

# Application: The Bronx Charter School for Children

Denise Alexander - dalexander@tbcsc.org  
2021-2022 Annual Report

## Entry 1 School Info and Cover Page

Completed - Aug 1 2022

### Instructions

#### Required of ALL Charter Schools

Each Annual Report begins with a completed School Information and Cover Page. The information is collected in a survey format within Annual Report portal. When entering information in the portal, some of the following items may not appear, depending on your authorizer and/or your responses to related items.

## Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2021-2022 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer (**as of June 30, 2022**) or you may not be assigned the correct tasks.

## BASIC INFORMATION

### a. SCHOOL NAME

(Select name from the drop down menu)

BRONX CHARTER SCHOOL FOR CHILDREN 800000056172

### a1. Popular School Name

The Bronx Charter School for Children

**b. CHARTER AUTHORIZER (As of June 30th, 2021)**

Please select the correct authorizer as of June 30, 2022 or you may not be assigned the correct tasks.

BOARD OF REGENTS

**d. DISTRICT / CSD OF LOCATION**

CSD # 7 - BRONX

**e. DATE OF INITIAL CHARTER**

1/2003

**f. DATE FIRST OPENED FOR INSTRUCTION**

9/2004

**c. School Unionized**

Is your charter school unionized?

No

**f. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)**

MISSION STATEMENT

The mission of Bronx Charter School for Children is to empower our children to achieve their greatest potential both as scholars and as members of their communities.

---

**g. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)**

KEY DESIGN ELEMENTS (Briefly describe each Key Design Elements (KDE) as presented in the schools approved charter. KDEs are those general aspects of the school that are innovative or unique to the school's mission and goals, are core to the school's overall design, and are critical to its success.

|        |   |
|--------|---|
| KDE 1  | Fostering Academic Excellence: By supporting skilled and dedicated teacher who maintain high standards, motivate our scholars and collaborate with our families |
| KDE 2  | Nurturing the Whole Child: By creating engaged learners, encouraging honesty and guiding social and emotional development                                       |
| KDE 3  | Ensuring a Safe Environment: By promoting mutual respect in our divers community of scholars, teachers and families   |
| KDE 4  | Developing Critical Thinkers: By encouraging intellectual curiosity and rewarding independent and creative problem solvers                                      |
| KDE 5  | Building Partnerships: By welcoming our families, staff and members of the wider community to participate in and celebrate the successes of our scholars        |
| KDE 6  | (No response)   |
| KDE 7  | (No response)   |
| KDE 8  | (No response)   |
| KDE 9  | (No response)   |
| KDE 10 | (No response)   |

**Need additional space for variables**

No

**h. SCHOOL WEB ADDRESS (URL)**

[www.tbcsc.org](http://www.tbcsc.org)

**i. Total Approved Charter Enrollment for 2021-2022 School Year (exclude Pre-K program enrollment)**

590

**j. Total Enrollment on June 30, 2022 (exclude Pre-K program enrollment)**

485

**k. Grades Served during the 2021-2022 School Year (exclude Pre-K program students)**

Check all that apply

Grades Served

K, 1, 2, 3, 4, 5, 6, 7

**11. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?**

No

## FACILITIES INFORMATION

**m. FACILITIES**

Will the school maintain or operate multiple sites in 2022-2023?

|  |              |
|--|--------------|
|  | Yes, 2 sites |
|--|--------------|

**BRONX CHARTER SCHOOL FOR CHILDREN 800000056172**

**School Site 1 (Primary)**

**m1. SCHOOL SITES**

Please provide information on Site 1 for the upcoming school year.

|        | Physical Address | Phone Number | District/CSD | Grades to be Served at Site for coming year (K-5, 6-9, etc.) | Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No). |
|--------|------------------|--------------|--------------|--|--|
| Site 1 | 388 Willis Ave   | 718-402-3300 | NYC CSD 7    | K-5, 7   | 7  |

**m1a. Please provide the contact information for Site 1.**

|   | Name             | Title                                  | Work Phone   | Alternate Phone | Email Address |
|---|------------------|--|--------------|-----------------|---------------|
| School Leader                             | Tina Maiuolo     | Principal                              | 718-402-3300 |                 |               |
| Operational Leader                        | Kayla De La Cruz | Ops. Manager                           | 718-402-3300 |                 |               |
| Compliance Contact                        | Candice Manzano  | Dir. of Ops.                           | 718-402-3300 |                 |               |
| Complaint Contact                         | Denise Alexander | Exec. Director                         | 718-402-3300 |                 |               |
| DASA Coordinator                          | Carolyn Lashley  | Dir. of Culture and Scholar Engagement | 718-402-3300 |                 |               |
| Phone Contact for After Hours Emergencies | Candice Manzano  | Dir. of Ops.                           | 718-402-3300 |                 |               |

**m1b. Is site 1 in public (co-located) space or in private space?**

Private Space

**IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC**

**m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 1 if located in private space in NYC or located outside of NYC .**

**Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2021.**

- **Fire inspection certificates must be updated annually. For the upcoming school year 2022-2023, the fire inspection certificate must be dated after July 1, 2021.**
- **If the fire inspection certificate is dated after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2022.**

**Site 1 Certificate of Occupancy (COO)**

---

**Site 1 Fire Inspection Report**

**The Bronx Charter School for Children**

---

**School Site 2**

---

**m2. SCHOOL SITES**

Please provide information on Site 2 for the upcoming school year.

|        | Physical Address      | Phone Number | District/CSD | Grades to be Served at Site for coming year (K-5, 6-9, etc.) | Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No). |
|--------|-----------------------|--------------|--------------|--|--|
| Site 2 | 423 East 138th Street | 929-399-8100 | NYC CSD 7    | 6,8  | 6,8  |

