

Application: Cultural Arts Academy Charter School - Spring Creek

2020-2021 Annual Report

Summary

ID: 0000000198

Status: Annual Report Submission

Last submitted: Aug 2 2021 10:53 PM (EDT)

Entry 1 School Info and Cover Page

In Progress Last edited: Oct 27 2021

[Instructions](#)

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2020-2021 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer **(as of June 30, 2021)** or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK 331800860988

a1. Popular School Name

Cultural Arts

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

Please select the correct authorizer as of June 30, 2021 or you may not be assigned the correct tasks.

NEW YORK CITY CHANCELLOR OF EDUCATION

c. DISTRICT / CSD OF LOCATION

CSD #18 - BROOKLYN

d. DATE OF INITIAL CHARTER

1/2010

e. DATE FIRST OPENED FOR INSTRUCTION

8/2010

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

MISSION STATEMENT

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

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

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

KDE 1	Collegiate Model Cultural Arts Academy Charter School at Spring Creek has a collegiate design model in which each class, beginning in kindergarten, is named after nationally renowned college or university. The teachers are referred to as “Professors”, all administrative staff are called “Deans” and each class is adorned with their university paraphernalia.
KDE 2	International Baccalaureate Candidate School – Primary Years Programme All teachers and administrators have access to the IB online curriculum centre (OCC), a website rich with IB publications and teacher support materials, as well as online forums that engage IB teachers from around the world. Throughout the candidate phase, our consultant will customize support and advice based on information provided in the current IB publications.
KDE 3	The Leader In Me Lighthouse School The Leadership Model Program here at CAACS integrates Dr. Covey’s philosophies into every class, co-curricular activity, and the school culture.

	Our goal is to help students develop a skill set to succeed in the 21st century based on the mastery of the 7 Habits. Along with internalizing the 7 Habits, the leadership model empowers students to take ownership over their development and growth.
KDE 4	The Arts: CAACS provides students with high-quality arts-infused learning opportunities and classroom partnerships between teachers and artists that lead to high student engagement. Teaching artists and teachers work together to design and enhance content area curricula and the delivery of instruction using the NYC's Blueprint for Teaching and Learning in the Arts: Pre-K-12 which outlines what students should know and be able to do in the arts at key grades in their growth and development.
KDE 5	Technology Designed on the National Educational Technology Standards for Students (NETS*S) and the work of the Partnership for 21st Century Skills, the CAACS curriculum is embedded in the K-8 technology literacy standards. Students engage in real world applications where they learn new technology skills as they work through meaningful mathematics, science, language arts, and social studies activities and are assessed through a rubric tied to the technology literacy standards.
KDE 6	(No response)
KDE 7	(No response)
KDE 8	(No response)
KDE 9	(No response)
KDE 10	(No response)

Need additional space for variables

No

h. SCHOOL WEB ADDRESS (URL)

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

i. TOTAL MAX APPROVED ENROLLMENT FOR THE 2020-2021 SCHOOL YEAR (exclude Pre-K program enrollment)

280

j. TOTAL STUDENT ENROLLMENT ON JUNE 30, 2021 (exclude Pre-K program enrollment)

244

k. GRADES SERVED IN SCHOOL YEAR 2020-2021 (exclude Pre-K program students)

Check all that apply

Grades Served

K, 1, 2, 3, 4, 5

l1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

No

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2021-2022?

	No, just one site.
--	--------------------

School Site 1 (Primary)

m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	1400 Linden Boulevard Brooklyn, NY 11212	718-683- 3301	NYC CSD 18	K-5	No

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Dr. Laurie B. Midgette	718-683-3301		
Operational Leader	Gray N. Stewart	718-683-3301		
Compliance Contact	Gray N. Stewart	718-683-3301		
Complaint Contact	Gray N. Stewart	718-683-3301		
DASA Coordinator	Rachel Charles-Pierre	718-683-3301		
Phone Contact for After Hours Emergencies	Dr. Laurie B. Midgette			

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

Private Space

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

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

Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2021.

Site 1 Certificate of Occupancy (COO)

[COO1_3511666479-CERTIFICATE OF OCCUPANCY.pdf](#)

Filename: COO1_3511666479-CERTIFICATE OF OCCUPANCY.pdf **Size:** 120.5 kB

Site 1 Fire Inspection Report

[Fire Inspection Certificate 2021.pdf](#)

Filename: Fire Inspection Certificate 2021.pdf **Size:** 250.1 kB

CHARTER REVISIONS DURING THE 2020-2021 SCHOOL YEAR

n1. Were there any revisions to the school's charter during the 2020-2021 school year? (Please include approved or pending material and non-material charter revisions).

No

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

(No response)

ATTESTATIONS

p. Individual Primarily Responsible for Submitting the Annual Report.

Name	Jen Pasek
Position	Consultant
Phone/Extension	
Email	

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

Responses Selected:

Yes

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

Responses Selected:

Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees



Date

(No response)

Thank you.



Entry 3 Progress Toward Goals

Completed Oct 28 2021

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

For the 2020-2021 school year, any academic or organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as "N/A". **Deadline is November 1, 2021.**

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

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

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

Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 2, 2021.

1. ACADEMIC STUDENT PERFORMANCE GOALS

For the 2020-2021 school year, any academic goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as "N/A".

2020-2021 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1	For each year of the school's renewal charter term, the percentage of the school's students who score at or above Level 3 on the New York State	NYS Scores have not been publicly released as of this report.	Unable to Assess	

	ELA examination must exceed such percentage for New York City.			
Academic Goal 2	For each year of the school's renewal charter term, the percentage of the school's students who score at or above Level 3 on the New York State ELA examination must exceed such percentage for the Community School District (CSD) in which the school is located.		Unable to Assess	
Academic Goal 3	For each year of the school's renewal charter term, the percentage of the school's students who score at or above Level 3 on the New York State Mathematics examination must exceed such percentage for New York City.		Unable to Assess	
	For each year of the school's renewal charter term, the percentage of the school's students who score at or			

Academic Goal 4	above Level 3 on the New York State Mathematics examination must exceed such percentage for the Community School District (CSD).		Unable to Assess	
Academic Goal 5	Based on the proficiency rates on the New York State ELA examination, the school will demonstrate positive academic growth in each year of the charter term.		Unable to Assess	
Academic Goal 6	Based on the proficiency rates on the New York State Mathematics examination, the school will demonstrate positive academic growth in each year of the charter term.		Unable to Assess	
Academic Goal 7	Where the school has an eligible subgroup population (deemed as six or more students) of English language learners, the school will demonstrate positive academic growth on New		Unable to Assess	

	<p>York State ELA examination proficiency rates for that applicable population in each year of the charter term.</p>			
Academic Goal 8	<p>Where the school has an eligible subgroup population (deemed as six or more students) of students with disabilities, the school will demonstrate positive academic growth on New York State ELA examination proficiency rates for that applicable population in each year of the charter term.</p>		Unable to Assess	
Academic Goal 9	<p>Where the school has an eligible subgroup population (deemed as six or more students) of students eligible for the free or reduced price lunch program, the school will demonstrate positive academic growth on New York State ELA examination</p>		Unable to Assess	

	proficiency rates for that applicable population in each year of the charter term.			
Academic Goal 10	Where the school has an eligible subgroup population (deemed as six or more students) of English language learners, the school will demonstrate positive academic growth on New York State Math examination proficiency rates for that applicable population in each year of the charter term.		Unable to Assess	

2. Do have more academic goals to add?

Yes

2020-2021 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	2019-2020 progress toward attainment of goal Met/Not Met/Unable to Assess During Due to Closure

Academic Goal 11	Where the school has an eligible subgroup population (deemed as six or more students) of students with disabilities, the school will demonstrate positive academic growth on New York State Math examination proficiency rates for that applicable population in each year of the charter term.		Unable to Assess	
Academic Goal 12	Where the school has an eligible subgroup population (deemed as six or more students) of students eligible for the free or reduced price lunch program, the school will demonstrate positive academic growth on New York State Math examination proficiency rates for that applicable population in each year of the charter term.		Unable to Assess	
Academic Goal 13				

Academic Goal 14				
Academic Goal 15				
Academic Goal 16				
Academic Goal 17				
Academic Goal 18				
Academic Goal 19				
Academic Goal 20				

3. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

For the 2020-2021 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2020-2021 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
	In each year of the charter term, staff will express satisfaction with			

Org Goal 1	<p>the school's program, based on the NYC DOE School Survey. The school will have a percentage of parents that meets or exceeds citywide averages in Top 2 box responses (i.e., agree/strongly agree, likely/very likely). The school will only have met this goal if at least 50% of staff participate in the survey or if the school meets the reporting threshold for NYC DOE School Survey, whichever is higher.</p>	Survey Results Pending	Unable to Assess	
Org Goal 2	<p>Each year, the school self-reported average daily student attendance rate shall meet or exceed the average daily attendance for the Community School District (CSD) of location for elementary and middle schools and the citywide average for high schools.</p>	<p>The school 2020-21 school attendance rate was 93.11%</p>	Unable to Assess	
	Each year, the			

Org Goal 3	percentage of students enrolled in ATS on 10/31 of a given school year that are enrolled in ATS on 10/31 the following school year will exceed the rate of the Community School District (CSD) of location for elementary and middle schools and the citywide average for high schools.	90% of eligible 2019-20 students returned in 2020-21.	Unable to Assess	We do not have access to district retention rates.
Org Goal 4	Each year, the school will meet or exceed any applicable student enrollment targets, as prescribed by the Board of Regents, for English language learners.	In 2020-21, CAACS enrolled 2% ELL students compared to 7% in the local district.	Not Met	Please refer to plans outlined in Entry 9.
Org Goal 5	Each year, the school will meet or exceed any applicable student enrollment targets, as prescribed by the Board of Regents, for students with disabilities.	In 2020-21, CAACS enrolled 15% SWD students compared to 19% in the local district.	Not Met	Please refer to plans outlined in Entry 9.
	Each year, the school will meet or exceed any applicable student enrollment targets, as prescribed by	In 2020-21, CAACS enrolled 73% Economically		Please refer to

Org Goal 6	the Board of Regents, for students eligible for free and reduced price lunch.	Disadvantaged students compared to 77% in the local district.	Not Met	plans outlined in Entry 9.
Org Goal 7	Each year, the school will meet or exceed any applicable student retention targets, as prescribed by the Board of Regents, for English language learners.	100% of eligible 2019-20 ELL students returned in 2020-21.	Unable to Assess	
Org Goal 8	Each year, the school will meet or exceed any applicable student retention targets, as prescribed by the Board of Regents, for students with disabilities.	87% of eligible 2019-20 SWD students returned in 2020-21.	Unable to Assess	
Org Goal 9	Each year, the school will meet or exceed any applicable student retention targets, as prescribed by the Board of Regents, for students eligible for free and reduced price lunch.	90% of eligible 2019-20 Economically Disadvantaged students returned in 2020-21.	Unable to Assess	
	In each year of the charter term, parents will			

Org Goal 10	express satisfaction with the school's program, based on the NYC DOE School Survey. The school will have a percentage of parents that meets or exceeds citywide averages in Top 2 box responses (i.e., agree/strongly agree, likely/very likely). The school will only have met this goal if at least 50% of parents participate in the survey or if the school meets the reporting threshold for NYC DOE School Survey, whichever is higher.	Survey Results Pending	Unable to Assess	
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

No

6. FINANCIAL GOALS

2020-2021 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	Each year, the school will maintain a stable cash flow as evidenced by having 60 days of unrestricted cash on hand reported in their yearly independent fiscal audit.	Pending Independent Audit	Met	
Financial Goal 2	Each year, the school will operate on a balanced budget. A budget will be considered "balanced" if revenues equal or exceed expenditures.		Met	
Financial Goal 3	Each year, the school will meet or exceed 85% of their authorized enrollment on 10/31 as recorded in ATS. (This goal	Our ending enrollment was 244, compared to	Met	

	applies only to schools that are no longer “growing” grades within the current charter term.)	our authorized enrollment of 280.		
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

Entry 4 - Audited Financial Statements

Completed Nov 1 2021

Required of ALL Charter Schools

ALL SUNY-authorized charter schools must upload the financial statements in .pdf format into the SUNY Epicenter system no later than **November 1, 2021**. SUNY CSI will forward to NYSED CSO.

ALL Regents, NYCDOE, and Buffalo BOE authorized charter schools must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2021**. Upload the independent auditor’s report, any advisory and/or management letter, and the internal controls report as one submission, combined into a .PDF file, ensuring that security features such as password protection are turned off.

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

[Annual Independent Financial Audit \(November Reporting Requirements 2021\)](#)

Filename: Annual Independent Financial Audit TKwabAE.pdf **Size:** 477.7 kB

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

Completed Nov 1 2021

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

Regents-authorized schools must download and complete the Excel spreadsheet entitled “Audited Financial Report Template” from the online portal or the website at [2020-2021 Charter School Annual Report webpage](#). Upload the completed file in Excel format. **Due November 1, 2021.**

Education Corporations with more than one school should complete the Excel spreadsheet for the Education Corporation as a whole, not for the individual schools. Please submit the same Excel spreadsheet for each of the schools.

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

[Financial Audit Template \(November Reporting Requirements 2021\)](#)

Filename: Financial Audit Template November yj1LV97.xlsx **Size:** 60.8 kB

Entry 4c - Additional Financial Documents

Completed Nov 1 2021

Instructions - Regents, NYCDOE and Buffalo BOE authorized schools must upload financial documents in this section **by November 1, 2021**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a "federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold."

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

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

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

[CAACS Additional Fin Docs 202021](#)

Filename: CAACS Additional Fin Docs 202021.pdf **Size:** 600.6 kB

Entry 4d - Financial Services Contact Information

Completed Nov 1 2021

Instructions: Please enter the contact information for school staff, firms or other entities providing financial services to the education corporation **by November 1, 2021**.

Form for "Financial Services Contact Information"

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Gray Stewart		

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	BDO, Jimmy Vora			12

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm
	Sabal & Associates	Stuart Sabal	293 Eisenhower Parkway, Ste 140 Livingston, NJ 07039			12

Entry 5 - Fiscal Year 2021-2022 Budget

Completed Nov 1 2021

Instructions - Regents, NYCDOE, and Buffalo BOE authorized charter schools should upload a copy of the school's FY21 Budget using the 2021-2022 [Projected Annual Budget template](#) in the portal or from the Annual Report website **by November 1, 2021**.

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

Instructions - SUNY authorized charter schools should download the [2021-2022 Budget and Quarterly Report Template](#) on the SUNY website or Epicenter and upload the completed template into the

portal by **November 1, 2021**.

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

[CAACS Fiscal Year Budget 2022 \(1\)](#)

Filename: CAACS Fiscal Year Budget 2022 1.xlsx **Size:** 40.6 kB

Entry 6 - Board of Trustees Disclosure of Financial Interest Form

Completed Aug 2 2021

Required of ALL Charter Schools by August 2

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2020-2021 school year must complete a signed:

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

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

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

[CAACS BOT Files](#)

Filename: CAACS BOT Files.pdf **Size:** 1.3 MB

Entry 7 BOT Membership Table

Completed Aug 2 2021

Instructions

Required of All charter schools

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

Entry 7 BOT Table

1. SUNY-AUTHORIZED charter schools are required to provide information for VOTING Trustees only.

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

1. 2020-2021 Board Member Information (Enter info for each BOT member)

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2020-2021
1	Dr. AR Bernard		Chair	Finance	Yes	3	9/1/2019	8/31/2022	8
2	Cheryl A. Pemberton		Vice Chair	Fundraising	Yes	3	9/1/2019	8/31/2022	11
3	Henry Clouden, III		Treasurer	Finance	Yes	3	9/1/2019	8/31/2022	12
4	Shirley A. Glasgow		Secretary	Parent Engagement	Yes	3	9/1/2019	8/31/2022	9
5	Chrysetta Patterson		Trustee/Member	Arts	Yes	3	9/1/2019	8/31/2022	11
6	Dean Sadek		Trustee/Member	--	Yes	1	01/22/2020	01/22/2023	11

7	Laurie B. Midgette		Other	School Leader	No	3	9/1/2019	8/31/2022	12
8									
9									

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

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total Number of BOT Members on June 30, 2021	7
b.Total Number of Members Added During 2020-2021	1
c. Total Number of Members who Departed during 2020-2021	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	5-10

3. Number of Board meetings held during 2020-2021

12

4. Number of Board meetings scheduled for 2021-2022

12

Thank you.

Entry 8 Board Meeting Minutes

Completed Aug 2 2021

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

Schools must upload a complete set of monthly board meeting minutes (July 2020-June 2021), which should match the number of meetings held during the 2020-2021 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by August 2, 2021.

[CAACS Meeting Minutes 2020-21](#)

Filename: CAACS Meeting Minutes 2020 21.pdf **Size:** 844.5 kB

Entry 9 Enrollment & Retention

Completed Oct 20 2021

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

ALL charter schools must complete this section. Describe the good faith efforts the charter school has made in 2020-2021 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2021-2022.

Entry 9 Enrollment and Retention of Special Populations

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

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

2021-2022.

