



2023-24 School Year Board Meeting #8 Minutes

Frederica Jeffries, CPCS Chair called the meeting to order and welcomed everyone to the CPCS 2023-24 School Year Board Meeting #9 at 6:30 PM on March 27, 2024.

Chair, Frederica Jeffries, asked each board member to send their physical location for notation. Ms. Jeffries then requested verification from the members present of "The Notice of Meeting" sent to each of the board members via email. Each member noted the proper notification was received.

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

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

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

Members present: Frederica Jeffries, Karon McFarlane, Ben Waxman, Gertrudis Hernandez

Members absent: Dr. Michelle Daniel-Robertson, Andrew Barnes, Linda Plummer

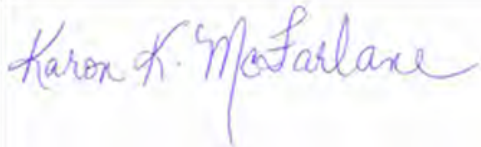
Also present: Dr. Mullings, Donna Webster

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

1. The Chair called for a review of the minutes of the 2023-24 School Year Board Meeting #8. The minutes were approved by common consent.
2. The agenda was approved by common consent.
3. The Chair called for the report of Dr. Les Mullings, CEO. Dr. Mullings shared the following information:
 - Dr. Mullings shared that the staff is in renewal mode. The renewal meeting has been scheduled for April 2, 2024. Responses to the authorizers' questions were satisfactory. .
 - The Board Chair commended the school staff for their efforts in meeting the additional requirements.
 - Dr. Mullings informed the Board that Challenge is in talks with Vaughn College of Aeronautics for a partnership to provide opportunities for our scholars to acquire an Associate degree in aeronautics, air traffic controller, etc. The Vaughn team will be visiting Challenge and vice versa.
 - Our JFK redevelopment proposal is moving along and we have been invited to the next steps.

- Testing starts next week.
 - Challenge's first cohort of students with college credits from SLU (CUNY, School of Labor & Urban Studies) will be graduating. Ben Waxman suggested asking for access to the college library (for the students) because it will have more content and resources ensuring student success.
4. The Chair called for the personnel and Financial Report:
 - Ms. Webster shared that Chef Drager started as Director of Culinary Arts.
 - The Assistant Chef will start on March 22nd.
 - Allied Health Nurse accepted the job offer and will begin April 8th.
 - The staff count will be 190
 5. Karon McFarlane will lead a subcommittee to help raise funds.
 6. The Chair mentioned the next meeting on April 17th, 2024. The report was received, and the meeting was adjourned by Ben Waaman and second by Karon McFarlane.

Respectfully Submitted,



Karon McFarlane
Secretary



Attachment #1
See Prior
Month
Minutes for
Minute
Attachments



2023-24 School Year Board Meeting #8 Minutes

Frederica Jeffries, CPCS Chair called the meeting to order and welcomed everyone to the CPCS 2023-24 School Year Board Meeting #8 at 6:30 PM on February 28, 2024.

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

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

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

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

Members present: Frederica Jeffries, Karon McFarlane, Ben Waxman, Linda Plummer, Gertrudis Hernandez

Members absent: Dr. Michelle Daniel-Robertson, Andrew Barnes

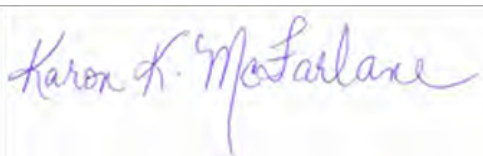
Also present: Dr. Mullings, Donna Webster

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

1. The Chair called for a review of the minutes of the 2023-24 School Year Board Meeting #7. The minutes were approved by common consent.
2. The agenda was approved by common consent.
3. The Chair called for the report of Dr. Les Mullings, CEO. Dr. Mullings shared the following information:
 - Dr. Mullings shared that we are getting ready for graduation. The school is solidifying venues for graduation.
 - The second week of March begins the state assessment. Staff is preparing the families as well as the students to have stamina and nurture positive atmospheres for the testing weeks.
 - We are still waiting to hear back from our authorizers. We waiting to hear the recommendation.
 - Port Authority is reviewing our JFK redevelopment proposal. We are waiting to have our scheduled meeting.
 - Dr. Mullings shared an update concerning our CTE Pathway, Culinary Arts. We are currently searching for another CTE Chef.

4. The Chair called for the Financial Report:
 - Ms. Webster shared that Form 990 was circulated and accepted by the entire board.
 - The report for the period ended Jan 31, 2024 shows enrollment is good.
 - We received advice from NYSED to increase the amount we are requesting from CSP.
 - We have about 51 days of cash on hand right now.
 - i. We've had a dramatic increase in repairs and maintenance due to the weather.
 - ii. Costs are being reviewed to meet the 60-day cash-on-hand requirements.
 - We were invited to apply for Summer Boost again.
5. Ben Waxman shared strategic recommendations to address topics reviewed by the authorizer.
 - Mr. Waxman suggested bringing in someone to work with pedagogy in Grades 3, 4, and 5 along the terms of Socratic methodology where the scholars take an active part in their learning, rather than have a teacher-directed; it becomes student-centered.
 - Programs suggested:
 - i. Foundations is a program that is a research-based proven program for early readers who are experiencing problems. It's fantastic but special education. It's also good with ELL scholars.
 - ii. There is a program called sound reading that should be expanded because sound reading teaches reading auditorily as opposed to what traditionally happens, which is visual.
 - We were told that there's a lack of understanding of the data.
 - i. Ben Waxman suggested that we hire someone to help the instructors with the data.
 - Ben Waxman suggested creating and inviting Math Teams.
 - A suggestion was made to support and push early regents.
6. Ms. Jeffries mentioned the Board Retreat.
 - The Secretary will collect date suggestions.
 - The CTE Advisory Council will be invited.
7. The Chair mentioned the next meeting on March 20th, 2024. The report was received, and the meeting adjourned by common consent.

Respectfully Submitted,



Karon McFarlane
Secretary



Attachment #2



Elementary Division

March 2024 Board Report

Covering 02-15 to 03-15
K-5 Admin Team and Kentia Coreus

Scholar Enrollment and Attendance

As of March 14, 2024, there are approximately **652 scholars** who are actively enrolled at the elementary division. The total number of scholars who are enrolled per grade level is as follows: **Kindergarten** has a total of **92 scholars**, **First grade** has a total of **109 scholars**, **Second grade** has a total of **123 scholars**, **Third grade** has a total of **112 scholars**, **Fourth Grade** has a total of **113 scholars** and **Fifth grade** has a total of **103 scholars**.

The schools weekly attendance rate has increased .6% pts between the week of February 26th and the week of March 4th. The average attendance percentage for the week of February 26 was 87.80%, while the following week, March 4th, the percentage was 88.40%. Last week, the average weekly attendance was 89.60% which is a 1.2% increase from the previous week.

Academic Overview

Curricula Overview

Grades K,1, and 2 are now in Unit 4 in ELA. Students explore the elements of poetry. Each grade focuses on different comprehension strategies. Kindergarten will employ alliteration, personification, and rhymes as comprehension strategies in this unit. First Grade will employ alliteration and personification while second grade will focus on alliteration, personification, and onomatopoeia. Grades 3, 4, and 5 are involved in preparation for the state exam.

In Math, Kindergarten is working on addition concepts. First Grade is working on measurements and data. Second grade is working on money and time specifically telling time to the hour and minutes. Third grade is comparing fractions. Fourth grade is working on adding fractions. Fifth grade is working on converting different units of measurement.

The Middle of Year Intervention Plan is in progress. The duration of the Tier 2 intervention is six weeks within the time frame of February 5, 2024- March 22, 2024. Growth Results will be reported on March 25, 2024. Teachers created their MOY action plans based on the MOY i-Ready report as well as F&P assessment scores.

Preparing for NYS ELA and Math Exams

At the elementary level, our test preparation is referred to as “Test Sophistication”. It started in early February and will continue through early June for the New York State tests in ELA, math, and science for grades 3-5. The teachers will administer pre & post-test in those subjects, both paper- and computer-based. Teachers provide instruction aligned to the NY Standards based on data gathered from various sources (mock tests, i-Ready, unit assessments, classwork, anecdotal notes, etc.).

