

ANNUAL REPORT

School year 2015-16



2015-2016

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Dr. Carla Bailey, Board Chair

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Cedar Tree Academy is committed to academic excellence for all students. We will build the foundation for all students in a safe learning environment designed to enhance social and emotional growth, cognitive and creative development while preparing students to become active independent learners. – No exception, No excuses!

Learn Today, Lead Tomorrow!

1. SCHOOL DESCRIPTION

A. Mission/Vision Statement

Cedar Tree Academy (CTA) is committed to academic excellence for all students. We will build the foundation for all students in a safe learning environment designed to enhance social and emotional growth, cognitive and creative development while preparing students to become active independent learners. – No exception, No excuses!

Cedar Tree Academy believes all children have the right to be respected, accepted and embraced as having capable, young minds. We are committed to academic excellence for all students and achieve this by building a foundation for lifelong learning, in a safe, nurturing learning environment.

B. School Program

Curriculum Design and Instructional Approach

CTA is early childhood learning center for 3, 4 and 5 year old children in grades pre-school, pre-kindergarten, and Kindergarten. Our curriculum is designed to enhance the social and emotional growth as well as cognitive and creative development while preparing students to become active independent learners. We set high expectations for our young students and inspire a genuine love of learning.

All children are capable of achieving bright futures – at Cedar Tree Academy we nurture them so they may *learn today and lead tomorrow*.

Cedar Tree Academy Goals

- We aim to build a solid foundation for future success for every student.
- We stimulate and nurture every child in our care to develop physical, cognitive, social and emotional skills.
- We provide experiences that offer each child the ability to tap in to his or her potential as an individual and as a contributing member of the community.
- We support parents as their children's first teachers. CTA provides parent-child experiences and interactions, which enables the development of each child as a unique individual, ready to succeed in school and life.

In Classrooms, you will see children working on the following:

- learning the letters of the alphabet
- learning to hear the individual sounds in words
- learning new words and how to use them
- learning early writing skills
- learning about written language by looking at books and by listening to stories
- becoming familiar with math and science

Core Academic Programs

Pre-K 3

Mother Goose Time creatively weaves together art projects, music, storytelling, math games and science experiments around a monthly theme. Each month, our activities enable skilled teachers to balance teaching preschool skills and learning objectives. Mother Goose Time is a professionally designed preschool curriculum that nurtures the whole child and supports the child's social, emotional and intellectual growth. Our curriculum materials are complete with a detailed lesson plan guidebook as well as an array of supporting hands-on materials that supports the diverse learning styles of students.

Pre-K 4—Opening the World of Learning (OWL)

Our pre-k 4 students will follow the comprehensive pre-K curriculum, ***Opening the World of Learning (OWL)***. OWL prepares children for Kindergarten with ongoing assessment of research-based success predictors and playful, purposeful, and personalized instruction. OWL is based upon the belief that immersion in a learning-rich, pre-K environment is critical but not sufficient. OWL prepares children for Kindergarten with ongoing assessment based on research.

Kindergarten—Reading Street

Scott Foresman Reading Street is a comprehensive Reading and Language Arts series for the 21st Century. Reading Street delivers classic and soon-to-be classic literature, scientifically research-based instruction, and a wealth of groundbreaking online experiences for high student engagement. *Reading Street Common Core* helps to prioritize instruction to support higher levels of reading and writing.

- Increase text complexity in reading
- Provide accessible rigor
- Balance fiction and informational texts
- Build content-area knowledge
- Emphasize close reading
- Focus on informative/explanatory, argumentative/opinion, and narrative writing
- Implement performance assessments
- Integrate media and 21st century skills

Pearson enVision Math

Pearson enVision Math engages our students as it strengthens their understanding of math. enVision MATH uses problem based interactive learning and visual learning to deepen conceptual understanding. It incorporates bar diagram visual tools to help students be better problem solvers, and it provides data-driven differentiated instruction to ensure success for

every student. *enVisionMATH Common Core* was built from the ground up to meet the Common Core State Standards. Mathematical Practices are deeply rooted in the curriculum. These practices promote student success in mathematics.

