



# COLLEGE PARK ACADEMY

Board Meeting Minutes  
September 29, 2022  
6:00-8:00 PM

In attendance: Segun Eubanks, Robert Catlin, Helene Cohen, Carlo Colella, James Rosapepe, Stephen Thomas, Gayatri Varma, Sandy Abu-Arja, Steven Baker, Sean Mugrage and Lisa Davidson

1. **Call to Order** by Dr. Eubanks at 6:07
2. **Opening Statement:** Dr. Eubanks welcomed everyone and thanked Dr. Thornton Dill (a founding Board member) and Mr. Poterala for their service as CPA Board of Directors and wished Dr. Thornton Dill well in her much-deserved retirement from UMD and congratulated Mr. Poterala on his new position at Wayne State University in Detroit. Dr. Eubanks officially introduced and welcomed Dr. Kimberly Griffin, UMD Dean of the College of Education for joining the board. Dr. Griffin thanked everyone for their warm welcome and shared that she looks forward to working with everyone at CPA.
3. **Review of the Minutes** June 15, 2022 Motion to approve: Senator Rosapepe; Second: Dr. Cohen; all approved.
4. **Budget and Finance Committee Report:** Mr. Colella announced that based on feedback, only a summary of the financial statements would be shared during this report. However, the full set of financial statements have been circulated for the board's review. Dr. Abu-Arja and Mr. Mugrage shared the highlights of the financial statements.

- **FY22 Q4 Financial Statements & Summary**

CPA continues to be in a strong financial position.

Topic	Q3	Q4
Total Assets	\$7.95M	\$7.81M
Current Assets	\$5.2M	\$5.1M
Cash	\$1.2M	\$1.2M
CDs	\$2.6M	\$3.1M
Current Liabilities	\$83K	\$114K
Deferred Rent	\$3.4M	\$3.4M
Total Liabilities	\$3.5M	\$3.5M
Net Assets Position	\$4.4M	\$4.3M

**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. The major variances were:

- PPA: Budgeted 681 students x \$11,313 per pupil. Final enrollment was 677 x \$11,623 per pupil. Results in an increase of \$165K.
- ESSER: Slower spending on ESSER due to start in December instead of August and less spent each month than originally projected.
- Transition from TCG: Contracted Entelechy Solutions LLC for IT services & support, Accountant and direct hire of Facility Operator.
- CPA@Home: Expected to launch in FY23.

**In summary compared to budget:**

- We earned \$378K less in revenue.
- We incurred \$531K less in expenditures.
- Net gain against budget of \$153K.

- **Update on FY23 Q1 to Date**

**Per Pupil Allocation & Enrollment for FY23**

FY23	Projected	Actual as of 9-22-22	Change
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Minutes by Sandy Abu-Arja

Enrollment	677	693	16
Per Pupil	\$11,913	\$13,149	\$1,236

The enrollment count will not be finalized until September 30, so it may go down a couple of students. If the count holds, the result would be an increase of over \$1M above our budget.

### **FY23 PGCPs Salary Increase Update**

We anticipated a 4% increase in the PGCPs salaries. PGCEA reached an agreement with PGCPs for a 6% increase. Each one percent increase in salary costs us about \$40,000.

### **Statement of Cash Flows Summary**

Cash at 7/1/21: \$1,219,212
Cash at 6/30/22: \$1,231,563
Change in Cash: \$ 12,351

- We currently have just over \$1M in cash, which is historically where we want to be liquidity wise.
- We are expecting payments of \$770K from last year's PPA under payment and Q4 ESSER reimbursement as well as another \$1.4M for Q223's PPA (about \$2.17M total).
- The upshot is that when those payments are deposited in October, we will have about \$3M in cash.
- Recommendation is investing as much as \$1.5M of that cash balance. We also have a \$500K CD maturing in October, so we could invest \$2M in total somewhere.

### **ESSER Q4 Status**

We have spent \$1.052M of our allotted \$2.547M in grant funding as of the end of last school year. We foresee no issues spending down the remaining funding in the next two years.

### **CPA Plus Registration Fall 2023**

- The first round of semester 1 invoices has been sent out to the parents/caretakers.
- We estimate earning just under \$35K in fees for semester 1 and a similar amount in semester 2 for a total of about \$70K.
- Our FY23 budget for CPA Plus fee revenue is \$45K, so we'll easily exceed our budget.

### **Athletics Registration Fall 2023**

Volleyball invoices have been sent out to the parents/caretakers. There are 26 volleyball players billed \$125 each. We will continue to invoice as the teams are finalized throughout the year.

