



2019-20 School Year Board Meeting #8 Minutes

Frederica Jefferies, CPCS Chair called the meeting to order and welcomed everyone to the CPCS 2018-19 School Year Board Meeting #8 at 6:30 PM on February 26, 2020.

Frederica Jefferies, Chair requested verification from the members present of “The Notice of Meeting” sent to each of the members of the board via email. Each member noted the proper notification was received.

Pursuant to the NY State Public Meetings Law the public notice of meeting was provided in the following manner thus meeting the law’s requirement of media and public notice:

- The Wave via email
- Public Posting at CPCS Office
- CPCS Websites and Social Media Sites

Ben Waxman, Secretary of the Board of Trustees called the roll of the board.

Members present: Frederica Jefferies, Jeremiah C. Gaffney, Ben Waxman and Gertrudis Hernandez

Members absent: Andrew Barnes and Karon McFarlane

Also present: Michael R. Estep. He was given the rights of the floor to speak during the meeting by common consent.

The Chair offered opportunity for any questions from the public. No comments or questions were offered.

1. The agenda was approved by common consent.
2. The Chair called for a review of the minutes of the 2019-20 School Year Board Meeting #7 [Attachment #1]. The minutes were approved by common consent.
3. The Chair called for the report of Dr. Les Mullings, CEO. Dr. Mullings gave an update on the development of the CTE high school to open in August 2020. He also gave an update on the facilities being retrofitted at 1520 Central Avenue, Far Rockaway, NY. Additionally, he shared an update on the JFK Development and the progress on securing industry partners including the Terminal 1 group and funding request in support of three of the CTE pathways – Aviation, Culinary Arts and Hospitality. The report was received with appreciation.



4. Dr. Mullings called for a review of the report of Kentia Coreus, Senior Director of Teaching and Learning [Attachment #2]. The report was received with appreciation.
5. Dr. Mullings called for a review of the report of Nicole Griffin, K-5 Principal [Attachment #3]. The report was received with appreciation.
6. Dr. Mullings called for a review of the report of Mavgar Mondesir-Gordon, 6-8 Principal [Attachment #4]. The report was received with appreciation.
7. Dr. Mullings called for a review of the report of Kimberly Messer, Director of Communications [Attachment #5]. The report was received with appreciation.
8. Dr. Mullings called for a review of the report of Venessa Lynch, Director of Operations [Attachment #6]. The report was received with appreciation.
9. The Chair called for the January 2020 Financial Report [Attachment #7]. Following review, the report was received.

The meeting adjourned by common consent at 7:35 PM

Respectfully submitted:

A handwritten signature in blue ink, appearing to read "Ben Waxman", is written over a light blue circular stamp.

Ben Waxman
Secretary



Attachment #1
See Prior
Month
Minutes for
Minute
Attachments



2019-20 School Year Board Meeting #7 Minutes

Frederica Jefferies, CPCS Chair called the meeting to order and welcomed everyone to the CPCS 2018-19 School Year Board Meeting #7 at 6:30 PM on January 15, 2020.

Frederica Jefferies, Chair requested verification from the members present of “The Notice of Meeting” sent to each of the members of the board via email. Each member noted the proper notification was received.

Pursuant to the NY State Public Meetings Law the public notice of meeting was provided in the following manner thus meeting the law’s requirement of media and public notice:

- The Wave via email
- Public Posting at CPCS Office
- CPCS Websites and Social Media Sites

Ben Waxman, Secretary of the Board of Trustees called the roll of the board.

Members present: Frederica Jefferies, Karon McFarlane, Jeremiah C. Gaffney, Ben Waxman and Gertrudis Hernandez

Members absent: Andrew Barnes

Also present: Michael R. Estep, Kentia Coreus, Nicole Griffin, Mavgar Mondesir-Gordon, Eunice Armstrong, Kim Messer and Venessa Lynch. They were given the rights of the floor to speak during the meeting by common consent.

The Chair offered opportunity for any questions from the public. No comments or questions were offered.

1. The agenda was approved by common consent.
2. The Chair called for a review of the minutes of the 2019-20 School Year Board Meeting #5 [Attachment #1]. The minutes were approved by common consent.
3. The Chair called for a review of the minutes of the 2019-20 School Year Board Meeting #6 [Attachment #2]. The minutes were approved by common consent.
4. The Chair called for the report of Dr. Les Mullings, CEO. Dr. Mullings gave an update on the development of the CTE high school and the facilities being retrofitted at 1520 Central Avenue, Far Rockaway, NY. He also shared about the special recruitment efforts for the CTE 9th and 10th grades. Additionally, he shared



an update on the JFK Development and the progress on securing industry partners and funding request in support of three of the CTE pathways – Aviation, Culinary Arts and Hospitality. Dr. Mullings also gave an update on the Arverne by the Sea facility which will house Grades 3-5 beginning in school year 2021-22. The report was received with appreciation.

