



## **2022-23 School Year Board Meeting #8**

Minutes Frederica Jeffries, CPCS Chair called the meeting to order and welcomed everyone to the CPCS 2022-23 School Year Board Meeting #8 at 6:30 PM on February 15, 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, Andrew Barnes, Gertrudis Hernandez, Karon McFarlane, and Ben Waxman, Linda Plummer, Dr. Michelle Daniel Robertson

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 agenda was approved by common consent.
2. The Chair called for a review of the minutes of the 2022-23 School Year Board Meeting #7 The minutes were approved by common consent.
3. The Chair called for the report of Dr. Les Mullings, CEO. Dr. Mullings, who recognized the various reports provided by CPCS Directors and Principals that were sent prior to the meeting.
  - He spoke about forthcoming academic assessments which have certain challenges due to the pandemic and the learning gap.
  - Enrollment continues to go up in comparison to other schools in the area.
  - Next generational leadership plans continue as mentioned last meeting. The hope is to help them travel and visit places such as Harvard U, Howard U, and give them a vision for growth, development, and citizenry. We need support and funding for that process.
  - He talked about the Governor’s visit this year, and how far we have come as a school. Her support was expressed at that time directly to Dr. Mullings. Highlights of her budget conference: She wants to eliminate the caps on charters. She wants to revive charter schools that were closed for various reasons. Increase per pupil funding in charters by 4.5%. Create an education equity fund - to attract and support people of color who start and run charter schools. Expand eligibility for building and transportation aid funding. All schools will be eligible for rental

reimbursement. Make programs available to charter schools that are only available to public schools.

- Ben Waxman affirmed that there should be equity and funding, but wonders if politics will water down the Governor's plans. Far Rockaway needs equity and funding. Our community has paid too long for this because of physical bridges.
- Dr. Mullings announced that Donna Webster is now our Director of Finance and HR.

#### 4. Donna Webster financial report:

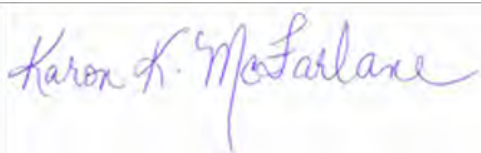
- She expressed being happy to be a part of the team and being able to work directly with Dr. Mullings.
- January - per pupil revenue is up, but we are \$877K over budget due to a lack of full enrollment. We are \$1.5M above expenses.
- We are limiting spending, scrutinizing everything, and working with Directors on everything they spend.
- Cash: \$3.2M on hand; \$10M projected revenue; but we may have to dip into savings in the future.
- Frederica Jeffries asked how we are tightening the belt. Donna Webster responded saying we are asking each site to plan farther ahead; we are freezing furniture and equipment purchases. For any new hires, we are staying with the budgeted salaries. We are watching last-minute fees due to food orders or other late-breaking expenses. Some staff may have taken advantage of the gap created when we did not have a Director of Finance.
- A new banking relationship is being explored that we will bring for consideration to the board. We need a bank in our community, not in Great Neck. We need corporate strength and community knowledge. B of A, Community National, and Chase are being considered. She also recommends that the school have at least 2 banks for the school's money.
- Several members of the board discussed our needs and our desires when we make the switch. Andrew Barnes does not recommend Chase based on his own experience with them. Ben Waxman said we need a personal representative that can offer better service. Savings return vs. liquidity was discussed.

#### 5. Personnel Report

- Dr. Mullings affirmed that Humma Qureshi our new SPED AP has been hired, and he mentioned that we are going to use Sylvan Learning to help close the learning gap.
- Ben Waxman asked about the hiring related to the fact that high school will have the first graduating class of seniors. He expressed concerns about Sylvan Learning being a franchise and wants to discuss it further. Kumon is similar. We need data to be sure it is a good investment. Dr. Mullings feels like Sylvan has a better track record than the providers we have been using with no results. Dr. Robinson wonders about the PD given to teachers and if it is being aligned properly in the classrooms. Waxman suggested real-time tutoring from a locally connected teacher.

6. The Chair mentioned the next meeting on March 26. 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



## **2022-23 School Year Board Meeting #7**

Minutes Frederica Jeffries, CPCS Chair called the meeting to order and welcomed everyone to the CPCS 2022-23 School Year Board Meeting #7 at 6:30 PM on January 25, 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, Linda Plummer, Karon McFarlane, Gertrudis Hernandez, Dr. Michelle Daniel-Robertson

Members absent: Andrew Barnes, Ben Waxman

Also present: Dr. Mullings, Donna Webster, Dale Richardson

The Chair offered an 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 2022-23 School Year Board Meeting #6 The minutes were approved by common consent.
3. The Chair recognized the various reports provided by CPCS Directors and Principals that were sent prior to the meeting.
4. The Chair called for the report of Dr. Les Mullings, CEO. Dr. Mullings which included:
  - He reflected on the memorial for Dr. Estep and thanked the Board Chair for her speech.
  - He discussed plans that the school would like to expose the young leaders in our school to outlets such the Black & Puerto Rican Caucus. If possible, the scholars would meet Governor Hochul.
  - Renewal is coming in SY 2023-24. We are getting ready for this process, and we anticipate some changes. Charter school enrollment across the state is up.

- SEL is an imperative piece of our school as we continue to address the learning gap caused by the pandemic and students with IEPs. We have a higher percentage of students with IEPs that bring unique challenges and issues that are impacting our standing and outcomes with state exams.
  - Frederica Jeffries and Karon McFarlane asked some follow-up questions regarding the renewal process and the role of the Board. Gertrudis Hernandez affirmed that the SEL needs are affecting academic performance across NY.
  - Dr. Mullings explained that an outside organization will be hired to help write our renewal documents and that the Board will be updated on their roles and responsibilities later this year.
  - Frederica Jeffries emphasized that the Board will be there to support in any way possible. Then she called for the Financial Report from Donna Webster from CSBM.
5. Donna Webster reported a summary year-to-date:
- \$500K per-pupil enrollment and Summer Boost funds have been received
  - The school is over budget by \$1M. Substitute teachers, salaries, professional services (legal fees, cleaning), professional development, equipment, curriculum, repairs, etc. make up some of the overages
  - Net loss of \$385K; \$2.2M revenue with \$2.5M expenses; we are needing to be careful regarding a deficit based on current spending trends
  - Friends of Challenge - \$1.86M
  - Total assets \$10M; Total liabilities \$3.7M
  - CSBM recommends controlling costs for the remaining few months of the school year and developing a multi-year budget to better see spending trends and care for upcoming long-term needs
  - Leases need to be considered and have been brought up with the auditors
  - Frederica Jeffries affirmed the need to control costs and mentioned unsanctioned raises contributing to being over budget. She asked for the personnel report and if we would be keeping the current number of staff.
6. Personnel Report
- Dr. Mullings responded that yes, we would keep our staff, and that some budgeted positions are yet to be filled for this year. He mentioned that a SPED AP is being hired.
  - A discussion related to the SPED needs and Far Rockaway's current needs regarding this ensued. Funding for addressing this need was brought up and affirmed by Jeffries and Hernandez.
7. The Chair mentioned the next meeting on February 15. The report was received, and the meeting adjourned by common consent.

Respectfully Submitted,



Karon McFarlane  
Secretary



# Attachment #2



**Senior Director of Teaching and Learning K-5**  
**February 2023 Board Report**  
 Covering January 14, 2023 to February 10, 2023  
**Kentia Coreus**

## Enrollment Compliance

Grade	Total Scholars	Target Enrollment	Number of SWDs	Number of ELLs
K	125	120	8	7
1	117	125	15	2
2	118	125	17	8
3	116	125	17	5
4	103	104	14	7
5	100	104	5	5
<b>Totals</b>	<b>679 (-1)</b>	<b>703</b>	<b>76*</b>	<b>34</b>

**source:** January 27, 2023 Student Enrollment Weekly Report

*\*There are 76 scholars who have finalized IEPs. 71 additional scholars have pending or misaligned IEP's.*

## Ongoing Teaching & Learning Tasks

- Manage personnel, curricula, relationships, and partnerships in support of the educational program
- Monitor the effectiveness of the educational program by reviewing data, observing instruction, school culture, and academic operations at both elementary sites
- Supervise the K-5 principal and administrative team by conducting regular check-ins, bi-weekly supervision meetings, and providing feedback on instructional leadership
- Listen and respond to staff and family grievances
- Support human resource activities such as reviewing the credentials of international candidates, recommending teacher salaries, conducting final interviews
- Responding to compliance and legal issues at it relates to staffing and the academic program

## Staffing and Leadership Recruitment

There are two substitute teachers from the School Professionals Temporary Employment Agency. One of the substitutes is currently filling in a 2nd Grade Class and the other is fulfilling the demand across K-5 when staff calls out. We continue to seek leave replacements for: Grade 2 Gen-Ed -ICT Class); Grade 1 Gen-Ed-ICT Leave Replacement, and Grade 4. In addition Grade 3 Gen-Ed-ICT Teacher accepted the responsibility of the learning specialist as he holds a literacy license. We are actively

recruiting a Grade 3 Gen-Ed-ICT class teacher. We also have a member of our SETTS K-2 team who is on medical leave and our AP/SPED is assessing the workload and determining if a replacement can be secured from the district through the P4 process.

