Community Partnership Charter School 241 Emerson Pl Brooklyn, NY 11205

Beginning with Children Charter School 2

215 Heyward St Brooklyn NY 11206

Board of Trustees Agenda March 8, 2017 6:00pm

BwCCS2 215 Heyward Street Brooklyn, NY 11206

6:00 p.m.	Board GovernanceReview and Approve Minutes 02.08.17
6:15 p.m.	PTCC/PTO Report
6:25 p.m.	Committee Updates Academic Committee Finance Committee Nominating Committee Renewal
6:45 p.m.	BwC Report & School Reports • CPCS LS • CPCS MS • BwCCS 2
7:00 p.m.	BwCF Report
7:25 p.m.	Executive Session (if needed)
Next Meeting	Date: Wednesday, April 19, 2017 Site: CPCS LS Time: 6:00pm



Community Partnership Charter School Ed Corp Board of Trustees Meeting Minutes February 8, 2017 6:00 p.m.

Location: CPCS-MS, 114 Kosciuszko Street, Room 320

Members Present: Amy Kolz, Joan Walrond, Travis Baird, Nicole Blair-Barzey, Kiisha Morrow, Jubilee Mosley, Esosa Ogbahon, Sonia Ortiz-Gulardo, Joan Walrond Members Absent: Rebecca Baneman, Katie Cunningham, Greg Whitten Guests: Akeem Gooding, Amber Guild, Deborah Hall, Geri Licurse, Jermaine Moorehead, Denniston Reid, Juanita Saldivar, Jennella Young

Amy Kolz called the meeting to order at 6:09 p.m.

Governance

- Amy moved to approve the minutes from December 14, 2016, and January 11, 2017. Kiisha Morrow seconded the motion and the Board approved unanimously.
- The next Board meeting will take place on March 8 at BwCCS2.

PTCC/PTO Report

• There was no report.

Finance Committee

- Amy presented the report.
- The projected deficit has decreased from \$755,000 to \$623,000.

Academic Committee

- Travis Baird presented the report.
- The Committee is in the process of formalizing the tuition reimbursement policy.

Renewal Committee

- Amy presented the report.
- CSI has recommended that CPCS Ed receive renewal for the full five years. There will be a formal hearing on March 8.

CPCS LS Report

• Jubilee Mosley presented the report.

CPCS MS Report

• Nicole Blair-Blazey presented the report.

BwCCS2 Report

• Esosa Ogbahon presented the report.

Foundation Report

- Denniston Reid presented the report.
- Denniston reviewed the recruitment data, including demographics of the student population.
- Denniston led the Board through a review of the January 2017 Rally results. Discussion focused on comparing the results to the prior year's scores.

The meeting was adjourned at 6:51 p.m.

CPCS & BwCCS2 LEADERSHIP PROGRAM

The CPCS & BwCCS2 leadership program has been established to assist staff in strengthening their skill set to the overall betterment of the schools' environment and to provide teachers with the opportunity to develop their craft. It will also support the retention of quality teachers. We believe that excellent teachers are lifelong learners who share their love of learning with their students.

Candidates should exemplify the following criteria:

- Leadership & Vision: An educator who demonstrates the ability to lead students and other professionals. Demonstrates problem-solving abilities, intelligent risk-taking abilities, integrity, confidence, respect, and humility. Inspires and motivates children and adults. An educator who is self-aware about how others regard him/her and knows how to treat students, parents, colleagues, and others. Reflects deeply on his/her own strengths and weaknesses and has the ability to assess them realistically. Shares in the CPCS and BwCCS2 vision of a high-achieving charter school. Has the ability to execute strategies to realize that vision
- Work Ethic & Dedication: An educator who goes above and beyond what is normally required to ensure that students at CPCS achieve academic success, making no excuse for students' academic or familial background. Understands the challenges associated with an underserved student population and shows commitment to our community through academic, social, and extracurricular activities. Understands the rich and unique history and needs of the community.
- Lifelong Learner: An educator who has demonstrated success in improving and evaluating his/her own job function; including but not limited to, attending seminars, workshops, and conferences; or earning a credential, certificate, or advanced degree. Seeks and acquires knowledge that enhances his/her personal and professional development. Is an effective communicator; possessing excellent oral and written communication skills. Demonstrates strong interpersonal skills when interacting with administration, students, parents, colleagues, and others.

