



2022-23 School Year Board Meeting #9

Minutes Frederica Jeffries, CPCS Chair called the meeting to order and welcomed everyone to the CPCS 2022-23 School Year Board Meeting #9 at 6:30 PM on March 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.

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 #8. The minutes were approved by common consent.
3. The Chair called for the report of Dr. Les Mullings, CEO. Dr. Mullings recognized the various reports provided by CPCS Directors and Principals that were sent prior to the meeting.
 - We are currently going through repairs at our 710 Hartman Lane location due to a fire. Our students are safe but displaced. All K-3 are remote. K-2 Scholars are expected to back in the building very soon. The other areas that were affected by water are secluded. Cleaning and testing will begin. The K-2 return is set for next Wednesday the 29th.
 - The 3rd graders will be coming to 15-20 Central starting March 29th. The network office will help engage them.
 - We are working on getting Summer Boost and Sylvan Learning Center. We are trying to close the learning gap. We don’t want to encourage the “Pandemic Kids” title. We want our scholars to be known as “Children who triumphed in the midst of adversity”. The teachers and TAs are being trained to do the work through Sylvan. For now, the lowest 100 students are our target.

The teachers know the students. We have data on every scholars that identifies the state of our scholar

- The lottery is next month.
- Borough President Donovan Richards and the chancellor's brother, Terry banks, visited the school this week.
- We were informed that we are up next for the JFK funding.

4. The Chair called for the Financial Report:

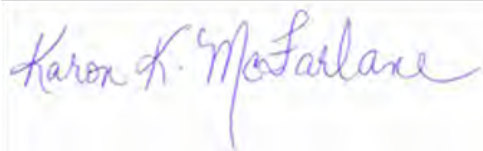
- Donna Webster shared that we currently projected to end the year with a \$255,000 deficit. We are actively scaling back.
- Main area of concern: The PD budget is currently over.
- We are looking to change our banking relationship. We are proposing to use JP Morgan Chase as our operating account. We are proposing Metropolitan Commercial Bank for our savings. Metropolitan Commercial Bank has a higher yield than other banks.

5. The Chair called for a motion to use JP Morgan Chase as our operating account and Metropolitan Commercial Bank for our savings. Gertrudis Hernandez motioned to approve. Karon McFarlane seconded the motion.

6. The Chair called for the March 2023 Personnel report. Donna Webster responded that there are no other personnel changes at this time.

7. The Chair mentioned the next meeting on April 26, 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



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:

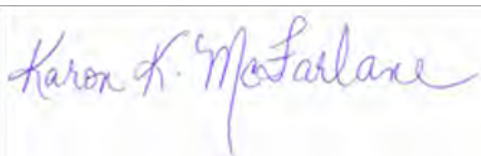
- She expressed being happy to be a part of the team and being able to work directly with Dr. Mullings.
- January - per pupil revenue is up, but we are \$877K over budget due to a lack of full enrollment. We are \$1.5M above expenses.
- We are limiting spending, scrutinizing everything, and working with 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 #2



Senior Director of Teaching and Learning K-5
March 2023 Board Report
 Covering 2/13/23-2/17/23 and 2/27/23-3/09/23
Kentia Coreus

Enrollment Compliance

Grade	Total Scholars	Target Enrollment	Number of SWDs	Number of ELLs
K	124	120	9	7
1	117	125	17	3
2	117	125	21	8
3	118	125	23	5
4	101	104	19	7
5	100	104	16	5
Totals	677 (-2)	703	105 (+29)	35 (+1)

source: March 10, 2023 Student Enrollment Weekly Report

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

March 2, 2023 Fire at 710 Hartman Lane

There was a fire in the second floor boys bathroom. All staff and scholars exited the building without harm. Principal Griffin checked bathroom logs immediately and spoke with three scholars who were out of the classrooms at the time of the fire however no evidence of arson was found at that time. The principal met with scholars before dismissal to discuss fire safety. A message was sent to families asking to share any information about the fire that may be shared at home. As a result of scheduled safety inspections and needed repairs, scholars in K-3 have been engaging in remote learning from home since March 3, 2023. The SDTL informally advised our authorizer of this incident on March 8, 2023. Updates are being sent to families by the communications department and Principal Griffin.

Staffing and Leadership Recruitment

Due to the fire at 710 Hartman Lane on March 2nd and the shift to remote learning on March 3rd, we are on hold with substitute teachers from the School Professionals Temporary Employment Agency and our other sources. Once the building reopens we will relist the substitute demand given the current vacancies. The current vacancies are: Grade 1 Gen-Ed-ICT Leave Replacement; Grade 2 Gen-Ed -ICT Class Leave Replacement; Grade 3 Gen-Ed-ICT class teacher; and Kindergarten Teacher Assistant Leave Replacement . Secondly, we have a member of our K-2 SETSS team who is on medical leave.

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 continues to identify and research other viable sources
- 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 recent 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. 22 received memos with the personalized analysis, recommendations and a timeline of their process due. 8 teachers are uncertified and 5 have contacted the NY Charter Center for a personal consultation. We are closely managing this process.

Sylvan Learning

The SDTL participated in a meeting on March 7, 2023 to discuss partnering with Sylvan to provide intervention/tutoring to scholars who are performing below grade level in reading and/or math. It was initially determined that the SylvanSync program would be offered during the school day and the Acelt program would be offered during after school hours. Teacher assistants will be targeted to work in the after school program. This program will target at least 100 scholars.

Special Education Updates

Scholar Support and Compliance

In response to one of our special education teacher support services (SETSS) providers being on medical leave, we have asked our other SETSS provider to service scholars during his prep periods. A personnel action form will be submitted for this teacher as he no longer has a prep period.

AP Qureshi has contacted the CSE regarding obtaining P4s to secure an occupational and physical therapist for five scholars who are currently not receiving their mandated services.

In addition, we are in the process of making changes to the school counselor's caseload to add mandated scholars and will be shifting at-risk scholars to the social worker's caseload.

PIPELINE Program

On March 1, 2023, the SDTL attended the first of a three-part professional learning series being offered by the Collaborative for senior-level school personnel responsible for planning and implementing structures to support programming for students with disabilities and English language learners. Internal teacher recruitment flyers, interview questions, and evaluation process has been submitted in preparation for the next session which will help school personnel ensure that the above elements are aligned with the school's vision for inclusive education.

Annual Comprehensive Review

The SDTL reviewed the submission made by Principal Griffin for the elementary program and provided feedback. The STDL also scanned the submission and provided feedback to the CEO and director of finance who reported that items were revised.

