



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 September 16, 2015 6:00pm

BwC
215 Heyward Street, Room 223
Brooklyn, NY 11206

6:00 p.m.	Board Governance <ul style="list-style-type: none">• Review and Approve Minutes 08.12.15• Review and Approve Minutes 07.15.15• Approve 2015-16 meeting schedule
6:05 p.m.	Committee Updates
6:30 p.m.	School Reports <ul style="list-style-type: none">• CPCS LS• CPCS MS• BwCCS 2
6:50 p.m.	BwC Report
7:10 p.m.	Executive Session
Next Meeting	Proposed: Date: Wednesday, October 14, 2015 Site: CPCS LS Time: 6:00pm

Community Partnership Charter School Ed Corp
Board of Trustees
Meeting Minutes
July 15, 2015
6:00 p.m.

Location: BwCF, 217 Havemeyer Street, 2nd Floor

Members Present: Peter Bordonaro, Clare Cusack (phone), Rose Anne Gonzalez, Oma Holloway, Amy Kolz, Kiisha Morrow, Jubilee Mosley, Esosa Ogbahon, Sonia Ortiz-Gulardo, David Stutt

Members Absent: Martin Ragde, Katie Cunningham, Rubens Amedee, Rebecca Baneman

Guests: Natalie Bledman, Nancy Lewson Kurz, Geri Licurse, Denniston Reid, Brian Stemmer

David Stutt called the meeting to order at 6:13 p.m.

Governance

- The Board voted and approved the minutes from June 24, 2015.
- The next meeting will occur at 6:00 p.m. on August 12 at BwCF.

Finance Committee

- David Stutt presented the report. (See attached.)
- The current projected deficit is approximately \$509k. The projected deficit at the last meeting was \$571k.
- There was discussion about the MoU. In prior years the costs were based on the percentage of pupil dollars; however, most recently the costs have been based on the percentage of each Foundation member's time allotted to CPCS Ed. The Board will consider whether it makes sense to revert back to the original calculation based on pupil dollars.
- The Board voted and approved the addendum to the MoU as effective as of July 1, 2014, which allowed for the MoU to be based on Foundation members' time spent on CPCS Ed.

School Committee

- Sonia Ortiz-Gulardo presented the report.
- The committee has been focusing on the schools' culture. Four prongs have been identified: academic rigor, parents' and families' engagement, staff's participation in decision-making processes and a balancing of academic rigor with appreciation for the arts.
- There was discussion about whether CPCS's and BwCCS2's mission statements should align. Nancy Lewson Kurz suggested that the Board adopt a vision/mission statement for CPCS Ed Corp.

Academic Committee

- Denniston Reid discussed the implementation of performance metrics that will enable staff to view every student's performance across several areas.
- Prior to the relevant Board meetings, Denniston will circulate data to provide an opportunity for Board members to review the data ahead of meetings.
- The third annual summer program at Colgate will take place this year, providing 8th-11th graders with an opportunity to get a taste of college life. The program is a partnership

between BwCF and Bronx Excellence Charter School This year's focus is on STEM and Shakespeare.

CPCS LS

- Jubilee Mosley presented the report. (See attached.)
- CPCS LS is looking to hire five additional teachers. Recent hires include an art teacher and teachers for the 2nd and 3rd grades.
- Midpoint assessments are being added to MIF and Journeys.
- Uncommon will lead a professional development session focused on reading.
- A School Culture Advisory Team (SCAT) has been established.
- Family meet and greets are scheduled for July 16 and 20 and August 11.
- The next PTCC meeting is scheduled for July 22.
- Jubilee has called 175 families thus far.
- Thirty-eight students are enrolled for Kindergarten. The remainder of the grades have at least 50 students enrolled. Pre-K is fully enrolled at 18 students.

CPCS MS

- Rose Anne Gonzalez presented the report. (See attached.)
- Ashley Peters, the new After School Director, has organized an engaging summer camp program, which will hopefully lead to increased enrollment in the after school program during the academic year. On average, 35 students attend the camp daily.
- Nina Dibner, an outside consultant who writes advisory curriculum, has been working to support team-building activities to engage returning staff.
- Seventh grade currently has less than 50 students enrolled.
- The Board voted and approved providing a referral fee of \$1,000 to [staff] who refer candidates who are hired by the schools. The fee will be paid within 3 months of the candidate being hired.
- Rose Anne has called every student's parent at CPCS MS.
- Two parent meetings are scheduled—July 28 and 29.