5. Dr. Mullings called for a review of the report of Kentia Coreus, Senior Director of Teaching and Learning [Attachment #3]. The report was received with appreciation.
6. Dr. Mullings called for a review of the report of Nicole Griffin, K-5 Principal [Attachment #4]. The report was received with appreciation.
7. Dr. Mullings called for a review of the report of Mavgar Mondesir-Gordon, 6-8 Principal [Attachment #5]. The report was received with appreciation.
8. Dr. Mullings called for a review of the report of Kimberly Messer, Director of Communications [Attachment #6]. The report was received with appreciation.
9. Dr. Mullings called for a review of the report of Venessa Lynch, Director of Operations [Attachment #7]. The report was received with appreciation.
10. The Chair called for the December 2019 Financial Report [Attachment #8]. Following review, the report was received.

The meeting adjourned by common consent at 7:45 PM

Respectfully submitted:

A handwritten signature in blue ink, appearing to read "Ben Waxman", is written over a light blue circular stamp.

Ben Waxman
Secretary



Attachment #2



**Senior Director of Teaching and Learning
February 2020 Board Report
(Covering January 14-February 14)
Kentia Coreus**

Enrollment Compliance

Authorized Enrollment	816 (WITH FLOAT: 897)
Current Enrollment	813 (as of February 14, 2020)

2019-20 ELL and SWD Enrollment (as of January 10, 2020)

Grades	# of ELL students	# of SWD students
K-5	22	70
6-8	1	34
TOTAL	23 (2.8%)	104 (12.7%)

Four possible ELL students are waiting to be tested. Ten initial referrals for SWD have been made.

Staffing (as of February 14, 2020)

Elementary

Two vacancies- 1 grade Teacher’s Assistant

Middle

Two vacancies -7th grade ELA and Science Teacher’s Assistants

Ongoing

The Senior Director of Teaching and Learning continues to:

- observe Principal practices
- engage in the planning and designing work for Challenge Charter High School

Challenge Charter High School Planning

Student Recruitment

Our authorized enrollment for Challenge Charter HS is 192. Thus, our goal is to enroll 96 students in 9th grade and 96 students in 10th grade.

10th Grade Update

28 applications have been submitted on School Mint. 19/28 applicants are former Challenge students. 9/28 applicants are new to Challenge.

9th Grade Update

91 applications have been submitted on School Mint. 86/91 applicants are new to Challenge. 60 of our current 8th graders have completed a Letter of Intent to return for 9th grade.

Planning and Designing

Retired school principal Cheryl Quatrano and retired special education provider Melinda Spataro continue to support the high school design process.

This Month's Schedule

February 10 (onsite): Discussing HS positions requirements and the school leader hiring process.

February 17 (remote): Developing job descriptions for instructional and operational positions.

February 18 (remote): Developing job descriptions for instructional and operational positions.

February 24 (remote): Developing the school leader hiring process.

February 26 (onsite): Discussing the hiring process for instructional and operational positions.

February 27 (remote): Developing the hiring process for instructional and operational positions.

Recruiting the Founding High School Leader

The Founding High School Leader position is posted on our new Careers Page

(<https://challengecharterschools.org/challengecareers>) using our new recruitment software, Recruitee. Of the sixteen applications received for the position, we will proceed with seven qualified candidates.

HS Leader Hiring Process

Phase I-Initial interview via Zoom. Candidates will be interviewed by K. Coreus and T. Richards.

Phase II- School Visit. Candidates will be invited to Challenge in groups.

School Visit Agenda:

- Opening meeting with K. Coreus (Review agenda and expectations of visit)
- Building Tour at Hartman (including a walkthrough of a K and Gr. 5 class)
- Building Tour at Redfern (including a walkthrough of a Gr. 7 and Gr. 8 class)
- Candidates will complete two skills assessments. A data analysis assessment and an instructional feedback assessment.
- Closing meeting with K. Coreus

Phase III- Panel Interview

Candidates will be invited to a panel interview in the evening. Panel will include both current Challenge principals, teachers, students, and parents.

Phase IV- Top two candidates

Final interview with Dr. Mullings and K. Coreus

Additional High School Job Postings

The following job descriptions have been created for positions at Challenge Charter HS. The Assistant Principal Job posting will be made live early March 2020.

- Founding High School Assistant Principal
- Founding High School Curriculum Specialist
- Founding High School Teacher (Multiple Subjects)

- Founding High School Career and Financial Management Teacher
- Founding High School Internship and CTE Coordinator
- Founding High School Guidance Counselor
- Founding High School Social Worker
- Founding High School Dean of Culture
- Founding High School Director of Student Support
- Founding High School Data Coordinator
- Founding High School Family Engagement Coordinator
- Founding High School Front Office Assistant
- Founding High School Operations Associate

High School Informational Session #2

The second high school informational session was held on January 28, 2020. Family attendance was improved thanks to outreach by the recruitment team.

Lesson learned from this session:

- We must provide additional information about programming that leads to obtaining an Associate's degree.