VAL-ED and Leadership Evaluations

The SDTL created a nomenclature document as a tool to support members of the elementary administrative team better understand their VAL-Ed results. This tool is being utilized in mid-year reflection meetings where goals will be set for the remainder of the school year. The evaluation timeline has been extended (due to the fire incident). The nomenclature document is attached for reference.

Nomenclature for the VAL-ED Core Components and Key Processes

The purpose of this document is to create a naming convention for the core components and key processes described in the Vanderbilt Assessment of Leadership in Education (VAL-ED) survey. This will assist team members in making reference to key items in the survey results and to align items with internal accountability tools. This work was supported by these two sources:

[VAL-ED Survey Form C](#)

[VAL-ED Handbook](#)

VAL-ED's Six Core Components of School Performance

- 1) High Standards for Student Learning
- 2) Rigorous Curriculum (content)
- 3) Quality Instruction (pedagogy)
- 4) Culture of Learning & Professional Behavior
- 5) Connections to External Communities
- 6) Performance Accountability

The above core components of school performance intersect with the six key processes below to make up VAL-Ed's definition of principal leadership that leads to positive changes in school performance which results in student achievement and success.

The Six Key Process

- A. Planning
- B. Implementing
- C. Supporting
- D. Advocating
- E. Communicating
- F. Monitoring

In order to form a common reference language, the above components and processes will be named internally as:

Component 1- High Standards for Student Learning

- 1A. Planning for high standards for student learning (academic and social-emotional)
- 1B. Implementing systems and structures for high standards for student learning
- 1C. Supporting high standards for student learning
- 1D. Advocating for high standards for *all* students
- 1E. Communicating high standards for student learning
- 1F. Monitoring data of student learning (and behavior)

Component 2-Rigorous Curriculum (content)

- 2A. Planning an essential and rigorous curriculum for *all* scholars
- 2B. Implementing a rigorous and *coordinated* curriculum
- 2C. Supporting time and professional development needed for a rigorous curriculum
- 2D. Advocating for a rigorous curriculum for scholars at all levels
- 2E. Communicating with staff about effectiveness of the rigorous curriculum
- 2F. Monitoring the rigorous curriculum through student data and classroom visits

Component 3-Quality Instruction (pedagogy)

- 3A. Planning for quality instruction through teacher hiring practices and professional learning opportunities
- 3B. Implementing support structures for new teachers and to protect instructional time
- 3C. Supporting quality instruction by securing and allocating needed resources
- 3D. Advocating for additional resources to support instruction
- 3E. Communicating instructional feedback to individual teachers and to faculty
- 3F. Monitoring the quality of instruction and individual teacher pedagogy through observations

Component 4-Culture of Learning & Professional Behavior

- 4A. Planning strategies to develop a shared belief of professional practice and shared responsibility for scholar learning
- 4B. Implementing structures for a supportive and safe environment focused on continuous improvement
- 4C. Supporting by providing a collaborative environment focused on scholar learning
- 4D. Advocating for respect and support of a diverse scholar and faculty culture
- 4E. Communicating to both scholars and faculty about a positive learning environment
- 4F. Monitoring teacher behavior and its impact on school culture

Component 5-Connections to External Communities

- 5A. Planning for activities to engage families in scholar learning
- 5B. Implementing ways to have a positive relationship with the community
- 5C. Supporting teachers in being responsible for all families
- 5D. Advocating for scholars and families in need of social services
- 5E. Communicating the academic and social-emotional progress of scholars with families (including their needs)
- 5F. Monitoring family involvement and effectiveness of external partnerships

Component 6-Performance Accountability

- 6A. Planning accountability structures for teacher and scholar performance
- 6B. Implementing programs and practices to support the planned accountability structures for teachers and the school
- 6C. Supporting by providing structures to hold scholars accountable for their learning
- 6D. Advocating for shared accountability by faculty for scholar achievement
- 6E. Communicating to faculty and families the purpose and scope of accountability structures
- 6F. Monitoring the impact of accountability structures on teacher performance and scholar achievement



Attachment #3



Ms. Nicole Griffin

Challenge Preparatory Charter School- Elementary
Principal Report
March 15, 2023

Attendance

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 (Ongoing)

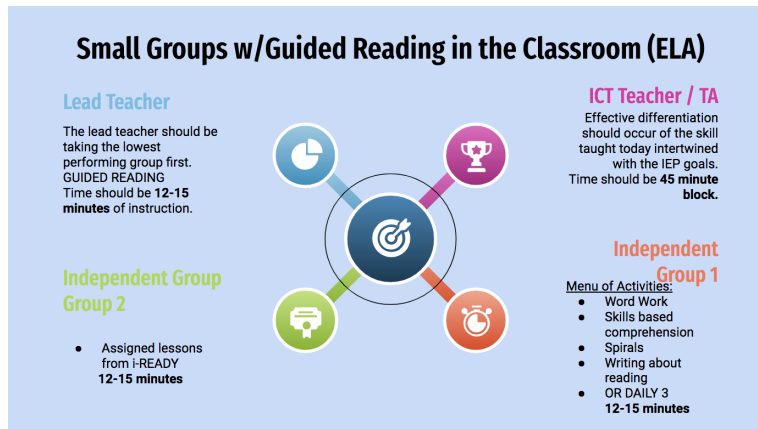
- Questioning and Discussion Techniques (3b)
- Engaging Students in Learning (3c)
- Assessment in Instruction (3d)

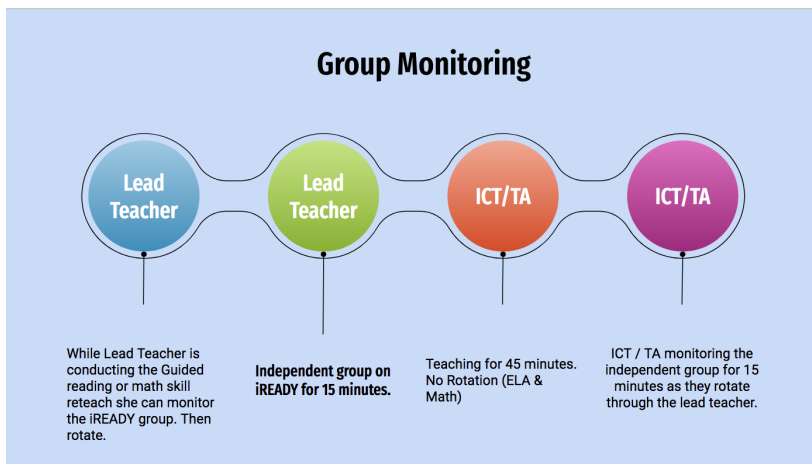
We continue to work toward these three goals by providing continued professional development

Curriculum and Instruction

Where are we NOW?