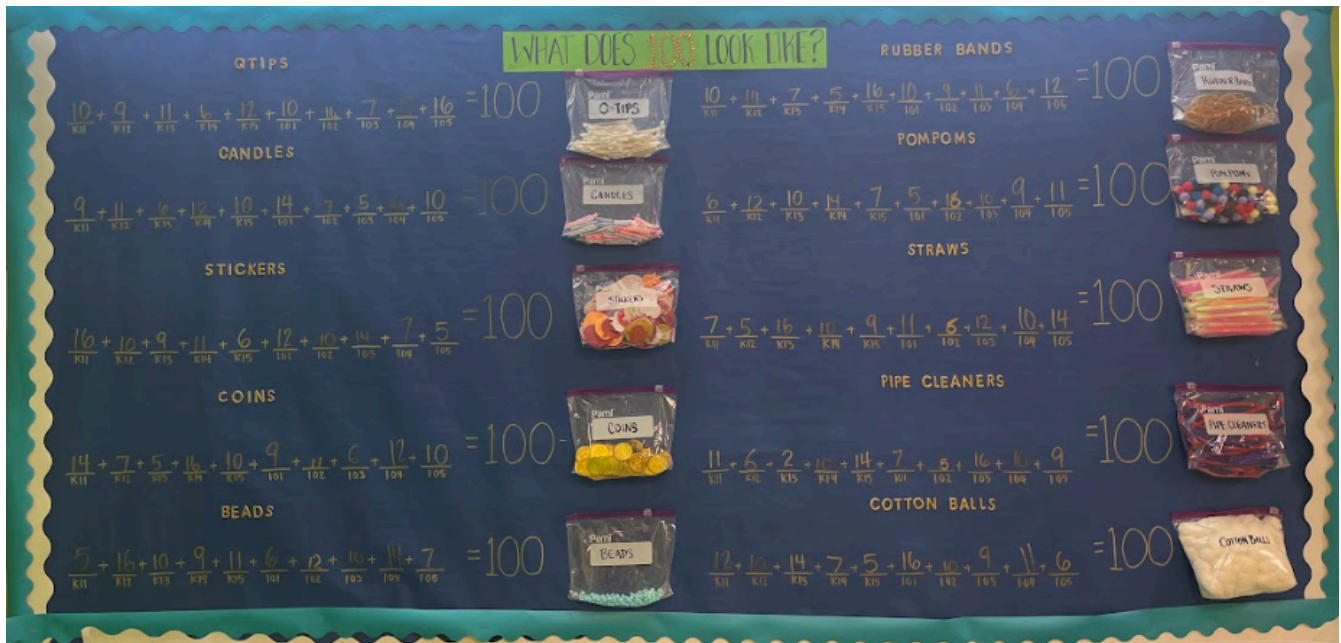
Our 5th grade scholars have and will continue to practice on the State testing site by logging into the Questar Secure Browser. This platform provides testing simulations which includes the use of the testing tools (highlighters, rulers, zoom, line reader, equation editor, calculator, etc.). Additionally, the school has purchased a subscription to Pear Assessment. This platform contains past NY State tests as well as other assessments. Our 5th graders regularly use this platform for test sophistication. The plan is for grades 3 and 4 to all start using the platform in the near future.

The NY State tests for grades 3 & 4 will be paper-based for ELA and math this school year. The 5th grade’s tests will be computer-based for all their assessments--ELA, math, and science. This school year is the first year that grade 5 scholars will sit for the State science test.

We are preparing to conduct testing meetings for parents in grades 3-5 the week of March 25th, both in-person and virtually. The actual date and times are still to be determined. In addition to helpful tips and resources, parents will be informed that scholars can access Pear Assessment from any computer and therefore scholars can continue to practice at home.

School Culture Highlights

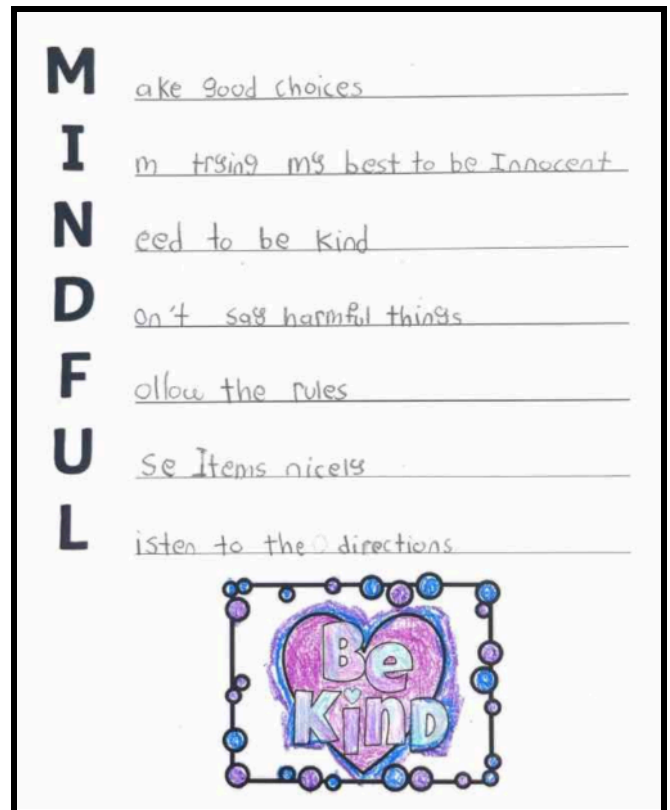
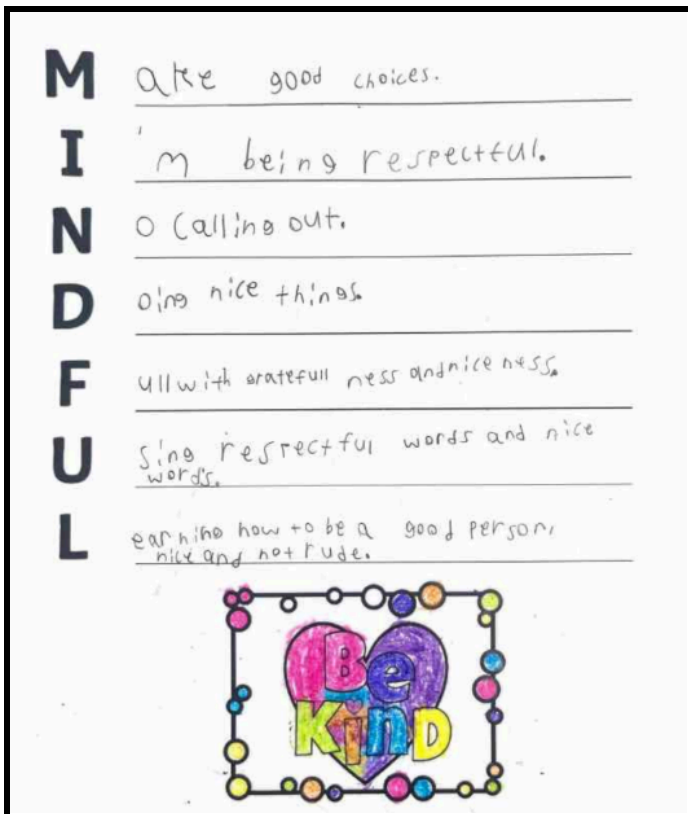
February 13, 2024 : 100th Day of School: Kindergarten scholars collaborated to create a bulletin board that shows the various ways to make 100 with everyday items found at home. The bulletin board titled “What Does 100 Look Like” showcased making 100 using cotton balls, rubber bands, and coins just to name a few.



Read Across America Day (K-5)

March 6, 2024: Book Cover Contest: scholars created a book cover for a book that they are currently reading in class. One winner was selected per grade and received a prize.

March 8, 2024: SEL Day - Grades 2 and 3 engaged in a Mindfulness Read Aloud with admin and created an acrostic poem about what it means to them to be MINDFUL.



Fun Fridays: To boost attendance various activities are created to get scholars excited to come to school on Fridays. Scholars engaged in a school wide scavenger hunt, trivia games, etc. Scholars who had perfect attendance for a three month period would be eligible to go on a trip which is funded from other events. The last trip was to the Bowling Alley and the next trip in April is tentatively scheduled to be the movies.

