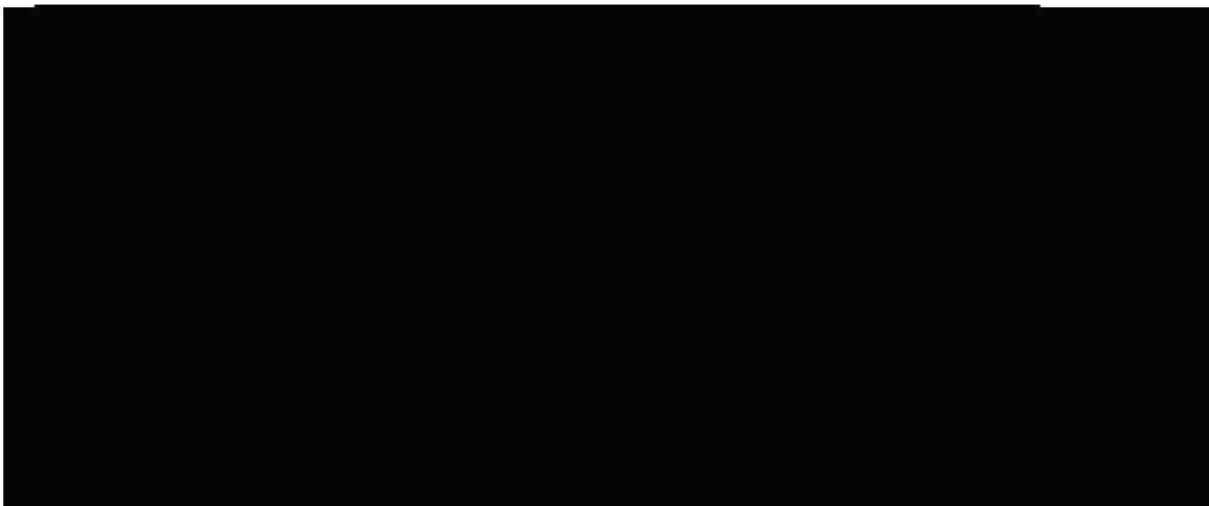


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**Business Telephone:**

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**Business Address:**



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*Dean Sadek*  
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7/5/2022

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
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*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Dr. AR Bernard

---

**Name of Charter School Education Corporation:**

Cultural Arts Academy Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

President

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

5. 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.

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**None**

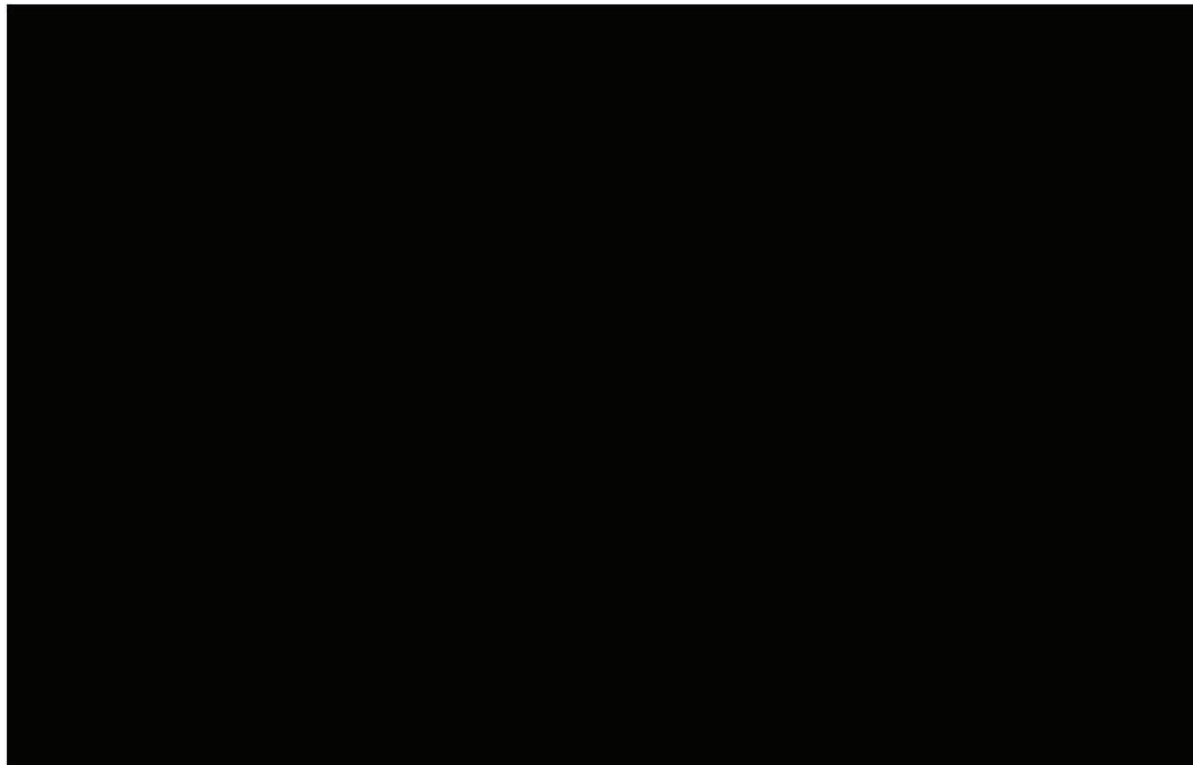
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**None**

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

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DocuSigned by:  
*Dr. AR Bernard*  
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7/2/2022

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**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Dr. Kimberlee Pierre

---

**Name of Charter School Education Corporation:**

Cultural Arts Academy Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Trustee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

5. 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.



6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

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

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**None**

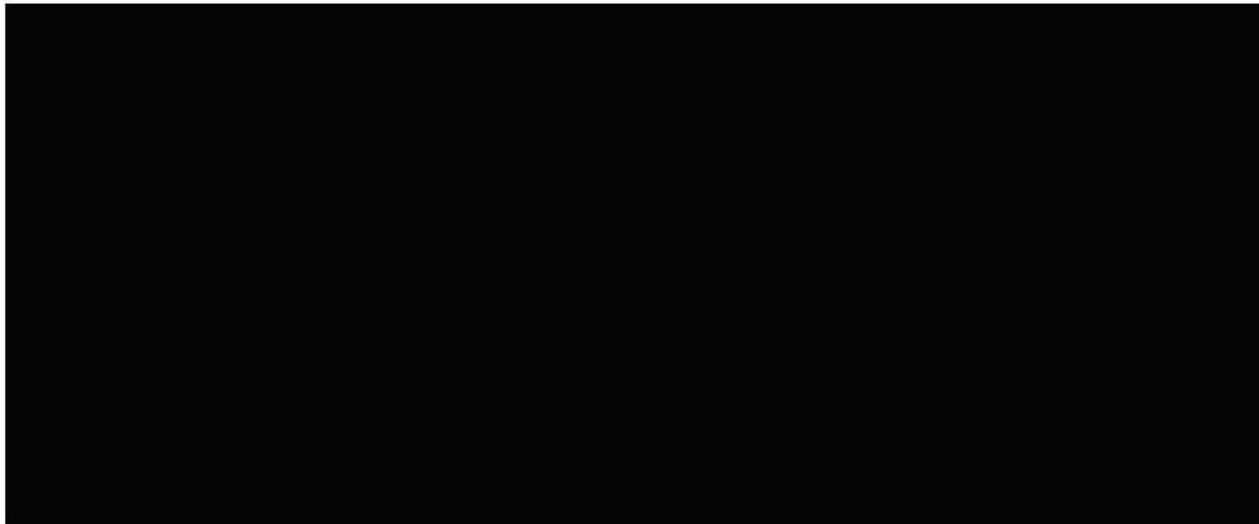
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**Business Telephone:**

