

Application: Cultural Arts Academy Charter School at Spring Creek

2021-2022 Annual Report

Summary

ID: 0000000168

Status: Annual Report Submission

Last submitted: Nov 1 2022 08:52 PM (EDT)

Entry 1 School Info and Cover Page

Completed - Aug 1 2022

[Instructions](#)

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2021-2022 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer **(as of June 30, 2022)** or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK 800000067494

a1. Popular School Name

Cultural Arts Academy

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

Please select the correct authorizer as of June 30, 2022 or you may not be assigned the correct tasks.

NEW YORK CITY CHANCELLOR OF EDUCATION

d. DISTRICT / CSD OF LOCATION

CSD #18 - BROOKLYN

e. DATE OF INITIAL CHARTER

1/2010

f. DATE FIRST OPENED FOR INSTRUCTION

8/2010

c. School Unionized

Is your charter school unionized?

No

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

MISSION STATEMENT

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

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

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

| | |
|-------|---|
| KDE 1 | Collegiate Model Cultural Arts Academy Charter School at Spring Creek has a collegiate design model in which each class, beginning in kindergarten, is named after nationally renowned college or university. The teachers are referred to as “Professors”, all administrative staff are called “Deans” and each class is adorned with their university paraphernalia. |
| KDE 2 | International Baccalaureate Candidate School – Primary Years Programme All teachers and administrators have access to the IB online curriculum centre (OCC), a website rich with IB publications and teacher support materials, as well as online forums that engage IB teachers |

| | |
|--------|--|
| | from around the world. Throughout the candidate phase, our consultant will customize support and advice based on information provided in the current IB publications. |
| KDE 3 | The Leader In Me Lighthouse School The Leadership Model Program here at CAACS integrates Dr. Covey's philosophies into every class, co-curricular activity, and the school culture. |
| KDE 4 | The Arts: CAACS provides students with high-quality arts-infused learning opportunities and classroom partnerships between teachers and artists that lead to high student engagement. Teaching artists and teachers work together to design and enhance content area curricula and the delivery of instruction using the NYC's Blueprint for Teaching and Learning in the Arts: Pre-K-12 which outlines what students should know and be able to do in the arts at key grades in their growth and development. |
| KDE 5 | Technology Designed on the National Educational Technology Standards for Students (NETS*S) and the work of the Partnership for 21st Century Skills, the CAACS curriculum is embedded in the K-8 technology literacy standards. Students engage in real world applications where they learn new technology skills as they work through meaningful mathematics, science, language arts, and social studies activities and are assessed through a rubric tied to the technology literacy standards. |
| KDE 6 | (No response) |
| KDE 7 | (No response) |
| KDE 8 | (No response) |
| KDE 9 | (No response) |
| KDE 10 | (No response) |

Need additional space for variables

No

h. SCHOOL WEB ADDRESS (URL)

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

i. Total Approved Charter Enrollment for 2021-2022 School Year (exclude Pre-K program enrollment)

280

j. Total Enrollment on June 30, 2022 (exclude Pre-K program enrollment)

230

k. Grades Served during the 2021-2022 School Year (exclude Pre-K program students)

Check all that apply

Grades Served

K, 1, 2, 3, 4, 5

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

No

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2022-2023?

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

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK 800000067494

School Site 1 (Primary)

m1. SCHOOL SITES

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

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

m1a. Please provide the contact information for Site 1.

| | Name | Title | Work Phone | Alternate Phone | Email Address |
|---|------------------------|---|------------|-----------------|---------------|
| School Leader | Dr. Laurie B. Midgette | Principal | | | |
| Operational Leader | Gray N. Stewart | Director of Business, Accountability and Compliance, Facilities and School Safety | | | |
| Compliance Contact | Gray N. Stewart | Director of Business, Accountability and Compliance, Facilities and School Safety | | | |
| Complaint Contact | Gray N. Stewart | Director of Business, Accountability and Compliance, Facilities and School Safety | | | |
| DASA Coordinator | Rachel Charles-Pierre | Director of Student Support | | | |
| Phone Contact for After Hours Emergencies | Dr. Laurie B. Midgette | Principal | | | |

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

Private Space

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

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

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

- **Fire inspection certificates must be updated annually. For the upcoming school year 2022-2023, the fire inspection certificate must be dated after July 1, 2021.**
- **If the fire inspection certificate is dated after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2022.**

Site 1 Certificate of Occupancy (COO)

[CAACS COO1_3511666479-CERTIFICATE OF OCCUPANCY \(1\).pdf](#)

Filename: CAACS COO1_3511666479-CERTIFICATE OF OCCUPANCY (1).pdf **Size:** 120.5 kB

Site 1 Fire Inspection Report

[CAACS Fire Inspection Certificate of Fitness \(CAACS 2022\).pdf](#)

Filename: CAACS Fire Inspection Certificate of Fitness (CAACS 2022).pdf **Size:** 302.5 kB

CHARTER REVISIONS DURING THE 2021-2022 SCHOOL YEAR

n1. Were there any revisions to the school's charter during the 2021-2022 school year? (Please include approved or pending material and non-material charter revisions).

No

o. Has your school's Board of Trustee's approved a budget for the 2021-2022 FY?

Yes

ATTESTATIONS

p. Individual Primarily Responsible for Submitting the Annual Report. (To write type in a phone number with an extension, please use this format: 123-456-7890-3. The dash and number 3 at the end of the phone number refers to the individual's phone extension. Do not type in the work extension or the abbreviation for it - just the dash and the extension number after the phone number).

| | |
|-----------------|------------|
| Name | Jen Pasek |
| Position | Consultant |
| Phone/Extension | |
| Email | |

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

Responses Selected:

Yes

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


Responses Selected:

Yes

Signature, Head of Charter School

A handwritten signature in black ink on a light gray background. The signature reads "Laurie M. Haggelt" in a cursive script. The first name "Laurie" is written in a fluid, connected style. The middle initial "M." is written with a large, looped "M" and a small "M" above it. The last name "Haggelt" is written in a similar cursive style, with a long horizontal line extending from the end of the word.

Signature, President of the Board of Trustees

A handwritten signature in black ink on a light gray background. The signature is written in a cursive style, starting with a large, looped initial that appears to be "B". The rest of the signature is written in a fluid, connected style, ending with a long, sweeping horizontal line that extends across the width of the signature area.

Date

Aug 1 2022

Thank you.



Entry 3 Progress Toward Goals

Completed - Nov 1 2022

Instructions

Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2022**.

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

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 2, 2022.

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK 800000067494

1. ACADEMIC STUDENT PERFORMANCE GOALS

Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2022**.

2021-2022 Progress Toward Attainment of Academic Goals

| | Academic Student Performance Goal | Measure Used to Evaluate Progress Toward Attainment of Goal | Goal - Met, Not Met or Unable to Assess | If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable |
|-----------------|--|--|---|---|
| Academic Goal 1 | For each year of the school's renewal charter term, the percentage of the school's students who score at or above Level 3 on the New York State ELA examination must exceed such percentage for New York City. (Relevant for schools serving grades 3-8) | NYS ELA Exam and NYC Gr CAACS NYC 3 39% 49% 4 55% 44% 5 15% 39% 3-5 33% 49% | Not Met | ELA and math initiatives: we are partnering with Lavinia Group to target ELA and math proficiency by developing the capacity of our instructional leaders and teachers. Lavinia Group will support teachers and leaders in developing a clear vision for excellent instruction, and will develop leaders' ability to lead strong intellectual preparation |

| | | | | |
|-----------------|---|---|---------|--|
| | | | | meetings. |
| Academic Goal 2 | For each year of the school's renewal charter term, the percentage of the school's students who score at or above Level 3 on the New York State ELA examination must exceed such percentage for the Community School District (CSD) in which the school is located. | <p>NYS ELA Exam and CSD 18</p> <p>Gr CAACS CSD 18</p> <p>3 39% 48%</p> <p>4 55% 42%</p> <p>5 15% 32%</p> <p>3-5 33% 40%</p> | Not Met | See above |
| Academic Goal 3 | For each year of the school's renewal charter term, the percentage of the school's students who score at or above Level 3 on the New York State Mathematics examination must exceed such percentage for New York City. | <p>NYS Math Exam and NYC</p> <p>Gr CAACS NYC</p> <p>3 24% 48%</p> <p>4 18% 42%</p> <p>5 4% 38%</p> <p>3-5 14% 38%</p> | Not Met | Math initiatives: in addition to working with Lavinia Group, our math initiatives include: continuing to implement Eureka Math with fidelity in all grades; increasing student interest in math through the use of low-tech games to teach foundational concepts in math classes; and implementing an IB-aligned inquiry approach to math. |
| | For each year of the school's renewal charter term, the percentage of the school's students who score at or | NYS Math Exam and CSD 18 | | |

| | | | | |
|-----------------|---|--|------------------|-----------|
| Academic Goal 4 | above Level 3 on the New York State Mathematics examination must exceed such percentage for the Community School District (CSD). | Gr CAACS CSD 18 3 24% 53% 4 18% 38% 5 4% 31% 3-5 14% 40% | Not Met | See above |
| Academic Goal 5 | Based on the proficiency rates on the New York State ELA examination, the school will demonstrate positive academic growth in each year of the charter term. | NYS ELA Exam Growth New baseline in 2021-22. 33% of students in grades 3-5 scored at proficiency levels on the NYS ELA exam in spring 2022. | Unable to Assess | See above |
| Academic Goal 6 | Based on the proficiency rates on the New York State Mathematics examination, the school will demonstrate positive academic growth in each year of the charter term. | NYS Math Exam Growth New baseline in 2021-22. 14% of all students in grades 3-5 scored at proficiency levels on the NYS Math exam in spring 2022. | Unable to Assess | See above |
| Academic Goal 7 | Where the school has an eligible subgroup population (deemed as six or more students) of English language learners, the school will demonstrate positive academic growth on New | NYS ELA Exam Growth -ELL Fewer than 6 ELL students | Unable to Assess | N/A |

| | | | | |
|-----------------|--|---|------------------|---|
| | York State ELA examination proficiency rates for that applicable population in each year of the charter term. | | | |
| Academic Goal 8 | Where the school has an eligible subgroup population (deemed as six or more students) of students with disabilities, the school will demonstrate positive academic growth on New York State ELA examination proficiency rates for that applicable population in each year of the charter term. | NYS ELA Exam Growth - SWD New baseline in 2021-22. | Unable to Assess | In 2022-23, we will offer four ICT classrooms. To further support CAACS-SC scholars, we have a director of student support who oversees all support staff and services, including our SPED teachers, guidance counselor, and our response to intervention (Rtl) and academic intervention services (AIS) programs. We introduced a daily AIR block in response to learning loss from the COVID-19 pandemic. All scholars at CAACS-SC attend the daily AIR period. During AIR time, teachers work with students individually and in small groups to provide guided support with foundational literacy and math |

| | | | | |
|------------------|---|--|------------------|--|
| | | | | skills. We are continuing to provide AIR daily to students in 2022-23 to support academic proficiency. |
| Academic Goal 9 | Where the school has an eligible subgroup population (deemed as six or more students) of students eligible for the free or reduced price lunch program, the school will demonstrate positive academic growth on New York State ELA examination proficiency rates for that applicable population in each year of the charter term. | NYS ELA Exam Growth - ED New baseline in 2021-22. | Unable to Assess | See above |
| Academic Goal 10 | Where the school has an eligible subgroup population (deemed as six or more students) of English language learners, the school will demonstrate positive academic growth on New York State Math examination proficiency rates | NYS Math Exam Growth - ELL Fewer than 6 ELL students. | Unable to Assess | N/A |

| | | | | |
|--|--|--|--|--|
| | for that applicable population in each year of the charter term. | | | |
|--|--|--|--|--|

2. Do have more academic goals to add?

Yes

2021-2022 Progress Toward Attainment of Academic Goals

| | Academic Student Performance Goal | Measure Used to Evaluate Progress Toward Attainment of Goal | Goal - Met, Not Met or Unable to Assess | 2019-2020 progress toward attainment of goal Met/Not Met/Unable to Assess During Due to Closure |
|------------------|---|---|---|--|
| Academic Goal 11 | Where the school has an eligible subgroup population (deemed as six or more students) of students with disabilities, the school will demonstrate positive academic growth on New York State Math examination proficiency rates for that applicable population in each year of the charter term. (Relevant for schools serving grades 3-8) | NYS Math Exam Growth - SWD New baseline in 2021-22. | Unable to Assess | N/A |

| | | | | |
|------------------|--|---|------------------|-----|
| Academic Goal 12 | Where the school has an eligible subgroup population (deemed as six or more students) of students eligible for the free or reduced price lunch program, the school will demonstrate positive academic growth on New York State Math examination proficiency rates for that applicable population in each year of the charter term. (Relevant for schools serving grades 3-8) | NYS Math Exam Growth - ED New baseline in 2021-22. | Unable to Assess | N/A |
| Academic Goal 13 | | | | |
| Academic Goal 14 | | | | |
| Academic Goal 15 | | | | |
| Academic Goal 16 | | | | |
| Academic Goal 17 | | | | |
| Academic Goal 18 | | | | |
| Academic Goal 19 | | | | |
| Academic Goal 20 | | | | |

3. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

For the 2021-2022 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2021-2022 Progress Toward Attainment of Organization Goals

| | Organizational Goal | Measure Used to Evaluate Progress | Goal - Met, Not Met, or Unable to Assess | If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable |
|------------|--|---|--|---|
| Org Goal 1 | Each year, the school self-reported average daily student attendance rate shall meet or exceed the average daily attendance for the Community School District (CSD) of location for elementary and middle schools and the citywide average for high schools. | CAACS SIRS Data and NYSED Preliminary Enrollment Data CAACS had 96% attendance for the 2021-22 SY. | Unable to Assess | N/A |
| | Each year, the percentage of | Each year, the percentage of students enrolled in ATS on 10/31 of | | |

| | | | | |
|------------|---|--|------------------|--|
| Org Goal 2 | students enrolled in ATS on 10/31 of a given school year that are enrolled in ATS on 10/31 the following school year will exceed the rate of the Community School District (CSD) of location for elementary and middle schools and the citywide average for high schools. | a given school year that are enrolled in ATS on 10/31 the following school year will exceed the rate of the Community School District (CSD) of location for elementary and middle schools and the citywide average for high schools. CAACS's Retention Rate in 2021-22 was 88%. | Unable to Assess | Please refer to Entry 9 for our student enrollment strategies. |
| Org Goal 3 | Each year, the school will meet or exceed any applicable student enrollment targets, as prescribed by the Board of Regents, for English language learners. | ELL BEDS Day Enrollment Records In 2021-22, CAACS's enrollment of ELL students was 2% compared to CSD 18 at 8%. | Not Met | Please refer to Entry 9 for our student enrollment strategies. |
| Org Goal 4 | Each year, the school will meet or exceed any applicable student enrollment targets, as prescribed by the Board of Regents, for students with disabilities. | SWD BEDS Day Enrollment Records In 2021-22, CAACS's enrollment of SWD was 15% compared to CSD 18 at 21%. | Not Met | Please refer to Entry 9 for our student enrollment strategies. |
| | Each year, the school will meet or exceed any applicable student | ED BEDS Day Enrollment Records | | |

| | | | | |
|------------|--|--|------------------|--|
| Org Goal 5 | enrollment targets, as prescribed by the Board of Regents, for students eligible for free and reduced price lunch. | In 2021-22, CAACS's enrollment of ED students was 75% compared to CSD 18 at 77%. | Not Met | Please refer to Entry 9 for our student enrollment strategies. |
| Org Goal 6 | Each year, the school will meet or exceed any applicable student retention targets, as prescribed by the Board of Regents, for English language learners. | ELL BEDS Day Retention Records CAACS's Retention Rate of all English Language Learners in 2021-22 was 80%. | Unable to Assess | N/A |
| Org Goal 7 | Each year, the school will meet or exceed any applicable student retention targets, as prescribed by the Board of Regents, for students with disabilities. | SWD BEDS Day Retention Records CAACS's SWD Retention Rate in 2021-22 was 100%. | Met | |
| Org Goal 8 | Each year, the school will meet or exceed any applicable student retention targets, as prescribed by the Board of Regents, for students eligible for free and reduced price lunch. | ED BEDS Day Retention Records CAACS's Retention Rate of Economically Disadvantaged students in 2021-22 was 89%. | Unable to Assess | N/A |
| | In each year of the charter term, | | | |

| | | | | |
|-------------|---|--------------------------------|---------|---|
| Org Goal 9 | <p>parents will express satisfaction with the school's program, based on the NYC DOE School Survey. The school will have a percentage of parents that meets or exceeds citywide averages in Top 2 box responses (i.e., agree/strongly agree, likely/very likely). The school will only have met this goal if at least 50% of parents participate in the survey or if the school meets the reporting threshold for NYC DOE School Survey, whichever is higher.</p> | NYCDOE School Survey - Parents | Not Met | <p>Although the school did not meet the measure, 91% of CAACS parents participated in the NYC DOE school survey in 2021-22. CAACS met or exceeded the city in 3 of 5 domains for families. CAACS will continue to practice family engagement strategies to support satisfaction with our program.</p> |
| Org Goal 10 | <p>In each year of the charter term, staff will express satisfaction with the school's program, based on the NYC DOE School Survey. The school will have a percentage of parents that meets or exceeds citywide averages in Top 2 box responses (i.e., agree/strongly</p> | NYCDOE School Survey - Staff | Not Met | <p>97% of teachers and staff participated on the NYC DOE school survey in 2021-22. Although the school did not meet the measure, CAACS met or exceeded the city in 6 of the 19 domains for</p> |

| | | | | |
|-------------|---|--|--|--|
| | agree, likely/very likely). The school will only have met this goal if at least 50% of staff participate in the survey or if the school meets the reporting threshold for NYC DOE School Survey, whichever is higher. | | | teachers. We will continue to focus on providing our teachers with responsive professional development and opportunities to grow in their careers. |
| Org Goal 11 | | | | |
| Org Goal 12 | | | | |
| Org Goal 13 | | | | |
| Org Goal 14 | | | | |
| Org Goal 15 | | | | |
| Org Goal 16 | | | | |
| Org Goal 17 | | | | |
| Org Goal 18 | | | | |
| Org Goal 19 | | | | |
| Org Goal 20 | | | | |

5. Do have more organizational goals to add?

No

6. FINANCIAL GOALS

2021-2022 Progress Toward Attainment of Financial Goals

| | Financial Goals | Measure Used to Evaluate Progress | Goal - Met, Not Met, or Partially | If not met, describe efforts |
|--|-----------------|-----------------------------------|-----------------------------------|------------------------------|
|--|-----------------|-----------------------------------|-----------------------------------|------------------------------|

| | | | Met | the school will take to meet goal. |
|------------------|--|--|---------|--|
| Financial Goal 1 | Each year, the school will maintain a stable cash flow as evidenced by having 60 days of unrestricted cash on hand reported in their yearly independent fiscal audit. | Financial Records | Met | |
| Financial Goal 2 | Each year, the school will operate on a balanced budget. A budget will be considered “balanced” if revenues equal or exceed expenditures. | Financial Records Revenues exceeded expenses by \$1,045,650 in 2021-22. | Met | |
| Financial Goal 3 | Each year, the school will meet or exceed 85% of their authorized enrollment on 10/31 as recorded in ATS. (This goal applies only to schools that are no longer “growing” grades within the current charter term.) | BEDS Day Enrollment 225 of chartered Enrollment of 280 | Not Met | CAACS is implementing expanded recruitment and marketing efforts in the 2022-23 school year. |
| Financial Goal 4 | | | | |
| Financial Goal 5 | | | | |

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

Financial Statements with Supplementary Information

For the year ended June 30, 2022

CULTURAL ARTS ACADEMY CHARTER SCHOOL
AT SPRING CREEK
Financial Statements
June 30, 2022

| Contents | Page |
|---|-------------|
| Independent Auditor's Report..... | 1-3 |
| Statement of Financial Position | 4 |
| Statement of Activities..... | 5 |
| Statement of Functional Expenses | 6-7 |
| Statement of Cash Flows | 8 |
| Notes to the Financial Statements..... | 9-14 |
| Supplementary Information | |
| Schedule of Expenditures of Federal Awards | 15 |
| Notes to the Schedule of Expenditures of Federal Awards | 16 |
| 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 <i>Government Auditing Standards</i> | 17-18 |
| Independent Auditor's Report on Compliance for Each Major Program and on Internal Control Over Compliance Required by the Uniform Guidance | 19-21 |
| Schedule of Findings and Questioned Costs..... | 22-23 |
| Summary Schedule of Prior Audit Findings..... | 24 |
| Corrective Action Plan..... | 25 |

Independent Auditor's Report

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

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of Cultural Arts Academy Charter School at Spring Creek (a nonprofit organization), which comprise the statement of financial position as of June 30, 2022, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements present fairly, in all material respects, the financial position of Cultural Arts Academy Charter School at Spring Creek as of June 30, 2022, 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.

Basis for opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audit contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Cultural Arts Academy Charter School at Spring Creek and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibility of management for the financial statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Cultural Arts Academy Charter School at Spring Creek's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Cultural Arts Academy Charter School at Spring Creek's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Cultural Arts Academy Charter School at Spring Creek's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Supplementary information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated March 28, 2023, 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 effectiveness of Cultural Arts Academy Charter School at Spring Creek's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Cultural Arts Academy Charter School at Spring Creek's internal control over financial reporting and compliance.

NCHS LLP

New York, New York
March 28, 2023

CULTURAL ARTS ACADEMY CHARTER SCHOOL
AT SPRING CREEK
Statement of Financial Position
As of June 30, 2022

Assets

| | |
|--------------------------------------|--------------------------|
| Cash | \$ 174,102 |
| Cash - restricted | 100,261 |
| Grants and contracts receivable, net | 205,162 |
| Security deposit | 20,000 |
| Property and equipment, net | <u>138,431</u> |
| Total assets | <u><u>\$ 637,956</u></u> |

Liabilities and Net Assets

Liabilities

| | |
|---|----------------|
| Accounts payable and accrued expenses | \$ 55,433 |
| Accrued salaries and other payroll-related expenses | 431,804 |
| Refundable advances | <u>174,570</u> |
| Total liabilities | <u>661,807</u> |

Net assets without donor restrictions

| | |
|---|--------------------------|
| Undesignated | <u>(23,851)</u> |
| Total liabilities and net assets without donor restrictions | <u><u>\$ 637,956</u></u> |

The accompanying notes are an integral part of this financial statement.

CULTURAL ARTS ACADEMY CHARTER SCHOOL
AT SPRING CREEK
Statement of Activities
For the year ended June 30, 2022

Operating revenue and other support

State and local per pupil operating revenue

| | |
|---|------------------|
| General education | \$ 3,703,554 |
| Special education | 347,241 |
| Total State and local per pupil operating revenue | <u>4,050,795</u> |

Grants, contracts and other support

| | |
|---|------------------|
| Government grants and contracts | 985,415 |
| Forgiveness of debt - PPP Loan | 638,717 |
| Contributions | 101,500 |
| Other income | 54,707 |
| Total grants, contracts and other support | <u>1,780,339</u> |
| Total operating revenue and other support | <u>5,831,134</u> |

Expenses

Program expenses

| | |
|------------------------|------------------|
| Regular education | 3,708,188 |
| Special education | 355,771 |
| Total program expenses | <u>4,063,959</u> |

Supporting Services

| | |
|--|------------------|
| Management and general | 808,863 |
| Fundraising | 52,732 |
| Total supporting services | <u>861,595</u> |
| Total program and supporting services expenses | <u>4,925,554</u> |

| | |
|---|---------------------------|
| Change in net assets | 905,580 |
| Net assets without donor restrictions - beginning of year | <u>(929,431)</u> |
| Net assets without donor restrictions - end of year | <u><u>\$ (23,851)</u></u> |

The accompanying notes are an integral part of this financial statement.

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

Statement of Functional Expenses

For the year ended June 30, 2022

| | | Program expenses | | | Supporting services | | Total Program and Supporting services |
|-------------------------------------|---------------------|-------------------------|----------------------|-------------------|----------------------------|-------------|---|
| | No. of positions | General education | Special education | Total programs | Management/g eneral | Fundraising | |
| Salaries | | | | | | | |
| Instructional personnel | 37 | \$ 1,588,095 | \$ 152,365 | \$ 1,740,460 | \$ 349,916 | \$ 28,972 | \$ 2,119,348 |
| Administrative staff personnel | 16 | 449,228 | 43,100 | 492,328 | 98,981 | 8,195 | 599,504 |
| Non instructional personnel | 5 | 173,348 | 16,631 | 189,979 | 37,806 | 3,162 | 230,947 |
| Total salaries | 58 | 2,210,671 | 212,096 | 2,422,767 | 486,703 | 40,329 | 2,949,799 |
| Operating expenses | | | | | | | |
| Payroll taxes and employee benefits | | 447,424 | 42,927 | 490,351 | 98,584 | 8,162 | 597,097 |
| Professional development | | 36,192 | 3,472 | 39,664 | 7,974 | 660 | 48,298 |
| Legal fees | | - | - | - | 1,725 | - | 1,725 |
| Audit and accounting | | - | - | - | 101,586 | - | 101,586 |
| Professional fees - other | | 134,995 | 12,952 | 147,947 | - | - | 147,947 |
| Curriculum/classroom expenses | | 64,775 | 6,215 | 70,990 | - | - | 70,990 |
| Supplies/materials | | 32,105 | 3,080 | 35,185 | 7,074 | 586 | 42,845 |
| Student services | | 66,086 | 6,340 | 72,426 | 3,346 | 277 | 76,049 |
| Postage, printing, and copying | | 179 | 17 | 196 | 39 | 3 | 238 |
| Insurance | | 56,451 | 5,416 | 61,867 | 12,438 | 1,030 | 75,335 |
| Information technology | | 1,060 | 102 | 1,162 | 234 | 19 | 1,415 |
| Occupancy and facility costs | | 566,901 | 54,390 | 621,291 | 69,032 | - | 690,323 |
| Telephone | | 42,544 | 4,082 | 46,626 | 9,374 | 776 | 56,776 |
| Depreciation | | 34,545 | 3,314 | 37,859 | 7,612 | 631 | 46,102 |
| Other expense | | 14,260 | 1,368 | 15,628 | 3,142 | 259 | 19,029 |
| Total operating expenses | | 1,497,517 | 143,675 | 1,641,192 | 322,160 | 12,403 | 1,975,755 |
| Total expenses | | \$ 3,708,188 | \$ 355,771 | \$ 4,063,959 | \$ 808,863 | \$ 52,732 | \$ 4,925,554 |

The accompanying notes are an integral part of this financial statement.

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

Statement of Cash Flows

For the year ended June 30, 2022

Cash flows from operating activities

| | |
|---|----------------|
| Change in net assets | \$ 905,580 |
| Adjustments to reconcile change in net assets to net cash provided by operating activities | |
| Depreciation | 46,102 |
| Forgiveness of debt - PPP Loan | (638,717) |
| Changes in operating assets and liabilities | |
| Grants and contracts receivable | 118,918 |
| Accounts payable and accrued expenses | (195,140) |
| Accrued salaries and other payroll-related expenses | (188,696) |
| Refundable advances | 174,570 |
| Net cash provided by operating activities | <u>222,617</u> |

Cash flows from investing activities

| | |
|--|--------------------------|
| Acquisition of fixed assets | <u>(33,159)</u> |
| Net cash used in investing activities | <u>(33,159)</u> |
| Net change in cash and restricted cash | 189,458 |
| Cash and restricted cash - Beginning of year | <u>84,905</u> |
| Cash and restricted cash - End of year | <u><u>\$ 274,363</u></u> |

**Cash and restricted cash as reported
within the statement of financial position**

| | |
|-------------------|--------------------------|
| Cash | \$ 174,102 |
| Cash - restricted | <u>100,261</u> |
| | <u><u>\$ 274,363</u></u> |

The accompanying notes are an integral part of this financial statement.

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK

Notes to the Financial Statements

June 30, 2022

Note 1 Organization

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

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

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

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

Note 2 Summary of significant accounting policies

Basis of presentation and use of estimates. The financial statements have been prepared in conformity with accounting principles generally accepted in the United States of America (“U.S. GAAP”) on the accrual basis of accounting.

Use of estimates. The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Financial statement presentation. The financial statements of the School have been prepared in accordance with U.S. generally accepted accounting principles (“US GAAP”), which require the School to report information regarding its financial position and activities according to the following net asset classifications:

Net assets without donor restrictions. Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the School.

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

Notes to the Financial Statements

June 30, 2022

Note 2 Summary of significant accounting policies - (continued)

Net assets with donor restrictions. Net assets subject to stipulations imposed by donors, and grantors. Some donor restrictions are temporary in nature; those restrictions will be

met by actions of the School or by the passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

Donor restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, net assets are reclassified from net assets with donor restrictions to net assets without donor restrictions in the statements of activities.

Cash – restricted. Cash - restricted is an escrow account of \$100,261 at June 30, 2022, which is held aside under the provisions of the School's charter to pay for legal and audit expenses that would be associated with a dissolution should it occur, as required by the New York State Education Department.

Grants receivable. Grants receivable are recorded at net realizable value. The allowance for doubtful accounts is the School's best estimate of the amount of probable credit losses in existing receivables. Management determines the allowance based on historical write-off experience and reviews its allowance for doubtful accounts periodically. Past due balances are reviewed individually for collectability. Grant receivables are \$243,336 as of June 30, 2022. The allowance for doubtful account of \$38,174 was recorded at June 30, 2022.

Revenue recognition. The School recognizes revenue from the state and local governments based on the School's charter status and the number of students enrolled. Such revenue is recorded when services are performed, in accordance with the charter agreement. The New York State Department of Education mandates the rate per pupil. Such revenue is recognized ratably over the related school year in which it is earned.

Grants and contracts revenue is recognized when qualifying expenditures are incurred and/or services are provided to the students during the applicable school year. Funds received in advance or any unspent funds for which qualifying expenditures have not been incurred are recorded as refundable advances. Any unspent amounts might be returned to the granting agency or the granting agency can approve that those amounts be applied to a future grant period.

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

Notes to the Financial Statements

June 30, 2022

Note 2 Summary of significant accounting policies - (continued)

Functional expenses. The costs of providing program and other activities have been summarized on a functional basis in the statements of activities. Accordingly, certain costs have been allocated among program services, administrative and fund raising. Such allocations are determined by management on an equitable basis.