Special Education & ELL/MLL Compliance

CPCS is presently providing special education services for 96 students, and ESL services for 53 students. Our students with an IEP are being serviced by licensed teachers in ICT classrooms or by SETSS providers outside the classrooms. We have a team of related service providers who work with our students that need occupational therapy, speech therapy, physical therapy and counseling services. However, we are presently working closely with local staffing agencies to fill vacancies for speech and occupational therapy for maternity leave replacements.

Currently, we are prioritizing ensuring the delivery of specially designed instruction (SDI). Teachers are being asked to track their instruction and make sure that IEP goals are met. Teachers are asked to continuously assess the student's progress and adjust their instructional strategies and materials accordingly. This process involves monitoring the student's learning outcomes, identifying areas of growth or challenge, and making necessary revisions to the SDI.

In terms of compliance of IEP meetings, all decisions, and agreements made during IEP meetings are upheld and shared with families. Parents are informed of their rights and procedural safeguards under special education law, including the right to participate in decision-making, access to records, and recourse mechanisms in case of disputes.

Upcoming changes and innovations in special education practices include all our teachers being able to write their own IEP's in order to prevent any bottle-necking in regards to compliance dates. We have been working in partnership with the Collaborative as well as providing inhouse support to teachers through 1:1 coaching on how to write teacher report forms and 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 check-ins, bi-weekly supervision meetings, and providing feedback on instructional leadership
- Receive, investigate, and respond to staff and family grievances
- Support human resource activities such as reviewing the credentials of all instructional candidates and conducting final interviews
- Respond to compliance and legal issues at it relates to staffing and the academic program
- Serve as liaison between the school and the DOE charter office

In the absence of the elementary principal, the SDTL is checking in more on school-level items to support the academic program and the leadership team.

Planning for Summer 2024

CPCS is applying for funding to support the Summer Boost program from July 7, 2024-August 8, 2024. The SDTL met with the administrative team on March 14, 2024 to guide the planning process. Criteria for teachers and teaching assistants were discussed and will be shared with teachers directly on the application. The team raised concerns regarding the proposed staffing model and the enrichment activities being offered this year. The SDTL shared these concerns with the finance team and the enrichment supervisor. A shared document was developed to keep all parties informed.

Planning for 2024-25

The SDTL elicited proposals from the K-5 admin team regarding contract non-renewals in preparation for developing the 2024-25 staffing list. Additional conversations were had to seek further context. Confirmation by the principal is needed prior to the list being submitted to human resources.

School Calendar

The SDTL shared the NYCDOE calendar with the chief data officer who will draft CPCS' calendar. Both SDTLs will review prior to sending to the CEO for approval.

Staff Recruitment

We have the current instructional vacancies: Grade 1 Teacher Assistant, Grade 2 SPED ICT, Grade 5 SPED ICT, Science Specials Teacher (K-5), Art teacher, Music teacher and we were recently approved to hire an additional PE & Health Teacher. Given our historical vacancies in special education, we will consider candidates as ELA and Math specialist roles which would allow us to hire certified general education teachers. This too has proven difficult and we expect it to remain so as we are approaching the final quarter of the academic year.

The K-5 special projects coordinator is taking the following action steps to support recruitment and develop the student to teacher pipeline:

- Posting vacancies on Lever which gets distributed to Indeed and LinkedIn
- Sharing vacancies with the principal and relevant staff for internal recruitment
- Listing staff vacancies with Alternative Tutoring and substitute teachers with Kokua Education
- Posting vacancies on personal LinkedIn Page
- Regularly reviewing all candidates in Lever who have applied to other instructional roles at the school
- We have identified 22 colleges/universities in NYC and Long Island with teacher education programs. We are in conversations with two CUNY schools, 1 SUNY, and 4 private colleges in regard to student observers, student teachers and recent graduates (2 observers will be with us through May 2024).
- We are maximizing our partnership with CUNY School of Labor Studies on certification workshops and Leap to Teacher (LTT) college programs, as well as postgraduate study access for members of ES staff who would like to develop their skills as educators and for our succession planning.
- We will be seeking approval funding for a reading interventionist for level 3 and 4 readers, an ENL Coordinator and a SPED Coordinator in grades K-5.



Attachment #3



CHALLENGE CHARTER SCHOOL

2023-2024 Principal's Monthly Board Report

Mavgar Mondesir-Gordon, SDTL (Grades 6-12)

Principal Gasner Vil (Grades 6-8)

Principal Mavgar Mondesir - Gordon (Grades 9-12)

School Year 2023-2024 Report March 20, 2024

Current CCHS Enrollment:

Cohort Group	Grade Level	Enrollment as of...									
		Sept 18, 2023	Oct. 16, 2023	Nov. 14, 2023	Dec. 19, 2023	Jan. 23, 2024	Feb. 27, 2024	Mar. 19, 2024	Apr. , 2024	May , 2024	Jun. , 2024
#3	G. 12	40	38	36	36	36	35	35			
#4	G. 11	67	63	62	62	62	63	63			
#5	G. 10	89	86	81	83	84	84	83			
#6	Gr. 9	102	101	94	101	104	107	107			
TOTAL		298	288	273	282	286	289	288			

Current CCMS Enrollment:

Cohort Group	Grade Level	Enrollment as of...									
		Sept 18, 2023	Oct. 16, 2023	Nov. 14, 2023	Dec. 19, 2023	Jan. 23, 2024	Feb. 27, 2024	Mar. 19, 2024	Apr. , 2024	May , 2024	Jun. , 2024
#7	Gr. 8	103	97	98	98	96	98	98			
#8	Gr. 7	92	90	93	96	96	95	94			
#9	Gr. 6	121	113	112	113	112	110	110			
TOTAL		316	300	303	307	304	303	302			

CCMS/CCHS Attendance Statistics:

C G o r h o u r p t	G L r e a v e d e l	Attendance Rates									
		Sep 7, '23 - Sep 18, '23	Sep 19, '23 - Oct 16, '23	Oct 16, '23 - Nov 14, '23	Nov 14, '23 - Dec 19, '23	Dec, '23 - Jan 23, '24	Jan, '24 - Feb, '24	Feb 28, '24 - Mar 19, '24	Mar, '24 - Apr 2, '24	Apr, '24 - May, '24	May, '24 - Jun, '24
#3	Gr. 12	99.2%	95.4%	100%	99.8%	99.6%	98.9%	99.6%			
#4	Gr. 11	94.2%	98.2%	99.9%	99.9%	100.0%	97.3%	98.4%			
#5	Gr. 10	91.0%	97.6%	99.4%	97.2%	99.2%	98.2%	98.2%			



#6	Gr. 9	75.1%	98.6%	99.1%	92.7%	97.6%	94.3%	94.7%			
#7	Gr. 8	85.4%	100.0%	98.0%	96.5%	98.9%	95.5%	93.7%			
#8	Gr. 7	83.7%	99.6%	98.9%	94.8%	100.0%	98.9%	97.9%			
#9	Gr. 6	73.6%	100.0%	100.0%	98.2%	100.0%	100%	98.2%			
CCMS Average		80.4%	99.9%	99.0%	96.6%	99.3%	98.2%	96.6%			
CCHS Average		87.4%	97.8%	99.5%	96.5%	98.9%	96.7%	97.1%			
6-12 Average		86.0%	98.5%	99.3%	97.0%	99.3%	97.6%	97.3%			

ATTENDANCE:

The administration has been working with Enrollment to ensure accurate attendance rates while we work to determine students who have been discharged or withdrawn from the school. Thus far, work has been steady and successful. The school counselors have regularly conducted parent phone calls to ensure that scholars report to school daily. Scholars who are sick or suspended have been receiving live links to their classes via Google Meet and meeting with teachers 1:1 to ensure minimal disruption of education.

STAFFING:

Challenge Charter High School and Challenge Charter Middle School started the 23-24 SY strong with limited staffing vacancies. Although we are almost entirely staffed, our vacancies are critical for our academic programs. Nonetheless, we have used 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.