Parent Involvement Efforts

Cedar Tree Academy has embarked upon a renewed vision to collaborate with parents in an effort to increase student achievement and create a positive school climate. The table below outlines our Parental Involvement Calendar:

Activity	Date of Activity	Party Responsible
Open Houses	January 9, 2016 January 30, 2016 February 13, 2016 February 27, 2016	Principals, Teachers and Staff
New Parent Orientation	August 21, 2015	Principals, Teachers and Staff
Fall Harvest Festival	October 15, 2015	Parent Center Director, Teachers and all staff
Winter Extravaganza	December 15-17, 2015	All Teachers and Staff
Dr. Seuss Week	March 1-4, 2016	All Teachers and Staff
PTO Meetings	First Tuesday of each month	Parents Teachers and Staff
Planting of the School Garden	April 28 – May 2, 2016	All Parents and Staff
Multi- Cultural	May 9-13, 2016	All Teachers, Staff, Parents and Students
Kindergarten Graduation	June 16, 2016	Kindergarten Teachers and Staff

2. SCHOOL PERFORMANCE

A. Performance and Progress

1. Cedar Tree Academy is committed to academic excellence for all students. We will achieve individual measurable academic outcomes through a rigorous, engaging, and safe learning environment designed to build a strong foundation in all areas of development.

Student Achievement

Cedar Tree Academy Public Charter School adopted the Performance Management Framework (PMF) as its goals and academic achievement expectations. The chartering authority, DC Public Charter School Board will report the academic achievement of Cedar Tree in its annual publication of the PMF results.

Lessons Learned and Actions Taken

The staff at Cedar Tree Academy continues to learn valuable lessons about Early Childhood education. We have continued our three person teaching model which includes a Teacher, an Instructional Assistant and Associate Teacher in each classroom. After reviewing our data and learning that our girls outperformed the boys in every measure, we will be focusing our attention to the gender gap that exist at Cedar Tree. The Associate teacher will reinforce all learned skills as well as work in small groups aimed at oral language development particularly with the boys. All teachers continue to participate in staff development seminars to help them learn more about child growth and development. The skills that they learn are then implemented in the classroom as much as possible.

Unique Accomplishments

- Hosted a successful Middle States visit. We are awaiting final confirmation of our status of Accreditation
- Hosted our Second Multicultural Celebration where students were exposed to 15 different countries and cultures.
- Continued a partnership with Jumpstart from American University to increase academic achievement.
- Partnered with Martha Table to host the Joyful Food Market where food was provided to families in need of nutritional food items.
- Continued a partnership with the Southeast Tennis and Learning Center where students learned the game of tennis from professional tennis players.

List of Donors

Contributor Name	Amount
Far Southeast Family Strengthening Collaborative	\$22,024
Jinnae Monroe	\$500

SY 2015-16 Annual Report Campus Data Report

Source	Data Point
PCSB	LEA Name: Cedar Tree Academy PCS
PCSB	Campus Name: Cedar Tree PCS
PCSB	Grades served: PK3-K
PCSB	Overall Audited Enrollment: 366

Enrollment by grade level according to OSSE's Audited Enrollment Report

Grade	PK3	PK4	KG	1	2	3	4	5	6
Student Count	103	151	112	0	0	0	0	0	0
Grade	7	8	9	10	11	12	Alternative	Adult	SPED*
Student Count	0	0	0	0	0	0	0	0	0

*Note: This field is only filled in for St. Coletta Special Education PCS as it is the only charter LEA that exclusively serves students with disabilities.

STUDENT DATA POINTS	
School	Total number of instructional days: 182 Number of instructional days, not including holidays or professional development days, for the majority of the school. If your school has certain grades with different calendars, please note it.
PCSB	Suspension Rate: 0.0% $\frac{\text{number of students with out of school suspensions and in the school's 2015 audit}}{\text{number of students enrolled as of Oct. 2015 audit}} \times 100$
PCSB	Expulsion Rate: 0.0% $\frac{\text{number of students expelled and in the school's 2015 audit}}{\text{number of students enrolled as of Oct. 2015 audit}} \times 100$
PCSB	Instructional Time Lost to Out-of-School Suspension Rate: 0.0% $\frac{(\text{sum of all suspension days for all students due to out of school suspensions})}{(\text{sum of enrollment days for all students for the SY 2015 – 16 school year})} \times 100$
PCSB	Average Daily Attendance: The SRA requires annual reports to include a school's average daily membership. To meet this requirement, PCSB will provide following verified data points: (1) audited enrollment; (2) mid-year withdrawals; and (3) mid-year entries. (No action necessary.)
PCSB	Midyear Withdrawals: Validated in mid-August $\frac{\text{number of students in the Oct. 2015 audit count who are not on the school's roster through May 31, 2016}}{\text{number of students enrolled as of Oct 2015 audit}} \times 100$
PCSB	Midyear Entries: Validated in mid-August