BwCCS2 Report

- Esosa Ogbahon presented the school report.
- Approximately 40 students are enrolled in summer school.
- There are two teachers that need to be hired—one for STET and the other for 2nd grade.
- Eight students are currently registered for pre-K; there are ten additional openings. Oma Holloway suggested doing continued outreach over the summer at local events, including the National Night Out.
- The CSI report was uniformly positive.

The meeting was adjourned at [8:02] p.m.

Community Partnership Charter School Ed Corp
Board of Trustees
Meeting Minutes
August 12, 2015
6:00 p.m.

Location: BwC Foundation office, 217 Havemeyer Street, 2nd floor

Members Present: Peter Bordonaro, Katie Cunningham, Rose Anne Gonzalez, Amy Kolz, Jubilee Mosley, Esosa Ogbahon, Sonia Ortiz-Gulardo,

Members Absent: Rubens Amedee, Rebecca Baneman, Clare Cusack, Oma Holloway, Kiisha Morrow, Martin Ragde, David Stutt

Guests: Natalie Bledman, Nancy Lewson Kurz, Maria Lekic, Geri Licurse, Denniston Reid

The meeting was called to order at 6:10

Executive Session

- The Board discussed a letter received from the legal counsel of a parent whose child did not have his annual review meeting with the Committee of Special Education (CSE). The meeting was scheduled but did not occur, thus the child is lacking an IEP for the upcoming school year.
- The Legal Committee will coordinate with the Board's outside counsel at Cohen Schneider & O'Neill to respond to the letter.

End of Executive Session 6:35pm

CPCS LS

- Jubilee Mosley presented the LS report. (See attached.)

CPCS MS

- Rose Anne Gonzalez presented the report. (See attached.)

BwCCS2 Report

- Esosa Ogbahon presented the school report. (See attached.)

Foundation Report

- Denniston Reid reviewed the preliminary results from the NYS exams.
- Board members will have access to a portal that will allow members to analyze the test results by using a variety of different criteria, including grade-level, subject area, and ELL, SpEd or Economically disadvantaged status. The portal will also enable data comparisons with district and other charter schools.
- School leaders will be presenting their academic plans to the Board at the September meeting.



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Board of Trustees Meeting Schedule 2015-2016

Day	Date	Time	Location
Wednesday	September 16, 2015	6:00pm	BwCCS2 215 Heyward Street
Wednesday	October 14, 2015	6:00pm	CPCS Lower School 241 Emerson Place
Tuesday/Thursday	November 10, 2015 November 12, 2015	6:00pm	CPCS Middle School 114 Kosciuszko Street
Wednesday	December 9, 2015	6:00pm	BwCCS2 215 Heyward Street
Wednesday	January 13, 2016	6:00pm	CPCS Lower School 241 Emerson Place
Wednesday	February 10, 2016	6:00pm	CPCS Middle School 114 Kosciuszko Street
Wednesday	March 9, 2016	6:00pm	BwCCS2 215 Heyward Street
Wednesday	April 20, 2016	6:00pm	CPCS Lower School 241 Emerson Place
Wednesday	May 11, 2016	6:00pm	CPCS Middle School 114 Kosciuszko Street
Wednesday	June 8, 2016	6:00pm	BwCF 217 Havemeyer Street
Wednesday	July 13, 2016	6:00pm	BwCF 217 Havemeyer Street
Wednesday	August 10, 2016	6:00pm	BwCF 217 Havemeyer Street

COMMUNITY PARTNERSHIP CHARTER SCHOOL ED CORP
 BUDGET TO PROJECTED ACTUAL
 SCHOOL YEAR 2014-2015

	Budget	Projected Actual
	2014-2015	07/1/14-06/30/15
Revenues - Private:		
Funds to be Raised	-	-
Student Meal Reimbursement	-	2,516
Total Private Revenues	-	19,975
Revenues - Public:		
NYS Per Student Allocation - General Ed	8,541,740	8,098,010
NYS Per Student Allocation - Special Ed	730,000	792,881
City Grants-DYCD	-	240,868
Dissemination Grant	-	209,374
Total Public Revenues	9,538,521	9,642,246
Revenues - Other:		
Interest Income	16,500	40,953
Total Other Revenues	16,500	40,953
Grand Total Revenue & Other Income	9,555,021	9,703,174