Requirements and Procedures:

- The grant opportunities will be presented to the staff in April and requests will be due at a date to be announced in early May. Determinations will be made about the requests by the end of May. Candidates will be notified in writing of decisions. Requests may be partially or fully funded.
- Candidates must have received a performance evaluation in the previous school year of "developing" or better, and must not be under disciplinary review for job performance, attendance issues etc.
- Candidates must agree to two years of service at the conclusion of the Leadership Program. If the employee voluntarily resigns or is terminated with cause before the agreed upon term, the employee will be responsible for repaying CPEC for all Leadership Program contributions made on the employees behalf. If the employee is terminated by the employer without cause before the agreed upon term, the employee would not be required to repay the Leadership Program contributions made on the employees behalf.
- Each year the Board of Directors will set aside a pool of money for these programs. It will be up to the discretion of the Board to determine how to allocate the money among the various grant levels.
- Once enrolled, candidates must submit proper documentation for their coursework. In addition, final grades or completion certificate are required no more than one week after grades or certificates are administered. Incomplete or failing grades can disqualify candidates from the program and may necessitate repayment for all or some monies paid on the employee's behalf.

CPCS & BwCCS2 LEADERSHIP PROGRAM

 Name:
 Position:
 Years at CPCS/BwCCS2:

I am interested in: (choose only one)

Standard Leadership: This program enables staff who have been at the school for at least one year and are wanting to enhance their job skills through appropriate venues, including but not limited to computer classes, a workshop, a conference, an individual course, etc.

Standard Leadership candidates are eligible for up to \$800 per school year.

Educators Leadership: This program enables staff who have been at the school for at least two years to apply for educational classes directly related to classroom enhancement; including but not limited to course work, a workshop, a conference, etc.

Educators Leadership candidates are eligible for up to \$3,000 per school year.

Advanced Leadership: This program is for those seeking advanced leadership or administrative training. To apply candidates must: have a minimum of four years experience in their current field, three of which must be at CPCS.

Advanced Leadership candidates are eligible for up to \$10,000 per school year.

I have read and understand the requirements of the CPCS & BwCCS2 Leadership Program. I agree to the two-year commitment, and I understand I may be asked to repay all or part of monies paid out on my behalf due to termination of employment, incomplete or failing grades or other violation of the Leadership Program standards.

Signature	Date	
* * * * * * * * * * * * * * * * * * * *	* * * * * * * * * * * * * * * * * * * *	:
Course:		
College or Program:		
Semester:	Class Starts/Ends:	
Matriculating?YESNO	If yes, towards what degree:	
Price of class:	Amount you are requesting:	

In no more than 500 words tell us how you envision your request enhancing your job performance, your overall career, and the goals & vision of CPCS/BwCCS2.

Please turn in your signed application, essay, and supporting documentation to your school leader:

You will be notified once a decision has been reached on your behalf. Thank you for your pursuit of professional growth!

Community Partnership Charter School Ed Corp Board of Trustees Meeting March 8, 2017

Financial Highlights

The projected deficit is 659k. The deficit has been increased since the last meeting to account for additional costs for utilities at B2 – Bartlett Street.

Revenues:

- The NYS per student allocation budget line for was projected at 745 full time equivalents at the allocated funding of \$14,307 (\$13,877 base funding and \$430 in per pupil NYS grants). The current projected FTE enrollment is 694 students. There was an increase of \$150 in the per pupil base funding which brings the total base funding to \$14,027. The total per pupil funding for 16-17 is now \$14,457 (\$14,027 base plus \$430 per pupil NYS grants). Please note that the net decrease in per pupil funding from the original budget is approximately \$625k. The attached financial statements reflect the projected FTE enrollment of 694. We will keep a close watch on the per pupil revenue in the next few months to continuously monitor actual enrollment.
- Increase in projected special education revenue of approximately \$70k from budget based on current IEP population.
- Projected title grant revenue increased by approximately \$97k, this has been updated to reflect the most current information we have. It is possible that these allocations may change.
- Projected interest income increased by approximately \$34k.