The expenses that are allocated include the following:

| | |
|-----------------------------------|-----------------|
| Salaries | Time and effort |
| Fringe benefits and payroll taxes | Time and effort |
| Professional services | Time and effort |
| Insurance | Square footage |

Property and equipment. Property and equipment are recorded at cost. Donated assets are capitalized at the estimated fair value at date of receipt. The cost of maintenance and repairs is charged to expense as incurred; significant improvements are capitalized. The School capitalizes additions and significant improvements in excess of \$1,000. Depreciation is computed using the straight-line method over estimated useful lives of the respective asset. The estimated depreciable lives of the different classes of property are as follows:

| <u>Asset</u> | <u>Useful life</u> |
|---|--------------------|
| Furniture and fixtures | 7 years |
| Computer, software and office equipment | 3 years |

Income taxes. The School filed and received approval of its application for tax exempt status from the Internal Revenue Service under section 501(c)(3) of the Internal Revenue code to be classified as a publicly supported organization as described in Internal Revenue Code section 509 (A)(1) and 170(B)(1)(A)(II).

Accounting principles generally accepted in the United States of America require management to evaluate tax positions taken and recognize a tax liability (or asset) if the School has taken an uncertain position that more likely than not would not be sustained upon examination by taxing authorities. Management has analyzed the tax positions taken and has concluded that as of June 30, 2022, there are no uncertain positions taken or expected to be taken that would require recognition or disclosure in the financial statements.

The School is no longer subject to income tax examination by tax authorities for years before June 30, 2019.

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

Notes to the Financial Statements

June 30, 2022

Note 3 Pension plan

Effective September 1, 2011, the School adopted a 403(b) profit sharing plan (the “Plan”) which covers most of the employees. The Plan is a defined contribution plan. Employees are eligible to enroll in the Plan on the first day of their employment or the first day of the first, fourth, seventh, or tenth month of the Plan year, if they are at least 21 years in age. The Plan provides for the School to make discretionary contributions. The School’s contribution does not become vested until the participant’s sixth year, when it becomes fully vested. The School did not contribute to the Plan for the year ended June 30, 2022.

Note 4 Liquidity and availability

Financial assets available for general expenditures, that is, without donor or other restrictions limiting their use, within one year of June 30, 2022:

Financial assets:

| | |
|--|--------------------------|
| Cash | \$ 174,102 |
| Grants and contracts receivable, net | <u>205,162</u> |
| Amount available for general expenditures within one year | <u><u>\$ 379,264</u></u> |

Note 5 Property and equipment

Property and equipment consist of the following as of June 30, 2022:

| | |
|---------------------------------|--------------------------|
| Furniture and fixtures | \$ 165,515 |
| Computer equipment and software | 226,993 |
| Leasehold improvements | <u>48,500</u> |
| | 441,008 |
| Less: accumulated depreciation | <u>(302,577)</u> |
| | <u><u>\$ 138,431</u></u> |

Note 6 Accrued salaries and other payroll-related expenses

Accrued payroll and benefits consist of amounts due to staff for payroll earned during the school year but paid over the summer months. As of June 30, 2022, total accrued salaries and other payroll-related expenses amounted to \$431,804.

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

Notes to the Financial Statements

June 30, 2022

Note 7 Loan forgiveness - PPP loan

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

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

On July 12, 2021, the School received notification from the Small Business Administration that the School’s forgiveness application of the PPP Loan and accrued interest was approved in full, and the School has no further obligations related to the PPP Loan.

Note 8 Concentration of risk

The School maintains its cash in bank deposit accounts, which, at times, may exceed federally insured limits. The School has not experienced any losses in such accounts. The School believes it is not exposed to significant credit risk on cash and cash equivalents.

The School received approximately 70% of its operating revenue, which is subject to specific requirements, from per pupil funding from the New York State Department of Education during the years ended June 30, 2022. Additionally, the School’s grants receivable consists of 99% from the New York State Department of Education as of June 30, 2022.

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

Notes to the Financial Statements

June 30, 2022

Note 9 Related party transactions

The School has an operating lease agreement with CCC, a not-for-profit organization and a related party of the School, which commenced on July 1, 2010 and expires on June 30, 2021, and became a month-to-month lease. The School pays a monthly rent in the amount of \$38,245. Rent expense for the year ended June 30, 2022 was \$458,945, which is included in the accompanying statements of functional expenses under occupancy and facility costs. On October 12, 2021, the lease was renewed through June 30, 2023 and monthly rent will continue to be \$38,245. The chief executive officer of CCC is a founding member and board member of the School. Future minimum lease payments are as follows:

| <u>For the year ended June 30,</u> | <u>Amount</u> |
|------------------------------------|--------------------------|
| 2023 | <u>\$ 458,945</u> |
| Total | <u><u>\$ 458,945</u></u> |

During the year ended June 30, 2022, CCC contributed \$100,000 to the School.

Note 10 Risk management

The School is exposed to various risks of loss related to torts; thefts of, damage to, and destruction of assets; injuries to employees; and natural disasters. The School maintains commercial insurance to help protect itself from such risks. The School also intends to defend its positions on these matters. As of June 30, 2022, there are no matters for which the School believes the ultimate outcome would have a material adverse effect on the School's financial position.

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

On March 27, 2020, the CARES Act was signed into law in response to the coronavirus ("COVID-19") pandemic. The CARES Act includes many measures to provide relief to companies and organizations. Under the CARES Act, the Local Education Agencies ("LEAs") received funds from the Elementary and Secondary School Emergency Relief ("ESSER") fund to provide equitable services to students and teachers in non-public schools. The School was granted funds to defray the COVID-19 outbreak costs under the aforementioned ESSER fund during the year ended June 30, 2022.

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

Notes to the Financial Statements

June 30, 2022

Note 11 Subsequent events

Management has evaluated subsequent events through March 28, 2023, the date that the financial statements were available to be issued. Based on this evaluation, management has determined that no subsequent events have occurred which require disclosure in the financial statements.

CULTURAL ARTS ACADEMY CHARTER SCHOOL
AT SPRING CREEK
Schedule of Expenditures of Federal Awards
For the year ended June 30, 2022

| Federal Grantor/Pass-through Grantor/Program or Cluster Title | Federal Assistance Listing Number | Pass-through Entity Identifying Number | Federal Expenditures |
|---|-----------------------------------|--|----------------------|
| U.S. Department of Education | | | |
| <u>Passed-through New York State Education Department:</u> | | | |
| Title I Grants to Local Educational Agencies | 84.010A | 0021-22-4380 | \$ 89,681 |
| Supporting Effective Instruction State Grants | 84.367A | 0147-22-4380 | 12,668 |
| Student Support and Academic Enrichment program | 84.424A | 0204-22-4380 | 10,000 |
| Education Stabilization Fund: | | | |
| COVID-19 - Elementary and Secondary School Emergency Relief (ESSER2-CRRSA) Fund | 84.425D | 5891-21-4380 | 210,260 |
| COVID-19 American Rescue Plan - Elementary and Secondary School Emergency Relief (ARP ESSER) Fund | 84.425U | 5880-21-4380 | 618,850 |
| Total for Education Stabilization Fund Program | | | 829,110 |
| Total U.S. Department of Education | | | 941,459 |
| Total Expenditures of Federal Awards | | | \$ 941,459 |

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

Notes to the Schedule of Expenditures of Federal Awards

For the year ended June 30, 2022

Note 1 Basis of Presentation

The accompanying schedule of expenditures of federal awards (the “Schedule”) includes the federal grant activity of Cultural Arts Academy Charter School At Spring Creek for the year ended June 30, 2022. The information in this Schedule is presented in accordance with the requirements of Office of Management and Budget (OMB) Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (“Uniform Guidance”). Because the Schedule presents only a selected portion of the operations of Cultural Arts Academy Charter School At Spring Creek, it is not intended to, and does not, present the financial position, changes in net position or cash flows of Cultural Arts Academy Charter School At Spring Creek.

Note 2 Summary of Significant Accounting Policies

The accompanying schedule of expenditures of federal awards is presented using the accrual basis of accounting. The information in this Schedule is presented in accordance with the requirements of *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*. The amounts reported as expenditures in this Schedule may differ from certain financial reports submitted to federal funding agencies, due to those reports being submitted on either the cash or modified cash basis of accounting.

Note 3 Indirect Cost Rate

Cultural Arts Academy Charter School At Spring Creek has elected not to use the 10% de minimis indirect cost rate allowed under the Uniform Guidance.

Note 4 Subrecipients

No federal expenditures in this Schedule were provided to subrecipients.

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 of
Cultural Arts Academy Charter School
At Spring Creek

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audit 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 (a nonprofit organization), which comprise the statement of financial position as of June 30, 2022, 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 March 28, 2023.

Report on internal control over financial reporting

In planning and performing our audit of the financial statements, we considered Cultural Arts Academy Charter School At Spring Creek's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Cultural Arts Academy Charter School at Spring Creek's internal control. Accordingly, we do not express an opinion on the effectiveness of Cultural Arts Academy Charter School at Spring Creek'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 entity'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 or significant deficiencies may exist that were not identified.

Report on compliance and other matters

As part of obtaining reasonable assurance about whether Cultural Arts Academy Charter School at Spring Creek's financial statements are free from 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 the 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 no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the organization'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 organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in blue ink that reads "NChing LLP".

New York, New York
March 28, 2023

Independent Auditor's Report on Compliance for Each Major Program and on Internal Control over Compliance Required by the Uniform Guidance

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

Report on compliance for each major federal program

Opinion on each major federal program

We have audited Cultural Arts Academy Charter School at Spring Creek's compliance with the types of compliance requirements identified as subject to audit in the *OMB Compliance Supplement* that could have a direct and material effect on each of Cultural Arts Academy Charter School at Spring Creek's major federal programs for the year ended June 30, 2022. Cultural Arts Academy Charter School at Spring Creek's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, Cultural Arts Academy Charter School at Spring Creek complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2022.

Basis for opinion on each major federal program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audit contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of Cultural Arts Academy Charter School at Spring Creek and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of Cultural Arts Academy Charter School at Spring Creek's compliance with the compliance requirements referred to above.

Responsibilities of management for compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to Cultural Arts Academy Charter School at Spring Creek's federal programs.

Auditor's responsibilities for the audit of compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on Cultural Arts Academy Charter School at Spring Creek's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about Cultural Arts Academy Charter School at Spring Creek's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding Cultural Arts Academy Charter School at Spring Creek's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of Cultural Arts Academy Charter School at Spring Creek's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of Cultural Arts Academy Charter School at Spring Creek's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on internal control over compliance

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

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

A handwritten signature in blue ink that reads "NChing LLP".

New York, New York
March 28, 2023

**CULTURAL ARTS ACADEMY CHARTER SCHOOL
AT SPRING CREEK**
Schedule of Findings and Questioned Costs
For the year ended June 30, 2022

Schedule I – Summary of auditor’s results

Financial statements

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

Unmodified opinion

Internal control over financial reporting:

- Material weakness(es) identified?
- Significant deficiency(ies) identified that are not considered to be material weakness(es)?

___ yes X no

___ yes X none reported

Noncompliance material to financial statements noted?

___ yes X no

Federal awards

Internal control over major federal programs:

- Material weakness(es) identified?
- Significant deficiency(ies) identified that are not considered to be material weakness(es)?

___ yes X no

___ yes X none reported

Type of auditor’s report issued on compliance for major federal programs:

Unmodified opinion

Any audit findings disclosed that are required to be reported in accordance with Uniform Guidance under Section 2CFR200.516(a)

___ yes X no

Identification of major federal programs:

Federal Assistance

| <u>Listing Number</u> | <u>Name of Federal Program or Cluster</u> |
|-----------------------|--|
| 84.425D | COVID-19 - Elementary and Secondary School Emergency Relief (ESSER2-CRRSA) Fund |
| 84.425U | COVID-19 - Elementary and Secondary School Emergency Relief (ESSER3-ARP) Fund |

Dollar threshold used to distinguish between Type A and Type B programs:

\$750,000

Auditee qualified as low-risk auditee?

___ yes X no

**CULTURAL ARTS ACADEMY CHARTER SCHOOL
AT SPRING CREEK**
Schedule of Findings and Questioned Costs
For the year ended June 30, 2022

Section II – Financial Statement Findings

None noted.

Section III – Federal Award Findings and Questioned Costs

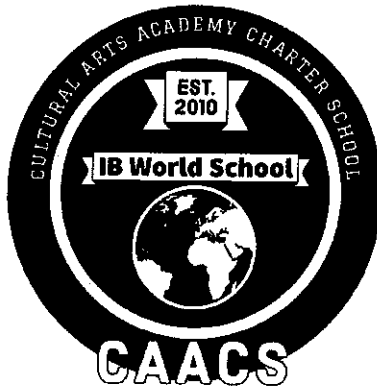
None noted.

**CULTURAL ARTS ACADEMY CHARTER SCHOOL
AT SPRING CREEK**
Summary Schedule of Prior Audit Findings
For the year ended June 30, 2022

The audit report for the year ended June 30, 2021 did not contain any findings and questioned costs.

CULTURAL ARTS ACADEMY CHARTER SCHOOL
AT SPRING CREEK
Corrective Action Plan
For the year ended June 30, 2022

Corrective action plan is not applicable for the year ended June 30, 2022.



MANAGEMENT LETTER

March 28, 2023

 or

This representation letter is provided in connection with your audit of the financial statements of Cultural Arts Academy Charter School at Spring Creek, which comprise the statement of financial position as of June 30, 2022, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the disclosures (collectively, 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 March 28, 2023, the following representations made to you during your audit.

Financial Statements

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated November 18, 2022, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP.
- 2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP.
- 3) 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.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.

-
- 6) Related-party relationships and transactions have been appropriately accounted for and disclosed in accordance with U.S. GAAP.
 - 7) 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.
 - 8) We are in agreement with the adjusting journal entries you have proposed, and they have been posted to the Organization's accounts.
 - 9) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.
 - 10) Significant estimates and material concentrations have been appropriately disclosed in accordance with U.S. GAAP.
 - 11) Guarantees, whether written or oral, under which the Organization is contingently liable, have been properly recorded or disclosed in accordance with U.S. GAAP.
 - 12) As part of your audit, you assisted with preparation of the financial statements and disclosures and schedule of expenditures of federal awards. We acknowledge our responsibility as it relates to those nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and disclosures and schedule of expenditures of federal awards

Information Provided

- 13) We have provided you with:
 - a) 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 (including information obtained from outside of the general and subsidiary ledgers), documentation, and other matters.
 - b) Additional information that you have requested from us for the purpose of the audit.
 - c) Unrestricted access to persons within the Organization from whom you determined it necessary to obtain audit evidence.
 - d) Minutes of the meetings of the governing board or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 14) All material transactions have been recorded in the accounting records and are reflected in the financial statements.
- 15) 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.
- 16) We have no knowledge of any fraud or suspected fraud that affects the Organization and involves:
 - a) Management,
 - b) Employees who have significant roles in internal control, or
 - c) Others where the fraud could have a material effect on the financial statements.
- 17) We have no knowledge of any allegations of fraud or suspected fraud affecting the Organization's financial statements communicated by employees, former employees, grantors, regulators, or others.
- 18) 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.
- 19) We have disclosed to you all known actual or possible litigation, claims, and assessment whose effects should be considered when preparing the financial statements.