---

**m2a. Please provide the contact information for Site 2.**

|   | Name             | Title                                  | Work Phone   | Alternate Phone | Email Address |
|---|------------------|--|--------------|-----------------|---------------|
| School Leader                             | Richard Gonzalez | Principal                              |              |                 |               |
| Operational Leader                        | Thresa Lopez     | Ops. Manager                           |              |                 |               |
| Compliance Contact                        | Candice Manzano  | Dir. of Ops                            |              |                 |               |
| Complaint Contact                         | Denise Alexander | Exec. Director                         | 718-402-3300 |                 |               |
| DASA Coordinator                          | Carolyn Lashley  | Dir. of Culture and Scholar Engagement |              |                 |               |
| Phone Contact for After Hours Emergencies | Candice Manzano  | Dir. of Ops.                           |              |                 |               |

**m2b. Is site 2 in public (co-located) space or in private space?**

Private Space

**IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC**

**m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 1 if located in private space in NYC or located outside of NYC .**

**Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2022.**

- **Fire inspection certificates must be updated annually. For the upcoming school year 2022-2023, the fire inspection certificate must be dated after July 1, 2022.**
- **If the fire inspection certificate expires after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2022. Please note in the portal that this is the case**

**Site 1 Certificate of Occupancy (COO)**

[CoOs.pdf](#)

**Filename:** CoOs.pdf **Size:** 135.4 kB

---

**Site 2 Fire Inspection Report**

[Fire Inspections 21-22.pdf](#)

**Filename:** Fire Inspections 21-22.pdf **Size:** 532.8 kB

---

**CHARTER REVISIONS DURING THE 2021-2022 SCHOOL YEAR**

---

**n1. Were there any revisions to the school's charter during the 2021-2022 school year? (Please include approved or pending material and non-material charter revisions).**

No

---

**o. Has your school's Board of Trustee's approved a budget for the 2021-2022 FY?**

Yes

---

## ATTESTATIONS

p. Individual Primarily Responsible for Submitting the Annual Report. (To write type in a phone number with an extension, please use this format: 123-456-7890-3. The dash and number 3 at the end of the phone number refers to the individual's phone extension. Do not type in the work extension or the abbreviation for it - just the dash and the extension number after the phone number).

|                 |  |
|-----------------|--|
| Name            | Denise Alexander   |
| Position        | Executive Director   |
| Phone/Extension | 718-402-3300   |
| Email           | <a href="mailto:dalexander@tbcsc.org">dalexander@tbcsc.org</a> |

p. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that our school has reviewed, understands and will comply with the employee clearance and fingerprint requirements as outlined in Entry 10 and found in the [NYSED CSO Fingerprint Clearance Oct 2019 Memo](#). Click **YES** to agree.

### Responses Selected:

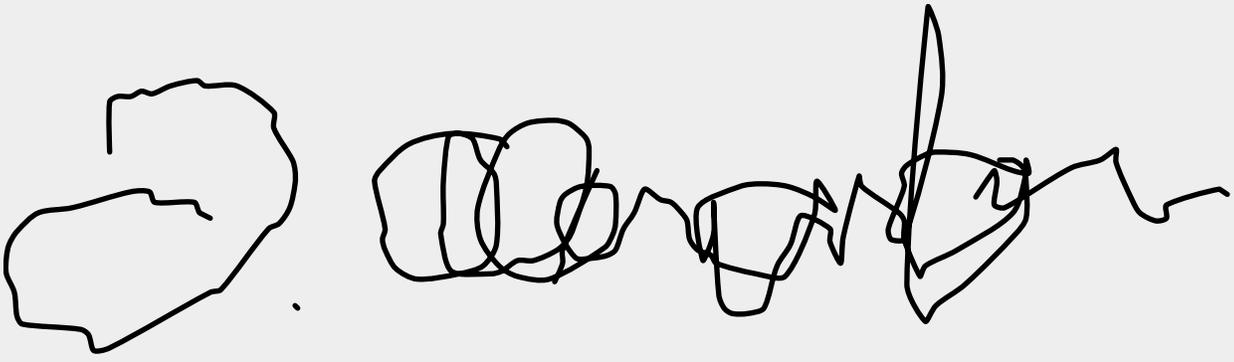
Yes

q. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in any part of this report is found to have been deliberately misrepresented, that will constitute grounds for the revocation of our charter. Click **YES** to agree and then use the mouse on your PC or the stylus on your mobile device to sign your name).

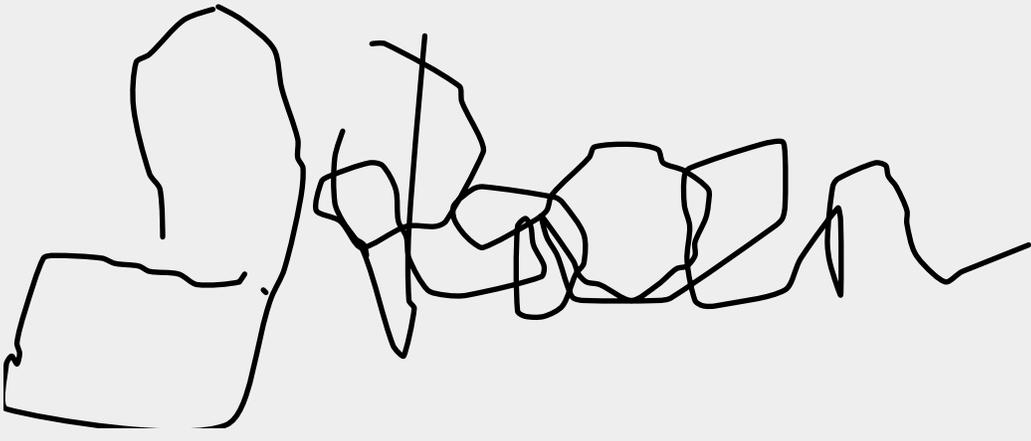
### Responses Selected:

Yes

Signature, Head of Charter School

A handwritten signature in black ink on a light gray background. The signature is highly stylized and cursive, starting with a large, rounded initial letter and followed by several loops and a long, sweeping tail.

