



Entry 1 School Information

Last updated: 07/26/2016

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 authorizer are visible on your task page. While completing this task, please ensure that you select the correct authorizer or you may not be assigned the correct tasks.

Page 1

a. SCHOOL NAME AND BEDS#

(Select name from the drop down menu)

CULTURAL ARTS ACADEMY CS AT SPRING CREEK (NYC CHANCELLOR) 331800860988

b. CHARTER AUTHORIZER

(For technical reasons, please re-select authorizer name from the drop down menu).

NYCDOE-Authorized Charter School

c. DISTRICT / CSD OF LOCATION

NYC CSD 18

d1. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	1400 Linden Boulevard Brooklyn, New York 11212	718-683-3301	718-272-1330	lmidgette@caa-ny.org

d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Dr. Laurie B. Midgette
Title	Founding Principal

e. SCHOOL WEB ADDRESS (URL)culturalartsacademy.org**f. DATE OF INITIAL CHARTER**

08/2010

g. DATE FIRST OPENED FOR INSTRUCTION

08/2010

h1. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)**MISSION STATEMENT**

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.

h2. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)**KEY DESIGN ELEMENTS (Brief description)**

Variable 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.

Variable 2

International Baccalaureate Candidate School - Primary Years Programme
Cultural Arts Academy Charter School at Spring Creek is an International Baccalaureate Candidate School. 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. CAACS is becoming authorized to offer the Primary Years Programme (PYP). CAACS receives the support of the IB, its relevant IB regional office, and an assigned consultant from the IB educator network (IBEN), who has been fully trained according to global IB policies. A crucial element of the candidate phase is the consultation process, which includes a fixed number of hours of remote consultation per year of candidacy as well as an on-site visit. Throughout the candidate phase, our consultant will customize support and advice based on information provided in the current IB publications and his or her professional knowledge of the appropriate programme. Each report summarizes the progress made by the school towards meeting the requirements for authorization and provides feedback on the school's readiness to apply for authorization. Each year, the IB gathers educational leaders, decision makers and practitioners from schools, universities and governments, as well as students, to discuss and develop ideas on international education.

Variable 3

Leader In Me School

The Leadership Model Program here at CAACS integrates Dr. Covey's philosophies into every class, co-curricular activity, and the school culture. Our goal is to help students develop a skill set to succeed in the 21st century based on the mastery of the 7 Habits. These are put into action through such practices as "Synergizing through community service projects" (Your Turn To Lead Scholar-Leaders) and "Seeking First To Understand in peer conflict mediation" within our student support services. Along with internalizing the 7 Habits, the leadership model empowers students to take ownership over their development and growth. Additionally CAACS offers a variety of co-curricular activities spanning tennis, the arts, fencing, chess, track, basketball and martial arts through which students may further pursue leadership development. The school's instructional practices are specially tailored to deliver the leadership model while aligning with the Common Core. Students are taught through a combination of arts and technology infused project-based learning (PBL). Examples of projects include using LEGO Academy where students are able to build local, national and international structures to show the development of our international-minded approach toward viewing ourselves as global citizens.

Variable 4

The Arts

Cultural Arts Academy Charter School at Spring Creek 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. Professional development seminars and workshops provide teachers with the pedagogical skills to design and implement art-infused curricula that are driven by NYS learning standards. Classroom observations, on-going professional development and access to cultural resources build our quality instruction. Students and teachers interact with arts institutions and organizations that exhibit and perform the arts, offer advanced study or provide internships or employment in arts-related businesses. CAACS uses 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 and levels in their growth and development.

Variable 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. Instructional delivery includes the power of touch, motion, and sound. Assignments can be sketched, scored, charted, coded, or performed. Learning activities include an assessment rubric tied to the technology literacy standards.

Variable 6

(No response)

Variable 7

(No response)

Variable 8

(No response)

Variable 9

(No response)

Variable 10

(No response)

I. TOTAL ENROLLMENT ON JUNE 30, 2016

273

j. GRADES SERVED IN SCHOOL YEAR 2015-16

Check all that apply

Grades Served

K, 1, 2, 3, 4, 5

k1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

No

Page 2

11. FACILITIES

Does the school maintain or operate multiple sites?

No, just one site.

12. SCHOOL SITES

Please list the sites where the school will operate for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	1400 Linden Boulevard Brooklyn, New York 11212	718-683-3301	CSD 18	K-5	Yes	Rent/Lease
Site 2						
Site 3						

m1. Is the school or are the school sites co-located?

No

n1. Were there any revisions to the school's charter during the 2015-16 school year? (Please include approved or pending material and non-material charter revisions).

No

o. Name and Position of Individual(s) Who Completed the 2015-16 Annual Report.

Dr. Laurie B. Midgette, Principal

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

Responses Selected:

Yes

Signature, Head of Charter School

A handwritten signature in black ink that reads "Laurie B. Midgette". The signature is written in a cursive, flowing style with a large initial "L" and "M".

Signature, President of the Board of Trustees

Date

2016/07/26

Thank you.



Entry 2 Link

Last updated: 07/26/2016

Page 1

1. NEW YORK STATE REPORT CARD

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

(Charter schools completing year one will not yet have a School Report Card or link to one. Please type "URL is not available" in the space provided).

<https://data.nysed.gov/profile.php?instid=800000067494>



Entry 3 Progress

Created: 07/26/2016

Last updated: 10/20/2016

Page 1

PROGRESS TOWARD CHARTER GOALS

The following tables reflect formatting in the online portal required for Board of Regents-authorized charter schools and NYCDOE-authorized charter schools only. Schools should list Progress Toward Charter Goals by August 1, 2016. If the goals are based on student performance data that the school will not have access to before August 1, 2016 (e.g., the NYS Assessment results), explain this in the "2015-2016 Progress Toward Attainment of Goal" column. The information can be updated when available. Please complete and submit no later than November 1, 2016.

1. ACADEMIC STUDENT PERFORMANCE GOALS

2015-16 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 1	For each year of the school's next charter term, the school will show academic performance with a percent of students proficient at or above Level 3 that meets or exceeds the percent proficient of the Community School District (CSD) of location and also meets or exceeds the citywide percent proficient on the New York State ELA	NYS ELA Assessment	MET - 10.7% above CSD 18	

examination.

The Mathematics Strategic Action Plan 2015-2016 is still in process. We will identify the variable learning needs of the students. We have discovered that some students lack the foundation needed to learn a given concept and other students need a more challenging learning situation. We will provide targeted, differentiated math instruction to help students who are struggling and help students who are working at higher levels. By designing differentiated math instruction we will meet the multifaceted needs of all learners. Our strategies will include:

- Modifying teaching using formative assessment data.
- Analyzing assessment data to identify patterns of individual student performance and needs.
- Working in collaborative teams to design common assessments.
- Comparing common assessment data with other teachers to assess where student learning

Academic Goal 2	For each year of the school's next charter term, the school will show academic performance with a percent of students proficient at or above Level 3 that meets or exceeds the percent proficient of the Community School District (CSD) of	NYS Mathematics Assessment	NOT MET - 7.3% below CSD18
-----------------	---	----------------------------	----------------------------

location and also meets or exceeds the citywide percent proficient on the New York State math examination.

has been strong and where the student needs support.

- Showing an awareness of the diversity of the learning styles of the class by using a variety of assessment and teaching strategies.
- Providing timely written and oral feedback on assignments so that students know how they are assessed and can set their own goals in collaboration with the teacher.
- Using meaningful assessments.
- Working with the Student Support Supervisor/Guidance Counselor to design assessments that will effectively assess the learning of students with specific learning needs.
- Utilizing student surveys that gauge student engagement in and enjoyment of the subject.
- Utilizing annual surveys of parent satisfaction.