- Senator Rosapepe recommended that since we are in year two of the ESSER funds, the Budget & Finance Committee do a 3-5 year projected budget to see where we will be post-ESSER.
- Dr. Eubanks agreed that some funds should be invested and recommended that some funds should be invested in sports, after school program or other areas identified by the principals.
  - On behalf of the principals, Mr. Baker thanked the board for the investment in the expansion of the Athletics program by adding HS soccer and cross country.
  - Senator Rosapepe reminded the board that CPA Plus satisfaction surveys will be prepared and sent out to school community members to assess the existing offerings and gain a better understanding of additional programs they would like to see on offer. Once those findings are in, additional funding could be allocated for the expansion of CPA Plus and/or athletics.

### **5. Academic Affairs Committee Report:** Dr. Abu-Arja gave the report on behalf of Dr. Bernache.

- Art Mural Installation

Minutes by Sandy Abu-Arja

- Friendly reminder about the Ribbon Cutting Ceremony for Phase 1 of the Art Installation on October 7. If you are unable to attend the event, please visit CPA at your earliest convenience for your own personal tour of the artwork.
  - Dr. Eubanks enjoyed his personal tour and was in awe of the artwork. He appreciated the outdoor banners that featured CPA teachers and students and the wall murals that are layered with facts, quotes and vivid images. He encouraged everyone to arrange a personal tour.
  - Mr. Baker reported that students expressed their awe and amazement with the transformation of the school after the art installation. The students voiced to Mr. Baker that CPA is starting to feel like home. It's starting to feel like a school and they are looking forward to more phases of the art project coming to life.
  - Senator Rosapepe recommended that Dr. Andy Ross be recognized at the Ribbon Cutting Ceremony as he was the one who had the vision for this project from the very beginning.
- A meeting will be scheduled to start planning for Phase 2 of the Art Project
- CPA Elementary:
  - We are working with a commercial real estate agent to look for appropriate sites. We are proposing that the onsite elementary school will open SY2025-26.
  - We are working on a contract proposal to present to PGCPs
    - PGCPs's CEO asked that CPA consider offering a virtual option for the upper elementary school in addition to the onsite option. Ms. Feldhaus, Head of School for CPA@Home, is helping put together the proposal for the virtual option. We are proposing that the Grade 3-5 virtual elementary will open SY2023-24.
    - Dr. Arbogast thanked Dr. Griffin for providing us with a list of names of UMD professors to help us with the design of the elementary school program. Dr. Lauren Trakhman, Assistant Clinical Professor; Director of Outreach, has agreed to assist us with this project and to serve on our CPA Advisory Council. We look forward to working with her.
- CPA@HOME
  - We have spoken with several marketing groups and are following their advice. We are asking Board members, our Advisory Council members and the school community to share our CPA@HOME advertisement with their contacts, tag us in your posts and reach out if you need assistance with your posts.
  - All CPA stakeholders continually praise and support our school. However, CPA has low star ratings on Google & Indeed reviews. Please add your authentic review and rating in an effort for our star rating to reflect the positive feedback we hear daily.
    - Senator Rosapepe encouraged everyone to submit a Google and Indeed reviews based on their perspective and experience as a board member, staff, parent, student, etc.
  - We already have the University of Maryland celebrating CPA's success and sharing about CPA@Home through Maryland Today and via the staff email and alumni newsletter in October.
    - Senator Rosapepe thanked Mr. Colella for arranging for the Maryland Today article and sending out the newsletter. He reiterated the importance of sharing the posts on their social media platforms.
- 6. **Organization and Leadership Committee Report:** Senator James Rosapepe
  - Recruitment / Appointment
    - Finalizing the CPA Board of Director replacement for Mr. Poterala. President Pines will appoint someone soon.
    - Still searching for Director of External Relations and are in the final stage of hiring the for Communications Specialist
    - We have started appointing the CPA/CPA@Home Advisory Council Members: Dr. Donna Wiseman, Mr. Justin Ross and Dr. Bernadette Ortiz-Brewster have agreed to join and we are looking to recruit locally, regionally and nationally a vast array of professionals with diverse backgrounds. The Advisory Council does not have fiduciary responsibility or required to attend meetings. They will receive updates via email and be invited to advise on topics/issues in their areas of expertise as well as invite them to be guest speakers at the schools. The Advisory Council Members will be added to both websites. Send all recommendations to Senator Rosapepe and Dr. Abu-Arja and then Ms. Feldhaus and Dr. Abu-Arja will contact the individuals and invite them to a welcome meeting to share details about CPA & CPA@Home and the role of the advisory council members.

- Dr. Varma recommended Mark Glovic, Investor in Educational Technology and Roger Khera, Entrepreneur in Information Technology

- Mr. Eubanks thanked Senator Rosapepe for the report.

