



MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF CULTURAL ARTS ACADEMY CHARTER SCHOOL

A meeting of the Board of Trustees of the Cultural Arts Academy Charter School was held at 1400 Linden Boulevard, Brooklyn, New York 11212 on January 22, 2024, 6:30pm-7:30pm.

Henry Clouden III, Treasurer
Cheryl Pemberton-Graves, Vice-President
Chrysetta Patterson, Member
Dean Sadek, Member
Dr. A.R. Bernard, President
Dr. Kimberlee Pierre
Dr. Laurie B. Midgette, Principal

The meeting was called to order at 6:37pm with a quorum present.

FINANACIAL COMMITTEE REPORT - VOTE

The financial statements of Cultural Arts Academy Charter School were prepared by Stuart Sabal and the Finance Committee and presented by Henry Clouden, Board Treasurer. The Board reviewed related statements of activities and cash flow for one month, with the accompanying supplemental information. These statements were discussed in detail. There is sufficient cash to fund monthly operations.

SAD NEWS

It is with deep sorrow that I share the tragic news of the passing of one of our staff member's baby boy. Our sincere prayers and condolences go out to that staff member and his family during this immensely difficult time.

COVID UPDATE

CAACS has had a recent COVID-19 outbreak among scholars and staff and other virus cases. We currently have 10 confirmed and one pending case of the COVID 19 virus. Due to the increasing number of positive cases within our school community, I have made the decision to implement mandatory mask wearing for all scholars and staff effective immediately for the next 10 days until January 31st. All scholars and staff are required to wear masks while inside the school building, including classrooms, hallways, and common areas. We have masks available for those in need. The health and safety of our scholars, staff, and their families are our top

priority. It is crucial that we take proactive measures to minimize the spread of the virus and ensure a safe learning and working environment for everyone. Mask mandates have returned for FDNY fire, ambulance personnel, hospitals, and nursing homes due to an increase of COVID, flu and other respiratory virus cases. Masking is still an important tool for preventing the spread of COVID-19.

DATA DASHBOARD

Grade Level	# of Students	# of ELL Students per Grade	# of SPED Students per Grade
Grade K	40	10 ELL scholars	2 SPED Scholars
Grade 1	26	3 ELL Students	3 SPED Scholars
Grade 2	38	3 ELL Students	3 SPED Scholars
Grade 3	23	2 ELL Students	2 SPED Scholars
Grade 4	32	2 ELL Students	6 SPED Scholars
Grade 5	53	6 ELL Students	4 SPED Scholars

Total # of enrolled students – **212**

Total # of English Language Learners - **26**

Total # of SPED Students – **27** (3 more are pending)

Cultural Arts Academy Charter School free & reduced percentage on 1/22/2024 is **80.66%**

Daily Attendance Rate – **91.18** (YTD)

WVP - Workplace Violence Prevention Law

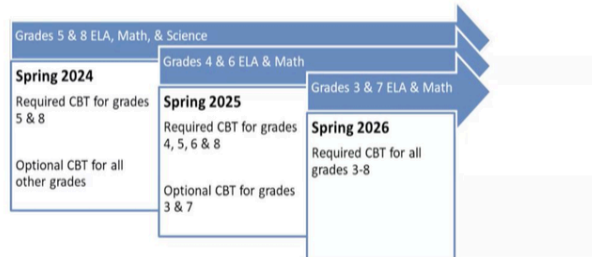
To help prevent workplace violence in public schools, on September 6, 2023, the Governor signed legislation (S1746/A1120) amending the Workplace Violence Prevention Law (Section 27-b of Labor Law), extending coverage to elementary and secondary public education that was previously exempted. Public school districts in New York are required to develop and implement workplace violence prevention programs, under a new state law set to go into effect January 4th. Schools with at least 20 full time permanent employees will now be required to evaluate violence risks against employees, identify causes and develop written programs to minimize threats. Schools will also need to provide accountability, record keeping, employee involvement and review and ensure that staff training is relevant and up-to-date for de-escalation and trauma-informed responses.

CBT- Computer-based Testing

New York State Education Department (NYSED) is mandating computer-based testing (CBT) for grades 5 and 8 for the spring 2024 ELA, math, and science exams. CBT in other grades is optional. CAACS has begun making the shift from paper and pencil testing to online testing. The challenge we are facing is making sure that both staff and scholars are equally proficient based on how familiar they are with computers, technology and the software. We are following a CBT Timeline Calendar that provides a structured overview of monthly deliverables, key deadlines, and essential tasks, all tailored to the specific requirements of computer-based testing so that we are prepared.

CBT Rollout

> [June 2022 Memo](#): Statewide Implementation of Computer-based Testing



CBT – TECH READINESS

Foundational Layers for CBT

- ✓ **Internet** – ensure you have fiber internet connection and that is the right speed. 1Gbps recommended.
- ✓ **Core Infrastructure + WiFi** – a properly deployed WiFi solution will allow concurrency in test taking across multiple spaces
- ✓ **Identify spaces/rooms where testing will occur** – if there are known wifi coverage issues, plan to rectify
- ✓ **Involve IT early** – the procurement, planning and deployment of these systems could take up to 12 months. Involve your technology partner early.

NEW YORK CITY CHARTER SCHOOL CENTER

PREPARING OUR SCHOLARS

Preparing Students for CBT

Typing curriculum

- [typing.com](https://www.typing.com)
- [Typing Agent](#)

Online assessment tool

- DataMate
- Castle Learning
- Edulastic

The next meeting of the CAACS Board of Trustees will be January 26th due to WINTER BREAK.

Adjournment – 8:21 pm

Respectfully submitted,
Shirley Glasgow, Board Secretary