



# COLLEGE PARK ACADEMY

## Board Meeting Minutes June 13, 2019 6:00-8:00 PM

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In attendance: Rosapepe, Poterela, Loh, Mitchell, Varma, Colella, Dill, Arbogast, Baker, Libby

1. Call to Order Vice Chair Mitchell called the meeting to order at 6:08
2. Review of the Minutes March 21, 2019 Agenda item was delayed pending a quorum. Rosapepe motion to approve the minutes, Colella second. All in favor.
3. Budget and Financials Committee Report: Secretary Colella reviewed the attached documents.
  - a. Q3 P&L The school is in good shape for through the quarter. Revenue was below, but expenses were well below projections. We have over achieved on the budget. Expenses are where we expected them to be. Budgets in previous years cut it closely. We have a healthy budget for next year.
  - b. Is our margin good? A good rule is to have the reserve at roughly 20%. Our current reserve is at 20%. The critical balance is key the school fiscally viable, but provide as much support for students at possible. The variability is modest.
  - c. Transportation Allotment from PGCPSS made a significant improvement in the budget. We were able to pay for more things than we have been able to in previous school years. We want to start using it for subsidizing transportation costs for our students.
  - d. \$7.5 million is our gross revenue
  - e. New PGCPSS negotiated contract will have an impact on us. Costs will increase for teachers
  - f. Kirwan may be restricted funds. This should be addressed by the charter association.
4. Academic Committee Report: Carolyn Bernache/Duane Arbogast
  - a. Graduation debrief: The graduation was lovely. Students should be taught to give eye contact and smile. We can fit in the space for the next few years but we may need to limit the number of tickets. We need to consider a ticket exchange. The parking code was incorrect. Next year we can pay to dedicate a lot.
  - b. What is the service hour requirements? 24 hours for seniors.
  - c. Students are currently enrolled in summer courses at UMD. There will be more enrolled in the fall.
  - d. The next Academic Committee Meeting is on Monday, June 17 at 1pm
  - e. AP Success- not just taking the course but scoring a 4 or 5 on the exam
  - f. Arts in the building: The Children's Guild will begin the process. Dr. Dill has someone who works in social design. Bring art into the building this summer
  - g. Working with Clarice Smith Arts to have more classes and extra-curricular. This could include an apprenticeship at Clarice for their senior year. We would like to bring in School of Music, School of Dance, School of Performing Arts,

- h. Arts Education. Meeting with the Director of School of Music on Tuesday, June 18 at 9am  
There is an arts engagement person in the school of music.
- i. Parent Engagement Night Schedule before the first board meeting. This will be held in the St. John's Teaching and Learning Center with the parents. They want more than just board meetings
5. Organization and Development: Jim Rosapepe
  - a. Executive Director We have received 68 applications on Indeed. Suggest advertising on Linked in. The question is who will hire the Executive director, the board or the Children's Guild. Dr. Loh would like the bullet points of the pros and cons of the two scenarios. How do you address the cons?
  - b. Principal Evaluation: The committee met with Liz Saunders about how the interests of the charter board and PGCPs coincide. The next step is looking at goals for input
6. Marketing and Development: Justin Ross
  - a. Goals for Fund raising
  - b. Event ideas
7. Executive Director Report: Duane Arbogast
  - a. Updates on expansion and replication: Councilmember Glaros is supportive of locating the elementary school at Paint Branch Elementary. CEO of PGCPs, Monica Goldson, seemed interested in both the replication in south county and the creating of an elementary school in College Park. Dr. Goldson and Dr. Arbogast will meet in July to look at options and proposals.
  - b. Enrollment chart available. Withdrawals were discussed. Discussed AP seminar and the goal to create research opportunities. Five students were sent back to their home school based on an administrative procedure with minimum academic and behavior expectations. At this point, withdrawals are below the previous year, but many withdrawals will occur over the next couple of weeks.
  - c. Mr. Baker reported on the progress in the middle school. 8<sup>th</sup> grade promotion was fantastic. CPA will host three student teachers from Maryland next year. Registrations are on track. Acceleration plan for middle school to get high school credits for middle schools. Focus next year on the PSAT test (reading, writing and math). PSAT8 is given in December of 8<sup>th</sup> grade. The focus is really math. 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grade met the Map R targets.
  - d. Mr. Libby spoke about strengthen the high school program. The focus is offering more AP. We will be offering two AP courses in ninth grade. Adding AP seminar in 11<sup>th</sup> grade and AP Capstone in 12<sup>th</sup>. Adding AP courses in ninth grade allows students to increase their GPA. The district does not pay for the AP tests. Partnering with UM for offering an engineering program. Amazon Future engineer program added for next year. Student behavior has improved dramatically. Suspensions in HS went from 29 to 4. Can the principals give a written report?
8. PTO Report: No report
9. Announcements: Mr. Poterela mentioned that today is the one year anniversary of the Jordan McNair death. There is nothing more important than the health and safety of our students. We have to remember as a board that children are safe. How can the board help ensure safety.
10. Meeting dates for the 19-20 School Year  
College Park Academy Board Meetings 2019-2020
  - September 4, 2019
  - December 2, 2019
  - March 11, 2020
  - June 11, 2020
11. Public Comment

- a. Ms. Lawson asked if there is consideration of putting a parent on the board. It is on the agenda for the organization and leadership committee.
- b. Ms. Lawson asked about how can we support our students to get them to success?
- c. Ms. Phillips asked that board dates should be posted.
- d. Ms. Lawson shared that the Barnes and Noble date is June 29<sup>th</sup>.