We recognized the need for professional development in the area of (3C) Engaging Students in Learning. This includes differentiating instruction. Professional development was conducted outlining the reading, writing and math blocks. Specifically, what instructors will be doing during station rotations.





Inter-Visitation (On-Going)

Inter-visitations continue to take place. Our area of focus for the March is around station rotations and implementation of guided reading.

Communicating with Families (Ongoing)

- We will continue to address professionalism in the workplace and effective/ proper communication among all stakeholders.

Emergency

- On 3/2/2023, a small fire occurred in the boys bathroom, located on the second floor at 710 Hartman Lane. Due to the results of the fire, scholars in grades K-3 started remote learning on 3/3/2023. They will continue to receive remote instruction until 3/17/2023.

Highlights

- Mrs. Simone, Mr. Kurz and Mrs. Kelly has worked together to create a guided reading library for teachers. This includes an E-library and hardcover books for teachers to use.
- Red and White Dance- Scholars had the opportunity to participate in a 30 minute activity for Valentines Day.
- Test Sophistication has commenced. Scholars completed a Mock assessment in ELA and Math



Attachment #4



CHALLENGE CHARTER SCHOOL

2022-2023 Principal's Monthly Board Report

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

School Year 2022-2023 Report March 14, 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. 14, 2023	Apr. 14, 2023	May 20, 2023	Jun. 21, 2023
#3	G. 11	51	52	53	53	53	53	52			
#4	G. 10	73	77	77	76	75	75	76			
#5	Gr. 9	90	89	96	96	96	94	96			
TOTAL		214	218	226	225	224	222	224			

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. 14, 2023	Apr. 14, 2023	May 20, 2023	Jun. 21, 2023
#6	Gr. 8	73	88	92	72	72	71	71			
#7	Gr. 7	95	92	96	96	93	91	91			
#8	Gr. 6	92	69	71	88	86	86	84			
TOTAL		260	249	259	256	251	248	246			

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 14, '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%	86%			
#4	Gr. 10	46%*	50%*	82%	83%	82%	81%	88%			
#5	Gr. 9	71%*	78%*	83%	86%	84%	81%	86%			
#6	Gr. 8	96%	88%	97%	100%	100%	100%	100%			
#7	Gr. 7	97%	94%	99%	99%	99%	98%	99%			
#8	Gr. 6	96%	93%	100%	99%	100%	100%	100%			



CCMS Average	90%	96%	99%	99%	99%	99%	99%			
CCHS Average	65%	70%	84%	86%	84%	80%	87%			
6-11 Average	81%	81%	91%	92%	92%	90%	93%			

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. With the lifting of mandatory COVID-19 vaccinations, we anticipate more applicants to fill open positions.

To date, this is our progress:

- CCMS welcomed Mr. Bennett Capobianco as the new 9th grade Global I History Teacher.
- Global History 10 will continue to be covered by AP Canzoneri.

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)
 - 7th Grade Science Teacher
 - 7th Grade Humanities Teacher
- 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
 - Earth Science Teacher

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.

Sylvan Learning Tutoring has launched at CCMS for Math and at CCHS for Algebra I beginning on March 1, 2023.

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

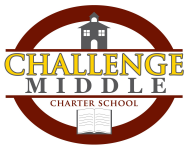
- Parent Teacher Conferences for CCMS and CCHS were held on March 10, 2023 and March 13, 2023. 26% of Middle School parents and 16% High School parents attended. The teachers will continue to reach out to all parents/guardians who were not in attendance.
- We continue to meet with parents to discuss 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.
- Our Social Workers and School Counselors attended the RULER PD on March 7, 2023 and March 8, 2023.
- 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. Lavinia coaches are on site working with our teachers to support test prep and lesson development.
- **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



2022-2023 Principal's Monthly Board Report
March 14, 2023
Mavgar Mondesir-Gordon, Principal (Grades 6-11)

- 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

March Board Report

School Health Liaison

March Positive COVID Results

1 Positive case

- SmileNY will be back to provide dental exams and cleaning services for middle school scholars. They will also provide silver diamine fluoride as needed to treat decay and to make teeth less sensitive
- Columbia University's Old School Hip hop program conducted a wrap up session that assessed the scholars knowledge of healthy eating for 4th and 5th grade scholars
- The Sleep Health Education Pajama Program is a sleep health initiative to promote routine bedtime consistency to create focused daytime learners. Kindergarten through 2nd grade scholars will receive new pajamas, a new book, and a bedtime routine magnet
- Cohens Children's Medical Center will return with a workshop for scholars that focuses on coping skills
- 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
- Updated the COVID-19 protocols that align with the Mayor's February announcement. COVID-19 vaccines are no longer a requirement for employment, temperature checks, and vaccine screening are no longer needed to enter school buildings
- 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%. Attendance has improved by 22% due to these efforts
- The attendance team meets biweekly and includes the student support team member as well as the site's operation manager
- Supporting the attendance team with identifying all scholars that are no longer at our school that remain on the attendance roster
- A behavioral tracking chart has been created for teachers to record behavioral data including the antecedent, behavior, and consequence
- Supporting New Assistant principal with the creation of Behavior intervention plans
- Provided resources and activities for the upcoming SEL Day on March 10th where scholars will learn the importance of SEL skills
- Catholic Charities Satellite that will be housed in the elementary school building will begin next month. At-risk scholars and families will now have access to a full-time therapist for additional social and emotional support

Middle and High School

- The SEL team has now created attainable lateness/attendance goals for their sites using attendance/lateness data. They have also identified a targeted intervention for the scholars they have identified to meet the goal
- The rising 8th graders will receive transition lessons to provide them with information of the Challenge High school program for 9th 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 9th graders
- The Social Work intern started this month to support the high school with social and emotional needs of the scholars
- The Step by Step curriculum has been implemented and 11th grade students are starting to prepare for the College application process
- Conducted a hearing for a high school scholar and provided support options for the high school team upon his return

All sites

- CPI Non-violent Training was provided for the lead Security Guard. The training teaches staff how to deescalate behaviors
- I will begin to attend title 1 training to create programming to support our low socio economic population
- There is now an attendance team at all locations that focus on a goal and follow up on the effectiveness of their interventions through data analysis
- Provided all sites with information about the Traffic Safety Initiative
- All sites attended the RULER conference to begin the process of implementing the RULER approach school-wide