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2020-2021	Describe Recruitment Plans in 2021-2022
Economically Disadvantaged	<p>Cultural Arts Academy Charter School at Spring Creek understands the need to enroll and retain specific student populations in numbers comparable to the NYC CSD #18. We partner with local movie theaters and newspapers to increase our outreach area. In addition, we post flyers at the Brownsville Recreation Center and other community locations that tend to serve lower income families and their children and communicate contact with community resources used by low-income families, including SNAP (Supplemental Nutrition Assistance Program) and WIC (Women, Infants and Children) food stamp programs, food pantries, thrift shops, and social service agencies. We also provide rides to information sessions from these locations. Finally, we recruit kindergarten students through collaboration with Head-Start, local daycares, and other organizations serving predominantly low-income and immigrant families and limited-English speaking families.</p>	<p>Our enrollment of ED students remained within four percentage points of our local district in the 2020-21 school year. Going forward, we will continue to recruit ED students with the strategies described to the left.</p>
	Cultural Arts Academy Charter	

English Language Learners

School at Spring Creek understands the need to enroll and retain specific student populations in numbers comparable to the NYC CSD #18. This year, in we have strategically partnered with the local movie theaters, the Caribbean Times Newspaper and the Canarsie Courier, to enhance our enrollment coverage area. CAACS applied for a charter revision to create a dual language program. CAACS believes that creating a dual language will help us meet state-mandated goals to improve education for non-English-speaking students. In one study, students who enrolled in dual-language courses in kindergarten gained the equivalent of one year of reading instruction by eighth grade, compared with their peers who received English-only instruction. Supporters of dual language programs cite the work of neuroscientist Ellen Bialystok, who found that people who are bilingual tend to maintain better cognitive functioning with age and are even believed to have delayed onset in Alzheimer's symptoms after diagnosis. Our request to create a dual language program was not approved by the authorizers. CAACS translated all materials into the predominantly spoken languages of our district and community. CAACS used non- English media, approach community-based organizations serving the language group, recent immigrant support

In 2020-21, we enrolled 1 ELL student and three former ELL students. While this is below the district, it is a one percentage point increase from the previous year.

	<p>services. CAACS describe our ELL programs in our marketing materials, as well as our programs at all recruiting/outreach events and on our website. Additionally, our initiatives will also include handing out flyers, attending school fairs, going to local churches, meeting local representatives, and attending community board meetings, radio spots, newspaper articles, and interviews. Social media like Facebook and Twitter are also two methods we will use. We will connect all of these on our website, enabling visitors to see any kind of activity happening with the school.</p>	
	<p>Cultural Arts Academy Charter School at Spring Creek understands the need to enroll and retain specific student populations in numbers comparable to the NYC CSD #18. This year, in we have strategically partnered with the local movie theaters, the Caribbean Times Newspaper and the Canarsie Courier, to enhance our enrollment coverage area. 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</p>	

Students with Disabilities	<p>benefit details include:</p> <ul style="list-style-type: none"> • Program Support: technical assistance and advocacy • 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 <p>Additionally:</p> <ul style="list-style-type: none"> • CAACS hosts an annual breakfast for all of our families who have students with disabilities. All of the service providers make a presentation and parents can access an exhibit of curriculum and assistive technology • Creates and disseminates brochures that describe our special education programming • Members of CAACS staff also connect the school with information and programs that they use for their own children. 	Continue with current recruiting strategies, although shift as needed to making virtual connections.
----------------------------	--	--

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2020-2021	Describe Retention Plans in 2021-2022
	CAACS provides access to a great educational opportunity that is in demand for in and out-of-District families. We know that most families hear about our school by word of mouth. CAACS will continue to monitor the efficacy of our recruitment and enrollment efforts for our	

Economically Disadvantaged	<p>economically disadvantaged special population 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.</p> <p>CAACS continues to identify community programs similar to the Brownsville Recreation Center, Boys and Girls Club and the local YMCA with more substantial populations of student eligible for free lunch, establish relationships with these organizations, make information available to organization leaders and post flyers.</p>	<p>Going forward, we will continue with current strategies while making adjustments during COVID modifications in how we support our students and families who are economically disadvantaged.</p>
English Language Learners	<p>CAACS' retention strategies include:</p> <ul style="list-style-type: none"> -- 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 <ul style="list-style-type: none"> - place phone calls to ELL families; -- Utilizing ELL family members who are already in our school community – we 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. 	<p>Going forward, we will continue with current strategies while making adjustments during COVID modifications in how we support our ELL students and families.</p>

Students with Disabilities	<p>-- CAACS continues to build relationships with support organizations to gain familiarity with the services they provide.</p> <p>-- CAACS maintains a database of support services to the families so these organizations know about our school and its special education program and make recommendations to the families they serve.</p>	<p>We continue to provide all learning supports to our students with disabilities whether in person or remote, making adjustments as necessary for the delivery of services.</p>
----------------------------	--	--

Entry 10 - Teacher and Administrator Attrition

Completed Aug 2 2021

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

A. TEACH System - Employee Clearance

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

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

^[1] Employees that must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.p12.nysed.gov/psc/aboutcharterschools/lawsandregs/EmployeeFingerprintOct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospa/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

B. Emergency Conditional Clearances

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

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

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at

<http://www.p12.nysed.gov/psc/aboutcharterschools/lawsandregs/EmployeeFingerprintOct19.pdf>.

Attestation

Responses Selected:

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

Entry 11 Percent of Uncertified Teachers

Completed Aug 2 2021

Instructions

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

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

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

Entry 11 Uncertified Teachers

School Name:

Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	
Total Category A: 5 or 30% whichever is less	0

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	
Total Category B: not to exceed 5	0

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	1
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	
Total Category C: not to exceed 5	1.0

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

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

	FTE Count
Total Category D	0

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	25

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	26



Thank you.

Entry 12 Organization Chart

Completed Aug 2 2021

[Instructions](#)

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

Upload the 2020-2021 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should not appear on the chart

[CAACS Organization Chart](#)

Filename: CAACS Organization Chart.pdf **Size:** 405.4 kB

Entry 13 School Calendar

Completed Sep 15 2021

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

Given these uncertain and changing times, charter schools may or may not have a school calendar ready to upload by the submission deadline this year of August 2, 2021. If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 2nd submission. Charter schools will be able to upload an updated school calendar into the portal at any time but no later than **September 15, 2021**.

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

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

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

[CAACS 2021_2022_School_Calendar](#)

Filename: CAACS 2021 2022 School Calendar.pdf **Size:** 373.4 kB

Entry 14 Links to Critical Documents on School Website

Completed Aug 2 2021

Instructions

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

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

1. Most recently filed Annual Report (i.e., 2019-2020 Annual Report);
2. Most recent board meeting notice, documents to be discussed at the meeting (if any), and webcast of Board meetings (if held virtually per Governor's Executive Order);
3. Link to New York State School Report Card;
4. Lottery Notice announcing date of lottery;
5. Authorizer-approved DASA Policy;
6. District-wide safety plan and Authorizer-approved Discipline Policy (as per August 29, 2019 [Emergency Response Plan Memo](#));
7. Authorizer-approved FOIL Policy; and
8. Subject matter list of FOIL records.
9. Link to School Reopening Plan

Form for Entry 14 Links to Critical Documents on School Website

School Name: Cultural Arts Academy Charter School - Spring Creek


Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 5: Authorizer-approved DASA policy

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

	Link to Documents
1. Most Recent Annual Report (i.e., 2019-20)	https://www.culturalartsacademy.org/images/NYSED annual reports/2019-2020 NYSED Annual Report.pdf
2. Most recent board meeting notice, documents to be discussed at the meeting (if any)	https://www.culturalartsacademy.org/accountability/notice-of-public-meetings
2a. Webcast of Board Meetings (per Governor's Executive Order)	https://www.culturalartsacademy.org/accountability/notice-of-public-meetings
3. Link to NYS School Report Card	https://data.nysed.gov/essa.php?year=2020&instid=800000067494
4. Lottery Notice announcing date of lottery	https://www.culturalartsacademy.org/admissions
5. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY);	https://www.culturalartsacademy.org/accountability
6. District-wide Safety Plan	https://www.culturalartsacademy.org/images/SAFETY PLAN 2019-2020 .pdf
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	https://www.culturalartsacademy.org/accountability
7. Authorizer-Approved FOIL Policy	https://www.culturalartsacademy.org/images/CAACS FOIL POLICY.pdf
8. Subject matter list of FOIL records	https://www.culturalartsacademy.org/images/CAACS FOIL POLICY.pdf

Thank you.





CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

FINANCIAL STATEMENTS **JUNE 30, 2021 AND 2020**

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

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INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees
Cultural Arts Academy Charter School at Spring Creek
Brooklyn, New York

Report on the Financial Statements

We have audited the accompanying financial statements of Cultural Arts Academy Charter School at Spring Creek (the "School"), which comprise the statement of financial position as of June 30, 2021, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the School's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.



Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Cultural Arts Academy Charter School at Spring Creek as of June 30, 2021, and the changes in its net deficit and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter Regarding Going Concern

The accompanying financial statements have been prepared assuming that the School will continue as a going concern. As discussed in Note 2 to the financial statements, the School has a net deficit of approximately \$929,000. The School had a loss of approximately \$614,000 for the year ending June 30, 2021. Management's evaluation of the events and conditions and management's plans regarding these matters are also described in Note 2. The financial statements do not include any adjustments that might result from the outcome of this uncertainty. Our opinion is not modified with respect to this matter.

Other Matter

The financial statements of Cultural Arts Academy Charter School at Spring Creek as of and for the year ended June 30, 2020 were audited by MBAF CPAs, LLC ("MBAF"), whose partners and professional staff joined BDO USA, LLP as of January 16, 2021, and has subsequently ceased operations. MBAF expressed an unmodified opinion on those statements in their report dated October 27, 2020.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 28, 2021, on our consideration of Cultural Arts Academy Charter School at Spring Creek's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Cultural Arts Academy Charter School at Spring Creek's internal control over financial reporting and compliance.

BDO USA, LLP

New York, NY
October 28, 2021

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

STATEMENTS OF FINANCIAL POSITION

JUNE 30, 2021 AND 2020

ASSETS	2021	2020
Cash	\$ 9,652	\$ 599,534
Cash - restricted	75,253	75,245
Grants receivable	324,080	242,248
Prepaid expenses and other assets	20,000	20,000
Property and equipment, net	151,374	40,974
TOTAL ASSETS	\$ 580,359	\$ 978,001
LIABILITIES AND NET DEFICIT		
LIABILITIES		
Accounts payable and accrued expenses	\$ 250,573	\$ 109,477
Accrued salaries and other payroll related expenses	620,500	513,011
Due to NYC Department of Education	-	32,313
Loan payable - Paycheck Protection Program	638,717	638,717
	1,509,790	1,293,518
NET DEFICIT		
Net deficit - without donor restrictions	(929,431)	(315,517)
TOTAL LIABILITIES AND NET DEFICIT	\$ 580,359	\$ 978,001

See accompanying notes to the financial statements.

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

STATEMENTS OF ACTIVITIES
FOR THE YEARS ENDED JUNE 30, 2021 AND 2020

	2021	2020
CHANGES IN NET DEFICIT WITHOUT DONOR RESTRICTIONS		
OPERATING REVENUE WITHOUT DONOR RESTRICTIONS		
State and local per pupil operating revenue	\$ 4,185,543	\$ 4,478,860
Government grants and contracts	249,350	179,563
	<u>4,434,893</u>	<u>4,658,423</u>
EXPENSES		
Program services:		
General education	3,958,088	3,669,046
Special education	291,483	366,558
Management and general	923,036	630,413
Fundraising	48,617	46,610
	<u>5,221,224</u>	<u>4,712,627</u>
DEFICIT FROM SCHOOL OPERATIONS	<u>(786,331)</u>	<u>(54,204)</u>
SUPPORT AND OTHER INCOME		
Contributions	158,500	58,500
Other income	13,917	31,397
	<u>172,417</u>	<u>89,897</u>
CHANGE IN NET DEFICIT WITHOUT DONOR RESTRICTIONS	(613,914)	35,693
NET DEFICIT - BEGINNING OF YEAR	<u>(315,517)</u>	<u>(351,210)</u>
NET DEFICIT - END OF YEAR	<u>\$ (929,431)</u>	<u>\$ (315,517)</u>

See accompanying notes to the financial statements.

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

STATEMENT OF FUNCTIONAL EXPENSES

FOR THE YEAR ENDED JUNE 30, 2021

		Program Services			Supporting Activities			2021
		General Education	Special Education	Total Program	Management and General	Fundraising	Total	
Personnel services costs:	No. of Positions							
Instructional personnel	41	\$ 1,820,738	\$ 134,083	\$ 1,954,821	\$ 337,304	\$ 27,835	\$ 365,139	\$ 2,319,960
Non-instructional personnel	17	610,340	44,947	655,287	113,070	9,331	122,401	777,688
Total salaries and wages	58	2,431,078	179,030	2,610,108	450,374	37,166	487,540	3,097,648
Payroll taxes and employee benefits		537,065	39,550	576,615	99,495	8,211	107,706	684,321
Professional development		20,316	1,496	21,812	3,764	311	4,075	25,887
Legal fees		-	-	-	900	-	900	900
Audit and accounting fees		-	-	-	102,596	-	102,596	102,596
Professional fees		124,952	9,202	134,154	-	-	-	134,154
Curriculum and classroom expenses		20,483	1,508	21,991	-	-	-	21,991
Supplies and materials		23,840	1,756	25,596	4,417	364	4,781	30,377
Student services		78,291	5,766	84,057	6,334	523	6,857	90,914
Postage, printing, and copying		1,084	80	1,164	201	17	218	1,382
Insurance		50,301	3,704	54,005	9,319	769	10,088	64,093
Information technology		9,906	730	10,636	1,835	151	1,986	12,622
Non-capitalized equipment and furnishings		3,404	251	3,655	631	52	683	4,338
Occupancy and facility costs		588,511	43,339	631,850	70,206	-	70,206	702,056
Telephone		32,893	2,422	35,315	6,094	503	6,597	41,912
Depreciation		19,066	1,404	20,470	3,532	292	3,824	24,294
Bad debt expense		-	-	-	160,206	-	160,206	160,206
Other expense		16,898	1,245	18,143	3,132	258	3,390	21,533
		\$ 3,958,088	\$ 291,483	\$ 4,249,571	\$ 923,036	\$ 48,617	\$ 971,653	\$ 5,221,224

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

STATEMENT OF FUNCTIONAL EXPENSES

FOR THE YEAR ENDED JUNE 30, 2020

		Program Services			Supporting Activities			2020
		General Education	Special Education	Total Program	Management and General	Fundraising	Total	
Personnel services costs:	No. of Positions							
Instructional personnel	46	\$ 1,536,634	\$ 153,519	\$ 1,690,153	\$ 225,004	\$ 22,916	\$ 247,920	\$ 1,938,073
Non-instructional personnel	16	846,652	84,585	931,237	123,973	12,626	136,599	1,067,836
Total salaries and wages	62	2,383,286	238,104	2,621,390	348,977	35,542	384,519	3,005,909
Payroll taxes and employee benefits		512,435	51,195	563,630	75,034	7,642	82,676	646,306
Professional development		47,957	4,791	52,748	7,022	715	7,737	60,485
Legal fees		-	-	-	245	-	245	245
Audit and accounting fees		-	-	-	118,163	-	118,163	118,163
Professional fees		52,264	5,222	57,486	-	-	-	57,486
Curriculum and classroom expenses		24,046	2,402	26,448	-	-	-	26,448
Supplies and materials		15,416	1,540	16,956	2,257	230	2,487	19,443
Student services		97,436	9,734	107,170	10,973	1,118	12,091	119,261
Postage, printing, and copying		642	64	706	94	10	104	810
Insurance		42,542	4,250	46,792	6,229	634	6,863	53,655
Information technology		587	59	646	86	9	95	741
Non-capitalized equipment and furnishings		3,726	372	4,098	546	56	602	4,700
Occupancy and facility costs		444,882	44,446	489,328	54,370	-	54,370	543,698
Telephone		25,182	2,516	27,698	3,687	376	4,063	31,761
Depreciation		6,469	646	7,115	947	96	1,043	8,158
Other expense		12,176	1,217	13,393	1,783	182	1,965	15,358
		\$ 3,669,046	\$ 366,558	\$ 4,035,604	\$ 630,413	\$ 46,610	\$ 677,023	\$ 4,712,627

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

STATEMENTS OF CASH FLOWS

FOR THE YEARS ENDED JUNE 30, 2021 AND 2020

	2021	2020
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash received from operating revenue and support	\$ 4,493,165	\$ 4,703,055
Cash paid to employees and suppliers	<u>(4,948,345)</u>	<u>(4,813,590)</u>
NET CASH USED IN OPERATING ACTIVITIES	<u>(455,180)</u>	<u>(110,535)</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of property and equipment	<u>(134,694)</u>	<u>(24,006)</u>
CASH FLOWS FROM FINANCING ACTIVITIES		
Proceeds from Paycheck Protection Program loan	<u>-</u>	<u>638,717</u>
NET (DECREASE) INCREASE IN CASH	(589,874)	504,176
CASH AND CASH - RESTRICTED - BEGINNING OF YEAR	<u>674,779</u>	<u>170,603</u>
CASH AND CASH - RESTRICTED - END OF YEAR	<u>\$ 84,905</u>	<u>\$ 674,779</u>
Reconciliation of change in net deficit to net cash used in operating activities:		
Change in net deficit	\$ (613,914)	\$ 35,693
Adjustments to reconcile change in net deficit to net cash used in operating activities:		
Depreciation	24,294	8,158
Bad debt expense	160,206	-
Changes in operating assets and liabilities:		
Grants receivable	(242,038)	(19,546)
Accounts payable and accrued expenses	141,096	(36,056)
Accrued salaries and other payroll related expenses	107,489	(73,065)
Due to NYC Department of Education	<u>(32,313)</u>	<u>(25,719)</u>
NET CASH USED IN OPERATING ACTIVITIES	<u>\$ (455,180)</u>	<u>\$ (110,535)</u>
Cash and cash - restricted consist of:		
Cash	\$ 9,652	\$ 599,534
Cash - restricted	<u>75,253</u>	<u>75,245</u>
Total	<u>\$ 84,905</u>	<u>\$ 674,779</u>

See accompanying notes to the financial statements.