-
- 20) We have disclosed to you the names of all of the Organization's related parties and all the related-party relationships and transactions, including any side agreements.
- 21) The Organization 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.
- 22) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us.
- 23) We have identified and disclosed to you all instances of identified and suspected fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we believe have a material effect on the financial statements.
- 24) The Organization 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 Organization'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.
- 25) With respect to federal award programs:
- a. We are responsible for understanding and complying with, and have complied with the requirements of Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), relating to preparation of the schedule of expenditures of federal awards.
 - b. We acknowledge our responsibility for preparing and presenting the schedule of expenditures of federal awards (SEFA) and related disclosures in accordance with the requirements of the Uniform Guidance, and we believe the SEFA, including its form and content, is fairly presented in accordance with the Uniform Guidance. The methods of measurement or presentation of the SEFA have not changed from those used in the prior period, and we have disclosed to you any significant assumptions and interpretations underlying the measurement or presentation of the SEFA.
 - c. If the SEFA is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the SEFA no later than the date we issue the SEFA and the auditor's report thereon.
 - d. We have identified and disclosed to you all of our government programs and related activities subject to the Uniform Guidance compliance audit, and have included in the SEFA, expenditures made during the audit period for all awards provided by federal agencies in the form of federal awards, federal cost-reimbursement contracts, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other direct assistance.
 - e. We are responsible for understanding and complying with, and have complied with, the requirements of federal statutes, regulations, and the terms and conditions of federal awards related to each of our federal programs and have identified and disclosed to you the requirements of federal statutes, regulations, and the terms and conditions of federal awards that are considered to have a direct and material effect on each major program.
 - f. We are responsible for establishing and maintaining, and have established and maintained, effective internal control over compliance for federal programs that provides reasonable assurance that we are managing our federal awards in compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a material effect on our federal programs. We believe the internal control system is adequate and is functioning as intended.

-
- g. We have made available to you all federal awards (including amendments, if any) and any other correspondence with federal agencies or pass-through entities relevant to federal programs and related activities.
 - h. We have received no requests from a federal agency to audit one or more specific programs as a major program.
 - i. We have complied with the direct and material compliance requirements (except for noncompliance disclosed to you), including when applicable, those set forth in the *OMB Compliance Supplement*, relating to federal awards and confirm that there were no amounts questioned and no known noncompliance with the direct and material compliance requirements of federal awards.
 - j. We have disclosed any communications from federal awarding agencies and pass-through entities concerning possible noncompliance with the direct and material compliance requirements, including communications received from the end of the period covered by the compliance audit to the date of the auditor's report.
 - k. We have disclosed to you the findings received and related corrective actions taken for previous audits, attestation engagements, and internal or external monitoring that directly relate to the objectives of the compliance audit, including findings received and corrective actions taken from the end of the period covered by the compliance audit to the date of the auditor's report.
 - l. Amounts claimed or used for matching were determined in accordance with relevant guidelines in OMB's Uniform Guidance (2 CFR part 200, subpart E).
 - m. We have disclosed to you our interpretation of compliance requirements that may have varying interpretations.
 - n. We have made available to you all documentation related to compliance with the direct and material compliance requirements, including information related to federal program financial reports and claims for advances and reimbursements.
 - o. We have disclosed to you the nature of any subsequent events that provide additional evidence about conditions that existed at the end of the reporting period affecting noncompliance during the reporting period.
 - p. There are no such known instances of noncompliance with direct and material compliance requirements that occurred subsequent to the period covered by the auditor's report.
 - q. No changes have been made in internal control over compliance or other factors that might significantly affect internal control, including any corrective action we have taken regarding significant deficiencies or material weaknesses in internal control over compliance subsequent to the period covered by the auditor's report.
 - r. Federal program financial reports and claims for advances and reimbursements are supported by the books and records from which the financial statements have been prepared.
 - s. The copies of federal program financial reports provided you are true copies of the reports submitted, or electronically transmitted, to the respective federal agency or pass-through entity, as applicable.
 - w. We have charged costs to federal awards in accordance with applicable cost principles.
 - x. We are responsible for and have accurately prepared the summary schedule of prior audit findings to include all findings required to be included by the Uniform Guidance, and we have provided you with all information on the status of the

follow-up on prior audit findings by federal awarding agencies and pass-through entities, including all management decisions.

- y. We are responsible for and have ensured the reporting package does not contain protected personally identifiable information.
 - z. We are responsible for and have accurately prepared the auditee section of the Data Collection Form as required by the Uniform Guidance.
 - aa. We are responsible for taking corrective action on each audit finding of the compliance audit and have developed a corrective action plan that meets the requirements of the Uniform Guidance.
 - bb. We have disclosed to you all contracts or other agreements with service organizations, and we have disclosed to you all communications from the service organizations relating to noncompliance at the service organizations.
- 26) We have taken timely and appropriate steps to remedy identified and suspected fraud or noncompliance with provisions of laws, regulations, contracts, and grant agreements that you have reported to us.
- 27) We have a process to track the status of audit findings and recommendations.
- 28) We have identified to you any previous audits, attestation engagements, and other studies related to the objectives of the audit and whether related recommendations have been implemented.



7. Do have more financial goals to add?

No

Thank you.

Entry 4 - Audited Financial Statements

Incomplete

Required of ALL Charter Schools

ALL SUNY-authorized charter schools must upload the financial statements and related documents in PDF format into the SUNY Epicenter system no later than **November 1, 2022**. SUNY CSI will forward to NYSED CSO. **SUNY-authorized charter schools** are asked to ensure that security features such as password protection are turned off.

ALL Regents, NYCDOE, and Buffalo BOE-authorized charter schools must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2022**. Upload the independent auditor's report, any advisory and/or management letter, and the internal controls report as one submission, combined into a PDF file, ensuring that security features such as password protections are removed from all school uploaded documents.

PLEASE NOTE: This task appears as visible and optional task in the online portal until August 1 2022 but will be identified as a required task thereafter and due on November 1, 2022. This is a required task, and it is marked optional for administrative purposes only.

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

Incomplete

Instructions - Regents-Authorized Charter Schools ONLY

Regents-authorized schools must download and complete the Excel spreadsheet entitled "Audited Financial Report Template" from the online portal or the [2021-2022 Annual Reports](#) webpage. Upload the completed file in Excel format and submit by **November 1, 2022**.

EDUCATION CORPORATIONS WITH MORE THAN ONE SCHOOL SHOULD COMPLETE THE EXCEL SPREADSHEET FOR THE EDUCATION CORPORATION AS A WHOLE, NOT FOR THE INDIVIDUAL SCHOOLS. PLEASE SUBMIT THE SAME EXCEL SPREADSHEET FOR EACH OF THE SCHOOLS.

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

Entry 4c - Additional Financial Documents

Completed - Nov 1 2022

Instructions - Regents, NYCDOE and Buffalo BOE authorized schools must upload financial documents and submit by **November 1, 2022**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a "federal Single Audit was not required because

the school did not expend federal funds of more than the \$750,000 Threshold.”

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

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

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

[Escrow Agreement_Redacted](#)

Filename: Escrow_Agreement_Redacted.pdf **Size:** 114.1 kB

Entry 4d - Financial Services Contact Information

Completed - Oct 25 2022

Regents, NYCDOE, and Buffalo BOE authorized schools should enter financial contact information directly into the form within the portal by **November 1, 2022**.

Form for "Financial Services Contact Information"

1. School Based Fiscal Contact Information

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

2. Audit Firm Contact Information

| | School Audit Contact Name | School Audit Contact Email | School Audit Contact Phone | Years Working With This Audit Firm |
|--|------------------------------|-------------------------------|-------------------------------|---------------------------------------|
| | BDO, Jimmy Vora | | | 13 |

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 | | | | | 13 |

Entry 5 - Fiscal Year 2022-2023 Budget

Completed - Nov 1 2022

SUNY-authorized charter schools should download the [2022-23 Budget and Quarterly Report Template and the 2022-23 Budget Narrative Questionnaire](#) from the SUNY website and upload the completed template into Epicenter. SUNY CSI will forward to NYSED CSO. **Due November 1, 2022.**

Regents, NYCDOE, and Buffalo BOE authorized charter schools should upload a copy of the school's FY22 Budget using the [2022-2023 Budget Template](#) in the portal or from the Annual Report website. **Due November 1, 2022.**

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

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

[CAACS Projected Budget \(2022-2023\)](#)

Filename: CAACS_Projected_Budget_2022-2023.xlsx **Size:** 37.9 kB

Entry 6 - Board of Trustees Disclosure of Financial Interest Form

Completed - Aug 1 2022

Due on August 1, 2022, each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2021-2022 school year must complete and sign a [Trustee Disclosure of Financial Interest Form](#). Acceptable signature formats include:

- Digitally certified PDF signature (i.e., DocuSign)
- Manual signature (1. download to print, 2. manually sign, 3. scan signed document to PDF, and 4. upload into portal)

All completed forms must be collected and uploaded in .PDF format for each individual member. **The education corporation is responsible for completing the form for trustees who left the board during the reporting year.**

Forms completed from past years will not be accepted. **Only the latest version of the form** (updated in April, 2022) is acceptable.).

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

Cheryl P CAACS

Filename: Cheryl_P_CAACS.pdf **Size:** 526.3 kB

Chrysetta Patterson CAACS

Filename: Chrysetta_Patterson_CAACS.pdf **Size:** 526.8 kB

Dr

Filename: Dr._Kimberlee_Pierre_CAACS.pdf **Size:** 526.1 kB

Dr

Filename: Dr._AR_Bernard_CAACS.pdf **Size:** 523.0 kB

Shirley A

Filename: Shirley_A._Glasgow_CAACS.pdf **Size:** 524.8 kB

Dean Sadek CAACS

Filename: Dean_Sadek_CAACS.pdf **Size:** 524.3 kB

Henry Clouden, III CAACS

Filename: Henry_Clouden_III_CAACS.pdf **Size:** 523.3 kB

Entry 7 BOT Membership Table

Completed - Aug 1 2022

Instructions

Required of ALL charter schools

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

Entry 7 BOT Table

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

CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK 800000067494

Authorizer:

Who is the authorizer of your charter school?

NYCDOE

1. 2021-2022 Board Member Information (Enter info for each BOT member)

| | Trustee Name | Trustee Email Address | Position on the Board | Committee Affiliations | Voting Member Per By-Laws (Y/N) | Number of Terms Served | Start Date of Current Term (MM/DD/YYYY) | End Date of Current Term (MM/DD/YYYY) | Board Meetings Attended During 2021-2022 |
|---|---------------------|-----------------------|-----------------------|------------------------|---------------------------------|------------------------|---|---------------------------------------|--|
| 1 | Dr. AR Bernard | | Chair | Finance | Yes | 4 | 08/01/2020 | 08/01/2023 | 6 |
| 2 | Cheryl A. Pemberton | | Vice Chair | Fundraising | Yes | 4 | 08/01/2020 | 08/01/2023 | 12 |
| 3 | Henry Clouden, III | | Treasurer | Finance | Yes | 4 | 08/01/2020 | 08/01/2023 | 12 |
| 4 | Shirley A. | | Secretary | Parent Engage | Yes | 4 | 08/01/2020 | 08/01/2023 | 5 or less |

| | | | | | | | | | |
|---|----------------------------|--|--------------------|------|-----|---|------------|------------|-----------|
| | Glasgow | | | ment | | | | | |
| 5 | Chrysett a Patterson | | Trustee/ Member | Arts | Yes | 4 | 08/01/2020 | 08/01/2023 | 12 |
| 6 | Dean Sadek | | Trustee/ Member | | Yes | 1 | 01/22/2020 | 08/01/2023 | 12 |
| 7 | Dr. Kimberlee Pierre | | Trustee/ Member | | Yes | 1 | 02/01/2022 | 08/01/2025 | 5 or less |
| 8 | | | | | | | | | |
| 9 | | | | | | | | | |

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

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

| | |
|--|---|
| a. Total Number of BOT Members on June 30, 2022 | 7 |
| b.Total Number of Members Added During 2021-2022 | 0 |
| c. Total Number of Members who Departed during 2021-2022 | 0 |
| d.Total Number of members, as set in Bylaws, Resolution or Minutes | 7 |

3. Number of Board meetings held during 2021-2022

12

4. Number of Board meetings scheduled for 2022-2023

12

Total number of Voting Members on June 30, 2022:

7

Total number of Voting Members added during the 2021-2022 school year:

0

Total number of Voting Members who departed during the 2021-2022 school year:

0

Total Maximum Number of Voting members in 2021-2022, as set by the board in bylaws, resolution, or minutes:

10

Total number of Non-Voting Members on June 30, 2022:

0

Total number of Non-Voting Members added during the 2021-2022 school year:

0

Total number of Non-Voting Members who departed during the 2021-2022 school year:

0

Total Maximum Number of Non-Voting members in 2021-2022, as set by the board in bylaws, resolution or minutes:

n/a

Board members attending 8 or fewer meetings during 2021-2022

3

Thank you.

Entry 8 Board Meeting Minutes

Completed - Aug 1 2022

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

Schools must upload a complete set of monthly board meeting minutes (July 2021-June 2022), which should match the number of meetings held during the 2021-2022 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by **August 1, 2022**.

[CAACS 2021-22 meeting minutes](#)

Filename: CAACS_2021-22_meeting_minutes.pdf **Size:** 788.2 kB

Entry 9 Enrollment & Retention

Completed - Aug 1 2022

Instructions for submitting Enrollment and Retention Efforts

Required of ALL Charter Schools

Describe the good faith efforts the charter school has made in 2021-2022 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2022-2023.

Entry 9 Enrollment and Retention of Special Populations

Recruitment/Attraction Efforts Toward Meeting Targets

| | Describe Recruitment Efforts in 2021-2022 | Describe Recruitment Plans in 2022-2023 |
|----------------------------|--|--|
| Economically Disadvantaged | Cultural Arts Academy Charter School at Spring Creek understands the need to enroll and retain specific student populations in numbers comparable to the NYC CSD #18. We partner with local movie theaters and newspapers to increase our outreach area. In addition, we post flyers at the Brownsville Recreation Center and other community locations that tend to serve lower income families and their children and communicate contact with community resources used by low-income families, including SNAP (Supplemental Nutrition Assistance Program) and WIC (Women, Infants and Children) food stamp programs, food pantries, thrift shops, and social service agencies. We also provide rides to information sessions from these locations. Finally, we recruit kindergarten | Between the 2018-19 and 2021-22 school years CAACS-SC's enrollment of ED students increased every year, reaching 75% in 2021-22. In comparison, the enrollment of ED students in CSD 18 was 77% in 2021-22, within one percentage point of CAACS-SC. |

| | | |
|---------------------------|---|--|
| | <p>students through collaboration with Head-Start, local daycares, and other organizations serving predominantly low-income and immigrant families and limited-English speaking families.</p> | |
| English Language Learners | <p>Cultural Arts Academy Charter School at Spring Creek understands the need to enroll and retain specific student populations in numbers comparable to the NYC CSD #18. This year, we have strategically partnered with the local movie theaters, the Caribbean Times Newspaper and the Canarsie Courier, to enhance our enrollment coverage area. CAACS applied for a charter revision to create a dual language program. CAACS believes that creating a dual language will help us meet state-mandated goals to improve education for non-English-speaking students. In one study, students who enrolled in dual-language courses in kindergarten gained the equivalent of one year of reading instruction by eighth grade, compared with their peers who received English-only instruction. Supporters of dual language programs cite the work of neuroscientist Ellen Bialystok, who found that people who are bilingual tend to maintain better cognitive functioning with age and are even believed to have delayed onset in Alzheimer's symptoms after diagnosis. Our request to create a dual language program was not approved by the</p> | <p>Enrollment of ELLs at CAACS-SC increased between 2018-19 and 2021-22, approaching CSD 18.</p> |

authorizers. CAACS translated all materials into the predominantly spoken languages of our district and community. CAACS used non- English media, approach community-based organizations serving the language group, recent immigrant support services. CAACS describe our ELL programs in our marketing materials, as well as our programs at all recruiting/outreach events and on our website. Additionally, our initiatives will also include handing out flyers, attending school fairs, going to local churches, meeting local representatives, and attending community board meetings, radio spots, newspaper articles, and interviews. Social media like Facebook and Twitter are also two methods we will use. We will connect all of these on our website, enabling visitors to see any kind of activity happening with the school.