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**Business Address:**



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*Dr. Kimberlee Pierre*  
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7/5/2022

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Henry Clouden, III

---

**Name of Charter School Education Corporation:**

Cultural Arts Academy Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Treasurer

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

5. 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.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

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**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

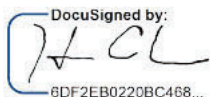
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**Business Telephone:**

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**Business Address:**



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6/29/2022

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
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*last revised 04/2022*



**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Shirley A. Glasgow

---

**Name of Charter School Education Corporation:**

Cultural Arts Academy Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Secretary

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

5. 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.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

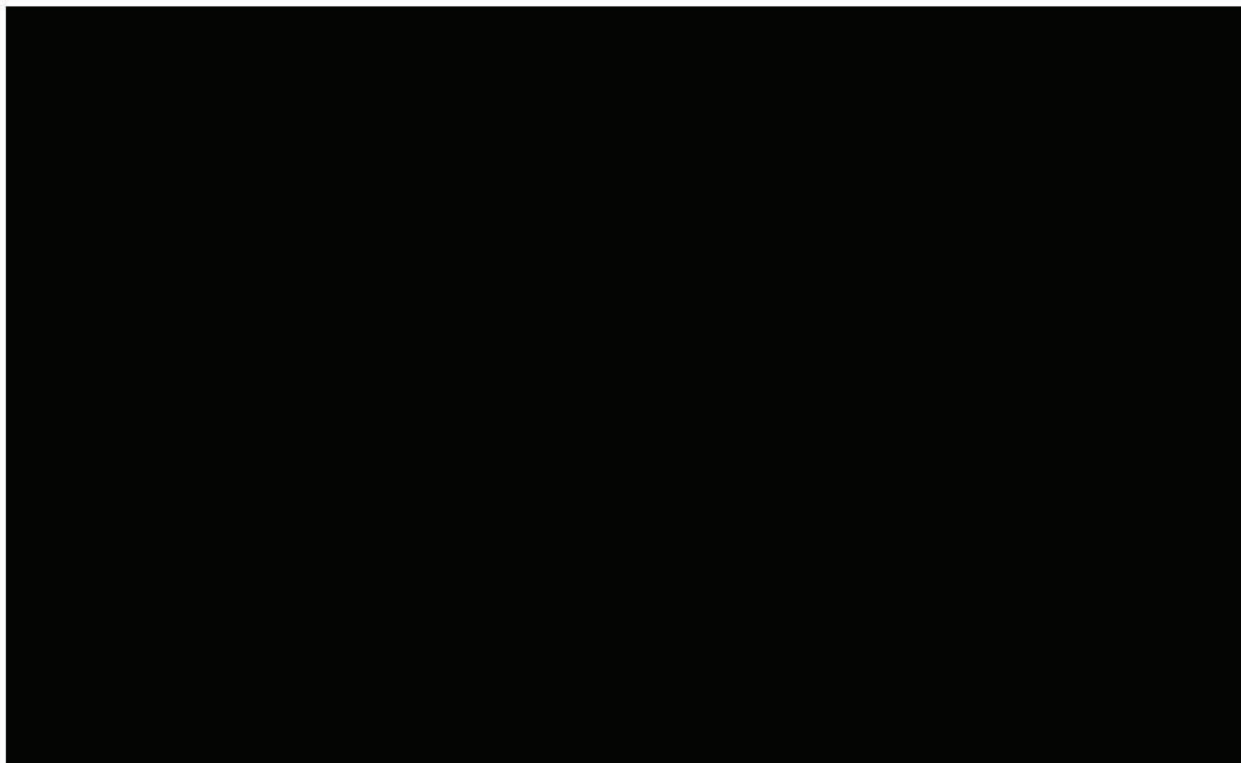
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**None**

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DocuSigned by:  
*Shirley A. Glasgow*  
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7/25/2022

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**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF CULTURAL ARTS ACADEMY  
CHARTER SCHOOL**

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held via Zoom on July 21, 2021.

**IN ATTENDANCE:**

Henry Clouden III, Treasurer  
Cheryl Pemberton-Graves, Vice-President  
Chrysetta Patterson, Member  
Dean Sadek, Member  
Dr. Laurie B. Midgette, Principal

**FINANCIAL REPORT** – Mr. Henry Clouden, III, Board Treasurer

**VOTE**

The financial statements of Cultural Arts Academy Charter School were prepared by Stuart Sabal and presented by Henry Clouden, Treasurer. The Board reviewed related statements of activities and cash flows for one month, with the accompanying supplemental information. These statements were discussed in detail. There is sufficient cash to fund monthly operations.

**BOARD GOVERNANCE**

**IN-PERSON BOARD MEETINGS** resume, as per Governor Cuomo’s Executive Order.

**NEW BOARD MEMBER CANDIDATE - Review of resume**

Doctor of Education - Executive Leadership St. John Fisher College  
Advanced Certificate in Administration and Supervision Brooklyn College  
Master of Science, Special Education Long Island University  
Bachelor of Science, History, State University of New York at Binghamton

**Relevant Certifications and Trainings**

TITLE IX COORDINATOR LEVELS I, AND  
TITLE IX COMPLIANCE AND ATHLETICS  
PRE-K – 12 TITLE IX - INVESTIGATOR  
CIVIL RIGHTS INVESTIGATOR  
504 (ACCESSIBILITY) - COORDINATOR  
PRINCIPAL LEAD EVALUATOR CERTIFICATION PERMANENT  
NEW YORK STATE SCHOOL DISTRICT ADMINISTRATOR PERMANENT  
NEW YORK STATE SCHOOL ADMINISTRATOR AND SUPERVISOR

**DATA DASHBOARD**

**Year to Date Attendance Rate** – 93.11%  
**In-Person Attendance Data as of 6/25/20218**  
Grade 3 – 5 Cohort – 90.40%  
Grade K -2 Cohort – 90.06%  
**Current Enrollment** – 244

## **SPED Enrollment – 34**

**IMMUNIZATION** - Percentage of immunization completed is 100%.

**NYC SURVEY** - 2021 Parent Survey - 94.2% completion rate

**Medical Exemptions for Virtual Learning** - We are still awaiting guidance from NYCDOHMH and NYCDOE on new standards. They are considering the CDC guidance but are also concerned about rising rates of infection. New guidelines on remote learning have to be integrated into those standards.

## **PANDEMIC ELECTRONIC BENEFIT TRANSFER (P-EBT) FOOD BENEFITS**

Temporary food benefits are being provided to help cover the cost of meals children would have otherwise received at school during the 2020-21 academic year. P-EBT food benefits are not SNAP benefits. They can only be used to purchase the same food items that can be purchased with SNAP benefits. Children who receive free school lunches through the National School Lunch Program are eligible for P-EBT food benefits if their school has been operating with reduced **in-person** attendance due to COVID-19 during the 2020-21 school year. This includes any private, prekindergarten, parochial and charter schools that participate in the National School Lunch Program. You do not (and cannot) apply for P-EBT food benefits. P-EBT food benefits will automatically be issued to eligible children. **Eligible children will receive P-EBT food benefits based on the number of days their school has reported that it was closed, or that in-person attendance was reduced due to COVID-19.** There are two different amounts that an eligible child may receive:

- Children whose schools reported that their in-person school attendance was reduced by 1 to 12 days during a month, will receive \$82 in P-EBT food benefits for that month.
- Children whose schools reported that their in-person school attendance was reduced for more than 12 days during a month, will receive \$132 in P-EBT food benefits for that month
- Children whose schools reported that their in-person attendance was not reduced during a month due to COVID will not receive a benefit for that month.