Collaborating with JPS Solutions

Weekly meetings with JPS Solutions, the SDTL, and Principal Gordon continue. JPS has identified the collection of incoming student academic data as a priority. Adopting a Student Information System (SIS) has also been identified as a priority. iO Education cannot serve as our SIS because as a charter school, we do not have access to STARS (a NYCDOE system that stores student academic data).

Program Presentation

The SDTL participated in a meeting with the President of York College, Dr. Berenecea Johnson-Eanes on February 6, 2020 (along with Dr. Mullings and Dr. Estep) to describe the high school's academic program. The team's presentation resulted in York College expressing a high level of interest in developing a partnership to support our students.

Fall Administration of VAL-ED Survey

Teachers have completed VAL-ED surveys for principals, assistant principals and the Dean of Culture and Director of Intervention and Special Education at CCMS. The SDTL will complete VAL-ED surveys for the principals by early March. Principal received formal feedback about the observations of practice conducted in late January 2020.

ELL Instruction and Recruitment

Challenge hosted Melissa Katz, Director at The Collaborative for Inclusive Education on February 11, 2020. Melissa observed ELL instruction in Grade 2, met with the leadership team at Hartman, and discussed our approach to recruiting ELL students with our recruitment team. The SDTL will utilize Ms. Katz' recommendations to plan next steps with key Challenge team members.



Attachment #3



**February 2020
Principal Report
Nicole Griffin
Elementary School**

Enrollment

kindergarten- 120

1st grade- 97

2nd grade- 95

3rd grade- 94

4th grade- 97

5th grade- 71

Elementary Total: 574

January 15, 2020-Data Boot Camp- examining Interim Assessment Data

[Click Here for the Math Data](#)

[Click Here for the ELA DATA](#)

The admin team created Interim Assessments using i-ready and samples of previous years NYS exams. The entire school completed an assessment in both math and ELA. Following the completion, we used a protocol to analyze the data and identify the priority standards

Here is an example:

Math Priority Standards		
Standard Code	Written Standard	Timeline of Completion
3.OA.A.1	Interpret products of whole numbers, e.g., interpret 5×7 as the total number of objects in 5 groups of 7 objects each. For example, describe a context in which a total number of objects can be expressed as 5×7 .	February 14th
3.OA.D.8	Solve two-step word problems using the four operations. Represent these problems using equations with a letter standing for the unknown quantity. Assess the reasonableness of answers using mental computation and estimation strategies including rounding.	February 14th
3.OA.A.3	Use multiplication and division within 100 to solve word problems in situations involving equal groups, arrays, and measurement quantities, e.g., by using drawings and equations with a symbol for the unknown number to represent the problem	February 14th
3.OA.B.5	Apply properties of operations as strategies to multiply and divide.2 Examples: If $6 \times 4 = 24$ is known, then $4 \times 6 = 24$ is also known. (Commutative property of multiplication.) $3 \times 5 \times 2$ can be found by $3 \times 5 = 15$, then $15 \times 2 = 30$, or by $5 \times 2 = 10$, then $3 \times 10 = 30$. (Associative property of multiplication.) Knowing that $8 \times 5 = 40$ and $8 \times 2 = 16$, one can find 8×7 as $8 \times (5 + 2) = (8 \times 5) + (8 \times 2) = 40 + 16 = 56$. (Distributive property.)	(spiraled in homework)
3.MD.A.1	Tell and write time to the nearest minute and measure time intervals in minutes. Solve word problems involving addition and subtraction of time intervals in minutes, e.g., by representing the problem on a number line diagram.	Station Rotation/ Homework
3.MD.C.7a	Find the area of a rectangle with whole-number side lengths by tiling it, and show that the area is the same as would be found by multiplying the side lengths.	March 20th

ELA Priority Standards		
Standard Code	Written Standard	Timeline of Completion
RI. 3.1	Ask and answer questions to demonstrate understanding of a text, referring explicitly to the text as the basis for the answers.	Ongoing
RI. 3.2	Determine the main idea of a text; recount the key details and explain how they support the main idea.	Ongoing
RI.3.3	Describe the relationship between a series of historical events, scientific ideas or concepts, or steps in technical procedures in a text, using language that pertains to time, sequence, and cause/effect.	Ongoing
RI.3.7	Use information gained from illustrations (e.g., maps, photographs) and the words in a text to demonstrate understanding of the text (e.g., where, when, why, and how key events occur).	Ongoing
RI.3.8	Describe the logical connection between particular sentences and paragraphs in a text (e.g., comparison, cause/effect, first/second/third in a sequence).	Ongoing
RL.3.1	Ask and answer questions to demonstrate understanding of a text, referring explicitly to the text as the basis for the answers.	Ongoing
RL.3.2	Recount stories, including fables, folktales, and myths from diverse cultures; determine the central message, lesson, or moral and explain how it is conveyed through key details in the text.	Ongoing