The following position has been filled within the last month:

- High School Spanish Teacher
- High School Culinary Arts Teacher
 - Begins on March 25, 2024

Candidates are in the offer stage for the following positions:

- CCHS:
 - Allied Health Teacher
 - Culinary Arts TA

We will be conducting more interviews to fill the following positions below:

- CCMS:
 - TA for 7th grade Math



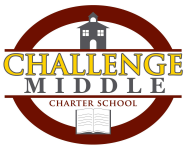
- Middle School Spanish Teacher
- CCHS:
 - (1) Allied Health Teacher (RN)

CURRICULUM, INSTRUCTION, AND ASSESSMENT

- CCHS staff has begun the preparation for the June Regents Examinations. Scholars will be taking their Regents examinations beginning the first week of June. Teachers began holding review sessions on February 27, 2024, and will continue through June 2024. These sessions will take place during the daily Enrichment period, during some class sessions, as well as on Fridays from 1:30 p.m. to 2:30 p.m. Using data, scholars have been assigned specific review sessions for which attendance is mandatory.
- Ms. Janette Cesar from Women Excelling in Leadership has provided instructional coaching twice a month to several CCHS staff members- primarily focusing on Math and ELA novice teachers or teachers who may have experience but need the support:
 - Imani Williams - Grade 9 ELA - Novice Teacher
 - Benjamin Casey - Grade 10 History Further Development in our Gradual Release Teaching Model
 - Joycelyn Green - Grade 11 ELA - Experienced Teacher in need of support
 - Anya Charles - Grade 10 ELA - Further Development in our Gradual Release Teaching Model
 - Domenica Spadoni- Grade 12 ELA - Novice Teacher
- CCMS and CCHS will continue to uphold a strong instructional focus to close the gap in Math and ELA. On October 23, CCMS began High Impact Tutoring, focusing on small group instruction in Math and Reading.
- At CCMS, the High Impact Tutoring Instructors will receive coaching to increase high-quality instruction to meet scholar needs in mathematics.
- On March 4, 2024, CCMS launched their full ELA and Math Test Prep. Since January 30, 2024, CCMS has been engaged in a soft launch for ELA and Math Test prep.
- The New York State ELA Assessment will take place April 9-11, 2024, for grades 6-8.
- CCMS has begun training for the Computer Based Tests that will be utilized this Spring with our Math and ELA State Assessments.
- The New York State English as a Second Language (NYSESLAT) exams will be administered at CCMS and CCHS from April 15 to April 18, 2024.
- Leadership has begun to meet to plan for the Summer Boost Program for this upcoming summer.
- **Early College**



- The CUNY SLU College NOW Graduation will be held on May 29, 2024. Currently there are 15 scholars eligible for graduation.
- The College English Composition II course began on February 2, 2024. Professor Cody Kalina from CUNY SLU will be at CCHS on Mondays and Wednesdays throughout the semester.
- The second cohort of College NOW scholars began this semester with Statistics for Social Change.
- AP Kirnon and Ms. McFarlane are working with local elected officials to establish a scholar volunteer program to offer community service hours to our high school seniors.
- The partnership with NYIT has also proven to be very beneficial with our continued enrollment in their Science and Technology Entry Program(STEP). The program began on October 25, 2023, and has continued to run weekly. This partnership has allowed our CCHS scholars to earn a stipend for providing peer tutoring to CCMS scholars. In addition, scholars also take part in project-based STEM activities such as robotics, programming, and engineering. The objective is to develop the scholars' understanding and enhance their interest in pursuing careers in STEM fields.
- On March 13, 2024, scholars enrolled in the STEP program attended a trip to visit the NYIT Long Island Campus in Old Westbury.
- **Career and Technical Education**
 - The Self Study Committee comprises various stakeholders who will continue to meet and work collaboratively on compiling the data needed for the CTE application submission. In the interim, the Culinary Arts and Allied Health pathways are locally underway. The anticipated partnership with the JFK Redevelopment project will create a robust Aviation pathway offering manned and unmanned pilot training.
 - In Culinary Arts, the scholars utilize the ProStart curriculum to develop their knowledge of cooking methods and food handling safety. They can create various recipes, such as soups, desserts, pasta, breads, etc., while applying industry-level skills.
 - In the Allied Health class, scholars utilize the DHO curriculum and engage in hands-on patient care exercises, such as taking blood pressure, wound care, and learning basic life-saving techniques (BLS). After completing Health I and Health 2, scholars who wish to pursue a medical field will be enrolled in the CNA pathway. The certified RN who was scheduled to start this semester rescinded their job acceptance. There is continued recruitment for an Allied Health Teacher and Certified RN for the Allied Health CNA Teacher.
 - The Aviation course will utilize the STEMPilot curriculum, which is a literal adaptation of its title, emphasizing project-based learning in the areas of ScienceTechnologyEngineering and Math. The STEMPilot curriculum aligns with



the in-house flight simulator, allowing scholars to observe the different components of the simulator and its functions. This pathway requires hiring a certified pilot to facilitate some aspects of the program.

- Before selecting their pathway, the prerequisite Career and Financial Management (CFM) course is taken. The Career Module focuses on career options and job readiness skills, while the Finance Module teaches scholars financial literacy.
- Scholars will be provided a Career Plan in middle/secondary schools. This will help document their progress towards their educational and career goals. A digital platform such as Naviance and/or Career Zone will also be utilized to track scholars' employability and post-secondary achievements.
- Work-Based Learning—AP Kirnon and the WBL Coordinator, Laura Hogan, will work on building opportunities for work-based learning sites. Building stronger relationships with local businesses and industries can lead to increased support, internship opportunities, and potential job placements for students. The Career and Technical Educational Program equips scholars with practical and job-specific skills, making them highly employable. In addition, CCHS is planning a Career Fair for scholars in the near future, and a public job fair is scheduled for June.

SOCIAL-EMOTIONAL LEARNING (SEL)

- CCMS and CCHS are using the revamped lessons from the HEAL Curriculum for our Advisory Lessons. Ms. Tameeka Richards and the Social Science Team have been working with Mr. Hal Eisenberg to ensure the lessons are appropriate for our scholars.
- The Student Support Team has been compiling data to review the graduation progress of our Seniors and Juniors. They have been making appropriate schedule changes to influence a successful pathway to graduation.
- The Student Support Team has been holding parent meetings for scholars who are at risk of failure and/or if graduation is in jeopardy.
- On Thursday, February 29, 2024, scholars from CCMS and CCHS attended a performance at Far Rockaway High School in honor of Black History Month. Several staff members and scholars have planned and rehearsed the performance for our school to enjoy.
- On March 14, 2024, the scholars at CCMS participated in a day full of Math games and contests in honor of Pi Day.
- AP Kirnon has secured grants and programming for the CCS with the New York Road Runners and the U.S. Soccer Foundation in order to enhance enrichment and athletic opportunities for our scholars.
- A Drumline and Dance Squad and Flag Football Team have been formed at CCHS to bring more experiences and opportunities to our scholars.
- There will be a March Madness Basketball Tournament for CCHS beginning on Friday, March 22, 2024.



- During the NYS ELA Examinations, CCHS scholars will be attending various trips to provide an optimal testing environment for CCMS Scholars.
- Several more trips are being planned for the future for further enrichment.

SPECIAL EDUCATION and ENL SERVICES

- Dr. Lyle will continue to lead the SPED work for both the Middle School and High School. She has gained much knowledge over the last year to verify that CCS is in compliance with IEP and SPED Mandates. She has collaborated with teachers and the CSE to provide professional development and informational meetings on SDI and teacher reports.
- Due to the increased special education caseload, Ms. Zak has been supporting Dr. Lyle with the IEPs and SESIS administrative portion.
- IEP meetings are regularly scheduled to ensure scholars have aligned and up-to-date IEPs. Dr. Lyle is working with the CSE to ensure all services and transmittals are being pushed through to support our scholars. Currently, we are working towards correcting our misaligned IEPs.
- The special education population continues to grow with enrollment. Fifty-three students at CCMS and Fifty-Five Scholars at CCHS receive special education services.
- Supplementary aids and services, accommodations, modifications, and specially designed instruction are delivered in the general education classroom, minimizing pull-out sessions. Pull-out sessions are deemed necessary as per scholar request or teacher and/or service provider recommendations based on the unique needs of the scholar needing beneficial SDI Tools.
- Our growing ENL Population is currently receiving ENL support services with the guidance of Ms. Ana Gomez. Although Ms. Gomez works between both buildings, Mr. Matthew Rivera and Mr. Nestor Medina have been assisting in providing services to all of our ELL students.
- At CCMS and CCHS, Ms. Gomez has administered the NYSITELL exams to newly enrolled students. All scholars are tested within ten days of enrollment.
- CCMS/CCHS will begin to work on the Language Acquisition Plan for our ELL population, as this plan does not currently exist in our school.