For each year of the school's next charter term, each grade-level cohort will demonstrate growth with a reduction by a half the gap between

Academic Goal 3	<p>the percent at or above Level 3 on the previous year's NYS ELA exam (baseline) and the CSD or citywide percent (whichever is higher) of students proficient at or above Level 3 on the current year's State ELA exam. For schools in which the number of students scoring above proficiency in a grade-level cohort exceeded the CSD or citywide percent proficient (whichever is higher) on the previous year's ELA exam, the school is expected to demonstrate growth comparable to the CSD in the current year.</p>	NYS ELA Assessment	<p>MET - In 2014-2015, 17% of Cultural Arts Academy Charter School at Spring Creek's scholars was proficient in ELA. The following year, 2015-2016, the percent of scholars at CAACS who were proficient increased by 22.1%. For 2015-2016, CAACS' ELA proficiency outperformed schools within CSD18 by 10.7% and elementary schools citywide by 8.3%.</p>	<p>To ensure scholars' growth in Mathematics, CAACS is committed to meeting the needs of each individual learner in our school community by approaching our educational services and pursuits from two perspectives: intervention and enrichment. Grade-level basic skills assessments will be conducted in the fall, winter and spring highlighting specific skills each scholar will focus on daily.</p>
-----------------	---	--------------------	--	--

For each year of

Academic Goal 4	<p>the school's next charter term, each grade-level cohort will demonstrate growth with a reduction by a half the gap between the percent at or above Level 3 on the previous year's NYS math exam (baseline) and the CSD or citywide percent (whichever is higher) of students proficient at or above Level 3 on the current year's State math exam. For schools in which the number of students scoring above proficiency in a grade-level cohort exceeded the CSD or citywide percent proficient (whichever is higher) on the previous year's math exam, the school is expected to demonstrate growth comparable to the CSD in the current year</p>	NYS Mathematics Assessment	<p>NOT MET - In 2014-2015, 24.4% of Cultural Arts Academy Charter School at Spring Creek's scholars was proficient in Mathematics. The following year, 2015-2016, the percent of scholars at CAACS who were proficient fell to 23.9%.</p>	<p>Additionally, we have identified the need to strengthen our scholars' times tables mastery; therefore, basic multiplication concepts will be introduced starting from 2nd grade along with engaging our student population in times tables challenges throughout the year. Professors will utilize a daily standards tracker to identify and document errors and misconceptions to inform immediate intervention and enrichment, differentiated instruction for future lessons. The mathematics specialist will engage in a cycle of professional development activities, common planning by grade level, push-ins, observations and lesson modeling/co-teaching with professors. In addition, data-driven Academic Intervention Services for scholars who have been identified as at-risk in mathematics. Finally, benchmark tests will be administered to check for overall growth in the</p>
-----------------	--	----------------------------	---	--

scholars' academic standing approximately every 6 to 10 weeks.

Academic Goal 5

Academic Goal 6

Academic Goal 7

Academic Goal 8

2. Do have more academic goals to add?

(No response)

2015-16 Progress Toward Attainment of Academic Goals

Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 9			
Academic Goal 10			
Academic Goal 11			
Academic Goal 12			
Academic Goal 13			
Academic Goal 14			
Academic Goal 15			
Academic Goal 16			

3. Do have more academic goals to add?

(No response)

2015-16 Progress Toward Attainment of Academic Goals

Academic Student Performance Goal	Measure Used to Evaluate Progress	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will
-----------------------------------	-----------------------------------	---------------------------------------	--

Academic Goal 17
 Academic Goal 18
 Academic Goal 19
 Academic Goal 20
 Academic Goal 21
 Academic Goal 22
 Academic Goal 23
 Academic Goal 24
 Academic Goal 25
 Academic Goal 26
 Academic Goal 27
 Academic Goal 28
 Academic Goal 29
 Academic Goal 30

Page 2

4. ORGANIZATIONAL GOALS

2015-16 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
Org Goal 1	The Board currently has six active members. This level of membership is consistent within the minimum of five members and maximum of 11 members established in the	NYCDOE ACR-Renewal Visit Report	Met	

	Board's bylaws.		
Org Goal 2	The Board's President, Vice President, and Treasurer, specified positions in the bylaws are currently filled with no vacancies.	NYCDOE ACR-Rnewal Visit Report	Met
Org Goal 3	The Board has not consistently achieved quorum, as recorded in meeting minutes.	NYCDOE ACR-Rnewal Visit Report	Not Met
Org Goal 4	The Principal updates the Board on academic progress and school operations. The Chief Financial Officer prepares the financial report and the Board Treasurer provides updates the Board on financial standing at the school, as recorded in meeting minutes.	NYCDOE ACR-Rnewal Visit Report	Met
Org Goal 5	There are clear lines of accountability between the Board and school leadership as evidenced by the school's organizational structure.	NYCDOE ACR-Rnewal Visit Report	Met

5. Do you have more organizational goals to add?

(No response)

2015-16 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
Org Goal 6	The school has developed a stable school culture.	NYCDOE ACR-Rnewal Visit Report	Met	
Org Goal 7	Having an annual average student attendance rate of at least 95% over each of the last three years.	NYCDOE ACR-Rnewal Visit Report	Met	
Org Goal 8	Staff turnover has been somewhat consistent over the charter term.	NYCDOE ACR-Rnewal Visit Report	Met	
Org Goal 9	The school has not had significant challenges with retaining students.	NYCDOE ACR-Rnewal Visit Report	Met	
Org Goal 10	The response rates for Cultural Arts Academy Charter School at Spring Creek parents and teachers have been above NYC averages in all years of the retrospective charter term.	NYCDOE ACR-Rnewal Visit Report	Met	
Org Goal 11	All current Board members have submitted conflict of interest and financial disclosure forms. The documents submitted do not demonstrate conflicts of interest.	NYCDOE ACR-Rnewal Visit Report	Met	
Org Goal 12	The Board did consistently submit the Annual Report to the NYSED by the deadline of August 1 (or by the NYSED granted	NYCDOE ACR-Rnewal Visit Report	Met	

extension date) for each year of the current charter term.

Org Goal 13

Org Goal 14

Org Goal 15

6. FINANCIAL GOALS

2015-16 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
Financial Goal 1	There was no material weakness noted in the FY15 and FY16 independent financial audits.	Annual Independent Audit/MBAF Certified Public Accountants	Met	
Financial Goal 2	The school generated overall positive cash flow for 2015-2016.	Annual Independent Audit/MBAF Certified Public Accountants	Met	
Financial Goal 3	The school has posted to its website its annual audit for each year of the charter term, as required in charter law.	NYCDOE ACR-Renewal Visit Report	Met	
Financial Goal 4				
Financial Goal 5				



Entry 4 Expenditures per Child

Created: 07/28/2016

Last updated: 08/01/2016

Page 1

Financial Information

This information is required of ALL charter schools. Provide the following measures of fiscal performance of the charter school in Appendix B (Total Expenditures and Administrative Expenditures Per Child):

1. Total Expenditures Per Child

To calculate '**Total Expenditures per Child**' take total expenditures (from the unaudited 2015-16 Schedule of Functional Expenses) and divide by the year end FTE student enrollment. (Integers Only. No dollar signs or commas).

Note: The information on the Schedule of Functional Expenses on pages 41-43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations:
<http://www.p12.nysed.gov/psc/AuditGuide.html>

Line 1: Total Expenditures	4565750
Line 2: Year End FTE student enrollment	275
Line 3: Divide Line 1 by Line 2	16603

2. Administrative Expenditures per Child

To calculate '**Administrative Expenditures per Child**' To calculate "Administrative Expenditures per Child" first *add* together the following:

1. Take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2015-16 Schedule of Functional Expenses)
2. Any contracted administrative/management fee paid to other organizations or corporations
3. Take the total from above and divide it by the year-end FTE enrollment. The relevant portion that

must be included in this calculation is defined as follows:

Administrative Expenditures: Administration and management of the charter school includes the activities and personnel of the offices of the chief school officer, the finance or business offices, school operations personnel, data management and reporting, human resources, technology, etc. It also includes those administrative and management services provided by other organizations or corporations on behalf of the charter school for which the charter school pays a fee or other compensation. Do not include the FTE of personnel whose role is to directly support the instructional program.

Notes:

The information on the Schedule of Functional Expenses on pages 41-43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations:

<http://www.p12.nysed.gov/psc/AuditGuide.html>.

Employee benefit costs or expenditures should not be reported in the above calculations.

Line 1: Relevant Personnel Services Cost (Row)	1674519
Line 2: Management and General Cost (Column)	1100161
Line 3: Sum of Line 1 and Line 2	2774680
Line 5: Divide Line 3 by the Year End FTE student enrollment	10090

Thank you.



Entry 6a Audited Statements

Last updated: 10/31/2016

Regents, NYCDOE and Buffalo BOE authorized schools should enter the financial contact information requested and upload the independent auditor's report and internal controls reports as one combined file.