P-EBT food benefit amount that eligible children receive is based on the availability of monthly in-person school attendance information provided by schools and school districts.

*The meeting was adjourned at 7:53pm.*

**NEXT MEETING: AUGUST 18, 2021 – 6:30PM**

## MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF CULTURAL ARTS ACADEMY CHARTER SCHOOL

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at via Zoom on August 18, 2021.

### IN ATTENDANCE:

Henry Clouden III, Treasurer  
Cheryl Pemberton-Graves, Vice-President  
Chrysetta Patterson, Member  
Dean Sadek, Member  
Dr. A.R. Bernard, President  
Dr. Laurie B. Middleton, Principal

### VOTE

The financial statements of Cultural Arts Academy Charter School were prepared by Stuart Sabal and the Finance Committee and presented by Henry Clouden, Treasurer. The Board reviewed related statements of activities and cash flows for one month, with the accompanying supplemental information. These statements were discussed in detail. There is sufficient cash to fund monthly operations.

### **Enrollment**

We lost 6% of our enrollment from March 2020-March 2021 during the pandemic, and about 27-30% of our scholars have demonstrated learning loss.

### **School Calendar**

- **DATES AND INFORMATION ARE SUBJECT TO CHANGE.**
- **EVERY FRIDAY IS A FULL DAY OF CAACS ONLINE INSTRUCTION (EXCEPT FOR SCHOOL CLOSURE)** because every Friday is a **mandatory Professional Learning Day for all CAACS Staff.**
- **NOVEMBER 2, 2021 - Election Day, will be a full day of online learning** for all scholars.
- **On "Snow days"** or days when school is closed due to an emergency, all CAACS scholars will participate in CAACS-Online.
- Student-led Parent Conferences will be virtual. Your scholar's teacher will work with you to schedule your conference.

**BACK-TO-SCHOOL SURVEY** – Closes on Friday, August 20, 2021.

### **Principal's Emergency Readiness Training**

Completed the Office of Safety and Youth Development training session: Emergency Readiness Training for Principals. This training is valid for two years. Her training certificate will be sent in a separate email.



### **Take Action to Amend the Public Officers Law**

The NYCSA asked for our support to encourage our elected officials to make permanent the authorization to conduct public meetings via videoconference. In response to the COVID-19 State of Emergency declaration, Governor Cuomo released Executive Order 202.1, which allowed public bodies - such as charter school boards of trustees and others - to meet regularly in a safe, virtual setting. The CAACS Board fully supports the option for board members to participate in meetings virtually as part of this “new normal”.

### **NYSDOH Statement Regarding Back-to-School**

August 5th, NYSDOH Commissioner Dr. Howard Zucker released a statement indicating that as a result of the lapsing of the state of disaster emergency in June, school districts (and therefore charter schools) are reestablished as the controlling entities for planning for and considering health-related and other considerations of school operations. He further encouraged schools to reopen fully in-person in the fall, while adopting safety plans based on CDC and local health department guidance. The CDC guidance and any current or future guidelines or requirements from local Departments of Health are therefore the controlling guidance for school re-opening.

**NYSED released its Health and Safety Guide for the 2021-2022 School Year.** This guide describes a range of strategies that schools, and districts should consider to be best situated to manage the risks for students and staff from COVID-19 while supporting robust and engaging learning experiences for students. It provides recommendations based on the best health and safety information currently available and is a living document that will be updated as public health conditions change.

On Friday, August 5th, we received a letter from **Dave A. Chokshi, Commissioner of Health at the NYC DOH**, in which he urges parents to get their children ages 12+ vaccinated in time for the beginning of school. In this letter, the Commissioner also noted that, "the City is now offering \$100 for anyone (including children) who gets their first dose at a City-run vaccination site or at home as part of the in-home vaccination program".

The meeting was adjourned at 7:43pm.

## MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF CULTURAL ARTS ACADEMY CHARTER SCHOOL

**A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at via Zoom on September 15, 2021.**

### **IN ATTENDANCE:**

Henry Clouden III, Treasurer  
Cheryl Pemberton-Graves, Vice-President  
Chrysetta Patterson, Member  
Dean Sadek, Member  
Dr. AR Bernard  
Dr. Laurie B. Midgette, Principal

### **VOTE**

The financial statements of Cultural Arts Academy Charter School were prepared by Stuart Sabal and the Finance Committee and presented by Henry Clouden, Treasurer. The Board reviewed related statements of activities and cash flows for one month, with the accompanying supplemental information. These statements were discussed in detail. There is sufficient cash to fund monthly operations.

### **OPEN MEETINGS LAW**

Governor Kathy Hochul approved an amendment to Open Meetings Law, which will allow public meetings to be conducted via videoconference, similar to the authorization provided by Executive Order 202.1, which expired in June. The Open Meetings Law provisions are in effect until January 15th, 2022.

### **NYSED ACCOUNTABILITY STATUS**

NYSED will freeze the accountability status for schools for the 2021-2022 school year. CAACS is in good standing.

### **DASHBOARD**

YTD Attendance Rate - 73.40%  
Enrollment – 225

**BACK TO SCHOOL SURVEY RESULTS** were reviewed. The majority of families are looking forward to returning to in-person learning; some have concerns because their scholars do not qualify for a vaccination. 28 families are choosing to remain online. Based on parent feedback in the survey, CAACS did offer a virtual learning option for those families.

### **Covid Reporting Update**

As per Governor Hochul, daily reporting to the New York State School COVID Report Card will resume on Monday, September 13th. All schools will be required to log in and submit a daily report between the hours of 7am and 4pm on each operational day of the school year.

### **Staff Vaccination Policy**

CAACS will be adopting the same policy as NYC and will require ALL CAACS Staff—including the principal, school leaders, teachers, instructional, and non-instructional staff—to have received at least one dose of a coronavirus vaccine by Sept. 27, 2021, without the option of instead submitting to weekly testing. CAACS employees must submit either a vaccination card (paper form) or a vaccine passport (NY State's Excelsior Pass).

- **Breaking News!** - Staff at every New York City charter school will be required to be vaccinated against COVID-19 or face removal from their schools' payroll, city officials announced Tuesday.

- *Effective Monday, September 13*, all visitors to DOE school buildings will be required to provide proof of COVID-19 vaccination (1 dose), in order to enter the building, except in the case of an emergency. This proof may be provided in several ways. In order to enter the building, a visitor must: show identification, have proof of vaccination, complete the daily health screening form, and wear a face covering.

**Cases so far...** One CAACS Teacher, one external Sub-Teacher, and 2 students

The **NYC Kids RISE Save for College Program** enables every student in a participating elementary school, starting in kindergarten, will automatically receive an NYC Scholarship Account invested in the NY 529 Direct Plan, unless their family chooses not to participate. This year, the program is open to charter schools for the first time.

*The meeting was adjourned at 7:36pm.*

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF  
CULTURAL ARTS ACADEMY CHARTER SCHOOL**

**A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at via Zoom on October 20, 2021.**

**IN ATTENDANCE:**

Henry Clouden III, Treasurer  
Cheryl Pemberton-Graves, Vice-President  
Chrysetta Patterson, Member  
Dean Sadek, Member  
Dr. Laurie B. Midgette, Principal

**VOTE**

The financial statements of Cultural Arts Academy Charter School were prepared by Stuart Sabal and the Finance Committee and presented by Henry Clouden, Treasurer. The Board reviewed related statements of activities and cash flows for one month, with the accompanying supplemental information. These statements were discussed in detail. There is sufficient cash to fund monthly operations.