The K-5 special projects coordinator is taking the following action steps to support recruitment:

- Posting vacancies on Lever which gets distributed to Indeed and LinkedIn
- Sharing all job descriptions with the principal for internal recruitment
- Listing vacancies with Alternative Tutoring, School Professionals and Practice Benefit Corp and soon a fourth one - upon CPCS signing a contract
- Vacancies sent to Ms. Messer to post on our Facebook, Instagram, and our monthly newsletter
- Posting vacancies on personal LinkedIn Page
- Connecting with all local area colleges with teaching programs for early access to December graduates and alumni
- Reviewing all candidates in Lever who have applied to other instructional roles at the school

### Teacher Certification

Challenge Charter School partners with the NY Charter Center to conduct a certification analysis of all staff twice a school year (April and November). It was determined that there are 23 (of 50) ES teachers who do not yet hold professional certification. 21 received a memo with the personalized analysis, recommendations and a timeline of their process due on February 17, 2023. 8 teachers uncertified; 3 have contacted the NY Charter Center for a personal consultation. We are closely managing this process. A sample certification status memo is provided at the end of this report.

### Scholar Achievement (MOY iReady Data)

Below is a summary of the middle of year iReady results in comparison to the beginning of year data. Teachers engaged in a data day and developed action plans to support scholars where needed.

Sept 2022-January 2023 iReady Scholar Data	READING			MATH		
	BOY	MOY	Difference	BOY	MOY	Difference
Early, on, or mid-grade level	22%	38%	+16%	7%	17%	+10%
1 grade level below	53%	44%	-9%	58%	64%	+6%
2 or 3 grade levels below	25%	18%	-7%	35%	18%	-17%



## Special Education Updates

Ms. Humma Qureshi, Assistant Principal of Special Education, has worked with all special education licensed elementary teachers to access and begin utilizing SESIS (NYC's special education student information system). This is the first time all special education teachers at CPCS have had access. One-to-one sessions were held to ensure appropriate usage as this program speaks directly to the CSE (and NYCDOE in general). Training will be ongoing as we gradually ask teachers to use the program to its fullest capabilities.

We have been assisting families with securing special education services that are beyond what we offer at CPCS and would provide educational benefits to the scholar. The process is being delayed at the NYCDOE level. Ms. Qureshi has reached out to the CSE for support and/or advocacy with this issue.

The next major area of focus is ensuring that a RTI process is strictly followed before a referral is made. A proposal has been submitted to the principal for review, feedback, and implementation. There are 76 scholars who have finalized IEPs. 71 additional scholars have pending or misaligned IEP's.

## Leadership Evaluation Process

The SDTL will implement the following process for the 2022-23 school year.

January 2023: Staff and leaders completed the VAL-ED survey

February 13-February 17: Leaders complete a self-evaluation based on their job descriptions. They submit evidence to support their self-ratings.

February 27-March 3: SDTL meets with leaders to review VAL-ED results, self-assessment, and to develop goals.

## Annual Comprehensive Report (ACR) Submission Process

The SDTL submitted the following [proposal](#):

Our Annual Comprehensive Report (ACR) is due to the NYCDOE on **February 28, 2023**. In order to meet this deadline, all internal responses must be submitted by February 16, 2023 to allow for time to design a document for a K-11.

## Reference Documents

- Challenge's [2021-22 ACR submission](#)
- Template for [2022-23 submission](#)
- [NYCDOE Accountability Handbook](#)

## Sample Certification Status Memo

To:

Cc: Human Resources, Ms. Griffin, Ms. Thomas, Ms. Ward-Brew, HR

From: Ms. Coreus

Date:

Re: Certification Status

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The New York State Education department requires that teachers be certified to teach. Challenge Charter School partners with the NYC Charter Center to conduct a certification analysis of all staff twice a school year (April and November) to support you in meeting this goal.

The purpose of this memo is to share the results of the Charter Center's analysis. It is your professional responsibility to obtain and maintain your certification. **IMPORTANT:** There have been significant changes to certification requirements as the result of the pandemic and the teacher shortage. Below are the latest announced changes.

- **[Computer Science Statement of Continued Eligibility \(SOCE\) Deadline Extended](#)** | 10/4/2022
- **[New Students With Disabilities \(All Grades\) Certificate Created](#)** | 9/14/2022
- **[New Literacy \(All Grades\) Certificate Created](#)** | 9/14/2022
- **[Additional Science Certificate Content Core Requirement Change](#)** | 6/20/2022
- **[Incidental Teaching and Substitute Teaching Flexibilities Extended](#)** | 5/18/2022
- **[Elimination of the edTPA Requirement for Certification](#)** | 4/12/2022
- **[Teacher Performance Assessment Frequently Asked Questions \(FAQs\)](#)** | 4/12/2022
- **[Elimination of the General Core in Liberal Arts and Sciences Requirement for Certification](#)** | 4/12/2022
- **[Revised Definition of a Year of Experience](#)** | 4/12/2022

### [Source](#)

#### Personal Certification Consultations for Teachers

If your next steps are complicated or you are unclear, contact the NYC Charter Center at [Teacher Personal Consultation](#). They have developed an on-line version of the evaluation to make it easier for most teachers to get the guidance they need without a trip to the office. Teachers must complete the form in its entirety and upload all documents requested. Missing information prevents the consultants from providing the best service possible.

Things to know upon submission of the Personal Consultation form:

- They will receive an email confirmation to retain for their records
- The consultants are part-time, please allow about 3-4 weeks for an initial review. Expect a preliminary evaluation at the email address provided
- After reviewing the preliminary evaluation, the teacher can reply directly through the email if they need further clarification or an appointment to talk to one of the consultants. The consultants will set up a time to work with them online or by phone

**Here are your next steps as identified by the NYC Charter Center:**

**Next Steps: Provide us with a certification update**

Submit a status email to [HR@challengecharterschools.org](mailto:HR@challengecharterschools.org) and **cc your supervisor** and **senior director of teaching and learning** by February 17, 2023 (after meeting with a certification consultant if needed). Include steps you've completed towards certification and anything you may need from us. Future plans towards certification must include a timeline. Please reach out to the K-5 Special Projects Coordinator, Ms. Therese Camporeale should you have any technical questions about this memo.

**Resources:**

[TEACH](#) (website)

[Information for Interstate Applicants](#)

[Report Problems with TEACH](#)

Thank you

Rev 2/23



# Attachment #3



**Ms. Nicole Griffin**

Challenge Preparatory Charter School- Elementary  
Principal Report  
**February 12, 2023**

## **Attendance**

**140 scholars out of 680 scholars were present every day for the month of January (21%)**

***675 scholars have been present overall for the month of January***

**444 scholars have been absent (65%) for the month of January**

**250 scholars have been late (37%) for the month of January**

In efforts to improve attendance and hold parents accountable, attendance will be attached to verification letters moving forward. This will show agencies the accountability of the parent.

## **School Wide Goals**

- Questioning and Discussion Techniques (3b)
- Engaging Students in Learning (3c)
- Assessment in Instruction (3d)

We continue to work toward these three goals by providing continued professional development

## **Curriculum and Instruction**

### **Where are we NOW?**

Middle of Year data for i-Ready is complete. F&P is complete. Scholars are eager to learn. ALL staff have been trained and expected to be able to align the standards and learning targets daily. Read alouds or shared reading passages takes place daily during reading instruction. The Framework for Guided Reading Instruction is in place. Station Rotations that include at least three stations are in place.

### **Where are we GOING?**

- Standards continue to align with objectives
- Learning time is NOT wasted
- Differentiated WORK PERIOD STATIONS- Independent ( COMPLETES the Work aligned to the objective), Small Group ( teacher guided), Technology Station ( i-Ready

guided)

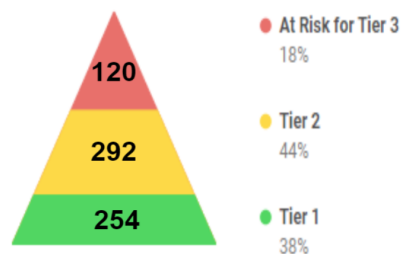
- Provide guided reading instruction with FIDELITY using the Reading Strategies resource as a guide for strategies
- Continued training on aligning reading goals with the correct reading levels
- An improved Guided reading library for staff in both buildings
- The use of graphic organizers and manipulatives are evident daily
- SDI is evident in lesson plans and instruction
- Professional development continues to take place around assessments with Angela Lalor

### MOY i-Ready Data

January marked the middle of the year for scholars to complete the mid-year data points. We continue to use i-Ready as a benchmark measure for scholar performance.