Page 1

School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Gray N. Stewart	gstewart@caa-ny.org	718-683-3322

Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	MBAF CPAs, LLC	jvora@mbafcpa.com	646-519-7133	7

If Applicable:

	Outsourced Financial Services Firm Name	Outsourced Financial Services Contact	Outsourced Financial Services Email	Outsourced Financial Services Phone	Years Working With This Firm
	Stuart Sabal & Associates	ssabal@sabalcpas.com	ssabal@sabalcpas.com	973-422-1040	7

Please upload as one combined file:

- a. the independent auditor's report on financial statements and notes; and
- b. reports on internal controls over financial reporting and compliance

[https://nysed-cso-reports.fluidreview.com/media/assets/survey-uploads/84001/7098968-F7wWrRhhE3/Audit%202016-Final-Financial%20Statements%20\(1\).pdf](https://nysed-cso-reports.fluidreview.com/media/assets/survey-uploads/84001/7098968-F7wWrRhhE3/Audit%202016-Final-Financial%20Statements%20(1).pdf)



Entry 6b Additional Financial Docs

Last updated: 10/31/2016

The additional items listed below should be uploaded if applicable. Please explain the reason(s) if the items are not included. Examples might include: a written management letter was not issued; the school did not expend federal funds in excess of the Single Audit Threshold of \$750,000; the corrective action plan will be submitted by the following date (should be no later than 30 days from the submission of the report); etc.

Page 1

1. Management Letter

<https://nysed-cso-reports.fluidreview.com/media/assets/survey-uploads/84010/7099490-8mMlunnVv3/MANAGEMENT%20REPRESENTATION%20LETTER%202016-Signed.pdf>

Explanation for not uploading the Management Letter.

(No response)

2. Form 990

(No response)

Explanation for not uploading the Form 990.

(No response)

3. Federal Single Audit

Note: A copy of the Federal Single Audit must be filed with the Federal Audit Clearinghouse. Please refer to OMB Uniform Guidelines for the federal filing requirements.

(No response)

Explanation for not uploading the Federal Single Audit.

(No response)

4. CSP Agreed Upon Procedure Report

(No response)

Explanation for not uploading the procedure report.

(No response)

5. Evidence of Required Escrow Account

(No response)

Explanation for not uploading the Escrow evidence.

(No response)

6. Corrective Action Plan

A **Corrective Action Plan** for Audit Findings and Management Letter Recommendations, which must include:

- a. The person responsible
- b. The date action was taken, or will be taken
- c. Description of the action taken
- d. Evidence of implementation (if available)

(No response)

Explanation for not uploading the Corrective Action Plan.

(No response)

New York State Education Department

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

2015-16 Budget & Cash Flow Template

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

- 1 Complete ALL SIX columns in **BLUE**
- 2 Enter information into the GRAY cells
- 3 Cells containing **RED** triangles in the upper right corner in columns B through G contain guidance on that particular item
- 4 Funding by School District information for all NYS School district is located on the State Aid website at <https://stateaid.nysed.gov/charter/>. Refer to this website for per-pupil tuition funding for all school districts. 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.

PROJECTED BUDGET FOR 2016-2017

REGULAR	SPECIAL
EDUCATION	EDUCATION

REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	GENERAL MAINTENANCE &	TOTAL
4,013,760	128,066	110,000	-	422,000	4,573,826
2,550,610	1,347,015	358,208	22,344	418,292	4,687,469
1,483,150	(1,718,929)	(249,208)	(22,344)	6,708	9,377
280	27	-	-	-	307
-	-	-	-	-	-

[illegible]REVENUE
REVENUES FROM STATE SOURCES[illegible]

128,066				128,066
10,000				10,000

TOTAL REVENUE FROM STATE SOURCES[illegible]

TOTAL REVENUE FROM FEDERAL SOURCES

[illegible]

TOTAL REVENUE FROM LOCAL AND OTHER SOURCES

50,000	-	-	425,000	475,000
4,013,760	128,086	110,000	425,000	4,676,846

EXPENSES

[illegible]

INSTRUCTIONAL PERSONNEL COSTS

753,916	182,456	59,070	-	1,005,444
8,276	148,963	8,276	-	165,515
-	-	-	-	-
-	-	-	-	-
188,969	55,340	14,737	-	258,617
86,324	27,965	10,700	14,836	139,822
-	-	-	-	-

Assumptions

DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

PROJECTED BUDGET FOR 2016-2017

July 1, 2016 to June 30, 2017

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

Assumptions

DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable

	REGULAR		SPECIAL		OTHER		FUNDRAISING		MANAGEMENT &		TOTAL
	EDUCATION	FUNDRAISING	EDUCATION	FUNDRAISING	EDUCATION	FUNDRAISING	EDUCATION	FUNDRAISING	EDUCATION	FUNDRAISING	
Total Revenue	4,117,760	138,386	110,000	-	22,344	-	425,000	-	4,676,446	-	-
Total Expenses	2,520,610	1,347,015	359,208	22,344	418,292	4,667,469	9,317	-	-	-	-
Net Income	1,493,150	(1,218,929)	(249,208)	(22,344)	6,708	-	-	-	-	-	-
Actual Student Enrollment	280	27	-	-	-	-	-	-	-	-	-
Total Paid Student Enrollment	-	-	-	-	-	-	-	-	-	-	-

	REGULAR		SPECIAL		OTHER		FUNDRAISING		MANAGEMENT &		TOTAL
	EDUCATION	FUNDRAISING	EDUCATION	FUNDRAISING	EDUCATION	FUNDRAISING	EDUCATION	FUNDRAISING	EDUCATION	FUNDRAISING	
Aides	2,000	-	-	-	-	-	-	-	-	-	-
Therapists & Counselors	3,000	-	-	-	-	-	-	-	-	-	-
Other	37	-	-	-	-	-	-	-	-	-	-
TOTAL INSTRUCTIONAL	1,511,981	-	507,948	-	137,423	-	-	-	56,952	-	1,844,216
NON-INSTRUCTIONAL PERSONNEL COSTS	1,000	-	-	-	-	-	-	-	-	-	-
Nurse	5,000	-	-	-	-	-	-	-	-	-	-
Librarian	2,000	-	-	-	-	-	-	-	-	-	-
Custodian	1,000	-	-	-	-	-	-	-	-	-	-
Security	9	-	-	-	-	-	-	-	-	-	-
Other	55	-	-	-	-	-	-	-	-	-	-
TOTAL NON-INSTRUCTIONAL	1,458,075	-	779,505	-	206,933	-	17,555	-	296,981	-	2,719,049
SUBTOTAL PERSONNEL SERVICE COSTS	1,458,075	-	779,505	-	206,933	-	17,555	-	296,981	-	2,719,049
PAYROLL TAXES AND BENEFITS	140,593	-	75,224	-	19,999	-	1,710	-	24,804	-	282,430
Payroll Taxes	253,067	-	135,402	-	35,998	-	3,079	-	44,028	-	472,375
Fringe / Employee Benefits	-	-	-	-	-	-	-	-	-	-	-
Retirement / Pension	389,660	-	210,626	-	55,997	-	4,789	-	69,733	-	734,805
TOTAL PAYROLL TAXES AND BENEFITS	1,851,735	-	990,131	-	262,930	-	22,344	-	336,714	-	3,453,874
TOTAL PERSONNEL SERVICE COSTS	1,851,735	-	990,131	-	262,930	-	22,344	-	336,714	-	3,453,874
CONTRACTED SERVICES	48,770	-	26,094	-	6,337	-	-	-	10,598	-	92,389
Accounting / Audit	2,692	-	1,440	-	383	-	-	-	585	-	5,100
Legal	-	-	-	-	-	-	-	-	-	-	-
Management Company Fee	-	-	-	-	-	-	-	-	-	-	-
Nurse Services	-	-	-	-	-	-	-	-	-	-	-
Food Service / School Lunch	3,378	-	1,807	-	481	-	-	-	734	-	6,400
Payroll Services	-	-	-	-	-	-	-	-	-	-	-
Special Ed Services	-	-	-	-	-	-	-	-	-	-	-
Therapist Services (i.e. Title I)	102,464	-	54,823	-	14,575	-	-	-	5,895	-	177,698
Other Purchased / Professional / Consulting	157,304	-	84,164	-	22,376	-	-	-	17,753	-	281,597
TOTAL CONTRACTED SERVICES	157,304	-	84,164	-	22,376	-	-	-	17,753	-	281,597
SCHOOL OPERATIONS	64,628	-	34,579	-	9,193	-	-	-	-	-	108,400
Board Expenses	-	-	-	-	-	-	-	-	-	-	-
Classroom / Teaching Supplies & Materials	10,556	-	5,646	-	1,502	-	-	-	2,284	-	20,000
Textbooks / Workbooks	-	-	-	-	-	-	-	-	-	-	-
Supplies & Materials other	16,098	-	8,613	-	2,280	-	-	-	3,498	-	30,489
Equipment / Furniture	12,140	-	6,495	-	1,727	-	-	-	2,538	-	23,000
Telephone	1,425	-	782	-	203	-	-	-	310	-	2,700
Technology	11,924	-	6,380	-	1,696	-	-	-	-	-	20,000
Student Testing & Assessment	41,257	-	22,074	-	5,889	-	-	-	-	-	69,200
Field Trips	1,431	-	766	-	204	-	-	-	-	-	2,401
Transportation (student)	-	-	-	-	-	-	-	-	-	-	-
Student Services - other	29,241	-	15,645	-	4,159	-	-	-	6,354	-	55,399
Office Expenses	7,020	-	3,765	-	999	-	-	-	1,526	-	13,301
Staff Development	-	-	-	-	-	-	-	-	-	-	-
Staff Recruitment	-	-	-	-	-	-	-	-	-	-	-
Student Recruitment / Marketing	17,813	-	8,542	-	3,645	-	-	-	-	-	30,000
School Meals / Lunch	1,531	-	819	-	218	-	-	-	333	-	2,901
Travel (Staff)	-	-	-	-	-	-	-	-	-	-	-
Fundraising	2,270	-	1,214	-	323	-	-	-	493	-	4,360
Other	217,334	-	115,293	-	32,028	-	-	-	17,446	-	382,101
TOTAL SCHOOL OPERATIONS	217,334	-	115,293	-	32,028	-	-	-	17,446	-	382,101

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 155. This will populate the data in row 10.