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2021 AND 2020

1. NATURE OF THE ORGANIZATION

Cultural Arts Academy Charter School at Spring Creek (the "School") is a public charter school, as defined by Article 56 of the New York State Education Law, which provides education based on an academically rigorous arts education program that promotes superior scholarship and strong cultural arts proficiency. On February 9, 2010, the Board of Regents of the University of the State of New York (the "State") granted the School a provisional charter valid for a term of five years and renewable upon expiration. The School received an extension to their charter term to June 30, 2023. The School operates under this charter and the State is responsible for oversight of the School's operations.

On November 10, 2010, the School, as determined by the Internal Revenue Service, was approved for federal income tax exemption under Section 501(a) of the Internal Revenue Code ("IRC") as an organization described in Section 501(c)(3) of the IRC. It is also currently exempt under a similar provision under New York State income tax laws. The School has also been classified as an entity that is not a private foundation within the meaning of Section 509(a) of the IRC and qualifies for deductible contributions as provided in Section 170(b)(1)(A)(ii) of the IRC.

Enrollment of available classroom slots is open to all potential student candidates with preference given to children residing in the district of southeast Brooklyn. A lottery is held to award these available spots. If one child in a family is selected in the lottery, then all eligible children in the family are accepted for enrollment.

The School operates classes for students in kindergarten through fifth grade.

2. LIQUIDITY AND GOING CONCERN

The School maintains a policy of structuring its financial assets to be available as its general expenditures, liabilities, and other obligations come due. The School's management meets monthly to address projected cash flows to meet its operational expenditures. The School's financial assets available within one year of the statements of financial position date for general expenditures are as follows:

June 30,	2021	2020
Cash	\$ 9,652	\$ 599,534
Cash - restricted	75,253	75,245
Grants receivable	324,080	242,248
Total financial assets	408,985	917,027
Less amounts unavailable for general expenditures within one year due to:		
Restricted by contract	(75,253)	(75,245)
Total financial assets available to management for general expenditures within one year	\$ 333,732	\$ 841,782

The financial statements have been prepared assuming that the School will continue as a going concern, meaning the School will continue in operation for the foreseeable future and will be able to realize assets and discharge liabilities in the ordinary course of operations.

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2021 AND 2020

2. LIQUIDITY AND GOING CONCERN (CONTINUED)

The School has a net deficit of approximately \$929,000 at June 30, 2021. The School had a loss of approximately \$614,000 for the year ending June 30, 2021, and a deteriorating cash position. These factors create substantial doubt on the School's ability to continue as a going concern. In order to meet this liquidity shortfall, management has reviewed its operations and capital outlays for savings. Christian Cultural Center ("CCC"), a related party that shares board members with the School, is committed to providing financial support through November 1, 2022. It is also seeking financing and additional contributions. The School is confident that with financial support from CCC, it will be able to continue operating under normal conditions through November 1, 2022. The financial statements do not include any adjustments that might result from the outcome of this uncertainty.

3. SIGNIFICANT ACCOUNTING POLICIES

Financial Statement Presentation

The School's financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America ("U.S. GAAP").

The classification of the School's net assets and its support, revenues, and expenses is based on the existence or absence of donor-imposed restrictions. It requires that the amounts for each of the two classes of net assets – with donor restrictions or without donor restrictions – be displayed in a statement of financial position and that the amount of change in each of those classes of net assets be displayed in a statement of activities.

These classes are defined as follows:

Net Assets with Donor Restrictions consist of contributions and other inflows of assets whose use is subject to donor-imposed restrictions that are more specific than broad limits reflecting the nature of the not-for-profit entity, the environment in which it operates and the purposes specified in its articles of incorporation or bylaws or comparable documents. Donor-imposed restrictions may be temporary in nature, such as stipulating that resources may be used only after a specified date or limited to specific programs or services. Certain donor-imposed restrictions are perpetual in nature.

Net Assets without Donor Restrictions consist of contributions and other inflows of assets whose use is not subject to donor-imposed restrictions. This net asset category includes both contributions not subject to donor restrictions and exchange transactions, and are, therefore, available for general operations.

Cash - Restricted

Cash - restricted is an escrow account of \$75,253 and \$75,245 at June 30, 2021 and 2020, respectively, which is held aside under the provisions of the School's charter to pay for legal and audit expenses that would be associated with a dissolution should it occur, as required by the New York State Education Department.

Grants Receivable

Grants receivable represent unconditional promises by government agencies and donors. Grants receivable that are expected to be collected within one year and are recorded at net realizable value amount to \$324,080 and \$242,248 at June 30, 2021 and 2020, respectively. The School wrote off receivables of \$160,206 for the year ended June 30, 2021. The School did not write off any receivables for the year ended June 30, 2020. The School evaluates the collectivity of the receivables and employs the allowance method. The School has determined an allowance of \$91,365 for uncollectible accounts for grants receivable is necessary as of June 30, 2021. No allowance for uncollectible accounts for grants receivable was necessary as of June 30, 2020. Such estimate is based on management's assessments of the aged basis of its receivables, as well as current economic conditions.

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2021 AND 2020

3. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Contributions

Transfers of cash or other assets or settlement of liabilities that are both voluntary and nonreciprocal are recognized as contributions.

Contributions may either be conditional or unconditional. A contribution is considered conditional when the donor imposes both a measurable barrier and a right of return. Conditional contributions are recognized as revenue on the date all donor-imposed barriers are overcome or explicitly waived by the donor. Barriers may include specific and measurable outcomes, limitations on the performance of an activity and other stipulations related to the contribution. A donor has a right of return of any assets transferred or a right of release of its obligation to transfer any assets in the event the School fails to overcome one or more barriers. Assets received before the barrier is overcome are accounted for as refundable advances.

Unconditional contributions may or may not be subject to donor-imposed restrictions. Donor-imposed restrictions limit the use of the donated assets as to time or purpose restrictions.

Contributions subject to donor restrictions are recognized in changes in net assets with donor restrictions. When a purpose restriction is satisfied or when a time restriction expires, the contribution is reported as net assets released from restrictions and is recognized in changes in net assets without donor restrictions in the statement of activities.

Revenue Recognition

Per-Pupil Revenue

The School recognizes revenues from per-pupil funding in the fiscal year in which the academic programs are provided. Per-pupil revenue is billed and received based on the total number of full-time equivalent ("FTE") students and the basic charter school tuition rate for the school district of residence of the students attending the School in any given fiscal year for general education and special education. The FTE is formula-driven and based on the number of days the student has been with the School as a proportion of the number of days in the entire school year (the calculation is done by using the New York State calculator online). The School's total student population includes general education and special education students. The School has determined that revenue from its students has the same performance obligations, types of contract, and services rendered. As a result, the student body is viewed as one customer base for revenue purposes. The School uses a portfolio approach to account for per-pupil contracts as a collective group rather than recognizing revenue on an individual-contract basis. The School believes that revenue recognized by utilizing the portfolio approach approximates the revenue that would have been recognized if an individual contract approach were used.

Per-pupil invoicing is managed on a bi-monthly basis to the funding source (local school district). Billing is a function of student enrollment for the upcoming fiscal year, which is the basis for the first two invoices per-pupil due June 1st and July 31st, which is a projection. Subsequent invoices are due bi-monthly. With the implementation of an automated-invoicing process through a dedicated website, the submission of each invoice is done online. After the year is complete, the School submits the FTE per-pupil reconciliation, listing every student who attended any part of the year, and the FTE each represents. Based on this final count, it calculates how much should have been paid to the School and included in the reconciliation will be any amounts due from the funding source included in grants and other receivables on the statement of financial position at year end, or any amounts payable to the funding source included as a liability on the statement of financial position at year end, as amounts are trueed up to actual based on actual numbers submitted at year end.

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2021 AND 2020

3. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Revenue Recognition (continued)

Per-Pupil Revenue (continued)

Additional funding is also provided to support special education services. All students who are identified to need special education services or settings have an Individualized Education Program ("IEP"), formalized for his or her unique needs. Based on this IEP, the student is categorized into one of three levels of service: 0-20% service, 20-60% service, or 60% or more service required and provided by the School. For a student receiving less than 20% in services, no additional funding is received. For a student receiving services between 20% and 60% and 60% or more services of the school day, additional funding per FTE is received. Billing for this support is incorporated into the per-pupil invoices and is also settled in the same FTE per-pupil reconciliation process.

As the students receive the benefit of these services simultaneously as the School is providing them, the School recognizes per-pupil revenue from these services over time. The School believes that this method provides a reasonable depiction of the transfer of services over the term of the performance obligation based on the services needed to satisfy the obligation. Generally, performance obligations satisfied over time relate to students receiving academic or school services. The School measures the performance obligation from admission or enrollment into the School to the point when the student is discharged or the end of the school year where it is no longer required to provide services to the student, which is generally at the time of discharge or the completion of the school year. All of these services are bundled and considered a single-performance obligation, and as such, the School accounts for these bundled-performance obligations under state and local per pupil operating revenue in the statement of activities and recognizes the per-pupil revenue over time.

Government Grants

Revenue from federal, state, and local government grants and contracts is recognized by the School when qualifying expenditures are incurred and billable to the government, or when required services have been provided.

Contract Assets and Contract Liabilities

In accordance with Accounting Standards Codification ("ASC") 606, contract assets are to be recognized when an entity has the right to receive consideration in exchange for goods or services that have been transferred to a customer when that right is conditional on something other than the passage of time. The School does not recognize contract assets, as the right to receive consideration is unconditional in accordance with the passage of time criteria. Also, in accordance with ASC 606, contract liabilities are to be recognized when an entity is obligated to transfer goods or services for which consideration has already been received. The School does not receive consideration prior to the transfer of goods or services and, therefore, does not recognize contract liabilities.

Contributions of Nonfinancial Assets

The School may receive contributed services that are an integral part of its operations. Such services are only recorded as contributions of nonfinancial assets, at their fair value, provided the services received create or enhance nonfinancial assets, require specified skills provided by individuals possessing those skills, and typically need to be purchased, if not provided by donation.

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2021 AND 2020

3. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Property and Equipment

Property and equipment are stated at cost and are depreciated on the straight-line method over the estimated useful lives of the assets. Leasehold improvements are amortized over the lesser of the useful life of the asset or the lease term. The School has established a \$10,000 threshold above which assets are capitalized. Property and equipment acquired with certain government contract funds is recorded as an expense pursuant to the terms of the contract in which the government funding source retains ownership of the property. Maintenance and repairs are charged to expense as incurred; major renewals and betterments are capitalized, based on the established threshold.

Impairment

The School reviews long-lived assets to determine whether there has been any permanent impairment whenever events or circumstances indicate the carrying amount of an asset may not be recoverable. If the sum of the expected future undiscounted cash flows is less than the carrying amount of the assets, the School recognizes an impairment loss. No impairment losses were recognized for the years ended June 30, 2021 and 2020.

Advertising

The School expenses advertising costs as incurred. The School incurred \$6,930 and \$6,142 of advertising costs for the years ended June 30, 2021 and 2020, respectively, which is included in the accompanying statements of functional expenses under office expense.

Functional Allocation of Expenses

The costs of providing programs and other activities have been summarized on a functional basis and by natural classification in the accompanying statement of activities. Accordingly, certain costs have been allocated among the respective programs and activities according to the functional categories, as follows:

Program Services – This category represents expenses related to general education and special education for certain students requiring additional attention and guidance. These costs are allocated based on the FTE allocation method.

Management and General – This category represents expenses related to the overall administration and operation of the School that are not specific to any program services or development. These costs are allocated based on the FTE allocation method.

Fundraising – This category represents expenses directly associates with the School's effort to raise funds to support the operations for the School. These costs are allocated based on the FTE allocation method.

Estimates

The preparation of financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Subsequent Events

The School has evaluated events through October 28, 2021, which is the date the financial statements were available to be issued.

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2021 AND 2020

3. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Income Taxes

The School is exempt from federal, state and local income taxes under Section 501(c)(3) of the Internal Revenue Code (the "IRC") and, therefore, has made no provision for income taxes in the accompanying financial statements. In addition, the School has been determined by the Internal Revenue Service not to be a "private foundation" within the meaning of Section 509(a) of the IRC. There was no unrelated business income for the year ended June 30, 2021.

Under U.S. GAAP, an organization must recognize the tax benefit associated with tax positions taken for tax-return purposes when it is more likely than not that the position will not be sustained upon examination by a taxing authority. The School does not believe it has taken any material uncertain tax positions and, accordingly, it has not recorded any liability for unrecognized tax benefits. The School is subject to routine audits by a taxing authority. As of June 30, 2021, the School was not subject to any examination by a taxing authority.

Adopted Accounting Pronouncement

Revenue from Contracts with Customers (Topic 606)

During the year ended June 30, 2021, the School adopted Accounting Standards Update ("ASU") 2014-09, Revenue from Contracts with Customers (Topic 606), as of July 1, 2020 using the modified-retrospective approach. This guidance requires an entity to recognize revenue to depict the transfer of promised goods and services to customers in an amount that reflects the consideration to which the entity expects to be entitled in exchange for these goods or services. The School's revenue is derived primarily from per-pupil revenue for services provided to students. Per-pupil revenues are recognized as revenue over the course of the academic school year or program for which it is earned. The adoption of ASU 2014-09 did not result in a material change to the timing of when revenue is recognized.

Recent Accounting Pronouncements

Lease Accounting

In February 2016, the Financial Accounting Standards Board ("FASB") issued ASU 2016-02, *Leases*, which will require lessees to recognize a lease liability, which is a lessee's obligation to make lease payments arising from a lease, measured on a discounted basis; and a right-of-use asset, which is an asset that represents the lessee's right to use, or control the use of, a specified asset for the lease term. The standard is effective for non-public business entities for fiscal years beginning after December 15, 2021. The School is currently evaluating the impact of the adoption of ASU 2016-02.

Presentation and Disclosures by Not-for-Profit Entities for Contributed Nonfinancial Assets

In September 2020, the FASB issued ASU 2020-07, Presentation and Disclosures by Not-For-Profit Entities for Contributed Nonfinancial Assets (Topic 958). The update requires not-for-profits to present contributed nonfinancial assets as a separate line item on the statement of activities, and to disclose information regarding each type of contributed nonfinancial assets. The update is effective for financial statements issued for fiscal years beginning after June 15, 2021, and interim periods within fiscal years beginning after June 15, 2022, with early application permitted. The School is currently evaluating the impact of the adoption of ASU 2020-07.

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021 AND 2020****4. PROPERTY AND EQUIPMENT**

Property and equipment consist of the following at June 30:

	2021	2020	Estimated Useful Lives
Furniture and fixtures	\$ 165,515	\$ 144,111	7 years
Computer hardware and software	193,834	129,044	3 years
			Lesser of the useful life of the asset or the lease term
Leasehold improvements	48,500	-	
	407,849	273,155	
Less: Accumulated depreciation and amortization	(256,475)	(232,181)	
	\$ 151,374	\$ 40,974	

Depreciation expense for the years ended June 30, 2021 and 2020 was \$24,294 and \$8,158, respectively.

5. LOAN PAYABLE – PAYCHECK PROTECTION PROGRAM

In April 2020, the School received loan proceeds in the amount of \$638,717 (the "PPP Loan"), under the Paycheck Protection Program ("PPP"). The PPP was established as part of the Coronavirus Aid, Relief and Economic Security Act ("CARES Act") which was enacted March 27, 2020. The PPP Loan, which was in the form of a promissory note, dated April 6, 2020, issued by the School with a maturity on April 6, 2022, and bear interest at a rate of 1.0% per annum.

The CARES Act and the PPP provide a mechanism for forgiveness of up to the full amount borrowed. The amount of the loan proceeds eligible for forgiveness is based on a formula that takes into account a number of factors, including the amount of loans proceeds used by the School during the 24-week period after the loan origination for certain eligible purposes including payroll costs, interest on certain mortgage obligations, rent payments on certain leases, and certain qualified utility payments, provided that at least 60% of the loan amount is used for eligible payroll costs; the employer maintaining or rehiring employees and maintaining salaries at certain levels; and other factors. Subject to other requirements and limitations on loan forgiveness, only loan proceeds spent on payroll and other eligible costs during a covered eight-week or twenty-four-week period qualify for forgiveness. Any forgiveness of the PPP loan is subject to approval by the Small Business Administration. At June 30, 2021 and 2020, the PPP Loan is included in total liabilities on the accompanying statements of financial position.

On July 12, 2021, the School received notification from the Small Business Administration that the School's forgiveness application of the PPP Loan and accrued interest was approved in full, and the School has no further obligations related to the PPP Loan. The School will record the forgiveness of debt in fiscal year 2022.

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2021 AND 2020

6. RELATED PARTY TRANSACTIONS

The School has an operating lease agreement with CCC, a not-for-profit organization and a related party of the School, which commenced on July 1, 2010 and expires on June 30, 2021, and became a month-to-month lease. The School pays a monthly rent in the amount of \$38,245. Rent expense for each of the years ended June 30, 2021 and 2020 was \$458,945, which is included in the accompanying statements of functional expenses under occupancy and facility costs. On October 12, 2021, the lease was renewed through June 30, 2023 and monthly rent will continue to be \$38,245. The chief executive officer of CCC is a founding member and board member of the School.

Future minimum rental lease payments are as follows:

June 30,	
2022	\$ 458,945
2023	458,945
Total	<u>\$ 917,891</u>

During the years ended June 30, 2021 and 2020, CCC contributed \$150,000 and \$50,000, respectively, to the School.