Expenses:

- As discussed in January, we received notice that we will be charged for the cost of gas service at Bartlett Street. The projected cost for 2016-2017 is \$35k. This amount has been included in the Occupancy category on the attached financial statements.
- Increases/decreases in expense items related to the DYCD and Dissemination Grants are offset by increases/decreases in Grant Revenue.

Community Partnership Charter School Education Corp Balance Sheet 01/31/17

CURRENT ASSETS	ASSETS
CASH CASH & CASH EQUIVALENTS	2,840,287
PETTY CASH	400
TOTAL CASH & CASH EQUIVALENTS	2,840,687
PREPAID EXPENSES	
PREPAID EXPENSES	
ACCOUNTS & OTHER RECEIVABLE	
DUE FROM BWCF	5,515
INTEREST RECEIVABLE	-
PUBLIC GRANTS RECEIVABLE	-
TOTAL CURRENT ASSETS	2,846,202
INVESTMENTS	
CERTIFICATES OF DEPOSIT	3,367,427
FIXED ASSETS	
SCHOOL EQUIPMENT	72,526
FURN & FIXT	109,712
HARDWARE & SOFTWARE	351,183
LEASEHOLD IMPROVEMENTS	36,451
ACCUM DEPR-EQUIP	(68,210)
ACCUM DEPR-FURN & FIXT	(42,293)
ACCUM DEPR-HDWR & SFTWR	(269,767)
ACCUM AMORT-LEASEHOLD IMPROVEMENTS	(17,274)
TOTAL FIXED ASSETS	172,328
TOTAL ASSETS	6,385,957
LIABILITIES AND NET ASSETS LIABILITIES CURRENT LIABILITIES	
ACCOUNTS PAYABLE & ACCRUED EXPENSES DUE TO BWCF	150,749
PAYROLL LIABILITIES	85,539
TOTAL CURRENT LIABILITIES	236,288
TOTAL LIABILITIES	236,288
NET ASSETS	6,149,669
TOTAL LIABILITIES AND NET ASSETS	6,385,957

COMMUNITY PARTNERSHIP EDUCATION CORPORATION COMBINED BUDGET 2016-2017

	/BUDGET/ CPEC	/	ACTUAL	
	BUDGET 2016-2017	YTD 7/1/16 -1/31/17	Projected to Year End	Total Projected at 06/30/17
Revenues - Private:				
Funds to be Raised	-	-	-	-
Other Private	260,000	3,474	260,000	263,474
Student Meal Reimbursement	-	1,366	-	1,366
Total Private Revenues	260,000	4,840	260,000	264,840
Revenues - Public:				
NYS Per Student Allocation	10,658,715	6,687,431	3,345,727	10,033,158
Erate	-	-	-	-
Federal IASA (e.g. Title 1)	270,000	76,869	290,594	367,463
Special Ed Funding	1,000,000	622,712	448,248	1,070,960
Federal Title II-VI Funding (including ARRA RTTT)	20,000	4,247	17,215	21,462
Public Grants	270,000	156,913	113,087	270,000
Total Public Revenues	12,218,715	7,548,172	4,214,871	11,763,043
Revenues - Other:				
Interest Income	16,500	18,423	31,577	50,000
Total Other Revenues	16,500	18,423	31,577	50,000
Grand Total Revenue & Other Income	12,495,215	7,571,435	4,506,448	12,077,883