	PROGRAM SERVICES			SUPPORT SERVICES		TOTAL
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	
FACILITY OPERATION & MAINTENANCE						
Insurance	30,883	16,577	4,407	-	6,733	58,700
Janitorial	12,234	6,546	1,740	-	2,280	22,800
Building and Land Rent / Lease	232,124	124,184	33,019	-	43,280	432,597
Repairs & Maintenance	-	-	-	-	-	-
Equipment / Furniture	-	-	-	-	-	-
Security	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
TOTAL FACILITY OPERATION & MAINTENANCE	275,341	147,317	39,166	-	52,273	514,097
DEPRECIATION & AMORTIZATION	18,886	10,110	2,688	-	4,106	35,800
DISSOLUTION ESCROW & RESERVES / CONTINGENCY	-	-	-	-	-	-
TOTAL EXPENSES	2,520,610	1,347,015	359,208	23,344	418,292	4,667,469
NET INCOME	1,459,150	(121,832)	(240,203)	(223,240)	6,708	9,397
ENROLLMENT - *School Districts Are Linked To Above Entities*						
District of Location	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED			
School District 2 (Enter Name)	280	27	307			
School District 3 (Enter Name)			-			
School District 4 (Enter Name)			-			
School District 5 (Enter Name)			-			
TOTAL ENROLLMENT	280	27	307			
REVENUE PER PUPIL	14,330	4,764	358			
EXPENSES PER PUPIL	9,007	49,889	1,170			

Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

A. R. Bernard, Sr.

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Cultural Arts Academy Charter School at Spring Creek

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). Chairman

2. Is the trustee an employee of any school operated by the Education Corporation?
 ___ Yes ☒ No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
 ___ Yes ☒ No

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


4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself

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

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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) governed by the Education Corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

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


Signature

July 29, 2016

Date

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

Business Telephone: 718-306-1060

Business Address: 12020 Flatlands Avenue, Brooklyn, New York 11207

E-mail Address: arb@arbernard.com

Home Telephone: 631-979-7838

Home Address:

<p align="center">Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</p>

Trustee Name:

Shirley Glasgow

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Cultural Arts Academy Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

Parent Representative

2. Is the trustee an employee of any school operated by the Education Corporation?
 ___ Yes X No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
 ___ Yes X No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself

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

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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) governed by the Education Corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

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

Shirley Glasgow

7/28/2016

Signature

Date

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

Business Telephone: 718-306-1000

Business Address: 12020 Flatlands Avenue, Brooklyn NY 11207

E-mail Address: sglasgow@caa-ny.org

Home Telephone: 718-257-2911

Home Address: 12205 Flatlands Avenue, Brooklyn NY 11207

**Disclosure of Financial Interest by a Current or Proposed Charter School
Education Corporation Trustee**

Trustee Name:

Chrysetta Patterson

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Cultural Arts Academy Charter School at Spring Creek

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

2. Is the trustee an employee of any school operated by the Education Corporation?
Yes X No

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

N/A

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
Yes X No

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

N/A

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write None. Please note that if you answered Yes to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself

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

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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) governed by the Education Corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write None.

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

Signature

Date

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

Business Telephone: 917 855 8907

Business Address: 66 John St. NY, NY 10038

E-mail Address: prophet3000@gmail.com

Home Telephone: 718 774 9032

Home Address: 333 Lafayette Ave, Apt 19C Brooklyn, NY 11238

Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

Stuart M. Sabal

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Cultural Arts Academy Charter School At Spring Creek

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

2. Is the trustee an employee of any school operated by the Education Corporation?
 ____ Yes ____ ☒ No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

____ Yes ____ ☒ No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself

<i>Please write "None" if applicable. Do not leave this space blank.</i>			
Fiscal Yr 2016	Accounting services	Did not vote or participate in discussions.	Stuart M. Sabal, CPA

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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) governed by the Education Corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
<i>Please write "None" if applicable. Do not leave this space blank.</i>				
Sabal & Associates	Accounting Services		Stuart M. Sabal	Did not vote or participate in discussions.

Signature

Date

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

Business Telephone: 973-422-1040

Business Address: 293 Eisenhower Pkwy, Ste 140, Livingston, NJ 07039

E-mail Address: sabalcpa@aol.com

Home Telephone: 908-230-4007

Home Address: 293 Eisenhower Pkwy, Ste 140, Livingston, NJ 07039

<p align="center">Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</p>

Trustee Name:

HENRY J. Clouden

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

CULTURAL ARTS ACADEMY

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

TREASURER

2. Is the trustee an employee of any school operated by the Education Corporation?

Yes ☒ No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

Yes ☒ No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself

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

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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) governed by the Education Corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write None.

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

Signature ASCC Date 7/28/16

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

Business Telephone: _____

Business Address: _____

E-mail Address: Clouden @ MSN. Com

Home Telephone: 718 451 2019

Home Address: 615 EAST 52 ST BLDG NY 11203

**Disclosure of Financial Interest by a Current or Proposed Charter School
Education Corporation Trustee**

Trustee Name:

Cheryl A. Hombach-Davis

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

The Children's Art Academy @ Spring Creek

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

Vice president

2. Is the trustee an employee of any school operated by the Education Corporation?

☐ Yes ☒ No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

☐ Yes ☒ No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
<i>None</i>			

**Disclosure of Financial Interest by a Current or Proposed Charter School
Education Corporation Trustee**

LEGAL COUNSEL
Trustee/Name: **LARRY H. WEISS**

(Non Voting)

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). Non Voting (Trustee)/Legal Counsel

2. Is the trustee an employee of any school operated by the Education Corporation?
Yes X No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

X Yes No Legal Counsel

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

Hourly compensation based on work performed

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write None. Please note that if you answered Yes to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
7/28/16	0 - \$350.00	Did not vote	

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

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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) governed by the Education Corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write None.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
Christian Cultural Center, Inc.	Financial Assistance	Unknown	Larry H. Weiss Legal Counsel	Non Voting (CAACS)

Larry H. Weiss
Signature

7/28/16

Date

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

Business Telephone: (516) 794-1800

Business Address: 1900 Hempstead Turnpike, Suite 200, East Meadow, NY 11554

E-mail Address: lhwlawoffice@yahoo.com

Home Telephone: (516) 489-5317

Home Address: 2170 Clover Court, East Meadow, NY 11554



Entry 9 BOT Table

Last updated: 07/27/2016

Page 1

1. Current Board Member Information

	Trustee Name	Email Address	Position on the Board	Committee Affiliations	Voting Member? (Y/N)	Area of Expertise, and/or Additional Role at School (parent, staff member, etc.)	Number of Terms Served and Length of Each (Include election date and term expiration)
1	A.R. Bernard	arb@arbernard.com	Chair/Board President		Yes	Facilities and Finance	2 Terms/3 years/8-16 to 8-19
2	Cheryl Pemberton-Graves	cpemberton@caa-nyc.org	Vice Chair/Vice President		Yes	Community Partnerships	2 Terms/3 years/8-16 to 8-19
3	Shirley A. Glasgow	sglasgow@caa-nyc.org	Secretary	Parent Engagement	Yes	Parent Representative	2 Terms/3 years/8-16 to 8-19
4	Henry J. Clouden, III	clouden@msn.com	Treasurer	Finance	Yes	Finance, Career Education	2 Terms/3 years/8-16 to 8-19
5	Chrysetta Patterson	prophet3000@gmail.com	Trustee/Member		Yes	Arts	2 Terms/3 years/8-16 to 8-19
6	Susan Fox	sfox11@schools.nyc.gov	Trustee/Member		Yes	Special Education	2 Terms/3 years/8-16 to 8-19
7	Laurie B. Midgette	lmidgette@schools.nyc.gov	Trustee/Member		No	Education	2 Terms/3 years/8-16 to 8-19
8	Stuart Sabal	ssabal@sabalcpas.com	Other	Finance	No	Finance	2 Terms/3 years/8-16 to 8-19

9	Larry H. Weiss	lhwlawoffice@yahoo.com	Other	No	Law	2 Terms/3 years/8-16 to 8-19
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						

2. Total Number of Members on June 30, 2015

9

3. Total Number of Members Joining the Board 2015-16 School Year

0

4. Total Number of Members Departing the Board during the 2015-16 School Year

0

5. Number of Voting Members 2015-16, as set by the by-laws, resolution or minutes

6

6. Number of Board Meetings Conducted in the 2015-16 School Year

12

7. Number of Board Meetings Scheduled for the 2016-17 School Year

12

Thank you.



