



Entry 1 School Information

Last updated: 07/26/2017

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your authorizer are visible on your task page. While completing this task, please ensure that you select the correct authorizer (**as of June 30, 2017**) or you may not be assigned the correct tasks.

a. SCHOOL NAME AND BEDS# CULTURAL ARTS ACADEMY CS AT SPRING CREEK (NYC CHANCELLOR)
(Select name from the drop down menu)

b. CHARTER AUTHORIZER NYCDOE-Authorized Charter School
(For technical reasons, please re-select authorizer name from the drop down menu).

c. DISTRICT / CSD OF LOCATION NYC CSD 18

d1. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	1400 Linden Boulevard Brooklyn, New York 11212	718-683-3300	718-272-1330	caacs@caa-ny.org

d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Dr. Laurie B. Midgette
Title	Founding Principal
Emergency Phone Number (###-###-####)	718-683-3301

e. SCHOOL WEB ADDRESS (URL) culturalartsacademy.org

f. DATE OF INITIAL CHARTER 08/2001

g. DATE FIRST OPENED FOR INSTRUCTION 08/2030

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

MISSION STATEMENT

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.

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

KEY DESIGN ELEMENTS (Brief description of Key design elements 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. The design elements may include a specific content area focus; unique student populations to be served; specific educational programs or pedagogical approaches; unique calendar, schedule, or configurations of students and staff; and/or innovative organizational structures and systems.

Variable 1

THE LEADER IN ME LIGHTHOUSE SCHOOL GLOBAL DESIGNATION - CAACS is the first charter school in New York State to receive this global designation as a leadership model. This recognition comes because the school has achieved outstanding results in school and student outcomes. FranklinCovey, a worldwide consulting and training leader, awards The Leader in Me Lighthouse School designation to schools with a proven, well-rounded leadership model that incorporates leadership and life skills that are critical to success in school and careers. To earn Lighthouse School status, schools must meet nine standards that include a school Lighthouse team to oversee the implementation of the model, a school environment that reinforces the leadership model, integration of leadership language into daily curriculum and instruction, collaboration of staff to build leadership in classrooms throughout the school, meaningful leadership roles for students, parental involvement supporting the leadership model, hosting school events to share the leadership model with other schools and the community, goal tracking at the student, classroom, and school-wide level, and measurable improvements.

Variable 2

INTERNATIONAL BACCALAUREATE CANDIDATE SCHOOL - CAACS received authorization as an IB Candidate School for the Primary Years Program (PYP) to pursue World School status. IB World Schools share a common philosophy—a commitment to improve the teaching and learning of a diverse and inclusive community of students by delivering challenging, high quality programs of international education that share a powerful vision.

Variable 3	COLLEGIATE MODEL - CAACS has a collegiate design model in which each class, beginning in kindergarten, is named after nationally renowned college or university. The teachers are referred to as “Professors”, all administrative staff are called “Deans” and each class is adorned with their university paraphernalia.
Variable 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. Professional development seminars and workshops provide teachers with the pedagogical skills to design and implement art-infused curricula that are driven by NYS learning standards. Classroom observations, on-going professional development and access to cultural resources build our quality instruction. Students and teachers interact with arts institutions and organizations that exhibit and perform the arts, offer advanced study or provide internships or employment in arts-related businesses. CAACS uses the NYC’s Blueprint for Teaching and Learning in the Arts: Pre-K-12 which outlines what students should know and be able to do in the arts at key grades and levels in their growth and development.
Variable 5	TECHNOLOGY - Designed on the National Educational Technology Standards for Students (NETS*S) and the work of the Partnership for 21st Century Skills, the CAACS curriculum is embedded in the K-8 technology literacy standards. Students engage in real world applications where they learn new technology skills as they work through meaningful mathematics, science, language arts, and social studies activities. Instructional delivery includes the power of touch, motion, and sound. Assignments can be sketched, scored, charted, coded, or performed. Learning activities include an assessment rubric tied to the technology literacy standards.
Variable 6	(No response)
Variable 7	(No response)
Variable 8	(No response)
Variable 9	(No response)
Variable 10	(No response)

i. TOTAL ENROLLMENT ON JUNE 30, 2017 280

j. GRADES SERVED IN SCHOOL YEAR 2016-17

Check all that apply

Grades Served K, 1, 2, 3, 4, 5

k1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION? No

11. FACILITIES

Does the school maintain or operate multiple sites?

No, just one site.

12. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	1400 Linden Boulevard Brooklyn, New York 11212	718-683-3300	CSD 18	K-5	Yes	Rent/Lease
Site 2						
Site 3						

I2a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Dr. Laurie B. Midgette	718-683-3301	646-895-0770	lmidgette@caa-ny.org
Operational Leader	Gray N. Stewart	718-683-3322	646-943-0956	gstewart@caa-ny.org
Compliance Contact	Gray N. Stewart	718-683-3322	646-943-0956	gstewart@caa-ny.org
Complaint Contact	Shirley A. Glasgow	718-257-2911	917-613-7405	sglasgow@caa-ny.org

m1. Is the school or are the school sites co-located? No

n1. Were there any revisions to the school's charter during the 2016-17 school year? (Please include approved or pending material and non-material charter revisions). Yes

n2. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
		This letter is to acknowledge and accept the non-material charter revision request made by CAACS to update its lottery preferences to include children of staff members and alumni graduates. OSDCP of the New York City Department of Education on		

1	Change in admissions/enrollment policy	<p>behalf of the Chancellor finds that this revision: (1) will meet the requirements set out in Article 56 of the Education Law, and all other applicable laws, rules, and regulations; (2) will permit the charter schools to operate in an educationally and fiscally-sound manner; and (3) is likely to improve student learning and achievement and materially further the purposes set out in subdivision two of section twenty-eight hundred fifty of Article 56 of the Education Law. Your organization has provided strong rationale for this change, and we are confident that your school can operate successfully within the modified structure. OSDCP, on behalf of the Chancellor of the New York City School district approves your request.</p>	September 26, 2016	January 5, 2017
---	--	--	--------------------	-----------------

2
3
4
5

o. Name and Position of Individual(s) Who Completed the 2016-17 Annual Report. Dr. Laurie B. Midgette, Principal

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

Yes

Signature, Head of Charter School

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

Signature, President of the Board of Trustees

.

Date

2017/07/26

Thank you.



Entry 2 NYS School Report Card Link

Last updated: 07/26/2017

1. NEW YORK STATE REPORT CARD

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

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

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



Entry 3 Progress Toward Goals

Created: 07/31/2017 • Last updated: 10/31/2017

PROGRESS TOWARD CHARTER GOALS

The following tables reflect formatting in the online portal required for Board of Regents-authorized charter schools and NYCDOE-authorized charter schools only. Schools should list Progress Toward Charter Goals by August 1, 2017. If the goals are based on student performance data that the school will not have access to before August 1, 2017 (e.g., the NYS Assessment results), please state this in the last column. The information can be updated when available. Please complete and submit no later than November 1, 2017.

1. ACADEMIC STUDENT PERFORMANCE GOALS

2016-17 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 1	For each year of the school's next charter term, the school will show academic performance with a percent of students proficient at or above Level 3 that meets or exceeds the percent proficient of the Community School District (CSD) of location and also meets or exceeds the citywide percent proficient on the New York State ELA Examination	NYS ELA Assessment	Met	
				To ensure scholars' growth in Mathematics, CAACS is committed to meeting the needs of each individual learner in our school

community. We will thereby approach our educational services and pursuits this school year from 2 perspectives: intervention and enrichment. Redesign of the Math Double Block Periods: Professors will facilitate the rotation of Guided Math Centers addressing current and recently taught skills where the professor will meet with each group as per the schedule. A shared, online tracker has been already designed so that everyone who works with a given child will have up-to-date data to utilize in planning & instruction. Times Tables Mastery: grade level goals were established for each grade from Kindergarten through Grade 5. A tracker has also been designed for the professors to easily track each scholar's progress. (Benefit: rather than rote recital which is typical, scholars will be able to confidently express what the times tables mean even before entering Grade 3 when the meaning of multiplication & Times Tables are officially introduced.) Class Standards Tracking: during

Academic Goal
2

For each year of the school's next charter term, the school will show academic performance with a percent of students proficient at or above Level 3 that meets or exceeds the percent proficient of the Community School District (CSD) of location and also meets or exceeds the citywide percent proficient on the New York State math examination.

NYS Mathematics
Assessment

Not Met

every lesson, professors will document students' errors/misconceptions for the standards that are being taught. (Benefit: data will inform immediate intervention and enrichment as well as instruction for future lessons.) Scholar Conference rotations will be scheduled on a monthly basis, and will be included in Lesson Plans. During the scholar conference, the professor will discuss assessments, what the scholar knows/has mastered, what the scholar has not mastered & how the scholar can work toward mastery. Every scholar will have at least one documented conference per month. (Benefit: scholars will employ their meta-cognitive capabilities & be able to confidently engage in the quarterly "scholar led" parent-teacher conference.) The year over year comparisons as it relates to the 3rd grade (2016 - 2017), in particular shows that CAACS incurred a slight increase over the CSD, and Citywide. In the same comparison for 4th and 5th grades we noticed a significant reduction. Coaching with the Mathematics

Instructional Specialist: The Mathematics Specialist will engage in a cycle of professional development activities, common planning by grade level, push-ins, observations and lesson modeling/co-teaching with professors; the Mathematics Specialist will also provide data-driven Academic Intervention Services for scholars who have been identified as at risk in mathematics. (Benefit: rigor & increase in the dichotomy that is the teaching-learning process.)

Academic Goal
3

The year over year comparisons as it relates to the 3rd grade (2016 – 2017), in particular shows that CAACS incurred a slight increase over the CSD, and Citywide. In the same comparison for 4th and 5th grades we noticed a significant reduction.