7. PENSION PLAN

Effective September 1, 2011, the School adopted a 403(b) profit sharing plan (the "Plan") which covers most of the employees. The Plan is a defined contribution plan. Employees are eligible to enroll in the Plan on the first day of their employment or the first day of the first, fourth, seventh, or tenth month of the Plan year, if they are at least 21 years in age. The Plan provides for the School to make discretionary contributions. The School's contribution does not become vested until the participant's sixth year, when it becomes fully vested. The School did not contribute to the Plan for either of the years ended June 30, 2021 or 2020.

8. RISK MANAGEMENT

The School is exposed to various risks of loss related to torts; thefts of, damage to, and destruction of assets; injuries to employees; and natural disasters. The School maintains commercial insurance to help protect itself from such risks. The School also intends to defend its positions on these matters. As of June 30, 2021, there are no matters for which the School believes the ultimate outcome would have a material adverse effect on the School's financial position.

The School enters into contractual relationships with certain governmental funding sources. The governmental agencies may request return of funds as a result of noncompliance by the School. The accompanying financial statements make no provision for the possible disallowance or refund. The School is of the opinion that such cost disallowances, if any, will not have a material effect in the School's financial statements.

On March 27, 2020, the CARES Act was signed into law in response to the coronavirus ("COVID-19") pandemic. The CARES Act includes many measures to provide relief to companies and organizations. Under the CARES Act, the Local Education Agencies ("LEAs") received funds from the Elementary and Secondary School Emergency Relief ("ESSER") fund to provide equitable services to students and teachers in non-public schools. The School was granted funds to defray the COVID-19 outbreak costs under the aforementioned ESSER fund during the year ended June 30, 2021.

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2021 AND 2020

9. CONCENTRATIONS

Financial instruments that potentially subject the School to concentrations of credit risk consist principally of cash deposits at a major financial institution that, at times, exceeded the Federal Deposit Insurance Corporation insured limits of \$250,000.

The School received approximately 91% and 94% of its total revenue from per pupil funding from the NYCDOE during the years ended June 30, 2021 and 2020, respectively.

Two grantors accounted for approximately 100% of grants receivable at June 30, 2021 and 2020.

One vendor accounted for approximately 69% of accounts payable at June 30, 2021. Four vendors accounted for approximately 87% of accounts payable at June 30, 2020.



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Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With Government Auditing Standards

To the Board of Trustees
Cultural Arts Academy Charter School at Spring Creek
Brooklyn, New York

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of Cultural Arts Academy Charter School at Spring Creek (the "School"), which comprise the statement of financial position as of June 30, 2021, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 28, 2021.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the School's internal control over financial reporting ("internal control") as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the School's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the School's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.



Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

BDO USA, LLP

New York, NY
October 28, 2021

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS
JUNE 30, 2021**

1. SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of report the auditor issued on whether
the financial statements audited were prepared in
accordance with GAAP:

Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? _____ Yes X No
- Significant deficiency(ies) identified? _____ Yes X None reported

Noncompliance material to financial statements noted? _____ Yes X No

2. FINANCIAL STATEMENT FINDINGS

There were no findings related to the financial statements that are required to be reported in accordance with generally accepted government auditing standards.



10/28/2021

BDO USA, LLP
600 Third Avenue, 3rd Floor
New York, NY 10016

Ladies and gentlemen:

We are providing this letter in connection with your audit of Cultural Arts Academy Charter School (the "School"), which comprise the statement of financial position as of June 30, 2021 and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements for the purpose of expressing an opinion as to whether the financial statements present fairly, in all material respects, the financial position, changes in net assets, and cash flows of the School in conformity with accounting principles generally accepted in the United States of America. We confirm that we are responsible for the preparation and fair presentation in the financial statements of financial position, changes in net assets, and cash flows in conformity with accounting principles generally accepted in the United States of America.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement.

We confirm, to the best of our knowledge and belief, as of the date of this representation letter, as entered on the first page, the following representations made to you during your audit:

- (1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated March 29, 2021, for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America.
- (2) We have fulfilled our responsibility, as set out in the terms of the aforementioned audit engagement letter, for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- (3) The financial statements include all assets and liabilities under the entity's control.
- (4) We have made available to you:
 - (a) All financial records, and related data, including the names of all related parties and all relationships and transactions with related parties, as agreed upon in the terms of the aforementioned audit engagement letter.

- (b) All additional information that you have requested from us for the purpose of the audit.
 - (c) Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
 - (d) Minutes of the meetings of directors and committees of directors that were held from July 1, 2021 to the date of this letter, or summaries of actions of recent meetings for which minutes have not yet been prepared.
- (5) There have been no communications from regulatory agencies concerning noncompliance with or deficiencies in financial reporting practices.
- (6) There are no material transactions that have not been properly recorded in the accounting records underlying the financial statements. The financial statement misstatements relating to accounts and disclosures identified and discussed with us in the course of the audit that are included in the attached schedule of corrected misstatements, which we have initialed and dated, have been corrected. We have evaluated the propriety of the corrected misstatements based on a review of both the applicable authoritative literature and the underlying supporting evidence from our files and confirm our responsibility for the decision to correct them.
- (7) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud or noncompliance. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud or noncompliance. We have no knowledge of any:
- (a) Fraud or suspected fraud involving management or involving employees who have significant roles in internal control, whether or not perceived to have a material effect on the financial statements.
 - (b) Fraud or suspected fraud involving others where the fraud could have a material effect on the financial statements.
 - (c) Allegations of fraud or suspected fraud affecting the School received in communications from employees, former employees, regulatory agencies, grantors, law firms, predecessor accounting firms, or others.
 - (d) Instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse, whose effects, both quantitatively and qualitatively, should be considered when preparing the financial statements.
- (8) We have no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or net asset balances.
- (9) The following, where applicable and material, have been properly recorded or disclosed in the financial statements:
- (a) The identity of all related parties and all related party relationships and transactions of which we are aware (e.g., transactions with unconsolidated subsidiaries; affiliates under common control with the entity or that are directly or indirectly controlled by the entity; directors, management, and members of their immediate families), including sales, purchases, loans,

transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties.

- (b) Arrangements with financial institutions involving compensating balances or other arrangements involving restrictions on cash balances and line-of-credit or similar arrangements.
- (c) All derivative instruments and any embedded derivative instruments that require bifurcation, in accordance with FASB ASC 815, *Derivatives and Hedging*.
- (d) Guarantees, whether written or oral, under which the School is contingently liable.
- (e) Significant estimates and material concentrations known to management that are required to be disclosed in accordance with FASB ASC 275-10, *Risk and Uncertainties - Overall*. In that regard, all accounting estimates that could be material to the financial statements, including key factors and significant assumptions underlying those estimates, have been identified, and we believe the estimates are reasonable in the circumstances. The methods, significant assumptions, and the data used in making the accounting estimates and the related disclosures are appropriate to achieve recognition, measurement, and disclosure that is in accordance with accounting principles generally accepted in the United States of America.
- (f) The effects of all known actual or possible litigation, claims, and other liabilities or gain or loss contingencies that are required to be accrued or disclosed by FASB ASC 450, *Contingencies*, including:
 - Pending or anticipated tax assessments or refunds, other potential or pending claims, lawsuits by or against any branch of government or others;
 - Written or oral guarantees, endorsements, or unused letters of credit;
 - Unusual warranties or guarantees; or
 - Labor claims or negotiations.

FASB ASC 450-20, *Loss Contingencies*, requires loss contingencies to be accrued if it is probable an asset has been impaired or a liability incurred at the statement of financial position date and the amount of loss can be reasonably estimated. Such contingencies must be disclosed, but may not be accrued, if the loss is reasonably possible (but not probable) or the loss is probable but the amount of loss cannot be reasonably estimated.

- (g) Commitments, such as:
 - Major fixed asset purchase agreements;
 - More-than-one-year employment arrangements or contracts with suppliers or customers, or one-year-or-longer term leases;
 - Deferred compensation, bonuses, pension and profit-sharing plans, or severance pay; or

- Pending sale or merger of all or a portion of the business or of an interest therein or acquisition of all or a portion of the business, assets or securities of another entity; (except as follows:)
 - (h) Joint ventures or other participations, the detailed transactions of which are not carried on our books.
 - (i) Foreign currency transaction gains or losses, as well as translation of foreign currency financial statements.
- (10) There are no:
- (a) Violations or possible violations of laws or regulations and provisions of contracts and grant agreements (including the failure to file reports required by regulatory bodies (e.g., EPA, OCC, FDIC, DOL, Medicare, U.S. Customs Service, HIPAA, IRS, Dept. of Commerce, state and municipal authorities) when the effects of failing to file could be material to the financial statements) whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency.
 - (b) Unasserted claims or assessments that our lawyer has advised us are probable of assertion and must be disclosed in accordance with FASB ASC 450.
 - (c) Side agreements or other arrangements (either written or oral) that have not been disclosed to you.
 - (d) Designation of net assets disclosed to you that were not properly authorized and approved, or reclassifications of net assets that have not been properly reflected in the financial statements.
- (11) Receivables recorded in the financial statements represent valid claims against debtors or grantors for sales, contributions, pledges, or other charges arising on or before the statement of financial position date and have been appropriately reduced to their estimated net realizable value.
- (12) During the fiscal year ended June 30, 2021, the NYCDOE owed the School Per Pupil, Title I, Title II, Title IV, ESSER, and CSP COVID-19 grant funds totaling \$318,204.
- (13) With regard to items reported at fair value: (a) the underlying assumptions are reasonable and they appropriately reflect management's intent and ability to carry out its stated courses of action, (b) the measurement methods and related assumptions used in determining fair value are appropriate in the circumstances and have been consistently applied, (c) the disclosures related to fair values are complete, adequate, and in conformity with U.S. GAAP and (d) there are no subsequent events that require adjustments to the fair value measurements and disclosures included in the financial statements.
- (14) Cultural Arts Academy Charter School has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- (15) We have complied with all aspects of grant agreements and other contractual agreements, including debt covenants, that would have a material effect on the financial statements in the event of noncompliance.

- (16) No discussions have taken place with your firm's personnel regarding employment with Cultural Arts Academy Charter School.
- (17) Cultural Arts Academy Charter School is an exempt organization under Section 501(c)(3) of the Internal Revenue Code as evidenced by determination letter dated November 9, 2010. Any activities of which we are aware that would jeopardize our tax-exempt status, all activities subject to tax on unrelated business income or excise or other tax, have been disclosed to you. All required filings with tax authorities are up to date.
- (18) We have complied with all restrictions on resources, including donor restrictions, and all aspects of contractual and grant agreements that would have a material effect on the financial statements in the event of noncompliance. This includes complying with donor requirements to maintain a specific asset composition necessary to satisfy their restrictions.
- (19) There were no net assets with donor restrictions of Cultural Arts Academy Charter School at June 30, 2021.
- (20) The basis used for the allocation of functional expenses is reasonable and is in compliance with the provisions of ASU 2016-14.
- (21) As part of your audit, you assisted with the preparation of the financial statements and related notes. We acknowledge our responsibility as it relates to those nonattest/nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for the financial statements and related notes.
- (22) We are responsible for compliance with laws, regulations, and provisions of contracts and grant agreements applicable to us and we have identified and disclosed to you all laws, regulations, and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.
- (23) Expenditures of federal awards were below the \$750,000 threshold in the audit period for the year ended June 30, 2021, and we were not required to be audited in accordance with the Uniform Guidance.
- (24) There have been no known or suspected breaches of sensitive information (e.g., personnel files) caused by cyber-attack or other means, or other cybersecurity incidents, where the breach or other incidents could have a material effect on the financial statements.
- (25) In connection with any electronic presentation of the financial statements and your audit report thereon on our web site, we acknowledge that:
- We are responsible for the preparation, presentation, and content of the financial statements in the electronic format.
 - If your audit report is presented on our web site, the full financial statements upon which you reported and to which you appended your signed report will be presented.

- We will clearly indicate in the electronic presentation on our web site the financial information that is subject to your audit report. We will clearly differentiate any information that may also be presented by us on or in connection with our web site that was contained in the published version of the financial statements and other supplementary information, but which is not part of the audited financial statements or other financial information covered by your audit report.
- We have assessed the security over financial statement information and the audit report presented on our web site, and are satisfied that procedures in place are adequate to ensure the integrity of the information provided. We understand the risk of potential misrepresentation inherent in publishing financial information on our web site through internal failure or external manipulation.
- If the electronic financial statements are generally made available to the public on our web site, we will include a notification to the reader that such financial statements are presented for convenience and information purposes only, and while reasonable efforts have been made to ensure the integrity of such information, they should not be relied on. A copy of the printed financial statements will be provided on request.

(26) The accounting policies reflected in the opening balances have been consistently applied in the current period's financial statements.

(27) We are aware that Marc Taub is the engagement partner and is responsible for supervising the engagement and signing the report.

To the best of our knowledge and belief, no events have occurred subsequent to the statement of financial position date and through the date of this representation letter, as entered on the first page, that would require adjustment to or disclosure in the aforementioned financial statements.

Very truly yours,

Henry J. Clouden, III, Treasurer

Dr. Laurie B. Midgette, Founding Principal



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

July 01, 2021 through July 30, 2021

Account Number: [REDACTED]

00261239 1 AV 00.398



00261239 DRE 802 149 21221 NNNNNNNNNN T 1 000000000 61 0000210 P12761

LARRY H WEISS AS ESCROW AGENT FOR
CULTURAL ARTS ACADEMY CHARTER SCHOOL
LARRY H WEISS ESCROW AGENT

CUSTOMER SERVICE INFORMATION

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



211660106470015233060100000000

SAVINGS SUMMARY

Chase Business Select High Yield Savings

	INSTANCES	AMOUNT
Beginning Balance		\$75,251.95
Deposits and Additions	1	0.61
Ending Balance	1	\$75,252.56
Annual Percentage Yield Earned This Period		0.01%
Interest Paid This Period		\$0.61
Interest Paid Year-to-Date		\$4.29

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

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

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

TRANSACTION DETAIL

DATE	DESCRIPTION	AMOUNT	BALANCE
	Beginning Balance		\$75,251.95
07/30	Interest Payment	0.61	75,252.56
	Ending Balance		\$75,252.56

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

<p align="center">Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member</p>

Name:

Rev. A. R. Bernard

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

Cultural Arts Academy Charter School of Spring Creek

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

Chairman

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

Yes ☐ No ☒

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

3. Are you related, by blood or marriage, to any person employed by the school?

Yes ☐ No ☒

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

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

Yes ☐ No ☒

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

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

Yes ☐ No ☒

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

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes ☐ No ☒

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

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

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

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

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

Business Telephone: _____

Business Address: _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____

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.

-last revised 04/2021

Signature: 
ARLENE BERNARD
Email: arb@arbernard.com

NYSED 202021 BOT Financial Disclosure Form


Final Audit Report


2021-07-14


Created:	2021-07-14
By:	Jen Pasek (jen@pasekconsulting.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAACh32qp_2u0tR_TrKbhTbSPt9eMpRCyg


"NYSED 202021 BOT Financial Disclosure Form" History


 Web Form created by Jen Pasek (jen@pasekconsulting.com)
2021-06-15 - 7:04:17 PM GMT

 Web Form filled in by A (arb@arbernard.com)
2021-07-14 - 10:17:59 PM GMT- IP address: 166.205.97.105

 Document emailed to A (arb@arbernard.com) for signature
2021-07-14 - 10:18:01 PM GMT

 Email viewed by A (arb@arbernard.com)
2021-07-14 - 10:18:13 PM GMT- IP address: 166.205.97.105

 E-signature verified by A (arb@arbernard.com)
2021-07-14 - 10:18:19 PM GMT- IP address: 166.205.97.105

 Agreement completed.
2021-07-14 - 10:18:19 PM GMT

<p align="center">Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member</p>

Name:

Chrysetta Patterson

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

Cultural Arts Academy Charter School

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

Board member

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

Yes ☐ No ☒

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

3. Are you related, by blood or marriage, to any person employed by the school?

Yes ☐ No ☒

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

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

Yes ☐ No ☒

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

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

Yes ☐ No ☒

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

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes ☐ No ☒

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

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

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

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

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

Business Telephone _____

Business Address: _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____

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.

-last revised 04/2021

Signature: Chrysetta Patterson
Chrysetta Patterson (Jul 15, 2013 16:34 EDT)

Email: prophet3000@gmail.com







NYSED 202021 BOT Financial Disclosure Form

Final Audit Report

2021-07-15

Created:	2021-07-15
By:	Jen Pasek (jen@pasekconsulting.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAwrz3kYUyFMbxWPEc2zbggAHZjxWhYAot

"NYSED 202021 BOT Financial Disclosure Form" History

-  Web Form created by Jen Pasek (jen@pasekconsulting.com)
2021-06-15 - 7:04:17 PM GMT
-  Web Form filled in by Chrysetta Patterson (prophet3000@gmail.com)
2021-07-15 - 8:54:42 PM GMT- IP address: 68,237,27,192
-  Document emailed to Chrysetta Patterson (prophet3000@gmail.com) for signature
2021-07-15 - 8:54:44 PM GMT
-  Email viewed by Chrysetta Patterson (prophet3000@gmail.com)
2021-07-15 - 8:55:28 PM GMT- IP address: 66,102,8,223
-  E-signature verified by Chrysetta Patterson (prophet3000@gmail.com)
2021-07-15 - 8:55:32 PM GMT- IP address: 68,237,27,192
-  Agreement completed.
2021-07-15 - 8:55:32 PM GMT

<p align="center">Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member</p>

Name:

Henry Clouden

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

Coltural Arts Academy

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

Treasurer

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

Yes ☐ No ☒

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

3. Are you related, by blood or marriage, to any person employed by the school?

Yes ☐ No ☒

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

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

Yes ☐ No ☒

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

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

Yes ☐ No ☒

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

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes ☐ No ☒

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

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

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

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

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

Business Telephone: _____

Business Address: _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____

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.