- Continuing the process of all sites outlining their counseling programs, aligning the services and 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 in the staff lounge and any other area staff gather 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

- The Parent Academy hosts 2 to 3 workshops per month and are well attended
- Monthly PA meetings are now in full swing for Middle and High School parents and the first official fundraiser has begun with DoubleGood popcorn to raise funds for senior dues
- The Parent Leadership training check-in took place this month. This check-in allowed for families to come together and speak on the skills they learned during this 5-week course
- Parents will take part in the College Readiness Parent Workshop hosted by Urban Up bound
- Families will be supported with the “How to Help You Scholars with Test Anxiety?” hosted by Cohen’s Children’s Medical Center



Attachment #6



Challenge Charter School Communications Report - March 2023

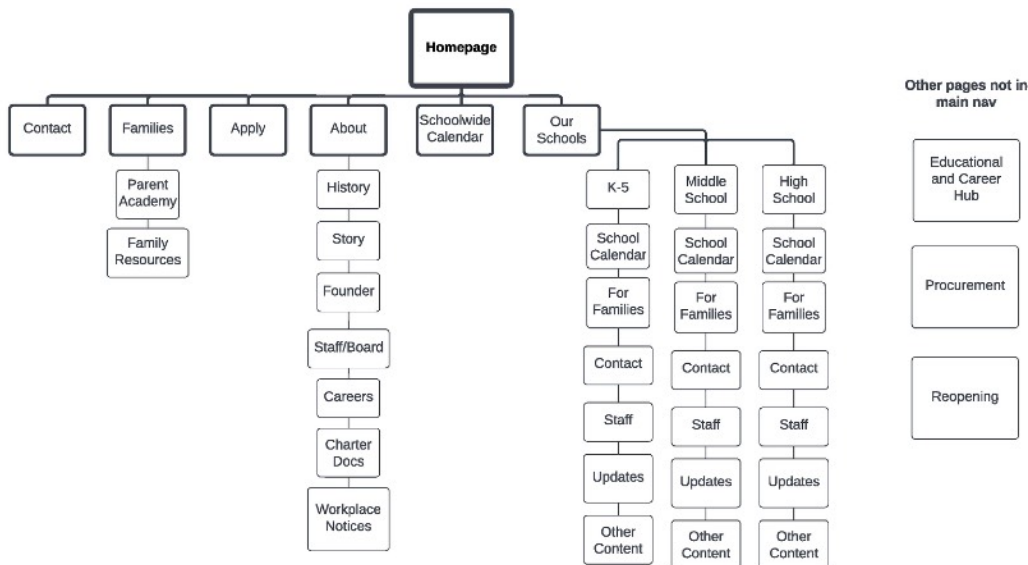
Kim Messer, Director of Communications

Website

A full site review has been completed. Following up on our SEO needs and in anticipation of our charter renewal, these are the next steps:

- Simplified/improved navigation for current and prospective families
- Redesign of the home page to better market the school
- Specific action-oriented design to engage visitors to the site

SEO evaluation has already begun. Improved SEO will be a part of the update over the next 6-8 weeks. Proposed new site map:



Estimated soft launch of the new design: April 29th

Application Season 2023-24

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

- Local print ads - continue in print and digital form in *The Wave* and *Rockaway Times* with our Open House dates and times.
- Preparation for the Lottery is underway with Communication support through preparing the slide deck for the Lottery.
- Campaigns to support our application season continue on social media, the website, & ParentSquare including a new “Why Choose Challenge Charter School” reel.

Family Communications

- The Spring issue of our newsletter released this month is all about how “We Are Family” at CCS. Featured are great quotes from staff members with scholars here as well as several families with multiple children at Challenge. [Read our latest Challenge Charter School Chronicles here.](#)



- Supporting our NYC School Survey posts, I prepared a newly-designed incentive flyer which has gone out via ParentSquare and has been posted by our Operations team at each site
- Following the small fire at 710 Hartman, I have supported our staff with urgent alerts and communications around remote learning and building closures.
- Related to Crisis Communications when emergency responders are called to any of our buildings, the goal is to finalize new procedures and systems for each site through ParentSquare by the end of this month.

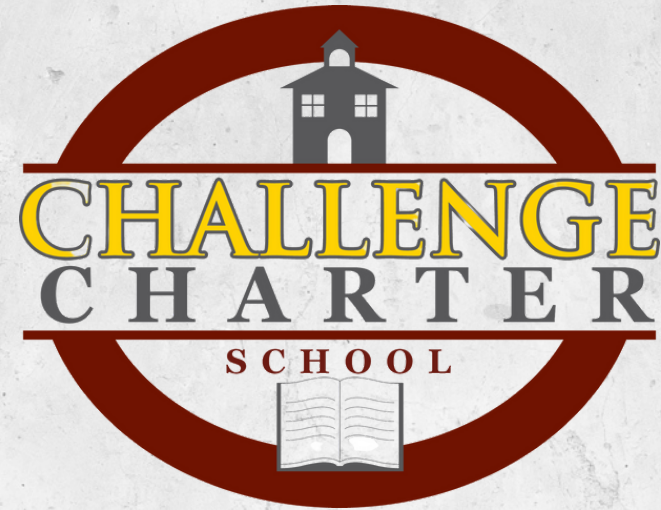
Budget Planning for Communications

Key needs to support our school communications in 2023-24 and beyond are being considered. These include:

- Updated Brand Signage for each site
- Increased marketing budget (currently only .02% of our income)
- Professional development
- Graphic design
- Social media support
- Plans for Alumni Association



Attachment #7



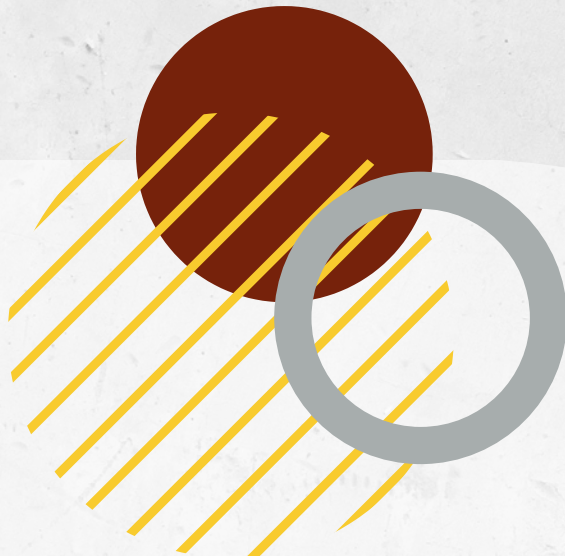
STUDENT ENROLLMENT AND RECRUITMENT BOARD REPORT #9

**DATE: MARCH 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**
- **Looking Ahead| Enrollment Projections 2023-24**
- **Scholar Recruitment Lottery 2023-24**