Academic Goal
4

Academic Goal
5

Academic

ic Goal
6

Academ
ic Goal
7

Academ
ic Goal
8

2. Do have more academic goals to add? No

3. Do have more academic goals to add? No

4. ORGANIZATIONAL GOALS

2016-17 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Org Goal 1	Board membership is consistent within the minimum of five members and maximum of 11 members established in the Board's By-laws.		Met	
Org Goal 2	The Board's President, Vice President, and Treasurer, specified positions in the bylaws are currently filled with no vacancies.		Met	
Org Goal 3	The Board has consistently achieved quorum, as recorded in meeting minutes.		Met	

Org Goal 4	The Principal updates the Board on academic progress and school operations. The Chief Financial Officer prepares the financial report and the Board Treasurer provides updates to the Board on financial standing at the school, as recorded in meeting minutes.	Met
Org Goal 5	There are clear lines of accountability between the Board and school leadership as evidenced by the school's organizational structure.	Met

5. Do you have more organizational goals to add? Yes

2016-17 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Org Goal 6	The school has developed a stable school culture.	NYCDOE ACR-Renewal Visit Report	Met	
Org Goal 7	The school has an annual average student attendance rate of at least 95% over each of the last three years.	NYCDOE ACR-Renewal Visit Report	Met	
Org Goal 8	Staff turnover has been consistent over the charter	NYCDOE ACR-Renewal Visit	Met	

	term.	Report	
Org Goal 9	The school has not had significant challenges with retaining students.	NYCDOE ACR-Renewal Visit Report	Met
Org Goal 10	The response rates for Cultural Arts Academy Charter School at Spring Creek parents and teachers have been above NYC averages in all years of the retrospective charter term.	NYCDOE ACR-Renewal Visit Report	Met
Org Goal 11	All current Board members have submitted conflict of interest and financial disclosure forms. The documents submitted do not demonstrate conflicts of interest.	NYCDOE ACR-Renewal Visit Report	Met
Org Goal 12	The Board did consistently submit the Annual Report to the NYSED by the deadline of August 1 (or by the NYSED granted extension date) for each year of the current charter term.	NYCDOE ACR-Renewal Visit Report	Met
Org Goal 13			
Org Goal 14			
Org Goal 15			

6. FINANCIAL GOALS

2016-17 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Financial Goal 1	The school no material weakness noted in the FY15 and FY16 independent financial audits.	Annual Independent Audit/MBAF Certified Public Accountants	Met	
Financial Goal 2	The school generated overall positive cash flow for 2016-2017.	Annual Independent Audit/MBAF Certified Public Accountants	Met	
Financial Goal 3	The school has posted to its website its annual audit for each year of the charter term, as required in charter law.	NYCDOE ACR-Renewal Visit Report	Met	
Financial Goal 4				
Financial Goal 5				



Entry 4 Expenditures per Child

Created: 07/26/2017 • Last updated: 08/01/2017

Financial Information

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

1. Total Expenditures Per Child

To calculate **'Total Expenditures per Child'** take total expenditures (from the unaudited 2016-17 Schedule of Functional Expenses) and divide by the year end FTE student enrollment. (Integers Only. No dollar signs or commas).

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

Line 1: Total Expenditures	4472390
Line 2: Year End FTE student enrollment	280
Line 3: Divide Line 1 by Line 2	15973

2. Administrative Expenditures per Child

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

1. Take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2016-17 Schedule of Functional Expenses)
2. Any contracted administrative/management fee paid to other organizations or corporations
3. Take the total from above and divide it by the year-end FTE enrollment. The relevant portion that must be included in this calculation is defined as follows:

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

Notes:

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

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

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

Line 1: Relevant Personnel Services Cost (Row)	1577815
Line 2: Management and General Cost (Column)	1117462
Line 3: Sum of Line 1 and Line 2	2695277
Line 5: Divide Line 3 by the Year End FTE student enrollment	9626

Thank you.



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

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, 2017, 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 26, 2017.

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") to determine the 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 determination of financial statement amounts. 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 an instance of noncompliance that is required to be reported under *Government Auditing Standards* and is described in the accompanying schedule of findings and responses as finding 2017-01.

We noted certain other matters that we reported to management of the School in a separate letter dated October 26, 2017.

Cultural Arts Academy Charter School at Spring Creek's Response to Finding

The School's response to finding 2017-01 identified in our audit is described in the accompanying corrective action plan. The School's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

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.

MBAF CPAs, LLC

New York, NY
October 26, 2017

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

SCHEDULE OF FINDINGS AND RESPONSES
JUNE 30, 2017

SECTION I – SUMMARY OF AUDITOR’S RESULTS

Financial Statements

Type of auditor's report issued:

Unqualified

Internal control over financial reporting:

Material weakness (es) identified?

yes _____

no ✓

Significant deficiency (ies) identified that are not
considered to be material weaknesses?

yes _____

no ✓

Noncompliance material to financial statements noted?

yes ✓

no _____

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

SCHEDULE OF FINDINGS AND RESPONSES JUNE 30, 2017

Section II - Financial Statement Findings

Finding: 2017-01

Criteria: The New York State Education Department ("NYSED") requires the School to maintain proof of fingerprinting clearance for all employees who are in contact with the children.

Condition and Context: In our 2016 audit, we determined that the School did not meet the requirement of fingerprinting clearance for 1 of the 25 employees files tested. This condition was identified during fiscal 2017.

Cause: The School had inadequate management oversight of NYSED requirements.

Effect: The School could be in a position where they could lose funding from NYSED for not being in compliance with the Charter School Audit Guide, which requires all employee files to maintain proof of fingerprinting clearance.

Recommendations: We recommend that the School be in compliance with the NYSED fingerprinting requirements.

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

**SUMMARY SCHEDULE OF PRIOR YEAR FINDINGS AND RESPONSES
JUNE 30, 2016**

Section II - Financial Statement Findings

Finding: 2016-01

Criteria: The New York State Education Department ("NYSED") requires the School to maintain proof of fingerprinting clearance for all employees who are in contact with the children.

Condition and Context: The School did not meet the requirement of finger printing clearance for 1 of the 25 employees files tested.

Cause: The School had inadequate management oversight of NYSED requirements.

Effect: The School could be in a position where they could lose funding from NYSED for not being in compliance with the Charter School Audit Guide, which requires that all employee files maintain proof of fingerprinting clearance.

Recommendations: We recommend that the School be in compliance with the NYSED fingerprinting requirements.

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

**CORRECTIVE ACTION PLAN
JUNE 30, 2017**

Views of responsible officials and corrective action:

Finding: 2017-01

We agree with the finding; In addition to the procedure changes we implemented as a result of this matter being reported in the 2016 audit, we terminated the employee who did not have the appropriate finger print clearance on October 26, 2016.



MBAF CPAs, LLC
440 Park Avenue South, 3rd Floor
New York, NY 10016

This representation letter is provided in connection with your audit of the financial statements of Cultural Arts Academy Charter School (the "School"), which comprise the statements of financial position as of June 30, 2017, 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 are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States (U.S. GAAP).

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 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. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief as of the date of this letter as signed below, the following representations made to you during your audit.

Financial Statements

- We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated April 25, 2017, including our responsibility for the preparation and fair presentation of the financial statements.
- The financial statements referred to above are fairly presented in conformity with U.S. GAAP.
- We acknowledge our responsibility 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.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- With regard to nonaudit services performed by you, we acknowledge our responsibility to:
 - Assume all management responsibilities;
 - Oversee the services by designating an individual 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.
- Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.
- Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.
- All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.
- The School has no plans or intentions that may materially affect the carrying value or classifications of assets, liabilities, or net asset balances.
- The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.

Financial Statements (Continued)

- Material concentrations have been appropriately disclosed in accordance with U.S. GAAP.
- Guarantees, whether written or oral, under which the School is contingently liable, have been properly recorded or disclosed in accordance with U.S. GAAP.
- We have included in the financial statements all assets and liabilities under the School's control.

Information Provided

- We have provided you with:
 - Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.
 - Additional information that you have requested from us for the purpose of the audit.
 - Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
- All material transactions have been recorded in the accounting records and are reflected in the financial statements.
- 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.
- We have no knowledge of any fraud or suspected fraud that affects the School and involves:
 - Management,
 - Employees who have significant roles in internal control, or
 - Others where the fraud could have a material effect on the financial statements.
- We have no knowledge of any allegations of fraud or suspected fraud affecting the School's financial statements communicated by employees, former employees, grantors, regulators, or others.
- We have no knowledge of any instances of noncompliance or suspected noncompliance with laws and regulations whose effects should be considered when preparing financial statements.
- Contributed services are only recorded as contributions in kind, at their fair value, provided they meet the criteria for recognition. Donated services received are estimated at \$- for the year ended June 30, 2017.
- We have disclosed to you all known actual or possible litigation, claims, and assessment whose effects should be considered when preparing the financial statements.
- During the year ended June 30, 2017, the NYCDOE owed the School Title I, Title II, and Special Charter School Aide - Senate grant funds totaling \$213,089.
- We have approved the allocation of functional expense between program service performances, management and general and fundraising expenses. This allocation has been properly disclosed in the financial statements.
- We are aware and are in compliance with the Federal Funding Accountability and Transparency Act reporting requirements and reporting timeline for awards that fall within the tiered reporting requirements.
- We have disclosed to you the identity of the School's related parties and all the related party relationships and transactions of which we are aware.
- The 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.
- We are responsible for compliance with the 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.

Information Provided (Continued)

- Cultural Arts Academy Charter School is an exempt organization under Section 501 (c) (3) of the Internal Revenue Code. Any activities of which we are aware that would jeopardize the School's tax-exempt status, and 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.
- The New York State Education Department requires the School to maintain proof of fingerprinting clearance for all employees who are in contact with the children. We did not meet the requirement of fingerprinting clearance for 1 employee. On October 26, 2016, we have terminated this employee without the fingerprint clearance.
- We have identified for you all previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- We acknowledge our responsibility for presenting the financial statements in accordance with U.S. GAAP, and we believe the financial statements, including its form and content, is fairly presented in accordance with U.S. GAAP. The methods of measurement and presentation of the financial statements have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.
- We have approved all standard, adjusting or correcting journal entries to our financial statements proposed to you.
- We have approved a draft of the financial statements.
- We acknowledge the communication to the board of trustees which includes your recommendations.
- We are aware that Marc Taub is the engagement partner and is responsible for supervising the engagement and signing the report.

Very truly yours,
Cultural Arts Academy Charter School

Henry Clouden

Henry J. Clouden, III
Treasurer

Laurie B. Midgette

Dr. Laurie B. Midgette
Principal

10/26/17

Date

10/24/17

Date

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

FINANCIAL STATEMENTS

JUNE 30, 2017

(WITH SUMMARIZED COMPARATIVE INFORMATION FOR JUNE 30, 2016)

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

TABLE OF CONTENTS

INDEPENDENT AUDITOR'S REPORT	1-2
FINANCIAL STATEMENTS:	
Statement of Financial Position	3
Statement of Activities	4
Statement of Functional Expenses	5
Statement of Cash Flows	6
Notes to Financial Statements	7-12
FEDERAL REPORT ON COMPLIANCE AND INTERNAL CONTROL:	
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	13-14
Schedule of Findings and Responses	15-16
Summary Schedule of Prior Year Findings and Responses	17
Corrective Action Plan	18



INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees
Cultural Arts Academy Charter School At Spring Creek

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, 2017, 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, 2017, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited Cultural Arts Academy Charter School At Spring Creek's 2016 financial statements and we expressed an unmodified audit opinion on those audited financial statements in our report dated October 28, 2016. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2016 is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 26, 2017, 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 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 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.