Signature, President of the Board of Trustees

A handwritten signature in black ink on a light gray background. The signature is highly stylized and cursive, starting with a large, rounded initial letter and followed by several loops and a long, sweeping tail.

Date

Aug 1 2022

Thank you.



## Entry 3 Progress Toward Goals

Completed - Nov 1 2022

## Instructions

Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2022**.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

## **Entry 3 Progress Toward Goals**

### **PROGRESS TOWARD CHARTER GOALS**

#### **Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY**

Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 2, 2022.

---

**BRONX CHARTER SCHOOL FOR CHILDREN 800000056172**

---

#### **1. ACADEMIC STUDENT PERFORMANCE GOALS**

#### **Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY**

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2022**.

---

2021-2022 Progress Toward Attainment of Academic Goals

|                 | Academic Student Performance Goal   | Measure Used to Evaluate Progress Toward Attainment of Goal | Goal - Met, Not Met or Unable to Assess | If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable   |
|-----------------|---|---|---|---|
| Academic Goal 1 | Each year the percent of students in 3rd 5th grades maintain at minimum a proficient testing level on the NYS ELA assessment compared to the previous year's performance.   |   | Unable to Assess                        | This academic goal is not measurable due to the context of State testing during the 20-21 school year; however, based on the 21-22 results an internal Corrective Action Plan that addresses: data analysis, direct instruction, differentiated instruction (process), vocabulary instruction and scholar goal setting. |
| Academic Goal 2 | Each year the 5 of students grades 3rd 5th maintain at Academic goal 2 minimum a proficient testing level on the NYS Mathematics assessment. New York State Mathematics Assessment compared to the previous year's performance. |   | Unable to Assess                        | This academic goal is not measurable due to the context of State testing during the 20-21 school year; however, based on the 21-22 results an internal Corrective Action Plan that addresses: data analysis, direct instruction, differentiated instruction (process), vocabulary instruction and scholar goal setting. |

|                 |   |  |                  |   |
|-----------------|---|--|------------------|---|
| Academic Goal 3 | Each year the percent of students who perform at or above Level 3 on NYS ELA Assessment in each grade tested will be greater than that of CSD7 and the State proficiency average.                 |  | Unable to Assess | This academic goal is not measurable due to the context of State testing during the 20-21 school year; however, based on the 21-22 results an internal Corrective Action Plan that addresses: data analysis, direct instruction, differentiated instruction (process), vocabulary instruction and scholar goal setting. |
| Academic Goal 4 | Each year the percent of the students who perform at or above level 3 on the NYS Mathematics Assessment in each grade tested will be greater than that of CSD7 and the State proficiency average. |  | Unable to Assess | This academic goal is not measurable due to the context of State testing during the 20-21 school year; however, based on the 21-22 results an internal Corrective Action Plan that addresses: data analysis, direct instruction, differentiated instruction (process), vocabulary instruction and scholar goal setting. |
| Academic Goal 5 | Each year the number of SWD who perform at or above a level 3 on the NYS ELA test will increase.  |  | Unable to Assess | This academic goal is not measurable due to the context of State testing during the 20-21 school year; however, based on the 21-22 results an internal Corrective Action Plan that addresses:   |

|                 |   |  |                  |   |
|-----------------|---|--|------------------|---|
|                 |   |  |                  | data analysis, direct instruction, differentiated instruction (process), vocabulary instruction and scholar goal setting.   |
| Academic Goal 6 | Each year the number of MLLs who perform at or above a level 3 on the NYS ELA test will increase. |  | Unable to Assess | This academic goal is not measurable due to the context of State testing during the 20-21 school year; however, based on the 21-22 results an internal Corrective Action Plan that addresses: data analysis, direct instruction, differentiated instruction (process), vocabulary instruction and scholar goal setting. |
| Academic Goal 7 | Each year the number SWD who perform at or above a level 3 on the NYS Math test will increase.    |  | Unable to Assess | This academic goal is not measurable due to the context of State testing during the 20-21 school year; however, based on the 21-22 results an internal Corrective Action Plan that addresses: data analysis, direct instruction, differentiated instruction (process), vocabulary instruction and scholar goal setting. |
| Academic Goal 8 | Each year the number of MLLs who perform at or  |  | Unable to Assess | This academic goal is not measurable due to the context of  |

|                  |   |  |  |  |
|------------------|---|--|--|--|
|                  | above a level 3 on the NYS Math test will increase. |  |  | State testing during the 20-21 school year; however, based on the 21-22 results an internal Corrective Action Plan that addresses: data analysis, direct instruction, differentiated instruction (process), vocabulary instruction and scholar goal setting. |
| Academic Goal 9  |   |  |  |  |
| Academic Goal 10 |   |  |  |  |

2. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

**For the 2021-2022 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.**

2021-2022 Progress Toward Attainment of Organization Goals

|            | Organizational Goal  | Measure Used to Evaluate Progress   | Goal - Met, Not Met, or Unable to Assess | If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable   |
|------------|--|---|--|---|
| Org Goal 1 | Each year the school will receive high rates of attendance, and low student attrition rates. Attendance Target: 96%        | Attendance record on PowerSchool and ATS  | Not Met                                  | TBCSC attendance average was 93% mainly due to COVID-19 related absences. The school will continue to disseminate information promoting health habits that mitigate COVID 19 and other viruses including the flu. TBCSC will also implement the following in the 22-23 SY:<br>-Incentivize attendance with class competition and recognition of scholars/families with perfect or close to perfect attendance.<br>-Communicate more regularly to families the importance of daily and on time attendance. |
| Org Goal 2 | Each year TBCSC will achieve an enrollment rate (define as full time equivalent, FTE) of at least 95% of students enrolled | Completed enrollment packets, official class lists, Attendance Reconciliation reports | Not Met                                  | TBCSC enrollment was 83% of the school's enrollment target. The school will implement the following in efforts to increase enrollment   |

|            |  |   |     |   |
|------------|--|---|-----|---|
|            | for the school year divided by the enrollment capacity for said school year.   |   |     | numbers and to retain enrolled scholars until the last day of school: |
| Org Goal 3 | Each year student the student attrition rate will be at or lower than 10%.   | Enrollment and attendance records                                 | Met |   |
| Org Goal 4 | Each year at least 80% of families will complete the TBCSC Internal Family Survey.   | Survey response rates   | Met |   |
| Org Goal 5 | Each year at least 89% of families who complete the Annual Survey will express satisfaction with the school by indicating a positive response to each survey item related to satisfaction. | Survey response analysis  | Met |   |
| Org Goal 6 | Each year at least 90% of all parents/guardians will attend Parent Teacher Conferences (2x/yearly)   | Parent Teacher Conference Sign-In forms                           | Met | *Meetings were virtual*   |
| Org Goal 7 | Each year the school will comply with all applicable laws, rules, regulations and contract terms including but not limited to NY Charter School Act,                                       | SED Deficiency Notices, State Compliance Met notices, DOH notices | Met |   |

|             |  |  |  |  |
|-------------|--|--|--|--|
|             | the NY Freedom Information Law, the Federal Individuals with Disabilities Education Act, ESSA, and The Federal Family Educational Rights and Privacy Act . |  |  |  |
| Org Goal 8  |  |  |  |  |
| Org Goal 9  |  |  |  |  |
| Org Goal 10 |  |  |  |  |
| Org Goal 11 |  |  |  |  |
| Org Goal 12 |  |  |  |  |
| Org Goal 13 |  |  |  |  |
| Org Goal 14 |  |  |  |  |
| Org Goal 15 |  |  |  |  |
| Org Goal 16 |  |  |  |  |
| Org Goal 17 |  |  |  |  |
| Org Goal 18 |  |  |  |  |
| Org Goal 19 |  |  |  |  |
| Org Goal 20 |  |  |  |  |

**5. Do have more organizational goals to add?**

No

**6. FINANCIAL GOALS**

**2021-2022 Progress Toward Attainment of Financial Goals**

|                  | Financial Goals  | Measure Used to Evaluate Progress        | Goal - Met, Not Met, or Partially Met | If not met, describe efforts the school will take to meet goal. |
|------------------|--|--|---------------------------------------|---|
| Financial Goal 1 | Each year the school will undergo an independent financial audit that will results in qualified opinion and no major negligent findings. | Audited Financials and Management Letter | Met                                   |   |
| Financial Goal 2 | Each year the school will operate on a balanced budget and maintain a stable financial condition.  | Audited Financials                       | Met                                   |   |
| Financial Goal 3 |  |  |                                       |   |
| Financial Goal 4 |  |  |                                       |   |
| Financial Goal 5 |  |  |                                       |   |

**7. Do have more financial goals to add?**

No

Thank you.

**Entry 4 - Audited Financial Statements**

Completed - Nov 1 2022

**Required of ALL Charter Schools**

**ALL SUNY-authorized charter schools** must upload the financial statements and related documents in PDF format into the SUNY Epicenter system no later than **November 1, 2022**. SUNY CSI will forward to NYSED CSO. **SUNY-authorized charter schools** are asked to ensure that security features such as password protection are turned off.

**ALL Regents, NYCDOE, and Buffalo BOE-authorized charter schools** must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2022**. Upload the independent auditor’s report, any advisory and/or management letter, and the internal controls report as one submission, combined into a PDF file, ensuring that security features such as password protections are removed from all school uploaded documents.

**PLEASE NOTE: This task appears as visible and optional task in the online portal until August 1 2022 but will be identified as a required task thereafter and due on November 1, 2022. This is a required task, and it is marked optional for administrative purposes only.**

## **[FS Final - The Bronx Charter School 06302022](#)**

Filename: FS\_Final\_-\_The\_Bronx\_Charter\_Schoo\_UUFOD6c.pdf Size: 736.9 kB

## **Entry 4b – Audited Financial Report Template (BOR/NYC/BOE)**

Completed - Nov 1 2022

### **[Instructions - Regents-Authorized Charter Schools ONLY](#)**

Regents-authorized schools must download and complete the Excel spreadsheet entitled “Audited Financial Report Template” from the online portal or the [2021-2022 Annual Reports](#) webpage. Upload the completed file in Excel format and submit by **November 1, 2022**.

**EDUCATION CORPORATIONS WITH MORE THAN ONE SCHOOL SHOULD COMPLETE THE EXCEL SPREADSHEET FOR THE EDUCATION CORPORATION AS A WHOLE, NOT FOR THE INDIVIDUAL SCHOOLS. PLEASE SUBMIT THE SAME EXCEL SPREADSHEET FOR EACH OF THE SCHOOLS.**

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

### **[auditedfinancialreporttemplate-nysed](#)**

Filename: auditedfinancialreporttemplate-nysed.xlsx Size: 74.9 kB

## **Entry 4c – Additional Financial Documents**

Completed - Nov 1 2022

**[Instructions - Regents, NYCDOE and Buffalo BOE authorized schools](#)** must upload financial documents and submit by **November 1, 2022**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a “federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold.”