	$\frac{\text{number of students who enroll after Oct. 2015 audit and remained enrolled through May 31, 2016}}{\text{number of students enrolled as of Oct. 2015 audit}} \times 100$
PCSB	Promotion Rate: 99.5% $\frac{\text{number of students who advanced } \geq 1 \text{ grade level in the LEA based on the grade level in the Oct. 2014 and Oct. 2015 audited enrollment files}}{\text{number of students enrolled as of Oct. 2015 audit}} \times 100$
PCSB (SY14-15)	College Acceptance Rates: <i>Not applicable</i> $\frac{\text{number of 12 grade students accepted to a full time college or university}}{\text{number of 12 grade students}} \times 100$
PCSB (SY14-15)	College Admission Test Scores: <i>Not applicable</i> $\frac{\text{number of current grade 12 students scoring at least 800 in SAT & 16 or higher in ACT}}{\text{number of grade 12 students}} \times 100$
PCSB (SY14-15)	Graduation Rates: <i>Not applicable</i> $\frac{\text{number of students in cohort who graduated by June or August 2015 with a standard diploma}}{\text{number of first time grade 9 students in fall 2011 + transfers in - transfers out - emigrants - students who pass away}} \times 100$
FACULTY AND STAFF DATA POINTS	
School	Teacher Attrition Rate: 14% $\frac{\text{number of teachers retired/resigned/outplaced between October 5, 2015 and first day of school in 2016}}{\text{(number of teachers employed as of October 5, 2015)}} \times 100$
School	Number of Teachers: 21 "Teacher" is defined as any adult responsible for the instruction of students at least 50% of the time, including, but not limited to, lead teachers, teacher residents, special education teachers, and teacher fellows.
School	Teacher Salary 1. Average: \$55,600 2. Range -- Minimum: \$ 50,0000 Maximum: \$ 61,200

Appendix A: Staff Roster

Full Time Employee Roster		
Last Name	First Name	Role/Responsibility
Alston	Gloria	Paraprofessional
Avery	Emahn	Associate Teacher
Bailey	Jennifer	Paraprofessional
Barnhill	Darnell	Security
Brown	Darlene	Teacher
Brown	Jasmine	Associate Teacher
Brown	Lola	Teacher
Bryant	Natasha	Teacher
Cann	Dequirry	Paraprofessional
Coleman	Danieta	Admin Assistant
Curtis	Delontae	Paraprofessional
Dorsey	Juanita	Paraprofessional
Edison	Celenease	Director of Curriculum & Instruction
Edison	Trinity	Associate Teacher
Ennels	Monica	Paraprofessional
Eubanks	Jasmine	PE Teacher
Faulker	Amber	Building Aide
Garner	Tyrell	Paraprofessional
Hannah	Dayna	Teacher
Harvey	Brittany	Paraprofessional
Henderson	LaTonya	Executive Director
Henderson	Marquisha	Teacher
Hill	Christen Camille	Music Teacher
Jackson	Camille	Paraprofessional
Jayanthi	Usha	Director of Finance
Johnson	Todd	Director - Before/After Care
Johnson	Aminah Hadiyah	Teacher
Jolley	Kolesia	Paraprofessional
Jones	Dennis	Teacher
Jones	Diamond	Associate Teacher
Jones	Monique	Associate Teacher
Kelley	Shirl	Paraprofessional
Kelly	Justine	Paraprofessional
Kent	Jin K	Food Service
Knox-Smith	Crystal	Teacher
Lancaster	Deborah	Paraprofessional
Lewis	Jessica	Director of Enrollment and Marketing
Lewis Breedlove	Robinette	Director of Operations and Parent Outreach
Long	Sadiqa	School Counselor

Lowe	Freddie	Teacher
Mack	Whitney	Teacher
Matta	Anastashia	Teacher
McClain	Trinika	Teacher
McQueen	Tiffany	Paraprofessional
Paige	Tiara	Teacher
Palmer	Bernadette	Teacher
Park	Elisa	Food Service
Ray	Regina	Special Education Coordinator/Teacher
Rosario	Alexis	Teacher
Ross	Monique	Associate Teacher
Scott	LaTasha Scott	Associate Teacher
Smith	Francine Christine	Admin Assistant
Stevens	Lauren	Teacher
Stewart	Emma	Paraprofessional
Taylor	Courtney	Paraprofessional
Thannie	Jazzmine	Spanish Teacher
Thomas	Stephanie	Associate Teacher
Tucker	Meghan	Teacher
Watson	Jesse	Associate Teacher
Weatherspoon	Kameka	Paraprofessional
Williams	Justin	Paraprofessional
Wooten	Francis	Teacher

Staff Qualifications

All teachers are highly qualified at Cedar Tree Academy. The minimum qualification for teachers is a Bachelor's Degree. Fifty percent of the teachers hold Master's Degrees. All teachers were employed during the 15-16 school year.