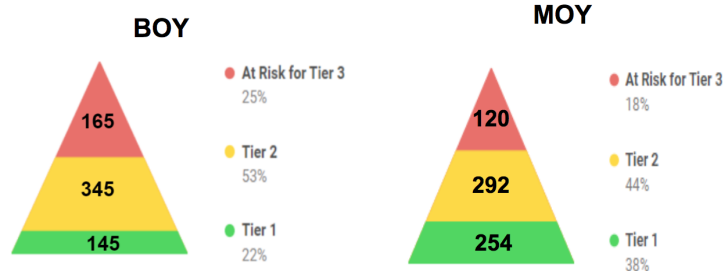
#### Reading

#### School Wide ELA MOY



Total: 666

#### School Wide ELA BOY vs MOY



Total: 655

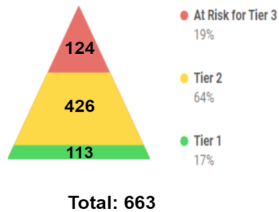
Total: 666

#### Trends

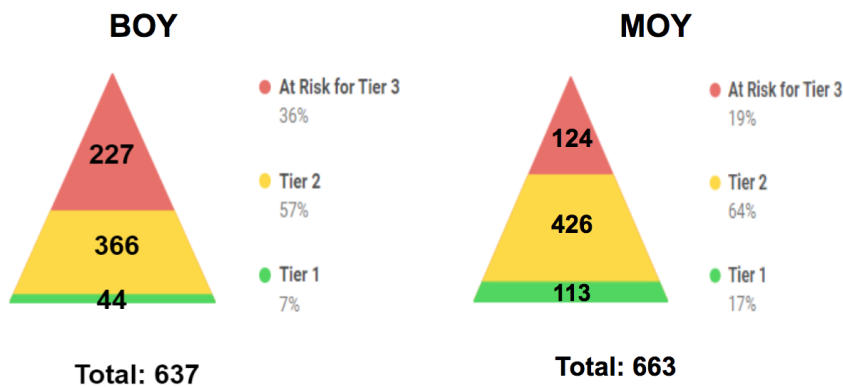
- Our Tier 3 scholars decreased from 25% to 18 % ( 7 %)
- Our Tier 2 scholars- One grade level below decreased from 53 % to 44% ( 8 %)
- **Our Tier 1 - On or above grade level scholars increased from 22% to 38 % (16%)**
- Scholars who was 3 or more levels below went from 45% to 32%
- 8 in Grade 3- 2 are ICT/ 1 has 12:1 recommendation
- We saw an increase in Vocabulary- This year we implemented the Frayer model and teaching academic vocab from state exams

## Math

### School Wide Math MOY



### School Wide Math BOY vs MOY



## Trends

- Our Tier 3 scholars decreased from 36% to 19% ( 17 %)
- Our Tier 2 scholars- One grade level below increased from 57% to 67% ( 7%)
- **Our Tier 1 - On or above grade level scholars increased from 7% to 17 % (10%)**
- Our continued focus: numbers and operations (base 10, from grades K-2) and geometry and measurement and data
- AP's will lead team meetings focusing around unpacking the math standards which will allow more practice for scholars

## Inter-Visitation

Inter-visitations commenced in February starting with Grades 4 and 5. Ms. Cruz and Ms. Duncan-Hines has been identified as one of the model classrooms for inter-visitations. We are

observing Student Engagement- specifically groupings and discussion that takes place.

### **Communicating with Families**

- As a school we recognize that staff needed support communicating with families. Therefore, Ms. Qureshi hosted a PD around this topic.
- We will continue to address professionalism in the workplace and effective/ proper communication among all stakeholders

### **Highlights**

- We have implemented an assessment system in which we assess students based on the standards addressed in the Reading Units of Study. Scholars complete a pretest at the beginning of the unit and then a post summative test. Grades 2-5 will complete two more Standards Mastery Assessments before the end of the school year.
- Grades K-2 School-Wide assembly with CHAMP. We conducted an assembly around citizenship with our mascot CHAMP. In addition, we recorded new videos which will be launched in the spring.
- Progress Reports were distributed to parents which included the MOY i-Ready report and the scholars progress in the classroom. At this time no one has received a PID letter.
- Ms. Qureshi- the new Assistant principal of Special Education has on boarded and hit the ground running. She updated the reconciliation form which includes all scholars who receive services. She is working on her 30 day plan that was co-created by the principal and SDL. Her next big project focuses around RTI.
- Book Fairies- Ms. Qureshi introduced this organization to the staff. Staff had the opportunity to attend this free event and shop for as many books as possible. Both myself and Ms. Qureshi gathered over 600 books that will be shared with staff.







# Attachment #4



# CHALLENGE CHARTER SCHOOL

## 2022-2023 Principal's Monthly Board Report

*Mavgar Mondesir-Gordon, Principal (Grades 6-11)*

### School Year 2022-2023 Report February 13, 2023

Current CCHS Enrollment:

Cohort Group	Grade Level	Enrollment as of...									
		Sept, 9, 2022	Oct. 15, 2022	Nov. 28, 2022	Dec. 16, 2022	Jan. 13, 2023	Feb. 10, 2023	Mar. 22, 2023	Apr. 14, 2023	May 20, 2023	Jun. 21, 2023
#3	G. 11	51	52	53	53	53	53				
#4	G. 10	73	77	77	76	75	75				
#5	Gr. 9	90	89	96	96	96	94				
<b>TOTAL</b>		<b>214</b>	<b>218</b>	<b>226</b>	<b>225</b>	<b>224</b>	<b>222</b>				

Current CCMS Enrollment:

Cohort Group	Grade Level	Enrollment as of...									
		Sept, 9, 2022	Oct. 15, 2022	Nov. 28, 2022	Dec. 16, 2022	Jan. 13, 2023	Feb. 10, 2023	Mar. 22, 2023	Apr. 14, 2023	May 20, 2023	Jun. 21, 2023
#6	Gr. 8	73	88	92	72	72	71				
#7	Gr. 7	95	92	96	96	93	91				
#8	Gr. 6	92	69	71	88	86	86				
<b>TOTAL</b>		<b>260</b>	<b>249</b>	<b>259</b>	<b>256</b>	<b>251</b>	<b>248</b>				

CCMS/CCHS Attendance Statistics:

Cohort Group	Grade Level	Attendance Rates									
		Aug 31, '22 - Sep 9, '22	Sep 12, '22 - Oct 15, '22	Oct 18, '22 - Nov 28, '22	Nov 29, '22 - Dec 16, '22	Dec 19, '22 - Jan 14, '23	Jan 13, '22 - Feb 10, '23	Feb 17, '22 - Mar 21, '23	Mar 21, '22 - Apr 14, '23	Apr 15, '22 - May 20, '23	May 21, '22 - Jun 20, '23
#3	Gr. 11	82%	84%	84%	86%	85%	80%				
#4	Gr. 10	46%*	50%*	82%	83%	82%	81%				
#5	Gr. 9	71%*	78%*	83%	86%	84%	81%				
#6	Gr. 8	96%	88%	97%	100%	100%	100%				
#7	Gr. 7	97%	94%	99%	99%	99%	98%				



#8	Gr. 6	96%	93%	100%	99%	100%	100%				
CCMS Average		<b>90%</b>	<b>96%</b>	<b>99%</b>	<b>99%</b>	<b>99%</b>	<b>99%</b>				
CCHS Average		<b>65%</b>	<b>70%</b>	<b>84%</b>	<b>86%</b>	<b>84%</b>	<b>80%</b>				
<b>6-11 Average</b>		<b>81%</b>	<b>81%</b>	<b>91%</b>	<b>92%</b>	<b>92%</b>	<b>90%</b>				

**ATTENDANCE:**

Administrative efforts aimed at improving attendance rates have been successful so far. Grades 6-11 participate in a mandatory Buy-back program wherein scholars are required to sit for instruction during lunch or from 3:50 PM to 4:30 PM to make up for time and work they missed by being late to school. **Added to the Buy Back Program will be aggressive home visits, Parent meetings, and in some instances, ACS calls for academic neglect for scholars who are habitually late despite our efforts to get them to school on time.**

**STAFFING:**

CCMS and CCHS continue to face shortages in staffing. Nonetheless, we continue to use our creativity to ensure that scholars are always before instruction and that we do our best to meet the expectations of our scholars and their parents. To date, this is our progress:

- Mr. Krasnicki, our former Global I teacher at CCHS through a PAF, has been transferred to CCMS to support SETTS Services. This will ensure that SETTS is well supported at the Grade 6 level, where the number of scholars needing SETTS is large and continues to grow.
- By March 1, 2023, we anticipate two new Global Studies teachers will begin. In the meantime, Global I and II - Covered by AP Canzoneri, Instructional Coach Manniello, and Principal Gordon.