Enrollment Overview



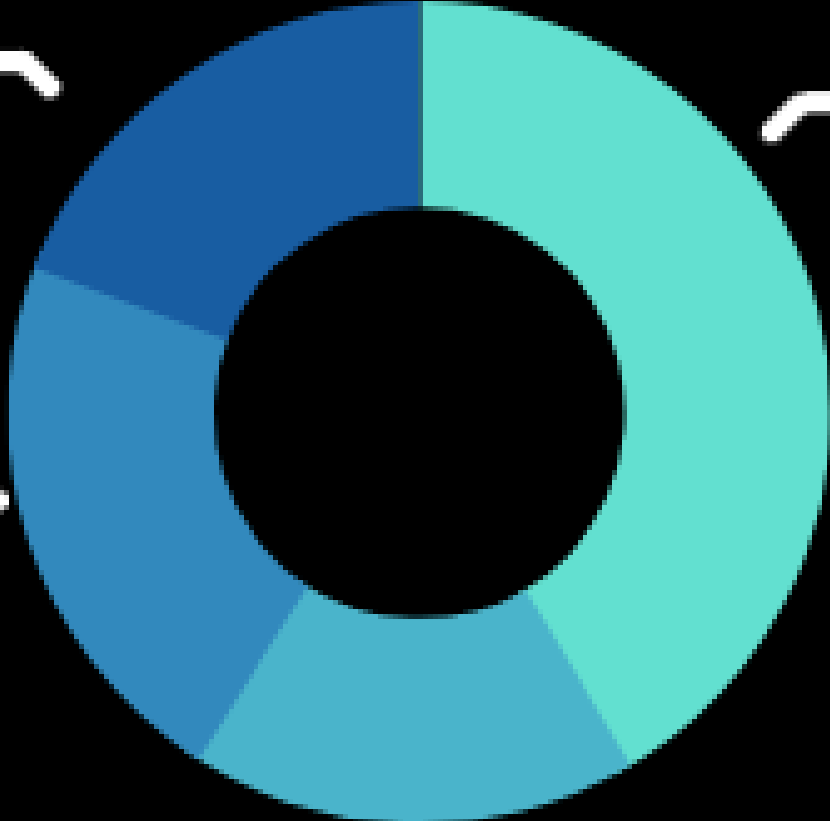
K-11 OVERVIEW

CURRENT ENROLLMENT: **1,147 SCHOLARS**

Grades 9-11
224 scholars

Kindergarten-Grade 3
476 scholars

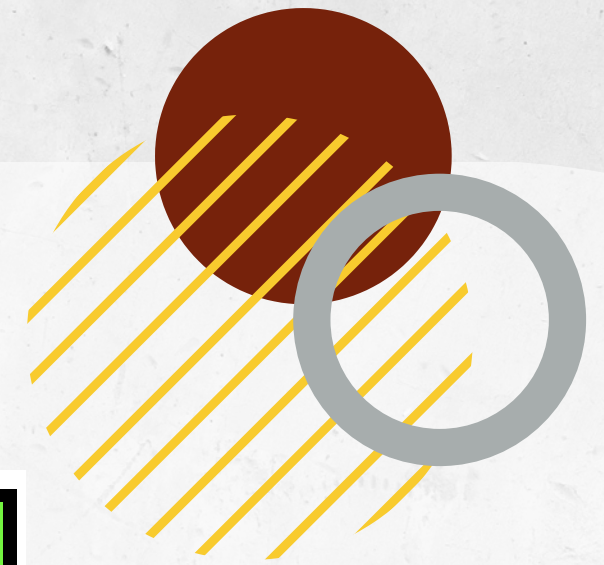
Grades 6-8
246 scholars



Grades 4-5
201 scholars

Enrollment Overview

Elementary Site



Site	Grade	CCS Enrollment Goal 2022-23	Total Number of Scholars Currently Enrolled 3/14/23
Elementary	K	120	124
	1	125	117
	2	125	117
	3	125	118
	4	104	101
	5	104	100
	Total	703	677

Enrollment Overview

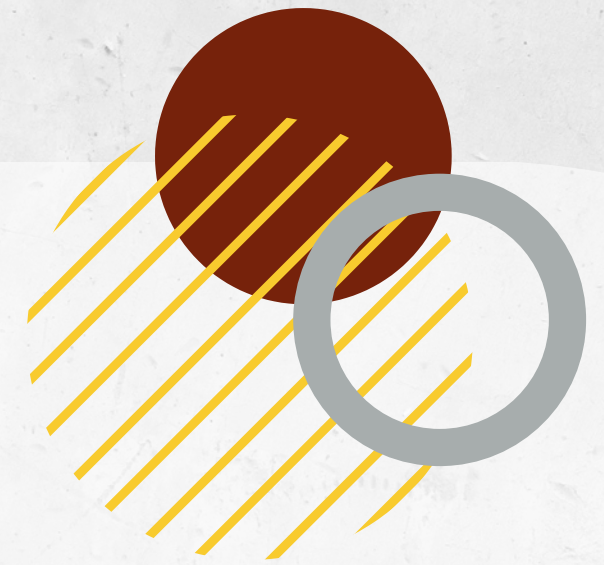
Middle Site



Site	Grade	CCS Enrollment Goal 2022-23	Total Number of Scholars Currently Enrolled 3/14/23
Middle	6	104	84
	7	104	91
	8	78	71
	Total	286	246