- Grades 3-5 continue to work with NYCMP. Some of the work included:
 - Revising the pacing calendar
 - Looking at the *Emphases and Sequencing* from the Educator Guide to the 2020 New York State Grades 3-8 Mathematics Test.
 - Going through each standard and matching up lessons that have already been taught and addressed those standards.
 - Looked at the remaining standards that need to be covered before the state exam. We counted that there are 46 school days left before the exam. The team chose specific lessons that would address those untaught standards.
 - The team planned for review to begin on March 23rd
- Revised the schedule to reflect weekly team meetings for various committees and for vertical planning. The revised schedule also allows time for two weekly PLC's conducted by the admin team.
- On- Demand Writing- Data Boot Camp- 2/6/20. An additional half day was included this month to allow more time for professional development. Teachers analyzed an on-demand writing prompt to identify trends in writing. They were trained on aspects of the writing program we use- "Writing City." Teachers also received PD on the Gradual Release Model with a focus on modeling in the classroom. We continue to focus on writing for the month of February and March.
- February 12- Teachers participated in a Guided Reading Lunch and Learn Webinar.



ATTENDANCE INITIATIVE

- The culture team is working really hard to promote and be successful with our Attendance Initiative. They have been tracking it daily, weekly and monthly to see progression.
- Bulletin boards are posted on the main floor to show success and highlight students who have achieved 100% attendance every month!

School Events

- February 10th -scholars participated in a visit to the middle school.
- January 22- Parent Workshop - Healthy Children; Healthy Family
- January 23- Children;s Nutritional Workshop (8 Week Course)
- January 30 - Grades K and 5 Picture Day
- January 31- Crazy Hat Day



-
- February 5th- We celebrated the 100th Day of School

- Two Open Houses as conducted for the 2020-2021 lottery
- February 13th- Red and White Dance
- February 11th- Visit from Sped Collaborative- How to support our ELL population?

Supervision- Supervisor Observed the following:

- Conduct an Observation Feedback Meeting- **Completed**.
- Facilitate a Leadership Team Meeting. **Completed**
- Observe a Teacher Team Meeting (PLC)- **Completed**
- Val-Ed surveys- **Completed**

Upcoming Events

- February 26- Parent Testing Meeting Grades 3-5
- MOY completion of i-Ready
- PID conferences
- PTC March 4th and March 6th

Building Needs

- Grade 3 General Ed Teacher Leave replacement
- Grace 1 teacher (General Ed teacher resigned; last day is Friday, 2/28/20



Attachment #4



CHALLENGE CHARTER MIDDLE SCHOOL

2019-2020 Principal's Monthly Board Report

Mavgar Mondesir-Gordon, Principal (Grades 6-8)

School Year 2019-2020 Report February, 14 2020

Current CCMS Enrollment:

Cohort Group	Grade Level	January 10, 2020 Enrollment	Enrollment As of February 14, 2020	Change in enrollment
#3	Grade 8	86	87	0.01%
#4	Grade 7	73	75	0.02%
#5	Grade 6	74	76	0.03%
TOTAL		233	238	0.02%

CCMS Attendance Statistics:

Cohort Group	Grade Level	Attendance Rates					
		Aug 26, '19 - Sep 4, '19	Sep 5, '19 - Sep 26, '19	Oct 2, '19 - Oct 31, '19	Nov 1, '19 - Nov 27, '19	Dec 2, '19 - Dec 20, '19	Jan 2, '20 - Jan 31, 20
#3	Gr. 8	93.3%	94.0%	93.9%	92.2%	91.3%	92.7%
#4	Gr. 7	88.4%	95.6%	94.3%	94.7%	92.6%	94.1%
#5	Gr. 6	89.8%	96.8%	95.1%	93.7%	93.9%	94.5%
TOTALS		90.5%	95.5%	94.4%	93.5%	92.5%	93.8%

Proficiency Statistics of **Currently Enrolled Scholars:**

Cohort Group	Grade Level	Spring 2019 <u>ELA</u> Proficiency Levels				Spring 2019 <u>Math</u> Proficiency Levels			
		ELA L1	ELA L2	ELA L3	ELA L4	Math L1	Math L2	Math L3	Math L4
#3	G 8	10%	31%	37%	19%	17%	40%	22%	17%
#4	Gr 7	29%	20%	16%	33%	27%	23%	31%	15%
#5	Gr 6	34%	31%	20%	5%	30%	31%	16%	14%
Grades 6 -8		24%	28%	25%	19%	24%	31%	23%	16%



Highlight: Mastery Prep Continuation

- Mastery Prep (nee Test Prep) has continued weekly since its successful launch on Monday, January 6, 2020. Over the last 6 weeks, scholars have reported to their assigned rooms. Grouped in proficiency boundaries based on performance data--iReady December Window @ Assessment and the Spring 2019 Item analysis, they receive 2 periods of ELA Mastery Prep and 2 periods of Math Mastery Prep. Teachers meet to complete intellectual preparation of all Mastery Prep Lessons on Mondays, and scholars go to their Mastery Prep groups from Tuesdays through Fridays. Weekly administration of standards-based assessments using IO Assessments has made it easy to track the students' mastery level in real time, and automatically update IO Classroom grade books for them and their parents/guardians to immediately keep up with weekly results.