Please see the vacancies below:

- CCMS: TAs in Humanities. 6,7,8
- CCMS/CCHS: ENL Teacher ( Based on the number of ELLs enrolled and their levels of language proficiency)
- CCMS SPED Certified SETSS Teachers: Grades 6, 7, 8
- CCHS:
  - Spanish II Teacher - Covered by Ms. Gomez, ENL Teacher, and Mr. Medina
  - PE/Health Teacher #2 - Based on the student enrollment.
  - CTE - Health 1

**CURRICULUM, INSTRUCTION, AND ASSESSMENT**

At this time of the year, we turn heavily to assessments with the addition of Test Prep as a genre. At CCMS, The Lavinia Group has been our Consultant and is working strategically alongside our Admin team and teachers to provide scholars with strategies and skills to take and pass their New York State



assessments in Mathematics and English Language Arts. At CCHS, we have grouped our scholars into subgroups to ensure that they get more granular support to take their Regents Successfully. These tutoring classes begin at 3:45 p.m. and end at 4:30 p.m.

CCMS and CCHS will continue to focus on weekly mini-assessments in all areas using iReady for the Math and ELA core, as well as Castle Learning. Allowing us to utilize the: Teach - Assess- Analyze Data - RTI - Assess cycle.

### **SOCIAL-EMOTIONAL LEARNING (SEL)**

- At this time, CCMS/CCHS teachers are engaged in growing their knowledge in the RULER-MTSS for adults. Teachers are given portions to work on weekly, which is discussed at the beginning of our Friday PDs.
- The SST Team has also received invitations to work on the RULER with Ms. Richards - Director of Pupil Personnel Services. They also meet every First Friday of the month to engage in PD with her.
- CCMS will work with the Second Step Curriculum, and CCHS will work with the Overcoming Obstacles Curriculum.
- We await the first lessons from the consulting firm, Windows of Opportunity - Hal Eisenberg – for the “HEAL” curriculum for Advisory.
- We have launched Naviance to ensure that our scholars receive support and guidance towards their path to and through college and career readiness.
- CPI Training for our school community also continues.

### **SPECIAL EDUCATION and ENL SERVICES**

- Dr. Lyle continues to lead the SPED work on all grade levels 6-11. Ms. Ana Gomez provides ENL services but will need support as we search for another ENL teacher due to the increase in the ENL population at our school.
- RTI continues, coupled with MTSS for scholars who need the intervention as per the IDEA and IDEiA Law.
- IEP meetings are in full swing and thus far have been doing well—As the CSE now has a new team in place.
- Principal Gordon has also joined the Principal Cohort at the Collaborative to ensure that the school is in full compliance and maintains the knowledge needed to do this work. Our staff has also been strong attendees at the SPED and ENL boot camps and the Pipeline Program.
- CCMS/CCHS will begin work on the Language Acquisition Plan for our ELL population, as this plan does not currently exist in our school.

### **DIGITAL PLATFORMS**

- Grades 6-11 scholars will continue using a combination of digital notebooks and hardcover notebooks for all courses to build writing and engagement stamina. We will



curtail the use of Chromebooks to just 9% of the instructional time in an effort to maximize engagement.

#### **PARENT AND SCHOLAR OUTREACH and ACCESSIBILITY**

- We continue to meet with parents to discuss further our scholars' welfare. Some of these meetings are in person, while others are via Google Meets. We also continue to conduct outreach for attendance and home visits for scholars who are not attending.

#### **PROFESSIONAL DEVELOPMENT**

- Our Social Workers and School Counselors will attend PDs with the Collaborative.
- Our CTE teachers will also attend upcoming PDs.
- Our SETTS teachers and new staff members will also attend SDI PDs in the upcoming month.
- We will continue our work with the Collaborative at the Charter School Center - joining sub-cohorts such as the SPED and MLL/ELL Bootcamps, Principal Cohort, and the SPED Pipeline Programs.
- We also continue the work with the Lavinia Group in ELA and Math. This also includes Leadership Institutes for Close Reading, Humanities, and Math Stories
- GRADE TEAM PLANNING AND ONGOING PROFESSIONAL DEVELOPMENT
  - Professional development takes place daily:
- VERTICAL DEPARTMENT PLANNING
  - Department Teams continue to meet to discuss instructional planning across disciplines.

#### **INSTRUCTIONAL OBSERVATIONS**

- The CCMS-CCHS Admin Team members have begun supporting instructional periods throughout the day to ensure that instruction is taking place and that outreach is performed as needed. Informal observations and coaching have begun through check-ins and 1:1 Instructional Supervision. TeachBoost will continue to be used for this task, with a target of 2 long observations and 5 short observations across the board for the school year.
- Evaluations have begun at CCMS and CCHS both for Leadership and staff. The Val Ed for Principals and APs is complete. Evaluations for Teachers and other staff members continue using
  - Danielson Framework for Teachers, Social Workers, Guidance Counselors, and Deans
  - Self-created rubrics for all other supporting staff. Leaning on research.



# Attachment #5



## Director of Pupil Personnel Services

### February Board Report

#### School Health Liaison

##### February Positive COVID Results

8 Positive cases

- The School Health Liaison is now fully trained in all COVID-19 protocols.
- Oversee all COVID-19 protocols and provide supervision to the School Health Liaison
- Support the school community with answers to COVID-19 questions
- Attend the Sector-Wide Q&A Calls with the NYC DOE & DOHMH to stay informed of all updated COVID-19 protocols, and inform all leaders about the updates
- Oversee next steps for staff and scholars when they have a positive COVID-19 test result
- The Test & Stay program is now implemented successfully school wide, and scholars receive 4 at-home COVID test kits a month for health and safety purposes
- Oversee the process of incoming test kit shipments to all sites
- Trained School health liaison to provide mental health workshops to non-instructional staff members like office, janitorial, and security staff members

#### Pupil Personnel Director

##### Elementary School

- Observed Second Step lessons and provided support and feedback to the school counselor and social worker
- Modeled classroom management tips to support counselors
- Continued to support the SST members to organize the Comprehensive counseling program
- Met with the SEL team to review the attendance data and determined ways to reach our goal of improving attendance by 10%
- Recommended the start of an attendance team to meet consistently to reach the attendance goal
- The SEL team also discussed dates and times for teachers to complete a survey explaining how we collect Attendance, behavior, and course passing data
- Supporting New Assistant principal with creating behavioral data for effective implementation of behavior intervention and Child Study Team plans
- Provided resources and activities for the upcoming Respect for all Week where scholars will learn to accept the differences of themselves and others

### **Middle and High School**

- Met with the SEL team during our monthly meeting and provided a tutorial on how to create attainable lateness/attendance goals for their sites using attendance/lateness reports from Power school
- The Becoming Girls group concluded this month. This 6 week program meets once a week for 30 minutes to empower girls to verbalize their story and to recognize the importance of their unique voice. The scholars received a certificate of completion and enjoyed pizza and juice
- The rising 8<sup>th</sup> graders will receive transition lessons to provide them with information of the Challenge High school experience for 9<sup>th</sup> graders. They will also have the opportunity to share their interest in extracurricular activities. The information from these lessons will help to appropriately schedule the incoming 9<sup>th</sup> graders based on their interests
- Started the process of interviewing social work interns for the high school location to support the additional social and emotional needs of the scholars
- Supported the high school counselor with a free curriculum called Step by Step to provide specific guidance to the scholars for college planning

### **All sites**

- Continuing the process of all sites outlining their counseling programs, and aligning the services, and all SEL lessons to the ASCA standards
- Supervising record keeping activities of Second Step lessons and RULER modules
- Visited all sites to ensure SEL programming is effective and following the pacing schedule
- Continuously follow-up with RULER leads to ensure we are on schedule and actively conducting the in-person activities to build an environment of emotional safety
- Continued the 1:1 professional development sessions with social workers and counselors
- Created the social work school-wide protocol for case management. This will streamline the process for all families
- All sites will post their Charters throughout each site to ensure the visual reminders will encourage all staff to be consistent with the behaviors agreed upon to create an emotionally safe environment
- All Student Support Team members will attend the 4 part Counselor/Social Worker Leadership Cohort training series

### **Parent Academy**

1. The Parent Academy hosts 2 to 3 workshops per month and are well attended
2. Monthly PA meetings are now in full swing for Middle and High School parents and fundraising and volunteering has begun due to these meetings
3. The Kids Rise program accounts for grades Kindergarten and 1<sup>st</sup> have been activated. Scholars that activated their account also received a piggy bank provided by Chase
4. The Parent Leadership training program will begin again. These workshops provide our families with social and emotional skills to support their children at home.