DIGITAL PLATFORMS

- Grades 6-8 scholars will utilize school-monitored Chromebooks while in the building. At the end of last year, the decision was made to keep all Chromebooks in the building and not allow them to travel with the scholars.
- At CCHS, students have received an NYC DOE-issued Chromebook. The scholars will be able to take their computers home. However, the new devices will be tracked closely.
- CCMS and CCHS will use GoGuardian to track scholar work on their Chromebooks. Due to the new DOE Chromebooks, Tech is working on effectively blocking some of our previously blacklisted websites, i.e. YouTube.



- CCHS is utilizing the APEX Credit Recovery platform to assist scholars in recuperating credits to stay on track for graduation.
- CCMS and CCHS have gained access to the newly acquired Edulastic software.
- Scholars at CCHS now have access to BlueBook by the College Board to support them with SAT Prep and exams.
- In order to accommodate our growing ELL population, Microsoft Translator and Microsoft Live are being installed on scholars' Chromebooks across CCMS and CCHS. This programming will support our ELL Scholars in accessing the academic content in their home language and support classroom engagement.

PARENT AND SCHOLAR OUTREACH and ACCESSIBILITY

- CCHS and CCMS held Parent Teacher Conferences on March 14 and March 15, 2024.
- The NYC School Surveys went out as of February 12, 2024. Our student support team and parent coordinator have been working towards getting 100% response rates from the parents.
- The Parent Coordinator has been working with Ms. Sanford and the other members of the Student Support Team to help increase parent involvement and engagement.
- CCMS and CCHS will continue to use ParentSquare as the main method of communication between the school and the school community.
- The APs, Deans, SETSS Providers, and counselors have been contacting parents daily to encourage Regents Review attendance.
- The deans, student support teams, and administration at CCMS and CCHS have hosted individual parent meetings to address concerns with our scholars.
- CCHS Leadership has begun conducting home visits for scholars to address a variety of academic and social-emotional needs.
- The partnership between CCHS and CUNY SLU has extended beyond the classroom, with support to families and scholars transitioning to post-secondary education. Michael Gilbert from CUNY SLU has been working with Ms. Sanford to provide resources to share with our families regarding continued education and workplace development at various CUNY Campuses.
- In a continued effort to expose scholars to college life, several workshops and college tours have been planned. Additionally, CCHS will host a College Awareness Fair on April 19, 2024. Representatives from different colleges and universities will be invited to attend.

PROFESSIONAL DEVELOPMENT

- CCMS has been receiving regular professional developments through Lavinia. They have been meeting with our teachers since pre-service week.
- We will continue our work with the Collaborative at the Charter School Center.
- Key instructional staff and administrators will attend Professional Developments through the NY CTE Technical Assistance Center.
- CCMS and CCHS have launched our Mentoring Circles to build supportive professional



relationships amongst the staff.

- Principal Gordon has hosted a Professional Developments on Progress Monitoring series for our Special Education, ENL, and Interventionist staff and a Procedural and Conceptual Understanding of Mathematics for the Math, SETTS, and RTI teams. Most recently, Principal Gordon facilitated Professional Development on the Danielson Rubric and Domains.
- GRADE TEAM PLANNING AND ONGOING PROFESSIONAL DEVELOPMENT
 - Professional development takes place weekly.
- VERTICAL DEPARTMENT PLANNING
 - Department Teams have been meeting to discuss instructional planning across curriculums.

INSTRUCTIONAL OBSERVATIONS

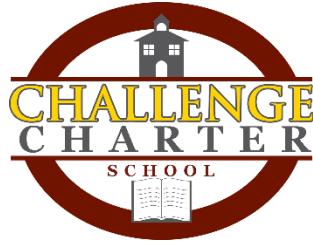
- Mid-year evaluations for staff at CCMS and CCHS have been completed.
- Leadership evaluations based on the VALED have also been completed.
- The CCMS-CCHS Admin Team members have begun supporting instructional periods throughout the day to ensure that instruction occurs and that outreach is performed 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 five short observations across the board for the school year.

2024 PROM AND GRADUATION

- The 8th Grade Prom will be held on June 6, 2024, at the Atrium at Sunny Atlantic in Atlantic Beach.
- The CCMS Graduation will take place on June 10, 2024, in the Far Rockaway High School Auditorium.
- CCHS Senior Prom will be held on June 5, 2024, at The Bayview in Freeport.
- The CCHS Inaugural Graduation will be on June 17, 2024, at 2:00 PM at the Far Rockaway Community Church of the Nazarene.
- CCHS College Signing Day Celebration will occur on May 1, 2024.



Attachment #4



Director of Pupil Personnel Services
Board Report- March

I am pleased to provide month's updates and successes.

The K-12 Social-Emotional Learning (SEL) curriculum:

At the elementary school level, students are engaged in Unit 5 of the "Windows of Opportunity" curriculum, focusing on relationship skills and building strong interpersonal connections for effective collaboration and teamwork. The students are actively participating in activities centered around friendship builders, understanding the qualities of a positive friendship, and the importance of selecting good friends. Additionally, students have updated their Individual Achievement Plans, setting personal SMART goals to enhance their academic and personal growth.

Moving on to our middle school scholars, they are currently immersed in Unit 3 - "Dream a Little Dream," where they are learning about lifelong learning, foundational executive functioning skills, and core competencies such as self-management, decision-making, planning, and prioritization. The college and career connection for this unit revolves around self-management and decision-making skills, empowering our students to make informed choices and effectively navigate their educational journey.

Similarly, our high school scholars are also exploring Unit 3 - "Dream a Little Dream," focusing on developing their executive functioning skills, particularly in self-management and decision-making. They recently completed a lesson on the power of flexible thinking, enabling them to approach problem-solving with adaptability and embrace new perspectives.

School- Wide SEL theme's and activities:

I am excited to share further updates on our school's initiatives and achievements in Social-Emotional Learning (SEL) and student engagement. Our commitment to fostering a supportive and inclusive learning environment is evident through the various programs and activities implemented across our elementary and middle school sites.

Furthermore, we recently celebrated SEL Day at both the elementary and middle school sites, engaging students in mindfulness and compassion activities. At the elementary school, students participated in mindfulness reading sessions and an assembly where

they explored the concept of mindfulness through storytelling and discussions. Additionally, students engaged in creative activities such as crafting mindfulness acrostic poems and coloring exercises, fostering self-awareness and emotional well-being.

Similarly, at the middle school level, students delved into journaling exercises focused on optimism and compassion. Through reflective journaling prompts about optimism and practicing compassion towards others, students honed their emotional intelligence and empathy skills. Encouraging self-care and self-compassion, students explored the importance of treating oneself with the same kindness and support as they would offer a friend in need, emphasizing the value of self-compassion in personal growth and well-being.

These SEL initiatives not only promote emotional resilience and interpersonal skills but also cultivate a culture of empathy, mindfulness, and self-awareness among our students. By integrating SEL practices into our academic curriculum, we are equipping our students with essential life skills that extend beyond the classroom, preparing them for success in all areas of their lives.

Attendance Team Initiatives:

At the elementary school level, the attendance team continues to drive engagement through Fun Fridays, with the aim of increasing attendance rates and progressing towards our quarter four goal of achieving an overall 90% attendance rate. While this marks a significant step towards our long-term goal of 94% daily attendance, it also underscores our dedication to monitoring and improving student attendance school-wide. By identifying and addressing chronic absenteeism from Kindergarten through 12th grade, we can tailor interventions and support services to ensure every student has the opportunity to succeed.

8th graders Intent to Attend CCHS

In alignment with our commitment to fifth and eighth grade student transitions, our elementary and middle school counselors are actively engaging with families to facilitate a smooth transition from middle school to high school. Through the intent-to-attend process, we are ensuring that every student's educational needs are met as they progress within our school system.