Enrollment Overview

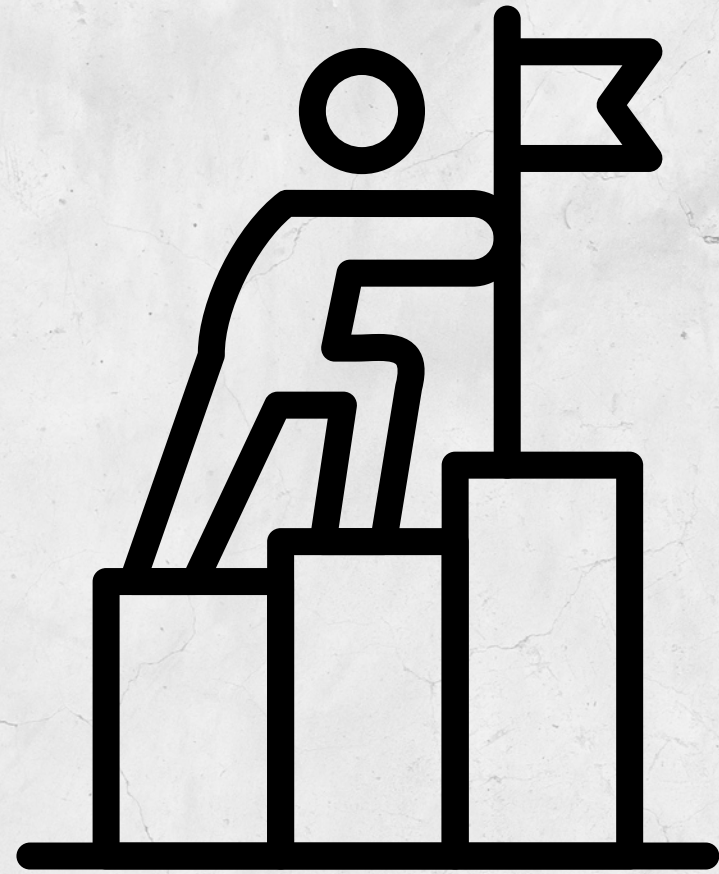
High School Site



Site	Grade	CCS Enrollment Goal 2022-23	Total Number of Scholars Currently Enrolled 3/14/23
High	9	90	96
	10	75	76
	11	53	52
	Total	218	224

Enrollment Goals

2022-23 SY



99% Enrollment

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



English Language Learners (ELL)

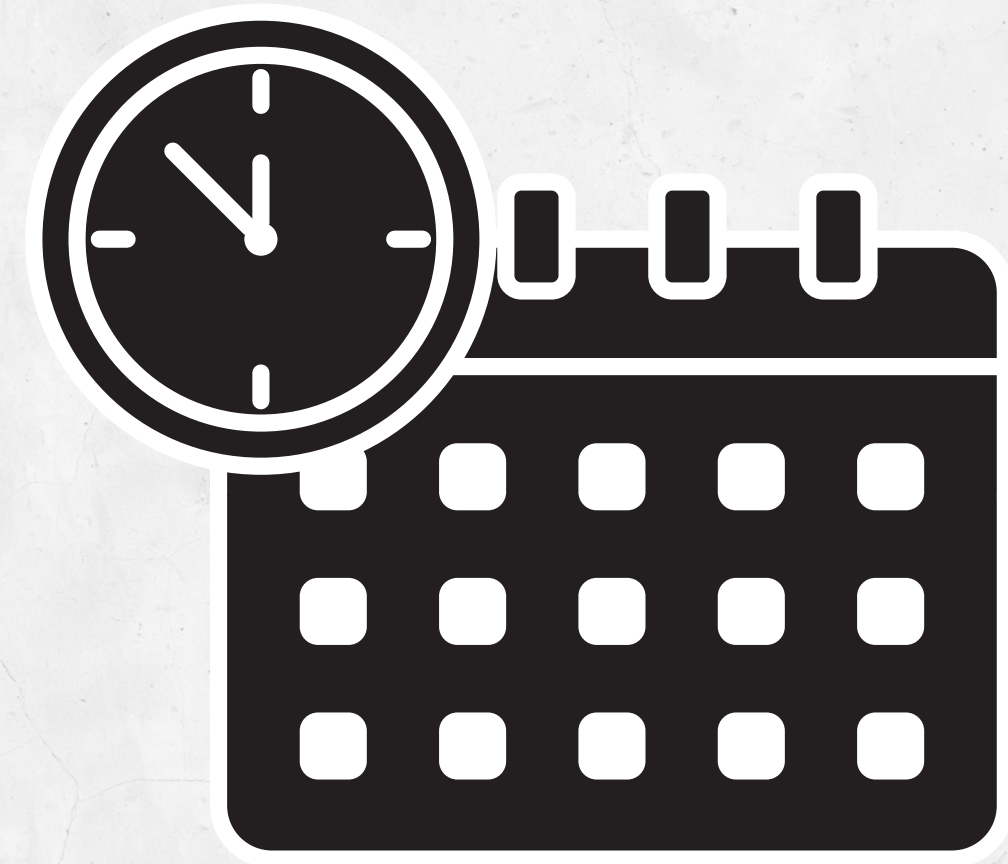
Increase the number of enrolled ELL scholars by at least 3%.



Scholar Retention

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

Looking Ahead- Lottery 2023-2024



Lottery Date: April 4, 2023

Time: 7:00pm

Location: Zoom

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 3/10/23
K	122
1	16
2	16
3	13
4	13
5	23
6	68
7	30
8	20
9	129
10	14
11	8
12	2
Total	474



Enrollment Projections 2023-24

Theme:
Begin A Lifetime Of Learning

Approved Charter Enrollment: 1,296 Scholars

The enrollment projections for the 2023-24 school year were prepared based on the charter agreement, scholar retention data, and the age demographics in the Rockaway community.

Per the 2010 amendment to the Charter Schools Act, Challenge Prep shall demonstrate good faith efforts to attract, retain and meet or exceed enrollment and retention targets as prescribed by the Board of Regents for students with disabilities, English Language Learners, and students who are eligible for free- and reduced-price lunch.

Enrollment

Elementary

Projections 2023-24

Site	Grade	CCS Enrollment Goal 2023-24
Elementary	K	125
	1	120
	2	120
	3	120
	4	122
	5	122
	Total	729

Enrollment

Middle School

Projections 2023-24

Site	Grade	CCS Enrollment Goal 2023-24
Middle	6	96
	7	96
	8	96
	Total	288

Enrollment

High School

Projections 2023-24

Site	Grade	CCS Enrollment Goal 2023-24
High	9	103
	10	100
	11	76
	12	52
	Total	279

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- **Completed**
- March 2, 2023-**Canceled**
- March 9, 2023-**Completed**
- March 16, 2023-