MEETING OF THE BOARD OF TRUSTEES

1400 Linden Boulevard, Brooklyn, New York 11212

Wednesday, July 15, 2015

6:30pm-8:30pm

VISION: Cultural Arts Academy Charter School is an internationally minded learning community that aligns the leadership ability within each scholar with effective strategies and habits that produces laudable scholarship and life-long learning.

MISSION: 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.

Public Session: 7:30-8:30pm (Open)

AGENDA

- A. Call To Order
- B. Roll Call (Attendance)
- C. Approval of Minutes
- D. Reports: Finance Committee, Governance Committee, Academic Committee, Development Committee, Parent Engagement Committee

TOPICS

- 1. Progress toward meeting the student achievement
 - 2. Approval and status of the annual budget and financial procedures
 - 3. School-wide policies
 - 4. Personnel policies
 - 5. Strategic planning
 - 6. Fund-raising
 - 7. School Leader Evaluation
- E. Next Meeting: August 19, 2015
 - F. Adjournment

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

1400 Linden Boulevard, Brooklyn, New York, 11212

Phone: (718) 683-3300 Fax: (718) 272-1330

MINUTES OF THE MEETING OF THE CAACS BOARD OF TRUSTEES
July 15, 2015

A meeting of the Board of Trustees of Cultural Arts Academy Charter School at Spring Creek was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on July 15, 2015.

IN ATTENDANCE: Cheryl Pemberton
Henry Clouden III
Shirley A Glasgow
Chrysetta Patterson
Laurie B. Midgette

The meeting was called to order at 6:38pm.

VOTED:

To approve the minutes of the last Board Meeting held on June 18, 2015.

VOTED:

To approve the Employee Handbook, Safety Plan and Discipline policies 2015-2016
(Emergency Preparedness and Building Response Plan)

VOTED:

The financial statements of Cultural Arts Academy Charter School as of June 30, 2015 were reviewed and accepted.

Other Items of discussion:

- o New Staff
- o Professional Development Week: IB/PYP Inquiry-based Training
 1. Making the PYP happen: A curriculum framework for international primary education
 2. PYP language and mathematics scope and sequence documents
 3. PYP science and social studies scope and sequence documents
 4. PYP planner template
- o Kindergarten/New Student Mixer
- o Push for Free and Reduced Lunch Applications (essential for applying for grants and arts programs)
- o Immunization Updates for 2015-2016

After discussing the foresaid matters a Motion was made by Chrysetta Patterson to adjourn seconded by Hank Clouden and unanimously passed. Meeting adjourned at 9:01.

Dated: July 23 2015

Shirley A. Glasgow, Board Member



MEETING OF THE BOARD OF TRUSTEES

1400 Linden Boulevard, Brooklyn, New York 11212

Wednesday, August 19, 2015

6:30pm-8:30pm

NEW MISSION STATEMENT

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.

NEW SLOGAN

"Where Leaders Grow Up."

Public Session: 7:30-8:30pm (Open)

AGENDA

- A. Call To Order
- B. Roll Call (Attendance)
- C. Approval of Minutes
- D. Committee Reports
- E. Calendar of Meetings and Events
- F. Adjournment

MAIN TOPICS

- Budget 2015
- Title I and Title II Grants
- School and Board Calendar 2015-2016
- NYS ELA and Math Assessments

ADJOURNMENT

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

1400 Linden Boulevard, Brooklyn, New York, 11212

Phone: (718) 683-3300 Fax: (718) 272-1330

MINUTES OF THE MEETING OF THE CAACS
BOARD OF TRUSTEES
August 19, 2015

A meeting of the Board of Trustees was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on August 19, 2015.

IN ATTENDANCE: Cheryl Pemberton, Shirley A Glasgow, Chrysetta Patterson, Henry Clouden and Laurie B. Midgette, Principal

FINANCIAL REPORT - VOTED and APPROVED

The financial statements of CAACS as of July 31, 2015 prepared by Stuart Sabal were presented, including Budget 2015. The related statements of activities and cash flows and the accompanying supplemental information were discussed. There is sufficient cash to fund monthly operations.

BY LAWS - VOTED and APPROVED

The By Laws for Cultural Arts Academy Charter School at Spring Creek were reviewed and discussed in preparation for the renewal compliance in the new school year and new charter.

CURRICULUM AND INSTRUCTION

The results NYS ELA and Math Assessments 3rd - 5th Grade Scores were discussed in depth.

OTHER TOPICS:

Title I and Title II Projected Allocations
School and Board Calendar 2015-2016

Personnel Issues: matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;

A motion was made by Cheryl Pemberton to adjourn seconded by Shirley A. Glasgow. Meeting adjourned at 9:01pm.

Dated: August 28, 2015

Shirley A. Glasgow, Board Member



MEETING OF THE BOARD OF TRUSTEES

1400 Linden Boulevard, Brooklyn, New York 11212

Wednesday, September 16, 2015

6:30pm-8:30pm

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*).

"Where Leaders Grow Up."

Public Session: 7:30-8:30pm (Open)

AGENDA

- A. Call To Order
- B. Roll Call (Attendance)
- C. Approval of Minutes
- D. Special Presentation: CAACS Food Services – Ricardo Jefferson –
- E. Reports: Finance Committee, Governance Committee, Academic Committee, Development Committee, Parent Engagement Committee

TOPICS

- 1. Progress toward meeting the student achievement
- 2. Approval and status of the annual budget and financial procedures
- 3. School-wide policies
- 4. Personnel policies
- 5. Strategic planning
- 6. Fund-raising
- 7. School Leader Evaluation
- F. Next Meeting: October 21, 2015
- G. Adjournment

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

1400 Linden Boulevard, Brooklyn, New York, 11212

Phone: (718) 683-3300 Fax: (718) 272-1330

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEE OF
CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK**

A meeting of the Board of Trustees of Cultural Arts Academy Charter School at Spring Creek was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on September 16, 2015.

IN ATTENDANCE: Henry Clouden III; Shirley A Glasgow; Chrysetta Patterson; Cheryl Pemberton-Graves; Dr. Laurie B. Midgette, Principal.

The meeting was called to order at 6:52pm with a quorum present.

Financial Committee Report – VOTED AND APPROVED

The financial statements of Cultural Arts Academy Charter School as of August 31 2015 that were prepared by Stuart Sabal were presented: the related statements of activities and cash flows for one month then ended and the accompanying supplemental information. These statements were discussed in detailed and there is sufficient cash to fund monthly operations.

Special Presentation: Ricardo Jefferson, CAACS Food Services

Other Items of discussion:

- School wide policies
- Personnel policies
- Strategic planning
- Fundraising

There being no further business to be transacted, and upon motion duly made by Shirley Glasgow, seconded by Henry Clouden and approved, the meeting was adjourned at 8:50 p.m.

Next meeting: October 21, 2015

Respectfully submitted,

September 16, 2015

Shirley A. Glasgow

Shirley Glasgow Board Member



MEETING OF THE BOARD OF TRUSTEES
1400 LINDEN BOULEVARD, BROOKLYN, NEW YORK 11212
WEDNESDAY, OCTOBER 21, 2015
6:30PM-8:30PM

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*).

"WHERE LEADERS GROW UP."