COMMUNITY PARTNERSHIP EDUCATION CORPORATION COMBINED BUDGET 2016-2017

	/BUDGET/	/	ACTUAL		
	CPEC BUDGET 2016-2017	YTD 7/1/16 -1/31/17	Projected to Year End	Total Projected at 06/30/17	
Total Salaries & Wages	7.868.269	3.638.332	3,911,833	7,550,165	
Total Personnel Related - Grants	190,000	116,167	59,609	175,776	
Total Salaries & Wages	8,058,269	3,754,499	3,971,442	7,725,941	
Total Personnel Related	1,986,738	833,364	841,997	1,675,361	
Total Personnel Related - Grants	30,000	15,719	14,281	30,000	
Total Personnel Related	2,016,738	849,083	856,278	1,705,361	
Grand Total Personnel	10,075,007	4,603,582	4,827,720	9,431,302	
Occupancy					
Rent	260,000	-	260,000	260,000	
Insurance - Prop & Liab	105,000	93,745	11,255	105,000	
Security Services	40,000	26,535	13,465	40,000	
Custodial Services	55,000	46,038	32,962	79,000	
Cleaning Supplies	12,000	-	7,500	7,500	
Utilities	-	1,200	33,800	35,000	
Systems Maintenance	13,980	4,144	9,836	13,980	
Maintenance & Repairs	15,000	10,608	4,392	15,000	
Equipment & Furniture Rental	45,000	14,681	30,319	45,000	
Total Occupancy	545,980	196,951	403,529	600,480	
Educational Programs					
Classroom Instructional Materials & Supplies	108,750	133,477	14,811	148,288	
Substitutes & School Nurse	17,200	74,345	47,855	122,200	
Art Supplies	15,500	7,958	7,542	15,500	
Music Supplies	11,600	13,261	-	13,261	
Math Curriculum/Supplies	28,550	14,619	13,931	28,550	
ELA Curriculum/Supplies	80,660	41,691	30,660	72,351	
Social Studies Curriculum/Supplies	14,000	21,836	-	21,836	
Physical Education Supplies	7,500	737	6,763	7,500	
Science Curriculum	21,500	6,373 145	15,127	21,500 2,050	
After School Supplies After School Program - MS	2,050 30,000	145	1,905 28,800	2,050	
Summer School Program	3,000	1,200	1,855	3,000	
Enrichment - LS	30,000	13,668	16,332	30,000	
Professional Development	143,750	127,030	16,720	143,750	
Staff Appreciation	37,000	5,630	31,370	37,000	
Principal Disgretionary Fund	2,000	-	2,000	2,000	
Technology Materials	50,000	21,403	2,085	23,488	
Student Database & Assessment Materials	55,000	29,932	25,068	55,000	
Family Outreach/Student Recruitment	30,500	12,646	17,854	30,500	
Student Incentives	17,000	1,745	15,255	17,000	
Trips & Admissions	80,000	40,688	39,312	80,000	
Total Educational Programs	785,560	569,529	335,245	904,774	
Total Educational Programs - Grant Related	50,000	64,224	-	64,224	
Total Educational Programs	835,560	633,753	335,245	968,998	