#### 7. Principals Report: Mr. Gordon Libby and Mr. Steven Baker

- Mr. Baker thanked Dr. Eubanks for the introduction, welcomed Dr. Griffin and shared that College Park Academy started off strong and are already preparing progress reports now that they are five weeks into the school year. Details of the Principals Report can be found in the [slide deck](#).

- **Summer 2022 Program Wrap Up**

#### Edgenuity

Subject	Below Grade Level	On Grade Level	Above Grade Level	Total
Mathematics	75 (61.9%)	27 (22.3%)	19 (15.7%)	121 (100%)
Reading	35 (28.9%)	40 (33.0%)	46 (38.0%)	121 (100%)

- Grade 6 Orientation Week Data: 113/134 (84.3%) New Students Attended!

- Dr. Griffin asked how many students performing below grade level were doing so in both Mathematics and Reading. Mr. Baker confirmed that all students below in reading were also below in mathematics.
- Dr. Varma asked if this year's data was compared with previous year's data and if so, has there been a significant decline in student performance during and post-pandemic. Mr. Baker confirmed that the reading data has remained steady, but the mathematics results have declined slightly.
- Senator Rosapepe pointed out that this data is based on 6<sup>th</sup> grade students who are coming from elementary schools and have yet to experience a College Park Academy education. He asked the principals to look at the grade 6 diagnostic data and the placement data of the current and previous years to ascertain if the data has remained steady or if there is a significant decline in performance.

#### Mathematics Summer Enrichment Program Results

- 74/371 (19.9%) of middle school students participated in the in person ELA/ Mathematics Summer Enrichment Program.
- 4/371 (1.1%) of middle school students needed to take credit recovery over the summer. Those students returned to boundary schools.

#### Summer Bridge Program to HS Biology

- 45/118 (38.1%) Current 8<sup>th</sup> grade students accelerated over the summer in science and are now taking high school biology.

#### ALEKS:

- 46/291 (15.8%) HS Student Participants

ALEKS is a research-based, online, adaptive learning program that offers course products for Math, Chemistry, Statistics, and [more](#). Rooted in 20 years of research and analytics, ALEKS is a proven, online learning platform that helps educators and parents understand each student's knowledge and learning progress in depth, and provides the individual support required for every student to achieve mastery ([Video](#)).

#### Recovery/ Acceleration Program Results

- 15 (5.2%) students in our high school "self-accelerated" over the summer
- 10 (3.4%) high school students had to take credit recovery courses
  - Senator Rosapepe emphasized that CPA should celebrate on the website and social media platforms that only 3.4% of HS students had to take credit recovery and that 5.2% of HS students chose to self-accelerate.

#### • SY 2023 Enrollment Updates

##### SY 2023 Enrollment Updates

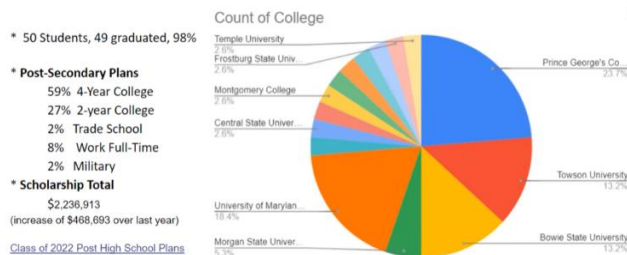
College Park Academy Student Enrollment								
	6	7	8	9	10	11	12	Total
2023 (as of 9/13/22)	119	123	118	95	92	73	73	693
2022	118	121	128	107	80	77	46	677
2021	125	138	136	87	76	52	63	677
2020	141	140	114	88	63	54	61	661
2019	144	121	119	69	60	66	80	659
2018	142	115	110	76	84	85	-	612
2017	148	116	111	103	96	-	-	574
2016	111	111	107	103	-	-	-	432
2015	117	116	125	-	-	-	-	358
2014	151	151	-	-	-	-	-	302

College Park Academy Cathement Area								
	6	7	8	9	10	11	12	Total
2022-23 (as of 9/13/22)	58	59	49	57	23	7	3	256



- **CPA Plus Fall Update**
  - 11 Program Categories, 23 in-person and virtual options offered, 271 seats filled, 15 hourly staff & 14 UMD volunteers

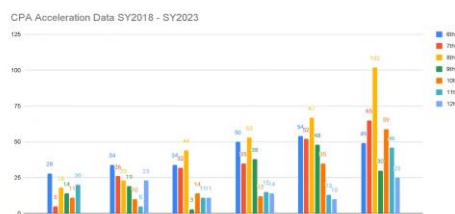
- **Class of 2021 Final Graduation Statistics**