MBAF CPAs, LLC

New York, NY
October 26, 2017

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

STATEMENT OF FINANCIAL POSITION

June 30, 2017

(WITH SUMMARIZED COMPARATIVE INFORMATION FOR JUNE 30, 2016)

ASSETS	2017	2016
Cash	\$ 171,039	\$ 78,464
Cash - restricted	75,161	75,131
Grants receivable	213,089	53,502
Property and equipment, net	23,540	50,737
Prepaid expenses and other assets	44,780	20,000
	<u>\$ 527,609</u>	<u>\$ 277,834</u>
LIABILITIES AND NET ASSETS (DEFICIT)		
LIABILITIES		
Accounts payable and accrued expenses	\$ 98,266	\$ 100,523
Accrued salaries and other payroll related expenses	223,210	316,697
Deferred rent	13,238	13,108
Due to NYC Department of Education	43,870	-
	<u>378,584</u>	<u>430,328</u>
NET ASSETS (DEFICIT)		
Unrestricted	<u>149,025</u>	<u>(152,494)</u>
	<u>\$ 527,609</u>	<u>\$ 277,834</u>

The accompanying notes are an integral part of these financial statements.

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2017

(WITH SUMMARIZED COMPARATIVE INFORMATION FOR THE YEAR ENDED JUNE 30, 2016)

	2017	2016
OPERATING REVENUE		
State and local per pupil operating revenue	\$ 3,948,435	\$ 4,043,567
Government grants and contracts	267,519	205,009
	<u>4,215,954</u>	<u>4,248,576</u>
EXPENSES		
Program	3,679,753	4,075,219
Management and general	784,020	528,483
Fundraising	23,699	27,824
	<u>4,487,472</u>	<u>4,631,526</u>
DEFICIT FROM SCHOOL OPERATIONS	<u>(271,518)</u>	<u>(382,950)</u>
SUPPORT AND OTHER INCOME		
Contributions and other income	485,000	2,636
In-kind contributions	-	105,232
Interest income	82	246
Miscellaneous income	87,955	106,856
	<u>573,037</u>	<u>214,970</u>
CHANGE IN NET ASSETS (DEFICIT)	301,519	(167,980)
NET (DEFICIT) ASSETS - BEGINNING OF YEAR	<u>(152,494)</u>	<u>15,486</u>
NET ASSETS (DEFICIT) - END OF YEAR	<u>\$ 149,025</u>	<u>\$ (152,494)</u>

The accompanying notes are an integral part of these financial statements.

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

STATEMENT OF FUNCTIONAL EXPENSES

FOR THE YEAR ENDED JUNE 30, 2017

(WITH SUMMARIZED COMPARATIVE INFORMATION FOR THE YEAR ENDED JUNE 30, 2016)

	No. of Positions	Program Services			Supporting Services			2017	2016
		General Education	Special Education	Total Program	Management and General	Fundraising	Total		
Personnel services costs:									
Instructional personnel	44	\$ 1,097,934	\$ 131,967	\$ 1,229,901	\$ 251,557	\$ 9,692	\$ 261,249	\$ 1,491,150	\$ 1,490,549
Non-instructional personnel	27	886,599	106,565	993,164	203,136	7,827	210,963	1,204,127	1,284,132
Total salaries and wages	71	1,984,533	238,532	2,223,065	454,693	17,519	472,212	2,695,277	2,774,681
Payroll taxes and employee benefits		473,572	56,921	530,493	108,504	4,181	112,685	643,178	626,241
Professional development		27,695	3,329	31,024	6,345	244	6,589	37,613	66,424
Legal fees		-	-	-	3,508	-	3,508	3,508	450
Audit and accounting fees		-	-	-	115,457	-	115,457	115,457	81,965
Professional fees		64,376	7,738	72,114	-	-	-	72,114	72,082
Curriculum and classroom expenses		69,867	8,398	78,265	-	-	-	78,265	59,865
Supplies and materials		37,100	4,459	41,559	8,500	328	8,828	50,387	28,651
Food services		17,472	2,100	19,572	4,003	154	4,157	23,729	122,785
Student services		102,671	12,341	115,012	8,715	336	9,051	124,063	110,136
Postage, printing, and copying		708	85	793	162	6	168	961	2,591
Insurance		44,443	5,342	49,785	10,183	392	10,575	60,360	49,373
Information technology		651	78	729	149	6	155	884	3,527
Non-capitalized equipment and furnishings		6,141	738	6,879	1,407	54	1,461	8,340	7,131
Occupancy and facility costs		401,452	48,253	449,705	49,967	-	49,967	499,672	524,962
Telephone		22,049	2,650	24,699	5,052	195	5,247	29,946	34,017
Depreciation		20,025	2,407	22,432	4,588	177	4,765	27,197	34,004
Bad debt expense		-	-	-	-	-	-	-	17,567
Office expense		12,165	1,462	13,627	2,787	107	2,894	16,521	15,074
		\$ 3,284,920	\$ 394,833	\$ 3,679,753	\$ 794,020	\$ 23,699	\$ 807,719	\$ 4,487,472	\$ 4,631,526

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED JUNE 30, 2017

(WITH SUMMARIZED COMPARATIVE INFORMATION FOR THE YEAR ENDED JUNE 30, 2016)

	2017	2016
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash received from operating revenue and support	\$ 4,673,274	\$ 4,322,379
Cash paid to employees and suppliers	(4,580,699)	(4,422,103)
NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES	92,575	(99,724)
NET INCREASE (DECREASE) IN CASH	92,575	(99,724)
CASH - BEGINNING OF YEAR	78,464	178,188
CASH - END OF YEAR	\$ 171,039	\$ 78,464
Reconciliation of change in net assets (deficit) to net cash provided by (used in) operating activities:		
Change in net assets (deficit)	\$ 301,519	\$ (167,980)
Adjustments to reconcile change in net assets (deficit) to net cash provided by (used in) operating activities:		
Depreciation	27,197	34,004
Changes in operating assets and liabilities:		
Cash - restricted	(30)	(30)
Grants receivable	(159,587)	(35,935)
Prepaid expenses and other assets	(24,780)	11,985
Accounts payable and accrued expenses	(2,257)	28,321
Accrued salaries and other payroll related expenses	(93,487)	16,803
Deferred rent	130	13,108
Due to NYC Department of Education	43,870	-
NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES	\$ 92,575	\$ (99,724)

The accompanying notes are an integral part of these financial statements.

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2017

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. On April 4, 2017, the charter was extended until June 30, 2020. 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. The School's primary sources of income are per pupil and other government funding.

In fiscal years 2017 and 2016, the School operated classes for students in kindergarten through fifth grade.

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.

2. 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 three classes of net assets – permanently restricted, temporarily restricted, and unrestricted – be displayed in a statement of financial position and that the amounts of change in each of those classes of net assets be displayed in a statement of activities.

These classes are defined as follows:

Permanently Restricted – Net assets resulting from contributions and other inflows of assets whose use by the School is limited by donor-imposed stipulations that neither expire by passage of time nor can be fulfilled or otherwise removed by actions of the School.

Temporarily Restricted – Net assets resulting from contributions and other inflows of assets whose use by the School are limited by donor-imposed stipulations that either expire by passage of time or can be fulfilled and removed by actions of the School pursuant to those stipulations. When such stipulations end or are fulfilled, such temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities. However, if a restriction is fulfilled in the same period in which the contribution is received, the School reports the support as unrestricted.

Unrestricted – The part of net assets that is neither permanently nor temporarily restricted by donor-imposed stipulations.

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2017

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Cash

Cash - restricted is an escrow account of \$75,161 at June 30, 2017, which is held aside for contingency purposes as required by the Education Department of the State University of New York.

Grants Receivable

Grants receivable represent amounts due from federal and state grants. Grants receivable are expected to be collected within one year, are recorded at net realizable value, and amount to \$213,089 and \$53,502 at June 30, 2017 and 2016, respectively. The School has determined that no allowance for uncollectible accounts for grants receivable is necessary as of June 30, 2017 and 2016. Such estimate is based on management's assessments of the creditworthiness of its grantors, the aged basis of its receivables, as well as current economic conditions and historical information.

Revenue Recognition

Revenue from the state and local governments resulting from the School's charter status is based on the number of students enrolled and is recorded when services are performed in accordance with the charter agreement.

Revenue from federal, state and local government grants and contracts are recorded by the School when qualifying expenditures are incurred and billable. Funds received in advance for which qualifying expenditures have not been incurred would be reflected as refundable advances from state and local government grants in the accompanying statement of financial position.

Donated Goods and Services

The School receives contributed goods and services that are an integral part of its operations. Such goods and services are only recorded as contributions in-kind at their fair value, provided they meet the criteria for recognition. Donated goods are recognized if the goods provide a benefit to the School and would have otherwise been purchased. Donated goods consist of student meals and are estimated at \$105,232 for the year ended June 30, 2016, and are reflected as both income and expense in the accompanying financial statements. There were no donated goods and services for the year ended June 30, 2017.

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. The School has established a \$10,000 threshold above which assets are capitalized. Maintenance and repairs are charged to expense as incurred; major renewals and betterments are capitalized.

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, 2017 and 2016.

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2017

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Deferred Rent

In accordance with U.S. GAAP, rent expense is recognized on a straight-line basis over the life of the lease, including future escalations of rent, rather than in accordance with lease payments. Deferred rent represents the adjustment to future rents as a result of using the straight-line method.

Functional Allocation of Expenses

Expenses that can be directly identified with the program or supporting service to which they relate are charged accordingly. Other expenses by function have been allocated among program and supporting service classifications based upon benefits received.

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 26, 2017, which is the date the financial statements were available to be issued.

Comparative Financial Information

The June 30, 2017 financial statements include certain prior year summarized comparative information in total but not by net asset class. In addition, only certain notes to the financial statements for June 30, 2016 are presented. As a result, the June 30, 2016 comparative information does not include sufficient detail to constitute a presentation in conformity with U.S. GAAP. Accordingly, such June 30, 2016 information should be read in conjunction with the School's financial statements as of and for the year ended June 30, 2016, from which the summarized information was derived.

Income Taxes

The School follows the accounting standard for uncertainty in income taxes. The standard prescribes a minimum recognition threshold and measurement methodology that a tax position taken or expected to be taken in a tax return is required to meet before being recognized in the financial statements. It also provides guidance for derecognition, classification, interest and penalties, disclosure, and transition.