Family Engagement

On the front of family engagement, our coordinators have been diligently promoting the New York City family surveys within our school community. By incorporating incentives and creating engaging content, such as videos and social media posts, we are encouraging active participation from both students, teachers, and parents. This effort will provide valuable insights into the needs and preferences of our school community, guiding our future initiatives and improvements.

We will also host a new family orientation that will also be provided for our Spanish speaking families. This orientation will help to acclimate our newly enrolled families into our school culture.

Furthermore, the recent conclusion of our parent leadership course exemplifies our dedication to empowering families with essential parenting skills and self-care strategies. By fostering a supportive environment for personal growth and well-being, we aim to strengthen the bond between parents and children, creating a nurturing community for all.

As we embark on the evaluation process for our counselors, social workers, and family engagement coordinators, we emphasize the importance of proactive communication, accountability, and continuous professional development. This reflective approach ensures that our team members are equipped to provide the highest level of support to our students and families.

Catholic Charities- School-wide Mental Health Support

Lastly, our ongoing partnership with Catholic Charities continues to facilitate additional mental health support for students in need, reinforcing our holistic approach to student well-being and success.

In conclusion, the collaborative efforts of our school community reflect our unwavering commitment to nurturing the academic, social, and emotional growth, and college and career readiness of every student. I look forward to sharing further updates and celebrating our collective successes in the coming months.



Attachment #5



Challenge Charter School Communications Report - March 2024

Kim Messer, Director of Communications

Marketing/Application Season

- We are in the final dates of our Open House events and continue to promote these.
- **Vanguard** mailing has still not gone as of 3/18 out due to some delays.
- Our **Bus Shelter** ads (in Spanish and English) continue through this month.
- Our commercial **video** can be found [here on YouTube](#). It features all of our school sites, a compelling introduction to our school, and an invitation to apply from Dr. Mullings. Please take a look!



Family Communications

- The **NYC School Survey** has around 18% responses from our families currently. However, we are heavily promoting the survey during Parent Teacher Conferences and hope to see that number jump significantly.
- Communication supports include social media posts, weekly ParentSquare updates and posts, designed flyers for incentives, and feedback on video content.
- Our **Spring Newsletter** is now available. [Read it here](#). We are very proud of this Family themed issue. The newsletter team worked very hard to bring stories from all corners of the school with features on Black History Month, staff shoutouts, and an article about our CTE and Early College program. We are excited to also Amplify Scholar Voice through contributions from 11th Grade scholar, Kendra Komeng.



CHEETAH FAMILY ISSUE



Website

- The newly designed site will be on the most recent version of SquareSpace - 7.1. This decision is allowing for better design than previously planned. Work done last fall and this month will be transferred to the new design.
- Completion of the site has been delayed by the Renewal work and a very full Communications pipeline.
- The latest target date for a draft site is April 2.

Social Media

- We have reached 1000 followers on Instagram surpassing our followers on Facebook! We are very close to reaching 2000 on both channels. The goal is to grow 20% or more each year.
- Analytics: several of our reels for the 2023-24 school year have been viewed over 1000 times.
- Recently, I was asked about using TikTok for Challenge Charter School. With an understanding that all social media poses risks to children using the various platforms, TikTok still has unique problems that make it particularly unsafe. Due to privacy and data issues as well as recent research related to minors using that platform, I still recommend we do not use that form of social media.

Other Work

Design work has been very heavy in February and early March. Some of the events that Communications has designed and/or edited ads for include: Multiple Parent Academy events, multiple Middle and High School events, Black History Month events, Field Day t-shirts, Parent Teacher conferences, and the Annual NYC School Survey.



Attachment #6



Optimizing educational learning environments using effective school operational systems and processes.



Board Report #8 Director of Operations and Student Enrollment

March 20, 2024,

Dear Team,

I hope you had a wonderful weekend. Please read the following updates for the week ahead.

Save The Date:

- ❖ CCS Annual Lottery Night-Thursdays, April 4, 2024- 1520 Central Avenue- 6 pm **(In person)**

Scholar Enrollment

Reminder: When a parent/guardian completes a Student Withdrawal Form or indicates that they are transferring to another school, please remind them to return the school's Chromebook to the main office. Once the main office staff receives the device, email tech@challengecharterschools.org with the scholar's name and asset tag/ serial number so the site's tech coordinator can retrieve the device.

CCS scholar enrollment is currently 1,230 **(94.9%)**. Seats will continue to be offered to fill the grade-level vacancies.

2024-2025 Lottery Application Update:

We have received **458 lottery applications** since the October 2, 2023 launch. Friday, March 15, 2024, NYC Charter Center announced that due to lift of the COVID-19 state of emergency, charter school lotteries are required to be held in person again, except under extraordinary circumstances. [Linked here](#) are the updated NYSED regulations that we

will be following in the upcoming lottery. A remote viewing option can be made available to families in addition to the in-person event.

Parent-Teacher Conferences (continuation)

Over the next two weeks, PTCs will occur for grades K-12. All operations office personnel should be present at both evening and afternoon sessions. You will be supporting in areas such as but not limited to:

- Staff refreshment station
- Sign In table
- Distribution of report cards
- Distribution of parent surveys
- Runner

This is also a great opportunity to have the health physical forms and emergency blue cards on hand for any parent missing these items. The school Principal or their designees will inform the operations team where support will be needed.


2024 NYC School Survey-Week 7: PTC Survey Stations continues

Select a survey to view

Choose a survey ▾

Download ▾

NYC School Survey 2024: All Survey Results

Name	2024 NYC School Survey: Support Staff	2024 NYC School Survey: Teacher	2024 NYC School Survey: Families	2024 NYC School Survey: Students
 84Q340 - Challenge Preparatory Charter School	0% - 0/30	0% - 0/95	22.7% - 278/1222	18.2% - 106/581

Survey update as of 3/17/24.

[Linked here](#) is the K-5 Family Notice
[Linked here](#) is the 6-12 Family Notice

Facilities

The operations managers and custodians are utilizing their site's facilities checklist. They will give the custodians a hard copy of the facilities checklist on Monday mornings. The document will have special projects and the focus areas for the week.

Safety Drills assigned to Ms. Luton, Ms. Johnson, and Ms Brown

Conduct an internal audit of each room's safety drill logs/binders. Please ensure the fire drill binders have an updated ROCL and all safety materials are included.

Staff Mid-Year Evaluations (continuation)

Self-evaluations and supervisor comments are completed. Staff evaluation meetings will begin this week through March.

Scholar Health Physical Form and Immunization Records (continuation)

CCS immunization status via ATS is up at **90.4%**. Operation site leaders will continue to monitor their site immunization status using the ATS report RHIL. Follow the plan below to ensure 100% compliance in scholar immunization.

- **Fix the Date Errors**-For the scholars listed in “**D-Date Errors**” make the corrections via ATS.
- **Audit**- Complete an immunization records audit for all scholars on the “**X-Excludable**” list. Do not send home warning letters as of yet. *Last school year letters were sent home to parents who submitted their scholars' immunization records, but the office did not make the updates via ATS.* Before submitting the warning letters, Let's thoroughly search in SchoolMint and the scholar files.
- **Update Immunization Status via ATS**- After you complete the audit and find the immunization records, update the information via ATS. This will ensure that our school data is accurate. *(Approx 10-15 mins per scholar)*
- **Parent Outreach and Warning Letters**- When you have identified the scholars who are missing immunizations, provide us with an updated list. We will liaise with the school social workers and family engagement coordinators to assist with parent outreach. In addition, Department of Health and Mental Hygiene warning letters will be sent home to scholars who are missing updated immunizations. The site leadership team will be informed if a scholar is at risk for not attending school due to not meeting immunization requirements. We will continue to follow the guidelines outlined in the [NYSED 2023 Immunization Guidelines for Schools](#).

Scholar Transportation Updates and Reminders

Grades K-5-assigned to Ms. Brown and Ms. Anderson

- Audit the OPT General Ed/ Door-to-door Ridership to ensure the correct scholars are listed. [Ms. Vaughn will train Ms. Brown and Ms. Anderson on how to conduct the audit. \(Training occurred on 1/29/24 via Google Meet\)](#)
- Process and distribute the Spring 2024 metro cards. Update the transportation tracker and metro card log.