PUBLIC SESSION: 7:30-8:30PM (OPEN)

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL (ATTENDANCE)
- C. APPROVAL OF MINUTES
- D. **SPECIAL PRESENTATION: THE INTERNATIONAL BACCALAUREATE**
- E. REPORTS: FINANCE COMMITTEE, GOVERNANCE COMMITTEE, ACADEMIC COMMITTEE, DEVELOPMENT COMMITTEE, PARENT ENGAGEMENT COMMITTEE

TOPICS

- 1. PROGRESS TOWARD MEETING THE STUDENT ACHIEVEMENT
 - 2. APPROVAL AND STATUS OF THE ANNUAL BUDGET AND FINANCIAL PROCEDURES
 - 3. SCHOOL-WIDE POLICIES
 - 4. PERSONNEL POLICIES
 - 5. STRATEGIC PLANNING
 - 6. FUND-RAISING
 - 7. SCHOOL LEADER EVALUATION
- F. NEXT MEETING: OCTOBER 21, 2015
 - G. ADJOURNMENT

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK
1400 Linden Boulevard, Brooklyn, New York, 11212
Phone: (718) 683-3300 Fax: (718) 272-1330

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School at Spring Creek was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on October 21, 2015.

IN ATTENDANCE: Cheryl Pemberton-Graves; Shirley A Glasgow; Hank Clouden; Chrysetta Patterson; Dr. Laurie B. Midgette, Principal

The meeting was called to order at 6:35pm with a quorum not present.

Financial Committee Report – VOTED AND APPROVED

The financial statements of Cultural Arts Academy Charter School as of August 31 2015 that were prepared by Stuart Sabal were presented: the related statements of activities and cash flows for one month then ended and the accompanying supplemental information. These statements were discussed in detailed and there is sufficient cash to fund monthly operations.

Special Presentation: The International Baccalaureate World School Heads Conference Report

Parent Engagement Committee Report - Upcoming Parent Teacher Conferences

Other Discussion Items: Title I

Meeting adjourned at 7:45 pm.

Next meeting: November 18 2015.

There being no further business to be transacted, and upon motion duly made by Chrysetta Patterson, seconded by Henry Clouden and approved, the meeting was adjourned at 8:50 p.m.

Respectfully submitted,

October 21, 2015

Shirley A. Glasgow

Shirley Glasgow Board Member

Shirley Glasgow Board Member



MEETING OF THE BOARD OF TRUSTEES

1400 Linden Boulevard, Brooklyn, New York 11212

Wednesday, November 18, 2015

6:30pm-8:30pm

VISION: Cultural Arts Academy Charter School is an exemplary learning community that aligns the natural abilities of each child with innovative strategies and techniques that stimulate scholarship and life-long learning that profoundly impacts the human condition.

MISSION: The Cultural Arts Academy Charter School mission is to provide an exemplary, K-12 standards-based arts education program that promotes superior scholarship and strong cultural arts proficiency.

Public Session: 7:30-8:30pm (Open)

AGENDA

- A. Call To Order
- B. Roll Call (Attendance)
- C. Approval of Minutes
- D. Committee Reports:

TOPICS

- 1. Progress toward meeting the student achievement:
 - School Quality Snapshot 2015
- 2. Review of Audited FY15 Compliance Reports
- E. Next Meeting: December 16, 2015
- F. Adjournment

ADJOURNMENT



MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School at Spring Creek was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on November 18, 2015.

IN ATTENDANCE: Mrs. Cheryl Pemberton-Graves
Mr. Henry Clouden III
Ms. Shirley A Glasgow
Dr. Laurie B. Midgette, Principal

The meeting was called to order at 6:54pm. The financial statements of Cultural Arts Academy Charter School as of October 21, 2015 prepared by Stuart Sabal were presented by Board Treasurer and approved. The related statements of activities and cash flow and the accompanying supplemental information were reviewed. These statements were discussed in detailed and there is sufficient cash to fund monthly operations.

Other Items of discussion:

Progress toward meeting the student achievement: Review of CAACS's official *School Quality Snapshot* and *School Quality Guide* and the School Quality Reports website. Viewed the training materials and additional resources for understanding the reports and discussed them:

- Presentation on how schools can help families understand the Elementary and Middle School Quality Snapshots
- Presentation on how schools can help families understand the High School Quality Snapshot
- Presentation for educators about the Elementary and Middle School Quality Reports
- Frequently Asked Questions about the School Quality Reports for Families

Meeting adjourned at 9:02 pm.

Dated: November 19, 2015

Shirley A. Glasgow, Board Member



MEETING OF THE BOARD OF TRUSTEES
1400 Linden Boulevard, Brooklyn, New York 11212
Wednesday, December 16, 2015
6:30pm-8:30pm

MISSION

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

"Where Leaders Grow Up."

Public Session: 7:30-8:30pm (Open)

AGENDA

- A. Call To Order
- B. Roll Call (Attendance)
- C. Approval of Minutes
- D. Reports: Finance Committee, Governance Committee, Academic Committee, Development Committee, Parent Engagement Committee

TOPICS

- 1. Progress toward meeting the student achievement
- 2. Approval and status of the annual budget and financial procedures –
- 3. Transition to NYCDOE SchoolFoods
- E. Next Meeting: January 20, 2016
- F. Adjournment

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK
1400 Linden Boulevard, Brooklyn, New York, 11212
Phone: (718) 683-3300 Fax: (718) 272-1330

MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF
CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

A meeting of the Board of Trustees of Cultural Arts Academy Charter School at Spring Creek was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on December 16 2015.

IN ATTENDANCE: Henry Clouden III; Shirley A Glasgow; Cheryl Pemberton-Graves; Chrysetta Patterson; Dr. Laurie B. Midgette, Principal

The meeting was called to order at 6:55pm with a quorum present.

Financial Committee Report – VOTED AND APPROVED

The financial statements of Cultural Arts Academy Charter School as of November 30 2015 that were prepared by Stuart Sabal were presented. The related statements of activities and cash flows for one month then ended and the accompanying supplemental information were discussed in detailed and there is sufficient cash to fund monthly operations.

Special Presentation: The Transition to NYCDOE School Foods Services Report
In the 1st week SchoolFoods provided 2,063 individual meals between breakfast and lunch service. The daily cost has been between \$200 and \$230 so far. The total cost for our first week with SchoolFoods was \$1,060.

Next meeting: January 20, 2016

There being no further business to be transacted, and upon motion duly made by Henry Clouden and seconded and approved by Shirley Glasgow, the meeting was adjourned at 8:45 p.m.

Respectfully submitted,

Shirley A. Glasgow

Shirley Glasgow Secretary

Dated: December 16, 2015



MEETING OF THE BOARD OF TRUSTEES

1400 Linden Boulevard
Brooklyn, New York 11212
Wednesday, January 13, 2016
6:30pm-8:30pm

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).

Public Meeting

This session is a public session for the purpose of conducting school business.

***Please refer to the "Board of Trustees Protocols and Procedures for Public Meetings"*

7:30pm-8:30pm (Open)

- A. Call To Order
- B. Roll Call
 - Dr. A.R. Bernard, President
 - Cheryl A. Pemberton, Vice-President
 - Henry J. Clouden, III, Treasurer
 - Shirley A. Glasgow, Parent Representative
 - Chrysetta Patterson, Member
 - Susan V. Fox, Member
- C. Approval of December Minutes (VOTE)
- D. FRL School Foods Services Data Update
 - Grade 5 End of Year Calendar
 - Staff Summer Calendar
- F. Committee Reports: (VOTE)
- G. Adjournment

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

1400 Linden Boulevard, Brooklyn, New York, 11212

Phone: (718) 683-3300 Fax: (718) 272-1330

MINUTES OF THE MEETING OF THE BOARD OF TRUSSTEEES
OF CULTURAL ARTS ACADEMYCHARTER SCHOOL AT SPRING CREEK

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School at Spring Creek was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on January 13, 2016.

IN ATTENDANCE:

Cheryl Pemberton
Henry Clouden III
Shirley A Glasgow
Chrysetta Patterson
Dr. Laurie B. Midgette, Principal

The meeting was called to order at 6:41pm.

The financial statements of Cultural Arts Academy Charter School as of December 16, 2015 was prepared by Stuart Sabal were presented and approved. These statements were discussed in detailed and there is sufficient cash to fund monthly operations.

VOTE:

There was a discussion in reference to the DOE School Foods Services initiative and CAACS participation by Ricardo Jefferson, CAACS Food Services. We currently have 84% of our student population with completed food service applications submitted to SchoolFoods. After discussing the foresaid matter a Motion was made by Chrysetta Patterson to support the transition to school foods and seconded by Henry Clouden and unanimously passed.

The Grade 5 and End of the Year and Summer Calendars were reviewed and discussed by Principal Midgette.

A Motion was made by Henry Clouden to adjourn seconded by Shirley Glasgow.
Meeting adjourned at 8:29pm.

Dated: January 17, 2016

Shirley A. Glasgow, Board Member



Cultural Arts Academy Charter School Board of Trustees

Board Meeting

Date and Time

Wednesday February 24, 2016 at 6:30 PM

Location

1400 Linden Boulevard, Brooklyn, New York 11212

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.