Cultural Arts Academy Charter School at Spring Creek understands the need to enroll and retain specific student populations in numbers comparable to the NYC CSD #18. This year, in we have strategically partnered with the local movie theaters, the Caribbean Times Newspaper and the Canarsie Courier, to enhance our enrollment coverage area. CAACS collaborates with our local Committee on Special Education for District 18. Since 2011-2012, we have been a member of the

| | | |
|----------------------------|--|--|
| Students with Disabilities | <p>NYC Charter Center Special Education Collaborative and will continue to participate. This organization, the NYC Special Education Collaborative, focuses on assisting schools with starting and operating successful special education programs. Specific benefit details include:</p> <ul style="list-style-type: none"> • Program Support: technical assistance and advocacy • Staff Training : Verbal de-escalation and restraint training, monthly instructional training, counseling staff support, discounts to fee-based training • Teacher Recruitment: Career fair table and job postings • Resources : Common Core IEP goal bank access, access to resource library <p>Additionally:</p> <ul style="list-style-type: none"> • CAACS hosts an annual breakfast for all of our families who have students with disabilities. All of the service providers make a presentation and parents can access an exhibit of curriculum and assistive technology • Creates and disseminates brochures that describe our special education programming • Members of CAACS staff also connect the school with information and programs that they use for their own children. | Enrollment of SWD increased from 2019-20, reaching 15% in 2020-21 and 2021-22. The enrollment of SWD in CSD 18 was 18% in 2021-22. |
|----------------------------|--|--|

Retention Efforts Toward Meeting Targets

| | Describe Retention Efforts in 2021-2022 | Describe Retention Plans in 2022-2023 |
|--|---|---------------------------------------|
| | | |

| | | |
|----------------------------|--|---|
| Economically Disadvantaged | <p>CAACS provides access to a great educational opportunity that is in demand for in and out-of-District families. We know that most families hear about our school by word of mouth. CAACS will continue to monitor the efficacy of our recruitment and enrollment efforts for our economically disadvantaged special population by carefully tracking student enrollment numbers. Through our data dashboard, we collect detailed information on trends in at-risk student populations, report to the Board on enrollment trends, and adjust the marketing strategy, as needed.</p> <p>CAACS continues to identify community programs similar to the Brownsville Recreation Center, Boys and Girls Club and the local YMCA with more substantial populations of student eligible for free lunch, establish relationships with these organizations, make information available to organization leaders and post flyers.</p> | <p>Our retention rate for ED students was 89% between 2020-21 and 2021-22, an increase of 14 percentage points from the 2020-21 school year. We are continuing to implement the robust retention strategies described to the left to support the retention of ED students at CAACS.</p> |
| English Language Learners | <p>CAACS' retention strategies include:</p> <ul style="list-style-type: none"> -- Taking time to learn about the cultures and needs of ELL families in your school's community; -- Understanding that written materials are not always enough - place phone calls to ELL families; -- Utilizing ELL family members who are already in our school community - we designate them | <p>Our retention rate for ELLs was 80% between 2020-21 and 2021-22.</p> <p>Going forward, we will continue to work towards improving the</p> |

| | | |
|----------------------------|---|--|
| | <p>to speak on behalf of our school.</p> <ul style="list-style-type: none"> -- Having our bilingual staff member or volunteer who can help answer families' questions and fill out paperwork; -- Hosting an open-house specific to ELL families and providing translated materials and presenters who can translate for families. | retention of ELLs. |
| Students with Disabilities | <ul style="list-style-type: none"> -- CAACS continues to build relationships with support organizations to gain familiarity with the services they provide. -- CAACS maintains a database of support services to the families so these organizations know about our school and its special education program and make recommendations to the families they serve. | <p>Our retention rate for SWD was 100% between 2020-21 and 2021-22., increasing by 36 percentage points from the previous year.</p> <p>Going forward, we will continue to implement the strategies that contributed to this strong retention rate.</p> |

Entry 10 - Teacher and Administrator Attrition

Completed - Aug 1 2022

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

A. TEACH System - Employee Clearance

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

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

^[1] Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at http://www.nysed.gov/common/nysed/files/programs/charter-schools/employee_fingerprintoct19.pdf or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospa/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

B. Emergency Conditional Clearances

Emergency Conditional Clearances

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

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

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at [NYSED CSO Employee Clearance and Fingerprint Memo 10-2019](#).

Attestation

Responses Selected:

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

Entry 11 Percent of Uncertified Teachers

Completed - Aug 1 2022

Instructions

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

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

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

Entry 11 Uncertified Teachers

School Name:

Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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

| | FTE Count |
|--|-----------|
| i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2022) | 1 |
| ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022) | |
| iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022) | |
| iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022) | |
| Total Category A: 5 or 30% whichever is less | 1.0 |

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

| | FTE Count |
|-----------------------------------|-----------|
| i. Mathematics | |
| ii. Science | |
| iii. Computer Science | |
| iv. Technology | |
| v. Career and Technical Education | 0 |
| Total Category B: not to exceed 5 | 0.0 |

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

| | FTE Count |
|--|-----------|
| i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2022) | |
| ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022) | |
| iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022) | |
| iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022) | |
| Total Category C: not to exceed 5 | 0 |

TOTAL FTE COUNT OF UNCERTIFIED TEACHERS (Sum of Categories A, B AND C)

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

| | FTE Count |
|-------|-----------|
| Total | 1 |

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

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

| | FTE Count |
|------------------|-----------|
| Total Category D | 1 |

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

| | FTE Count |
|------------------|-----------|
| Total Category E | 21 |

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

| | FTE Count |
|------------------|-----------|
| Total Category F | 23 |

Thank you.



Entry 12 Organization Chart

Completed - Aug 1 2022

Instructions

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

Upload the 2021-2022 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should **not** appear on the chart.

CAACS TABLE OF ORGANIZATION-2021-2022

Filename: CAACS_TABLE_OF_ORGANIZATION-2021-2022.pdf **Size:** 328.3 kB

Entry 13 School Calendar

Completed - Aug 1 2022

Instructions for submitting School Calendar

Required of ALL Charter Schools

If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 1, 2022 submission. Charter schools must upload a final school calendar into the portal and may do so at any time but no later than **September 15, 2022**.

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

Board of Regents-authorized charter schools also are required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month. See an example of a calendar showing the requested information. Schools are encouraged to use a calendar template and ensure there is a monthly tally of instructional days.

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

CAACS School Calendar 2022-2023

Filename: CAACS_School_Calendar_2022-2023.pdf **Size:** 521.3 kB

Entry 14 Links to Critical Documents on School Website

Completed - Aug 1 2022

Instructions

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

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

1. Current Annual Report (i.e., 2021-2022 Annual Report);[\[1\]](#)
2. Board meeting notices, agendas and documents;
3. New York State School Report Card;
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy **(For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)**;

5. District-wide safety plan, not a building level safety plan (as per the September 2021 [Emergency Response Plan Memo](#);
6. Authorizer-approved FOIL Policy; and
7. Subject matter list of FOIL records. (Example: See [NYSED Subject Matter List](#))

[1] Each charter school is required to make the Annual Report publicly available by August 1 and to post on their respective charter school website. Each school should post an updated and complete version to include accountability data and financial statements that are not or may not be available until after the August deadline (i.e., Repost when financials have been submitted in November.)

Form for Entry 14 Links to Critical Documents on School Website

School Name: Cultural Arts Academy Charter School at Spring Creek

Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy

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

| | Link to Documents |
|---|---|
| 1. Current Annual Report (i.e., 2021-2022 Annual Report) | https://www.culturalartsacademy.org/accountability |
| 2. Board meeting notices, agendas and documents | https://www.culturalartsacademy.org/accountability/notice-of-public-meetings |
| 3. New York State School Report Card | https://www.culturalartsacademy.org/accountability |
| 4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY) | https://www.culturalartsacademy.org/accountability |
| 5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo | https://www.culturalartsacademy.org/accountability |
| 6. Authorizer-approved FOIL Policy | https://www.culturalartsacademy.org/accountability |
| 7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List) | https://www.culturalartsacademy.org/accountability |

Thank you. 

Entry 15 Staff Roster

Completed - Aug 1 2022

INSTRUCTIONS

Required of Regents and NYCDOE-authorized Charter Schools ONLY

Please click on the MS Excel [Faculty/Staff Roster Template](#) and provide the following information for **ANY and ALL** instructional and non-instructional employees.

Use of the 2021-2022 Annual Report Faculty/Staff roster template is required. Each of the data elements, with the exception of the Notes, are required, and use of the drop-down options,

when provided, is also required. Reminders: Please use the notes section provided to add any additional information as deemed necessary. Failure to adhere to the guidelines and validations in the Staff Roster Template will result in a resubmission of a fully corrected roster.

Please note the roster should include all staff employed any point from July 1, 2021 to June 30, 2022, including those employed on June 30th.

[CAACS Faculty Staff Roster_updated 08012022](#)

Filename: CAACS_Faculty_Staff_Roster_update_6TC71lo.xlsx **Size:** 20.8 kB

Optional Additional Documents to Upload (BOR)

Incomplete



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

July 01, 2022 through July 29, 2022

Account Number: [REDACTED]

00254788 1 AV 00.455



00254788 DRE 802 149 21122 NNNNNNNNNN T 1 000000000 61 0209757 P9952

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



210600106670002405000100000000

SAVINGS SUMMARY

Chase Business Select High Yield Savings

| | INSTANCES | AMOUNT |
|--|-----------|--------------|
| Beginning Balance | | \$100,259.71 |
| Deposits and Additions | 1 | 0.79 |
| Ending Balance | 1 | \$100,260.50 |
| Annual Percentage Yield Earned This Period | | 0.01% |
| Interest Paid This Period | | \$0.79 |
| Interest Paid Year-to-Date | | \$4.81 |

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 | | \$100,259.71 |
| 07/29 | Interest Payment | 0.79 | 100,260.50 |
| | Ending Balance | | \$100,260.50 |

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

| |
|--|
| Disclosure of Financial Interest by a Current or Former Trustee |
|--|

Trustee Name:

Cheryl A. Pemberton-Graves

Name of Charter School Education Corporation:

Cultural Arts Academy Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Vice President

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ **Yes** ☒ **No**

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

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

☐ **Yes** ☒ **No**

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

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

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

☒ **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 |
|---|------------------------------|---|---|---|
| | | | | |

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. The personal contact information provided below will be redacted.

Business Telephone:

Business Address:

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

DocuSigned by:
Cheryl A. Pemberton-Graves
CBEDE241CE644D9...

7/27/2022

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

| |
|--|
| Disclosure of Financial Interest by a Current or Former Trustee |
|--|

Trustee Name:

Chrysetta Patterson

Name of Charter School Education Corporation:

Cultural Arts Academy Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Trustee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

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

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

☒ **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 |
|---|------------------------------|---|---|---|
| | | | | |

Cultural Arts Academy Charter School

- Chrysetta Patterson

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. The personal contact information provided below will be redacted.

Business Telephone:

Business Address:

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

DocuSigned by:
Chrysetta Patterson
E92B9EB1AEA548B...

7/18/2022

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

| |
|--|
| Disclosure of Financial Interest by a Current or Former Trustee |
|--|

Trustee Name:

Dr. Kimberlee Pierre

Name of Charter School Education Corporation:

Cultural Arts Academy Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Trustee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ **Yes** ☒ **No**

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

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

☐ **Yes** ☒ **No**

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

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

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

☒ **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 |
|---|------------------------------|---|---|---|
| | | | | |

Cultural Arts Academy Charter School

- Dr. Kimberlee Pierre

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. The personal contact information provided below will be redacted.

Business Telephone:

Business Address:

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

DocuSigned by:
Dr. Kimberlee Pierre
1CAA1F0E5B99491...

7/5/2022

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

| |
|--|
| Disclosure of Financial Interest by a Current or Former Trustee |
|--|

Trustee Name:

Dr. AR Bernard

Name of Charter School Education Corporation:

Cultural Arts Academy Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

President

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ **Yes** ☒ **No**

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

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

☐ **Yes** ☒ **No**

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

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

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

☒ **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 |
|--|-------------------------------------|--|--|--|
| | | | | |

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. The personal contact information provided below will be redacted.

Business Telephone:

[REDACTED]

Business Address:

[REDACTED]

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

DocuSigned by:
Dr. AR Bernard
C8CEFEF6C5084A7...

7/2/2022

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

| |
|--|
| Disclosure of Financial Interest by a Current or Former Trustee |
|--|

Trustee Name:

Shirley A. Glasgow

Name of Charter School Education Corporation:

Cultural Arts Academy Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Secretary

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

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

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

☒ **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 |
|---|------------------------------|---|---|---|
| | | | | |

Cultural Arts Academy Charter School

- Shirley A. Glasgow

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. The personal contact information provided below will be redacted.

Business Telephone:

[REDACTED]

Business Address:

[REDACTED]

E-mail Address:

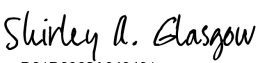
[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

DocuSigned by:

D01D0362A643431...

7/25/2022

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

| |
|--|
| Disclosure of Financial Interest by a Current or Former Trustee |
|--|

Trustee Name:

Dean Sadek

Name of Charter School Education Corporation:

Cultural Arts Academy Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Trustee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ **Yes** ☒ **No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ **Yes** ☒ **No**

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

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

☐ **Yes** ☒ **No**

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

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

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

☒ **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 |
|---|------------------------------|---|---|---|
| | | | | |

Cultural Arts Academy Charter School

- Dean Sadek

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. The personal contact information provided below will be redacted.

Business Telephone:

Business Address:

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

DocuSigned by:
Dean Sadek
00F298813827494...

7/5/2022

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

| |
|--|
| Disclosure of Financial Interest by a Current or Former Trustee |
|--|

Trustee Name:

Henry Clouden, III

Name of Charter School Education Corporation:

Cultural Arts Academy Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Treasurer

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ **Yes** ☒ **No**

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

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

☐ **Yes** ☒ **No**

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

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

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

☒ **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 |
|---|------------------------------|---|---|---|
| | | | | |

Cultural Arts Academy Charter School

- Henry Clouden, III

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. The personal contact information provided below will be redacted.

Business Telephone:

Business Address:

E-mail Address:

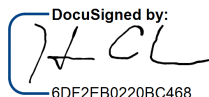
[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

DocuSigned by:

6DF2EB0220BC468...

6/29/2022

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

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

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

IN ATTENDANCE:

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

FINANCIAL REPORT – Mr. Henry Clouden, III, Board Treasurer

VOTE

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

BOARD GOVERNANCE

IN-PERSON BOARD MEETINGS resume, as per Governor Cuomo's Executive Order.

