



2023-24 School Year Board Meeting #2 Minutes

Frederica Jeffries, CPCS Chair called the meeting to order and welcomed everyone to the CPCS 2023-24 School Year Board Meeting #2 at 6:30 PM on August 23, 2023.

Frederica Jeffries, Chair requested verification from the members present of "The Notice of Meeting" sent to each of the board members 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 Rockaway via email
- Public Posting at CPCS Office
- CPCS Websites and Social Media Sites

Frederica Jeffries, Chair of the Board of Trustees called the roll of the board.

Members present: Frederica Jeffries, Karon McFarlane, Ben Waxman, Andrew Barnes, Linda Plummer

Members absent: Dr. Michelle Daniel-Robertson, Gertrudis Hernandez

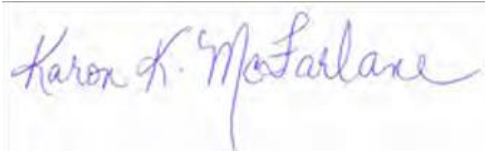
Also present: Dr. Mullings, Donna Webster, James Mercaldo (PKF O'Connor Davies)

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

1. The Chair called for a review of the minutes of the 2022-23 School Year Board Meeting #2. The minutes were approved by common consent.
2. The agenda was approved by common consent.
3. The Chair called for the report of PKF O'Connor Davies. James Mercaldo shared the following information:
 - They reviewed the audit planning and scheduled an audit review to take place in the October meeting.
 - They will file the 990 by November.
 - They are on top of the lease standard and have begun the interim testing.
 - There were no questions from the board.
4. The Chair called for the report of Dr. Les Mullings, CEO. Dr. Mullings shared the following information:
 - He spoke about the board questionnaire and the resume required.
 - Dr. Mullings gave an update on the health of Dr. Michelle Daniel-Robertson.
 - They are preparing for the preservice week. The new staff and returning staff are upbeat.

- Though there is a teacher shortage, the middle school and the high school are almost fully staffed. We are focusing on innovative ways to promote SEL and the mental health of both our staff and scholars. By the end of the preservice, our staff should be good to go.
 - One thing CCS is doing is a roundtable with leadership to determine the climate and opportunities for growth and support.
 - There are a few sites under construction. Arverne by the Sea is still under construction. They have assured us that by 2024, the school will be complete. The 1526 location is getting a facelift and the elevator is being fixed.
 - A question was raised concerning whether we are all set with enrollment. Dr. Mullings confirmed that we are doing very well with enrollment. There is also a waiting list prepared.
5. The Chair called for the Financial Report:
- The report highlighted that we are working on the annual report, renewal, pre-service, welcoming staff back, and preparing the audit.
 - Backup paperwork has been uploaded.
 - The audit report will be prepared for our authorizers by November.
6. The Chair called for Personnel Report
- There was a staff restructuring. Social workers, Parent engagement staff, and guidance counselors will now report to our Director of Pupil Personnel Services, Mrs. Tameka Richards.
 - We have 35 new hires. We are still filling positions across the campuses.
 - We have 180 employees for this year.
 - We have a mindfulness presentation tomorrow morning to review stress management.
 - The personnel handbook was shared with the board.
7. The Chair mentioned the next meeting on September 18, 2023. The report was received, and the meeting adjourned by common consent.

Respectfully Submitted,



[Karon McFarlane](#)

Secretary



Attachment #1
See Prior
Month
Minutes for
Minute
Attachments



2023-24 School Year Board Meeting #1 Minutes

Frederica Jeffries, CPCS Chair called the meeting to order and welcomed everyone to the CPCS 2023-24 School Year Board Meeting #1 at 6:30 PM on July 26, 2023.

Frederica Jeffries, Chair requested verification from the members present of “The Notice of Meeting” sent to each of the board members 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

Frederica Jeffries, Chair of the Board of Trustees called the roll of the board.

Members present: Frederica Jeffries, Dr. Michelle Daniel-Robertson, Karon McFarlane, Ben Waxman, Gertrudis Hernandez, Andrew Barnes, Linda Plummer, Dr. Michelle Daniel-Robertson

Members absent: None

Also present: Dr. Mullings, Donna Webster

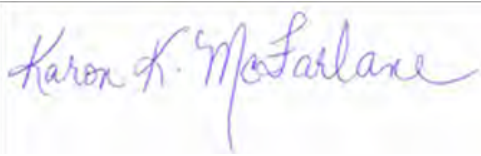
The Chair offered an opportunity for any questions from the public. No comments or questions were offered.