Highlight: NYIT Cohort Success Stories

- The NYIT collaboration has been a great success for CCMS, as it has allowed us to promote TAs to teaching positions, thus maintaining our staff culture and teaching standards. Since their enrollment in the NYIT program, several of our staff members have earned their certificates. We celebrate our staff successes and hope this program will continue for future cohorts to participate.

Professional Development

- Daily PD periods have afforded us the opportunity to hone in on topics like: Classroom Management, Rigor/ Relevance Quadrant, Creation of Rubrics School Wide , and SDI Implementation.

Assessments, Data, and Parent Reports:

- Marking Period 2 closed on January 28, 2020, and report cards with Promotion-in-Doubt letters were sent home on Monday, February 10, 2020.
- Upon our return from the midwinter break, our scholars will complete mock ELA exams on Wednesday, February 26, 2020 and Thursday, February 27, 2020. We have been able to make sufficient arrangements within the building to accommodate all of our scholars with required testing accommodations.

Academic Interventions:

- See aforementioned Mastery Prep information listed above under "Highlights."
- The CCMS game plan to ensure scholar success this school year includes the continued employment of the following tools and practices:
 - Daily USSR - 15 minutes of uninterrupted, silent, sustained reading--now moved to the first 15 minutes of ELA Mastery Prep using articles and quizzes from Newsela.



- Daily Math Story - 10 minutes of a grade-level Math problem solved individually during the first 10 minutes of Math Mastery Prep.
- SETSS tutoring by an in-house SETSS teacher during pull-out and push-in sessions for those scholars with a SETSS tutoring mandate listed in their IEP.
- Put on hold during Test Prep is pulled-out Guided Reading and Guided Math for 57 of our below-benchmark scholars who have a history of consecutive Level 1 proficiency and have yielded i-Ready Reading and/or i-Ready Math results on Grade 4 and below. The strategic grouping of Scholars during Test Prep will ensure that these scholars' needs are still met.
- Read180 intervention program for 110 of our below-benchmark scholars to use during some ELA periods.
- Sound Reading, which is a software program designed to help our scholars who are struggling with phonics.
- Junior Great Books for schoolwide use to improve scholars' use of the Socratic Seminar method.
- i-Ready Online Instruction for ELA and Math.
- ReadyBooks and the Toolbox to complement the use of i-Ready Online Instruction.
- After-School ELA and Math tutoring for Below-Benchmark students.

After School:

- After school tutoring in Math and ELA continues Mondays to Thursdays from 4:15 PM to 5:30 PM.
- Soccer Mondays and Basketball Wednesdays are currently on hold pending logistical arrangements by Bright Future Academy. Basketball tryouts were held before the winter break, and scholars are still anxiously awaiting the beginning of practice.

Scholar Incentives

- Scholars continue to check PupilPath for their total merit balance, as we will use these points to leverage privileges at school from helping in the office to special trips. Scholars receive merits and demerits from teachers based on their behavior and their exhibition of scholarly habits.

Instructional Observations and Staff Evaluations

- The CCMS Admin Team members continue weekly Instructional walkthroughs. CCMS continues to use TeachBoost for all instructional supervision feedback and tracking. Feedback is used to strengthen instructional practices. Teachers have 10 short observations and 2 long observations for the school year.
- Mid-year long observations began on January 7, 2020. All mid-year long observations are ongoing, and will continue when we return from winter break on Monday, February 24, 2020.



- All instructors were required to complete mid-year self-evaluations by January 6, 2020. These evaluations are discussed and completed by administrators during evaluation meetings with the Principal.
- Mid-year evaluations for non-instructional staff will be completed in March 2020.

Upcoming Events:

- Midwinter Recess begins on Monday, February 17, 2020 through Friday, February 21, 2020. Staff have been informed to store all books and other valuable school materials and equipment on high in case of flooding. All humidifiers will be left on in the lower-level classrooms.
- Schoolwide mock ELA exams on Wednesday, February 26, 2020 and Thursday, February 27, 2020
- Schoolwide mock Math exams on Tuesday, March 3, 2020 and Wednesday, March 4, 2020.



Attachment #5



Challenge Charter School

Communications Report - February 2020

Winter Focus

- **Challenge Charter High School**
 - Updated flyer/ad (see latest example)
 - Initial Press Release has been finalized and will be sent out this week
- **Branding/Marketing**
 - Open House ads are running in 4 papers: The Rockaway Times and 3 Schneps Media publications
 - New “IamChallengeStrong” campaign has started featuring our 5th and 8th graders (see example)
- **Social Media**
 - K-5 very close to 500 likes
 - 6-8 227 likes
 - Instagram coming soon!
 - Board Members, welcome! Please visit our pages.
- **Websites**
 - Umbrella site has been updated and improvements/build out will continue at <https://challengecharterschools.org/>
 - Career section has been updated to reflect current needs and better position our school for new hires at <https://challengecharterschools.org/challengecareers>
- **Other**
 - Still pending: how we will celebrate 10 year anniversary of Challenge in 2020
 - Still pending: school branded merchandise to gain more ambassadors across the district
 - Safety plan has been reviewed for correct Communication flow; changes needed for 2020/21
 - Doing continued research through professional development on Crisis Communication Plan needed before the 2020/21 academic year



Challenge Charter Middle School

Published by Kimberly Messer [?]