1. Advisory and/or Management letter
2. Federal Single Audit
3. CSP Agreed-Upon Procedure Report
4. Evidence of Required Escrow Account for each school<sup>[1]</sup>
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

---

<sup>[1]</sup> Note: For BOR schools chartered or renewed after the 2017-2018 school year, the escrow account per school is \$100,000.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

### **[Escrow](#)**

Filename: Escrow.pdf Size: 292.4 kB

## **[ML - The Bronx Charter School 06302022](#)**

Filename: ML\_-\_The\_Bronx\_Charter\_School\_06302022.pdf Size: 417.0 kB

## **Entry 4d - Financial Services Contact Information**

Completed - Nov 1 2022

**Regents, NYCDOE, and Buffalo BOE authorized schools** should enter financial contact information directly into the form within the portal by **November 1, 2022**.

# Form for "Financial Services Contact Information"

## 1. School Based Fiscal Contact Information

|  | School Based Fiscal Contact Name | School Based Fiscal Contact Email                            | School Based Fiscal Contact Phone |
|--|----------------------------------|--|-----------------------------------|
|  | Anastasiya Rosenbaum             | <a href="mailto:arosenbaum@bcsc.org">arosenbaum@bcsc.org</a> | 718-402-3300                      |

## 2. Audit Firm Contact Information

|  | School Audit Contact Name                              | School Audit Contact Email | School Audit Contact Phone | Years Working With This Audit Firm |
|--|--|----------------------------|----------------------------|------------------------------------|
|  | Derek Flanagan,<br>CPA; Galleros<br>Robinson CPAs, LLP |                            |                            | 2                                  |

## 3. If applicable, please provide contact information for the school's outsourced financial services firm.

|  | Firm Name | Contact Person | Mailing Address | Email | Phone | Years With Firm |
|--|-----------|----------------|-----------------|-------|-------|-----------------|
|  |           |                |                 |       |       |                 |

## Entry 5 – Fiscal Year 2022-2023 Budget

Completed - Aug 1 2022

**SUNY-authorized charter schools** should download the [2022-23 Budget and Quarterly Report Template and the 2022-23 Budget Narrative Questionnaire](#) from the SUNY website and upload the completed template into Epicenter. SUNY CSI will forward to NYSED CSO. **Due November 1, 2022.**

**Regents, NYCDOE, and Buffalo BOE authorized charter schools** should upload a copy of the school's FY22 Budget using the [2022-2023 Budget Template](#) in the portal or from the Annual Report website. **Due November 1, 2022.**

The assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

[TBCSC 2022-2023 Budget](#)

## Entry 6 – Board of Trustees Disclosure of Financial Interest Form

Completed - Aug 1 2022

Due on August 1, 2022, each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2021-2022 school year must complete and sign a [Trustee Disclosure of Financial Interest Form](#). Acceptable signature formats include:

- Digitally certified PDF signature (i.e., DocuSign)
- Manual signature (1. download to print, 2. manually sign, 3. scan signed document to PDF, and 4. upload into portal)

All completed forms must be collected and uploaded in .PDF format for each individual member. **The education corporation is responsible for completing the form for trustees who left the board during the reporting year.**

Forms completed from past years will not be accepted. **Only the latest version of the form** (updated in April, 2022) is acceptable.).

Trustees serving on an education corporation that governs more than one school are not required to complete a separate disclosure for each school governed by the education corporation. In the Disclosure of Financial Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation.

### [2022-23 BOT Financial Disclosure Form](#)

Filename: 2022-23\_BOT\_Financial\_Disclosure\_Form.pdf Size: 2.8 MB

## Entry 7 BOT Membership Table

Completed - Aug 1 2022

### Instructions

### Required of ALL charter schools

ALL charter schools or education corporations governing multiple schools must complete the Board of Trustees Membership Table within the online portal. Please be sure to include and identify parents who are members of the Board of Trustees and indicate whether parents are voting or non-voting members.

## Entry 7 BOT Table

1. SUNY-AUTHORIZED charter schools are required to provide information for VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools are required to provide information for all --VOTING and NON-VOTING-- trustees.

BRONX CHARTER SCHOOL FOR CHILDREN 800000056172

---

**Authorizer:**

Who is the authorizer of your charter school?

Board of Regents

---

1. 2021-2022 Board Member Information (Enter info for each BOT member)

|   | Trustee Name    | Trustee Email Address | Position on the Board | Committee Affiliations            | Voting Member Per By-Laws (Y/N) | Number of Terms Served | Start Date of Current Term (MM/DD/YYYY) | End Date of Current Term (MM/DD/YYYY) | Board Meetings Attended During 2021-2022 |
|---|-----------------|-----------------------|-----------------------|-----------------------------------|---------------------------------|------------------------|---|---------------------------------------|--|
| 1 | Jane Rosen      |                       | Chair                 | Academic, Development, Governance | Yes                             | 7                      | 06/16/2022                              | 06/15/2025                            | 12                                       |
| 2 | Paul Libretta   |                       | Vice Chair            | Governance,                       | Yes                             | 1                      | 06/16/2022                              | 06/15/2025                            | 11                                       |
| 3 | Bruce Greenwald |                       | Treasurer             | Finance, Facilities               | Yes                             | 6                      | 06/16/2022                              | 06/15/2025                            | 11                                       |
| 4 | Maria Aveledo   |                       | Trustee/Member        | Academic                          | Yes                             | 1                      | 06/16/2022                              | 06/15/2025                            | 5 or less                                |
| 5 | Sydney Blair    |                       | Trustee/Member        | Academic, Facilities              | Yes                             | 2                      | 06/16/2022                              | 06/15/2025                            | 5 or less                                |
| 6 | Joanne Carris   |                       | Trustee/Member        | Academic, Development             | Yes                             | 2                      | 06/16/2022                              | 06/15/2025                            | 9  |
| 7 | Hayden Chan     |                       | Secretary             | Finance, Governance               | Yes                             | 1                      | 06/16/2022                              | 06/15/2025                            | 10                                       |
| 8 | Mark Samuel     |                       | Trustee/Member        | Governance                        | Yes                             | 1                      | 06/16/2022                              | 06/15/2025                            | 9  |