The School files an informational return in the federal jurisdiction. With few exceptions, the School is no longer subject to federal, state, or local income tax examinations for fiscal years before 2014.

The School believes that it has appropriate support for the positions taken on its tax returns. Nonetheless, the amounts ultimately paid, if any, upon resolution of the issues raised by the taxing authorities may differ materially from the amounts filed. Management believes that its nonprofit status would be sustained upon examination.

Should there be interest on underpayments of income tax, the School would classify it as "Interest Expense." The School would classify penalties in connection with underpayments of income tax as "Other Expense."

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2017

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Recent Accounting Pronouncements

In May 2014, the Financial Accounting Standards Board ("FASB") issued an accounting standards update which affects the revenue recognition of entities that enter into either (1) certain contracts to transfer goods or services to customers or (2) certain contracts for the transfer of nonfinancial assets. The update indicates an entity should recognize revenue in an amount that reflects the consideration the entity expects to be entitled to in exchange for the goods or services transferred by the entity. The update is to be applied to the beginning of the year of implementation or retrospectively and is effective for annual periods beginning after December 15, 2018 and in interim periods in annual periods beginning after December 15, 2019. Early application is permitted but no earlier than annual reporting periods beginning after December 31, 2016. The School is currently evaluating the effect the update will have on its financial statements.

In February 2016, the FASB issued an accounting standards update which amends existing lease guidance. The update requires lessees to recognize a right-of-use asset and related lease liability for many operating leases now currently off-balance sheet under current U.S. GAAP. Accounting by lessors remains largely unchanged from current U.S. GAAP. The update is effective using a modified retrospective approach for fiscal years beginning after December 15, 2019, and for interim periods within fiscal years beginning after December 15, 2020, with early application permitted. The School is currently evaluating the effect the update will have on its financial statements.

In August 2016, the FASB issued an accounting standards update which aims to improve information provided to creditors, donors, grantors, and others while also reducing complexity and costs. The update is the first phase of a project regarding not-for-profits which aims to improve and simplify net asset classification requirements and improve the information presented and disclosed in financial statements about liquidity, cash flows, and financial performance. The update is effective retrospectively for financial statements issued for fiscal years beginning after December 15, 2017, and interim periods within fiscal years beginning after December 15, 2018, with earlier application permitted. The School is currently evaluating the effect the update will have on its financial statements.

In November 2016, the FASB issued an accounting standards update which amends cash flow statement presentation of restricted cash. The update requires amounts generally described as restricted cash and restricted cash equivalents be included with cash and cash equivalents when reconciling the beginning-of-period and end-of-period total amounts shown on the statement of cash flows. The update is effective retrospectively for fiscal years beginning after December 15, 2018, and interim periods within fiscal years beginning after December 15, 2019, with early adoption permitted. The School is currently evaluating the effect the update will have on its financial statements.

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2017****3. PROPERTY AND EQUIPMENT**

Property and equipment consist of the following at June 30:

	<u>2017</u>	<u>2016</u>	<u>Estimated Useful Lives</u>
Furniture and fixtures	\$ 135,491	\$ 135,491	7 years
Computer hardware and software	<u>82,184</u>	<u>82,184</u>	5 years
	217,675	217,675	
Less: accumulated depreciation	<u>(194,135)</u>	<u>(166,938)</u>	
	<u>\$ 23,540</u>	<u>\$ 50,737</u>	

Depreciation expense for the years ended June 30, 2017 and 2016 was \$27,197 and \$34,004, respectively.

4. RELATED PARTY TRANSACTIONS

The School had a five year operating lease agreement with Christian Cultural Center ("CCC"), a not-for-profit organization, which commenced on July 1, 2010 and expires on June 30, 2018. The School pays rent in the amount of \$36,050 a month from July 1, 2015 through June 30, 2016, \$37,152 a month from July 1, 2016 through June 30, 2017, and \$38,245 a month from July 1, 2017 through June 30, 2018. The chief executive officer of CCC is a founding member and board member of the School.

During the year ended June 30, 2016, CCC provided food services to the School in the amount of \$105,232. CCC did not provide any food services in June 30, 2017. In addition, the CCC contributed \$485,000 in cash during the year ended June 30, 2017. CCC did not contribute any cash for the year ended June 30, 2016.

5. 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 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 contribution does not become vested until the participant's sixth year when it becomes fully vested. For the years ended June 30, 2017 and 2016, the School did not contribute to the Plan.

6. 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 entered 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.

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2017

7. 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 82% and 92% of its total revenue from per pupil funding from the New York City Department of Education during the years ended June 30, 2017 and 2016, respectively.

Two grantors accounted for approximately 100% and 99% of grants receivable at June 30, 2017 and 2016, respectively.

Two vendors accounted for approximately 64% of accounts payable at June 30, 2017. Three vendors accounted for approximately 74% of accounts payable at June 30, 2016.



Entry 5d Financial Services Contact Information

Created: 07/26/2017 • Last updated: 10/30/2017

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

1. School Based Fiscal Contact Information

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

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	MBAF - Jimmy Vora	ivora@mbafcpa.com	646-519-7133	7

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 Pkwy, Ste 140 Livingston, NJ 07039	ssabal@sabalcpas.com	973-422-1040	7

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

	Fiscal Year 2018 Budget	Fiscal Year 2017 Actual
Revenues		
Per Pupil - General Education	4,721,275	4,021,060
- Special Education	80,000	79,177
Grants and other income	365,750	573,028
Total Revenues	\$ 5,167,025	\$ 4,673,265
Expenses		
PERSONNEL SERVICES		
Management	819,788	694,573
Non-Instructional	499,126	422,889
Teachers	1,561,318	1,322,842
Teaching Assistants	300,939	254,973
Total personnel services	3,181,170	2,695,277
Fringe benefits		
Payroll taxes	254,500	198,206
Health/Dental insurance	525,900	444,973
Total fringe benefits	780,400	643,179
OTHER THAN PERSONNEL SERVICES		
Rent	445,000	443,615
Insurance	55,900	60,359
Maintenance/Repair	60,400	53,403
Office Equipment	10,000	8,005
Office Expenses	41,778	80,526
Cafeteria Expenses	27,600	23,729
Professional Costs	161,900	162,946
Contract Services & Professional Instruction	57,000	57,079
Pupil Supplies/Furniture	135,400	90,112
Student Activities & Field Trips	66,000	54,321
Meetings & Travel	25,000	24,870
Other Expenses	41,000	42,761
Depreciation	32,000	32,208
Total other than personnel service	1,158,978	1,133,934
Total Expenses	5,120,548	4,472,390
Revenues in excess of expenses	\$ 46,477	\$ 200,875

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

Trustee Name:

A. R. Bernard Sr.

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

Cultural Arts Academy of Spring Creek

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). NONE

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

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

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

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

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

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

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

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

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

Signature [Signature] Date 7/26/17

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

Business Telephone: 718-306-1060

Business Address: 12020 Flatlands Ave Bklyn NY 11207

E-mail Address: _____

Home Telephone: _____

Home Address: _____

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

Trustee Name:

Cheryl A Pemberton Graves

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

The Cultural Arts Academy Charter School @ Spring Creek

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

Vice President

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

Yes ☒ No

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

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

Yes ☒ No

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

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

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

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

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

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

Signature Cheryl A Pemberton-Davis Date 7-26-17

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

Business Telephone: 646-874-8544

Business Address: 250 West 64th St NY 10023

E-mail Address: C.Pemberton@CAA-NY.org

Home Telephone: C

Home Address: 646-874-8544

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

Trustee Name:

HENRY CLOUDEN

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

CULTURAL ARTS ACADEMY

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

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

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

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

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

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

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

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

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

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

Signature [Signature] Date 7/28/17

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

Business Telephone: _____

Business Address: _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____

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

Trustee Name:

Shirley ANN GLASGOW

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

CULTURAL ARTS ACADEMY CHARTER SCHOOL

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

PARENT REPRESENTATIVE

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

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

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

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

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

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

Please write: <i>NONE</i>			
---------------------------	--	--	--

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

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

Shirley A. Glasgow
Signature

7/27/2017
Date

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

Business Telephone: *718-306-1000*

Business Address: *12020 FLATLANDS AVE BKLYN NY 11207*

E-mail Address: *SGLASGOW@CAA-NY.ORG*

Home Telephone: _____

Home Address: _____

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

Trustee Name:

Chrysetta PattersonName of Charter School Education Corporation (for an unmerged school, this is
the Charter School Name):Cultural Arts Academy School at Spring Creek

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

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

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

N/A

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

Yes ☒ No

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

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

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

<i>Please write "None" if applicable. Do not leave this space blank.</i> NONE	NONE	NONE	NONE
---	-------------	-------------	-------------

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

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


Signature

Date

7/26/17

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

Business Telephone: 917 855-8907

Business Address: ^{HCS} 110 Williams St, NY, NY

E-mail Address: _____

Home Telephone: _____

Home Address: _____



Entry 6d Additional Financial Docs

Created: 10/30/2017 • Last updated: 10/31/2017

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

1. Management Letter

<https://nysed-cso-reports.fluidreview.com/resp/11979808/8mMlunnVv3/>

Explanation for not uploading the Management Letter. (No response)

2. Form 990

(No response)

Explanation for not uploading the Form 990. An extension was filed until February 2018.

3. Federal Single Audit

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

(No response)

Explanation for not uploading the Federal Single Audit. A Federal Single Audit was not required because CAACS did not expend federal funds in excess of the threshold of \$750,000.

4. CSP Agreed Upon Procedure Report

<https://nysed-cso-reports.fluidreview.com/resp/11979808/dQZm1h8CfC/>

Explanation for not uploading the procedure report. (No response)

5. Evidence of Required Escrow Account

<https://nysed-cso-reports.fluidreview.com/resp/11979808/pN6H0Nalce/>

Explanation for not uploading (No response)
the Escrow evidence.

6. Corrective Action Plan

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

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

<https://nysed-cso-reports.fluidreview.com/resp/11979808/JDKdnGTC4H/>

Explanation for not uploading (No response)
the Corrective Action Plan.



MBAF CPAs, LLC
440 Park Avenue South, 3rd Floor
New York, NY 10016

This representation letter is provided in connection with your audit of the financial statements of Cultural Arts Academy Charter School (the "School"), which comprise the statements of financial position as of June 30, 2017, 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 are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States (U.S. GAAP).

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 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. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief as of the date of this letter as signed below, the following representations made to you during your audit.