COMMUNITY PARTNERSHIP EDUCATION CORPORATION COMBINED BUDGET 2016-2017

	/BUDGET/ CPEC	/ ACTUAL				
	BUDGET 2016-2017	YTD 7/1/16 -1/31/17	Projected to Year End	Total Projected at 06/30/17		
Special Needs Program						
Special Needs Supplies	11,000	1,315	9,685	11,000		
Total Special Needs Programs	11,000	1,315	9,685	11,000		
Other G&A Costs						
Central Costs	1,234,059	617,030	617,029	1,234,059		
Audit & Accounting Fees	40,000	68,413	-	68,413		
Legal Fees	8,500	6,633	1,867	8,500		
Renewal Consultants	17,500	17,500	-	17,500		
Board Development	2,500	170	2,330	2,500		
Health & Safety	1,000	-	1,000	1,000		
Employment Search & Advertising	28,000	10,154	17,846	28,000		
Telecom /Communications	27,500	12,675	14,825	27,500		
Printing & Publications	10,000	495	9,505	10,000		
Office Supplies	33,000	17,846	15,154	33,000		
Postage & Shipping	7,500	3,179	4,321	7,500		
Technology Support Consultants	10,000	-	-	-		
Technology Support - Supplies	10,500	4,745	5,755	10,500		
Payroll Service Fees	18,000	6,683	11,317	18,000		
Travel	2,200	503	1,697	2,200		
Dues & Subscriptions	10,000	1,495	8,505	10,000		
Miscellaneous & Bank Fees	2,000	160	1,840	2,000		
Student Meals	40,000	2,443	27,557	30,000		
Graduation/Moving Up Supplies	6,000	1,134	4,866	6,000		
Conferences	15,000	12,637	2,363	15,000		
Total Other G&A Costs	1,523,259	783,895	747,777	1,531,672		
Total Operating Expenditures	12,990,806	6,219,496	6,323,956	12,543,452		
Net Operating Income (Deficit) Prior to Depr & Capital						
Expenditures	(495,591)	1,351,939	(1,817,508)	(465,569)		
Capital Expenditures:						
Facility Upgrades	70,000		93,000	93,000		
Furniture & Equipment	15,000	41,500	15,000	56,500		
Computer Technology & Equipment	15,000	28,640	15,000	43,640		
Total Capital Expenditures	100,000	70,140	123,000	193,140		
Total Operating & Capital Expenditures	13,090,806	6,289,636	6,446,956	12,736,592		
Net Operating Income (Deficit) after Capital Expenditures	(595,591)	1,281,799	(1,940,508)	(658,709)		

Principal: Nicole Barzey - Presented by Michelle
Turnbull (Grades 7th and 8th, ELA and Social Studies
Dean)
Date: March 8, 2017
School: Community Partnership Middle School

Open Meeting

Successes	
[Please insert	3-5 bullets on things that are going well]
≻ Data I	Day Planning - March 3rd
≻ 8th G1	rade Girls attended on March 4th:
0	Enza Academy Coding with Google - Hidden Figures post-viewing discussion and coding party.
	The exciting afternoon was filled with music, food and activities. The girls heard from some
	amazing women in tech and have an opportunity to code their own message of equality.
≻ 8th G1	rade Boys attended on March 4th:
0	Delta Rho Omega Chapter of Alpha Kappa Alpha Sorority, Incorporated. On Saturday, March
	4 th we will celebrate Hidden Figures in the disciplines of Science, Technology, Engineering,
	Arts, and Math (S.T.E.A.M.) at our annual Youth Summit. They were provided workshops,
	special presentations, and an expo showcasing a variety of organizations. The keynote speaker
	will be NASA engineer Dr. Aprille Ericsson.
N. N. La	Made it to the finale to defend the Chempionship Title at AmeriDance Talent Competition

- ➤ Nia Inman Made it to the finals to defend the Championship Title at AmeriDance Talent Competition
- ➤ Autumn Knight has been accepted to the Berkeley Carroll School on a full scholarship
- > Jameshia Lashley-Childs was accepted to Bishop Loughlin
- ➤ January 23rd launched the creation of the Middle School Jazz Band 28 students currently attend.

School Culture Update

[Please insert 2-3 school/classroom initiatives that enrich student life at school]

- ➤ Grade team led Reach Circles with a Test Busting Skit and or Chant
- ➢ Box Out Bullying March 10th
- Aviator Trip Proficiency Scholars on the Rally Assessment March 15th
- ➤ Honor Roll Reach Circle March 17th

Parent/Community Engagement Update

[Please insert 2-3 bullet points to highlight successes and setbacks or initiatives]

- ➤ CPCS MS Open House March 8th
- ➤ Fireside Chat March 8th
 - o High School Open Houses Unity Prep and New Visions Charter High School

School: Beginning with Children Charter School 2						
Principal: Esosa Ogbahon	Date: March 8 th , 2017					

<u>Successes</u>

- February 14th, 2017 Happy Hearts Day
- February 16th, 2017 Parent-Teacher Conferences
- March 3rd, 2017 Professional Development Day
 - ENL Best Practices
 - o 2nd Grade Team Best Practices
 - 2nd/3rd Grade Vertical Alignment (Written Response to Text)
 - o Earth Day Planning
 - o Family Feud
- March 8^{th,} 2017 SUNY Renewal