|   |                |  |                |                     |     |   |            |            |   |
|---|----------------|--|----------------|---------------------|-----|---|------------|------------|---|
| 9 | Laurence Slous |  | Trustee/Member | Facilities, Finance | Yes | 5 | 06/16/2022 | 06/15/2025 | 8 |
|---|----------------|--|----------------|---------------------|-----|---|------------|------------|---|

**1a. Are there more than 9 members of the Board of Trustees?**

Yes

**1b. Board Member Information**

|    | Trustee Name     | Trustee Email Address | Position on the Board | Committee Affiliations | Voting Member Per By-Laws (Y/N) | Number of Terms Served | Start Date of Current Term (MM/DD/YYYY) | End Date of Current Term (MM/DD/YYYY) | Board Meetings Attended During 2021-2022 |
|----|------------------|-----------------------|-----------------------|------------------------|---------------------------------|------------------------|---|---------------------------------------|--|
| 10 | Brigitte Bentele |                       | Trustee/Member        | Academic               | Yes                             | 3                      | 06/17/2021                              | 06/16/2022                            | 10                                       |
| 11 |                  |                       |                       |                        |                                 |                        |   |                                       |  |
| 12 |                  |                       |                       |                        |                                 |                        |   |                                       |  |
| 13 |                  |                       |                       |                        |                                 |                        |   |                                       |  |
| 14 |                  |                       |                       |                        |                                 |                        |   |                                       |  |
| 15 |                  |                       |                       |                        |                                 |                        |   |                                       |  |

**1c. Are there more than 15 members of the Board of Trustees?**

No

## 2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

1. SUNY-AUTHORIZED charter schools provide response relative to VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools provide a response relative to all trustees.

|  |    |
|--|----|
| a. Total Number of BOT Members on June 30, 2022                    | 10 |
| b.Total Number of Members Added During 2021-2022                   | 1  |
| c. Total Number of Members who Departed during 2021-2022           | 1  |
| d.Total Number of members, as set in Bylaws, Resolution or Minutes | 6  |

### 3. Number of Board meetings held during 2021-2022

12

### 4. Number of Board meetings scheduled for 2022-2023

12

### Total number of Voting Members on June 30, 2022:

10

### Total number of Voting Members added during the 2021-2022 school year:

1

**Total number of Voting Members who departed during the 2021-2022 school year:**

1

**Total Maximum Number of Voting members in 2021-2022, as set by the board in bylaws, resolution, or minutes:**

15

**Total number of Non-Voting Members on June 30, 2022:**

0

**Total number of Non-Voting Members added during the 2021-2022 school year:**

0

**Total number of Non-Voting Members who departed during the 2021-2022 school year:**

0

**Total Maximum Number of Non-Voting members in 2021-2022, as set by the board in bylaws, resolution or minutes:**

0

**Board members attending 8 or fewer meetings during 2021-2022**

2

**Thank you.**

## Entry 8 Board Meeting Minutes

Completed - Aug 1 2022

### Instructions - Required of Regents, NYCDOE, and Buffalo BOE Authorized Schools ONLY

Schools must upload a complete set of monthly board meeting minutes (July 2021-June 2022), which should match the number of meetings held during the 2021-2022 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by **August 1, 2022**.

### [BOT minutes 7](#)

Filename: BOT\_minutes\_7.2021\_6.2022\_1.pdf Size: 1.4 MB

## Entry 9 Enrollment & Retention

Completed - Aug 1 2022

### Instructions for submitting Enrollment and Retention Efforts

#### Required of ALL Charter Schools

Describe the good faith efforts the charter school has made in 2021-2022 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2022-2023.

## Entry 9 Enrollment and Retention of Special Populations

---

**Recruitment/Attraction Efforts Toward Meeting Targets**

|                            | Describe Recruitment Efforts in 2021-2022  | Describe Recruitment Plans in 2022-2023   |
|----------------------------|--|---|
| Economically Disadvantaged | <p>This past year, we focused our recruitment efforts locally. During the 2021-2022 school year we canvassed the neighborhood, put up a sidewalk sign with application information, conducted a direct mailing to local area codes in our district, posted flyers in local businesses, distributed flyers to local head starts/ community agencies, handed out free reusable canvas bags with our application website on them, and promoted an incentive program for parents to refer new families/scholars. On Saturdays in the Winter/Spring, we hosted "Free Covid Testing" for the Community at our elementary school. During this event, we put a recruitment table to provide families with information and the opportunity to apply. We also hosted a number of virtual Open Houses to engage new families.</p> | <p>For the 2022-2023 school year, we plan to repeat the same efforts as last year while making a push to: 1) be more present/ active in the community, and 2) increase visibility online. Some of the ways in which we will be more present/active in the community is by hosting community events (such as the street event we have planned for August) and to increase collaboration with social service agencies to provide resources/information to current and potential families. To increase visibility online, we will work to engage more followers on our social media, update our website, and become more engaged in advocacy. In addition, we plan to focus on our brand/marketing strategy.</p> |
| English Language Learners  | <p>The outreach outlined above (for "economically disadvantaged") was also utilized to recruit English Language Learners. In addition to that, we also hosted a number of workshops for parents of Multi-Language Learners to help them understand what it means to be an MLL and what support services are provided at our school. These workshops were open to the public.</p>   | <p>For the 2022-2023 school year, we plan to repeat the same efforts as last year while making a push to provide more workshops/ resources for parents of Multi-Language Learners to engage members of our community that may not already have a scholar enrolled in our school. We will also work to develop marketing strategies to help recruit MLL families.</p>  |
| Students with Disabilities | <p>The outreach outlined above (for "economically disadvantaged") was also utilized to recruit Students with Disabilities. Our Special Education Coordinator made direct contact with</p>  | <p>For the 2022-2023 school year, we plan to repeat the same efforts as last year while making a push to provide more workshops/ resources for parents of students with</p>   |