Page Liked · February 4 · 🌐



8th Grader, Ayomide Aina from Class 804 has been with Challenge Charter since Kindergarten. When asked what makes him Challenge Strong, he said, "I learn all of the things that prepare me for the future, and I'm around a group of people who want to see me prosper. At Challenge, I've learned to be respectful and carry the 5 core values wherever I go."

Challenge is looking for the next generation of scholars with openings from Kindergarten through 10th Grade at our new CTE High School. Apply today at www.challengecharterschools.org. #iamChallengeStrong #ShareThisPost

Tag Photo Add Location Edit

16

2 Shares

Like Comment Share

Comment as Challenge C...



CHALLENGE CHARTER HIGH SCHOOL

Teach me... Prepare me... Challenge me.

OPEN HOUSE for Grades 9 & 10 on March 31st at 5:30P

Get info on our Early College and Career & Technical Education (CTE) High School Offering 4 Career Pathways in:

- **ALLIED HEALTH**
- **AVIATION**
- **CULINARY ARTS**
- **HOSPITALITY**



Grades 9-10

Rigorous Regents Courses
Work-Based Learning:
Worksite tours,
Job exploration &
Job shadowing



Grades 11-12

Advanced Placement &
College Courses
Career Readiness:
Youth apprenticeships, Job site
projects, Clinical experiences,
Community service & Internships



Grades 13-14

YOU CHOOSE:
Industry Certification
and/or Associate's Degree
and/or Additional College
Courses



Open House at 1526 Central Avenue, Far Rockaway, NY 11691
Info at www.challengecharterschools.org
Questions? Send to: CTEHighSchool@challengecharterschools.org
Rev. Dr. Les Mullings, Founder/CEO



Attachment #6



Rev. Dr. Les Mullings, Founder/CEO

Re: February 26, 2020 Operations Report

By: Venessa Foster, Director of Operations

I. Compliance

- Students Files have been randomly audited on a continuous basis to ensure each file is complete
- To date we are in compliance with immunization (100%)
- To date we are at 87% for lunch forms. There is a continuing effort to roll out incentives to have families return these
- PID are being prepared to be entered in to ATS and upon generating the notification sent out to families
- All recommendations made by public agencies upon inspections have been taken and applied to meet all guidelines.
- DOH Inspection at Redfern, passed with 100%

II. Facilities

- Various fixtures have been completed throughout all sites to ensure that the we are creating a safe environment for scholars, staff, and families.
-

III. Food Service

- School Food Snack Program Audit at 710 Hartman, passed successfully
- New Warmer provided due to increase in scholars

IV. Health

- All new health exam forms have been entered into ASHR and we are current to date.
- Open Airway training is currently pending. The nurse is waiting to be trained so that she can train.
- Medical Records Maintenance ongoing
- Medication Forms being entered in to DOH database ongoing.

V. Transportation

- Transportation remains stable



Attachment #7

Challenge Prep Charter School

BALANCE SHEET

As of January 31, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 Cash	
1001 HSBC Checking - 0844	3,640,855.01
1002 HSBC Checking - 0852	6,724.94
1003 HSBC Checking - 0879	23,999.42
1004 HSBC Checking - 0887	506.00
1005 HSBC Money Market - 5972	3,498.18
1006 Chase Escrow - 3060	70,000.00
1007 Petty Cash	371.56
Total 1000 Cash	3,745,955.11
Total Bank Accounts	\$3,745,955.11
Accounts Receivable	
1100 Accounts Receivable	110,907.26
1200 Other Receivables - Salary Advance	4,527.17
Total 1100 Accounts Receivable	115,434.43
Total Accounts Receivable	\$115,434.43
Other Current Assets	
1300 Prepaid Expenses	51,333.01
1301 Prepaid Insurance	39,930.77
1310 Prepaid Rent	320,113.12
1400 Due From Challenge Charter Network	0.00
Inventory Asset	0.00
Total Other Current Assets	\$411,376.90
Total Current Assets	\$4,272,766.44
Fixed Assets	
1500 Furniture, Fixtures & Equipment	
1510 Office & Admin Computers & Equipment	243,066.22
1511 Classroom Computers & Equipment	306,039.62
1512 Classroom Furniture	354,540.53
1513 Office Furniture	56,983.43
1514 Musical Instruments	16,389.83
1515 Computer Software	49,217.42
Total 1500 Furniture, Fixtures & Equipment	1,026,237.05
1519 Facility and Construction	
1520 Architect Fees	127,588.58
1525 Fire Alarm System	115,619.76
1530 Kitchen/Cafeteria	7,500.00
1535 Construction In Progress	162,079.22
1540 Leasehold Improvements	300,000.00
825,873.74	825,873.74
Total 1519 Facility and Construction	1,538,661.30