**DATA DASHBOARD**

**Year to Date Attendance Rate – 92.05%**

**Current Immunization Status – 96.50%**

**Current Enrollment– 217**

**SPED Enrollment– 32**

**Poverty Data**

**Housing:**

Total Number of Families doubled up – 6

Total Number of Families in Temporary Living Quarters – 2

Total Number of Families in Shelters - 1

**Families who qualify for Free & Reduced Lunch     153/70.50%**

**Technology Updates**

**Chromebooks Issued to Scholars: 160**

**Staff Issued Devices: 8**

**After School Activities - Apollo After School Program**

- 3-day program - 9 students enrolled
- 4-day Program – 14 students enrolled
- Friday Learning Hub – 5 students enrolled

**Apollo Afterschool Student Breakdown**

- 5<sup>th</sup> Grade – 5
- 4<sup>th</sup> Grade – 3
- 3<sup>rd</sup> Grade – 3
- 2<sup>nd</sup> Grade – 4
- 1<sup>st</sup> Grade – 4

- Grade K – 2

**CAACS Peace Players Girls Basketball League - 31 total**

**Apollo Afterschool Student Breakdown**

- 3<sup>rd</sup> Grade – 8
- 4<sup>th</sup> Grade – 10
- 5<sup>th</sup> Grade – 13

**STAFF VACCINATION UPDATE**

The staff vaccination policy was implemented beginning September 27, 2021.(97.7%).

**NYC KIDS RISE**

The NYC Kids RISE Save for College Program is a scholarship and savings program. Unless their parent/guardian opts out, every kindergartener enrolled in a NYC public school (including participating charter schools), automatically receives an NYC Scholarship Account with a \$100 initial deposit and up to \$200 in early rewards. The scholarship funds are invested in the NY 529 Direct Plan, a type of tax-advantaged account specifically designed to help people save for higher education. Businesses, organizations, institutions, and others, can contribute to groups of the NYC Scholarship Accounts to further increase the money in each child's account and demonstrate their community's support for every child's success. We met with the Kindergarten families on September 29, 2021 to discuss the program; and they all seemed very receptive. We signed the letter of partnership on October 8, 2021.

**WEEKLY SCREENING DATA**

CAACS is taking all necessary and proactive, and sometimes unpopular steps to keep our unvaccinated scholars safe during this very unpredictable pandemic. In the results of our Back-To-School Survey, 75.65% of our CAACS families said that they are willing to allow your scholar(s) to submit to random testing for COVID-19 (via the NYCDOE), if implemented. CAACS has implemented bi-weekly COVID-19 testing for 10% of our eligible, unvaccinated students enrolled in our school (Kindergarten is excluded). The NYCDOE, NYC Health and Hospitals, the NYC Department of Health and Mental Hygiene (DOHMH), and the NYC Test and Trace Corps organized this initiative.

CAACS families must submit a new COVID-19 testing consent form for each of their scholars for the 2021-2022 school year, to participate in the testing program. The test is easy, quick, and safe. Instead of the "long swab" that goes in the back of the nose, this test is a short, small swab (like a Q-Tip) that goes just in the front of the nose. Results are typically provided within 48-72 hours.

CAACS has partnered with the New York City School Testing Program by CIC Health to implement the testing. CIC Health was co-founded by Dr. Atul Gawande, Chairman of Ariadne Labs and Tim Rowe, Founder and CEO of Cambridge Innovation Center (CIC). CIC Health has experience in operating dozens of public testing sites and has provided testing services to more than 600 schools and 450 organizations across 20 states. They are actively delivering end-to-end COVID-19 testing support to a large part of the country. Headquartered in Cambridge,

Massachusetts, this company has facilitated more than 2 million PCR tests and over 1.2 million vaccine doses. CAACS has been assigned a Program Coordinator who is our direct point of contact.

- Total tests Issued since implementation – 94
- Total Positive Test Results – 1
- Total Negative Results – 93
- Internal Exposure – 22
- Quarantined – 1

The meeting was adjourned at 7:42pm.

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF  
CULTURAL ARTS ACADEMY CHARTER SCHOOL**

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on November 17, 2021.

Henry Clouden III, Treasurer  
Shirley A Glasgow, Secretary  
Cheryl Pemberton-Graves, Vice-President  
Chrysetta Patterson, Member  
Dean Sadek, Member  
Dr. AR Bernard, President  
Dr. Laurie B. Midgette, Principal

**GUEST:** Dr. Kimberlee Pierre, Prospective Board Member

The meeting was called to order at 6:38pm – 7:41 pm with a quorum present.

**VOTE**

The financial statements of Cultural Arts Academy Charter School were prepared by Stuart Sabal and the Finance Committee and presented by Henry Clouden, Treasurer. The Board reviewed related statements of activities and cash flow for one month, with the accompanying supplemental information. These statements were discussed in detail. There is sufficient cash to fund monthly operations.

**VOTE:**

Dr. Laurie Midgette formally introduced a prospective new Board Member, Dr. Kimberlee Pierre. Prior to the meeting, the Board reviewed Dr. Pierre's resume and Board Questionnaire. The enthusiasm that Dr. Pierre's vibrant resume illustrates, demonstrates that she has a personal, vested interest in the success of our scholars that will positively impact their lives in the immediate present as well as the future. Dr. Pierre, too, validates our belief in the educability of all children, no matter their zip code, urban or suburban. Her resume moves our areas for growth forward in her experience with achieving our academic and organizational goals. Each Board member asked Dr. Pierre questions and shared their own experience with the school and their service on the board. Henry Clouden called a vote that was seconded by Chrysetta Patterson.

**MOTION:**

"The Cultural Arts Academy Board of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED/NYCDOE, and having discovered no city, state or federal criminal history, or having provided information regarding such history to NYSED/NYCDOE, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, and having reviewed the application in its entirety, has voted to select Dr. Kimberlee Pierre as a

member to its Board of Trustees, pending approval by NYCDOE Charter Office. The resolution approving Dr. Kimberlee Pierre is adopted upon NYCDOE Charter Office's approval." The Board **unanimously** voted to approve Dr. Kimberlee Pierre as a new member of the CAACS Board of Trustees at 7:13pm. Meeting adjourned at 7:49 pm.

Respectfully submitted,  
*Shirley Glasgow, Secretary*



## **MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF CULTURAL ARTS ACADEMY CHARTER SCHOOL**

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on December 15, 2021.

Henry Clouden III, Treasurer  
Shirley A Glasgow, Secretary  
Cheryl Pemberton-Graves, Vice-President  
Chrysetta Patterson, Member  
Dean Sadek, Member  
Dr. A.R. Bernard, President  
Dr. Laurie B. Midgette, Principal

The meeting was called to order at 6:32pm – 7:31pm with a quorum present.

### **VOTE**

The financial statements of Cultural Arts Academy Charter School were prepared by Stuart Sabal and the Finance Committee and presented by Henry Clouden, Treasurer. The Board reviewed related statements of activities and cash flow for one month, with the accompanying supplemental information. These statements were discussed in detail. There is sufficient cash to fund monthly operations. The per-pupil invoice has been updated and resubmitted for approval as 12/9/2021. The additional funding sources include ARP-ESSER 3 has been submitted and is under review. The CARES ACT – ESSERF has been fully received and deposited. TITLE funds for 2020-2021 have been fully received and deposited. TITLE IIA funds have been allocated, received and deposited. TITLE IV funding has been allocated, received and deposited. TITLE funding for 2018-2019 & 2019-2020 has been allocated, received and deposited. TITLE IIA has also been received and deposited. The CSP COVID Grant was submitted on March 1, 2022; we are still waiting to receive it. CAACs received a Special Charter School Aid dispensation marked Senate.