Financial Statements

- We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated April 25, 2017, including our responsibility for the preparation and fair presentation of the financial statements.
- The financial statements referred to above are fairly presented in conformity with U.S. GAAP.
- We acknowledge our responsibility 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.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- With regard to nonaudit services performed by you, we acknowledge our responsibility to:
 - Assume all management responsibilities;
 - Oversee the services by designating an individual 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.
- Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.
- Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.
- All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.
- The School has no plans or intentions that may materially affect the carrying value or classifications of assets, liabilities, or net asset balances.
- The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.

Financial Statements (Continued)

- Material concentrations have been appropriately disclosed in accordance with U.S. GAAP.
- Guarantees, whether written or oral, under which the School is contingently liable, have been properly recorded or disclosed in accordance with U.S. GAAP.
- We have included in the financial statements all assets and liabilities under the School's control.

Information Provided

- We have provided you with:
 - Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.
 - Additional information that you have requested from us for the purpose of the audit.
 - Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
- All material transactions have been recorded in the accounting records and are reflected in the financial statements.
- 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.
- We have no knowledge of any fraud or suspected fraud that affects the School and involves:
 - Management,
 - Employees who have significant roles in internal control, or
 - Others where the fraud could have a material effect on the financial statements.
- We have no knowledge of any allegations of fraud or suspected fraud affecting the School's financial statements communicated by employees, former employees, grantors, regulators, or others.
- We have no knowledge of any instances of noncompliance or suspected noncompliance with laws and regulations whose effects should be considered when preparing financial statements.
- Contributed services are only recorded as contributions in kind, at their fair value, provided they meet the criteria for recognition. Donated services received are estimated at \$- for the year ended June 30, 2017.
- We have disclosed to you all known actual or possible litigation, claims, and assessment whose effects should be considered when preparing the financial statements.
- During the year ended June 30, 2017, the NYCDOE owed the School Title I, Title II, and Special Charter School Aide - Senate grant funds totaling \$213,089.
- We have approved the allocation of functional expense between program service performances, management and general and fundraising expenses. This allocation has been properly disclosed in the financial statements.
- We are aware and are in compliance with the Federal Funding Accountability and Transparency Act reporting requirements and reporting timeline for awards that fall within the tiered reporting requirements.
- We have disclosed to you the identity of the School's related parties and all the related party relationships and transactions of which we are aware.
- The 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.
- We are responsible for compliance with the 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.

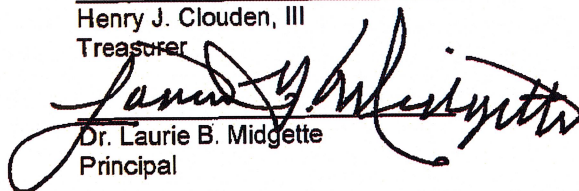
Information Provided (Continued)

- Cultural Arts Academy Charter School is an exempt organization under Section 501 (c) (3) of the Internal Revenue Code. Any activities of which we are aware that would jeopardize the School's tax-exempt status, and 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.
- The New York State Education Department requires the School to maintain proof of fingerprinting clearance for all employees who are in contact with the children. We did not meet the requirement of finger printing clearance for 1 employee. On October 26, 2016, we have terminated this employee without the fingerprint clearance.
- We have identified for you all previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- We acknowledge our responsibility for presenting the financial statements in accordance with U.S. GAAP, and we believe the financial statements, including its form and content, is fairly presented in accordance with U.S. GAAP. The methods of measurement and presentation of the financial statements have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.
- We have approved all standard, adjusting or correcting journal entries to our financial statements proposed to you.
- We have approved a draft of the financial statements.
- We acknowledge the communication to the board of trustees which includes your recommendations.
- We are aware that Marc Taub is the engagement partner and is responsible for supervising the engagement and signing the report.

Very truly yours,
Cultural Arts Academy Charter School

, ~~DOZZ~~ ~~3~~ ~~ME~~ ~~EO~~

Henry J. Clouden, III
Treasurer


Dr. Laurie B. Midgett
Principal

Date

10/24/17

Date

April 25, 2017

Laurie Midgette, Principal
Stuart Sabal, Chief Financial Officer
Cultural Arts Academy Charter School

Dear Principal Midgette:

You have requested that we, MBAF CPAs (the "Firm"), audit the financial statements of Cultural Arts Academy Charter School (the "School"), which comprise the statement of financial position as of June 30, 2017, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this engagement letter (the "Letter"). Our audit will be conducted with the objective of our expressing an opinion on the financial statements.

Auditor Responsibilities

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America ("U.S. GAAS"), *Government Auditing Standards*, issued by the Comptroller General of the United States of America; and any state or regulatory audit requirements. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from 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 error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements. 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.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS, *Government Auditing Standards*, issued by the Comptroller General of the United States of America; and any state or regulatory audit requirements.

In making our risk assessments, we consider 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. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the School's compliance with certain provisions of laws, regulations, contracts, and grants that could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions is not an objective of our audit, and accordingly, we will not express such an opinion.

Management Responsibilities

Our audit will be conducted on the basis that management and, when appropriate, those charged with governance acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
- b. 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 error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements;
- c. To provide us with:
 - i. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation, and other matters;
 - ii. Additional information that we may request from management for the purpose of the audit;
 - iii. Unrestricted access to persons within the School from whom we determine it necessary to obtain audit evidence;
- d. For including the auditor's report in any document containing financial statements that indicates that such financial statements have been audited by the School's auditor;
- e. For identifying and ensuring that the School complies with the laws and regulations applicable to its activities; and
- f. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole.

As part of our audit process, we will request from management and, when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit.

Our responsibility is to audit your financial statements in accordance with professional standards. Even though we may produce your financial statements, present you with draft financial statements, assemble your financial statements, and print them on our printers or forward them to you electronically or otherwise assist in preparing them, the School's financial statements are inherently the School's, since they summarize the transactions the School recorded in its business records. We are not a party to those transactions. We only audit a sample of them and the balances created by them.

With respect to any nonattest services we perform, the School's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

Reporting

We will issue a written report upon completion of our audit of the School's financial statements. Our report will be addressed to the board of directors of the School. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.

Additional Audit Engagement Terms

We understand that your employees will prepare all confirmations we request and will locate any documents or support for any other transactions we select for testing.

Marc Taub is the Engagement Principal for the audit services specified in the Letter. His responsibilities include supervising the Firm's services performed as part of this engagement and signing or authorizing another qualified Firm representative to sign the audit report.

Upon issuance of draft financial statements, you shall have 14 calendar days to authorize us to issue our report on the financial statements. If additional time is needed by you, it may require us to perform additional procedures. We will bill the School separately for these additional services.

You understand that the financial statements are the School's responsibility. You will review all such statements prior to issuing them for completeness and accuracy and advise us of any errors or omissions known to you.

Our audit services under this engagement terminate upon the delivery of the audit report to you.

Fees

Our fees are based upon the amount of time required at various levels of responsibility, plus actual out-of-pocket expenses, such as travel, report production, word processing, tax return processing, postage, etc. We estimate that our total annual fee for the audit will be \$19,950.

Work may also be subject to a revisitation of the fee, if we determine that the School has encountered a material adverse (or beneficial) change or unexpected circumstances have arisen since the School executed this Letter. Work may be suspended, if in our determination, sufficient evidential matter is not provided in a timely manner for us to efficiently conduct our audit procedures.

OTHER ENGAGEMENT TERMS

Organization. Our accounting practice is conducted through two separate legal entities, Morrison Brown Argiz and Farra, LLC and MBAF CPAs, LLC (collectively, the "Joint Firm"). There is a contractual relationship with the Joint Firm to provide professional services jointly between the two entities and to share personnel where necessary or appropriate based on the facts and circumstances of each engagement. To enable us to provide our services to you more efficiently, we request that you consent to our sharing with the Joint Firm the information that we obtain from you in the course of our engagement. Unless you indicate otherwise, your acceptance of this engagement shall be understood by us as your consent to allow us to make disclosures to the Joint Firm of your confidential information that we may obtain in the course of our engagement, as we determine to be necessary for the performance of our services pursuant to this engagement.

Morrison, Brown, Argiz & Farra, LLC is an independent member of Baker Tilly International. Baker Tilly International Limited is an English Company. Baker Tilly International provides no professional services to clients. Each member firm is a separate and independent legal entity and each describes itself as such. Morrison, Brown, Argiz & Farra, LLC is not Baker Tilly International's agent and does not have authority to bind Baker Tilly International or act on Baker Tilly International's behalf. Baker Tilly International, Morrison, Brown, Argiz & Farra, LLC and the other independent member firms of Baker Tilly International have no liability for each other's acts or omissions. In addition, neither Baker Tilly International nor any other member firm has a right to exercise management control over any other member firm.

Engagement fees and expenses. Whenever possible, we will attempt to use your assistance in the preparation of schedules and analyses of accounts. Such assistance could reduce our time requirements and facilitate the timely conclusion of this engagement. We estimate our fees based upon anticipated cooperation from you and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will discuss the related reasons with you before we incur additional costs.

You will also be billed for travel and other out-of-pocket costs such as word processing, report production, tax return processing, postage, etc. We may render invoices as our work progresses, rather than one invoice at the conclusion of the engagement, and all invoices are due when rendered. If we pursue collection of any outstanding unpaid balance due us, it is also specifically agreed that you shall be responsible for our attorney's fees and court costs. If we elect to terminate our services for nonpayment, or if we terminate our services as professional standards require, or if in our determination, sufficient evidential matter is not provided in a timely manner for us to efficiently conduct our services, or if our services are terminated by you, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed the services related to this engagement. You will be obligated to compensate us for all time expended based upon our then current hourly rates and to reimburse us for all out-of-pocket expenditures through the date of termination.

In accordance with Firm policy, work may be suspended if your account becomes thirty (30) days or more overdue and will not be resumed until your account is paid in full. If work has been suspended as collections are past due more than thirty (30) days, we have the right to halt our services until such time as all amounts due are paid in full, without any obligation to complete work in progress; and further shall have the right to retain / withhold our work-product and certain proprietary documentation upon which such work-product is based until all of our fees and expenses have been paid. We also reserve the right to withdraw from the engagement should any invoice remain outstanding over thirty (30) days. If you dispute any of our invoices, you must inform the Engagement Principal in writing of the particular circumstances within thirty (30) days of your receipt of the invoice. Otherwise, you hereby agree to waive any objection to the fees and expenses reflected on our invoices.

Requests for additional services outside of the scope of this Letter are appreciated, though such requests will need to be addressed as a new engagement. The terms and conditions of that new engagement will be governed by a separate engagement letter. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this Letter.