NEW BOARD MEMBER CANDIDATE - Review of resume

Doctor of Education - Executive Leadership St. John Fisher College
Advanced Certificate in Administration and Supervision Brooklyn College
Master of Science, Special Education Long Island University
Bachelor of Science, History, State University of New York at Binghamton

Relevant Certifications and Trainings

TITLE IX COORDINATOR LEVELS I, II AND III
TITLE IX COMPLIANCE AND ATHLETICS
PRE-K – 12 TITLE IX - INVESTIGATOR
CIVIL RIGHTS INVESTIGATOR
504 (ACCESSIBILITY) - COORDINATOR
PRINCIPAL LEAD EVALUATOR CERTIFICATION PERMANENT
NEW YORK STATE SCHOOL DISTRICT ADMINISTRATOR PERMANENT
NEW YORK STATE SCHOOL ADMINISTRATOR AND SUPERVISOR

DATA DASHBOARD

Year to Date Attendance Rate – 93.11%

In-Person Attendance Data as of 6/25/2021

Grade 3 – 5 Cohort – 90.40%

Grade K -2 Cohort – 90.06%

Current Enrollment – 244

SPED Enrollment – 34

IMMUNIZATION - Percentage of immunization completed is 100%.

NYC SURVEY - 2021 Parent Survey - 94.2% completion rate

Medical Exemptions for Virtual Learning - We are still awaiting guidance from NYCDOHMH and NYCDOE on new standards. They are considering the CDC guidance but are also concerned about rising rates of infection. New guidelines on remote learning have to be integrated into those standards.

PANDEMIC ELECTRONIC BENEFIT TRANSFER (P-EBT) FOOD BENEFITS

Temporary food benefits are being provided to help cover the cost of meals children would have otherwise received at school during the 2020-21 academic year. P-EBT food benefits are not SNAP benefits. They can only be used to purchase the same food items that can be purchased with SNAP benefits. Children who receive free school lunches through the National School Lunch Program are eligible for P-EBT food benefits if their school has been operating with reduced **in-person** attendance due to COVID-19 during the 2020-21 school year. This includes any private, prekindergarten, parochial and charter schools that participate in the National School Lunch Program. You do not (and cannot) apply for P-EBT food benefits. P-EBT food benefits will automatically be issued to eligible children. **Eligible children will receive P-EBT food benefits based on the number of days their school has reported that it was closed, or that in-person attendance was reduced due to COVID-19.** There are two different amounts that an eligible child may receive:

- Children whose schools reported that their in-person school attendance was reduced by 1 to 12 days during a month, will receive \$82 in P-EBT food benefits for that month.
- Children whose schools reported that their in-person school attendance was reduced for more than 12 days during a month, will receive \$132 in P-EBT food benefits for that month
- Children whose schools reported that their in-person attendance was not reduced during a month due to COVID will not receive a benefit for that month.

P-EBT food benefit amount that eligible children receive is based on the availability of monthly in-person school attendance information provided by schools and school districts.

The meeting was adjourned at 7:53pm.

NEXT MEETING: AUGUST 18, 2021 – 6:30PM

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at via Zoom on August 18, 2021.

IN ATTENDANCE:

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

VOTE

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

Enrollment

We lost 6% of our enrollment from March 2020-March 2021 during the pandemic, and about 27-30% of our scholars have demonstrated learning loss.

School Calendar

- **DATES AND INFORMATION ARE SUBJECT TO CHANGE.**
- **EVERY FRIDAY IS A FULL DAY OF CAACS ONLINE INSTRUCTION (EXCEPT FOR SCHOOL CLOSURE)** because every Friday is a **mandatory Professional Learning Day for all CAACS Staff.**
- **NOVEMBER 2, 2021 - Election Day, will be a full day of online learning** for all scholars.
- **On "Snow days"** or days when school is closed due to an emergency, all CAACS scholars will participate in CAACS-Online.
- Student-led Parent Conferences will be virtual. Your scholar's teacher will work with you to schedule your conference.

BACK-TO-SCHOOL SURVEY – Closes on Friday, August 20, 2021.

Principal's Emergency Readiness Training

Completed the Office of Safety and Youth Development training session: Emergency Readiness Training for Principals. This training is valid for two years. Her training certificate will be sent in a separate email.

Take Action to Amend the Public Officers Law

The NYCSA asked for our support to encourage our elected officials to make permanent the authorization to conduct public meetings via videoconference. In response to the COVID-19 State of Emergency declaration, Governor Cuomo released Executive Order 202.1, which allowed public bodies - such as charter school boards of trustees and others - to meet regularly in a safe, virtual setting. The CAACS Board fully supports the option for board members to participate in meetings virtually as part of this “new normal”.

NYSDOH Statement Regarding Back-to-School

August 5th, NYSDOH Commissioner Dr. Howard Zucker released a statement indicating that as a result of the lapsing of the state of disaster emergency in June, school districts (and therefore charter schools) are reestablished as the controlling entities for planning for and considering health-related and other considerations of school operations. He further encouraged schools to reopen fully in-person in the fall, while adopting safety plans based on CDC and local health department guidance. The CDC guidance and any current or future guidelines or requirements from local Departments of Health are therefore the controlling guidance for school re-opening.

NYSED released its Health and Safety Guide for the 2021-2022 School Year. This guide describes a range of strategies that schools, and districts should consider to be best situated to manage the risks for students and staff from COVID-19 while supporting robust and engaging learning experiences for students. It provides recommendations based on the best health and safety information currently available and is a living document that will be updated as public health conditions change.

On Friday, August 5th, we received a letter from **Dave A. Chokshi, Commissioner of Health at the NYC DOH**, in which he urges parents to get their children ages 12+ vaccinated in time for the beginning of school. In this letter, the Commissioner also noted that, "the City is now offering \$100 for anyone (including children) who gets their first dose at a City-run vaccination site or at home as part of the in-home vaccination program".

The meeting was adjourned at 7:43pm.

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at via Zoom on September 15, 2021.

IN ATTENDANCE:

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

VOTE

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

OPEN MEETINGS LAW

Governor Kathy Hochul approved an amendment to Open Meetings Law, which will allow public meetings to be conducted via videoconference, similar to the authorization provided by Executive Order 202.1, which expired in June. The Open Meetings Law provisions are in effect until January 15th, 2022.

NYSED ACCOUNTABILITY STATUS

NYSED will freeze the accountability status for schools for the 2021-2022 school year. CAACS is in good standing.

DASHBOARD

YTD Attendance Rate - 73.40%
Enrollment – 225

BACK TO SCHOOL SURVEY RESULTS were reviewed. The majority of families are looking forward to returning to in-person learning; some have concerns because their scholars do not qualify for a vaccination. 28 families are choosing to remain online. Based on parent feedback in the survey, CAACS did offer a virtual learning option for those families.

Covid Reporting Update

As per Governor Hochul, daily reporting to the New York State School COVID Report Card will resume on Monday, September 13th. All schools will be required to log in and submit a daily report between the hours of 7am and 4pm on each operational day of the school year.

Staff Vaccination Policy

CAACS will be adopting the same policy as NYC and will require ALL CAACS Staff—including the principal, school leaders, teachers, instructional, and non-instructional staff—to have received at least one dose of a coronavirus vaccine by Sept. 27, 2021, without the option of instead submitting to weekly testing. CAACS employees must submit either a vaccination card (paper form) or a vaccine passport (NY State's Excelsior Pass).

- ***Breaking News!*** - Staff at every New York City charter school will be required to be vaccinated against COVID-19 or face removal from their schools' payroll, city officials announced Tuesday.

- *Effective Monday, September 13*, all visitors to DOE school buildings will be required to provide proof of COVID-19 vaccination (1 dose), in order to enter the building, except in the case of an emergency. This proof may be provided in several ways. In order to enter the building, a visitor must: show identification, have proof of vaccination, complete the daily health screening form, and wear a face covering.

Cases so far... One CAACS Teacher, one external Sub-Teacher, and 2 students

The **NYC Kids RISE Save for College Program** enables every student in a participating elementary school, starting in kindergarten, will automatically receive an NYC Scholarship Account invested in the NY 529 Direct Plan, unless their family chooses not to participate. This year, the program is open to charter schools for the first time.

The meeting was adjourned at 7:36pm.

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

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

IN ATTENDANCE:

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

VOTE

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

DATA DASHBOARD

Year to Date Attendance Rate – 92.05%

Current Immunization Status – 96.50%

Current Enrollment– 217

SPED Enrollment– 32

Poverty Data

Housing:

Total Number of Families doubled up – 6

Total Number of Families in Temporary Living Quarters – 2

Total Number of Families in Shelters - 1

Families who qualify for Free & Reduced Lunch 153/70.50%

Technology Updates

Chromebooks Issued to Scholars: 160

Staff Issued Devices: 8

After School Activities - Apollo After School Program

- 3-day program - 9 students enrolled
- 4-day Program – 14 students enrolled
- Friday Learning Hub – 5 students enrolled

Apollo Afterschool Student Breakdown

- 5th Grade – 5
- 4th Grade – 3
- 3rd Grade – 3
- 2nd Grade – 4
- 1st Grade – 4

- Grade K – 2

CAACS Peace Players Girls Basketball League - 31 total

Apollo Afterschool Student Breakdown

- 3rd Grade – 8
- 4th Grade – 10
- 5th Grade – 13

STAFF VACCINATION UPDATE

The staff vaccination policy was implemented beginning September 27, 2021.(97.7%).

NYC KIDS RISE

The NYC Kids RISE Save for College Program is a scholarship and savings program. Unless their parent/guardian opts out, every kindergartener enrolled in a NYC public school (including participating charter schools), automatically receives an NYC Scholarship Account with a \$100 initial deposit and up to \$200 in early rewards. The scholarship funds are invested in the NY 529 Direct Plan, a type of tax-advantaged account specifically designed to help people save for higher education. Businesses, organizations, institutions, and others, can contribute to groups of the NYC Scholarship Accounts to further increase the money in each child's account and demonstrate their community's support for every child's success. We met with the Kindergarten families on September 29, 2021 to discuss the program; and they all seemed very receptive. We signed the letter of partnership on October 8, 2021.

WEEKLY SCREENING DATA

CAACS is taking all necessary and proactive, and sometimes unpopular steps to keep our unvaccinated scholars safe during this very unpredictable pandemic. In the results of our Back-To-School Survey, 75.65% of our CAACS families said that they are willing to allow your scholar(s) to submit to random testing for COVID-19 (via the NYCDOE), if implemented. CAACS has implemented bi-weekly COVID-19 testing for 10% of our eligible, unvaccinated students enrolled in our school (Kindergarten is excluded). The NYCDOE, NYC Health and Hospitals, the NYC Department of Health and Mental Hygiene (DOHMH), and the NYC Test and Trace Corps organized this initiative.

CAACS families must submit a new COVID-19 testing consent form for each of their scholars for the 2021-2022 school year, to participate in the testing program. The test is easy, quick, and safe. Instead of the "long swab" that goes in the back of the nose, this test is a short, small swab (like a Q-Tip) that goes just in the front of the nose. Results are typically provided within 48-72 hours.

CAACS has partnered with the New York City School Testing Program by CIC Health to implement the testing. CIC Health was co-founded by Dr. Atul Gawande, Chairman of Ariadne Labs and Tim Rowe, Founder and CEO of Cambridge Innovation Center (CIC). CIC Health has experience in operating dozens of public testing sites and has provided testing services to more than 600 schools and 450 organizations across 20 states. They are actively delivering end-to-end COVID-19 testing support to a large part of the country. Headquartered in Cambridge,

Massachusetts, this company has facilitated more than 2 million PCR tests and over 1.2 million vaccine doses. CAACS has been assigned a Program Coordinator who is our direct point of contact.

- Total tests Issued since implementation – 94
- Total Positive Test Results – 1
- Total Negative Results – 93
- Internal Exposure – 22
- Quarantined – 1

The meeting was adjourned at 7:42pm.

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on November 17, 2021.

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

GUEST: Dr. Kimberlee Pierre, Prospective Board Member

The meeting was called to order at 6:38pm – 7:41 pm with a quorum present.

VOTE

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

VOTE:

Dr. Laurie Midgette formally introduced a prospective new Board Member, Dr. Kimberlee Pierre. Prior to the meeting, the Board reviewed Dr. Pierre's resume and Board Questionnaire. The enthusiasm that Dr. Pierre's vibrant resume illustrates, demonstrates that she has a personal, vested interest in the success of our scholars that will positively impact their lives in the immediate present as well as the future. Dr. Pierre, too, validates our belief in the educability of all children, no matter their zip code, urban or suburban. Her resume moves our areas for growth forward in her experience with achieving our academic and organizational goals. Each Board member asked Dr. Pierre questions and shared their own experience with the school and their service on the board. Henry Clouden called a vote that was seconded by Chrysetta Patterson.

MOTION:

"The Cultural Arts Academy Board of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED/NYCDOE, and having discovered no city, state or federal criminal history, or having provided information regarding such history to NYSED/NYCDOE, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, and having reviewed the application in its entirety, has voted to select Dr. Kimberlee Pierre as a

member to its Board of Trustees, pending approval by NYCDOE Charter Office. The resolution approving Dr. Kimberlee Pierre is adopted upon NYCDOE Charter Office's approval."

The Board **unanimously** voted to approve Dr. Kimberlee Pierre as a new member of the CAACS Board of Trustees at 7:13pm. Meeting adjourned at 7:49 pm.

Respectfully submitted,
Shirley Glasgow, Secretary

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on December 15, 2021.

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

The meeting was called to order at 6:32pm – 7:31pm with a quorum present.

VOTE

The financial statements of Cultural Arts Academy Charter School were prepared by Stuart Sabal and the Finance Committee and presented by Henry Clouden, Treasurer. The Board reviewed related statements of activities and cash flow for one month, with the accompanying supplemental information. These statements were discussed in detail. There is sufficient cash to fund monthly operations. The per-pupil invoice has been updated and resubmitted for approval as 12/9/2021. The additional funding sources include ARP-ESSER 3 has been submitted and is under review. The CARES ACT – ESSERF has been fully received and deposited. TITLE I funds for 2020-2021 have been fully received and deposited. TITLE IIA funds have been allocated, received and deposited. TITLE IV funding has been allocated, received and deposited. TITLE I funding for 2018-2019 & 2019-2020 has been allocated, received and deposited. TITLE IIA has also been received and deposited. The CSP COVID Grant was submitted on March 1, 2022; we are still waiting to receive it. CAACs received a Special Charter School Aid dispensation marked Senate.

DATA DASHBOARD

Year to Date Attendance Rate – 94.94% (increase of 1.93%)

Virtual Learning Attendance:

- Week Ending 11/19 – 96.90%
- Week Ending 11/26 – 95.45%
- Week Ending 12/3 – 93.54%
- Week Ending 11/12 – 95.54%

Current Immunization Status – 96.9%

Enrollment – 209

SPED Enrollment – 36

POVERTY

- **Housing Updates:**
- Total Number of Families doubled up – 6

- Total Number of Families in Shelters – 1
- **Food Services (12/14/2021)**
- Students with meal code A (HRA) **118**
- Students with meal code 1 (FREE MEAL) **27**
- Students With meal code 2 (REDUCED MEAL) **15**
- **Total number of Free & Reduced – 153/76.55%**

COVID UPDATES

- 224 scholars have been tested as of 12/15/2021.
- 46 scholars tested in December.
- 1 Positive Test Result
- 222 Negative Test Results

*** (3 scholars from 3rd grade have tested positive this since 12/10/2021) ***

NEW CHANCELLOR

It was announced that David Banks, Founder of Eagle Academy has been named the next NYC Schools Chancellor. Mr. Banks, like the incoming mayor, are supportive of charters. He says that families of color were not necessarily clamoring for integrated schools, just good ones. He has been a consistent critic of what he considers the overreliance on suspensions in schools and is skeptical of using standardized test scores to judge individual students and schools. Mr. Banks has stressed making better use of digital learning tools to give students access to experiences and educators outside their classrooms. Mr. Banks was an early adopter of a culturally responsive curriculum. Despite the schools' positive qualities, some of the Eagle schools have struggled with performance, particularly in the middle school years. Three of the five Eagle schools in New York have posted middle school test scores that have led to them being ranked some of the lowest-performing schools in the state, which has raised questions about what other support the schools' at-risk students might need; and, some campuses have higher-than-average rates of chronic absenteeism. Still, the New York schools have generally posted graduation rates that are higher than the city average.