**COMMUNITY PARTNERSHIP CHARTER SCHOOL ED CORP
 BUDGET TO PROJECTED ACTUAL
 SCHOOL YEAR 2014-2015**

	Budget	Projected Actual
	2014-2015	07/1/14-06/30/15
Grand Total Personnel	7,709,164	7,469,678
Occupancy		
Building Permits	7,500	-
Insurance - Prop & Liab	60,000	66,961
Cleaning Supplies	2,000	889
Utilities	10,000	-
Maintenance & Repairs	17,500	15,437
Equipment & Furniture Rental	30,000	24,300
Total Occupancy	127,000	107,587
Educational Programs		
Classroom Instructional Materials & Supplies	60,000	109,885
Substitutes	30,000	31,378
Art Supplies	11,000	7,022
Music Supplies	15,000	8,506
Math Supplies & Curriculum	37,000	4,450
ELA Supplies & Curriculum	37,000	31,887
Physical Education Supplies	4,500	4,493
Science Supplies & Curriculum	15,000	14,691
Social Studies Supplies & Curriculum	15,000	3,471
After School Supplies	2,500	7,451
Library Books	20,000	39,154
Leadership Development	34,600	-
Staff Development	148,000	81,450
Staff Appreciation	30,000	15,205
Principal Discretionary Fund	3,000	727
Technology Materials	75,000	39,712
Student Database & Assessment Materials	82,200	60,631
Family Outreach/Student Recruitment	20,500	33,798
Student Incentives	4,500	2,249
Trips & Admissions	110,000	55,124
Total Educational Programs	826,800	573,406
DYCD Grant Expenses	-	63,076
Dissemination Grant Expenses	-	203,998
	826,800	840,480
Special Needs Program		
Special Needs Supplies	5,000	6,364
Total Special Needs Programs	5,000	16,844

**COMMUNITY PARTNERSHIP CHARTER SCHOOL ED CORP
BUDGET TO PROJECTED ACTUAL
SCHOOL YEAR 2014-2015**

	Budget	Projected Actual
	2014-2015	07/1/14-06/30/15
Other G&A Costs		
Central Costs	1,294,373	1,198,179
Audit & Accounting	50,000	53,599
Legal Fees	8,500	7,126
Health & Safety	1,000	551
Employment Search & Advertising	20,000	38,335
Telephone /Communications	14,500	8,789
Printing & Publications	10,000	382
Office Supplies	43,000	37,599
Postage & Shipping	7,500	4,800
Technology Support Consultants	40,000	-
Technology Support - Supplies	16,000	10,487
Payroll Service Fees	12,500	13,023
Travel	2,200	262
Dues & Subscriptions	40,000	16,657
Miscellaneous & Bank Fees	1,500	2,340
Student Meals	21,000	16,809
Graduation Supplies	4,000	5,380
Meetings & Conferences	15,000	440
Total Other G&A Costs	1,606,073	1,414,758
Contingency	-	-
Total Operating Expenditures	10,274,037	9,849,347
Net Operating Income (Deficit) Prior to Depreciation and Capital Expenditures	(719,016)	(146,173)
Capital Expenditures:		
Classroom Furniture & Equipment	20,000	6,900
Computer Technology & Equipment	10,000	17,254
Total Capital Expenditures	40,000	24,154
Total Operating & Capital Expenditures	10,314,037	9,873,501
Net Operating Income (Deficit) after Capital Expenditures	(759,016)	(170,327)

Reconciliation to Unaudited Financial Statements:

Operating income (loss) prior to depreciation, amortization and capital expenditures	(146,173)
Depreciation and amortization	68,222
Net Adjusted Income that agrees to Unaudited Financial Statements	(214,395)

Community Partnership Charter School Ed Corp
Board of Trustees Meeting
September 16, 2015

Financial Highlights

The projected deficit for 6/30/15 is \$170k. At the June Board meeting the deficit was projected at \$509k. The reduction is due to the changes in expenses as described below.

Revenues:

- Total revenue increased by \$33k. Per pupil revenue is lower by approximately \$17k in connection with the final accounting of FTE's for the year. Net increase of \$16k in grant revenue due to timing and DYCD grant requirements. Increase in private contributions of \$11k and certificate of deposit revenue of \$23k.

Expenses:

- Total expenses are lower by approximately \$300k. Personnel costs decreased by approximately \$162k primarily related to benefits. Education programs are lower by approximately \$100k related to staff development, trips, and supplies. G&A are lower by approximately \$35k.

