

**CAMBRIDGE PREPARATORY ACADEMY DC SOMERSET PREPARATORY ACADEMY MINUTES OF  
THE MEETING OF THE BOARD OF DIRECTORS  
February 21, 2018**

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A meeting of the Board of Directors (“Board”) of Cambridge Preparatory Academy DC, dba Somerset Preparatory Academy (“Somerset DC”) was held at Building Hope on February 21, 2018. The meeting convened at approximately 5:30 p.m. pursuant to notice duly given. The following members of the Board participated in the meeting:

Jud Starr

Amber Northern

Joe Bruno

Darya Davis

Danielle Walton

Participating from management were:

Lauren Catalano (Principal/Chief Administrative Officer)

Invited guests attending were:

Jeanette Nunez (Academica)

Ana Diaz (Somerset Inc, Board Member)

Isaias “Cy” Alba (Piliro Mazza, Attorneys at Law)

Ambika J. Biggs (Piliro Mazza, Attorneys at Law)

The Board approved the minutes of the Somerset Preparatory Academy, Board of Director’s Meeting dated January 11th, 2018.

**Findings and recommendations about conflict of interest investigation**

DC Charter Board wanted to understand the relationships between Academica, Somerset Inc. and Building Hope and they wanted to review minutes from board meetings they thought were missing. They collected contracts from all the entities to review, researched services provided by them, and requested meeting minutes thought to be missing. School relationship has corporate agreement with Somerset Academy; contract with Academica for support agreement and services. Academica DC is subsidiary of Academica. Academica has relationship with Charter School Services Corp who provides budget and financial services. Joe Bruno/Building Hope and relationship with Academica was thought to be conflict. Services Somerset gives and amount of payment to them is minimal compared to the

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services provided. Somerset Prep DC and Building Hope has relationship but no conflict of interest exists. Landlord/Tom Porter he resigned from board. The attorneys looked at school reform act and DC public charter school procurement and concluded that no conflict of interest exists and none of the relationships that exist were in conflict.

Somerset Prep DC has Academica as ESP and Charter Services Corp is paid by Academica for services. All entities related but co-exist to work together and there is no conflict.

DC Charter Board will be receiving the findings that were paid for by Prep DC to show how relationships albeit sensitive but clarified with all the findings. Concluded that there is no violation of school board policy.

However, the attorneys did find that the DC Prep school board did not comply with its own conflict of interest, discrepancies, cancellation of meetings in writing, etc. Notices of meetings and cancellations need to be current especially after being publicly posted. Recommendations from the law firm were provided in document from attorney. Keeping adequate records is important; conflict of interest form needs to be signed/returned yearly. Members should disclose any conflicts, train board on conflicts issues, update conflict forms, contracts, board policies. Few different board forms, services provided need to be clearly stated and expectations of those services via contracts and show more exact language because it is hard to measure such broad language, per attorneys. Per Academica, the language is broad so as not to restrict the services they can provide.

DC Prep will put together a list of all the services provided at end of school year to demonstrate what Academica and Somerset Inc did for Prep DC.

Investigation helpful to show transparencies and ways to improve.

**Principal's Report**

Basketball champions of the public charter school association – beat KIP Northeast

Middle school girls undefeated until playoff last year

298 applications for lottery for 2018-2019 school year out of 300, 160 rank of top 3%

82 applications 6<sup>th</sup> grade, 116 for 9<sup>th</sup> grade

Prefer not to accept 10-12<sup>th</sup> graders. Enrolment projections show school doesn't need to accept those upper grade levels to fill spaces.

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Academics: finished 2<sup>nd</sup> admin of Anet exams. Big gains in middle school to close gap. No growth data will be showed. Anet shows instructional, pacing, indicator of how teachers grapple curriculum, if they are on pace. Common core aligned with curriculum and PARC. Research shows using curriculum with fidelity will secure better scores. All DC schools are in network to average scores to show network vs. school. Outperformed network in most subjects per grade levels except 8<sup>th</sup> grade level math. Teacher went on medical leave in 6<sup>th</sup> grade and in 7<sup>th</sup> grade changes, so 8<sup>th</sup> grade shows deficiency. School puts all resources in 8<sup>th</sup> grade math. This year 8<sup>th</sup> grader are bright and fast learners but need to be up to level. Lauren meets with all math teachers every week one period to do math coaching: looking at lessons for the week and make sure teachers can teach and solve (except Ms West)

ANet coach comes Thursday weekly.

High school ELA assessment are struggling 10<sup>th</sup> grade is focus. Mater Academy school has teacher mentor coming every other week for support.

PARC tutoring 3 days a week (30 days in middle school participating). But students not staying – they were expecting 100 days.

New standards PMS scenario: overshooting proficiency rating of what is now. School performance ELA middle school is in mid 30's to be at 40% middle school needs to get 4. For growth, school has to meet all targets. High school PMF – Seniors need to take SAT again 2 more times. SAT prep class daily to help prepare. School is approved test site and students take it free because school paid for 2 tests and students get 1 test free.

Narrowed gap between Jim to Lauren but results don't show much increase despite efforts. PARC dates chosen are the final days allowed. Math will be last.

June 6 seniors graduation; June 6<sup>th</sup> is the 8<sup>th</sup> graders promotion.

Some growth showing in cohort of students but not at rate school would like.

If there isn't substantial growth its about caliber of teachers; school doing all it can to support and help improve.

Future of school = improve teacher quality

Program for teachers to get Master's degree and school will pay for it \$9000 Relay Branch, School needs this program for teacher improvement and there is an application process for teachers to participate that Lauren approves.

New teacher project to partner with DC Prep to develop leaders and provide professional development

Teach for America – contract in development and site visit pending

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Teach like a Champion Fellows program – just contacted Lauren and will help school leaders to be more effective

Intent forms went out to staff; because of expectations and target some staff are uneasy about how hard they will have to work to make it.

New class – digital media with 3 new partners. One being Newseum which offers free resources and will come to campus to help teachers develop curriculum.

Keith More, student, awarded in city hall (honor roll student 24 times) has a disability. Social growth is amazing.

Ms. Rice is performing at Heart with Ms. Rice. Did music video.

Budget needs to reflect better what the school needs are and the reality as well.

ANet is discreet skill based data and shows standards students need to focus on or are performing well; level of detail is helpful to give better feedback to teachers.

\$100K in the 3 assessments with i\_Ready, ANet and math

Next Meeting March 21 @ 8:30 am @ Somerset school location.