-last revised 04/2021

Signature: Henry Clouden
Henry Clouden (Jul 15, 2021 04:57 EDT)
Email: cloudenhenry@gmail.com







NYSED 202021 BOT Financial Disclosure Form

Final Audit Report

2021-07-15

Created:	2021-07-15
By:	Jen Pasek (jen@pasekconsulting.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAleqwkOsqPEdB2qnlMWt5atD4f9W1NoZ7

"NYSED 202021 BOT Financial Disclosure Form" History

-  Web Form created by Jen Pasek (jen@pasekconsulting.com)
2021-06-15 - 7:04:17 PM GMT
-  Web Form filled in by Henry Clouden (cloudenhenry@gmail.com)
2021-07-15 - 8:47:29 AM GMT- IP address: 71.125.45.181
-  Document emailed to Henry Clouden (cloudenhenry@gmail.com) for signature
2021-07-15 - 8:47:31 AM GMT
-  Email viewed by Henry Clouden (cloudenhenry@gmail.com)
2021-07-15 - 8:48:07 AM GMT- IP address: 74.125.210.10
-  E-signature verified by Henry Clouden (cloudenhenry@gmail.com)
2021-07-15 - 8:48:22 AM GMT- IP address: 71.125.45.181
-  Agreement completed.
2021-07-15 - 8:48:22 AM GMT

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

Name:

Dean Sadek

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

Cultural Arts Academy

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

Board Member

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

Yes ☐ No ☒

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

3. Are you related, by blood or marriage, to any person employed by the school?

Yes ☐ No ☒

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

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

Yes ☐ No ☒

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

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

Yes ☐ No ☒

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

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes ☐ No ☒

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

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

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

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

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

Business Telephone _____

Business Address: _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____

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.

-last revised 04/2021

Signature: Dean Sadek
Dean Sadek LAE 13, 2021 07/07 PGT

Email: deansadek@me.com







NYSED 202021 BOT Financial Disclosure Form

Final Audit Report

2021-07-15

Created:	2021-07-15
By:	Jen Pasek (jen@pasekconsulting.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAZoAwsxFjXZ8bccWDbrtcy--HT2L80xpC

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

Name:

Cheryl Pemberton-Graves

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

Cultural Arts Academy at Spring Creek

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

Vice President

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

Yes ☐ No ☒

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

3. Are you related, by blood or marriage, to any person employed by the school?

Yes ☐ No ☒

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

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

Yes ☐ No ☒

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

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

Yes ☐ No ☒

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

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes ☐ No ☒

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

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

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

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

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

Business Telephone: _____

Business Address: _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____

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.

-last revised 04/2021

Signature: 
Cheryl Pemberton-Graves C/M 20, 2023 12-34 EBT

Email: Cpemberton@caa-ny.org

NYSED 202021 BOT Financial Disclosure Form

Final Audit Report

2021-07-21

Created:	2021-07-21
By:	Jen Pasek (jen@pasekconsulting.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAEU-W2-WfBLr31AxyzCpt9ExKB-rAT6

"NYSED 202021 BOT Financial Disclosure Form" History

-  Web Form created by Jen Pasek (jen@pasekconsulting.com)
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MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF CULTURAL ARTS ACADEMY CHARTER SCHOOL

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on July 15, 2020.

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

The meeting was called to order at 6:35 pm with a quorum present.

VOTE

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

DATA DASHBOARD

The number of students attending instruction on the last day instruction was provided **within physical school facilities** (as of March 13th).

- 217 out of 265 students were present on March 13th
- 48 students were absent

The number of students **participating in virtual programming** on the last day such programming was offered for the 2019-2020 school year (as of June 23rd).

- 244 out of 265 students were present on June 23rd
- 21 students were absent

Year to Date Attendance Rate – 92.7% (last reported)

Distance Learning Attendance Rates: Week Ending 6/19 – 86 %

Daily Attendance reported on the last day of school – 91%

Current Immunization Status – 98.8%

Current Student Count – 265

Graduated – 38

Total Number of Families in temporary housing / doubled up - 6

Free & Reduced numbers as of 6/17/2020

Students with meal code A (HRA) - 141

Students with meal code 1 (FREE MEAL) - 31

Students With meal code 2 (REDUCED MEAL) - 21

Total number of Free & Reduced – 193 or 72.83%

2020-2021 Enrollment

Grade K - 24 incoming scholars

Grade 1 - 37 scholars

Grade 2 - 48 scholars

Grade 3 - 51 scholars

Grade 4 - 56 scholars

Grade 5 - 39 scholars

Our current incoming student count is 24 scholars. Families that have not responded to emails, calls, or acceptance letters have been removed from the rosters as of today. Should we receive updated information, the rosters will be updated accordingly.

OPEN MEETINGS LAW

During a recent call with the authorizers, it was advised that Boards confer with counsel to consider several options for meeting:

- Go back to in-person meetings respecting all CDC guidelines and the mandates from the governor's office limiting the number of people in one space. (Essentially you return to standard OML laws). This may require more than one room with a video stream between them.
- Make the school or other meeting location available for public attendance allowing for all board members who need it to attend by video. Ensure that every address from which someone is attending is listed in your posting. Yes that includes people's home addresses.
- Designate a few sites (parks? offices? outside Starbucks?) that can be used by board members to videoconference without disclosing their home addresses. These locations would also have to be posted to meet the letter of the law.

It is unclear if the expiration of the waiver precludes offering the public the option of attending by video as well (here is where we need legal counsel). At the very least it is simply no longer enough without the in-person option. It is unlikely that members of the public would try to attend any remote locations or perhaps even the central meeting space, preferring to attend by videoconference as well.

Update: On July 6th, the Governor issued another Executive Order extending the original Executive Order from March 12th that permits suspension of certain portions of the OML through August 5th

School Reopening Implementation

- Implement the school opening plan with families, principals, teachers and other staff.
- Finalize initial school budget allocations, enrollments, schedules and curricula.

TODAY

- **NYSED Equipment and Supplies Survey** - The State Education Department and the State Office of General Services sent a survey to determine what Personnel Protective Equipment (PPE) supplies may be needed for reopening schools and help procure these supplies.
- The voluminous **NYSED P-12 School Reopening Guidance** document and is expected to be released tomorrow.
- **Staff Re-Entry HR Policies - July 31 Meeting – 3pm** - HR policies around staff re-entry to brick and mortar schools, and accommodations for those who want to stay remote.

DOE Preliminary Social Distancing Capacity Guidelines

Schools in DOE co-locations were provided preliminary standards for opening schools within CDC guidelines and keeping staff and scholars safe. Schools in private space, like CAACS, are not mandated to follow these directions. Every building has its own constraints and advantages, even DOE buildings, so these assumptions reflect an "average" and allow for considerable leeway.

What do we all need to consider?

- Space to isolate a child with symptoms
- Quarantining a class with a suspected case or cases of COVID
- Safe havens for scholars struggling with new behaviors in the classroom if you have repurposed common areas, offices, and shared space for instruction
- Locations for support personnel
- How frequently regular cleaning needs to be and what it entails
- What active cleaning throughout the day looks like
- Deeper cleaning and disinfecting whether on a regular basis or after a temporary closure due to confirmed or suspected cases of COVID-19.
- Cleaning/Disinfecting
- PPE Requirements/Resources
- Monitoring for cases
 - – Temperature checks and health questionnaire
 - – Isolation and quarantine situations
- Mandates for Testing
- Shutdown Protocols
- Online Platforms Comparison – What works best and in what circumstance?
- Tech Tools for Teachers and Administrators
- Communications and Family Engagement component
 - – Family surveys

NYC CHARTER SURVEY

- Is your school located in a DOE building or in private space?

- How does your school plan on opening in the fall?
- Are you keeping scholars in pods/cohorts?
- Will teachers stay with one pod/cohort or move from class to class?
- Reorganizing classroom space based on pods/cohorts? (i.e. class libraries, furniture)
- Large spaces have been converted to accommodate social distancing.
- Repurposing common space for instruction?
- Large spaces have been converted to accommodate social distancing.
- Does your plan include safe havens for scholars struggling with new behaviors in the classroom?
- Daily Use of Common Space
- Reorganizing arrival/dismissal areas?
- Does your plan include an area for organizing varying groups for arrival/dismissal?
- (i.e. afterschool program pickup, early/late arrival/dismissal)
- Emergency Planning
- Does your plan include a space to isolate a child/staff member with symptoms separate from the nurse's office?
- Does your plan include steps for Quarantining a class with a suspected case or cases of COVID?
- Does your plan include steps for re-entry after confirmed case of COVID?
- Does your plan include new plans for fire/lockdown drills?

NYCDOE Re-Opening Survey - The results of the family survey received over 400,000 responses from families and scholars to a survey asking about preferences and concerns for the upcoming year. The majority of parents are comfortable with in-person instruction. According to survey results, 56% of scholars and 53% of families said they feel very or mostly comfortable sending their child to a school building every day. When presented with the option to alternate days, weeks, or learn at home every day:

- 25% of scholars and 26% of families prefer to learn at home every day.
- 48% of scholars and 53% of families prefer alternating days.
- 25% of scholars and 19% of families prefer alternating weeks.
- The DOE had put together two scheduling models for schools -- one allows for 50% of scholars returning to classrooms, while the other allows for 33% of scholars to return.
- 76% of families in grades 9-12 said they won't need child care. However, results showed that 52% of families with kids in 3-K to second grade and 44% of families with kids in grades 3-5 reported they will need child care.
- The most important health and safety measures cited by both parents and scholars were cleanliness and sanitization.
- More than 90% of scholars and families citywide said it's very important for scholars and staff to regularly wash their hands, that hand sanitizer is provided in every classroom, and that school buildings are thoroughly cleaned at least once a day.

- ❑ Families (83%) said it was also very important that materials shared among scholars are cleaned between each use.
- ❑ One percent of family respondents said their child is medically unable to wear a mask.
- ❑ **Priorities for Instruction** - Seventy-six percent of scholars and 81% of families identified core instruction areas like math, science, social studies, and English language arts as priorities for in-person instruction -- more than other classes like physical education, art, and electives. Classes like physical education, art and other electives were important to 69% of scholars and 48% of families, according to survey results.

PROGRAMMING AND SCHEDULING

CAACS will implement alternating days with two in-person student groups. This model will serve at any given time at least half of our scholars who choose in-person learning. In this model, there are two in-person student groups: **(Grades K-2) and Grades 3-5)** and one fully remote student group **(Completely Online)**.

SAMPLE FALL SCHEDULE					
DAYS/WEEKS	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Week 1 and 3	Grades 3-5 Online	Grades K-2 In-Person	Grades 3-5 Online	Grades K-2 In-Person	Grades 3-5 Online
Week 2 and 4	Grades K-2 In-Person	Grades 3-5 Online	Grades K-2 In-Person	Grades 3-5 Online	Grades K-2 In-Person
Week 5	Grades 3-5 In-Person	Grades K-2 Online	Grades 3-5 In-Person	Grades K-2 Online	All Grades Online
Daily	ONLINE only	ONLINE only	ONLINE only	ONLINE only	ONLINE only

This amounts to a total of five days of in-person instruction every two weeks. Scholars will participate in virtual learning with their teachers for online days. Scholars whose families choose fully remote learning will receive remote instruction every day.

How will we provide both in-person and remote instruction every day? I will appoint an Online Instructional Specialist who will provide instruction and support for the scholars not there and for the fully remote cohort.

How will we account for special education mandates? Will the requirement to have no more than 40% of scholars who require special education services in a single class still exist if we can only safely have 12 scholars in a classroom? Will scholars who get push-in or pull-out supports all have to be scheduled on the same day to optimize teachers' time in providing services?

CAACS parents can opt into in-person instruction only from:

- September – December
- January - June

For families that want to have an all-remote schedule next fall, we will be sending additional information in the coming weeks on how to register. Scholars will not need a medical reason to register for this option.

OTHER MATTERS

- CAACS has contracted with **Pasek Consulting** again this year to coordinate our state and city reporting and submissions, including Title I. We will provide them with all necessary information needed to complete our reports.
- Annual Audit is underway. For the 10th year in a row, we have contracted with **MBAF Certified Public Accountants and Advisors**

--- Shirley Glasgow, CAACS Board of Trustees

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on August 19, 2020.

IN ATTENDANCE:

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

VOTE

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

BUDGET

The COVID-19 crisis has reduced the State's revenues significantly. The impact of the lost revenue is seen in the state aid to districts and the charter school tuition formula. The charter school funding formula for 2020-21 was changed to include a 5.5% reduction in the formula similar to the "pandemic adjustment" rate applied to state aid to school districts in the budget. As a result, most schools will not experience a direct 5.5% reduction in their per-pupil funding for the 2020-2021 school year.

CARES Act Application Deadline Extended

On July 20, 2020 the Department published the CARES Act Combined Funding Application to all eligible LEAs. The Department is extending the due date for submission of the application from August 15, 2020 to August 31, 2020

GOV. ANDREW CUOMO

- On August 7, 2020, Governor Cuomo held a conference call announcing that all schools are authorized to open; every region is below the threshold – 5% over a 14-day period – that has been established by the state for reopening.
- The Governor is requiring that districts specifically **post the following components of their reopening plans on our website**: Plans for remote learning, including how equity issues will be addressed; Plans for COVID-19 testing for students and teachers/staff; and Plans for contact tracing. These aspects of reopening plans must be separately posted to websites by August 14th.

- In addition, districts and **charter schools must host a minimum of three discussion sessions for parents before August 21st**; the “big 5” districts must host five of these meetings. Districts and **charter schools must also host one teacher discussion session before August 21st** to ensure that all staff members have been engaged in discussions about reopening concerns and considerations.
- **Governor Cuomo** - "No district should consider themselves ready to reopen buildings until their plans are safe and everything in that plan meant to keep the school community safe is implemented. Being safe means parents and teachers must be confident in the reopening plan, and it is welcome news that districts must meet with parents and teachers this month."

TITLE I UPDATE – Pasek Consulting

Gray Stewart is our Title I Coordinator working with Pasek Consulting. They are finished with ESSA and prepared for Title funds for 2020-21. The consolidated application is due August 31.

NYC CHARTER CENTER - Notes from Sector-Wide Calls with NYC DOHMH and NYC DOE – From calls on July 24th, July 31st, and August 14th with the NYC Department of Health and Mental Hygiene (NYC DOHMH) and the NYC Department of Education (NYC DOE).

Facilities and Infrastructure

- Plexiglass is flammable and not allowed in NYC schools. Barriers are permissible, but no barriers are permitted that restrict ventilation or air flow.
- The most effective infection spread prevention method is social distancing (6ft) and limiting interactions to small groups or cohorts.
- Increase ventilation with incoming air from outside the building whenever possible.
- NYC DOHMH recommends no more than two (2) people in an elevator at a time.
- Overnight deep cleaning should be focused on disinfecting touchpoints, horizontal surfaces, and high-touch surfaces

PPE and Health Protocols

- NYS DOH and NYC DOHMH are defining virus “exposure” as being within six feet of an infected person for a consistent 10-minute period or longer.
 - An individual or a pod exposed (as determined by NYC DOH) to a positive case must quarantine for 14 days.
- Face shields alone are not considered as effective as masks. Face shields are more akin to goggles, not covering the mouth and nose in order to restrict exposure. As an alternative, schools can use transparent masks.
- NYS has exemptions/waivers for children with medical or behavioral intolerances to face masks. The DOE/DOH are still reviewing the guidelines

around these children in DOE schools. Suggestions include keeping these groups smaller.

- Doctor's note is required if a student claims a medical exemption
- Any kind of face coverings are acceptable, except for masks with a valve.
- For after school activities, keep the number of individuals per pod to a minimum and attempt to align them with classroom pods whenever possible.
- Reconfigure staff areas to ensure social distancing.
- Breakfast/lunch is prohibited in DOE cafeterias.
- Outdoor activities and learning is encouraged, when possible.
- Key Tenets of NYC DOH
 - Promoting behaviors that reduce spread
 - Maintain healthy environments
 - Maintain health operations
 - Preparing for when someone gets sick
- Staff/faculty with physical symptoms should go home immediately.
- Paper towel use recommended over air dryers.
- PPE should be provided to faculty/staff at no cost.
- DOH Child Health is looking into the safety of Clorox wipes being used by children

Monitoring and Health Checks

- Implementing temp checks is mandatory (but this can happen at home) before attending school:
 - Non-contact thermometers aren't always accurate.
 - A temperature of 100.0 degrees is the threshold for quarantine/potential infection.
 - Schools are required to have an isolation room for individuals with symptoms where an adult is present (6 ft apart) who can contact the parent. The isolation room must be separate from the nurse's office.
 - If a parent won't consent to temp checks or at-home screening, their children should be part of a remote learning schedule.
- **School staff should be trained to recognize the clinical symptoms of infection. The DOH is still working on a list of symptoms to share with schools.**
 - If symptoms are identified, the child should be sent to the nurse or to the isolation room.
 - Co-located schools can have one isolation room shared between the schools on the premises. Each school should identify a clinical response person within their school staff/faculty who can tend to any suspected cases.
- **Nurses must remain in their offices, available to determine the severity of symptoms, and to handle other school incidents.**
 - School nurses are not to conduct COVID testing.
 - Protocols for suspected, non-confirmed cases are currently being determined by DOHMH.