Grades 6-12- assigned to Ms. Johnson and Ms. Tucker

Ms. Johnson and Ms. Tucker have processed the Spring 2024 metro cards for grades 6-12.

School Foods Notice

[Linked here](#) is a notice to be shared with the staff regarding the updates. SDTL/Principal Gordon, Principal Griffin, and Principal Vil can you ensure that the teachers are aware of the update? The school has been cited twice for staff members getting food items from the school food kitchen and not paying. Effective Monday, February 12, 2024 staff members who want school food meals, would need to purchase a voucher from the main office at their site. Then take the voucher to the school food cook to get meals after the scholars have eaten.

Helpful Links

[CCS Events Request Form](#)

[CCS Cleanliness Protocol's](#)

[NYC Sustainability Hub](#)



#Teamwork

Janisa Vaughn

Director of Operations and Student Enrollment

TNTP Leader Cohort 2022

School Business Leader, M.Ed, MBA



Attachment #7



Director of Technology Report

March. 2024 - Dale Richardson

I: Current Work

- 1) \$171,672.14 Grant pending the collection of Parent filled forms.
 - a) Challenge has been approved for a \$171,672.14 grant for our Chromebook initiative
 - b) We have accepted a quote for 458 devices from a DOE-approved vendor. These devices are powerful enough to accommodate school assignments as well as the state-assigned CBT (computer-based testing)
 - c) Here are some stipulations that come along with this grant.
 - i) Only the devices that are going to students with a documented unmet need (that they would otherwise lack access to devices sufficient to engage in remote learning) and being used by that student for off-campus educational purposes are eligible for ECF funding. Any devices that are purchased for other students or other purposes will be 100% out of pocket to the school.
 - ii) These devices must be delivered from our vendor before 6/30/2024 or they will not be eligible for ECF funding and will be 100% out of pocket to the school. There is no extension available.
 - iii) The devices should go to eligible students right away, not stored at the school, and they must be tracked in our asset tracker.
 - iv) The students' distribution information should be stored for ten (10) years.
 - d) Parents should be surveyed again. This is a needs-based program & parents/guardians will have to fill out a form & only those who state a need can receive a device. Additionally, parents should secure insurance for their scholar's devices, as there will be no replacement for lost or missing devices.
-



2) \$500,000 Reso A Grant

- a) We have received an updated list of technology equipment that may be purchased with Reso funds.
- b) We have hit a small hangup regarding the Interactive Boards. Our vendor states, "Although it is still possible to have "wall-mounted" devices installed in NYC DoE buildings, there is a new process that must be followed to obtain the required clearance that the NYC DoE requires for installation. Based upon the information that has been provided by the NYC DoE RESO A Office, the Custodial Engineer should have been made aware of the process that must be followed. In the event that the Custodial Engineer is not familiar with the process, they should reach out to their NYC DoE Department of School Facilities counterpart for additional information."
- c) I am currently working with an agent from the NYC DoE Department of School Facilities, to obtain our clearance. Once our sites have been approved, I can move forward with ordering wall-mounted boards. If our site is not approved, we will have to get rolling boards on a stand.

3) Auvergne By The Sea: Architecture and Electrical Plans (follow up from 2024)

- a) Construction companies have made advancements towards the following:
 - i) Public Announcement System with Zone Assignments
 - ii) Review of Synchronized Clocks design and placement
 - iii) A/V system updates for our gym and cafe.
- b) I have not seen any advancements made towards:
 - i) Updating blueprints.
 - ii) Low voltage locations through all floors
 - iii) Wireless Access System Design, including a predictive design
 - iv) Layout showing security camera placements and coverage range
 - v) Classroom layout and elevation drawings for interactive boards



- vi) MDF/IDF room location selection and Layouts and Elevations
 - vii) Riser Systems to connect IT rooms
 - viii) Synchronization of all Challenge sites
 - c) The contractor should collaborate with our current Network Administrators to avoid conflicting protocols with our other location, update systems designs, and ensure the sync of resources.
 - i) I have received two quotes from our Network Administrator.
 - ii) We hope that the contractor will absorb the cost of the updates.
 - d) Before the installation, the builder should present the make and model of the planned network, security, telecom, etc.
 - e) Our next meeting has not been scheduled as yet
- 4) CBT (Computer Based Testing)
- a) The necessary aspects of technology that are needed for a successful launch of the CBT initiative are ready.
 - i) Bandwidth and Access - Challenge has adequate bandwidth to support CBT on the days scheduled for test administration
 - ii) Devices - Every student will have access to a computer device and keyboard that meets the minimum technology specifications on the days that the student is scheduled to test
 - iii) Software Installation - A download, deployment, and update of the Questar Secure Browser on all student devices to be used for CBT.
 - iv) Network - The guidelines provided in the Nextera Setup & Installation Guide must be reviewed and adhered to before CBT administration to ensure the school is prepared for CBT.
 - b) Please use the following URL to find out more about CBT:
<https://cbtsupport.nysed.gov/hc/en-us/categories/201173603-Grades-3-8-ELA-Math-and-Grades-5-and-8-Science-Computer-Based-Testing>



—

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

1. Independent Cyber Security Audit for the entire organization (Update)
 - a. I may have found a grant that will allow us to get started on this for free. I am awaiting the opening of the grant portal, to view the requirements.
 - i. The grant funds up to \$150,000 per site with up to 3 sites per state for a maximum allocation of \$450,000.
 - ii. However, Charter schools may be ineligible. I will keep you updated.
 - b. We should purchase an independent cyber security assessment to satisfy various insurance and state requirements.
 - i. Ex: https://www.dfs.ny.gov/industry_guidance/cybersecurity
 - ii. The quote received was \$42,327.00
 1. This quote is now aged and will require a new one (possibly a more expensive quote) when we are ready to move forward.
 - c. Dr. Mullings has forwarded me the following 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.
 - d. As of Jan. 16th, 2024, NYSED Data Privacy & Compliance is now a factor.
2. Interactive Panel (update)



- a. Using Reso A funding, we intend to purchase Interactive Panels (smart boards) for the 2024 - 2025 school year.
 - b. We need twelve boards to have 1520 Central Ave. fully outfitted and ready for scholars.
 - c. I also suggest ordering four extra "rolling boards" (one for each site) in case of an emergency where a classroom board malfunctions or if principals call an assembly.
3. 1526 Central Ave - Security Camera (Pending approval)
 - a. Quotes received (may require a new quote as quite some time has passed)
 - i. With classrooms: \$24,711.00
 1. I suggest we go with this package, even if we only run the wiring for the offices, because the current offices may become classrooms in the future).
 - ii. No Classroom cama: \$19,788.00

—

III: Risk Factors

1. 1279 Redfern NVR [network video recorder] for Security Cameras.
 - a. Inherited from the daycare upon our acquisition of the building, the security camera system at 1279 Redfern Ave. is failing, and cameras are falling offline.
 - b. In the best-case scenario, only the NVR is failing, and we can replace it but keep the current cameras.



- c. Worst case scenario, the entire system has expired, and we must replace NVR, cameras, and wiring.
2. Two PA Systems are needed for 1520 Central Ave.
 - a. Due to High and Middle school residing in the same building, we should order an extra PA system, as they need to keep simultaneous meetings.
 - b. Additionally, the music room often borrows the current PA system, and schedules are sometimes conflicting.
3. High Fidelity Audio and Video system
 - a. As the number of attendees and demands for streaming increases, Challenge should seek to invest in a high-fidelity system for major events and streaming.
 - b. Ex: The portable system at 1520 Central reached its limit during the attendance of the 200-audience event for the JFK Redevelopment.
 - c. The electricity @ 1520 Central Ave. should be revamped to accommodate bigger events that demand more power consumption.
 - d. Perhaps one of the JFK stakeholders can assist Challenge with a grant to invest in a HiFi sound system and Video Capture to accommodate large audiences.
 - e. Estimated value
 - i. \$25,000 - Small scale.
 - ii. \$100,000 - Medium scale.
 - iii. \$500,000 - Major scale.



