



COLLEGE PARK ACADEMY

**Board Meeting Minutes
Public Session
February 23, 2022
6:00-8:00 PM**

In attendance: Carolyn Bernache, Robert Catlin, Helene Cohen, Carlo Colella, Robert Day, Bonnie Thornton Dill, Segun Eubanks, James Rosapepe, Gayatri Varma, Sandy Abu-Arja, Duane Arbogast, Steven Baker, Sean Mugrage, Mary Kuyateh

1. Call to Order: Mr. Day called the meeting to order at 6:03 pm
2. Opening Statement: Mr. Day celebrated CPA's success and thanked the entire school community for making that happen.
3. Review of the minutes December 1, 2021: **Motion to approve: Senator Rosapepe; Second: Mr. Colella; all approved.**
4. **Budget and Financials Committee Report:** Carlo Colella
 - FY22 Q2 Financial Statements
 - CPA continues to be in a strong financial position. Balance sheet indicates assets in total of \$7.45M. Of that, \$4.66M is in current assets: \$1.17M cash, \$2.5M in CDs, and the remaining in receivables and prepaid expenses, and \$2.73M is the value of the facility as a fixed asset. Total current liabilities are a little over \$100K. Deferred rent at \$3.45M. Total liabilities \$3.55M. Net position of \$3.89M in assets.
 - Cash Flow: Beginning of period \$1.22M and at the end of period \$1.17M, so there was a net cash decrease of \$51k for the period, which was largely due to investment in the art mural project.
 - Budget to Actuals: Comments have been included to explain the major line items with variances that are under or over \$10,000 and 10% of projected budget
 - Most of the variances stem from the Elementary and Secondary School Emergency Relief (ESSER) federal grant fund line items. CPA was awarded \$2.54M reimbursable grant funds, which means our ESSER expenses will equal ESSER revenue. All ESSER funds are restricted to continue to mitigate against and recover from COVID-19-related issues.
 - The other substantial variant is the transition from the management service agreement with The Children's Guild to CPA, Inc.'s direct hire of Executive Director, IT services, facility operator, accounting services, and strategic consultant.
 - FY23 Proposed Budget highlights:
 - Estimated 2.5% increase in PPA, which is an estimate based on past experience.
 - Included a potential 4% increase in overall PGCPs salaries, taxes and employer taxes (This is an estimate based on past experience.)
 - Included an addition of an ESOL teacher because PGCPs informed all charter schools that they would no longer cover the expense of an ESOL teacher
 - CPA, Inc. direct, hourly: Police officers, facility operator, part-time ED assistant, etc. ESSER-related summer & LLR programs
 - \$20k addition for AP Exam fees (Mr. Irwin will present his AP Exam Fee Reimbursement Proposal to the Academic Affairs Committee on Monday.)
 - \$10k increase for Athletics UMD rental (Coach Foreman will present his Athletics Expansion Proposal to the Academic Affairs Committee on Monday.)
 - \$180k increase for development, communications and alumni association. CPA needs to invest in exposure if it wants to secure additional revenue streams.
 - **Motion to approve: Senator Rosapepe; Second: Dr. Eubanks; all approved.**

- 2020 990 form
 - **Motion to approve: Senator Rosapepe; Second: Mr. Colella; all approved.**
- CD Summary
 - CD's are set-up so that every quarter one or more of the \$500k CDs matures just in case CPA, Inc. needs to access the funds.
 - Recommendation to purchase another \$500k CD.
 - **Motion to approve: Mr. Colella; Second: Dr. Eubanks; all approved.**
 - Mr. Day thanked the Budget and Finance Committee and Mr. Mugrage for taking care of the finances.
- 5. **Academic Affairs Committee Report:** Carolyn Bernache
 - Art Mural Phase 1 Update: The lamp posts for the outdoor banners have been ordered and will arrived in 2 months out. A photo shoot will be set up to replace the stock photos with photos of CPA students in uniform and staff. The photos will reflect CPA's use of technology. The Academic Committee will be meeting this coming Monday to discuss the details of the wall murals.
 - CPA@Home:
 - Four surveys disseminated has generated over 3,000 responses that indicate that there is a high level of interest in a virtual school. A focus group was facilitated that confirmed the elements (re: safety, curriculum, electives, sports, and price point) are important to parents were also being considered in the CPA@Home design. To support our marketing effort, a Facebook page has been created and a website for CPA@Home is being designed and should be operational in a few weeks.
 - Staffing and budget: Interviews are being held for the Head of School and the Program Director positions. A budget model with a variety enrollment and tuition scenarios is being devised to ensure program viability.
 - Potential launch date:
 - Soft launch this summer to allow students to take credit recovery or acceleration course.
 - An official opening is scheduled for the fall of 2022.
 - Dr. Bernache thanked the committee for all their hard work. Mr. Day echoed her sentiments.
- 6. **Organization and Leadership Committee Report:** James Rosapepe
 - CPA Advisory Board Proposal:
 - Purpose, Goal, Target Markets, and Benefits were shared.
 - Invitation for BoD to provide feedback to Senator Rosapepe and Dr. Abu-Arja to be discussed at the next Organization and Leadership Committee meeting.
 - Dr. Eubanks noted that a financial commitment from advisory members needs consideration
 - Dr. Varma noted that the board should consider families that could not get into CPA through the lottery.
 - Dr. Thornton-Dill noted that it is important to consider what advice is needed from an advisory board.
 - Mr. Day thanked the Organization and Leadership Committee.
- 7. **Principals Report:** Steven Baker