head starts and the CSE to inform them of the spaces we have available, the service we provide, and the enrollment process. In addition to that, we hosted workshops for parents to understand the evaluation process, IEPs and Special Education services provided at our school. These workshops were open to the public.

disabilities to engage members of our community that may not already have a scholar enrolled in our school. We will promote our message of inclusivity and support to recruit families that may seek this type of environment for their child. And we will work to develop marketing strategies to help recruit families that have scholars with disabilities.

## Retention Efforts Toward Meeting Targets

|                            | Describe Retention Efforts in 2021-2022   | Describe Retention Plans in 2022-2023   |
|----------------------------|---|---|
| Economically Disadvantaged | <p>TBCSC has a Family Services Department that is dedicated to providing support for the whole child and family. We connect parents with resources/ services to fulfill basic needs (e.g. housing, food) and collaborate with ACS to help uplift and build the family foundation. Our office staff works to support families obtain transportation services, which is vital especially for families in transitional/temporary/DV housing that have been placed at a distance from the school.</p>   | <p>We are working to increase the impact our Family Services Department has on our families and within the community. We believe additional support and visibility will increase family engagement which will also help us to retain more families that may be in need.</p>   |
| English Language Learners  | <p>TBCSC has a dedicated ENL Department with three full-time staff members servicing scholars in grades K-8. The ENL Department works closely with MLL scholars and collaborates with their classroom teachers to ensure they are meeting their academic targets and receiving appropriate interventions. The ENL team celebrates academic achievements throughout the year and even hosts an ENL Extravaganza that parents are invited to attend. In addition, the ENL team hosts parent workshops and distributes a newsletter with updates about the ELL program and highlights of scholar progress.</p> | <p>For the 2022-2023 school year, we will be expanding our ENL team by two additional members. We will have two ENL teachers in our Middle School (Grades 6-8) and three ENL teachers in our Elementary School (Grades K-5). This increase in staffing will ensure our MLL scholars and their families are receiving the support they need.</p> |
| Students with Disabilities | <p>TBCSC has a Special Education Coordinator that ensures scholars are receiving the recommended services, supports families/teachers with the evaluation process, and monitors the overall Special Education Program. This year, the</p>   | <p>The school hired a new full-time Special Education Coordinator who has experience ensuring compliance and providing teachers with instructional coaching. She will lead monthly family meetings and coordinate with external</p>   |

Special Education Coordinator hosted a parent workshop to provide information on the evaluation process, the IEP and SpEd services provided at TBCSC. Our School has one ICT (Integrated Co-Teaching) classroom on each grade level.

organizations to assist families with resources for home, including strategies to support behavior concerns. In Middle School, an additional Special Education certified teacher has been hired to support STEM and Humanities instruction, providing small group-targeted instruction and co-teaching.

## Entry 10 – Teacher and Administrator Attrition

Completed - Aug 1 2022

# Form for "Entry 10 – Teacher and Administrator Attrition" Revised to Employee Fingerprint Requirements Attestation

### A. TEACH System – Employee Clearance

Charter schools must ensure that all prospective employees<sup>[1]</sup> receive clearance through [the NYSED Office of School Personnel Review and Accountability](#) (OSPRA) prior to employment. **This includes paraprofessionals and other school personnel who are provided or assigned by the district of location, or related/contracted service providers.** After an employee has been cleared, schools are required to maintain proof of such clearance in the file of each employee. For the safety of all students, charter schools must take immediate steps to terminate the employment of individuals who have been denied clearance. Once the employees have been terminated, the school must terminate the request for clearance in the TEACH system.

In the Annual Report, charter schools are asked to confirm that all employees have been cleared through the NYSED TEACH system; and, if denied clearance, confirm that the individual or employee has been removed from the TEACH system, and is not employed by the school.

<sup>[1]</sup> Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.nysed.gov/common/nysed/files/programs/charter-schools/employee-fingerprint-oct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

## B. Emergency Conditional Clearances

### Emergency Conditional Clearances

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must request clearance through NYSED TEACH, and the school's emergency conditional clearance of the employee terminates automatically once the school receives notification from NYSED regarding the clearance request. Status notification is provided for all prospective employees through the NYSED TEACH portal within 48 hours after the clearance request is submitted. Therefore, at most, a school's emergency conditional clearance will be valid for only 48 hours after approval by the board.

Schools are not permitted to renew or in any way re-establish a prospective employee's emergency conditional clearance after status notification is sent by NYSED through the TEACH portal.

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at [NYSED CSO Employee Clearance and Fingerprint Memo 10-2019](#).

---

### Attestation

#### Responses Selected:

I hereby attest that the school has reviewed, understands, and will comply with these requirements.