### **DATA DASHBOARD**

**Year to Date Attendance Rate – 94.94% (increase of 1.93%)**

#### **Virtual Learning Attendance:**

- Week Ending 11/19 – 96.90%
- Week Ending 11/26 – 95.45%
- Week Ending 12/3 – 93.54%
- Week Ending 11/12 – 95.54%

**Current Immunization Status – 96.9%**

**Enrollment – 209**

**SPED Enrollment – 36**

#### **POVERTY**

- **Housing Updates:**
- Total Number of Families doubled up – 6

- Total Number of Families in Shelters – 1
- **Food Services (12/14/2021)**
- Students with meal code A (HRA) **118**
- Students with meal code 1 (FREE MEAL) **27**
- Students With meal code 2 (REDUCED MEAL) **15**
- **Total number of Free & Reduced – 153/76.55%**

#### **COVID UPDATES**

- 224 scholars have been tested as of 12/15/2021.
- 46 scholars tested in December.
- 1 Positive Test Result
- 222 Negative Test Results

\*\*\* (3 scholars from 3rd grade have tested positive this since 12/10/2021)\*\*\*

#### **NEW CHANCELLOR**

It was announced that David Banks, Founder of Eagle Academy has been named the next NYC Schools Chancellor. Mr. Banks, like the incoming mayor, are supportive of charters. He says that families of color were not necessarily clamoring for integrated schools, just good ones. He has been a consistent critic of what he considers the overreliance on suspensions in schools and is skeptical of using standardized test scores to judge individual students and schools. Mr. Banks has stressed making better use of digital learning tools to give students access to experiences and educators outside their classrooms. Mr. Banks was an early adopter of a culturally responsive curriculum. Despite the schools' positive qualities, some of the Eagle schools have struggled with performance, particularly in the middle school years. Three of the five Eagle schools in New York have posted middle school test scores that have led to them being ranked some of the lowest-performing schools in the state, which has raised questions about what other support the schools' at-risk students might need; and, some campuses have higher-than-average rates of chronic absenteeism. Still, the New York schools have generally posted graduation rates that are higher than the city average.

The meeting was adjourned at 7:31pm.

Submitted by: *Shirley A. Glasgow, Board Secretary*

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF  
CULTURAL ARTS ACADEMY CHARTER SCHOOL**

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on January 19, 2022.

Henry Clouden III, Treasurer  
Shirley A Glasgow, Secretary  
Cheryl Pemberton-Graves, Vice-President  
Chrysetta Patterson, Member  
Dean Sadek, Member  
Dr. A.R. Bernard, President  
Dr. Laurie B. Midgette, Principal

The meeting was called to order at 6:39pm – 7:41pm with a quorum present.

**VOTE**

The financial statements of Cultural Arts Academy Charter School were prepared by Stuart Sabal and the Finance Committee and presented by Henry Clouden, Treasurer. The Board reviewed related statements of activities and cash flow for one month, with the accompanying supplemental information. These statements were discussed in detail. There is sufficient cash to fund monthly operations. The General Education per-pupil rate increased for 2021-2022 by \$721.00. The CSP COVID Grant was submitted on March 1, 2022; we are still waiting to receive it.

**Open Meetings Law Authorization Extended**

On January 14, 2022, authorization for remote public meetings was extended. Governor Hochul signed legislation that allows public meetings to be conducted via conference call or similar means provided the public can view or listen to the proceedings and the proceedings are recorded and later transcribed. This extension will remain in effect until New York's state of emergency has ended.

**Building Closure**

*Following the winter break*, and due to the Omicron variant surge, the Principal made the decision to close CAACS in-person learning and transition to CAACS-Online virtual instruction, beginning on January 3, 2022, and continuing through January 14, 2022, with a return to in-person instruction on January 18, 2022.

**PARENT SURVEY**

The Board reviewed the results of the CAACS January 2022 Reopening Parent Survey.

## **COVID-19 Update**

*In the January 2022 parent survey, 51.91% of the 131 families that responded agreed that increasing testing will keep schools open. Additionally,*

- 87.69% were in favor of the approach to send rapid kits home.
- 89.68% were in favor of this approach if CAACS implemented it.
- 83.59% are in favor of or have already consented to weekly testing.

*Beginning Tuesday, January 18, 2022, CAACS implemented a “TEST-TO-STAY” (TTS) school-wide policy, combined with our regular mitigation strategies (e.g., masking, social distancing, etc.). The goals of “Test to Stay” are to allow scholars and staff to participate in in-person learning as safely as long as they do not test positive, can wear their masks and they remain symptom-free.*

## **CAACS TESTING POLICY**

It is the policy of CAACS that all students get tested for COVID-19, through a PCR, lab-based rapid test, or a home test kit on a continuous basis, regardless of vaccination status, and *with parental consent*.

CAACS has identified a Covid-19 testing program for our school so that we can all stay safe. Covid School Lab is a program that was created to address the urgent need for schools to ensure a safe and healthy school environment during the Covid-19 pandemic. Their program utilizes PCR testing, which is the most effective way of detecting Covid-19, per the CDC. A lab technician will come to our school on Tuesdays and Thursdays to administer the tests to staff, scholars and their family members who share the same household. The program is also free of charge to schools, by working through each individual’s health insurance.

The COVID-19 testing is quick, and easy. Results are typically available within 24-36 hours. Members of our school staff will oversee testing with a PCR test, which can either be done by a lab technician, which includes either of the following, *depending on each individual’s comfort preference*:

- Gently swabbing the inner part of the lower nostril.
- A saliva sample.

*This is a picture of (Principal) getting her test because she wants to be safe, too.*



## **COVID Waiver Data - CIC Surveillance Testing – Wednesday**

195 In Person Students

175 Waiver have been submitted

Grade K – currently ineligible for testing

**COVID Lab Testing Data**

113 Students Registered

**Testing Data 1/13**

Staff Tested 32

Families 39

Students 77

**Testing Data 1/18**

Staff Tested 3

Families - 8

Students - 32

**POVERTY DATA**

**FRL/Title** - 76.55%

The New York State Department of Health recently released updated guidance related to COVID-19 and has distributed self-testing kits to schools to curb the spread of COVID-19. All students in a class where a positive case is identified can use the take-home tests to monitor for COVID.

***Kit Distribution Data***

Department of Education/Department of Health Provided 1,114 Testing Kits

CAACS Purchased 270 In-House Testing Kits

*Total - 1,391 Tests In-House*

The Biden administration's new website allowing people to order up to four free at-home coronavirus tests went live on Tuesday, January 18<sup>th</sup>. This information was communicated to all families and staff.

The meeting was adjourned at 7:41pm.

*Submitted by: Shirley A. Glasgow, Board Secretary*

## **MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF CULTURAL ARTS ACADEMY CHARTER SCHOOL**

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on February 16, 2022.

Henry Clouden III, Treasurer  
Cheryl Pemberton-Graves, Vice-President  
Chrysetta Patterson, Member  
Dean Sadek, Member  
Dr. Kimberlee Pierre, Member  
Dr. Laurie B. Middleton, Principal

The meeting was called to order at 6:32pm – 7:31pm with a quorum present.

### **VOTE**

The financial statements of Cultural Arts Academy Charter School were prepared by Stuart Sabal and the Finance Committee and presented by Henry Clouden, Treasurer. The Board reviewed related statements of activities and cash flow for one month, with the accompanying supplemental information. These statements were discussed in detail. There is sufficient cash to fund monthly operations.