- At present, no mandate exists from NYS requiring a child to get tested prior to returning to school after suspected exposure or symptoms.
- Students/staff that have been exposed and undergone a consultation with NYC Track and Trace may be subject to a quarantine period of 14 days and must have no symptoms in order to return to the school.
- DOHMH is currently developing recommendations based on specific symptoms.
- **Quarantining/closure after confirmed case(s) in schools:**
 - DOHMH and DOE are still working on guidelines for DOE schools.
 - Schools will work with NYC Track and Trace and DOHMH to determine what quarantining and closure measures are required.
 - 10-day quarantine = isolation time for someone who is a confirmed COVID case (the span of the infectious period can be determined more accurately). If 10 days have passed and the student has no fever, they may return to class.
 - 14-day quarantine = exposed individuals (considers the time from a possible point of infection until the person no longer poses a risk to infect others). A negative test is not required for a student to return to school.
 - Charter schools will be notified should there be 2 or more cases in a 14-day period in a school with which they share a building.
- The child-only strain of COVID-19 is known to initiate an autoimmune response, and symptoms manifest rapidly and randomly, nothing additional for schools to do here except make sure that any students with any symptoms go to nurse for evaluation.
- The symptoms present in asymptomatic people have not yet been identified.

Working with Health Authorities

- DOHMH is working to provide testing sites which can prioritize students and teachers, starting in the fall.
- DOE/DOH is working to ensure there will be nurses in all school buildings (including private space charters)
- NYC Track and Trace will monitor/trace those families who have had confirmed cases and interview them.
 - If the infection can be traced back to a school/workplace/church, DOH will speak to/interview the school.
 - Schools would receive a call from a DOH employee
 - DOH will receive all relevant case details from NYC Track and Trace.
 - Template letters for communicating with families are currently being developed.
 - Case information must be kept confidential.
 - 2+ cases within a 14-day period necessitates closure for a period of 24 hours for the entire DOE school building (all co-located schools) and a DOH investigation.

- Charter School teachers will have access to 34 expedited testing sites. The list of 34 sites is forthcoming, teachers will need a letter from their principal on school letterhead.
- DOH will contact private space charter principal if there is a confirmed COVID-19 case.

Updates on DOE Policy

- DOE has updated its guidance as of 8/14 on what to do with a student/staff member that has symptoms.
 - Any individual (student or staff member) showing signs of COVID-19 can only return to school when all the following conditions are met:
 - Received a positive COVID-19 test AND
 - Isolated for 10 days AND
 - Presents clearance from a healthcare provider AND
 - The individual has been symptom free for 24 hours without the use of medication.

OR

- Received a negative COVID-19 test AND
- Presents clearance from a healthcare provider AND
- The individual has been symptom free for 24 hours without the use of medication.

OR

- Never got a COVID-19 test AND
- At least 10 days have passed since symptoms started AND
- Presents clearance from a healthcare provider AND
- The individual has been symptom free for 24 hours without the use of medication.

- Also note that while DOE has made it a requirement for students/staff to have a clearance from healthcare provider to return to school, this is not a requirement that DOH has given in city-wide guidance to work places.
- There is a longer symptoms list than there are symptoms to ask about on a screening survey. In DOE's guidance, they are recommending that any student having any of the following symptoms be evaluated by the school nurse:
 - Fever of 100.0°F or higher or chills,
 - Cough, shortness of breath or difficulty breathing,
 - Fatigue,
 - Muscle or body aches,
 - Headache,
 - Loss of taste or smell,
 - Sore throat, congestion or runny nose,
 - Nausea or vomiting,
 - Diarrhea.

The meeting was adjourned at 7:43am. – Shirley A. Glasgow

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on September 16, 2020.

VOTE

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

DATA DASBOARD - September 2020

ENROLLMENT - 240

ICT Classes: 4

Virtual Learning Attendance Rates:

Week 1 - 82.08%

Week 2 – 89.088

Technology Updates (as of 9/16/2020)

MiFi Devices Issued: 1 – Family is currently residing in a shelter (CAACS provided WiFi access)

iPads Distributed: 18

Devices Issued to Staff: 9

Chromebooks Issued to Scholars: 48 (we have a distribution list of 80 devices)

Title I FUNDING

CAACS's ESSER grants are up for review at SED, and we expect approval by about September 30 - The amount of funding we expect CAA to receive in 2020-21 will be the full amount - \$78,234 - this is largely going to be a reimbursement for HVAC work, as well as reimbursement for smart boards and chrome books.

Title 1 - 2018-19 - We were successfully awarded a special waiver for title 1 2018-19 - This waiver allows the school to carry over 100% of Title 1 INTO the following year.

Title 1 - 2019-20 - CAA recently was 100% approved for its [19-20 Title 1 allocation](#) .

Title 1 - 2020-21 - The amount we are [working with for 2020-21](#) for CAA Title 1 is \$93,297.

- **CAACS RE-IMAGINED! ONLINE** continues to bring about wonderful experiences for the scholars, parents and staff. Most scholars have joined their Google Classroom.
- The Leader in Me university mission statements are being developed.
- IB Essential Agreements are being developed.
- Professors completed creating their first ELA & Math PBAT unit plans.
- Bodies in Motion (BIM) initial lesson plans have been created, which consist of both live and pre-recorded lessons.
- Instructional Leadership met with our OSU MLI (math initiative) is planning for professional learning sessions.

Challenges

- **Technology**: Greatest challenge was scholars and staff experiencing issues with their mics, cameras and Internet connections during live sessions. Those who experienced challenges with their mic and video during live sessions, having scholars and staff leave the session and rejoin has been helpful. Scholars and staff in need of devices were directed to Tech Support for assistance.
- **Attendance**: The Professors are tracking daily attendance with Google Forms. Once the form is completed the data is uploaded into both ManageBac and the ATS systems. Scholars who have not joined Google Classroom have been reported to Student Support who is investigating the matter. The professors made first contact; however, if they are unable to reach the parents Student Support is notified.
- **Technology Support**: In addition to our Director of Technology, we have an Ed-Tech Assistant who has been assigned to assist in tech support issues. We have transitioned to using Google Hangouts for calling families, so staff do not have to use their personal devices.

THE NEW SCHOOL COVID REPORT CARD

On Thursday, September 10, the New York State Department of Health (DOH) released a letter on the mandate to require schools to submit information for the School COVID Report Card. **Charter schools are required to comply with this new mandate.** The School COVID Report Card reporting protocols build upon the requirements of the [Interim Guidance for in-Person Instruction at Pre-K to Grade](#)

[12 Schools During the COVID-19 Public Health Emergency](#), which is the guidance DOH issued on school reopening plans. School districts and charter schools must provide DOH with daily data on the number of people - students and staff - who have tested positive for COVID-19. Specifically, we must report: number of persons known by the school to be COVID-positive, number of tests taken, type of test, laboratory processing, test turnaround, and testing location nexus.

The first reporting was due today Monday, September 14th by 5 pm. After that, schools must report every “instructional day” by 3 pm.

Preparing for Ed Law 2-D Compliance

1. A requirement that **as of June 2020 all schools must adopt a policy and privacy plan that aligns with the National Institute for Standards and Technology Framework** for Improving Critical Infrastructure Security Version 1.1 (NIST).

CREDO

July 29, 2020 - Stanford University's Center for Research on Education Outcomes (CREDO), released key results from a survey of charter schools in New York State examining schools' responses to the Executive Order that closed school buildings across the state in the wake of the COVID-19 pandemic. 93 percent of the charter schools in the state participated in the survey. While nearly all New York charter schools transitioned to some form of distance learning during this period, their strategies and methods varied. The survey findings showed charter schools' ability to embrace responsibility for flexibility and quickly adapt practices to meet students' needs.

Key Findings

- Approximately half of the schools revised their initial remote learning plans to both improve effectiveness and update plans that were designed as short-term stopgaps
- Schools responded quickly to the crisis and focused on building the conditions for remote learning, not just remote instruction.
- Cooperation and teamwork were high within schools, even when adaptations and in-the-moment adjustments were necessary.
- Technology posed less of a challenge than first thought.
- Schools were able to support SPED and ELL/MLL students throughout the period of remote instruction.

NWEA

There is a new initiative for charter schools in New York toward having access to rigorous, nationally-normed baseline and end of year assessments. NWEA offers state-aligned, computerized adaptive tests, called Measure of Academic Progress (MAP). These tests will reflect the instructional level of each student and measure growth over time.

GOOGLE

The New York Charter Schools Association has partnered with Google for Education to provide schools access to the 2020 Google for Education services offer. Through this offer, our school will have access to more training than we would if we registered for services alone.

OTHER MATTERS

MTA face mask \$50 fine for non-compliance begins Monday, Sept. 14th

We have made our families and staff should aware that Executive Order 202.62 issued by Governor Cuomo for the requirement that people wear face masks is now in effect. The MTA announced that beginning Monday 9/14, people who refuse to wear facemasks will be subject to a \$50 fine. Vending machines selling face masks and other PPE will be available in the stations. Free mask dispensers will be placed on hundreds of buses along 15 routes.

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on October 21, 2020.

VOTE

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

DATA DASHBOARD

CAACS-Online Year to Date Attendance Rate – 90.92 %

Virtual Learning Attendance Rates:

Week Ending 9/18 – 92.06 %

Week Ending 9/25 – 93.33 %

Week Ending 10/2 – 93.06 %

Week Ending 10/9 – 93.26 %

Week Ending 10/16 – 93.14 %

Current Immunization Status – **97.1%**

Current Student Count – **240**

SPED Student Count – 26

Housing Updates:

Total Number of Families doubled up – 8

Total Number of Families in Temporary Living Quarters – 2

Total Number of Families in Shelters - 4

Free & Reduced numbers as of 10/21/2020

Students with meal code A (HRA)	123
Students with meal code 1 (FREE MEAL)	14
Students With meal code 2 (REDUCED MEAL)	9
Total number of Free & Reduced	146

Cultural Arts Academy Charter School free & reduced percentage
on 9/16/2020 is **60.83%**

TECHNOLOGY UPDATE

We have accounted for 107 devices that have been distributed. One of our greatest challenges is scholars and staff experiencing issues with their mics, cameras and Internet connections during live sessions. Tech Support is troubleshooting and monitoring the situation and is in contact with Google.

ACADEMICS

Beginning-Of-Year Diagnostics

ELA

- **192 out of 240 scholars** took the BOY reading ELA assessment. There was student support outreach and a make-up day for those who did not take the assessment.
- The data shows that **4th grade had the highest percentage of scholars who completed the assessment school wide**. It is noted that this particular cohort of scholars had the highest school wide percentage of completed assessments for both the EOY and the BOY reading diagnostics. The data shows 69% of the **K scholars** who completed the assessment are above or on grade level.

Mathematics

- 207 scholars out of 240 scholars were assessed which equates to 86%. There was student support outreach and a makeup day for those scholars who did not take the assessment.

New School Closures

Governor Cuomo unveiled a new plan to close schools in NYC hotspots. Schools in orange and red zones will close at the latest for a minimum of two weeks per Governor Cuomo's mandate until infection rates decrease enough to put them in a yellow zone. Schools in yellow zones will be required to do weekly testing. This is a result of the fact that the top 20 zip codes have infection rates of 5.5%, compared to a 1.2% statewide average. The Mayor's Office released an interactive map of closure zones in parts of Brooklyn and Queens due to a spike in COVID-19 cases. The map allows businesses and residents to look up what zone they're in and what closures impact them.

CAACS IS LOCATED IN THE YELLOW ZONE - The DOE/DOH held a Q&A session yesterday with schools based on the guidance released by NYC DOH on Friday night for testing of teachers and students for schools in a yellow zone. In the interim, for schools thinking of administering tests themselves that it is our understanding that most RNs are not CLA certified—and therefore not able to administer the tests on behalf of a school.

Testing Requirements for Schools in Yellow Zones

The NYS DOH has determined that schools open to in-person instruction in yellow zones are required to test 20% of in-person students, teachers and staff, at least once a week starting Friday October 16, 2020, for as long as the school remains in a designated yellow zone. To be eligible for the free testing, schools must be current with their daily reporting through the school dashboard survey. **These tests will be offered at no cost to students and staff.**

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held virtually on Zoom on November 18, 2020.

IN ATTENDANCE:

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

VOTE

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

DATA DASHBOARD

Year to Date Attendance Rate – 92.84 %

Distance Learning Attendance Rates:

Week Ending 10/23 – 93.06 %

Week Ending 10/30 – 92.53 %

Week Ending 11/6– 92.80 %

Week Ending 11/13– 93%

Current Immunization Status – 98.7%

Current Student Count – 239

SPED Student Count – 26

Housing Updates:

Total Number of Families doubled up – 8

Total Number of Families in Temporary Living Quarters – 2

Total Number of Families in Shelters - 4

Free & Reduced numbers as of 10/21/2020

Students with meal code A (HRA) 124

Students with meal code 1 (FREE MEAL) 24

Students With meal code 2 (REDUCED MEAL) 14

Total number of Free & Reduced **162 is 67.783% of 239**

Technology Updates (as of 11/18/20)

WiFi Devices Issued: 3

- Family is currently residing in a shelter with no WIFI access
- 2 Staffers with connectivity issues

iPads Distributed: 22

Devices Issued to Staff: 22

Chromebooks Issued to Scholars: 156

FUNDING SOURCES

SPECIAL NYC CHARTER FUNDING - (RECEIVED & DEPOSITED)

CARES ACT — (SUBMITTED & UNDER REVIEW)

TITLE FUNDS (\$120,808.00)

TITLE I (20% ALLOCATED)

TITLE IIA (20% ALLOCATED)

TITLE IV (0% ALLOCATED-BEING RESEARCHED)

(20% WAS ALLOCATED BUT NOT RECEIVED-PASEK CONSULTING IS CURRENTLY MAKING CONTACT TO ASCERTAIN FUNDS STATUS)

Updated Guidance on Limited Temporary Enforcement of Student Immunization

The New York State Department of Health (DOH) has extended the deadline for certain students to submit proof of immunization until December 11. The extension only applies to students who are taking classes exclusively from home. In-person students who have not submitted proof of immunization must be excluded from attending classes, consistent with the requirements of Public Health Law section 2164(7).

Reporting COVID Cases

Charter schools in private space or stand-alone DOE space should contact the DOHMH via phone at (866) 692-3641.

NORTHWELL PARTNERSHIP

Northwell Direct will provide Cultural Arts Academy with a progressive engagement of services to maximize support for your reopening and ongoing business operations, including:

- Utilization of medical interpretation of guidelines from CDC, OSHA and other regulatory bodies
- Appropriate medical advisory services based on the latest research
- Combining education and safety measures to minimize risk to your workforce

DOE Services in Case of District School Closure

There's so much about COVID that we still don't know. But it is clear that COVID can have devastating long-term effects for some people. Known as "long-haulers," these individuals struggle with symptoms that last for months after catching COVID. One of the most concerning symptoms is chronic fatigue, which can make it difficult to even do simple daily tasks. It's important that we all take COVID seriously. Even if you're younger or in good health. Wear a mask, social distance, avoid gatherings—and together let's work to stop the spread.

If the Mayor closes district schools, **charter schools in private space may choose to remain open**. DOE led services (bus service, nursing and school crossing guards) will continue to be

provided to those schools. School food will be provided at central meal hubs. For services to continue, charter schools must inform our office so that the services can be coordinated.

The NYC Commissioner of Health issued an Order requiring all NYC nonpublic and charter schools that are not located in a NYC Department of Education school building to adhere to additional COVID-19 risk-reduction measures. This Order amends and replaces the Order I issued on September 28, 2020, regarding additional requirements for certain schools in certain ZIP codes. This Order shall be effective immediately and remain in effect through the end of the 2020-2021 school year, including any summer school sessions during 2021, or such earlier time as I may indicate, subject to the authority of the Board of Health to continue, rescind, alter or modify this Order pursuant to Section 3.01 of the Health Code. Failure to comply with an Order of the Commissioner is a violation of the Health Code and a misdemeanor for which you may be subject to civil and criminal penalties, including fines, forfeitures, and imprisonment.

The required COVID-19 risk-reduction measures are:

- Everyone on school grounds must stay at least 6 feet apart at all times, except in emergencies or when doing so would create a safety hazard, **or** when physical barriers are put in place between people in accordance with New York State guidance for in-person instruction at pre-kindergarten (pre-K) to grade 12 schools.
- Everyone must wear a face covering at all times on school grounds and during off-site school activities, except for people who cannot wear a face covering because of developmental, medical or age reasons. Face coverings may be removed when eating or drinking during snack and mealtimes, during scheduled face covering breaks consistent with guidance issued by the NYC Health Department, and during naptimes.
- Schools must coordinate with the NYC Health Department and NYC Test & Trace Corps (part of NYC Health + Hospitals) to identify, isolate and prevent the spread of COVID-19.
- Schools must report every case of COVID-19 to the NYC Health Department by calling 866-692-3641 and cooperate with the NYC Health Department regarding closing and opening classrooms or schools.

NYSED State Testing Update

NYSED and the Board of Regents continue to be mindful of the many uncertainties faced statewide and nationally, and we will continuously monitor the situation and provide updated guidance, as the situation requires. At this time, **no final decision regarding the Spring 2021 Grades 3-8 English Language Arts and Mathematics Tests has been made**. Keeping this in mind, CAACS has to order exams and prepare should it be deemed feasible to proceed with the Spring 2021 test administrations in person in schools throughout the State.

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held via Zoom on December 16, 2020.

IN ATTENDANCE:

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

VOTE

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

WINTER STORM PREPARATION

Winter Storm Gail has the potential to bring dangerous conditions to Brooklyn and our entire region through early Thursday morning. A hazardous travel advisory is in effect from Wednesday afternoon through Thursday night. The storm is forecast to bring heavy snow along with strong and potentially damaging wind gusts that will create dangerous blizzard-like conditions. Snow accumulations between eight and 12 inches are anticipated. CAACS Facilities and School Safety Teams are aware and prepared; and will address any problems that may arise because of Winter Storm Gail.