Engagement documentation, retention and production. The documentation for this engagement is our property and constitutes confidential information. Our relationship is strictly confidential. It is our policy that we will not release information from our files regarding you without first obtaining your consent, subject to compliance with applicable law and judicial process. The Joint Firm shall be under the same duty as we are to preserve the confidentiality of your information. However, we may be requested to make certain documentation available to regulators pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such documentation will be provided under the supervision of our personnel. Furthermore, upon request, we may provide copies of selected documentation to regulators. The regulators may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies. In the event we are requested or authorized by you or are required by government regulation, subpoena or other legal process to produce our documents or our personnel as witnesses with respect to our engagements for you, you will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such requests.

We may transmit confidential information that you provided us to third parties in order to facilitate delivering our services to you. We have obtained confidentiality agreements with all our service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have the appropriate procedures in place to prevent the unauthorized release of confidential information to others. We will remain responsible for the work provided by any third-party service providers used under this Letter. By your signature below, you consent to having confidential information transmitted to entities outside of the Joint Firm. Please feel free to inquire if you would like additional information regarding the transmission of confidential information to entities outside of the Joint Firm.

It is our policy to retain engagement documentation for a period of seven years, after which time we will commence the process of destroying the contents of our engagement files. To the extent we accumulate any of your original records during the engagement those documents will be returned to you promptly upon completion of the engagement. The balance of our engagement file is our property, and we will provide copies of such documents at our discretion.

Without the Engagement Principal's express prior written approval, you agree not to supply the audit opinion or Firm work product to any third party. You agree to release, defend, and indemnify the Firm and its personnel from any and all claims, liabilities, costs and expenses attributable to the School's wrongful distribution of the audit opinion or Firm work product to any third party in violation of this paragraph.

Dispute Resolution. Should any problem arise concerning our professional services in any respect, you agree to: (1) immediately inform the Firm in writing of the existence and full and exact nature of the problem. Such notification must be made within ninety (90) days of the completion or termination of our services under this Letter; and (2) afford us the first opportunity to address/correct any purported problem(s) and afford a reasonable time in which to do so. If any dispute, controversy or claim arises in connection with or in any way related to the performance or breach of this Letter (including disputes regarding the validity or enforceability of this Letter), either party may, upon written notice to the other party, request that the matter be mediated. Each party will be responsible for its own mediation related expenses. The fees and expenses of the mediator, if any, will be borne equally by the parties. Any mediation under this Letter will be conducted in New York City, New York by a neutral mediator acceptable to both parties.

Arbitration. If any dispute, controversy or claim arises in connection with the performance or breach of this Letter (including disputes regarding the validity or enforceability of this Letter) and cannot be resolved by mediation (or if all of the parties to this Letter agree to waive that process), then the dispute, controversy or claim will be settled by arbitration in accordance with the Rules of the American Arbitration Association ("AAA") for the Resolution of Accounting Firm Disputes. The arbitration hearings will take place in the city where our office handling this engagement is located, unless the parties jointly agree to a different locale. Such arbitration shall be conducted before a panel of three persons, one chosen by each party, and the third selected by the two party-selected arbitrators. The arbitration panel shall have no authority to award non-monetary or equitable relief, and any monetary award shall not include punitive, indirect or consequential damages. The award issued by the arbitration panel may be confirmed in a judgment by any Federal or state court of competent jurisdiction. All reasonable costs of both parties, as determined by the arbitrators, including (1) the fees and expenses of the AAA and the arbitrators and (2) the costs, including reasonable attorneys' fees, necessary to confirm the award in court, will be borne entirely by the non-prevailing party (to be designated by the arbitration panel in the award) and may not be allocated between the parties by the arbitration panel. Such arbitration shall be binding and final. In agreeing to arbitration, both parties acknowledge that in the event of any dispute, controversy, or claim, each of us is giving up the right to have the dispute decided in a court of law before a judge or jury and instead both parties are accepting the use of arbitration for resolution.

Releases. Neither party to this Letter shall be liable to the other party for: (i) any consequential damages (including, without limitation, lost revenue or lost profits) or incidental, special or punitive damages, even if advised of the possibility of such damages, or (ii) for acts of negligence, in connection with or arising out of the services performed hereunder, unless it is also proven to an arbitration panel that the party was an intentional wrongdoer in accordance with law of the jurisdiction where arbitration occurs. Any damages assessed us under any circumstances shall be limited to the engagement fees incurred and paid pursuant to this Letter. In the event that we become obligated to pay any judgment or similar award, agree to pay any amount in settlement, and/or incur any costs as a result of any inaccurate or incomplete information that you provide to us during the course of this engagement, you agree to indemnify us, defend us, and hold us harmless as against such obligations, agreements, and/or costs.

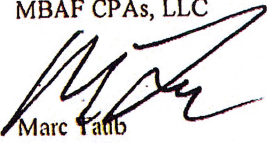
Other. This Letter is contractual in nature, and includes all of the relevant terms that will govern the engagement for which it has been prepared. The terms of this Letter supersede any prior oral or written representations or commitments by or between the parties. Any material changes or additions to the terms set forth in this Letter will only become effective if evidenced by a written amendment to this Letter, signed by all the parties. Failure to perform under this Letter does not constitute a waiver. If any portion of this Letter is deemed invalid or unenforceable, said finding shall not operate to invalidate the remainder of the terms set forth in this Letter. This Letter will be interpreted under the laws of the State of New York.

Please indicate your acceptance of the above understanding by signing this Letter in the space provided below and returning it in the enclosed envelope. A copy of this Letter is enclosed for your records.

We appreciate the opportunity to be your certified public accountants and look forward to working with you and your staff.

Respectfully,

MBAF CPAs, LLC


Marc Yalib
For the Firm

RESPONSE:

This letter correctly sets forth our understanding.

Cultural Arts Academy Charter School

Agreed and accepted on behalf of Cultural Arts Academy Charter School by:

Name: 

Title: Principal

Date: 5/22/17

Dissolution



JPMorgan Chase Bank, N.A.
P O Box 659754
San Antonio, TX 78265-9754

June 01, 2017 through June 30, 2017

Account Number: [REDACTED]

00234449 1 AV 00.373



00234449 DRE 802 143 18217 NNNNNNNNNN T 1 000000000 61 0000 T253066 P11564

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

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



1826001143 00025672009100000000

SAVINGS SUMMARY

Chase Business Select High Yield Savings

	INSTANCES	AMOUNT
Beginning Balance		\$75,158.77
Deposits and Additions	1	2.46
Ending Balance	1	\$75,161.23
Annual Percentage Yield Earned This Period		0.04%
Interest Paid This Period		\$2.46
Interest Paid Year-to-Date		\$14.90

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		\$75,158.77
06/30	Interest Payment	2.46	75,161.23
	Ending Balance		\$75,161.23

A3.0

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

A3.1



Corrective Action Plan for Audit Findings and Management Letter Recommendations

- a. The person responsible: Dr. Laurie B. Midgette, Principal
- b. The date action was taken, or will be taken: October 26, 2016
- c. Description of the action taken - Termination
- d. Evidence of implementation (if available)

----- Forwarded message -----

From: **Terry David** <tdavid@caa-ny.org>

Date: Thu, Oct 27, 2016 at 8:35 AM

Subject: Jerry Francois

To: Robert Zawisha <rzawisha@benefex.com>, Christine Falco
<cfalco@benefex.com>

Good Morning,

Please be advised Jerry Francois was terminated on October 26, 2016. If you need additional information please contact me at your earliest convenience. Thank you.

Regards,

Terry David
Business Manager
Cultural Arts Academy
1400 Linden Blvd.
Brooklyn, NY 11212
Tel# 718-683-3301
Fax# 718-272-1330
tdavid@caa-ny.org



Entry 9 BOT Table

Last updated: 07/31/2017

(tab across or use scroll bar at bottom of table)

1. Current Board Member Information

	Trustee Name	Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws? (Y/N)	Area of Expertise, and/or Additional Role at School (parent, staff member, etc.)	Number of Terms Served and Length of Each (Include election date and term expiration)	Number of Board Mtgs Attended during 2016-17?
1	Dr. A.R. Bernard	arb@arbernard.com	Chair/ Board President		Yes	Finance, Facilities	2 Terms/ 3-years/ 8-16 to 8-19	5 or less
2	Cheryl Pemberton	cpemberton@caa-ny.org	Vice Chair/ Vice President		Yes	Community Partnerships	2 Terms/ 3-years/ 8-16 to 8-19	12
3	Shirley A. Glasgow	sglasgow@caa-ny.org	Secretary		Yes	Parent Engagement	2 Terms/ 3-years/ 8-16 to 8-19	12
4	Henry J. Cloude, III	cloudeh@msn.com	Treasurer		Yes	Finance, College and Career Readiness	2 Terms/ 3-years/ 8-16 to 8-19	12

5	Chrysetta Patterson	prophe t3000@gmail.com	Trustee/Member		Yes	Arts	2 Terms/ 3-years/ 8-16 to 8-19	12
6	Dr. Laurie B. Midgette	lmidgette@camidge.net	Other		No	Education/School Leader	2 Terms/ 3-years/ 8-16 to 8-19	12
7	Stuart Sabal	ssabal@sabalcpas.com	Other		No	Finance/Chief Financial Officer	2 Terms/ 3-years/ 8-16 to 8-19	5 or less
8	Larry Weiss	lhwlawoffice@yahoo.com	Other		No	Law/Chief Legal Officer	2 Terms/ 3-years/ 8-16 to 8-19	5 or less
9								
10								
11								
12								
13								
14								
15								
16								
17								
18								
19								
20								

2. Total Number of Members on June 30, 2016 8

3. Total Number of Members 0
Joining the Board 2016-17 School Year

4. Total Number of Members 0
Departing the Board during the 2016-17 School Year

5. Number of Voting Members 5
2016-17, as set by the by-laws, resolution or minutes

6. Number of Board Meetings 12
Conducted in the 2016-17 School Year

7. Number of Board Meetings 12
Scheduled for the [2017-18](#) School Year

Thank you.



Entry 10 - Board Meeting Minutes

Last updated: 08/01/2017

Instructions for submitting minutes of the BOT monthly meetings

Regents, NYCDOE, and Buffalo BOE authorized schools must either provide a link to a complete set of minutes that are posted on the charter school website, or upload a complete set of board meeting minutes from July 2016--June 2017.

A. Provide a URL link to the (No response)
Monthly Board Meeting Minutes
which are posted on the School's
web page.

OR

B. Upload All Monthly Board Meeting Minutes

Combine into one .PDF file

<https://nysed-cso-reports.fluidreview.com/resp/11071043/wNFCVDEEIA/>



MEETING OF THE BOARD OF TRUSTEES

1400 Linden Boulevard, Brooklyn, New York 11212

Wednesday, July 20, 2016

6:30pm-8:30pm

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

MISSION: Cultural Arts Academy Charter School's mission is to provide a college preparatory education with exemplary cultural arts proficiency to young leaders who will profoundly impact the human condition.