Scholar Recruitment Lottery 2023-2024

Theme:
Begin A Lifetime Of Learning



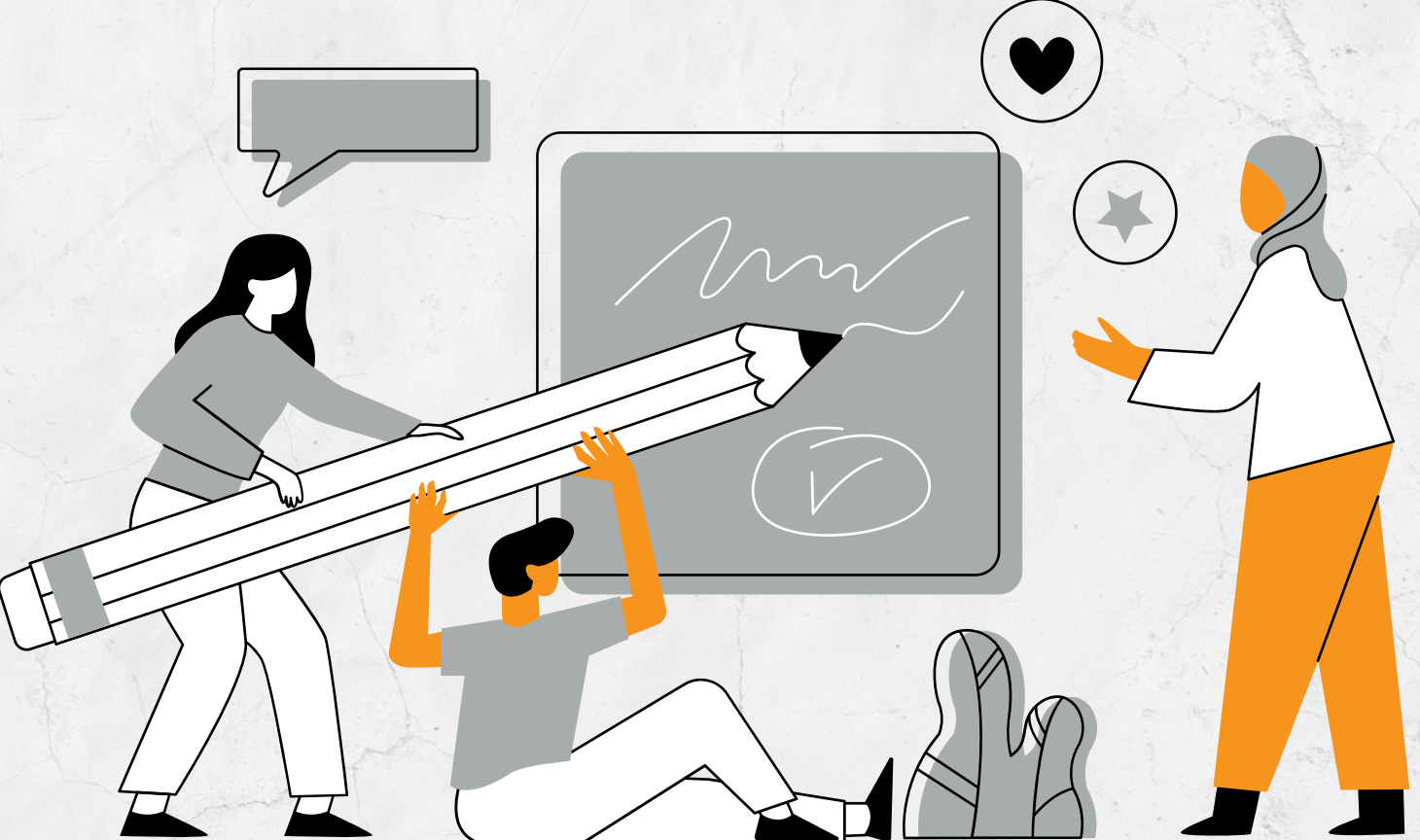
School Wide Recruitment Initiative
The staff, scholars, and parents will have opportunities throughout the school year to participate in scholar recruitment.



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
March Board Report
March 8, 2023

I am happy to bring to you this report of activity as the director of Operations for March 2023. 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: **The director of Finance has requested that all Departments submit a wish list by April 7, 2023 in order to create the 2023-2024 budget. I have created an Operations Wish List spreadsheet for the Operations Department to complete by March 24, 2023**
- Facility: Overseeing site management and development and ensuring that the school site is maintained as a safe and clean environment:

710 Hartman Lane- In Progress: Key distribution for all staff members. Over the winter break, on 2/22/23 and 2/23/23, the custodians completed a comprehensive project to determine which keys correspond to specific classrooms/offices. Requested a quote for the copying of the keys that we were able to locate as well as the changing of the locks for the keys we were unable to find.

On 3/2/23 a fire occurred in the boys student bathroom on the 2nd floor. The NYPD confirmed that it was started due to the toilet paper being lit. All scholars and staff were able to safely exit the building. Due to fire and water damage scholars have been receiving remote instruction until restoration is completed. Administration is completing an investigation to determine persons involved. Teachers/students in classrooms undergoing restoration will begin in person instruction at 1520 Central starting 3/20/23.

- 3/2/23 the claim was reported to Wright Insurance company
- 3/10/23 Industrial Hygienist completed testing as it relates to the lost
- 3/10/23 Belfor Property Restoration completed site visit to provide scope of work for restoration
- 3/12/23 Belfor Property Restoration
- 3/13/23 Fire Origin & Cause- Site visit to investigate the origin & cause of loss
- 3/16/23 Building consultancy -Site visit to create a plan of mitigation/demolition

1526 Central Avenue- Placed an order for light bulbs to replace lightbulbs in several areas of the building. Pillar Property Management has confirmed that the elevator will be updated. Equipment has been ordered, drawings to be sent to the engineer for review/approval. Once approved equipment will go into production.

1279 Redfern Avenue- Cracked wall repaired 2/14/23



Director of Operations
March Board Report
March 8, 2023

1520 Central Avenue- Lifting Tiles on 1st floor were repaired by Pilar Property Management on 2/17/23. Gymnasium light switched replaced by Pilar Property Management 2/ 27/23. Rear cafeteria sink leak fixed 3/11/23.

- Food and Transportation: Manages food and transportation services; **Weekly meal reports sent to school foods manager. Food service and OPT busing has been suspended at 710 Hartman Lane since 3/3/23 due to remote learning.**
- 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: 2-5
- 1279 Redfern Avenue: K-1
- 1520 Central Avenue: 6-11
- 1526 Central Avenue: Network offices

Major events this month: 2/15/23 CCMS Open House, 3/10/23 CCHS Parent Teacher Conference, 3/13/23 Parent Teacher Association Meeting

- 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; **Inquired about obtaining NYSED Business Portal credentials in order to submit Safety Plans**
- Oversee and maintains school facilities ensuring that building rules and regulations are met for all government agencies i.e. DOH, FDNY. –

710 Hartman Lane: FDNY Inspection completed 2/14/22. The following violations were given as per the fire code. Violation will be eliminated if corrected by 3/21/23. Operations manager and Principal to obtain proper certification.