DOH UPDATES

DOH released updated guidelines regarding Orange and Red Zone requirements for schools.

Mandated Closure: Effective immediately, schools that have been identified as being in a Red or Orange Zone are no longer required to close in-person instruction following designation. Schools in Red or Orange Zones may remain open but are subject to strict adherence to DOH guidance. Additionally, schools in Red or Orange Zones must complete an attestation on the school survey demonstrating their compliance with the testing requirements found below.

Requirements of Schools in Red Zones: Schools in Red Zones must test 30% of the on-site school community (including students, faculty and staff) for COVID-19 for the month following the announcement of a Red Zone designation. Testing should be proportionately spread across the month with 10% the maximum/minimum to be tested biweekly.

Requirements of Schools in Orange Zones: Schools in an Orange Zone must test 20% of the on-site school community (including students, faculty and staff) for COVID-19 for the month

following the announcement of an Orange Zone designation. Testing should be proportionately spread across the month with 10% the maximum/minimum to be tested biweekly.

Schools in either an Orange or Red Zone: In the event that random sampling generates 9 or more positive cases, or if for a sample size of more than 300 weekly tests achieves a positivity rate of 2% or higher in New York City, or 3% outside of New York City, your school will be required to return to remote instruction.

DATA DASHBOARD

Year to Date Attendance Rate – 91.80%

Distance Learning Attendance Rates:

Week Ending 11/20– 92.73 %

Week Ending 11/27 – 91%

Week Ending 12/4 – 91.60%

Week Ending 12/11 – 93.86%

Current Immunization Status – 99.1%

The deadline for Immunizations has been extended to January 10, 2021.

Current Enrollment – 240

SPED Student Count – 26

Housing Updates:

Total Number of Families doubled up – 8

Total Number of Families in Temporary Living Quarters – 2

Total Number of Families in Shelters - 4

Free & Reduced numbers as of 10/21/2020

Students with meal code A (HRA)	127
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Students with meal code 1 (FREE MEAL)	29
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Students With meal code 2 (REDUCED MEAL)	17
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Total number of Free & Reduced	175 (72.08% of 240)
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Technology Updates (as of 12/16/2020)

MiFi Devices Issued: 3

- Family is currently residing in a shelter with no WIFI access
- 2 Staffers with connectivity issues

iPads Distributed: 22

Devices Issued to Staff: 22

Chromebooks Issued to Scholars: 160

SCHOOL REOPENING 2.0 SURVEY RESULTS PRESENTATION: FAMILIES AND STAFF

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

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

IN ATTENDANCE:

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

VOTE

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

DATA DASHBOARD

Year to Date Attendance Rate 91.51%
Current Immunization Status 99.1%
SPED Student Count 26
Free & Reduced numbers as of 1/20/2021
Total number of Free & Reduced 175 scholars or 72.3%

Technology Updates (as of 1/20/2020)

MiFi Devices Issued: 3
iPads Distributed to Scholars: 23
Devices Issued to Staff: 23
Chromebooks Issued to Scholars: 163

IN-PERSON LEARNING

Begins MARCH 1, 2021 - Currently, 90 scholars registered for virtual learning. CAACS-Online registration ends Friday, January 22nd. CAACS will be offering a one-time building walkthrough on February 1, 2021, from 10am - 2pm to see the safety measures we have in place in our safety-renovated school building.

CAACS has partnered with Healthy Roster, a daily screening platform.

A mandatory **Virtual Daily Screening Training** will take place on Monday, February 22, 2021 at 7:00pm for all families that will be participating in in-person instruction.

MONTHLY COVID TESTING

CAACS will be seeking parents' consent to test their scholars **MONTHLY** for COVID-19 infection. **How often?** The NYCDOE has arranged for their laboratory and

provider testing partners to come to every school **at least once a month** to test some of the students and staff. **If parents consent**, scholars may be selected for testing on one or more of these occasions. In addition, scholars may also be tested throughout the school year (1) in accordance with state and city mandates, such as weekly testing in schools in Yellow Zones, or (2) if they exhibit one or more symptoms of COVID-19, or (3) if they are a close contact of a student, teacher, or staff person with COVID-19 infection.

SCHOOL CLOSURE UPDATE:

Effective January 3, 2021, the timeframe for individuals exposed to confirmed COVID-19 cases and the resulting interventions, such as classroom closures and building closures have also changed from 14 days to 10 days.

ONSITE HEALTH CLINIC PROPOSAL

Under the supervision of two doctors, the Nurse Practitioner would complete medical components in planning, developing, and implementing a comprehensive school health program with the goal of providing services to promote health and wellness within the school.

VACCINATIONS

Phase 1B of the state's Vaccination Plan began Monday, 1/11/21 and included those who work in education, specifically "teachers and education workers." The NYCHA Association's position on Phase 1B vaccinations is that all school staff **"should"** receive the vaccine and that "education workers" includes all school-building employees.

NYC Department of Health School Liaison Program

The New York City Department of Health and Mental Hygiene (NYC Health Department) has included CAACS in the Nonpublic Schools Liaison Program in 2021. This program was initiated to facilitate communication between schools and the NYC Health Department to ensure you have timely and accurate information and resources related to COVID-19.

CAACS has been assigned a liaison who is our direct line of communication with the NYC Health Department and will help answer our questions and concerns on the many ways COVID-19 has been impacting our school, including NYC and New York State COVID-19 requirements and processes like routine testing, contact tracing and vaccines. More information on vaccines will be shared soon.

EDUCATION BUDGET

Governor Cuomo released his 2021-22 Proposed Executive Budget. With new federal coronavirus relief, schools across New York would receive a \$2.1 billion increase in overall funding next school year under Gov. Andrew Cuomo's budget proposal. **The charter tuition rate will be decreased to maintain parity in funding with school districts.**

Meeting adjourned at 7:51pm.

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held virtually on Zoom on February 24, 2021.

IN ATTENDANCE:

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

VOTE

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

- **DATA DASHBOARD**
- **STUDENT-LED PARENT CONFERENCES**
- **COVID 19 CSP GRANT** - Over the past 10 plus months, schools across New York State have had to face unprecedented challenges as they support students through the challenges of the COVID-19 pandemic. In response to this incredible need, the resulting transition to remote learning environments and the tremendous amount of work involved in shifting to new modes of instruction, the New York State Education Department (NYSED) submitted a request to the United States Department of Education (USDOE), and USDOE approved, a request for a waiver of requirements applicable to NYSED's 2018 \$95.5 million CSP Grant that would allow NYSED to set aside a portion of its CSP Grant funds to award Response to COVID-19 Subgrants to eligible charter school education corporations. These subgrants would enable eligible charter school education corporations to be reimbursed for expenses during the subgrant period required to meet the immediate educational needs of students impacted by the COVID-19 crisis. **Allocations for eligible education corporations under this subgrant are based on final 2019-20 BEDS total enrollment multiplied by \$150 per student, with a maximum allocation of \$49,950 per education corporation.**
- **STAFF CONSENT FOR MONTHLY COVID TESTING** - To ensure the health and safety of our school community during **in-person instruction, which begins Monday, March 1, 2021, regular COVID-19 testing will be conducted of a random sample of 20% of a school's in-person students and staff.** The New York City Department of Education (NYC DOE), working with NYC Health + Hospitals and the New York City Department of Health and Mental Hygiene, has partnered with laboratories and other providers to test NYC students, teachers, and other staff members for COVID-19 infection. **All CAACS Staff will**

be required to participate in the random monthly COVID-19 testing; and are also required to sign the testing consent form. If a CAACS employee is selected for random testing and refuses, that employee will go on unpaid leave until the person takes the test.

- **STAFF VACCINATIONS – An Important Update from NYS DOH regarding Executive Order 202.95** - Yesterday, the NYS Department of Health released an email advisory announcing that **schools and school districts are not required to collect vaccination data or report vaccination of teachers at this time.** Specifically, NYS DOH stated in an email: *“Executive Order 202.95 requires reporting of vaccinated teachers beginning on Wednesday, February 23 and weekly thereafter. Please be advised that schools and school districts are NOT required to report this information at this time, and additional information will be forthcoming. As such, schools and school districts are not required to request reporting of vaccination status or information by employed teachers or other staff at this time. Additional information regarding this Executive Order will be forthcoming.”* This announcement delays the reporting requirement stated in Executive Order 202.95, which requires reporting of vaccinated teachers beginning on Wednesday, February 23rd, and weekly thereafter. NYS DOH advised that additional information regarding the implementation of the Executive Order will be forthcoming.

- **NURSING SERVICES –**

There seems to be a bit of confusion with the Office of School Health nursing services at our site. We had a site visit yesterday by Ms. Etienne and Ms. Ogujiuba. Issues have been resolved.

STATE EXAMS - The U.S. Department of Education announced that students must still take standardized tests this school year in order to gauge the impact of the coronavirus pandemic on student learning. However, schools won't be held accountable for test score results, and states will have broad flexibility in how to administer them. Earlier this month, New York state officials had joined several other states in asking the U.S. Department of Education to waive standardized tests and school accountability requirements for a second year in a row. With many students still learning from home full-time and struggling to navigate remote school or access reliable internet, several states hoped to shelve the required exams. The federal government's recent decision to mandate the tests, even if schools won't be held responsible for the student's scores, could spark another wave of families opting out of the exam.

- **VIRTUAL SCHOOL TOUR Video Presentation**

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held virtually on Zoom on March 17, 2021.

IN ATTENDANCE:

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

VOTE

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

DATA DASHBOARD

Year to Date Attendance Rate 92.47%

Distance Learning Attendance Rates:

Week Ending 2/19 Mid Winter Recess

Week Ending 2/26 94.20%

Week Ending 3/5 95.60%

Week Ending 3/12 95.20%

Current Immunization Status 99.1%

Current Student Count 242

SPED Student Count 26

Lottery Application Data

102 Applications submitted

100 Grade K (4 siblings)

1 Grade 1 (Alumni referral)

1 Grade 5

Enrollment Marketing Updates

- Updated commercial - (waiting for dates to be finalized)
- Instagram / Facebook Ads targeting Districts 18 / 19 / 23 and Bushwick area (awaiting updated proofs from Digital Reach)
- Family Network / Parent Association Presence weekly emails are sent out to current and alumni families advising of open enrollment
- Open Enrollment marketing will stay in place over the summer as the reopening guidelines for schools are updated

Updated Reopening Data as of 3/17/2021

- Families that have opted remain virtual 146
- Families that have opted for Blended in Person Instruction 96

In Person Attendance Data as of 3/17/2021

Grade 3 - 5 Cohort 93.52%

Grade K -2 Cohort 96.44%

Housing Status Updates:

Total Number of Families doubled up 8

Total Number of Families in Temporary Living Quarters 2

Total Number of Families in Shelters - 2

Free & Reduced - 177 is 73.14% of 242

Technology Updates (as of 3/16/2020)

- MiFi Devices Issued: 3
- iPads Distributed: 23
- Devices Issued to Staff: 23
- Chromebooks Issued to Scholars: 168

**Increase of 3 devices since in person learning resumed*

Food Pantry Distribution Data

- March 16 & 17 - 39 boxes
- March 4 & 5 34 boxes
- February 6 30 boxes

Transportation Data Dashboard

- Total number of Riders - 15
- Total Number of Routes - 4
- AM Service 5 families opted out of AM bus service
- PM Service 1 family opted out of PM service

NYS BUDGET UPDATE

Under the Assembly and Senate budget proposals (and the governor's as well), **charter schools would receive the full charter school tuition formula amount of \$16,845 per pupil in 2021-22**, an almost 4.5% increase from this year's per pupil of \$16,123. *It is critical to note:* these amounts do not account for the federal funding charters have received and will receive from **the CARES Act (passed March 2020), the Second Stimulus Package (passed December 2020), and the American Rescue Plan (passed March 2021)**. We expect these amounts to be substantial and we will receive more information shortly about how they will flow through to charter schools.

IMMUNIZATION

The New York State Department of Health (NYSDOH) is suspending enforcement of school immunization requirements for an additional period of 30 days through **April 10** (from March 11) for students attending school exclusively remote.

VACCINATIONS

The NYS Department of Health released an email advisory announcing that schools and school districts are not required to collect vaccination data or report vaccination of teachers at this time. Schools are not required to request reporting of vaccination status or information by employed teachers or other staff at this time.

UPDATES ON GRADUATION AND OTHER END-OF-YEAR ACTIVITIES

In-Person Prom (COBO) Guidance: Proms typically involve eating and drinking, which require removal of face coverings, and dancing, which can potentially promote COVID-19 transmission. As a result, **in-person proms, both indoor and outdoor, are not permitted at this time.**

OUTDOOR GRADUATION AND MOVING-UP CEREMONIES GUIDANCE

In addition to virtual graduations and moving-up ceremonies, outdoor graduations and moving-up **ceremonies are permissible only if they adhere, at a minimum, to the New York City low-risk outdoor arts and entertainment guidelines** as well as the DOE COVID-19 School Health Policy. In addition to outdoor in-person graduations, **it is recommended that schools hold virtual graduations**, moving-up ceremonies (including livestreams), and **virtual proms** to celebrate their students.

STATE EXAMS

NYSED and the Board of Regents have been closely monitoring the feasibility and fairness of administering the Grades 3–8 ELA and Mathematics Tests this spring. On February 12, 2021, NYSED submitted a formal request to the United States Department of Education (USDE) to waive state testing requirements at the elementary, middle, and high school levels. Pending a decision from the USDE regarding NYSED’s waiver request, they have shared the following information as a means to prepare to proceed with the Spring 2021 test administrations.

- The Department has determined that it will not be possible to administer any of this year’s State assessments remotely and, if they occur, assessments will be “school-based” and “in-person.”
- If the assessment waiver request is not granted by USDE, for the Spring 2021, administration schools will be required to administer only Session 1 of the ELA and Mathematics Tests to students. Only student scores on the Session 1 test questions will contribute to students’ total scores for the tests.
- In addition, the Spring 2021 Session 1 tests have been reduced in length by the removal of the embedded multiple-choice field test questions.
- Schools will be allowed to administer the tests to students who are receiving hybrid instruction on the days that they are ordinarily attending school in person. Schools will not be required to test the entire grade on the same school day.

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

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

IN ATTENDANCE:

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

VOTE

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

BRAEキング NEWS! – Our Grade 5 CAACS Scholars placed 1st and 2nd in the Elementary Division of the Morgan Stanley STOCK MARKET GAME! They are eligible for prizes that will be mailed directly to you as their teacher along with recognition via our virtual awards ceremony later this Spring.

FINANCIAL REPORT – FAIR FUNDING

For the first time, all schools will receive the entire allotment of money owed under the city's own funding formula. The city adopted the fair student funding formula in 2007 to send more money to high-needs schools. The new formula determined that schools should get extra money based on their students' needs: **students who are poor, struggling academically, have a disability, or learning English as a new language bring their schools additional dollars.** The formula also provides extra money to some selective schools in the city on the grounds that their students might require additional resources as well.

DATA DASHBOARD

Year to Date Attendance Rate – 92.75%

Distance Learning Attendance Rates:

Week Ending 3/19 – 95.73%

Week Ending 3/26 – 95.00%

Week Ending 4/9 – 93.73%

Week Ending 4/16 – 94.73%

Current Student Count – 244

SPED Student Count – 26

Lottery Application Data

127 Applications submitted

99 – Grade K (6 siblings)

8 – Grade 1 (Alumni referral)

8 – Grade 2

3 – Grade 3

4 – Grade 4

11 – Grade 5

Spring / Summer Enrollment Marketing Updates – Online Common Application open until 8/31/2021

Updated Reopening Data as of 3/17/2021

Families that have opted remain virtual – 144

Families that have opted for Blended in Person Instruction – 101

In Person Attendance Data as of 4/21/2021

Grade 3 – 5 Cohort – 92.84%

Grade K -2 Cohort – 92.65%

Housing Status Updates:

Total Number of Families doubled up – 8

Total Number of Families in Temporary Living Quarters – 2

Total Number of Families in Shelters - 2

Free & Reduced numbers as of 4/21/2021

179 is 73.06% of 245

Technology Updates (as of 3/16/2020)

MiFi Devices Issued: 3

iPads Distributed: 23

Devices Issued to Staff: 22

Chromebooks Issued to Scholars: 171

UPDATED NYSDOH GUIDANCE

The New York State Department of Health (NYSDOH) issued an update to the Interim Guidance for In-person Instruction. The updated guidance was released this weekend and outlines parameters for allowing 3 feet social distancing in schools. In addition, today NYS DOH issued updated guidance on graduations and other end of year celebrations. The guidance covers various options for celebrations and limits on gatherings.

CANNABIS

The state legalized recreational adult-use cannabis and how this piece of legislation impacts our schools:

- 40% of cannabis tax revenue will be distributed to education. This is intended to increase the total amount of funding available for general support for public schools.
- No cannabis retail licensee shall locate a storefront within five hundred feet of a school ground.

- No applicant shall be granted an adult-use on-site consumption license for any premises within five hundred feet of school grounds.
- Advertising and marketing that is designed in any way to appeal to children or other minors; or is within or is readily observed within five hundred feet of the perimeter of a school grounds or a playground is prohibited.
- Smoking, vaping, or ingesting cannabis or concentrated cannabis in or on school grounds is prohibited.
- Employees who use medical cannabis shall be afforded the same rights, procedures, and protections that are available and applicable to injured workers under the workers' compensation law, or any rules or regulations promulgated thereunder, when such injured workers are prescribed medications that may prohibit, restrict, or require the modification of the performance of their duties.
- Employers shall not impose disciplinary action solely for conduct permitted by the legislation i.e. adult-use.
- No school, college, or university may refuse to enroll and may not otherwise penalize a person solely for conduct allowed by the legislation.
- An employer shall adhere to policies regarding cannabis use in accordance with section two hundred one-d of the labor law.
- Finally, the new law states: "Nothing in this act is intended to limit the authority of any district, government agency or office or employers to enact and enforce policies pertaining to cannabis in the workplace."