5. The First Homebuyers Workshop will also be held this month
6. Cohens Children's Medical Center provided a parent workshop to provide families information on LGBTQ+ 101 for families



# Attachment #6



## Challenge Charter School Communications Report - February 2023

Kim Messer, Director of Communications

### Website

Traffic reports for the past 30 days (Jan. 15 through Feb. 13) are up 19%; the bounce rate is also going down with unique visitors up 20% and page views up 24%.

VISITS	BOUNCE RATE	UNIQUE VISITORS	PAGEVIEWS
2.9K	56.87%	2.6K	5.7K
+19% mo/mo	-6% mo/mo	+20% mo/mo	+24% mo/mo

### Visits

Jan 15–Feb 13, 2023 • 2,871 Total +19% mo/mo

Daily ▾



The use of buttons embedded in the site is up 30% to over 450. Also as we look at our outreach to ELLs, we have had over 330 visits to our Spanish application page, “Aplicar.” Our new plug-in for translation has tested well. Now families can choose the language they speak when visiting our site. The languages offered are tailored by our families' data and the top languages spoken worldwide.

### Application Season 2023-24

Marketing plans and website updates are continuing for our next application season.

- Redesigned school flyer/brochure - English version completed; Spanish version is being worked on this week.
- Vanguard - mailing pending
- Local print ads - continue in print and digital form in *The Wave* and *Rockaway Times* with our Open House dates and times
- *Local bus shelter ads* - canceled due to budget

## Social Media

- We have gained over 30 followers since last month, most from Instagram.
- Campaigns to support our application season continues.
- New NYC School Survey posts roll out this week. The survey opened on Monday, February 13.

## Black History Month

Support for the middle school Performing Arts production, and special project posts as they are shared with me. Here is the Meet the Cast poster for the original work, "Harlem Renaissance Comes to Far Rockaway":

The poster features a blue background with a faint image of the Cotton Club building. At the top, the title "Harlem Renaissance Comes to Far Rockaway" is written in yellow and white, with "Written by Anwar Robinson" below it. The text "Presented by the Performing Arts Department" is centered above the "MEET THE CAST" heading. The cast members are arranged in three rows of portraits with their names and roles below them. A special guest artist and cast understudies are listed on the right side. At the bottom, the cast album drop date and live performance date are announced, along with the Challenge Charter Schools logo and contact information.

**Harlem Renaissance Comes to Far Rockaway**  
Written by Anwar Robinson

Presented by the Performing Arts Department

**MEET THE CAST**

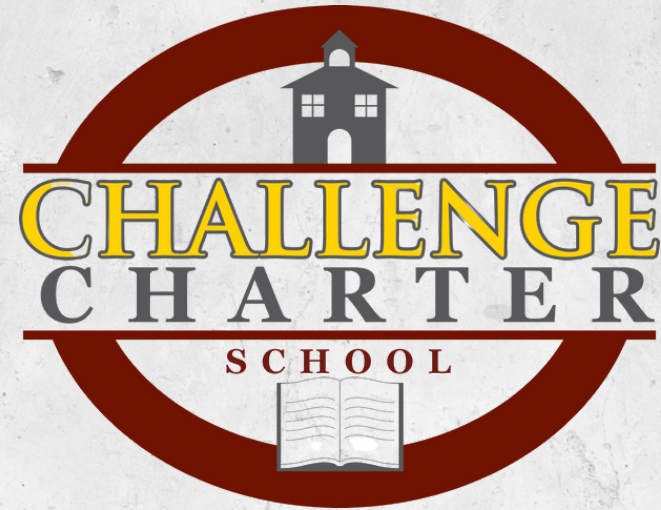
 Paula Tlaczani as Narrator	 Idalis Nuñez as Young Ella Fitzgerald	 Omari Erwin as Sandman Simms	 Maiya Kennedy as Adult Ella Fitzgerald
 Jordayne Graham as Chick Webb	 Marquise Flythe as Cab Calloway	 Ayomide Afuwape as Billie Holiday	Special guest artist: Ms. Patrice McKoy, CNA as Temperance Fitzgerald, Ella's Mom
 Temilolu Ageloye as Sarah Vaughan	 Phenyx Fryson as Lena Horne	Our Cast Understudies: Moriah Kennedy Shayla Reynolds Jaylah Russell Tochukwu (Tochi) Ugboajah	

**Cast Album drops Friday 2.17.2023**  
**Live Performance on Tuesday 2.28.2023 @ 1:00 PM CCHS Gym**

 CHALLENGE  
Rev. Dr. Les Mullings, Founder/CEO | Mavgar Mondesir-Gordon, SDTL/Principal  
[www.challengecharterschools.org](http://www.challengecharterschools.org)



# Attachment #7



# **STUDENT ENROLLMENT AND RECRUITMENT BOARD REPORT #8**

**DATE: FEBRUARY 15, 2023  
PREPARED BY: JANISA VAUGHN,  
DIRECTOR OF STUDENT ENROLLMENT AND RECRUITMENT**

# Table Of Content

- **Enrollment Overview 2022-23 SY**
- **Enrollment Goals 2022-23 SY**
- **Looking Ahead| Lottery 2023-24**
- **Scholar Recruitment Lottery 2023-24**

# Enrollment Overview



Approved Charter Enrollment: 1,176 Scholars

## K-11 OVERVIEW

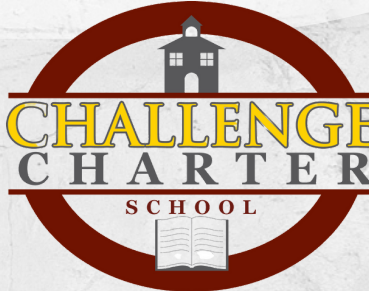
CURRENT ENROLLMENT: **1,149 SCHOLARS**

Grades 9-11  
**222 scholars**

Kindergarten-Grade 3  
**477 scholars**

Grades 6-8  
**248 scholars**

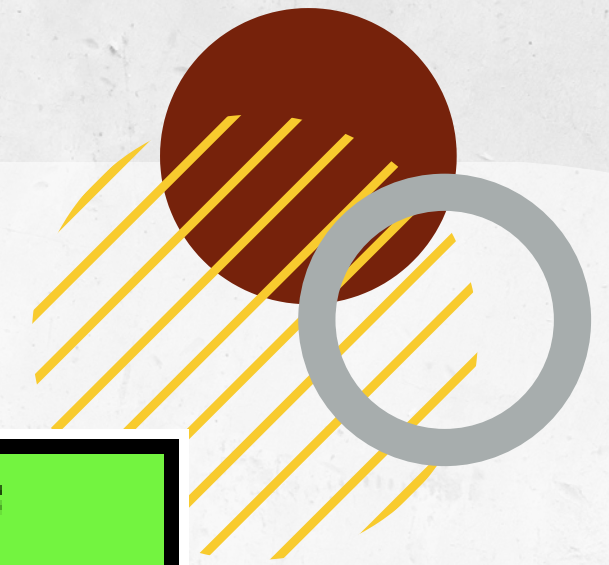
Grades 4-5  
**202 scholars**





# Enrollment Overview

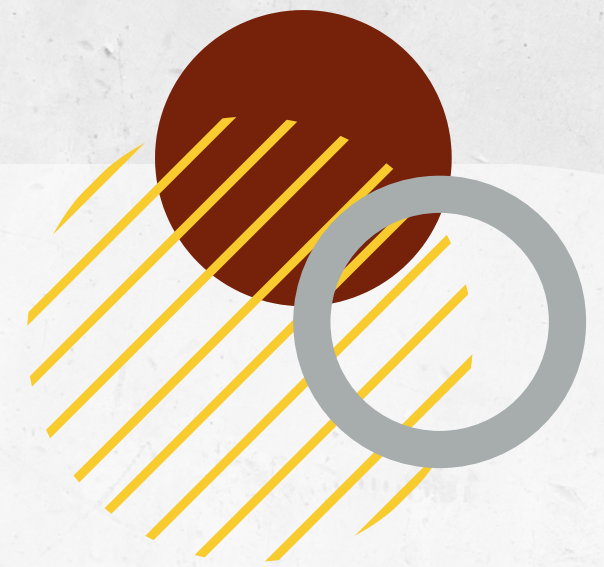
## Elementary Site



Site	Grade	CCS Enrollment Goal 2022-23	Total Number of Scholars Currently Enrolled 2/10/23
Elementary	K	120	125
	1	125	117
	2	125	118
	3	125	117
	4	104	102
	5	104	100
	<b>Total</b>	<b>703</b>	<b>679</b>