### **DATA DASHBOARD**

**Year to Date Attendance** – 94.98%

#### **Attendance Rates:**

Week Ending 1/21 – 94.00%

Week Ending 1/28 – 95.90%

Week Ending 2/4 – 94.90%

Week Ending 2/11 – 95.18%

**Current Immunization Status** – 99.1%

#### **Current Enrollment**

- In Person Student Enrollment – 185
- Virtual Enrollment Count – 23
- SPED Student Enrollment – 36

#### **Student Attrition Data**

Grade 2 – 1 – Parents relocated

#### **Temporary Housing:**

Total Number of Families doubled up – 6

Total Number of Families in Shelters - 1

**Poverty Rate: 78.36%**

### **COVID Waiver Data - CIC Surveillance Testing – Wednesdays (weekly)**

Test Performed YTD – 385

Positive Results YTD – 2

Test Performed this month – 85 (2/2 – 2/9)

Registered Participants:

Grades 1 – Grade 5 (Grade K ineligible)

**COVID Lab Testing Data**

Test Performed YTD – 486

Positive Results YTD – 4 Adults / 8 Students (3 within the 90-day window)

Test Performed this month – 60 (2/3)

Registered Participants:

Registered Staff – 44

Family / Adults – 28

Students - 123

**Home Test Distribution – YTD 112**

Students

January 27 – 15 test kits – 0 positive results

January 26 – 56 test kits – 0 positive results

January 19 – 40 test kits – 0 positive results

Staff

January 27 – 1 test kits – 0 positive results

**STATE EXAMS AND OTHER DATES-AT-A-GLANCE**

**MARCH 2022**

- Grades 3 – 5 ELA State Exam – March 29th - 31st

**APRIL 2022**

- 2022 – 2023 Lottery Application Deadline – April 1st
- ELA State Exam Make Up Dates – April 1st
- 2022 – 2023 Lottery – April 5th
- ELA State Exam Make Up Dates – April 9th
- Grades 3 – 5 Math State Exam – April 26th – 28th
- Math State Exam Make Up – April 29th

**MAY 2022**

- Math State Exam Make Up – May 9th
- Grade 4 Science Exam – Tuesday, May 24th - Performance

**JUNE 2022**

- Grade 4 Science Exam – Monday, June 6th – Written
- Grade 5 Graduation (In-Person, Off-Site) – Thursday, June 30th
- LAST DAY OF SCHOOL - JUNE 30TH

The **NYC City Council and Borough Presidents** have announced the submission deadlines for **FY2023 Discretionary Funding grant applications**.

- **Requests to Borough Presidents:** Thursday, February 24, 2022, 5:00 p.m.
- **Requests to City Council:** Thursday, March 24, 2022, 5:00 p.m.
- **Requests to Both\*:** Thursday, February 24, 2022, 5:00 p.m.

**NYSED ACCOUNTABILITY**

The New York State Report Card is an important part of the Board of Regents’ effort to create educational equity and raise learning standards for all students. Knowledge gained from the report card on a school’s or district’s strengths and weaknesses can be used to improve instruction and services to students. The report card provides information to the public on school/district staff, students, and measures of school and district performance as required by the Every Student Succeeds Act (ESSA). Fundamentally, ESSA is about creating a set of interlocking strategies to promote educational equity by providing support to districts and schools as they work to ensure that every student succeeds.

**Cultural Arts Academy Charter School at Spring Creek  
ACCOUNTABILITY STATUS**

**GOOD STANDING**

**ELEMENTARY/MIDDLE STATUSES  
BY SUBGROUP**

**DUE TO COVID-19 AND CHANGES TO NEW YORK STATE ACCOUNTABILITY AND FEDERAL REPORTING REQUIREMENTS, 2021-22 DISTRICT AND SCHOOL ACCOUNTABILITY STATUSES ARE THE SAME AS THOSE ASSIGNED FOR THE 2020-21 SCHOOL YEAR.**

**SUBGROUP STATUS**

<b>ALL STUDENTS</b>	<b>GOOD STANDING</b>
<b>BLACK OR AFRICAN AMERICAN</b>	<b>GOOD STANDING</b>
<b>HISPANIC OR LATINO</b>	<b>GOOD STANDING</b>
<b>STUDENTS WITH DISABILITIES</b>	<b>GOOD STANDING</b>
<b>ECONOMICALLY DISADVANTAGED</b>	<b>GOOD STANDING</b>

**ALUMNI SPOTLIGHT:**

(ALUMNI SCHOLAR) will be joining the Class of 2026 at Dartmouth University. She has received a QuestBridge College Match Scholarship.

*“Your thoughtful application and remarkable accomplishments convinced us that you have the intellectual energy, impact, and talent to thrive at Dartmouth. My colleagues and I are thrilled to welcome you into our campus community.”*

**From Her Mom:** “I want to thank you and your staff. Because you did more than prepare (Alumni Scholar) academically, you and your staff prepared her for life. Thank you for all for the lessons you’ve taught her. I will remember them and you forever. Thank you, Principal Midgette. “



Meeting Adjourned – 7:31pm

## MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF CULTURAL ARTS ACADEMY CHARTER SCHOOL

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on March 16, 2022.

Henry Clouden III, Treasurer  
Cheryl Pemberton-Graves, Vice-President  
Chrysetta Patterson, Member  
Dean Sadek, Member  
Dr. Kimberlee Perre, Member  
Dr. Laurie B. Midgette, Principal

The meeting was called to order at 6:32pm – 7:47pm with a quorum present.

### **Financial Report – Hank Clouden, Board Treasurer**

#### **Final 2021-22 Title 1 Allocations**

Final title 1 allocations are set for NYS charter schools. Schools are to determine if amendments are needed. Our spending priorities will change because of three years of learning loss recovery. Therefore, grant amendments will become more regular. Our school's main seven current federal grants include COVID CSP, ESSER, CRRSA, ARP, Title 1, 2, and 4.

#### **VOTE**

The financial statements of Cultural Arts Academy Charter School were prepared by Stuart Sabal and the Finance Committee and presented by Henry Clouden, Treasurer. The Board reviewed related statements of activities and cash flow for one month, with the accompanying supplemental information. These statements were discussed in detail. There is sufficient cash to fund monthly operations.

#### **Data Dashboard**

- Year to Date Attendance Rate – 94.98% (increase of .48%)
- Current Immunization Status – 97.7% (*provisional status applied to the Klein family*)
  - In Person Student Enrollment – 185*
  - Virtual Enrollment Count – 16*
- ELL Enrollment - 4
- SPED Student Enrollment – 36
- Total Number of Families in Shelters – 4
- Title I-FRL: 78.00%
- **CIC Weekly Covid Testing:**
  - Test Performed YTD – 523
  - Positive Results YTD – 2
  - Test Performed this month – 92
- **COVID Lab Testing Data**
  - Test Performed YTD – 486

Positive Results YTD – 4 Adults / 8 Students  
Test Performed this month – 0

- **Home Test Distribution –**

Department of Education/Department of Health – 1,852 Testing Kits  
CAACS - 270 Testing Kits

**TOTAL Tests In-House - 2122**

**YTD 315 Tests Distributed to Students**

**Students -**

January 27 – 15 test kits – 0 positive results

January 26 – 56 test kits – 0 positive results

January 19 – 40 test kits – 0 positive results

February 18 – 204 test kits – 0 positive results

**Staff -** January 27 – 1 test kits – 0 positive results

### **2022 NYC School Survey: Family Survey**

The 2022 NYC School survey is being administered online only for students and school staff; families have the option to participate in the survey online or on paper. The survey closes on March 25.

### **NYSED Grades 3–8 ELA and Math Exams**

The New York State (NYS) grades 3–8 English Language Arts (ELA) and math exams will be administered from March 29–31 and April 26–28, respectively.