Appendix B: Board Roster 2015-2016

Board Member	Position	Residency
Carla Bailey	Board Chair	Non-District of Columbia Resident
Monica Ray	Board Co-Chair	District of Columbia Resident
Vaun Cleveland	Treasurer	District of Columbia Resident
Jewell Goodman	Secretary	District of Columbia Resident
Antwon Biddy Sr.	Parent	District of Columbia Resident
Arneice Williams	Parent	District of Columbia Resident
Sandy Allen	Member	District of Columbia Resident
LaTonya Henderson	Ex-Officio	Non-District of Columbia Resident

All Cedar Tree Board members were elected in August 2013. The term for Trustees shall be 5 years. Trustees shall serve no more than three (3) consecutive terms. Each term will expire August 2018.

Appendix C: Unaudited Year End Financial Statement

CEDAR TREE ACADEMY PUBLIC CHARTER SCHOOL		
FY16 Financials		
	Actual	Budget
Revenue		
State and Local Revenue	\$6,914,122.63	\$6,811,109.73
Federal Revenue	\$90,297.75	\$66,005.15
Private Grants and Donations	\$22,474.05	\$120,000.00
Earned Fees	\$21,206.36	\$360,037.44
Donated Revenue	\$0.00	\$0.00
Total Revenue	7,048,101	7,357,152
Expenses		
Salaries	\$3,388,661.05	\$3,506,523.82
Benefits and Taxes	\$606,918.67	\$644,474.52
Contracted Staff	\$72,176.00	\$60,000.00
Staff-Related Costs	\$335,756.73	\$172,485.60
Rent	\$0.00	\$0.00
Occupancy Service	\$410,285.53	\$438,394.44
Direct Student Expense	\$768,089.11	\$738,896.60
Office & Business Expense	\$613,961.11	\$933,660.12
Interest	\$191,416.54	\$198,522.00
Depreciation and Amortization	\$315,711.00	\$340,293.00
Total Expenses	6,702,976	7,033,250
Net Income	345,125	323,902

CEDAR TREE ACADEMY PUBLIC CHARTER SCHOOL

FY16 Balance Sheet			
Balance Sheet			
Assets		Amount	
Assets			
	Current Assets		
	Cash		\$10,402,403
	Accounts Receivable		\$49,026
	Other Current Assets		(\$252,571)
	Total Current Assets		\$10,198,858
	Noncurrent Assets		
	Operating Fixed Asssets, Net		\$270,588
	Facilities, Net		\$8,992,623
	Total Noncurrent Assets		\$9,263,211
	Total Assets		\$19,462,068
Liabilities and Equity		Amount	
Liabilities and Equity			
	Current Liabilities		
	Accounts Payable		\$120,203
	Other Current Liabilities		\$283,595
	Total Current Liabilities		\$403,798
	Long-Term Liabilities		
	Senior Debt		\$6,156,824
	Total Long-Term Liabilities		\$6,156,824
	Equity		
	Unrestricted Net Assets		\$12,556,322
	Net Income		\$345,125
	Total Equity		\$12,901,447
	Total Liabilities and Equity		\$19,462,068

Appendix D: Approved Budget

CEDAR TREE ACADEMY PUBLIC CHARTER SCHOOL		
FY17 Approved Budget		
FY17 Budget		
Revenue		
	State and Local Revenue	\$6,383,175
	Federal Revenue	\$363,066
	Private Revenue	\$385,001
Total Revenue		\$7,131,242
Operating Expense		
	Staff-Related Expense	\$4,321,159
	Occupancy Expense	\$484,312
	Student Expense	\$787,257
	General & Admin	\$673,665
	Contingency	\$107,225
Total Operating Expense		\$6,373,618
Net Operating Income		\$757,624
Interest, Depreciation		
	Depreciation, Amortization, & Interest	\$499,797
Total Expenses		\$6,873,415
Net Income		\$257,827