Important Dates

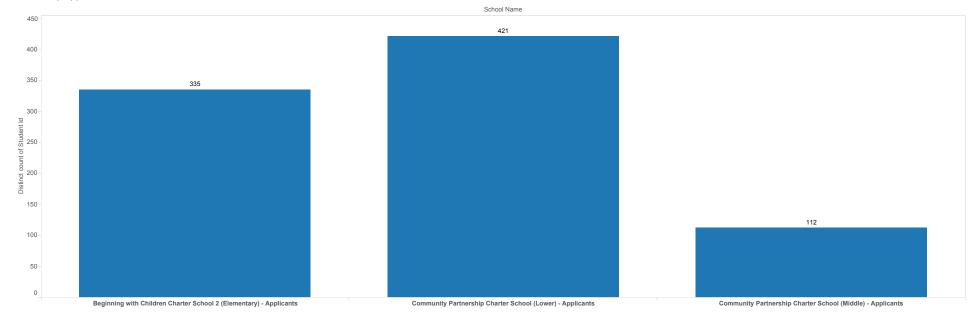
- March 9th 10th , 2017 3rd Grade trip to Frost Valley YMCA
- March 14th, 2017 2nd Grade trip to the play Freedom Train
- March 14th 15th, 2017 4th Grade trip to the Ashokan Center
- March 20th, 2017 at 1:00 P.M. Latino Music and History Concert
- March 28th 30th NYS ELA Assessments
- April $5^{th} 7^{th}$, 2017 5^{th} Grade trip to Washington, D.C.

Beginning with Children Dashboard _ March_3_2017

Current as of 3-3-2017

		Total Enrollment by School and Grade			Total Enrollment			Student Av. Daily Attendance			
	BwC	CPCS-LS	CPCS-MS	BwC				Dec.	Jan.	Feb.	
РК	~	14	~	CPCS-LS	215/	250	BwCC2	94.36%	91.33%	92.70%	
К	42	35	~	CPCS-MS	182/	200	CPCS-LS	87.97%	93.95%	93.30%	
1	53	33	~	Grand Total	687/	750	CPCS-MS	90.85%	93.96%	92.17%	
2	51	47	~				-	February	Reflects 1-0	1 thru 1-31	
3	51	43	~				Demographi				
4	53	43	~		#ELLS	%ELLS	#FRLP	%FRLP	#IEP	%IEP	
5	40	~	38	BwCCS2	58	23.45%	266	92.76%	48	16.55%	
6	~	~	54	CPCS-LS	6	2.79%	191	88.84%	29	13.49%	
7	~	~	52	CPCS-MS	4	2.20%	163	89.56%	34	18.68%	
8	~	~	38	Grand Total	68	10.48%	620	90.25%	111	16.16%	
Total	290	215	182								
									As of	3-3-17	
		Ethni	city by School						Applicants	For 2017-18	
D 000									BwC	335	
BwCC2			1%	CPCS-LS		14%			CPCS-LS	421	
			1%			2%			CPCS-MS	112	
	68%				17	1%			Grand Tot.	868	
			28%				67%				
Black Hi	spanic 🔳 Asia	an 🗖 White 🗖	Multi	Black His	panic 🔳 Wł	nite <mark>=</mark> Othe	r American	Indian			
CPCS-MS		1% 1%									
	119	6		Total Enrollmen	t by Schoo	and Mont	th				
		1%			October	November	December	17-Jan	3-Feb	3/3/2017*	
				BwCCS2	305	301	297	297	295	290	
		86%		CPCS-LS	235	232	229	228	223	215	
				CPCS-MS	186	186	185	185	184	182	
Black Hi	spanic 🔳 Asia	an <mark>-</mark> White -	Other	Grand Total	726	719	711	710	702	687	
	spanie – Asie	an - white	Guici						* As of 3/3/20		

Total Tally Applicants for Y 17 - 18 As Of March 3, 2017



Applicants By School & Grade Apply To