- **AP Summary and Success Stories 2022**

- Increased in students, number of exams and AP students with scores of 3+ for high school.
- Individual Student Success:
  - 10 AP Scholars (Kemisola Benson, Alexandra Cerpas, Laura Charleston, Henry Garner, Erin Gold, Halimatu Ibrahim, Sydney Jackson, Jonathan Lopez, Ethan Pounds and Amanda Wrightson)
  - 2 AP Scholar with Honor (Leah Elesinmogun, Jeremy Mercado),
  - 1 AP Scholar with Distinction (Mariam Kuyateh),
  - 3 AP Capstone Certificates (Leah Elesinmogun, Jonathan Lopez, Alex Majano)
  - 2 AP Capstone Diploma (Mariam Kuyateh, Jeremy Mercado)!
- Teacher Successes:
  - Ms. Miranda is teaching her 1<sup>st</sup> AP Chemistry class this year.
  - Mr. Young had 50% of his 56 students score a 3 or higher on the AP Seminar Exam
  - Ms. Benson-Flannery had 62.5% of her AP English Literature and 75% of her AP Research students score a 3 or higher on their exams.
- Senator Rosapepe asked if the principals have the data on the AP courses taught by Pearson virtual teachers as well to compare them to the CPA teachers. Mr. Baker took note to provide this data in the Academic Affairs Committee meeting for discussion.

[CPA Acceleration Data \(2018 - present\)](#)



- **Fall 2022 Athletics Update**

Mr. Baker thanked the Board on behalf of the staff, parents and students, for investing into the interscholastic athletic program at CPA.

- 75/291 (25.7%) high school students participating in fall athletics
- Coaches hired for JV Boys Soccer and Cross Country
- Still seeking JV Volleyball and JV Girls Soccer coaches
- Soccer and Cross-Country tryouts ongoing
- Soccer game starts 9/28 (We WON!) Cross Country meets in October
- Varsity Volleyball has 5 wins, 0 losses. JV Volleyball lost one game so far
- Middle school basketball starts October 24<sup>th</sup> and High school starts November 15<sup>th</sup>

- **UMD Partnership Update**

- Three seniors are in concurrent enrollment at UMD. There were eight students last year.

Minutes by Sandy Abu-Arja

- Ms. Faith Sears is our new UMD-CPA Liaison for this school year.
- Ms. Chung is preparing our middle school students to virtually attend programming at the University of Maryland
- All of our Signature Program advisors are getting in touch with the appropriate departments at UMD.
- Dr. Kimberly Griffin Dean of the College of Education and Dr. Segun Eubanks (Vice Chair) Director, Center for Education Innovation and Improvement and Professor of Practice visited CPA to tour and view the art installation.
  - Dr. Cohen and Mr. Eubanks expressed their gratitude to Mr. Baker for his presentation of the Principals' Report.
  - Dr. Eubanks wants to spread this learning model regionally and possibly nationally. Senator Rosapepe agreed and said that the success of CPA could serve as incentive to recruit more Advisory Council members.

8. **PTO Report:** Ms. Lisa Davidson, PTO Treasurer

The PTO has been very busy since returning to in-person. They:

- participated in the Family Orientation Meeting where they invited families to join the PTO
- provided a Staff Breakfast the first week of school
- hosted a fundraiser at Jersey Mike's
- will have the first in-person PTO Meeting on October 13<sup>th</sup>
- will organize the Hyattsville Elementary School Zombie Run on October 15<sup>th</sup> (Funds raised for Zombie run will be redirected to class accounts.)
- host their next fundraiser at Franklin's Brew Pub and General Store on December 20<sup>th</sup>
- have a Sign-Up Genius for parents to sign up to donate snacks for teachers throughout the year
- have an ongoing membership drive and the board is welcome to join, as well: [Join the PTO](#)

Budget Report: TD Bank account and PayPal funds have total of \$7,502. \$3,454 are the PTO specific funds; the rest will be distributed across the seven different class accounts.

Ms. Davidson thanked the Board for the start of the new Fall sports and Ms. McBean for creating and keeping the website up-to-date.

- Dr. Eubanks asked Ms. Davidson and Dr. Abu-Arja to send the PTO applications to the Board.

9. **Announcements:** No announcements were made.

10. **Public Comment:** Mrs. Attaberry, CPA Parent: "I have a current CPA Grade 6 student and a former student. I have seen great communication with the parents. It has been a smooth and great experience. Hats off to the team. What a great meeting."

11. **Executive Session**

At 7:25 pm Dr. Eubanks asked for a motion to move to the Executive Session to discuss personnel matters, as permitted under the State's Open Meetings Act. Senator Rosapepe seconded the motion. Dr. Eubanks asked for ayes and nays from the directors. All were in favor. Public session was adjourned.