- NYC Building Fire Code 901.6.3/Certificate of fitness S-95 Supervision of the alarm system
- NYC Building Fire Code Certificate of fitness F-07 Certificate of Fitness to Conduct the Drill and Emergency Drill

1526 Central Avenue Inspection completed 3/9/23. No violations were given

1279 Redfern: FDNY inspection completed on 3/2/23. The following violations were given as per the fire code. Violations will be eliminated if corrected by 4/6/23.

Operations manager and Principal to obtain proper certification.



Director of Operations
March Board Report
March 8, 2023

- VC17-Certificate of fitness and certificates of qualification
- VC5- Record Keeping
- 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. Designated a Point person in the Operations department for purchasing for all future orders.
- 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; Still 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: Attendance Policy, Drills, Safety Plan Corrections, Budget Wish List
- 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.

Respectfully Submitted,

Alexyia N. McNeil

Alexyia N. McNeil
Director of Operations



Attachment #9



Director of Technology Report

March, 2023 - Dale Richardson

I: Current Work

1. Emergency Student Chromebook Order (1279 Redfern)
 - a. As we await our Reso A delivery, an emergency request for 80 chromebooks has been placed with CDW. They are currently awaiting our PO to process the order.
 - b. This should be made out #1 priority, as to avoid disrupting learning.

 2. Cyber Security Incidents
 - a. A policy was removed from GoGuardian, which led to the rebuilding of the system for all of our scholars. GoGuardian was rebuilt, and our system has returned to full functionality.
 - b. Working with CTS to mitigate a threat to our surveillance equipment.

 3. Potential Data Analytics
 - a. As our school has expanded, the amount of data continues to expand with it. Challenge should invest in a data analytics platform to help tighten up.
 - i. I suggest we purchase Tableau: <https://www.tableau.com/>
 - ii. Currently working with Mrs. Samuels and Mrs. Bailey, as an extra pair of eyes, to evaluate the platform.

 4. 710 Hartman Ln - Security Camera (Approved).
 - a. Includes classrooms: \$43,935.00 (estimate, subject to inflation).
 - b. The vendor awaits a deposite, in order to order equipment and begin work.
 - c. Once our equipment arrives, a date will be scheduled for the installation.
-



5. 1526 Central Ave - Security Camera (Pending Decision)
 - a. Quotes received
 - i. With classrooms: \$24,711.00 (I suggest we go with this package)
 - ii. No Classrooms: \$19,788.00

6. Upgrades to Challenge's phone systems (Sourcing vendors and quotes).
 - 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. We are currently interviewing vendors. Hoping to implement this change during the summer months.

—

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

1. Active Panels (aka smart boards) are needed for the 2023 - 2024 school year.
 - 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. 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
 - 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 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
MARCH 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 March 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**
- ❖ **[HARLEM RENAISSANCE 2023 \[Gantt Chart HERE\]](#)**
 - **ALBUM RECORDING: IN PROGRESS**
 - Participants:
 - Challenge Charter Middle School
 - Mr. Alvin Jones
 - Ms. Tequan Henry
 - Ms. Kim Messer
 - Mr. Dale Richardson
 - Support Staff (TBA)
 - **LIVE PERFORMANCE PREVIEW: FRIDAY, MARCH 31, 2023**
 - TBD based on rehearsal progress

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
 - [CCHS – Grades 10 & 11 \(Syllabi and Curricular Documentation\)](#)
 - Grade 10 / Semester 2: **Composition / Songwriting**
 - 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.*
 - **Recent Teacher Observations**
 - [March 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**
 - [March 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
 - [NYSTCE Scheduled for Saturday, April 8, 2023](#)
 - [CPCS Music Curriculum](#)
 - Recorder Program in development — pending parent / families' participation
 - **Recent Teacher Observations**
 - [March 2023](#)

Programming for SY2022-2023

- ❖ Network & Community-Wide Events
 - Winter Holiday Extravaganza (Thursday, 12.22.2022) **[COMPLETED]**
 - *Harlem Renaissance Comes to Far Rockaway* (Date: March 31, 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 BUDGET and SCHEDULING**

Programming for SY2023-2024

- ❖ Planning in progress — Pending Collaboration with Principals and Director of Finance / HR

Gains

- ❖ All CCS sites have Music 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

- ❖ *Renaissance...* Tech Week Details at Far Rockaway Community Church — TBD with Dr. Mullings and Director Robinson
- ❖ **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.

Continued Work

At the midpoint of SY2022-2023, taking a step back to evaluate the progress and parameters of the programs is now the priority. The following three prongs will be used to evaluate the program's effectiveness and reach:

- Music Curriculum In-Progress (Grades 2 – 11)
- The Social Emotional Learning (SEL) Contributions of the Music & Performing Arts
- The Program in Context of the Overall Educational Program

Congruence with the overall program will be further realized as more time is allotted to confer with the Senior Directors of Teaching and Learning, Principals, and Directors. The overall goal will be to ensure alignment with our Charter and our Founder's Vision in accordance with the goals for our upcoming review.



Attachment #11

Board Report

Finance Report

- Total projected revenue for FY23 is \$24,651,640.
- Total projected expenses for FY23 is \$27,547,958.
- Projecting to end the year in a deficit (-\$255,316) if we cannot control spending.
- Professional services budget over by \$520k, projected to be over by \$820k by year end; Professional development budget over by \$107k; Curriculum and classroom expenses over by \$112k; Facilities over by \$968k.
- We are still working on the entries for ASC842 so those are not yet reflected on the statements.

Banking

- The school is proposing a change from HSBC to Chase Bank, NA as the principal bank for operating accounts with Metropolitan Commercial Bank housing our savings account.

Human Resources Report

Open enrollment begins soon, the staff has been notified

Number of Employees	174
Number hired this school year	46
Number terminated this school year	38
—>Teachers	19
—>Teacher Assistants	4
—>Custodians	3
—>Security Guards	2
—>Pupil Support/School Aides	5
—>Other	3
Tenure 0 - 1 year	37
Tenure 1 - 2 years	50
Tenure 2 - 5 years	39
Tenure > 5 years	48
Average Tenure (years)	3