COMMUNITY PARTNERSHIP EDUCATION CORPORATION
 COMBINED BUDGET
 2015-2016

	/---BUDGET---/ CPEC BUDGET 2015-2016	/-----ACTUAL-----		
		YTD 7/1/15 -7/31/15	Projected to Year End	Total Projected at 06/30/16
Revenues - Private:				
Funds to be Raised	-	-	-	-
Other Private	-	-	-	-
Student Meal Reimbursement	-	-	-	-
Total Private Revenues	-	-	-	-
Revenues - Public:				
NYS Per Student Allocation	9,366,975	1,595,855	7,771,120	9,366,975
Erate	-	-	-	-
Federal IASA (e.g. Title 1)	235,000	-	235,000	235,000
Special Ed Funding	809,539	123,818	685,721	809,539
Federal Title II-VI Funding (including ARRA RTTT)	20,000	-	20,000	20,000
DYCD Grant	-	-	294,000	294,000
Dissemination Grant	-	-	21,828	21,828
Total Public Revenues	10,431,514	1,719,673	9,027,669	10,747,342
Revenues - Other:				
Interest Income	16,500	1,739	14,761	16,500
Total Other Revenues	16,500	1,739	14,761	16,500
Grand Total Revenue & Other Income	10,448,014	1,721,412	9,042,430	10,763,842

COMMUNITY PARTNERSHIP EDUCATION CORPORATION
 COMBINED BUDGET
 2015-2016

	/---BUDGET---/ CPEC BUDGET 2015-2016	/-----ACTUAL----- YTD 7/1/15 -7/31/15	Projected to Year End	Total Projected at 06/30/16
Total Salaries & Wages	6,957,021	99,449	6,857,572	6,957,021
Total Personnel Related - Grants	-	22,170	170,206	192,376
Total Salaries & Wages	6,957,021	121,619	7,027,778	7,149,397
Total Personnel Related	1,791,433	89,598	1,701,835	1,791,433
Total Personnel Related - Grants	-	-	28,655	28,655
Total Personnel Related	1,791,433	89,598	1,730,490	1,820,088
Grand Total Personnel	8,748,454	211,217	8,758,268	8,969,485
Occupancy				
Rent	-	-	-	-
Building Permits	7,500	-	7,500	7,500
Insurance - Prop & Liab	70,000	78,533	-	78,533
Cleaning Supplies	2,000	-	2,000	2,000
Utilities	-	-	-	-
Maintenance & Repairs	17,500	1,620	7,347	8,967
Equipment & Furniture Rental	30,000	1,658	28,342	30,000
Total Occupancy	127,000	81,811	45,189	127,000
Educational Programs				
Classroom Instructional Materials & Supplies	75,000	2,836	72,164	75,000
Substitutes	30,000	-	30,000	30,000
Art Supplies	11,500	-	11,500	11,500
Music Supplies	15,000	-	15,000	15,000
Math Curriculum/Supplies	25,000	-	25,000	25,000
ELA Curriculum/Supplies	60,000	-	60,000	60,000
Social Studies Curriculum/Supplies	15,000	-	15,000	15,000
Physical Education Supplies	4,500	-	4,500	4,500
Science Curriculum	15,000	-	15,000	15,000
After School Supplies	2,500	68	2,432	2,500
After School Program - MS	30,000	-	30,000	30,000
Summer School Program	6,000	-	6,000	6,000
Enrichment - LS	30,000	-	30,000	30,000
Library Books	-	-	-	-
Professional Development	144,000	200	143,800	144,000
Leadership Development	-	-	-	-
Staff Development	-	-	-	-
Staff Appreciation	30,000	-	30,000	30,000
Principal Discretionary Fund	3,000	-	3,000	3,000
Technology Materials	50,000	5,035	44,965	50,000
Student Database & Assessment Materials	60,000	1,497	58,503	60,000
Public Grant Assistance	-	-	-	-
Family Outreach/Student Recruitment	30,500	94	30,406	30,500
Student Incentives	4,500	-	4,500	4,500
Trips & Admissions	65,000	11,440	53,560	65,000
Total Educational Programs	706,500	21,170	685,330	706,500
Total Educational Programs - Grant Related	-	-	94,797	94,797
Total Educational Programs	706,500	21,170	780,127	801,297