	TOTAL
1610 Website	11,000.00
1700 Accumulated Depreciation & Amortization	
1710 Accumulated Depreciation	-974,364.65
1750 Accumulated Amortization	-5,744.44
Total 1700 Accumulated Depreciation & Amortization	-980,109.09
Total Fixed Assets	\$1,595,789.26
Other Assets	
1800 Security Deposits	332,575.50
2500 Sales Tax Receivable	0.00
Total Other Assets	\$332,575.50
TOTAL ASSETS	\$6,201,131.20
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	89,977.63
Total Accounts Payable	\$89,977.63
Other Current Liabilities	
2100 HSBC Loan Payable	0.00
2300 Accrued Salaries/Taxes	0.00
2301 Accrued Expenses	70,800.01
2302 Refundable Advance	0.00
2400 Unearned/Deferred Revenue	1,321,016.56
Total Other Current Liabilities	\$1,391,816.57
Total Current Liabilities	\$1,481,794.20
Long-Term Liabilities	
2700 Deferred Rent Liability	2,248,718.08
Total Long-Term Liabilities	\$2,248,718.08
Total Liabilities	\$3,730,512.28
Equity	
3000 Opening Balance Equity	0.00
3100 Retained Earnings	805,705.63
Net Income	1,664,913.29
Total Equity	\$2,470,618.92
TOTAL LIABILITIES AND EQUITY	\$6,201,131.20

Challenge Prep Charter School

PROFIT AND LOSS

July 2019 - January 2020

	TOTAL
<hr/>	
Income	
4100 State Grants	
4101 Per Pupil Allocations	7,548,122.40
4102 Per Pupil Allocations for SPED	747,690.82
4109 Facilities Funding	897,588.22
Total 4100 State Grants	9,193,401.44
4200 Federal Grants	
4201 IDEA for Sp. Ed.	81,942.00
4202 Title I	125,843.00
4203 Title IIA	6,395.00
4206 E-Rate	27,143.33
4208 Title IV	9,240.00
Total 4200 Federal Grants	250,563.33
4300 Contributions	
4302 Unrestricted Contributions	5,746.25
Total 4300 Contributions	5,746.25
4400 Miscellaneous Income	
4401 Interest Income	4.69
4404 Rental Income	65,856.00
Total 4400 Miscellaneous Income	65,860.69
Total Income	\$9,515,571.71
GROSS PROFIT	\$9,515,571.71
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Expenses	
5000 Compensation	
5100 Instructional Staff	
5101 Administrative Leadership	221,327.78
5102 Instructional Leadership	386,402.69
5103 Classroom Teachers	988,176.96
5104 Teacher Assistants	547,971.06
5105 Special Education Teachers	223,782.93
5106 ELL Teachers	106,560.02
5107 Music Teacher	36,241.07
5108 Art Teacher	56,810.43
5109 Physical Education Teacher	79,034.88
5110 Specialty Teachers	29,727.81
Total 5100 Instructional Staff	2,676,035.63

	TOTAL
5200 Non-Instructional Staff	
5201 Director of Finance	65,450.00
5202 Administration & Operations	386,129.90
5204 Administrative Assistant	133,300.23
5205 Custodian	163,949.42
5206 Security Guards	157,528.81
Total 5200 Non-Instructional Staff	906,358.36
5300 Pupil Support	
5301 Pupil Support Services	267,743.28
5302 School Aides	133,954.13
5303 Guidance Counselor	67,794.57
Total 5300 Pupil Support	469,491.98
Total 5000 Compensation	4,051,885.97
5400 Benefits	
5402 NY State Unemployment Insurance	33,052.71
5403 Social Security - EmployER	243,890.38
5404 Social Security - EmployEE	0.00
5405 Medicare - EmployER	58,856.79
5406 Medicare - EmployEE	0.00
5407 Worker's Compensation Expense	11,611.86
5408 NYS Disability	-9,939.61
5409 Medical Insurance	378,903.87
5410 Dental Insurance	27,109.73
5411 Vision Insurance	6,385.51
5412 Life Insurance, STD, LTD, AD&D	42,152.73
5414 Retirement 403(B) Match	80,635.81
5415 Retirement 403(B) Clearing	-24,831.20
5420 Other Employer Taxes	14,212.37
5421 Garnishment Child Support (Clearing)	0.00
5422 HRA/FSA Diff Card Premium & Contributions	-8,853.19
5423 Garnishments - Other	0.00
5424 Payroll Expenses	0.00
5425 AFLAC (Clearing)	-761.34
Total 5400 Benefits	852,426.42
6100 Administrative Expenses	
6101 Office Supplies	38,369.35
6102 Printer Supplies	8,669.02
6103 Office Furn (non-asset)	5,751.49
6104 Office Equipment (non-asset)	169.88
6105 Copy Machine Lease	19,007.00
6106 Postage and Delivery	2,017.57
6109 Dues & Subscriptions	5,382.18
6110 Team Building/Staff Lunch & App	22,367.94
6111 Student/Family Appreciation	407.07
6112 Travel to/from Meetings	3,848.31
6113 Student Meals	778.89