The meeting was adjourned at 7:31pm.

Submitted by: *Shirley A. Glasgow, Board Secretary*

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on January 19, 2022.

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

The meeting was called to order at 6:39pm – 7:41pm with a quorum present.

VOTE

The financial statements of Cultural Arts Academy Charter School were prepared by Stuart Sabal and the Finance Committee and presented by Henry Clouden, Treasurer. The Board reviewed related statements of activities and cash flow for one month, with the accompanying supplemental information. These statements were discussed in detail. There is sufficient cash to fund monthly operations. The General Education per-pupil rate increased for 2021-2022 by \$721.00. The CSP COVID Grant was submitted on March 1, 2022; we are still waiting to receive it.

Open Meetings Law Authorization Extended

On January 14, 2022, authorization for remote public meetings was extended. Governor Hochul signed legislation that allows public meetings to be conducted via conference call or similar means provided the public can view or listen to the proceedings and the proceedings are recorded and later transcribed. This extension will remain in effect until New York's state of emergency has ended.

Building Closure

Following the winter break, and due to the Omicron variant surge, the Principal made the decision to close CAACS in-person learning and transition to CAACS-Online virtual instruction, beginning on January 3, 2022, and continuing through January 14, 2022, with a return to in-person instruction on January 18, 2022.

PARENT SURVEY

The Board reviewed the results of the CAACS January 2022 Reopening Parent Survey.

COVID-19 Update

In the January 2022 parent survey, 51.91% of the 131 families that responded agreed that increasing testing will keep schools open. Additionally,

- 87.69% were in favor of the approach to send rapid kits home.
- 89.68% were in favor of this approach if CAACS implemented it.
- 83.59% are in favor of or have already consented to weekly testing.

Beginning Tuesday, January 18, 2022, CAACS implemented a “TEST-TO-STAY” (TTS) school-wide policy, combined with our regular mitigation strategies (e.g., masking, social distancing, etc.). The goals of “Test to Stay” are to allow scholars and staff to participate in in-person learning as safely as long as they do not test positive, can wear their masks and they remain symptom-free.

CAACS TESTING POLICY

It is the policy of CAACS that all students get tested for COVID-19, through a PCR, lab-based rapid test, or a home test kit on a continuous basis, regardless of vaccination status, and *with parental consent*.

CAACS has identified a Covid-19 testing program for our school so that we can all stay safe. Covid School Lab is a program that was created to address the urgent need for schools to ensure a safe and healthy school environment during the Covid-19 pandemic. Their program utilizes PCR testing, which is the most effective way of detecting Covid-19, per the CDC. A lab technician will come to our school on Tuesdays and Thursdays to administer the tests to staff, scholars and their family members who share the same household. The program is also free of charge to schools, by working through each individual's health insurance.

The COVID-19 testing is quick, and easy. Results are typically available within 24-36 hours. Members of our school staff will oversee testing with a PCR test, which can either be done by a lab technician, which includes either of the following, *depending on each individual's comfort preference*:

- Gently swabbing the inner part of the lower nostril.
- A saliva sample.

This is a picture of (Principal) getting her test because she wants to be safe, too.



COVID Waiver Data - CIC Surveillance Testing – Wednesday

195 In Person Students

175 Waiver have been submitted

Grade K – currently ineligible for testing

COVID Lab Testing Data

113 Students Registered

Testing Data 1/13

Staff Tested 32

Families 39

Students 77

Testing Data 1/18

Staff Tested 3

Families - 8

Students – 32

POVERTY DATA

FRL/Title I - 76.55%

The New York State Department of Health recently released updated guidance related to COVID-19 and has distributed self-testing kits to schools to curb the spread of COVID-19. All students in a class where a positive case is identified can use the take-home tests to monitor for COVID.

Kit Distribution Data

Department of Education/Department of Health Provided 1,114 Testing Kits

CAACS Purchased 270 In-House Testing Kits

Total - 1,391 Tests In-House

The Biden administration's new website allowing people to order up to four free at-home coronavirus tests went live on Tuesday, January 18th. This information was communicated to all families and staff.

The meeting was adjourned at 7:41pm.

Submitted by: Shirley A. Glasgow, Board Secretary

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on February 16, 2022.

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

The meeting was called to order at 6:32pm – 7:31pm with a quorum present.

VOTE

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

DATA DASHBOARD

Year to Date Attendance – 94.98%

Attendance Rates:

Week Ending 1/21 – 94.00%

Week Ending 1/28 – 95.90%

Week Ending 2/4 – 94.90%

Week Ending 2/11 – 95.18%

Current Immunization Status – 99.1%

Current Enrollment

- In Person Student Enrollment – 185
- Virtual Enrollment Count – 23
- SPED Student Enrollment – 36

Student Attrition Data

Grade 2 – 1 – Parents relocated

Temporary Housing:

Total Number of Families doubled up – 6

Total Number of Families in Shelters - 1

Poverty Rate: 78.36%

COVID Waiver Data - CIC Surveillance Testing – Wednesdays (weekly)

Test Performed YTD – 385

Positive Results YTD – 2

Test Performed this month – 85 (2/2 – 2/9)

Registered Participants:

Grades 1 – Grade 5 (Grade K ineligible)

COVID Lab Testing Data

Test Performed YTD – 486

Positive Results YTD – 4 Adults / 8 Students (3 within the 90-day window)

Test Performed this month – 60 (2/3)

Registered Participants:

Registered Staff – 44

Family / Adults – 28

Students - 123

Home Test Distribution – YTD 112

Students

January 27 – 15 test kits – 0 positive results

January 26 – 56 test kits – 0 positive results

January 19 – 40 test kits – 0 positive results

Staff

January 27 – 1 test kits – 0 positive results

STATE EXAMS AND OTHER DATES-AT-A-GLANCE

MARCH 2022

- Grades 3 – 5 ELA State Exam – March 29th - 31st

APRIL 2022

- 2022 – 2023 Lottery Application Deadline – April 1st
- ELA State Exam Make Up Dates – April 1st
- 2022 – 2023 Lottery – April 5th
- ELA State Exam Make Up Dates – April 9th
- Grades 3 – 5 Math State Exam – April 26th – 28th
- Math State Exam Make Up – April 29th

MAY 2022

- Math State Exam Make Up – May 9th
- Grade 4 Science Exam – Tuesday, May 24th - Performance

JUNE 2022

- Grade 4 Science Exam – Monday, June 6th – Written
- Grade 5 Graduation (In-Person, Off-Site) – Thursday, June 30th
- LAST DAY OF SCHOOL - JUNE 30TH

The **NYC City Council and Borough Presidents** have announced the submission deadlines for **FY2023 Discretionary Funding grant applications**.

- **Requests to Borough Presidents:** Thursday, February 24, 2022, 5:00 p.m.
- **Requests to City Council:** Thursday, March 24, 2022, 5:00 p.m.
- **Requests to Both*:** Thursday, February 24, 2022, 5:00 p.m.

NYSED ACCOUNTABILITY

The New York State Report Card is an important part of the Board of Regents' effort to create educational equity and raise learning standards for all students. Knowledge gained from the report card on a school's or district's strengths and weaknesses can be used to improve instruction and services to students. The report card provides information to the public on school/district staff, students, and measures of school and district performance as required by the Every Student Succeeds Act (ESSA). Fundamentally, ESSA is about creating a set of interlocking strategies to promote educational equity by providing support to districts and schools as they work to ensure that every student succeeds.

**Cultural Arts Academy Charter School at Spring Creek
ACCOUNTABILITY STATUS**

GOOD STANDING

**ELEMENTARY/MIDDLE STATUSES
BY SUBGROUP**

DUE TO COVID-19 AND CHANGES TO NEW YORK STATE ACCOUNTABILITY AND FEDERAL REPORTING REQUIREMENTS, 2021-22 DISTRICT AND SCHOOL ACCOUNTABILITY STATUSES ARE THE SAME AS THOSE ASSIGNED FOR THE 2020-21 SCHOOL YEAR.

SUBGROUP STATUS

| | |
|-----------------------------------|----------------------|
| ALL STUDENTS | GOOD STANDING |
| BLACK OR AFRICAN AMERICAN | GOOD STANDING |
| HISPANIC OR LATINO | GOOD STANDING |
| STUDENTS WITH DISABILITIES | GOOD STANDING |
| ECONOMICALLY DISADVANTAGED | GOOD STANDING |

ALUMNI SPOTLIGHT:

(ALUMNI SCHOLAR) will be joining the Class of 2026 at Dartmouth University. She has received a QuestBridge College Match Scholarship.

"Your thoughtful application and remarkable accomplishments convinced us that you have the intellectual energy, impact, and talent to thrive at Dartmouth. My colleagues and I are thrilled to welcome you into our campus community."

From Her Mom: "I want to thank you and your staff. Because you did more than prepare (Alumni Scholar) academically, you and your staff prepared her for life. Thank you for all for the lessons you've taught her. I will remember them and you forever. Thank you, Principal Midgette. "

Meeting Adjourned – 7:31pm

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on March 16, 2022.

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

The meeting was called to order at 6:32pm – 7:47pm with a quorum present.

Financial Report – Hank Clouden, Board Treasurer

Final 2021-22 Title 1 Allocations

Final title 1 allocations are set for NYS charter schools. Schools are to determine if amendments are needed. Our spending priorities will change because of three years of learning loss recovery. Therefore, grant amendments will become more regular. Our school's main seven current federal grants include COVID CSP, ESSER, CRRSA, ARP, Title 1, 2, and 4.

VOTE

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

Data Dashboard

- Year to Date Attendance Rate – 94.98% (increase of .48%)
- Current Immunization Status – 97.7% (*provisional status applied to the Klein family*)
 - In Person Student Enrollment – 185*
 - Virtual Enrollment Count – 16*
- ELL Enrollment - 4
- SPED Student Enrollment – 36
- Total Number of Families in Shelters – 4
- Title I-FRL: 78.00%
- **CIC Weekly Covid Testing:**
 - Test Performed YTD – 523
 - Positive Results YTD – 2
 - Test Performed this month – 92
- **COVID Lab Testing Data**
 - Test Performed YTD – 486

Positive Results YTD – 4 Adults / 8 Students
Test Performed this month – 0

- **Home Test Distribution –**

Department of Education/Department of Health – 1,852 Testing Kits
CAACS - 270 Testing Kits

TOTAL Tests In-House - 2122

YTD 315 Tests Distributed to Students

Students -

January 27 – 15 test kits – 0 positive results

January 26 – 56 test kits – 0 positive results

January 19 – 40 test kits – 0 positive results

February 18 – 204 test kits – 0 positive results

Staff - January 27 – 1 test kits – 0 positive results

2022 NYC School Survey: Family Survey

The 2022 NYC School survey is being administered online only for students and school staff; families have the option to participate in the survey online or on paper. The survey closes on March 25.

NYSED Grades 3–8 ELA and Math Exams

The New York State (NYS) grades 3–8 English Language Arts (ELA) and math exams will be administered from March 29–31 and April 26–28, respectively.

New ELL Students

We have welcomed three new students to the CAACS Family this month. The family arrived from Russia almost two months ago. They currently reside in a shelter awaiting permanent housing. The mother wanted to place her children in a more culturally diverse school community and after speaking to her social worker at the shelter Cultural Arts Academy was recommended to her. We were able to supply Mom with some gently used laundered items to start as well arranging for the family to purchase uniforms from one of our uniform partners. Our Russian SPED Professor welcomed the new scholars in their familiar language! That initial contact in their native language put them immediately at ease. Our scholars have been very welcoming and are excited to learn a new language.

Adjournment – 7:47pm

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on April 20, 2022.

Henry Clouden III, Treasurer

Cheryl Pemberton-Graves, Vice-President

Chrysetta Patterson, Member

Dean Sadek, Member

Shirley Glasgow, Secretary

Dr. Kimberlee Pierre, Member

Dr. Laurie B. Midgette, Principal

The meeting was called to order at 6:34pm – 7:38pm with a quorum present.

FINANCE COMMITTEE REPORT – Hank Clouden, Board Treasurer

VOTE

The financial statements of Cultural Arts Academy Charter School were prepared by Stuart Sabal and the Finance Committee and presented by Henry Clouden, Treasurer. The Board reviewed related statements of activities and cash flow for one month, with the accompanying supplemental information. These statements were discussed in detail. There is sufficient cash to fund monthly operations. The per-pupil invoice has been updated and resubmitted for approval. The additional funding sources have been submitted and are under review.

DATA DASHBOARD

Year to Date Attendance Rate – 93.07

Attendance Rates:

Week Ending 3/18 – 95.82%

Week Ending 3/25 – 95.55%

Week Ending 4/1 – 91.55%

Week Ending 4/8 – 88.45%

Week Ending 4/15 – 93.00%

ELL Enrollment - 4

SPED Enrollment – 36

LOTTERY RESULTS

Applications Submitted – 90

10 – Sibling (5 alumni siblings)

Acceptance Data

Grade 5 – 2

Grade 4 – 1

Grade 3 – 0

Grade 2 – 0

Grade 1 – 4

Grade K – 23

Total of 30 Seats Accepted

Recruitment

- Virtual Fair Booth will remain open over the summer
- Online application will remain live over the summer
- Instagram Ads
- Updated Advertisements with Community Partners
- Open House with Daycare Providers

Food Pantry Distribution

March 25 – 25 Boxes

April 1 – 25 Boxes

April 8 – 25 Boxes

April 15 – 20 Boxes

Total: 95 Boxes

ACADEMIC COMPARATIVE DATA – 1st Quarter - 3rd Quarter (iReady Assessment Tool)

3rd Grade

Reading - 31% of scholars demonstrated improved placement when compared to their beginning of the year (Q1) reading diagnostic.

Math - 37% of scholars demonstrated improved placement when compared to their beginning of the year (Q1) Math diagnostic.

4th Grade

Reading - 40% of scholars demonstrated improved placement when compared to their beginning of the year (Q1) reading diagnostic.

(Math)- 51% of scholars demonstrated improved placement when compared to their beginning of the year (Q1) Math diagnostic.

5th Grade

Reading - 29% of scholars demonstrated improved placement when compared to their beginning of the year (Q1) reading diagnostic.

Math - 31% of scholars demonstrated improved placement when compared to their beginning of the year (Q1) Math diagnostic.

ACR PRE-RENEWAL VISIT – MAY 10TH

All schools going through the renewal process next school year (SY22-23) will be visited this spring. Laurie Hazeley, Senior Director, Charter Authorizing, will conduct our visit. The visit will be comprised of a meeting with the school leader, two/ three observations, and a wrap up meeting. Observation blocks are structured to include a five-minute pre-observation conference, followed by a twenty to thirty minute observation, and then a ten-minute post-observation debrief.