Mr. Baker wished everyone Happy New Year.

 - Learning Loss Recovery Update with Ms. Gray
 - Launched on December 13, 2021
 - Staffing
 - 32 staff members: 26 teachers (16 CPA & 12 PGCPs), 2 success coaches, 4 UMD college students
 - Students

Grade	Students ID'd over summer for Tutoring (via Edgenuity Summer Diagnostic Testing)	Count participating	ETHNICITY	GENDER
6th	63	51	52%- African American 23% -White 16%- Hispanic 7% - Asian 2% - Other	Females - 25 Male -26

7TH	63	49	48% - African American 22% -White 22% - Hispanic 2%- Asian 6% - Other	Females-23 Males - 26
8TH	71	50	60% - African American 26% - Hispanic 12% - White 2% - Other	Females - 16 Males - 34
9TH	54	31	52% - African American 45% - Hispanic 3% - White	Females - 11 Males - 20
10TH+	29	26	70% - African American 27%- Hispanic 3% - White	Females - 9 Males - 17
Calculus	N/A	6	100% African American	Females - 2 Males - 4
TOTAL	280	213	56% - African American 25% - Hispanic 15% - White 2% - Asian 2% - Other	Females -86 Males - 127

- Sessions
 - Weekly sessions: 96 Virtual and 7 In-person
 - Math: 49 / English/Language Arts: 49 / Social Studies: 5
 - 41 Small group sessions; 62 1-on-1 sessions
 - Tier 1 ~ 168 students in 1 session each week
 - Tier 2 ~ 45 students in 2 sessions each week (two different subject areas)
 - Tier 3 ~ 3 students in 3 - 4 sessions each week

- NWEA Suite of Testing Update
NWEA Testing Data~ Fall 2021 Administration

Mean RiT Scores Comparison
RELA

Grade	CPA	Norm
6th	215.2	210.17
7th	218.7	214.2
8th	219.9	218
9th	226.3	218.9
10th	226.5	223.5

[National Norm Chart \(Math, Reading\)](#)

Mean RiT Scores Comparison
Math

Grade	CPA	Norm
6th	213.1	214.75
7th	218.2	220.21
8th	215.2	224.9
ALG I -8th	235.8	226.43
ALG I - 9TH	228.8	226.43
ALG II	252.9	229.07
GEOMETRY - 9TH	242	226.43

- Grade 6 Reading Incentive Program Update: Mr. Baker thanked Dr. Bernache for initiating this program. Students bring a book to read in class or choose a book from the class library provided to them. They are to read for 15 minutes, Fridays during Homeroom and 10 minutes beyond (15 minutes total). So, everyone in the 6th grade is reading at the same time. This may be adjusted as we go along. Students will be "logged " as having done reading for the day and also for completing a book, and we will incentivize the students with an award system.
- 2014-2022 Enrollment and SY23 Projected Enrollment

College Park Academy								
Student Enrollment								
	6	7	8	9	10	11	12	Total
Projected 2023	120	125	120	100	80	70	66	681
2022	118	121	128	107	80	77	46	677
2021	125	138	136	87	76	52	63	677
2020	141	140	114	88	63	54	61	661
2019	144	121	119	69	60	66	80	659
2018	142	115	110	76	84	85	-	612
2017	124	116	113	103	96	-	-	552
2016	111	111	107	103	-	-	-	432
2015	137	116	125	-	-	-	-	378
2014	151	151	-	-	-	-	-	302

College Park Academy								
Catchment Area								
	6	7	8	9	10	11	12	Total
2021-22	61	64	58	43	26	27	16	295 43.6%