STATE TESTING – Begins April 26, 2021

We are currently preparing our scholars for the ELA and Math state assessments beginning next week. What is different this year compared to last year, is that we are still experiencing a pandemic. We recognize that our scholars and families are facing many different circumstances due to the pandemic. Because of this fact, I felt it necessary to provide an open letter to our families that was intended to provide a deeper understanding and information to support each parent and guardian in making an informed decision during this stressful time. There are no consequences for students that do not take the 3-8 state tests. While it is our belief at Cultural Arts Academy Charter School that our scholars can meet, and exceed state mandated standards, no scholar will be forced to come to school in person just to take the state tests.

When reporting individual scholars that opt-out, we will use a code that indicates refusal, and no score is reported for the scholar. These scholars will be considered to have no valid test score. For those scholars who choose to take the exam, we will only use the raw data and information to help our scholars grow and develop in their learning. Cultural Arts Academy Charter School fully supports parents' right to choose what is best for their children.

For 2020-2021, NYSED will not withhold aid from schools or school improvement funds because of our school's participation rates on the state tests; the state's accountability system is placed on hold. This policy is only for this school year, in recognition of the COVID-19 pandemic's disruption of education. The federal government said they are using the tests to

determine the potential learning loss that has taken place during the pandemic. Our scholars who come for testing will follow our normal safety protocols such as social distancing and masks and must complete a health screening survey to enter the school building.

- **10** out of 54 in-person students **opted out** of the exam/**44 IN-PERSON WILL TAKE**
- **15** out of 88 virtual students **opted to take** the exam/**73 VIRTUAL OPTED OUT**
- **TOTAL: 59 out of 142 students opted to take the ELA exam**

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at via Zoom on May 19, 2021.

IN ATTENDANCE:

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

VOTE

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

The Board discussed the "Collectible Funds" totaling \$1,239,014.00 due to CAACS from Title I, CRRSA-ESSER2, ARP-ESSER 3, CSP COVID GRANT, SPECIAL CHARTER SCHOOL AID, and CARES ACT ESSERF 1.

DATA DASHBOARD

TOTAL ENROLLMENT – 244

SPED ENROLLMENT – 34

Year to Date Attendance Rate – 92.96%

School Wide Attendance Rates:

Week Ending 4/23 – 95.26%

Week Ending 4/30 – 93.73%

Week Ending 5/7 – 95.13%

Week Ending 5/14 – 94.33%

In Person Attendance Data as of 5/18/2021

Grade 3 – 5 Cohort – 90.76%

Grade K -2 Cohort – 91.54%

Lottery Application Data - 127 applications submitted

99 – Grade K (6 siblings)

8 – Grade 1 (Alumni referral)

8 – Grade 2

3 – Grade 3

4 – Grade 4

11 – Grade 5

Open Enrollment marketing will stay in place over the summer as the reopening guidelines for schools are updated

Updated Reopening Data as of 5/17/2021

Virtual Families – 137

Blended Families (In-Person) – 107

Housing Status Updates: 12 Families

Total Number of Families doubled up – 8

Total Number of Families in Temporary Living Quarters – 2

Total Number of Families in Shelters - 2

Free & Reduced numbers as of 5/18/2021

179 Families qualify for FRL - 73.06% of 244

Technology Updates (as of 5/17/2020)**MiFi Devices Issued: 5****iPads Distributed: 23****Devices Issued to Staff: 25****Chromebooks Issued to Scholars: 174****Increase of 13 devices since in person learning resumed*

Office of the School Nurse
Data Dashboard School Year 2020-2021

Child Health & Examinations

Number of Active Students	244
Child Health Examination (Medical) Status	221
Total outstanding Medical	24
Percentage of immunization completed	100%
Number of Exemptions	0
Blended Student Medical Status	100 %
Virtual Student Medical Outstanding	24

Food Pantry Distribution

April 7 th	25
April 14 th & 15 th	20
April 23	18
April 30	26

Parent Association Meetings

Date & Time	Attendees
September 23, 2020	68
October 28, 2020	47
May 14, 2021	59

CURRICULUM AND INSTRUCTION

- MATH State Exam was administered to 55 out of the 60 scholars scheduled to take the exam (3 virtual scholars & 2 blended scholars were absent with no make-ups)

- **OSU MLI** completed review of the 3rd grade mock state exam. This exam will be utilized at the end of the school year as a benchmark for the beginning of the school year. This would allow for a comparative analysis between scores on the actual exam administered in May 2020 and the benchmark to identify areas needing focus in small groups. This data will also be compared to what is identified in iReady 2020-21 EOY and 2021-22 BOY reports.
- Chess Wizards Session #5 commenced on Friday, April 30th with 29 out of 39 scholars in attendance.
- SSTEAM Fair will take place on June 4th from 9AM-11AM for grades K-4 who will create or enhance an item. The scholars will provide a detailed drawing, physical rendering or possibly computer sketches.
- 5th Grade IB Exhibition will take place on May 28th from 9AM-11AM with the theme of School of the Future based on issues in the world that a school should address. Renderings consist of detailed drawings, physical creation or possible computer sketches. The scholars have to identify how their school would address issues in the world.
- Our CAACS Arts Team is presenting "Hard Knock Life, a play on Wednesday, June 23, 2021, from 9AM-11AM.

PRINCIPAL'S HOMEWORK

- How are you planning to accelerate student learning in SY 21-22?

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at via Zoom on June 2, 2021.

IN ATTENDANCE:

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

VOTE

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

DATA DASHBOARD

Year to Date Attendance Rate – 93.17%

School Wide Attendance Rates:

- Week Ending 5/21 – 94.46%
- Week Ending 5/28– 95.60 %

Current Student Count – 244

SPED Student Count – 34

In Person Attendance Data as of 6/2/2021

Grade 3 – 5 Cohort – 91.10%

Grade K -2 Cohort – 91.54%

EOY OVERVIEW

The impact of COVID-19 on enrollment in New York has been widely reported. Schools across the country are facing unprecedented challenges and opportunities as we prepare for the upcoming school year. CAACS will launch a lean, equity-centered strategic plan to meet the moment, developing concrete ideas for maximizing federal funding, accelerating learning, and addressing our challenges. The theme of “EQUITY” seems to be the current focus. The Board of Regents recently shared its policy statement on Diversity, Equity and Inclusion In New York State Schools. Additionally, we received recently updated “Interim Guidance for In-Person Instruction at Pre-K to Grade 12 Schools”. The guidance includes important updates on ventilation, air filtration, physical barriers, and more.

COVID-19 DOHMH Update

The updated guidance reflects recommendations from the CDC regarding physical distancing and face covering requirements in schools. All charter schools are required to follow the NYS

guidance. NYS guidance allows schools to reduce physical distancing requirements to a minimum of 3 feet between students during academic instruction, if certain criteria are made. If our school plans to do so, the following requirements must be met before any change to physical distancing can be made:

- Engage our school community to get feedback from parents, community members, teachers, and staff about the proposed changes
- Develop a modified reopening plan using the feedback received
- Post the new plan online on our website; and
- Submit our modified reopening plan to the NYC Department of Health and Mental Hygiene at this site and to the State Education Department.

THE USE OF AMERICAN RESCUE PLAN (ARP) FUNDING STREAMS

Federal COVID-19 relief dollars and state aid increases have made record-level funding available for the 2021-2022 and 2022-2023 school years. On top of the 2020-2021 federal COVID-19 funds already received, the American Rescue Plan (ARP) and CRRSA allocations have been released. These funds will be used to further help offset learning loss due to COVID-19. NYSED has received our school's ARP-ESSER Application: Part 1 assurances for our school's 90% base ARP-ESSER allocation and has determined that the **application materials submitted are substantially approvable**. With the assistance of the Pasek Firm, we hope to receive our funding sooner due to closing our other COVID-19 grants that are now fully expended. In order to stay compliant, we will seek to keep accurate grant records, accounting for federal funds separately from general operating funds. We are planning to use COVID funding to make a multi-year positive impact. Project initiatives will include grant-eligible facility projects, learning loss FTEs, and after school programming, and testing and assessment tools, to name a few. Grant schedules will contain important submission due dates, periodic compliance reminders, collection dates, and school leadership meetings to monitor grant progress.

CURRICULUM & INSTRUCTION

- Q3 Student-Led Conferences were completed without any major challenges. There were a few connectivity issues.
- 5th Grade IB Exhibition was presented on Friday, May 28th in a Google Classroom with Grades 3 & 4 in attendance.
- OSU MLI 2nd grade observations were completed. Grade level professional learning is scheduled for June 3rd.
- i-Ready End of Year Diagnostics are scheduled as follows:
 - 4th Grade Math: 6/1-2
 - K-3 & 5 Grade Math: 6/7-8
 - K-5 Grade ELA: 6/15
- K-4 SSTEAM Fair is scheduled for Friday, June 4, 2021, in the Virtual STEAM Maker Fair Google Classroom.

ALUMNI VIDEO – CAACS CLASS OF 2015 – LEADERSHIP DAY GUEST SPEAKER

- Currently a student at Bard High School in Queens

- Completed 12 college credits

“I am juggling life, looking and applying for internships, and searching for colleges to apply for in the fall. I am involved in:

- Task Force on the Equity Code of Conduct Committee. We work to create a safe, equitable space for everyone at school.
- On the Advisory Board & a Social Media Coordinator. We work to create a safe space for girls at school.
- On two science-based clubs that help the career search in medicine.
- “I have a strong interest in medicine!”



Mission Statement – “Where Leaders Grow Up.”

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 (**The Leader In Me**) who will profoundly impact the human condition (**International Baccalaureate Programme**).

SCHOOL ORGANIZATION CHART

BOARD OF TRUSTEES

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

FOUNDING PRINCIPAL

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

LEADERSHIP AND ADMINISTRATION - (Reports directly to the Principal)

Director of Business, Accountability Compliance and Technology

Oversight of all NYS, NYCDOE, TITLE I, Board of Trustees, staff compliance, Human Resources and accountability areas.

Director of Operations

Oversight of non-academic areas of management including transportation, medical, food services, enrollment, special events and school safety

Director of Curriculum and Instruction

Oversight of instruction, data management, student assessments and supervision of instructional staff

Director of Visual and Performing Arts

Oversight of the Blueprint for the Arts, external partnerships and arts-infused instruction

Director of Student Support and Development

Oversight of Student Support Services (SPED, Guidance Services, AIS, Rn.)

Technology Manager – Reports to the Director of Business, Accountability and Compliance

Responsible for instructional technologies and assessment compliance

Facilities Manager – Reports to the Director of BACT

Responsible for management of the internal and external facility maintenance

School Safety Manager – Reports to the Director of Operations

Responsible for safety and security and the supervision and training of the safety officers.

Instructional Specialists (Math, ELA) – Reports to the Director of Curriculum and Instruction

Responsible for instructional coaching and talent development of new, emerging and master teachers

Dean of Students, Guidance Counselor – Reports to the Director of Student Support and Development

Responsible for the social emotional growth, development and character of our scholars.

Family Specialist – Reports to the Director of Operations

Responsible for family engagement and parent association support.

Data and Analytics Specialist – Reports to the Director of Business, Accountability and Compliance

Responsible for the coordination, organization, management and analysis of school-wide data

Teachers and Teaching Assistants – Report to the Director of Curriculum and Instruction

Charged with delivery of standards based curriculum and instruction and classroom management

School Nurse – provided by the NYC Department of Health

CAACS PARENTS ASSOCIATION

President

Vice President

Treasurer

Secretary

University Representatives

CULTURAL ARTS ACADEMY CHARTER SCHOOL

An IB World and Lighthouse School

Official Chapter of the National Elementary Honor Society



"Where Leaders Grow Up."

2021-2022 SCHOOL CALENDAR

*Created 5/5/21

MISSION STATEMENT

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

IMPORTANT NOTES

- Every Friday is **Professional Learning Day** for CAACS Staff.
- **All Scholars** will participate in a full-day of **CAACS Online Learning**.

August 2-August 6, 2021	School Leadership (Directors) – Pre-Opening Virtual Webinars (WFH)
Beginning August 9-August 13, 2021	Non-Instructional Staff Pre-Opening Virtual Webinars (WFH) w/ School Leadership
August 16-August 20, 2021	Directors, Facilities and Security Report In-Person to the Building
August 23-September 3, 2021	Instructional Staff and Student Support Pre-Opening Virtual Webinars (WFH) w/ School Leadership
September 6, 2021	SCHOOL CLOSED - LABOR DAY
September 7-September 10, 2021 BLENDED SCHEDULE	K-2 Scholars – In-Person - Tues-Wed CAACS Online – Thursday-Friday ***** Grades 3-5 Scholars CAACS Online – Tues-Wed

	In-Person – Thurs-Fri
September 13, 2021 FIRST DAY OF SCHOOL	CAACS IN-PERSON LEARNING All Scholars 7:30am-3:30pm – (Mon-Thurs)
September 16, 2021	SCHOOL CLOSED – YOM KIPPUR
September 21, 2021	Curriculum Night Virtual Presentation
October 11, 2021	SCHOOL CLOSED – COLUMBUS DAY
October 28, 2021	Virtual Student-Led Parent Conferences 8am – 4pm (CAACS-Online Independent Learning - All scholars will work on PBAT inquiry-based assignments)
November 2, 2021	ELECTION DAY Professional Learning VIRTUAL WEBINAR (WFH) – Staff (CAACS-Online Independent Learning) - All scholars will work on IB-PBAT inquiry-based assignments)
November 11, 2021	SCHOOL CLOSED – VETERANS DAY
November 24 – November 26, 2021	SCHOOL CLOSED – THANKSGIVING
December 24, 2021 – December 31, 2021	SCHOOL CLOSED – HOLIDAY BREAK
Monday, January 3, 2022	First Day Back - Staff and Scholars Return
January 17, 2022	SCHOOL CLOSED – DR. MLK DAY
February 1, 2022	SCHOOL CLOSED – LUNAR NEW YEAR
February 10, 2022	Virtual Student-Led Parent Conferences 8am – 4pm (CAACS-Online-Independent Learning All scholars will work on IB-PBAT inquiry-based assignments)

February 21 - February 25, 2022	SCHOOL CLOSED – WINTER BREAK
March 29 – March 31, 2022	ELA STATE EXAM (Grades 3-5)
April 15-April 22, 2022	SCHOOL CLOSED – SPRING BREAK
April 26-April 28, 2022	MATH STATE EXAM (Grades 3-5)
May 2, 2022	SCHOOL CLOSED – EID AL-FITR
May 26, 2022	Virtual Student-Led Parent Conferences 8am – 4pm <u>(CAACS-Online Independent Learning</u> - All scholars will work on IB-PBAT inquiry-based assignments)
May 30, 2022	SCHOOL CLOSED – MEMORIAL DAY
June 24, 2022	GRADE 5 (In-Person) GRADUATION
June 27, 2022 LAST DAY OF SCHOOL	EOY VIRTUAL SCHOOL WEBINAR - School Leadership (Directors) CAACS ONLINE VIRTUAL BRIDGING PRESENTATION <i>(All Grades)</i>
IMPORTANT NOTES: 1. DATES AND INFORMATION ARE SUBJECT TO CHANGE. 2. EVERY FRIDAY IS A FULL DAY OF CAACS ONLINE INSTRUCTION (EXCEPT FOR SCHOOL CLOSURE).	

BRISCOE PROTECTIVE LLC
"WE ARE THE ALARM PROFESSIONALS"
NEW YORK, NEW YORK 10011
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NYS LICENSE #12000339947

Christian Cultural Center Inc
1400 Linden Blvd
Brooklyn, NY 11201

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

NAME: Christian Cultural Center Inc

CUSTOMER #: 2504

LOCATION: 1400 Linden Blvd

THIS IS TO CERTIFY THAT ON 05.05.2021, THE ELECTRONIC
INTERCONNECTED FIRE ALARM AND SMOKE DETECTION SYSTEM AT THE
ABOVE LOCATION HAS BEEN INSPECTED. ALL DEVICES HAVE BEEN TESTED
AND FOUND TO BE IN NORMAL OPERATING CONDITION.

Inspection Report contains
Exceptions if initialed below

INSPECTION REPORT VERIFIED BY:

Thomas W. Manning

AUTHORIZED SIGNATURE
(Not valid unless signed)

Inspection Report contains
Recommendations if initialed
Below

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

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

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





Certificate of Occupancy

CO Number: 321172468F

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

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

Borough Commissioner

Commissioner

Certificate of Occupancy

CO Number: 321172468F

Permissible Use and Occupancy						
All Building Code occupancy group designations below are 2008 designations.						
Floor From To	Maximum persons permitted	Live load lbs per sq. ft.	Building Code occupancy group	Dwelling or Rooming Units	Zoning use group	Description of use
CEL	248	OG	A-3 E		4, 3	CLASS ROOMS, ACCESSORY OFFICES, ORDINARY USE, AND STORAGE
OS P			A-3		4, 3	ACCESSORY PARKING FOR USE OF CHURCH, 15 PARKING SPACES
001 001 258	100		A-3		3, 3	CHURCH/HALL
001 001 742	100		A-3		3	ACCESSORY CLASSROOMS
END OF SECTION						



Borough Commissioner



Commissioner

END OF DOCUMENT

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