# Enrollment Overview

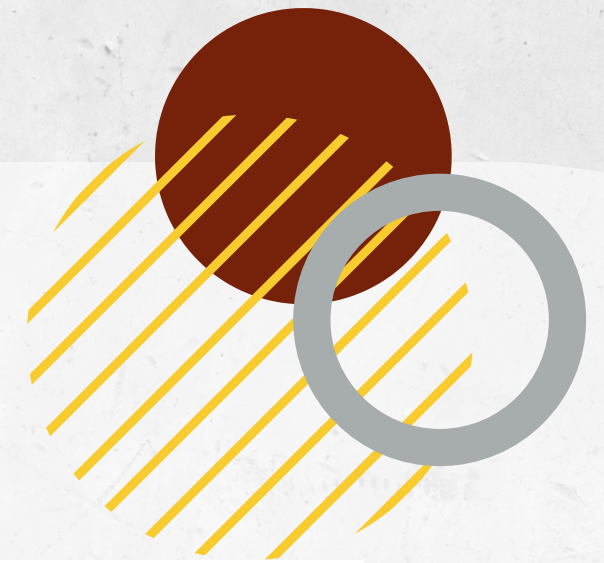
## Middle Site



Site	Grade	CCS Enrollment Goal 2022-23	Total Number of Scholars Currently Enrolled 2/10/23
Middle	6	104	86
	7	104	91
	8	78	71
	<b>Total</b>	<b>286</b>	<b>248</b>

# Enrollment Overview

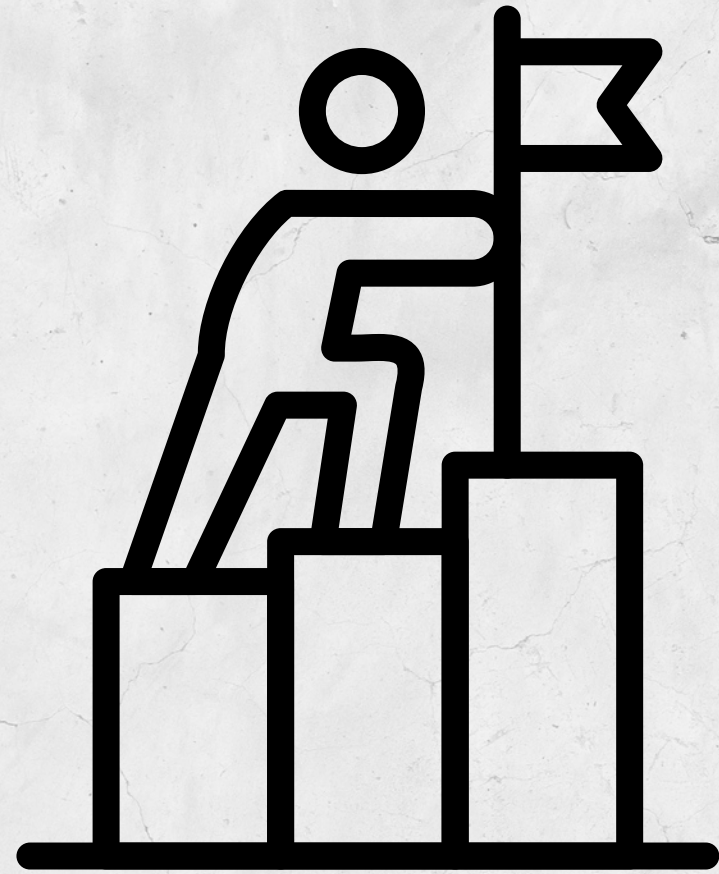
## High School Site



Site	Grade	CCS Enrollment Goal 2022-23	Total Number of Scholars Currently Enrolled 2/10/23
High	9	90	94
	10	75	75
	11	53	53
	<b>Total</b>	<b>218</b>	<b>222</b>

# Enrollment Goals

## 2022-23 SY



### **99% Enrollment**

Achieve at least 99% of CCS-approved charter enrollment.



### **English Language Learners (ELL)**

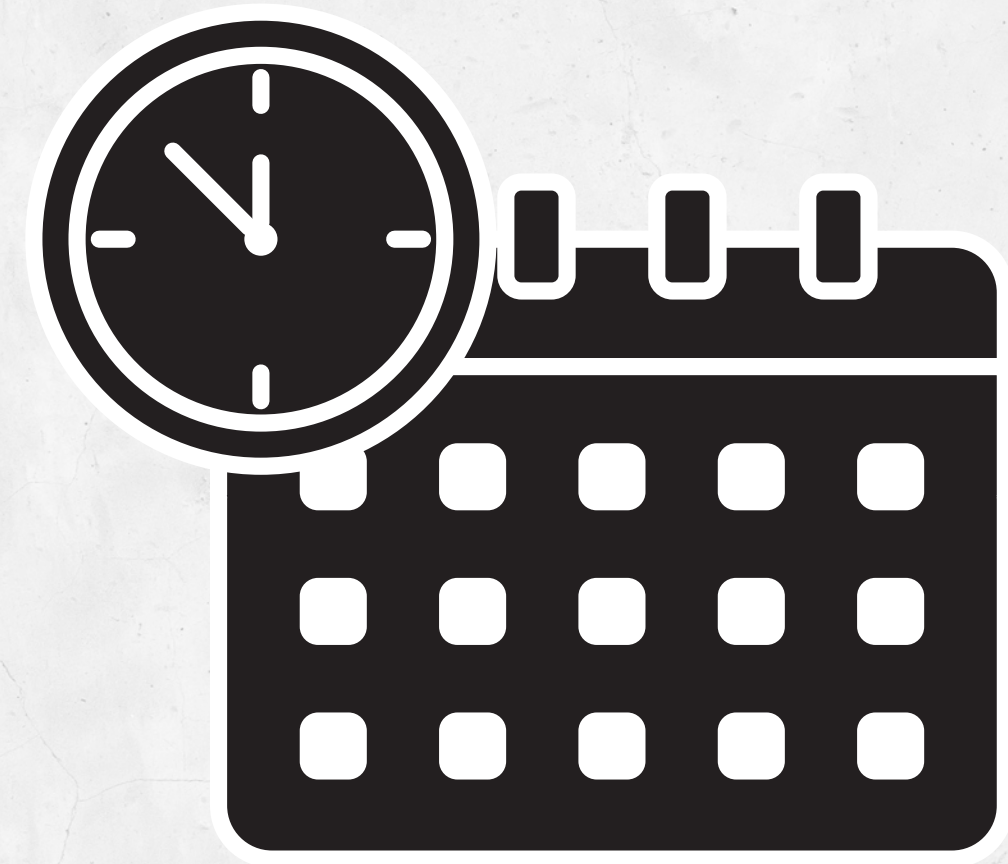
Increase the number of enrolled ELL scholars by at least 3%.



### **Scholar Retention**

Maintain at least 75% of our scholars at each grade level.

# Looking Ahead- Lottery 2023-2024



**Lottery Date: April 4, 2023**

## **Lottery Application**

**The 2023-2024  
Lottery Application will  
launch October 31 2022.**

## **Recruitment Events**

**Open houses will begin  
January 2023 through  
early spring.**

## **Retention**

**We will actively monitor  
scholar discharges to  
make improvements in  
our school community.**

# Lottery Applications Update

Theme:  
**Begin A Lifetime Of Learning**

2023-2024 SY Lottery Applications	
Grade	# of Applications Received as of 2/10/23
K	108
1	13
2	12
3	10
4	10
5	17
6	57
7	21
8	14
9	111
10	14
11	5
12	2
<b>Total</b>	<b>394</b>



# CCS Open Houses 2023-2024

Theme:  
**Begin A Lifetime Of Learning**

**Thursday's from 5:30pm-6:30pm**

- January 12, 2023-**Canceled**
- January 19, 2023- **Completed**
- January 26, 2023- **Completed**
- February 2, 2023-**Completed**
- February 9, 2023-**Completed**
- February 16, 2023
- March 2, 2023
- March 9, 2023
- March 16, 2023



# Scholar Recruitment Lottery 2023-2024

Theme:  
**Begin A Lifetime Of Learning**



### **School Wide Recruitment Initiative**

The staff, scholars, and parents will have opportunities throughout the school year to participate in scholar recruitment.