- Mobile Vax Unit/COVID Update at CPA
 - CPA has hosted 4 vaccination clinics
 - Each Monday 20% of students are randomly tested
 - All students test on Sundays through January & February and upload their results before coming to school on Monday.
- CPA Plus Report
 - Spring 2022: Feb 2-Jun 22
 - 224 seats filled as of Feb 16
 - 25 Programs & 12 Categories Offered
 - NEW: Four-tier option for Math Tutoring: Families can now choose the student-staff ratio based on a student's individualized needs
- UMD Partnerships with CPA:
 - Mr. Baker thanked Dr. Eubanks, Dr. Snell and Dr. Arbogast for inviting CPA to partner with UMD to develop and deliver nine webinars for the Innovative Virtual Teaching Academy (IVTA) serving over 10 counties and 500+ teachers.
 - Mr. Baker and Dr. Abu-Arja thanked Dr. Thomas for including CPA Middle School Students in the Corsi Rosenthal Box project with his UMD students. The UMD students assembled the filters. The UMD and CPA students will decorate and deliver them to the College Park Community (churches, barbershops, etc.)
 - We are excited to continue our partnership with the office of extended studies who are providing 3 College Park Academy rising high school freshman, sophomores, juniors or seniors with a partial scholarship to the on campus Terp Young Scholars summer program.
 - Ms. Corcoran along with Ms. Chung, our middle school music and technology teacher, have been working with Patrick Warfield Associate Dean for Arts and Programing, Director of Arts for All to integrate arts into the College Park Academy curriculum but specifically into our computer science and technology programs as well!
 - Camille Vendemia our University of Maryland Liaison has been on site at CPA on Fridays working with Ms. Godwin on our College and Career programing as well as our newly formed GSA (Gay Straight Alliance).
- Winter Athletics Update: Dr. Abu-Arja thanked Ms. McBean for arranging basketball practice and game rental at discounted rates and for facilitating the weightlifting equipment donation from UMD to CPA.
 - University Recreation and Wellness is honored to work with College Park Academy to support our young scholars & athletes.
 - The University Recreation and Wellness (RecWell) fees for basketball games in Ritchie Coliseum are discounted at \$135 per hour for CPA.
 - The RecWell fees for basketball in the Record Armory are discounted at \$85 per hour for CPA.
 - University Recreation and Wellness was able to accommodate the CPA request for after school basketball practice hours.
 - We are offering Monday, Wednesday, Thursday afternoons 3:30-5:30pm and Tuesdays 3:30 - 5:00 pm practice times for the entire month of February.
 - CPA teams can practice in the dual basketball gym located inside SPH (School of Public Health).
 - The RecWell fees for girls and boys basketball practice at SPH are discounted at \$50 per hour plus a nominal staffing fee. The total cost is approximately \$500 per week.
 - Surplus BodyPump equipment will be donated to the school athletic program at no cost to CPA.
- Graduation and Promotion

- Grade 12 Graduation: May 24, 2022 @ 1:00 pm– We have been scheduled at the Clarice Center at the University of Maryland after securing a waiver from PGCPs to host an indoor graduation.
 - 8th Grade Promotion: June 16, 2022 @ 6:30 pm– This is currently scheduled for the Grand Ballroom at the University of Maryland Stamp Student Union.
 - Note– a surge in Covid-19 cases may force both of these events to not be indoors. High school graduation has Northwestern High School booked in June as a backup. The 8th Grade Promotion program would be moved to a virtual setting if it cannot be held at UMD.
- Principals Town Hall for Parents 3/3/2022: Mr. Baker invited the Board of Directors to the Town Hall. Dr. Abu-Arja will send the meeting invite.
 - Mr. Day thanked Mr. Baker for presenting the Principals' Report.
8. **PTO Report:** Mary Kuyateh
- Budget Report: Balance of \$7,034.28
 - Fundraisers: Franklin's \$246.03 and Potomac Pizza \$219.06. The next fundraiser will be at Jersey Mike's. Details will be shared in due course.
 - Mr. Day thanked Ms. Kuyateh for presenting the PTO report and the entire PTO for all their hard work. He encouraged Ms. Kuyateh to circulate the fundraiser flyer to the board members so that they can support.
9. **Announcements:** Mr. Day inquired if there were any announcements to be made. No announcements were made.
10. **Public Comment:** Mr. Day inquired if there were any public comments to be made. No public comments were made.
11. Executive Session
- At 7:40 pm Mr. Day made the motion to move to the Executive Session in compliance with the state's Open Meetings Act to discuss personnel matters. Senator Rosapepe seconded the motion. Mr. Day asked for ayes and nays. All were in favor. Public session was adjourned.