	TOTAL
6115 Student Uniforms/Apparel	3,535.39
6119 Classroom Furniture and Equipment (non-asset)	21,900.56
6120 Insurance	
6121 Insurance Fees	428.50
6122 Insurance - Directors & Officers	13,232.94
6123 Insurance - Excess Liability	2,916.72
6124 Insurance - General Liability & Property	49,165.57
Total 6120 Insurance	65,743.73
Total 6100 Administrative Expenses	197,948.38
6200 Professional Services	
6201 Audit/Accounting Services	250.00
6202 Payroll Services	161,428.21
6203 Communication & Compliance Consulting Services	110,997.50
6204 Legal Services - Paid	5,000.00
6205 Educational Consulting	34,250.00
6206 Financial Management Services	43,628.75
6207 Substitute Teacher Services	36,116.05
6208 Temporary Staffing Services	13,590.00
6210 ERate Consulting	3,571.20
6212 Contracted Security Services	7,608.00
6216 Cleaning Services	43,013.75
Total 6200 Professional Services	459,453.46
6300 Professional Development	
6301 Instructional Staff PD	126,658.15
6302 Non-Instructional Staff PD	18,853.94
6303 Board Development/ Strategic Planning	7,210.00
6304 Tuition and Cert Reimbursement	9,248.08
6305 Conferences and Workshops	250.00
Total 6300 Professional Development	162,220.17
6400 Marketing and Staff/Student Rec	
6401 Advertising	7,820.00
6402 Student Recruiting	34,223.73
6404 Staff Recruiting	22,876.29
6405 Website Maintenance	6,958.00
Total 6400 Marketing and Staff/Student Rec	71,878.02
7100 Curriculum & Classroom Expenses	6,466.50
7102 Curric Textbooks and Other Curr	115,085.53
7104 Art Supplies	12,268.27
7105 Music	1,238.44
7106 Student Transportation	76,675.00
7108 Standardized Test Materials/Ass	7,454.39
7109 Student Field Trips	19,284.82
7110 Classroom Supplies	13,424.36
7112 Physical Movement/Recess Suppli	1,933.28
Total 7100 Curriculum & Classroom Expenses	253,830.59

	TOTAL
8100 Facility	
8102 Utilities	101,184.55
8104 Rent Expense	1,291,384.51
8105 Signage	215.00
8106 Real Estate Taxes	184,738.47
8111 Relocation Expense	3,037.00
8114 Custodial Supplies	48,304.89
8115 Landscaping	4,600.00
8120 Repair & Maintenance	66,338.68
Total 8100 Facility	1,699,803.10
8200 Technology/Communication Expens	
8201 Phone/Fax Expenses	9,256.57
8202 Mobile Phone Expenses	7,369.83
8203 Internet Connectivity Expenses	34,234.17
8205 Technology Consultants	18,677.50
8208 Technology Supplies	6,633.55
8209 Technology Equipment & Software (non-asset)	24,883.19
Total 8200 Technology/Communication Expens	101,054.81
8800 Miscellaneous Expenses	
8801 Bank Service Charges	157.50
Total 8800 Miscellaneous Expenses	157.50
Total Expenses	\$7,850,658.42
NET OPERATING INCOME	\$1,664,913.29
NET INCOME	\$1,664,913.29

Challenge Prep Charter School

STATEMENT OF CASH FLOWS

July 2019 - January 2020

	TOTAL
OPERATING ACTIVITIES	
Net Income	1,664,913.29
Adjustments to reconcile Net Income to Net Cash provided by operations:	
1100 Accounts Receivable	437,769.25
1200 Accounts Receivable:Other Receivables - Salary Advance	-3,152.17
1300 Prepaid Expenses	-39,203.06
1301 Prepaid Insurance	-39,930.77
1310 Prepaid Rent	-137,857.94
Inventory Asset	0.00
2000 Accounts Payable	-2,910.43
2300 Accrued Salaries/Taxes	-986,463.94
2301 Accrued Expenses	-109,250.99
2400 Unearned/Deferred Revenue	1,319,968.13
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	438,968.08
Net cash provided by operating activities	\$2,103,881.37
INVESTING ACTIVITIES	
1511 Furniture, Fixtures & Equipment:Classroom Computers & Equipment	-101,001.89
1512 Furniture, Fixtures & Equipment:Classroom Furniture	-3,553.43
1513 Furniture, Fixtures & Equipment:Office Furniture	-5,697.60
1515 Furniture, Fixtures & Equipment:Computer Software	-31,928.52
1540 Facility and Construction:Leasehold Improvements	-619,007.82
1800 Security Deposits	1,000.00
Net cash provided by investing activities	\$ -760,189.26
FINANCING ACTIVITIES	
3000 Opening Balance Equity	0.00
Net cash provided by financing activities	\$0.00
NET CASH INCREASE FOR PERIOD	\$1,343,692.11
Cash at beginning of period	2,402,263.00
CASH AT END OF PERIOD	\$3,745,955.11