### **New ELL Students**

We have welcomed three new students to the CAACS Family this month. The family arrived from Russia almost two months ago. They currently reside in a shelter awaiting permanent housing. The mother wanted to place her children in a more culturally diverse school community and after speaking to her social worker at the shelter Cultural Arts Academy was recommended to her. We were able to supply Mom with some gently used laundered items to start as well arranging for the family to purchase uniforms from one of our uniform partners. Our Russian SPED Professor welcomed the new scholars in their familiar language! That initial contact in their native language put them immediately at ease. Our scholars have been very welcoming and are excited to learn a new language.

*Adjournment – 7:47pm*

## MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF CULTURAL ARTS ACADEMY CHARTER SCHOOL

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on April 20, 2022.

Henry Clouden III, Treasurer  
Cheryl Pemberton-Graves, Vice-President  
Chrysetta Patterson, Member  
Dean Sadek, Member  
Shirley Glasgow, Secretary  
Dr. Kimberlee Perre, Member  
Dr. Laurie B. Mudgett, Principal

The meeting was called to order at 6:34pm – 7:38pm with a quorum present.

### **FINANCE COMMITTEE REPORT – Hank Clouden, Board Treasurer**

#### **VOTE**

The financial statements of Cultural Arts Academy Charter School were prepared by Stuart Sabal and the Finance Committee and presented by Henry Clouden, Treasurer. The Board reviewed related statements of activities and cash flow for one month, with the accompanying supplemental information. These statements were discussed in detail. There is sufficient cash to fund monthly operations. The per-pupil invoice has been updated and resubmitted for approval. The additional funding sources have been submitted and are under review.

### **DATA DASHBOARD**

#### **Year to Date Attendance Rate – 93.07**

##### **Attendance Rates:**

Week Ending 3/18 – 95.82%

Week Ending 3/25 – 95.55%

Week Ending 4/1 – 91.55%

Week Ending 4/8 – 88.45%

Week Ending 4/15 – 93.00%

**ELL Enrollment - 4**

**SPED Enrollment – 36**

#### **LOTTERY RESULTS**

**Applications Submitted – 90**

10 – Sibling (5 alumni siblings)

#### **Acceptance Data**

Grade 5 – 2

Grade 4 – 1

Grade 3 – 0

Grade 2 – 0

Grade 1 – 4

Grade K – 23

## **Total of 30 Seats Accepted**

### **Recruitment**

- Virtual Fair Booth will remain open over the summer
- Online application will remain live over the summer
- Instagram Ads
- Updated Advertisements with Community Partners
- Open House with Daycare Providers

### **Food Pantry Distribution**

March 25 – 25 Boxes

April 1 – 25 Boxes

April 8 – 25 Boxes

April 15 – 20 Boxes

**Total:** 95 Boxes

## **ACADEMIC COMPARATIVE DATA – 1<sup>st</sup> Quarter - 3<sup>rd</sup> Quarter (iReady Assessment Tool) 3<sup>rd</sup> Grade**

**Reading** - 31% of scholars demonstrated improved placement when compared to their beginning of the year (Q1) reading diagnostic.

**Math** - 37% of scholars demonstrated improved placement when compared to their beginning of the year (Q1) Math diagnostic.

### **4<sup>th</sup> Grade**

**Reading** - 40% of scholars demonstrated improved placement when compared to their beginning of the year (Q1) reading diagnostic.

**(Math)**- 51% of scholars demonstrated improved placement when compared to their beginning of the year (Q1) Math diagnostic.

### **5<sup>th</sup> Grade**

**Reading** - 29% of scholars demonstrated improved placement when compared to their beginning of the year (Q1) reading diagnostic.

**Math** - 31% of scholars demonstrated improved placement when compared to their beginning of the year (Q1) Math diagnostic.

## **ACR PRE-RENEWAL VISIT – MAY 10<sup>TH</sup>**

All schools going through the renewal process next school year (SY22-23) will be visited this spring. Laurie Hazeley, Senior Director, Charter Authorizing, will conduct our visit. The visit will be comprised of a meeting with the school leader, two/ three observations, and a wrap up meeting. Observation blocks are structured to include a five-minute pre-observation conference, followed by a twenty to thirty minute observation, and then a ten-minute post-observation debrief.

## **SUMMER BOOST**

Former Mayor Michael Bloomberg launched a \$50 million initiative to expand summer programming among New York City charter schools in an effort meant to close learning

gaps widened by the pandemic. The initiative, called “Summer Boost,” will allow any of the city’s charter schools to apply for grant funding to bolster their existing summer programs or launch new ones. The privately funded effort is slated to reach 25,000 students in grades K-8, about 18% of those currently enrolled in city charter schools. **CAACS will be participating in this initiative.** The Summer Boost program will provide a five-week reading and math curriculum as well as teacher training. Participating schools must ensure that students attend at least 80% of the program and must commit to measuring outcomes. Bloomberg will offer funding to nearly every school that applies at a rate of about \$2,000 per student.

## MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF CULTURAL ARTS ACADEMY CHARTER SCHOOL

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on May 18, 2022.

Henry Clouden III, Treasurer  
Cheryl Pemberton-Graves, Vice-President  
Chrysetta Patterson, Member  
Dean Sadek, Member  
Dr. A.R. Bernard, President  
Dr. Laurie B. Midgette, Principal

The meeting was called to order at 6:31pm – 7:36pm with a quorum present.

### **VOTE**

The financial statements of Cultural Arts Academy Charter School were prepared by Stuart Sabal and the Finance Committee and presented by Henry Clouden, Board Treasurer. The Board reviewed related statements of activities and cash flow for one month, with the accompanying supplemental information. These statements were discussed in detail. There is sufficient cash to fund monthly operations.

**FINANCIAL REPORT** – Hank Clouden, Board Treasurer

### **OPEN MEETINGS LAW UPDATE**

- NEW Public Officers Law 103(c): A public body shall provide an opportunity for the public to attend, listen and observe meetings in at least one physical location at which a member participates.
- Public Officers Law 103-a(2): “A public body may, in its discretion, use videoconferencing to conduct its meetings pursuant to the requirements of this article provided that a minimum number of members are present to fulfill the body’s quorum requirement in the same physical location or locations where the public can attend...”
- Members can participate by videoconference (will not count for quorum, but can vote) must meet “**extraordinary circumstances**,” that is defined in the resolution and written procedures.
- § Examples include disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event that precludes the member’s physical attendance.

**This law goes into effect on June 9, 2022, and (expires July 1, 2024)**, schools must do following to utilize this provision:

- **Adopt a resolution** following public hearing outlining process/procedures for videoconferencing
- **Members that are remote must be identified in the meeting minutes** and be heard/seen/identified.

- **Meeting notice include that videoconferencing will be available**, where the public can view/and or participate, where required documents and records will be posted/available.
- **Make a recording of meeting and recording must be posted within five business days on website** (must have website) and **make it available for a minimum of five years**. Transcribed upon request.
- **Members of the public must also be able to participate via videoconference** and participate the same as if they were in person.
- Use videoconferencing technology that will allow access by members of the public with disabilities consistent with the 1990 Americans with Disabilities Act and corresponding guidelines.
- **Prior to June 9, 2022, schools may meet remotely** as long as public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed.

### **Options For Charter School Board Meetings**

- All members meet in-person, no videoconferencing available
- There are multiple meeting locations open to the public and all locations are connected via videoconferencing (pre- pandemic rules that are explicitly endorsed by Committee on Open Government) *No new limits on remote part; must notice remote locations*
- Adopt a resolution to utilize the new 103-a videoconferencing flexibilities and make sure school has complied with all requirements. Schools can choose to use this flexibility at anytime. *Limits on remote part, but may not need to share location of remote members*

### **VOTE**

The Board voted to adopt a resolution to utilize the new 103-a videoconferencing flexibilities.