Attachment #8



Helping you to focus on what's important:
STUDENT ACHIEVEMENT



Challenge Prep Charter School

Monthly Financial Report
February 2024



Challenge Prep Charter School

Financial Summary

February 2024

LIQUIDITY	Cash on Hand	<i>Operating accounts (Savings account not included)</i>	\$ 7,272,049
	Cash on Hand	<i>Total Accounts</i>	\$ 8,373,487
	Months of Cash on Hand - (Excellent > 3 months/ Poor < 1 month)		2.8
	FY Ending Cash Available to Carryover to FY 24	<i>(Operating Account(s) Only)</i>	\$ 1,901,915
	<i>*Cash balance available once all FY23 obligations & receivables have been settled</i>		
Escrow Reserve - current balance		\$ 70,000	

ENROLLMENT	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>		<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
General Ed	1,209.871	1,296.00	(86.129)	\$	22,189,034	23,768,640	(1,579,606)
SPED							
0 - 20%	60.420	51.000	9.420		-	-	\$ -
20 - 59%	44.974	43.000	1.974		467,280	446,770	\$ 20,510
60% - Over	86.236	83.000	3.236		1,642,710	1,581,067	\$ 61,643
Total SPED	191.630	177.000	14.630		2,109,989	2,027,837	\$ 82,152

BALANCE SHEET	Total Current Assets:	Assets	\$ 9,810,981
	Total Current Liabilities:	Liabilities	\$ 7,980,286
	Working Capital (Current) Ratio - (Rating Excellent >=3.0/Poor <1.0)		1.23
	Quick (Acid Test) Ratio - (Rating Excellent >=2.5/Poor <1.0)		1.20
	Total Assets:		\$ 100,436,767
	Total Liabilities:		\$ 99,703,426
	Debt Ratio - (Rating Excellent <0.50/Poor >1.0)		0.99
Total Net Assets:	Net Assets	\$ 733,340	

Summary		<u>YTD Actual</u>	<u>Annual Projected</u>	<u>Annual Budget</u>	<u>Variance</u>
Revenue	\$	19,509,395	\$ 29,507,694	\$ 30,940,013	\$ (1,432,320)
Expenses (before depreciation)		18,701,239	31,312,022	30,341,761	970,261
Net Operating Surplus(Deficit) before Depreciation:	\$	808,157	\$ (1,804,328)	\$ 598,253	\$ (2,402,581)
Depreciation:		272,740	500,000	500,000	-
Net Operating Surplus(Deficit) after Depreciation:	\$	535,416	\$ (2,304,328)	\$ 98,253	\$ (2,402,581)
Capital Expenditure Requirements	\$	178,443	\$ 206,839	\$ 142,000	\$ 64,839
Total Cash Expenditures	\$	18,879,682	\$ 31,518,861	\$ 30,483,761	\$ 1,035,100
			<u>Annual</u>	<u>Annual Budget</u>	<u>Variance</u>
Revenue per Pupil	\$		24,389	\$ 23,873	\$ 516
Expenditure per Pupil	\$		26,294	\$ 23,798	\$ 2,496

Challenge Prep Charter School

Budget vs. Actuals Fiscal Year Ending 6/30/2024

	YTD Actuals	Full Year Projection	Annual Budget	Variance	Notes
Income					
4100 State Grants					
Total 4100 State Grants	18,175,769	27,420,063	28,917,517	(1,497,453)	
4200 Federal Grants					
Total 4200 Federal Grants	669,703	1,407,707	1,330,496	77,210	
4300 Contributions					
Total 4300 Contributions	626,422	626,422	672,000	(45,578)	
4400 Miscellaneous Income					
Total 4400 Miscellaneous Income	37,501	53,501	20,000	33,501	
Total Income	19,509,395	29,507,694	30,940,013	(1,432,320)	
Expenses					
5000 Compensation					
Total 5100 Instructional Staff	5,907,501	10,911,759	11,181,027	(269,269)	
5200 Non-Instructional Staff					
Total 5200 Non-Instructional Staff	1,865,641	2,798,461	2,269,326	529,135	
5300 Pupil Support					
Total 5300 Pupil Support	965,961	1,448,941	2,061,301	(612,360)	
5400 Benefits					
Total 5400 Benefits	1,751,730	3,439,694	3,840,921	(401,227)	
6100 Administrative Expenses					
Total 6120 Insurance	427,622	702,798	612,782	90,016	
6200 Professional Services					
Total 6200 Professional Services	1,266,514	2,145,440	2,035,500	109,940	
6300 Professional Development					
Total 6300 Professional Development	46,548	100,000	345,000	(245,000)	
6400 Marketing and Staff/Student Rec					
Total 6400 Marketing and Staff/Student Rec	80,848	114,000	96,000	18,000	
7100 Curriculum & Classroom Expenses					
Total 7100 Curriculum & Classroom Expenses	435,353	698,943	743,196	(44,253)	
8100 Facility					
Total 8100 Facility	5,636,836	8,476,116	6,683,138	1,792,978	
8200 Technology Expenses					
Total 8200 Technology Expenses	257,645	415,229	472,969	(57,740)	
8800 Miscellaneous Expenses					
Total 8800 Miscellaneous Expenses	59,040	60,640	600	60,040	
8900 Depreciation Expense					
Total 8900 Depreciation Expense	272,740	500,000	500,000	-	
Total Expenses	18,973,979	31,812,022	30,841,761	1,030,301	
Net Surplus(Deficit)	535,416	(2,304,328)	98,253	(2,462,621)	
Net Surplus(Deficit) without Lease Adjustment	535,416	(644,250)	98,253	(802,543)	
Capital Expenses (Input CY Additions)					
1500 Furniture, Fixtures & Equipment					
Total 1500 Furniture, Fixtures & Equipment	154,693	183,089	122,000	61,089	
1519 Facility and Construction					
Total 1519 Facility and Construction	23,750	23,750	20,000	3,750	
Total Capital Expenditures	178,443	206,839	142,000	64,839	

Challenge Prep Charter School

Cash Flow Projections

	March	April	May	June	July +
Beginning Cash Balance (Unrestricted)	8,373,487	5,467,894	7,146,851	4,241,258	1,438,487
Projected Cash Receipts	46,939	4,631,488	46,939	149,760	463,428
Projected Cash Disbursements	(2,952,531)	(2,952,531)	(2,952,531)	(2,952,531)	-
Net Cash from Operations	(2,905,593)	1,678,957	(2,905,593)	(2,802,771)	463,428
Accounts & Other Receivables					
AP, Credit Card & Accrued Expenses					
Employee Funds (FSA/Transit)					
Ending Cash Balance (Unrestricted)	5,467,894	7,146,851	4,241,258	1,438,487	1,901,915

Challenge Prep Charter School

Balance Sheet

February 2024

ASSETS

Current Assets

Bank Accounts

1000 Cash

Total 1000 Cash

\$ 8,373,486.87

Total Bank Accounts

\$ 8,373,486.87

Accounts Receivable

Total 1100 Accounts Receivable

\$ 411,548.33

Total Accounts Receivable

\$ 411,548.33

Other Current Assets

Total Other Current Assets

\$ 1,025,945.48

Total Current Assets

\$ 9,810,980.68

Fixed Assets

1500 Furniture, Fixtures & Equipment

Total 1500 Furniture, Fixtures & Equipment

\$ 2,626,028.48

Total 1700 Accumulated Depreciation & Amortization

-\$ 2,691,968.22

Total Fixed Assets

\$ 1,230,627.60

Other Assets

Total Other Assets

\$ 89,395,158.54

TOTAL ASSETS

\$ 100,436,766.82

LIABILITIES AND EQUITY

Liabilities

Current Liabilities

Accounts Payable

Total Accounts Payable

\$ 906,977.11

Other Current Liabilities

Total Other Current Liabilities

\$ 7,073,308.39

Total Current Liabilities

\$ 7,980,285.50

Long-Term Liabilities

Total Long-Term Liabilities

\$ 91,723,140.90

Total Liabilities

\$ 99,703,426.40

Equity

3100 Retained Earnings

197,923.99

Net Income

535,416.43

Total Equity

\$ 733,340.42

TOTAL LIABILITIES AND EQUITY

\$ 100,436,766.82