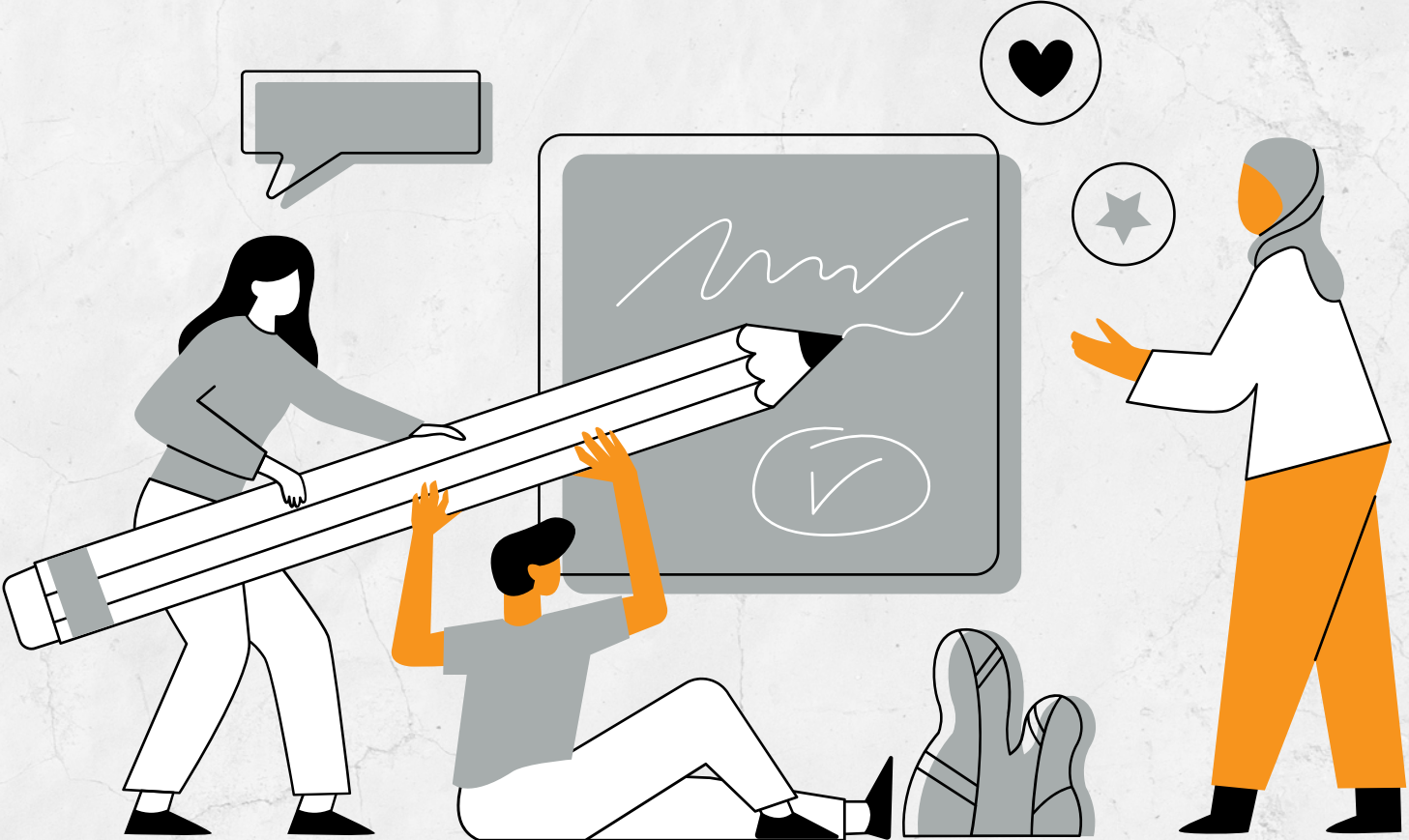
### **Community Outreach**

Continue to partner with feeder schools in the Rockaways to recruit new families.



### **Host Recruitment Events**

Partner with the school community to host open houses and retention events.







# Attachment #8



Director of Operations  
February Board Report  
February 8, 2023

I am happy to bring to you this report of activity as the director of Operations for February 2023.

As I assume this newly appointed role as the Director of Operations I have overseen matters related to the operation management of Challenge Charter School. I will provide you with an update of each operation management task thus far.

- Creates a detailed start-up checklist and ordering list to ensure that the school starts each: Meeting with the newly hired Director of Finance/HR on Tuesday, February 14 2023 to discuss budgeting for the remainder of the 2022-2023 school year as well as budgeting for the 2023-2024 school year.
- Facility: Overseeing site management and development and ensuring that the school site is maintained as a safe and clean environment: Deep cleanings are occurring at sites when there is a confirmed Covid-19 case, HVAC system at 1526 Central Avenue is in the process of being repaired. The 1st and 2nd floor heat is operational. Currently waiting on parts ordered to repair the 3rd floor blower, 1279 Redfern crack in hallway wall has been repaired, sheet rock in classrooms 201 and 202 have been repaired. 1520 Front elevator door operator board replaced to prevent future malfunction. Working with the building manager/landlord to repair the elevator at 1526 central that is not functional. HVAC ductwork in classroom C15 at 710 Hartman Lane repaired. They were dismantled and leaking. Labeled all classrooms and offices with proper room number and designated staff title at 1520 Central Avenue. In progress: Labeling at all sites
- Food and Transportation: Manages food and transportation services; Spring metrocard distribution was completed on Feb 3rd, report of meals served emailed to school foods on a weekly basis,
- Student Data: Manages primarily student attendance at each site and generates report as needed: Working with Ms. Samuels to eradicate disparities between system synchronization
- Manage logistics of all special school wide events and projects; 2023-2024 Building Updates:
  - 710 Hartman Lane K-3
  - 1279 Redfern Avenue 4-5
  - 1520 Central Avenue 6-11
  - 1526 Central Avenue Network offices.



Director of Operations  
February Board Report  
February 8, 2023

Major events this month: CCPS Open House 2/2/23, CCMS Open House 2/16/23, CCHS Open House 2/9/22, CCPS Conferences 2/9/23 and 2/10/23. Davina Afokoba celebration of life event 2/10.

- Manages the registration process of each scholar updating and maintaining each scholar's: Internal audit shows that many student files are incomplete. Documented parent outreach is continuous to request missing documents.
- Creates and oversees each site's Safety Plans; Submitted in October 2022; created a timeline of contents to be submitted for the 2023-2024 school year safety plans.
- Oversee and maintains school facilities ensuring that building rules and regulations are met for all government agencies i.e. DOH, FDNY. – 1279 Redfern- Created a sign indicating how to access the building and motor room to eradicate inspection violation.
- Manages and maintains the Purchase Order System with the Director of Finance: This is a daily activity handled by each site's Operations Managers along with the Supervision of the Director of Operations. Created an event proposal google form that will be utilized to plan future events.
- Regulations and Reporting: Ensures school-wide compliance with health and safety laws, state education mandates and all federal and state workplace regulations in coordination with the CEO and Senior Advisor; In progress: Ordering/installation of Feminine Hygiene Products. Received vendor pricing of sanitary napkin dispensers, receptacles, and products. Ordering/installation will take place in order to be in compliance with NYC DOH regulations.
- Manages the operations Managers at each site; Operations School Aides, Operation Assistants, and Custodial Staff; This month's Operations Topics: Metro cards, field day, Immunization, senior dues, drills and lockdowns. Operations Leaders attended a Vicarious Training Professional Development session at the NYC Charter School center on 2/10/23. Conducted cycle 1 evaluations for Operations Managers and created actionable goals.
- Manages and maintains [in conjunction with the Director of Finance] the inventory of all equipment, furniture, etc. being "audit" ready at all times; To date we have not had a request from the auditors for this information, Ongoing: Updating of the inventory tracking system to document curriculum, technology, and furniture ordered/received

The operations staff is a dedicated team and we are committed to taking the necessary steps to fully support the needs of our schools, scholars, staff, and parents.



Director of Operations  
February Board Report  
February 8, 2023

Respectfully Submitted,

*Alexyia N. McNeil*

Alexyia N. McNeil  
Director of Operations



# Attachment #9



## Director of Technology Report

Feb. 2023 - Dale Richardson

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### I: Current Work

1. Security Upgrade at 15-20 Central Ave (Completed).
    - a. We have completed upgrades to the security monitoring station: Monitors, mount, & cables.
  
  2. Reso A Technology & Capital Funding Request for 2022 - 2023 (Submitted).
    - a. We have submitted our application for funding to CD31 - Council Member Selvena Brooks-Powers.
  