Agenda

Purpose Presenter Duration

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

C. Approve Minutes - VOTE

Approve
Minutes

II. Academic Report - School Leader

III. Parent Engagement - Ms. Shirley A. Glasgow

IV. Finance - Mr. Henry Clouden, III - VOTE

V. Other Business

A. NYSED School Report Card

Discuss

Dr.
Laurie
Midgette

5

VI. Closing Items

A. Adjourn Meeting

Vote

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

A meeting of the Board of Trustees of Cultural Arts Academy Charter School at Spring Creek was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on February 24, 2016.

The Executive meeting was called to order at 6:49pm.

IN ATTENDANCE:

Cheryl Pemberton
Chrysetta Patterson
Shirley A Glasgow
Henry Clouden
Laurie B. Midgette, Principal

VOTE

The financial statements of Cultural Arts Academy Charter School as of January 13, 2016 prepared by Stuart Sabal were presented and accepted. The related statements of activities and cash flows for one month then ended and the accompanying supplemental information was reviewed.

Items of discussion:

- NYSED School Report Card Presentation by Principal Midgette

VOTE

After discussing the foresaid matters a Motion was made by Shirley Glasgow to adjourn seconded by Chrysetta Patterson and unanimously passed.

Meeting adjourned at 8:48pm.

Dated: February 26, 2016

Shirley A. Glasgow, Board Member



"Where Children And Success Are Synonymous."

MEETING OF THE BOARD OF TRUSTEES

1400 Linden Boulevard, Brooklyn, New York 11212
Wednesday, March 16, 2016
6:30pm-8:30pm

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).

"Where Leaders Grow Up."

AGENDA

7:30-8:30PM

Public Meeting (OPEN)

This session is a public session for the purpose of conducting school business.
***Please refer to the "Board of Trustees Protocols and Procedures for Public Meetings"*

MAIN TOPICS

- A. Call To Order
- B. Roll Call (Attendance)
- C. Approval of February Minutes (VOTE)
- D. Acceptance of Informational Items and Reports: (VOTE)
- E. Adjournment

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK
1400 Linden Boulevard, Brooklyn, New York, 11212
Phone: (718) 683-3300 Fax: (718) 272-1330

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School at Spring Creek was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on March 16 2016.

IN ATTENDANCE:

Henry Clouden III

Shirley A Glasgow

Cheryl Pemberton-Graves

Chrysetta Patterson

Dr. Laurie B. Midgette, Principal

The meeting was called to order at 6:50 pm with a quorum present.

VOTE

The financial statements of Cultural Arts Academy Charter School as of February 29 2016 was prepared by Stuart Sabal were presented and approved. The related statements of activities and cash flows for one month then ended and the accompanying supplemental information. These statements were discussed in detailed and there is sufficient cash to fund monthly operations.

Items of discussions:

- ELA State Assessment
- NTA Life – Insurance Program
- School Admission Lottery April 5, 2016

A motion was made by Henry Clouden to adjourn and seconded by Shirley Glasgow.

Meeting adjourned at 8:20 pm.

Next meeting to be held April 20, 2016

Dated :March 16, 2016

Shirley Glasgow Board Member, SECRETARY



"Where Children And Success Are Synonymous."

MEETING OF THE BOARD OF TRUSTEES

1400 Linden Boulevard, Brooklyn, New York 11212
Wednesday, April 20, 2016
6:30pm-8:30pm

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).

"Where Leaders Grow Up."

AGENDA

7:30-8:30PM

Public Meeting (OPEN)

This session is a public session for the purpose of conducting school business.
***Please refer to the "Board of Trustees Protocols and Procedures for Public Meetings"*

MAIN TOPICS

- A. Call To Order
- B. Roll Call (Attendance)
- C. Approval of February Minutes (VOTE)
- D. Acceptance of Informational Items and Reports: (VOTE)
- E. Adjournment

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School at Spring Creek was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on April 20, 2016.

IN ATTENDANCE:

Henry Clouden III

Shirley A Glasgow

Cheryl Pemberton-Graves

Chrysetta Patterson

Dr. Laurie B. Midgette, Principal

The meeting was called to order at 7:00 pm with a quorum present.

The financial statements of Cultural Arts Academy Charter School as of March 31 2016 was prepared by Stuart Sabal were presented. The related statements of activities and cash flows for one month then ended and the accompanying supplemental information. These statements were discussed in detailed and there is sufficient cash to fund monthly operations.

Items of discussions:

- NYCDOE Visit on May 17th
- Title I and Title II grants received
- End of the Year Calendar

A motion was made by Chrysetta Patterson to adjourn and seconded by Shirley Glasgow.

Meeting adjourned at 8:30 pm.

Next meeting to be held May 18, 2016

Dated: April 20, 2016

Shirley Glasgow Board Member (Secretary)



"Where Children And Success Are Synonymous."

MEETING OF THE BOARD OF TRUSTEES

1400 Linden Boulevard, Brooklyn, New York 11212

Wednesday, May 18, 2016

6:30pm-8:30pm

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).

"Where Leaders Grow Up."

AGENDA

7:30-8:30PM

Public Meeting (OPEN)

This session is a public session for the purpose of conducting school business.

*****Please refer to the "Board of Trustees Protocols and Procedures for Public Meetings"***

MAIN TOPICS

- A. Call To Order
- B. Roll Call (Attendance)
- C. Approval of February Minutes (VOTE)
- D. Acceptance of Informational Items and Reports: (VOTE)
- E. Adjournment

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

1400 Linden Boulevard, Brooklyn, New York, 11212

Phone: (718) 683-3300 Fax: (718) 272-1330



MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES

A meeting of the Board of Trustees was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on May 18, 2016. The Executive meeting was called to order at 6:43pm.

IN ATTENDANCE:

Cheryl Pemberton
Henry Clouden
Shirley A Glasgow
Chrysetta Patterson

Also present:

Laurie B. Midgette, Principal

VOTE

The financial statements of Cultural Arts Academy Charter School as of April 2016 prepared by Stuart Sabal were presented. The related statements of activities and cash flow for one month then ended and the accompanying supplemental information were reviewed.

Items of discussion:

NYS Assessment Update – Our school was selected to participate in a New York State Testing Program Computer-Based Field Test In English Language Arts (ELA) or Mathematics being administered in Grades 3–8 this spring. The computer-based field test will be administered on one or more days, from Monday, May 23, 2016, through Friday, June 10, 2016.

The NYCDOE ACR Visit Update - The NYCDOE Office of School Design and Charter Partnerships visited our school. During the visit, they visited the classrooms and observe instruction, conduct interviews of select scholars and staff and review information relating to academic achievement, assessment, fiscal and legal compliance.

A motion was made by Chrysetta Patterson to adjourn and seconded by Shirley Glasgow. Meeting adjourned at 8:54pm.

Dated: May 20, 2016

Shirley A. Glasgow, Board Member



"Where Children And Success Are Synonymous."

MEETING OF THE BOARD OF TRUSTEES

1400 Linden Boulevard, Brooklyn, New York 11212

Wednesday, June 1, 2016

6:30pm-8:30pm

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).

"Where Leaders Grow Up."

AGENDA

7:30-8:30PM

Public Meeting (OPEN)

This session is a public session for the purpose of conducting school business.

*****Please refer to the "Board of Trustees Protocols and Procedures for Public Meetings"***

MAIN TOPICS

- A. Call To Order
- B. Roll Call (Attendance)
- C. Approval of May Minutes (VOTE)
- D. Acceptance of Informational Items and Reports: Financial Report (VOTE)
- E. Adjournment

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

1400 Linden Boulevard, Brooklyn, New York, 11212

Phone: (718) 683-3300 Fax: (718) 272-1330



**MINUTES OF THE MEETING
OF THE BOARD OF TRUSTEES**

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School at Spring Creek was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on June 1, 2016.

The meeting was called to order at 6:40pm.

IN ATTENDANCE:

Cheryl Pemberton
Chrysetta Patterson
Shirley A Glasgow
Henry Clouden
Laurie B. Midgette

VOTE

The financial statements of Cultural Arts Academy Charter School as of May 2016 prepared by Stuart Sabal were presented and approved.

Items of discussion: Special Presentation by the new Director of Curriculum and Instruction, Joy Thompson

Quality instruction requires appropriate infrastructure (opportunity to learn), meaningful content defined by curriculum, appropriate instructional practices including good classroom management, student and program assessment, and evaluation. Dean Thompson created a PowerPoint presentation on leadership in the area of curriculum and instruction and included the following: A discussion of the significance of leadership in the area of instructional leadership; specific evaluation tools for professional growth and development; in-service programs that she will provide to help teachers address areas of needed improvement mentoring priorities and initiatives for new teachers; five-year plan for including a budget that will support this area of instruction.