SUMMER BOOST

Former Mayor Michael Bloomberg launched a \$50 million initiative to expand summer programming among New York City charter schools in an effort meant to close learning

gaps widened by the pandemic. The initiative, called “Summer Boost,” will allow any of the city’s charter schools to apply for grant funding to bolster their existing summer programs or launch new ones. The privately funded effort is slated to reach 25,000 students in grades K-8, about 18% of those currently enrolled in city charter schools.

CAACS will be participating in this initiative. The Summer Boost program will provide a five-week reading and math curriculum as well as teacher training. Participating schools must ensure that students attend at least 80% of the program and must commit to measuring outcomes. Bloomberg will offer funding to nearly every school that applies at a rate of about \$2,000 per student.

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on May 18, 2022.

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

The meeting was called to order at 6:31pm – 7:36pm with a quorum present.

VOTE

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

FINANCIAL REPORT – Hank Clouden, Board Treasurer

OPEN MEETINGS LAW UPDATE

- NEW Public Officers Law 103(c): A public body shall provide an opportunity for the public to attend, listen and observe meetings in at least one physical location at which a member participates.
- Public Officers Law 103-a(2): “A public body may, in its discretion, use videoconferencing to conduct its meetings pursuant to the requirements of this article provided that a minimum number of members are present to fulfill the body’s quorum requirement in the same physical location or locations where the public can attend...”
- Members can participate by videoconference (will not count for quorum, but can vote) must meet “**extraordinary circumstances**,” that is defined in the resolution and written procedures.
- § Examples include disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event that precludes the member’s physical attendance.

This law goes into effect on June 9, 2022, and (expires July 1, 2024), schools must do following to utilize this provision:

- **Adopt a resolution** following public hearing outlining process/procedures for videoconferencing
- **Members that are remote must be identified in the meeting minutes** and be heard/seen/identified.

- **Meeting notice include that videoconferencing will be available**, where the public can view/and or participate, where required documents and records will be posted/available.
- **Make a recording of meeting and recording must be posted within five business days on website** (must have website) and **make it available for a minimum of five years**. Transcribed upon request.
- **Members of the public must also be able to participate via videoconference** and participate the same as if they were in person.
- Use videoconferencing technology that will allow access by members of the public with disabilities consistent with the 1990 Americans with Disabilities Act and corresponding guidelines.
- **Prior to June 9, 2022, schools may meet remotely** as long as public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed.

Options For Charter School Board Meetings

- All members meet in-person, no videoconferencing available
- There are multiple meeting locations open to the public and all locations are connected via videoconferencing (pre- pandemic rules that are explicitly endorsed by Committee on Open Government) *No new limits on remote part; must notice remote locations*
- Adopt a resolution to utilize the new 103-a videoconferencing flexibilities and make sure school has complied with all requirements. Schools can choose to use this flexibility at anytime. *Limits on remote part, but may not need to share location of remote members*

VOTE

The Board voted to adopt a resolution to utilize the new 103-a videoconferencing flexibilities.

DATA DASHBOARD

Year to Date Attendance Rate – 93.22

Summer Boost Data - 75 Students registered

Lottery Updates

- Applications Submitted – 92
- Total of 33 Seats Accepted

Recruitment Plan

- Virtual Fair Booth will remain open over the summer
- Online application will remain live over the summer
- Social Media Ads
- Updated Advertisements with Community Partners
- Weekend Open House with Daycare Providers
 - June 11
 - June 18

SUMMER BOOST GRANT

Former Mayor Michael Bloomberg launched a \$50 million initiative to expand summer programming among New York City charter schools in an effort meant to close learning gaps widened by the pandemic. The initiative, called “Summer Boost,” allowed any of the city’s charter schools to apply for grant funding to bolster their existing summer programs or launch new ones. **CAACS HAS RECEIVED A GRANT TO HAVE A SUMMER PROGRAM.** The Summer Boost program will provide a five-week reading and math curriculum **BEGINNING JULY 12TH - AUGUST 18TH, 2022. DAILY SCHEDULE:** 9am-5pm, Monday through Friday.

CAACS budgeted for **60 of our K-5 scholars** (*with an additional request to add 15 additional seats* for those most in need of this opportunity: those experiencing promotion-in-doubt; those receiving special education services; those who are not on grade level in reading and/or math; and our ELL scholars. We are applying for additional funding to accommodate more scholars.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:41p.m.

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

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on June 15, 2022.

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

The meeting was called to order at 6:32pm – 7:31pm with a quorum present.

VOTE

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

COVID SURGE

CAACS is experiencing a surge in positive Covid cases. We currently have 18 scholars across all grades and 5 staff members as confirmed COVID cases. With now 23 confirmed cases of COVID, Principal Midgette as decided to pivot to CAACS Online learning for the final 8 days of the school year, beginning TUESDAY, JUNE 21, 2022. Indoor masks are still mandatory due to the ongoing COVID-19 transmission. In order to maintain the safety of all staff and students, we continue to maintain increased ventilation, the daily health screening form, weekly testing, and COVID-19 home test kit distribution.

STATE EXAMS/CUT SCORES

Prior to COVID, Met/Not Met reports, also known as Cut Scores, were made available in ATS from the NYC DOE. This year, we have been told that the NYC DOE will not be providing Cut Scores to schools. These reports have been a crucial piece of planning instruction for the next school year; however, because we are members of the NYC Charter Center's Test Scoring Consortium, we will receive the following reports that will provide a lens into our school's performance on the ELA and Math exams:

- Raw Score Reports giving insight to overall class and individual students' performance on the constructed responses of each exam
- Digital images of students' constructed responses allowing for the review of each student's work in reference to their raw score.

Final scores from NYSED will be released in late summer.

SUMMER BOOST UPDATE

With summer school quickly approaching, we:

- Ordered all required materials and books
- Set up staffing for the upcoming teacher professional development meetings
- Created the platform rosters so staff can access the curriculum, links, and materials for teacher training and development sessions.
- Created rosters on the platform for administering all pre-assessments and post-assessments this summer.

RENEWAL

Our Charter Authorizer shared the 2022-23 Charter Renewal Guide that is based on the process explained in the updated Accountability Handbook. The Renewal Application will be due on September 1, 2022. As a next step in the renewal process, we must participate in a Renewal Webinar where we will have the opportunity to ask questions related to the application submission or our renewal visit. The webinar will be on June 23, 2020 at 4 PM. *The board interview will now be virtual,* and will most likely be on the evening of the first day of the visit in the fall.

With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:31p.m.



International Baccalaureate
World School

2021-2022 TABLE OF ORGANIZATION

BOARD OF TRUSTEES

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

FOUNDING PRINCIPAL-CEO

(Reports directly to the Board of Trustees)

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

SCHOOL LEADERSHIP

(Reports directly to the Principal)

Director of Business, Accountability and Compliance, Facilities and School Safety

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

Director of Operations

Oversight of non-academic areas of management including enrollment planning, technology, transportation, medical, food services, enrollment, special events and parent engagement

Co-Directors of Curriculum and Instruction (2)

Oversight of instruction, data management, student assessments, assessment compliance, and supervision of General Education staff

Director of Student Support

Oversight of Student Support Services (SPED, Guidance Services, AIS, and Rti) and supervision of Special Education staff

ADMINISTRATION

Instructional Specialists (3) – *(Reports to the Co-Directors of Curriculum and Instruction) - responsible for instructional coaching and talent development of new, emerging, and master teachers.*

IB Coordinator - *(Reports to the Co-Directors of Curriculum and Instruction) - responsible for the effective organization of the PYP curriculum program and contributes to policy formation.*

LIM Coordinator - *(Reports to the Co-Directors of Curriculum and Instruction)
and coordinates the school wide Leader in Me model and professional learning to achieve and
maintain our Lighthouse status.*

Guidance Counselor *(Reports to the Director of Student Support) - provides academic and SEL
support to students.*

Dean of Students – *(Reports to the Director of Student Support) – responsible for the
implementation of the discipline policy and overall student safety.*

Ed-Tech Specialist– *(Reports to the Director of Operations)
Responsible for instructional technologies*

Facilities Manager – *Reports to the Director of BACFSS
Responsible for management of the internal and external facility maintenance*

School Safety Manager – *Reports to the Director of BACFSS
Responsible for safety and security and the supervision and training of the safety officers.*

CURRICULUM AND INSTRUCTION

Teachers/Teaching Assistants/Teaching Artists
Charged with delivery of curriculum and instruction and classroom management.

CAACS PARENT ASSOCIATION

President
Vice President
Treasurer
Secretary
University Representatives

CULTURAL ARTS ACADEMY CHARTER SCHOOL

International Baccalaureate
World School

The First Franklin-Covey Leader in Me Lighthouse Charter School in New York
Official Chapter of the National Elementary Honor Society
"Where Leaders Grow Up."

2022-2023 SCHOOL CALENDAR

180 instructional days

MISSION STATEMENT

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

IMPORTANT NOTES

- DAILY SCHOOL HOURS FOR ALL SCHOLARS are 7:30am – 3:30PM, *except Fridays*.
- FRIDAY DISMISSAL IS AT 2:30PM.
- DATES AND INFORMATION ARE SUBJECT TO CHANGE.

| | |
|---|---|
| June 30, 2022 | Grade 5 Graduation |
| July 1 – July 29, 2022 SPECIAL SUMMER PROGRAMMING | <p>July 1 – July 8, 2022 - All Directors, Security and Facilities Team Do Not Report.</p> <p>July 11 – August 18 - <u>Select</u> Summer Directors, Security, Operations, Instructional, and Facilities Staff Reports to Work for the Summer Boost Program.</p> <p>July 12 – August 18 – SUMMER BOOST begins – Scholars Report</p> |
| August 1, 2022 | All Directors, Facilities and Security Report In-Person. |
| August 15, 2022 | Virtual Professional Learning Begins – All Instructional Leadership and Professors. |
| August 18, 2022 | Last Day of SUMMER BOOST |
| August 22 – September 2, 2022 | In-Person Professional Learning Begins for ALL CAACS Staff (<i>Instructional AND Non-Instructional Staff Reports to Work</i>) |
| August 26, 2022 | Kindergarten and New Student Mixer |

| | |
|-------------------------------------|--|
| September 6, 2022 | FIRST DAY OF SCHOOL – IN-PERSON LEARNING for all Scholars and Staff |
| September 13, 2022 | K-2 CURRICULUM NIGHT Virtual Presentation |
| September 15, 2022 | Grades 3-5 CURRICULUM NIGHT Virtual Presentation |
| September 26, 2022 | SCHOOL CLOSED - ROSH HASHANAH |
| October 5, 2022 | SCHOOL CLOSED - YOM KIPPUR |
| October 10, 2022 | SCHOOL CLOSED – INDIGENOUS PEOPLES' DAY |
| October 21, 2022 | PROGRESS REPORT #1 |
| November 4, 2022 | LAST DAY OF QUARTER 1 |
| November 8, 2022 | ELECTION DAY Professional Learning VIRTUAL WEBINAR (WFH) – Staff (CAACCS-Online Independent Learning) - All scholars will work on IB-PBAT inquiry-based assignments) (NO IN-PERSON LEARNING) |
| November 10, 2022 | Virtual Student-Led Parent Conferences 8am – 4pm (CAACCS-Online Independent Learning) - All scholars will work on PBAT inquiry-based assignments. (NO IN-PERSON LEARNING) |
| November 11, 2022 | SCHOOL CLOSED – VETERANS DAY |
| November 23 – November 25, 2022 | SCHOOL CLOSED – THANKSGIVING |
| December 16, 2022 | PROGRESS REPORT #2 |
| December 23, 2022 – January 2, 2023 | SCHOOL CLOSED - HOLIDAY BREAK <i>(Report to School 1/3/2023)</i> |
| Monday, January 3, 2023 | First Day Back - Staff and Scholars Return (CAACCS Online – Virtual Learning) |
| January 6, 2023 | LAST DAY OF QUARTER 2 |
| January 12, 2023 | Virtual Student-Led Parent Conferences 8am – 4pm (CAACCS-Online Independent Learning) - All scholars will work on PBAT inquiry-based assignments. (NO IN-PERSON LEARNING) |

| | |
|--|--|
| January 16, 2023 | SCHOOL CLOSED – DR. MLK DAY |
| February 20 - February 24, 2023 | SCHOOL CLOSED – WINTER BREAK |
| March 3, 2023 | PROGRESS REPORT #3 |
| April 6 -April 14, 2023 | SCHOOL CLOSED – SPRING BREAK |
| APRIL 19-20, 24 2023 | NYSED ELA EXAMS |
| April 21, 2023 | SCHOOL CLOSED – EID AL-FITR |
| May 2, 3, 4, 2023 | NYSED MATH EXAMS |
| NOTE: IN SPRING 2023, THERE WILL NOT BE AN ADMINISTRATION OF THE GRADE 4 SCIENCE TEST. THIS IS TO SUPPORT THE TRANSITION TO THE NEW GRADE 5 ELEMENTARY-LEVEL SCIENCE TEST MEASURING THE NEW NYS P-12 SCIENCE LEARNING STANDARDS, WHICH BEGINS IN SPRING 2024. | |
| May 18, 2023 | Virtual Student-Led Parent Conferences 8am – 4pm (CAACS-Online Independent Learning) - All scholars will work on PBAT inquiry-based assignments. (NO IN-PERSON LEARNING) |
| May 29, 2023 | SCHOOL CLOSED – MEMORIAL DAY |
| June 19, 2023 | SCHOOL CLOSED - JUNETEENTH |
| June 23, 2023 | K-4 BRIDGING (Stepping Up) CEREMONIES |
| June 26, 2023 | FINAL REPORT CARD DISTRIBUTION |
| June 27, 2023 | LAST DAY OF SCHOOL - GRADE 5 GRADUATION (In-person) |
| IMPORTANT NOTES: <ol style="list-style-type: none"> DATES AND INFORMATION ARE SUBJECT TO CHANGE. EVERY FRIDAY DISMISSAL IS AT 2:30PM (EXCEPT FOR SCHOOL CLOSURE). THIS CALENDAR REFLECTS 180 INSTRUCTIONAL DAYS. | |

BRISCOE PROTECTIVE LLC
"WE ARE THE ALARM PROFESSIONALS"
NEW YORK, NEW YORK 10011
631-864-8666 * 718-692-1000 * 212-643-8833
FAX (631) 864-8444
WWW.BRISCOEPROTECTIVE.COM
NYS LICENSE #12000339947



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

NAME: Christian Cultural Center Inc

CUSTOMER #: 2504

LOCATION: 1400 Linden Blvd

THIS IS TO CERTIFY THAT ON 04/08/2022, THE ELECTRONIC
INTERCONNECTED FIRE ALARM AND SMOKE DETECTION SYSTEM AT THE
ABOVE LOCATION HAS BEEN INSPECTED. ALL DEVICES HAVE BEEN TESTED
AND FOUND TO BE IN NORMAL OPERATING CONDITION.

Inspection Report contains
Exceptions if initialed below

INSPECTION REPORT VERIFIED BY:

Thomas W. Manning

AUTHORIZED SIGNATURE
(Not valid unless signed)

Inspection Report contains
Recommendations if initialed
Below

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

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

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



Certificate of Occupancy

CO Number: 321172468F

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

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



Borough Commissioner



Commissioner

Certificate of Occupancy

CO Number: 321172468F

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



Borough Commissioner



Commissioner

END OF DOCUMENT

321172468/000 9/14/2016 3:52:41 PM