1. The Chair called for a review of the minutes of the 2022-23 School Year Board Meeting #12. The minutes were approved by common consent.
2. The agenda was approved by common consent.
3. The Chair called for the report of Dr. Les Mullings, CEO. Dr. Mullings shared the following information:
 - He spoke about Summer Boost. The kids are enjoying it. The High School Scholars are doing film and directing. The middle school Scholars are doing Culinary Arts. The Chef prepares different meals daily. Each child will create their own Chef book at the end of Summer Boost.
 - All four sites are in the motion of preparing for the return of staff and students. The move is complete.
 - CUNY SLU is all set for this year on campus. We will be meeting with the Academic team next week. This will be a full program for those who want to go to college.
 - This school year we have our first High School graduates. 99% of our high school students are on track for Regents diplomas. Some will also have earned college credits.

- This week we will be hosting JFK Millenium Group and St. John's Episcopal Hospital. JFK Millenium Group and our local elected officials will be bringing details about the JFK Redevelopment concession opportunities at JFK Airport to our community. St. John's Episcopal Hospital will be hosting two 90-minute focus groups with individuals from the Rockaway area.
 - Middle School in Arverne is set for 2024.
 - The Covid-19 learning gap is more devastating than we thought. It shows more in elementary school-age students. During the 2023-24 school year, we will focus on that academic gap. We have brought Sylvan Learning on board to help decrease that gap.
 - Sylvan is already fully involved in the high school. We are completing the development for the elementary school. Sylvan provides both training for our teachers and support for classroom teaching.
4. The Chair called for the Financial Report:
 - The report highlighted that we have moved over funds from HSBC to JP Morgan Chase. We are now doing AP through that Bank. We have implemented a payment platform, Bill.com, in order to decrease fraud.
 - Our attorney is preparing a resolution with the sublease. The decision will be passed on to DOE.
 - The preliminary report for the year has been shared with the board. We are anticipating to close out the year with about \$136k in net income. We are still waiting for the final interest to convert us to the new standards. The numbers are not final until our audit is complete.
 - The budget has not changed for this year.
 5. The Chair called for Personnel Report
 - A new personnel list was shared with the board. Salaries and budgets were sent to the board for tonight's approval.
 - The Director of Operations position for School Year 2023 was not renewed for the new school year. Ms. Janisa Vaughn's role was expanded to Director of Operations and Student Enrollment.
 - The Director of Performing Arts role has been eliminated. Mr. Robinson received a new contract for Music Program Developer
 - Our security guards are moving over to Doyle Security. Onboarding will take place this week.
 - We saved money and were able to redirect the security manager's position focus.
 - The Director of Pupil Personnel Services will now supervise guidance counselors, social workers, and family engagement coordinators.
 - The elementary school is adding an instructional coach to its leadership team.
 - The School Health Liaison position was not renewed.
 - Gasner Vil, former Assistant Principal, is now the Principal of the Middle School.
 - The staff handbook for fiscal #24 draft was received and will be finalized soon.
 - The financial policy and procedures were delayed due to the Bill.com implementation.
 6. The chair called for a motion for approval of the FY 2023-24 Financial Report. The motion was approved by Ben Waxman. The motion was seconded by Karon McFarlane.
 7. The chair called for a motion for approval of the FY 2024 Budget Report. Dr. Michelle Daniel-Robertson approved the motion. Ben Waxman seconded the approval.
 8. The chair called for a motion for approval of the 2024 Employee contracts. The motion was approved by Karon McFarlane. Dr. Michelle Daniel-Robertson seconded the motion.
 9. The chair called for a vote on the renewal of the terms for the members of the board as a block. Dr. Michelle Daniel-Robertson motioned for approval. Linda Plummer seconded the motion.
 10. The chair called for a motion for approval of the establishment of SY 2023-2024 Board Officers. Ben Waxman moved to accept as recommended. Karon McFarlane seconded the motion.

11. The chair called for a motion to renew Ben Waxman as the Academic Accountability Chair. Dr. Michelle Daniel-Robertson motioned for approval. Karon McFarlane seconded the motion.
12. The Chair mentioned the next meeting on August 16, 2023. The report was received, and the meeting adjourned by common consent.

Respectfully Submitted,



Karon McFarlane
Secretary