### **DATA DASHBOARD**

Year to Date Attendance Rate – 93.22

Summer Boost Data - 75 Students registered

### **Lottery Updates**

- Applications Submitted – 92
- Total of 33 Seats Accepted

### **Recruitment Plan**

- Virtual Fair Booth will remain open over the summer
- Online application will remain live over the summer
- Social Media Ads
- Updated Advertisements with Community Partners
- Weekend Open House with Daycare Providers
  - June 11
  - June 18



## **SUMMER BOOST GRANT**

Former Mayor Michael Bloomberg launched a \$50 million initiative to expand summer programming among New York City charter schools in an effort meant to close learning gaps widened by the pandemic. The initiative, called “Summer Boost,” allowed any of the city’s charter schools to apply for grant funding to bolster their existing summer programs or launch new ones. **CAACS HAS RECEIVED A GRANT TO HAVE A SUMMER PROGRAM.** The Summer Boost program will provide a five-week reading and math curriculum **BEGINNING JULY 12TH - AUGUST 18TH, 2022. DAILY SCHEDULE:** 9am-5pm, Monday through Friday.

CAACS budgeted for **60 of our K-5 scholars** (*with an additional request to add 15 additional seats* for those most in need of this opportunity: those experiencing promotion-in-doubt; those receiving special education services; those who are not on grade level in reading and/or math; and our ELL scholars. We are applying for additional funding to accommodate more scholars.

*There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:41p.m.*

## **MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF CULTURAL ARTS ACADEMY CHARTER SCHOOL**

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on June 15, 2022.

Henry Clouden III, Treasurer  
Cheryl Pemberton-Graves, Vice-President  
Chrysetta Patterson, Member  
Dean Sadek, Member  
Dr. Kimberlee Pierre, Member  
Dr. Laurie B. Midgette, Principal

The meeting was called to order at 6:32pm – 7:31pm with a quorum present.

### **VOTE**

The financial statements of Cultural Arts Academy Charter School were prepared by Stuart Sabal and the Finance Committee and presented by Henry Clouden, Treasurer. The Board reviewed related statements of activities and cash flow for one month, with the accompanying supplemental information. These statements were discussed in detail. There is sufficient cash to fund monthly operations.

### **COVID SURGE**

CAACS is experiencing a surge in positive Covid cases. We currently have 18 scholars across all grades and 5 staff members as confirmed COVID cases. With now 23 confirmed cases of COVID, Principal Midgette as decided to pivot to CAACS Online learning for the final 8 days of the school year, beginning TUESDAY, JUNE 21, 2022. Indoor masks are still mandatory due to the ongoing COVID-19 transmission. In order to maintain the safety of all staff and students, we continue to maintain increased ventilation, the daily health screening form, weekly testing, and COVID-19 home test kit distribution.

### **STATE EXAMS/CUT SCORES**

Prior to COVID, Met/Not Met reports, also known as Cut Scores, were made available in ATS from the NYC DOE. This year, we have been told that the NYC DOE will not be providing Cut Scores to schools. These reports have been a crucial piece of planning instruction for the next school year; however, because we are members of the NYC Charter Center's Test Scoring Consortium, we will receive the following reports that will provide a lens into our school's performance on the ELA and Math exams:

- Raw Score Reports giving insight to overall class and individual students' performance on the constructed responses of each exam
- Digital images of students' constructed responses allowing for the review of each student's work in reference to their raw score.

Final scores from NYSED will be released in late summer.

### **SUMMER BOOST UPDATE**

With summer school quickly approaching, we:

- Ordered all required materials and books
- Set up staffing for the upcoming teacher professional development meetings
- Created the platform rosters so staff can access the curriculum, links, and materials for teacher training and development sessions.
- Created rosters on the platform for administering all pre-assessments and post-assessments this summer.

### **RENEWAL**

Our Charter Authorizer shared the 2022-23 Charter Renewal Guide that is based on the process explained in the updated Accountability Handbook. The Renewal Application will be due on September 1, 2022. As a next step in the renewal process, we must participate in a Renewal Webinar where we will have the opportunity to ask questions related to the application submission or our renewal visit. The webinar will be on June 23, 2020 at 4 PM. *The board interview will now be virtual,* and will most likely be on the evening of the first day of the visit in the fall.

With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:31p.m.

# Certificate of Occupancy

**CO Number: 321172468F**

This certifies that the premises described herein conforms substantially to the approved plans and specifications and to the requirements of all applicable laws, rules and regulations for the uses and occupancies specified. No change of use or occupancy shall be made unless a new Certificate of Occupancy is issued. *This document or a copy shall be available for inspection at the building at all reasonable times.*

<b>A.</b>	<b>Borough:</b> Brooklyn	<b>Block Number:</b> 03642	<b>Certificate Type:</b> Final
	<b>Address:</b> 1400 LINDEN BOULEVARD	<b>Lot Number(s):</b> 22	<b>Effective Date:</b> 09/14/2016
	<b>Building Identification Number (BIN):</b> 3083069	<b>Building Type:</b> Altered	
<b>This building is subject to this Building Code:</b> 1968 Code			
<i>For zoning lot metes &amp; bounds, please see BISWeb.</i>			
<b>B.</b>	<b>Construction classification:</b>	1-D	(1968 Code designation)
	<b>Building Occupancy Group classification:</b>	E	(2014/2008 Code)
	<b>Multiple Dwelling Law Classification:</b>	None	
	<b>No. of stories:</b> 1	<b>Height in feet:</b> 15	<b>No. of dwelling units:</b> 0
<b>C.</b>	<b>Fire Protection Equipment:</b> None associated with this filing.		
<b>D.</b>	<b>Type and number of open spaces:</b> Parking spaces (15), Parking (23300 square feet)		
<b>E.</b>	<b>This Certificate is issued with the following legal limitations:</b> None		
<b>Borough Comments:</b> None			




Borough Commissioner



Commissioner

*Certificate of Occupancy*

CO Number: 321172468F

Permissible Use and Occupancy						
All Building Code occupancy group designations below are 2008 designations.						
Floor From To	Maximum persons permitted	Live load lbs per sq. ft.	Building Code occupancy group	Dwelling or Rooming Units	Zoning use group	Description of use
CEL	248	OG	A-3 E		4, 3	
OS P			A-3		4, 3	
001 001	258	100	A-3		3, 3	
001 001	742	100	A-3		3	
END OF SECTION						



Borough Commissioner



Commissioner

END OF DOCUMENT

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631-864-8666 \* 718-692-1000 \* 212-643-8833  
FAX (631) 864-8444  
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Christian Cultural Center Inc  
1400 Linden Blvd  
Brooklyn, NY 11201

C E R T I F I C A T E   O F   F I T N E S S

NAME: Christian Cultural Center Inc

CUSTOMER #: 2504

LOCATION: 1400 Linden Blvd

THIS IS TO CERTIFY THAT ON 04/08/2022, THE ELECTRONIC INTERCONNECTED FIRE ALARM AND SMOKE DETECTION SYSTEM AT THE ABOVE LOCATION HAS BEEN INSPECTED. ALL DEVICES HAVE BEEN TESTED AND FOUND TO BE IN NORMAL OPERATING CONDITION.

Inspection Report contains  
Exceptions if initialed below

INSPECTION REPORT VERIFIED BY:

*Thomas W. Manning*

AUTHORIZED SIGNATURE  
(Not valid unless signed)

Inspection Report contains  
Recommendations if initialed  
Below

New York State License #12000339947  
N.Y.C. Fire Dept. Smoke Detector  
Maint Acceptance ltr dated 2/27/19  
Nassau County Fire Marshal #1045369

==== Please Retain this copy for your Site Audit ====

\*\*This certificate does not confirm compliance of the system with the requirements of any code or governing agency.\*\*