  3. Security Camera Installs at 710 Hartman Ln & 1526 Central Ave (Pending Decision of Classrooms or No-Classrooms).
    - a. Security Cameras for 710 Hartman Lane quotes.
      - i. With classrooms: \$43,935.00 (I suggest we go with this package)
      - ii. No Classrooms: \$34,101.00
    - b. Security Cameras for 1526 Central Avenue quotes.
      - i. With classrooms: \$24,711.00 (I suggest we go with this package)
      - ii. No Classrooms: \$19,788.00
- 

### II: Pending budget approval - These items should be prioritized.

1. Seeking quotes for Active Panels (aka smart boards).
-



- a. Update: Middle School is scheduled to swap places from 12-79 Redfern, to 15-20 Central Ave. Boards should be ordered promptly in order to avoid service delays.
  - b. Currently, 12 boards are needed in order to have 1520 Central Ave. fully outfitted and ready for scholars to utilize each room.
  - c. I also suggest ordering 4 extra “rolling boards” (one for each site), which can be used in case of an emergency where a classroom board malfunctions.
  - d. At the moment, quotes on board are (ca) \$5,900.00. However, this rate will need to be updated (may become more expensive) at the time of our order (most likely cost will reduce with a larger quantity order).
2. Upgrades to Challenge’s phone systems (this has a soft approval via Dr. Mullings. Follow Ups to begin shortly).
    - a. A single phone number to reach our entire organization?
    - b. The phone systems at 710 Hartman Lane & 1526 Central Ave should be upgraded as soon as possible.
    - c. Our quote from last season has expired. A new quote will be generated when we decide to move forward with the project. I suggest we approve a quote soon, which will allow us to implement this change during the summer months.
3. Independent Cyber Security Audit for the entire organization (this has a soft approval via Dr. Mullings. Follow Ups to begin shortly).
    - a. An independent cyber security assessment should be completed in order to satisfy various insurance and state requirements. Ex: [https://www.dfs.ny.gov/industry\\_guidance/cybersecurity](https://www.dfs.ny.gov/industry_guidance/cybersecurity)
      - i. The quote received: \$42,327.00 (this quote is now aged and will require a new, possibly more expensive quote).
    - b. Dr. Mullings has forwarded me the NYSED recommendation:



- i. Via:  
<https://www.cisa.gov/protecting-our-future-partnering-safeguard-k-12-organizations-cybersecurity-threats>
- ii. The NYSED's version is more of a blanket suggestion.
- iii. I strongly suggest tailoring "cyber security" to the needs of specific needs of Challenge.

—

### III: Risk Factors

1. Parent Academy and Computer Lab at 1520 Central Ave. require desktop computers to accommodate larger groups.
  - a. Update: Desktops were ordered via Reso A. Updates will be posted as they become available.
2. Lenovo Laptop Inventory shortage.
  - a. Update: Laptops were ordered via Reso A. Updates will be posted as they become available.
3. Student Chromebooks
  - a. Update: Laptops were ordered via Reso A. Updates will be posted as they become available.
  - b. As a heads up, warranties on Chromebooks expire 3 years after purchase.
  - c. Spacing out purchases and ordering 300 - 400 chromebooks each year will be best. It will not hit the budget or logistics as hard. Plus, it gives us





room to repair and scale up/down if necessary. This is known as “order throttling,” and you may read up on a similar concept at the following url: <https://olosupport.zendesk.com/hc/en-us/articles/115002752386-Order-Throttling-Strategies-Overview>



# Attachment #10

**Performing Arts Department Update**  
**Board of Trustees Meeting**  
**February 2023**  
**Challenge Preparatory Charter School**  
**Prepared By:**  
**Anwar Robinson, MEd / SDL / SBL**  
**Director of Performing Arts**

**Summary**

This comprehensive outline provides a glance at the facets of the Department, while also framing gains and needs for stakeholders of the Challenge Preparatory Charter School, for the Month of February 2023

**Department Vision Statement**

*Challenge Scholars will find their voice and point of view through refined and rigorous practice, manifesting their artistic abilities through high-quality music, performance, and fine arts exhibitions for their schools, families, and community.*

**Objectives**

Performing & Fine Arts Department Vision (SY2022-2023) available per request.

**Major Projects**

- ❖ **ONGOING CURRICULUM DEVELOPMENT & IMPLEMENTATION**
- ❖ **TEACHER PROFESSIONAL DEVELOPMENT & EVALUATION PROGRAM**
- ❖ **[Black History & Identity Celebrations \[Gantt Chart HERE\]](#)**
  - **SOFT ALBUM RELEASE: FEBRUARY 17, 2023**
  - Participants:
    - Challenge Charter Middle School
    - Mr. Alvin Jones
    - Ms. Tequan Henry
    - Ms. Kim Messer
    - Mr. Dale Richardson
    - Support Staff (TBA)
  - **LIVE PERFORMANCE PREVIEW: Tentative Date—TUESDAY, FEBRUARY 28, 2023**
    - TBD based on rehearsal progress
- ❖ **DAVINA AFOKOBIA 1-YEAR MEMORIAL CELEBRATION—Friday, February 10, 2023**

**Challenge Charter High School**

- ❖ Music Curriculum Development Approved and in Progress by A. Robinson
  - Instruction continues under the purview of A. Robinson, assisted by Alvin Jones
  - Grade 10 / Semester 2: **Composition / Songwriting**
    - [CCHS Syllabus and Curriculum](#)
  - Grade 11 / Semester 2: **Piano**
    - Grade 11 Scholars took a vote to determine their next course of study
    - Course Description: *Piano courses provide students with an introduction to and refine the fundamentals of music and keyboard techniques such as scales, chords, and melodic lines and then offer instruction in more advanced techniques. Formal and informal performances are typically included.*
    - Syllabus in Progress — will be shared in March 2023 Report
  - **Recent Teacher Observations**
    - [January 2023](#)

### Challenge Charter Middle School

- ❖ Music Curriculum Developed, Approved and Launched by A. Robinson
  - Curriculum in implementation and revision stage in collaboration with Performing Arts Teaching Assistant, Tequan Henry
- ❖ **Program Scope**
  - General Music Classes for Grades 6 – 8
    - [CCMS Music Curriculum](#)
  - Musical Theatre Troupe — In Progress
    - [ORIGINAL MUSICAL: Harlem Renaissance Comes to Far Rockaway](#)
  - Grade 8 End-Of-Year (EOY) Project to begin in April 2023
  - SoundTrap® DAW (digital audio workstation) featured as a supplementary music creation / production platform for Quarter 3 (January 31 – April 17, 2023)
  - **Recent Teacher Observations**
    - [January 2023](#)
- ❖ **Music Teacher with Music Content Knowledge and Pedagogical Acumen HIGHLY RECOMMENDED at this juncture.**

### Challenge Preparatory Charter School

- ❖ Performing Arts: General & Vocal Music Program
  - Program under developmental approval and guidance by A. Robinson
  - Nicholas Green, Music Teacher
    - Instructor for Elementary School Music Classes — under direct supervision of A. Robinson, with support from Building and Network Admin / Director for Elementary School(s)
    - Certification Pending
  - [CPCS Music Curriculum](#)
  - Recorder Program in development — pending budget approval (approx. \$3,500.00)
  - **Recent Teacher Observations**
    - [January 2023](#)
- ❖ Fine Arts: Visual Arts Instructor — Maria Tapia
  - Governance / Supervisory Role for this Teacher TBD by Rev. Dr. Les Mullings as of Tuesday, February 7, 2023

### Programming for SY2022-2023

- ❖ Network & Community-Wide Events
  - Winter Holiday Extravaganza (Thursday, 12.22.2022) **[COMPLETED]**
  - Black History Month Celebration (Date: Feb 2023)
  - Spring Concert (Date: May 2023)
  - GRADUATIONS (Kindergarten, Grades 5 & 8 — June 2023)
- ❖ Site-Specific Events
  - Special Assemblies
  - Visiting Guest Artists
  - **Liaising with Community Arts Provider Programs**
  - **ALL PENDING ON BUDGETARY ALLOCATIONS**

### Gains

- ❖ All CCS sites have Fine and Performing Arts Programming being delivered to Scholars
- ❖ Communications Department support in promoting Performing Arts Events
- ❖ Network-Wide Performing / Fine Arts Reporting structures continue to be under review by Dr. Les Mullings & Mr. A. Robinson

## Needs

- ❖ Programmatic / Technical / Logistical support for *Harlem Renaissance Comes to Far Rockaway* – Directors’ Meeting slated for Monday, February 13, 2023.
- ❖ Strong Music Teacher for the Middle School: Needs to have a Bachelor's Degree in Music, Content Knowledge, and Pedagogical Acumen to launch and operate the program independently
- ❖ Support from The Organization for the Professional Development and Continued Education for Performing Arts Teacher Assistants – proposal pending on assessment of the Program and Approved Budget for SY2023-2024.
- ❖ Provisional Curricular Materials Budget (i.e., Launching of Recorder Program for Challenge Preparatory Charter Schools’ Grades 3 – 4) [IN PROGRESS]

## Next Steps

It is imperative to take stock of the progress that the Performing Arts Department is making, especially with the success of having Families back at 710 Hartman Lane for our Winter Extravaganza. Also, the curriculum is ever-evolving, as our Scholars and Social, Economic, and Political Landscapes are in flux.

Our program will continue its service, abiding with the parameters of the NYS-required instructional programs, replete with standards-based instruction in the Arts. The foundation of this programming continues to serve as the basis for to launch of additional extra-curricular programming, being made available to our almost 1,200 Scholars in the greater Far Rockaway Community.



# Attachment #11