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

AGENDA

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

TOPICS

- 1. **Progress toward meeting the student achievement:**
CAACS DATA DASHBOARD
- 2. School-wide policies
- 3. Personnel policies
- 4. Strategic planning
- 5. Fund-raising
- 6. School Leader Evaluation
- E. Adjournment

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

1400 Linden Boulevard, Brooklyn, New York, 11212

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

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

IN ATTENDANCE:

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

A meeting of the Board of Trustees was held on July 20, 2016 at 6:00 P.M. Cheryl Pemberton called the meeting to order. A quorum of the Board of Trustees was present.

VOTE - The financial statements of Cultural Arts Academy Charter School as of June 30, 2016 was prepared by Stuart Sabal were presented by Henry Clouden and approved. These statements were discussed in detailed and there is sufficient cash to fund monthly operations.

The Board discussed the CAACS Data Dashboard for 2015-2016.

The principal explained that the data dashboard provides a framework for the instructional team and administration to use data effectively. Teachers use data to ask questions about student progress through a cycle of inquiry:

- How do scholars compare to other 3rd grade scholars who have participated in I-ready reading diagnostics?
- How did scholars score on their ELA Mock Exam?
- Are they Above, On, or Below Level in reading, according to recent running record data? (Shows starting and ending levels)
- Which standards do scholars master or need remediation in based upon mastery connect data?

Professors teaching grades 3-5 were asked to base their data inquiry reports on the following:

- The section of ELA Common Core Practice Test that demonstrated the lowest scores from your specific scholars
- I-Ready results that focus on the same skills and or strategies that scholars struggled with in regards to the ELA Common Core Practice Test

Henry Clouden asked for an example of a particular university's progress. For Columbia University:

- According to i-Ready, Columbia met 91% of the student growth goals this year. The goal growth was 30%, the actual class results were at 27%.
- 75% of scholars met their goal, with only 4 failing to reach that benchmark.

Other operational data was also presented. The meeting was adjourned at 8:45pm.

Dated: July 23, 2016

Respectfully submitted,

Shirley Glasgow, Board Secretary



MEETING OF THE BOARD OF TRUSTEES

1400 Linden Boulevard, Brooklyn, New York 11212

Tuesday, August 23, 2016

6:30pm-8:30pm

MISSION STATEMENT

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

"Where Leaders Grow Up."

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

AGENDA

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

E. TOPICS

- 1. Progress toward meeting the student achievement
- 2. Strategic planning
- 3. Fundraising

- F. Adjournment

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School at Spring Creek was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on August 17, 2016.

IN ATTENDANCE:

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

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

VOTE

The financial statements of Cultural Arts Academy Charter School as of July 31, 2016 were prepared by Stuart Sabal were presented by Henry Clouden, Treasurer. The related statements of activities and cash flow for one month and the accompanying supplemental information was presented and approved. These statements were discussed in detailed and there is sufficient cash to fund monthly operations.

VOTE

The principal presented a draft of the renewal application to the Board. After discussion, all Board members agreed that CAACS is ready to move forward with grade expansion. A motion was made by Henry Clouden to submit material changes about middle school expansion as presented by the Principal for the renewal application. The motion was seconded by Chrysetta Patterson. The Board of Trustees voted to revise the material changes to the charter.

Other Discussion: We reviewed and discussed the Board of Trustees Meeting Calendar for 2016-2017. Principal Midgette discussed District 18 Elementary: ELA and Math progress and ranking report which showed an improvement in ELA (14%) and a decrease in math, with an overall increase of (9%). Cheryl Pemberton, VP, asked the Principal to elaborate on strategies and next steps. The Board reviewed the action plan for math and discussed the implementation timeline. The Principal also discussed the role of the math specialist as an added support for improving the math scores. A motion was made by Henry Clouden to adjourn the meeting and seconded by Shirley Glasgow.

Meeting adjourned at 8:45 pm. Next meeting to be held at 12020 Flatlands Avenue on August 23, 2016. This will be the annual meeting.

Respectfully submitted,



MEETING OF THE BOARD OF TRUSTEES

1400 Linden Boulevard, Brooklyn, New York 11212

Monday 26, 2016

6:30pm-8:30pm

MISSION STATEMENT

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

"Where Leaders Grow Up."

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

AGENDA

- A. Call To Order
- B. Roll Call (Attendance)
- C. Approval of Minutes
- D. Committee Reports
- E. **TOPICS**
 - 1. Strategic planning – RENEWAL-
 - 2. Preparation for the renewal process
- F. Adjournment



MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School at Spring Creek was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on September 26, 2016.

IN ATTENDANCE:

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

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

VOTE

The financial statements of Cultural Arts Academy Charter School as of August 30, 2016 prepared by Stuart Sabal were presented. The related statements of activities and cash flow for one month then ended and the accompanying supplemental information were reviewed. The report was accepted.

Items for discussion:

- The NYC School Survey 2015-2016 Report was presented by the principal.
- The principal also discussed the appointment of the new Executive Director of the Office of Charter School Partnerships and Authorization, Verone Kennedy and his communiqué with the school. In his correspondence he explained that Sonya Hooks will lead as Deputy Executive Director and Meera Jain will manage our renewal process.
- The Board reviewed a powerpoint of the charter renewal process.

After discussing the foresaid matters a Motion was made by Shirley Glasgow to adjourn seconded by Chrysetta Patterson and unanimously passed. Meeting adjourned at 9:03 pm.

Dated: September 28, 2016

Shirley A. Glasgow, Board Secretary



MEETING OF THE BOARD OF TRUSTEES

1400 Linden Boulevard, Brooklyn, New York 11212

Wednesday, October 19, 2016

6:30pm-8:30pm

MISSION STATEMENT

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

"Where Leaders Grow Up."

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

AGENDA

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

TOPICS

- 1. Progress toward meeting the student achievement – Great Schools Framework
- 2. Approval and status of the annual budget and financial procedures
- 3. The Renewal Update
- F. Next Meeting: November 16, 2016
- G. Adjournment

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

1400 Linden Boulevard, Brooklyn, New York, 11212

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

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School at Spring Creek was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on October 19, 2016.

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

The meeting was called to order at 6:51pm with a quorum present.

VOTE

The financial statements of Cultural Arts Academy Charter School as of September 30, 2016 were prepared by Stuart Sabal and presented. The Treasurer presented the related statements of activities and cash flows for one month and the accompanying supplemental information. These statements were discussed in detail and there is sufficient cash to fund monthly operations.

Other Discussion: We reviewed and discussed calendar of reporting requirements. Principal Midgette presented a power point on "Accountability: How the DOE Measures Success". Ms. Pemberton-Graves asked if the graduates who were accepted into independent schools and are doing well are counted in our success rating. The Principal also discussed the Renewal Application update. The Board was informed of the meeting with the authorizers on December 7th. A motion was made by Shirley Glasgow to adjourn the meeting and seconded by Henry Clouden.

Meeting adjourned at 8:15pm. Next meeting is to be held October 19, 2016.

Respectfully submitted,

Shirley Glasgow, Secretary



MEETING OF THE BOARD OF TRUSTEES

1400 Linden Boulevard, Brooklyn, New York 11212

Wednesday, November 16, 2016

6:30pm-8:30pm

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

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

AGENDA

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

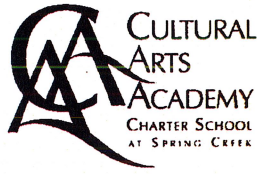
TOPICS

- 1. Progress toward meeting the student achievement: **The School Quality Snapshot/ES and the School Quality Guide**
- 2. Approval and status of the annual budget and financial procedures: **Annual Audit November 1, 2016**
- E. Next Meeting: December 14, 2016
- F. Adjournment

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

1400 Linden Boulevard, Brooklyn, New York, 11212

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



MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES

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

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

The meeting was called to order at 6:54pm with a quorum.

VOTE

The financial statements of Cultural Arts Academy Charter School as of October 2016 prepared by Stuart Sabal were presented by Board Treasurer and approved. The related statements of activities and cash flow and the accompanying supplemental information were reviewed. The final audit report was also discussed. These statements were discussed in detailed and there is sufficient cash to fund monthly operations.

Other Items of discussion:

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

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

The Board noted the improvements as well as the need to fully implement the action plan for math.

Meeting adjourned at 9:15 pm.

Dated: November 20, 2016



MEETING OF THE BOARD OF TRUSTEES
1400 Linden Boulevard, Brooklyn, New York 11212
Wednesday, December 14, 2016
6:30pm-8:30pm

MISSION

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

"Where Leaders Grow Up."

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

AGENDA

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

TOPICS

- 1. Revised Enrollment Plan (Renewal 2016)
 - 2. Video Presentation – Renewal Public Hearing
- E. Adjournment

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

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School at Spring Creek was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on December 14, 2016.

IN ATTENDANCE:

Henry Clouden III

Shirley A Glasgow

Cheryl Pemberton-Graves

Chrysetta Patterson

Dr. AR Bernard, President

Dr. Laurie B. Midgette, Principal

VOTE - The meeting was called to order at 6:53pm with a quorum present. The financial statements of Cultural Arts Academy Charter School as updated for the renewal by Stuart Sabal were presented. These statements were discussed in detailed.

The principal presented an update of the enrollment planning chart to the Board which included adding two additional kindergarten classes (80 students total) each year. After discussion, a motion was made by Chrysetta Patterson to accept the changes as presented by the Principal. The motion was seconded by Hank Clouden. The vote was unanimous.

VOTE - Update-2: A motion was made during the Board meeting on December 14, 2016 to enter into executive session in order to consider the change in enrollment of our kindergarten classes from 40 to 80 students; and, the motion was carried by a majority vote. Henry Clouden, Shirley Glasgow, Laurie Midgette, Cheryl Pemberton and Chrysetta Patterson were in attendance and in consultation with Gray Stewart and Dr. A.R. Bernard.

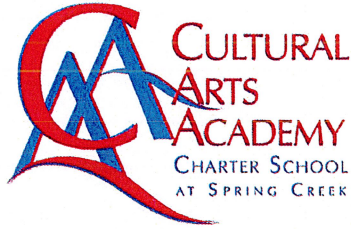
Other Discussion: Principal Midgette presented a video presentation of the public hearing and the Board noted the parent turn out for the hearing. A motion was made by Shirley Glasgow to adjourn the meeting and seconded by Chrysetta Patterson.

Meeting adjourned at 8:23pm.