COMMUNITY PARTNERSHIP EDUCATION CORPORATION
 COMBINED BUDGET
 2015-2016

	/---BUDGET---/ CPEC BUDGET 2015-2016	/-----ACTUAL----- YTD 7/1/15 -7/31/15	Projected to Year End	Total Projected at 06/30/16
Special Needs Program				
Special Needs Supplies	5,000	5,750	-	5,750
Total Special Needs Programs	5,000	5,750	-	5,750
Other G&A Costs				
Central Costs	937,156	-	937,156	937,156
BwC Consulting Fee	-	-	-	-
Audit & Accounting Fees	50,000	-	50,000	50,000
Legal Fees	8,500	2,573	5,927	8,500
Renewal Consultants	35,000	8,750	26,250	35,000
Board Development	2,500	-	2,500	2,500
Health & Safety	1,000	-	1,000	1,000
Employment Search & Advertising	20,000	80	19,920	20,000
Telecom /Communications	12,500	570	11,930	12,500
Printing & Publications	10,000	-	10,000	10,000
Office Supplies	43,000	1,052	41,948	43,000
Postage & Shipping	7,500	580	6,920	7,500
Technology Support Consultants	30,000	-	30,000	30,000
Technology Support - Supplies	16,000	-	16,000	16,000
Payroll Service Fees	12,500	706	11,794	12,500
Travel	2,200	-	2,200	2,200
Dues & Subscriptions	40,000	-	40,000	40,000
Miscellaneous & Bank Fees	1,500	91	1,409	1,500
Student Meals	21,000	-	21,000	21,000
Graduation/Moving Up Supplies	4,000	-	4,000	4,000
Conferences	15,000	-	14,250	14,250
Total Other G&A Costs	1,269,356	14,402	1,254,204	1,268,606
Contingency	-	-	-	-
Total Operating Expenditures	10,856,310	334,350	10,837,788	11,172,138
Net Operating Income (Deficit) Prior to Depr & Capital Expenditures	(408,296)	1,387,062	(1,795,358)	(408,296)
Capital Expenditures:				
Facility Upgrades	-	-	-	-
Furniture & Equipment	20,000	-	20,000	20,000
Computer Technology & Equipment	10,000	-	10,000	10,000
Total Capital Expenditures	30,000	-	30,000	30,000
Total Operating & Capital Expenditures	10,886,310	334,350	10,867,788	11,202,138
Net Operating Income (Deficit) after Capital Expenditures	(438,296)	1,387,062	(1,825,358)	(438,296)



School: Community Partnership Lower School

Principal: Jubilee Mosley

Date: September 16, 2015

Monthly Board Meeting

Hiring

- Certified SPED teacher hired
- Dean of Academics and School Culture for Grades PK-1 and Specialists hired

Data

- Dean Data dig on Friday to identify to implications for teaching, learning and coaching for 2015-2016.
- Grade Team Meetings of 15-16 SY focused on setting SMART goals based on 4th quarter data and NYS ELA and Math data.

School Culture Updates

- Launched REACH LOG and Reach Fridays
- Renewed several partnerships for the 2015-2016 school year
- Launching Weekly Community Circle on Friday, September 18, 2015

Parent Engagement Update

- Upcoming PTCC Meeting on Tuesday, September 22, 2015
- Family Breakfast and Family Read scheduled monthly
- CPCS Community Circle Assemblies scheduled monthly
- Back to School Night on September 29, 2015.

Monthly School Leader Report to the Board of Trustees

Principal: Rose Anne Gonzalez

Date: 9/16/2015

School: CPCS Middle School

Open Meeting

Successes

[Please insert 3-5 bullets on things that are going well]

- We have had the highest numbers of students enrolled ever including 92 students enrolled in after school.
- Advisory is going well and the teachers are facilitating the curriculum.
- We are fully staffed.
- Parents have commented on how smooth the opening of school was this year.

School Culture Update

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

- Teachers are using a tiered response to discipline that seems to be working well.
- Students are greeted with handshakes every morning.

Standards Curriculum and Assessment- Grade Level Teams

[Please prepare one grade team to preview their work over the next month]

-

Parent Engagement Update

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

- Our Back to School Bash was a success with ~100 families in attendance.
- Every scholar received a free book bag full of school supplies.
- Curriculum night is planned for October 1st 2015 at 6:00pm.

Data Analysis

[Please insert data analysis for one classroom/subgroup and discuss how coaching will impact teachers' decision-making and responsive instruction]

- We have begun to administer reading assessments using F&P kits. The data will be used to design guided reading groups.
- Math teachers are administering the unit 1 test from the Math in Focus program.
- We are taking a deeper look at the disparity in student achievement between our IEP and non-IEP students.