The Board unanimously and enthusiastically approved the Principal's new appointment, asked questions and after discussing the foresaid matters a Motion was made by Shirley Glasgow to adjourn seconded by Chrysetta Patterson and unanimously passed. Meeting adjourned at 8:48pm.

Dated: June 6, 2016, Shirley A. Glasgow, Board Member



RECRUITMENT AND RETENTION PLAN 2016-2017

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 (*as per 20156-2016 NYCDOE calculations*):

- *ELL – 12.4 students**
- *SPED – 40.1 students**

We have hired an ELL teacher/coordinator to increase our outreach to the ELL community and to implement our ELL action plan.

Recruitment Efforts

Our recruitment initiatives will include handing out flyers, attending school fairs, going to local churches, meeting local representatives, and attending community events, radio spots, newspaper articles, and interviews. Social media like Facebook and Twitter are also two methods we will use. Our website can be viewed in multiple languages. We will connect all of these on our website, enabling visitors to see any kind of activity happening with the school.

ENROLLMENT AND RETENTION POLICY

Cultural Arts Academy Charter School at Spring Creek admits students of any gender, race, color, religion, disability, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of gender, race, color, religion, disability, national and ethnic origin in administration of its educational policies, admissions policies, arts, athletic, and other school-administered programs.

SPECIAL EDUCATION INITIATIVES:

CAACS 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 for all four types of membership are available for download.

- **Program Support:** Dedicated hours of support, technical assistance, and NYCDOE advocacy!
- **Conferences :** Annual conference admission and seats at mini-conference series with national speakers!
- **Staff Training :** Verbal de-escalation and restraint training, 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

We host an annual breakfast for all of our families who have students with disabilities. All of our service providers make a presentation and we exhibit curriculum and assistive technology that our parents can order.

Brochures that describe our special education programming have been distributed throughout the community. In order to reach the families of special needs students, we utilize many networks that already exist in the community. CAACS will continue to build relationships with support organizations to gain familiarity with the services they provide. We will continue to create 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.

We know that most families hear about our school by word of mouth. Additionally, members of our CAACS staff have their own children who receive special education serves; they are also connecting us with information and programs that they use for their own children.

ENGLISH LANGUAGE LEARNERS:

The New York City Department of Education (NYCDOE) defines ELL students as those who speak a language other than English at home and score below proficient on English assessments when entering the school system. CAACS will continue to monitor the efficacy of our recruitment and enrollment efforts by carefully tracking student enrollment numbers. Through our data dashboard, we collect detailed information on trends in at-risk student populations, report to the Board on enrollment trends, and adjust the marketing strategy, as needed.

- Translate all materials into the predominantly spoken languages of our district and community
- Use non-English media, approach community- and faith-based organizations serving the language group, recent immigrant support services
- Describe our ELL programs in our marketing materials
- Describe programs at all recruiting/outreach events and on our website

- Other strategies for recruiting ELL students will include:
 - Taking time to learn about the cultures and needs of ELL families in your school's community;
 - Understanding that written materials are not always enough - place phone calls to ELL families;
 - Utilizing ELL family members who are already in our school community – we will designate them to speak on behalf of our school.
 - Having our bilingual staff member or volunteer who can help answer families' questions and fill out paperwork;

- Hosting an open-house specific to ELL families and providing translated materials and presenters who can translate for families.

Additionally, our 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.

FRL

- Post flyers at the Brownsville Recreation Center and other community locations that tend to serve lower income families and their children
- Make 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, social service agencies. Provide contact persons with flyers and information regarding enrollment, information sessions, etc. Provide rides to information sessions from these locations.
- Recruit K students through collaboration with HeadStart, daycares and other organizations serving predominantly low-income and immigrant families and limited-English speaking families, since program eligibility is determined by family income below the federal poverty level.
- Identify community programs similar to the Boys and Girls Club with more substantial populations of student eligible for free lunch Establish relationships with these organizations, make information available to organization leaders and post flyers.

COMMON APPLICATION (*Link is on our school website: culturalartsacademy.org.)* The application is not only an easy tool for parents to use, but it also increases the ways in which parents can learn about and apply to our school. The **Common Online Charter School Application** will be accessible via the NYC DOE's Kindergarten Connect website, so parents applying to district schools will now also have the opportunity to go directly to the **Common Charter Online School Application**.

ADDITIONAL BENEFITS:

- Available in 6 languages, including English, Spanish, French, French Creole, Arabic and Mandarin
- Data is stored in a secure database that only schools can access
- CAACS receives an individual link to the application which we can brand and place on our website
- Accessible via multiple entry points on the NYC Charter Center's website
- Marketed through a citywide radio campaign and supported by several recruitment events

- Participation is free.

APPLICATION (school-created)

CAACS uses the **RANDOM.ORG Third-Party Draw Service** to conduct our lottery.

RANDOM.ORG is a certified official unbiased third party who conducts the drawings in a manner that is guaranteed to be fair and truly random. It has been operating since 2007 and is used by charities and other organizations. The drawings are made using true randomness that comes from atmospheric noise, which for many purposes is better than the pseudo-random number algorithms typically used in computer programs.

We login to **RANDOM.ORG** and upload a list of the applicants. These lists are not published on the web and never shared with anyone. This is a private drawing and is only visible to CAACS who holds the username and password associated with the account. **RANDOM.ORG** picks the winner(s) using true randomness, makes a record of the drawing on the **RANDOM.ORG** site sends us an email confirmation. The results can be verified for at least five years. We cannot modify the record of a drawing once it has been completed.

Media Coverage and Citations for RANDOM.ORG include:

Article in CNN Money, January-February 2012

Article in the Wall Street Journal on 21 September 2006

Article in Science News on 4 December 2004 (volume 166, no. 23)

Article in the Financial Times on 11 June 2004

Article in the New York Times on 8 April 2004

Article in the New York Times on 12 June 2001

Radio

December 1, 2016 – Application distribution process begins (paper and website)

December 15, 2016 – Weekly flyer distribution at large 36,000 member Brooklyn congregation and the Brownsville Recreation Center.

January 15, 2017 – Mailing of Special Education brochure to daycare centers and programs.

January-February 2017 – Apply for ads in ethnic publications: El Diario, Las Noticias, Caribbean Life, Canarsie Courier and Spring Creek Sun.

LOTTERY DAY

6:20PM Doors open – CAACS will greet, register and seat guests, offer information about school and the lottery.

Welcome by school principal:

- Communicate background of school
- Highlight number of applicants and number of spots
- Explain state and community policies regarding charter schools

- Introduce guests if applicable (i.e. elected officials, board members)
- Explain Lottery event process
- Kick off Lottery
- Lottery conductors assemble at head table
- One Lottery conductor will sit at the computer, push the key and announce the winning lottery names (can have two people split the duties)
- Results are instantaneously projected on the screen for public viewing.
- Conclusion by school principal:
- Principal welcomes new students and families and provides next steps.
- Thanks all for attending and encourages parents to be active in charter school movement – can identify activities parents can do, i.e. write letters to legislators and media demanding more high quality public charter school options.

Any child eligible for admission to a district public school is eligible for admission to a public charter school. Admission to a charter school cannot be limited on the basis of disability, race, creed, gender, national origin, religion, ancestry, intellectual ability, measures of achievement or aptitude, or athletic ability. If the number of applicants exceeds the number of available seats, a random selection process, such as a lottery, must be used. Charter schools give preference to siblings of students already enrolled in the charter school and students living in the charter school's community school district.

The person(s) conducting the selection of lottery applicants or acting as an impartial observer of the selection of lottery applicants shall not be a board member or employee of the school, or a parent, person in parental relationship, grandparent, sibling, aunt, uncle or first cousin of any applicant to the school or of any pupil enrolled in the school.

Preference will be given to students and families in the following order:

1. Siblings of those students who are drawn or are currently enrolled in CAACS. Sibling is defined as brothers or sisters (including half-brothers, half-sisters, stepbrothers, stepsisters, foster brothers, and foster sisters) of the applicant. All must live in the same household. All applicants will go through an address verification process.
2. Students who reside in Community School District 18 where the Cultural Arts Academy Charter School is located. All applicants will go through an address and paperwork verification process.
3. ELL's, FRL and SWD's in District 18.
4. All other students who live in the five boroughs and are eligible to apply for admission to Cultural Arts Academy Charter School.

After completion of the lottery process for selecting students for enrollment, a priority-ranked, enrollment-waiting list will be formed. This waiting list will be the only official, legal document identifying the names of eligible students with applications to CAACS for school year 2016-2017 in the event that any vacancies arise.