Respectfully submitted,

Shirley Glasgow, Secretary

12/15/16



"Where Children And Success Are Synonymous."

MEETING OF THE BOARD OF TRUSTEES

1400 Linden Boulevard, Brooklyn, New York 11212

Wednesday, January 18, 2017

6:30pm-8:30pm

MISSION STATEMENT

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

"Where Leaders Grow Up."

AGENDA

7:30-8:30PM

Public Meeting (OPEN)

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

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

MAIN TOPICS

- A. Call To Order
- B. Roll Call (Attendance)
- C. Approval of May Minutes (VOTE)
- D. Acceptance of Informational Items and Reports: Financial Report (VOTE)
- E. Renewal Update: Board Governance and Financials; Renewal Report Draft
(Without Recommendation)
- F. Middle School Expansion Plan
- F. Adjournment

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

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School at Spring Creek was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on January 18, 2017.

IN ATTENDANCE:

Henry Clouden III

Shirley A Glasgow

Cheryl Pemberton-Graves

Chrysetta Patterson

Dr. Laurie B. Midgett, Principal

The meeting was called to order at 6:33 pm with a quorum present.

VOTE

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

Other Discussion:

There was a discussion in reference to the Renewal Report Draft. Cheryl Pemberton raised a question regarding the differences in reported data. The principal explained that the NYCDOE authorizer representative, Meera Jain, said that the report highlights the areas that are not met. She said that if a school had met the proficiency in any of the goals they would not be listed; it is understood that the school met proficiency. The Board voiced concerns about how the report was written. The Grade 5 and End of the Year and Summer Calendars were reviewed and discussed with the Principal.

The Board reviewed a snapshot of the additional track grades and grades 6-8 portfolio skill requirements. Our students will receive one of 3 types of diplomas Regents Diploma, Advanced Regents + IB Diploma and Advanced Regents Diploma. The IB program language will consist of Spanish, French and possibly Hebrew and French is the international language.

Meeting adjourned at 8:09 pm. Next meeting is to be held February 15, 2017.

Respectfully submitted,

Shirley Glasgow, Secretary



MEETING OF THE BOARD OF TRUSTEES
1400 Linden Boulevard, Brooklyn, New York 11212
Wednesday, February 15, 2017
6:30pm-8:30pm

MISSION

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

"Where Leaders Grow Up."

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

AGENDA

- A. Call To Order
- B. Roll Call (Attendance)
- C. Approval of Minutes
- D. Reports – Budget and Finance Report, Principal's Report, Facilities Update

TOPICS

- 1. Renewal Decision
- 2. Expansion Plans

- E. Adjournment

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

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School at Spring Creek was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on February 15, 2017.

IN ATTENDANCE:

Henry Clouden III

Shirley A Glasgow

Cheryl Pemberton-Graves

Dr. Laurie B. Midgette, Principal

Dr. AR Bernard, President

The meeting was called to order at 6:33 pm with a quorum present.

VOTE

The financial statements of Cultural Arts Academy Charter School as of January 31, 2017 was prepared by Stuart Sabal were presented by Henry Clouden. The related statements of activities and cash flows for one month then ended and the accompanying supplemental information. These statements were discussed in detailed and sufficient cash to fund monthly operations.

Other Discussion: The Board reviewed and discussed the renewal decision and plans for expansion at CAACS as well as the staffing for forecast 2017-2020. In lieu of the use of trailers, Dr. Bernard discussed facilities plans to renovate the dojo space for the school as well as the addition of two classrooms to house our sixth grade.

Meeting adjourned at 8:15 pm. Next meeting is to be held March 30, 2017.

Respectfully submitted,

Shirley Glasgow, Secretary



MEETING OF THE BOARD OF TRUSTEES

1400 Linden Boulevard, Brooklyn, New York 11212

Wednesday, March 29, 2017

6:30pm-8:30pm

MISSION

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

"Where Leaders Grow Up."

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

AGENDA

- A. Call To Order
- B. Roll Call (Attendance)
- C. Approval of Minutes
- D. Reports – Budget and Finance Report, Principal's Report, Facilities Update

TOPICS

- 1. Renewal Decision Update – Board of Regents Concerns
- 2. Expansion Plans – (TBD)
- 3. NYS Assessments – ELA

- E. Adjournment

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

1400 Linden Boulevard, Brooklyn, New York, 11212

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

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School at Spring Creek was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on March 29, 2017.

IN ATTENDANCE:

Dr. A. R. Bernard

Henry Clouden III

Shirley A Glasgow

Cheryl Pemberton-Graves

Chrysetta Patterson

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 as of February 28, 2017 was prepared by Stuart Sabal were presented. The related statements of activities and cash flows for one month then ended and the accompanying supplemental information. These statements were discussed in detailed and sufficient cash to fund monthly operations.

Discussion: In depth discussion on the "Renewal Report for Cultural Arts Academy Charter Spring". Also included is the final renewal report and charter agreement for Cultural Arts Academy Charter School's 3-year Short Term. Principal Midgette was informed that the NYC DOE was asked by S.E.D. to withdraw Cultural Arts Academy school's renewal items from Monday's Board of Regents agenda to allow more time to address additional questions that were raised. The renewal item is now planned for Monday, April 3, 2017 Board of Regents convening.

Meeting adjourned at 8:25 pm. Next meeting is to be held April 19, 2017.

Respectfully submitted,

Shirley Glasgow, Secretary



MINUTES OF THE MEETING

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School at Spring Creek was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on April 19, 2017.

IN ATTENDANCE:

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

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

VOTE - The financial statements of Cultural Arts Academy Charter School as of March 31, 2017 was prepared by Stuart Sabal were presented. The related statements of activities and cash flows for one month then ended and the accompanying supplemental information. These statements were discussed in detailed and there is sufficient cash to fund monthly operations.

Items of discussions:

- NYCDOE Visit – Verone Kennedy and Melissa Harris, Office of Charter School Partnerships - on April 11, 2017
- **VOTE** - Title I and Title II grants – The Principal facilitated the Powerpoint presentation entitled, “What is Title I and Title II and How Can I be Involved?” The BOT reviewed, discussed and approved the enrollment, transportation policies embedded into the Students in Temporary Housing Policy.
- End of the Year Calendar “BIG ROCKS”
- Transition to Middle School and the physical transformation of the campus

A motion was made by Cheryl Pemberton to adjourn and seconded by Shirley Glasgow.

Meeting adjourned at 8:43 pm. The next meeting to be held May 17, 2017.

Dated: April 21, 2017 - Shirley Glasgow Board Member (Secretary)



MEETING OF THE BOARD OF TRUSTEES

1400 Linden Boulevard, Brooklyn, New York 11212

Wednesday, May 30, 2017

6:30pm-8:30pm

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

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

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

AGENDA

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

TOPICS

- 1. Progress toward meeting the student achievement: **The Lighthouse Review**
 - 2. Approval and status of the annual budget and financial procedures
 - 3. School-wide policies
 - 4. Personnel policies
 - 5. Strategic planning
 - 6. -Next Meeting: **June 7, 2017 – 6:30pm**
- E. Adjournment

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

1400 Linden Boulevard, Brooklyn, New York, 11212

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

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School at Spring Creek was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on May 30, 2017.

IN ATTENDANCE

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

The meeting was called to order at 6:30 pm with a quorum present.

Discussions: Annual Art Exhibition Thursday, June 15, 2017 at 6 pm – 8 pm at the “Art East NY” museum entitled, Recycle, Reuse, Recreate, hosted by Professor Jones and Vickie Freemont-Resident Teaching Artist. The Principal presented the 3-year pathway that has led to the Lighthouse Review that will take place in May 18, 2017 to achieve first global designation. The Leader in Me Lighthouse School title is awarded by FranklinCovey to honor the attainment of a well-rounded leadership model. Lighthouse Schools have achieved extraordinary results by meeting the standards laid out in the Lighthouse Criteria. These 9 criteria have been identified as critical to the development of a leadership culture. Lighthouse Schools serve as models of leadership and mentors to other schools by meeting these standards:

- Lighthouse Team
- Leadership Environment
- Integrated Curriculum and Instruction
- Staff Collaboration
- Student Leadership
- Parent & Community Engagement
- Leadership Events
- Goal Tracking

When a Lighthouse School is named, they proudly display their Lighthouse Banner. After completion of an in depth, yearlong application and review process, FranklinCovey visited Cultural Arts Academy Charter School at Spring Creek to confirm Leader in Me has been implemented as a whole school transformational model. The Leader in Me model involves an infusion of leadership into the school culture and academics. We are so proud of the work our students and staff have made to transform the academics, culture and leadership at Cultural Arts Academy Charter School at Spring Creek.

Meeting adjourned at 8:23 pm

Respectfully submitted,

Shirley Glasgow, Secretary



MEETING OF THE BOARD OF TRUSTEES
1400 Linden Boulevard, Brooklyn, New York 11212
Wednesday, June 7, 2017
6:30pm-8:30pm

MISSION - "Where Leaders Grow Up."

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

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

AGENDA

- A. Call To Order
- B. Roll Call (Attendance)
- C. Approval of Minutes
- D. Reports - Finance Report, Principal's Report, Facilities Update

TOPICS

- 1. District-Charter Collaborative (DCC)
- 2. Kaboom Playground Initiative

- E. Adjournment

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

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School at Spring Creek was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on June 7, 2017.

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

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

VOTE

The financial statements of Cultural Arts Academy Charter School as of May 2017 prepared by Stuart Sabal were presented by Henry Clouden and approved.

Items of discussion:

District-Charter Collaborative (DCC) - 2017-18 and 2018-19

The District-Charter Collaborative (DCC) is designed to facilitate collaboration between district and charter schools with the goal of improving instructional practices and student outcomes within a particular Learning Focus Area (LFA). Housed within the Office of Interschool Collaborative Learning (OICL), the DCC is an iteration of the Learning Partners Program that has been created in collaboration with District-Charter Partnerships, an Equity and Excellence initiative. DCC schools will work together over two **academic years (2017-18 and 2018-19)** in professional learning communities composed of four schools known as quads. Each quad, comprised of both district and charter schools, will work to improve educator practice and student outcomes. CAACS has been chosen for Restorative Disciplinary Practices.

ASPHALT GREEN WATERPROOFING PROGRAM AND KABOOM is presenting CAACS with a free playground installed on our school grounds. Asphalt Green has a relationship with a national organization called KaBoom! that does this work; and, they asked them to identify potential partners in NYC and Asphalt Green recommended CAACS. We were presented this opportunity by David Ludwig, Community Programs Director, Asphalt Green.

Respectfully submitted,

Shirley A. Glasgow, Board Member

Dated: June 15, 2017