Executive Session (as needed)

Challenges

[Please insert 2-3 bullets on setbacks]

- The pest infestation still exists.
- Communicating the sense of urgency with the Committee of Special Education to address all of the special education issues that are out of compliance.
- Lack of space still exists.

Teacher Development

[Please insert 1-2 highlights or challenges to implementation of Teacher Development Plan]

- The admin team is supporting and modeling classroom management strategies for teachers.

Monthly School Leader Report to the Board of Trustees

School: Beginning with Children Charter School 2

Principal: Esosa Ogbahon

Date: September 14th, 2015

Successes

- Two weeks of Teacher Professional Development
 - Focused on developing high functioning teacher teams
 - Focused on developing high functioning teachers
- *Meet the Teacher Night* attended by over 150 families
- Kindergarten fully enrolled
- 250+ total students enrolled Kindergarten through Fourth Grade
- Chosen as a host site by the NYC Charter Center to share the ELL Best Practices of our Special Needs Team

Important Dates

- Maverick Capital Foundation Site Visit--September 21st, 2015
- Fourth Grade Field Trip to American Museum of Natural History – September 25th, 2015

Beginning with Children Dashboard _ September, 2015 (15-16 BEGINNING OF YEAR DATA)

Pre-K Total Enrollment

	CPCS
Pre-K	18/18

Total Enrollment

BwCCS2	260 / 250
CPCS	463 / 450
Grand Total	723 / *

New Students - Total

BwCCS 2	60
CPCS	169
Grand Total	229

Demographics

	# Ells	% Ells	# FRLP	% FRLP	# IEP	% IEP
BwCCS2	41.0	15.77%	209.0	80%	36.0	14%
CPCS	7.0	1.46%	257.0	53%	62.0	13%
Grand Total	48.0	6.48%	466.0	63%	98.0	13%

New Admit Demographics

	# ELL	% ELL	# Econ Dis	% Econ Dis	# IEP	% IEP
BwCCS 2	3.0	5%	47.0	78%	8.0	13%
CPCS	5.0	3%	104.0	62%	14.0	8%
Grand Total	8.0	3%	151.0	66%	22.0	10%

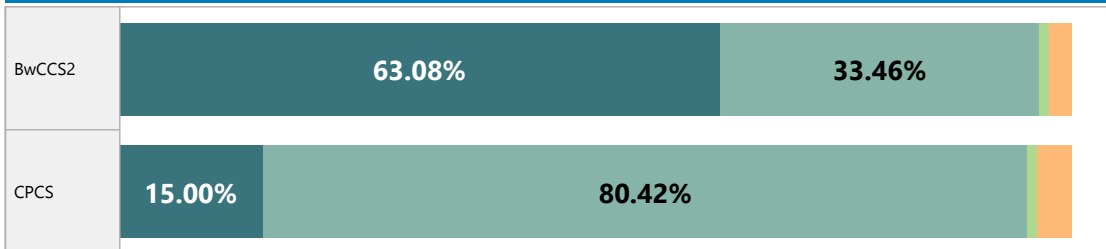
Total Enrollment by School and Grade

	BwCCS2	CPCS
0K	53	35
01	51	55
02	58	53
03	54	49
04	44	50
05		58
06		63
07		53
08		47

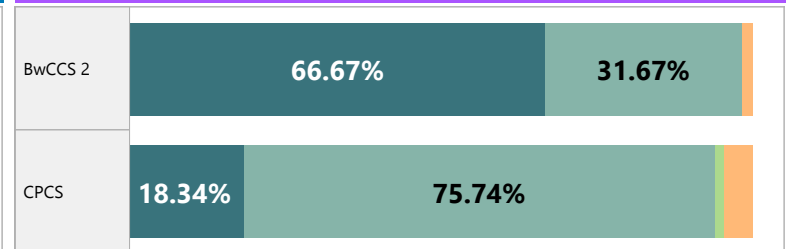
New Students - Total Enrollment by School and Grade

	BwCCS 2	CPCS
0K	49	33
01	5	13
02	3	14
03		10
04	3	7
05		25
06		28
07		18
08		3

Ethnicity by School



New Students - Ethnicity by School



■ Hispanic
 ■ Black or African American
 ■ White
 ■ Other