## Entry 11 Percent of Uncertified Teachers

Completed - Aug 1 2022

### Instructions

#### Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education.

Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

## Entry 11 Uncertified Teachers

School Name:

---

# Instructions for Reporting Percent of Uncertified Teachers

## Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education. Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

If more than one line applies to a teacher, please include in only one FTE uncertified category. Please do not include paraprofessionals, such as teacher aides.

### CATEGORY A. 30% OR 5 UNCERTIFIED TEACHERS WHICHEVER IS LESS

|  | FTE Count |
|--|-----------|
| i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2022) | 5         |
| ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)  | 0         |
| iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)  | 0         |
| iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)         | 0         |
| Total Category A: 5 or 30% whichever is less   | 5.0       |

**CATEGORY B. PLUS FIVE UNCERTIFIED TEACHERS IN MATHEMATICS, SCIENCE, COMPUTER SCIENCE, TECHNOLOGY OR CAREER AND TECHNICAL EDUCATION.**

|  | FTE Count  |
|--|------------|
| i. Mathematics                           | 2          |
| ii. Science                              | 2          |
| iii. Computer Science                    | 0          |
| iv. Technology                           | 1          |
| v. Career and Technical Education        | 0          |
| <b>Total Category B: not to exceed 5</b> | <b>5.0</b> |

**CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS**

|  | FTE Count  |
|--|------------|
| i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2022) | 5          |
| ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)  | 0          |
| iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)  | 0          |
| iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)         | 0          |
| <b>Total Category C: not to exceed 5</b>   | <b>5.0</b> |

### TOTAL FTE COUNT OF UNCERTIFIED TEACHERS (Sum of Categories A, B AND C)

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

|       | FTE Count |
|-------|-----------|
| Total | 15        |

### CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

|                  | FTE Count |
|------------------|-----------|
| Total Category D | 0         |

### CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

|                  | FTE Count |
|------------------|-----------|
| Total Category E | 26        |

### CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

|                  | FTE Count |
|------------------|-----------|
| Total Category F | 41        |

Thank you.



## Entry 12 Organization Chart

Completed - Aug 1 2022

[Instructions](#)

## Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

Upload the 2021-2022 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should **not** appear on the chart.

### [TBCSC-Organizational-Chart No Names 2021 20222](#)

Filename: TBCSC-Organizational-Chart\_No\_Name\_ww3imH7.pdf Size: 103.2 kB

## Entry 13 School Calendar

Completed - Aug 1 2022

[Instructions for submitting School Calendar](#)

### Required of ALL Charter Schools

If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 1, 2022 submission. Charter schools must upload a final school calendar into the portal and may do so at any time but no later than **September 15, 2022**.

School calendars must meet the [minimum instructional requirements](#) as required of other public schools "... *unless the school's charter requires more instructional time than is required under the regulations.*"

Board of Regents-authorized charter schools also are required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month. See an example of a calendar showing the requested information. Schools are encouraged to use a calendar template and ensure there is a monthly tally of instructional days.

**PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.**

### [TBCSC Calendar - 2022-2023](#)

Filename: TBCSC\_Calendar\_-\_2022-2023.pdf Size: 309.5 kB

## Entry 14 Links to Critical Documents on School Website

Completed - Aug 1 2022

[Instructions](#)

### Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 5: Authorizer-approved DASA policy, and NYSED-Approved School Discipline Policy

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items:

1. Current Annual Report (i.e., 2021-2022 Annual Report);<sup>[1]</sup>
2. Board meeting notices, agendas and documents;
3. New York State School Report Card;
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy **(For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)**;
5. District-wide safety plan, not a building level safety plan (as per the September 2021 [Emergency Response Plan Memo](#));
6. Authorizer-approved FOIL Policy; and
7. Subject matter list of FOIL records. (Example: See [NYSED Subject Matter List](#))

<sup>[1]</sup> Each charter school is required to make the Annual Report publicly available by August 1 and to post on their respective charter school website. Each school should post an updated and complete version to include accountability data and financial statements that are not or may not be available until after the August deadline (i.e., Report when financials have been submitted in November.)

# Form for Entry 14 Links to Critical Documents on School Website

School Name: The Bronx Charter School for Children

Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items:

|   | Link to Documents   |
|---|---|
| 1. Current Annual Report (i.e., 2021-2022 Annual Report)  | <a href="https://tbcsc.org/About-Us">https://tbcsc.org/About-Us</a>                 |
| 2. Board meeting notices, agendas and documents   | <a href="https://tbcsc.org/About-Us">https://tbcsc.org/About-Us</a>                 |
| 3. New York State School Report Card  | <a href="https://tbcsc.org/About-Us">https://tbcsc.org/About-Us</a>                 |
| 4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY) | <a href="https://tbcsc.org/Family-Resources">https://tbcsc.org/Family-Resources</a> |
| 5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo)                               | <a href="https://tbcsc.org/Family-Resources">https://tbcsc.org/Family-Resources</a> |
| 6. Authorizer-approved FOIL Policy  | <a href="https://tbcsc.org">https://tbcsc.org</a>                                   |
| 7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)  | <a href="https://tbcsc.org">https://tbcsc.org</a>                                   |

Thank you.



**THE BRONX CHARTER SCHOOL FOR CHILDREN**

Financial Statements  
with Independent Auditor's Report

June 30, 2022

(With Summarized Comparative Totals For June 30, 2021)

**GALLEROS ROBINSON  
CERTIFIED PUBLIC ACCOUNTANTS, LLP**

# THE BRONX CHARTER SCHOOL FOR CHILDREN

JUNE 30, 2022

| <b>TABLE OF CONTENTS</b>   | <b>Page</b> |
|--|-------------|
| Independent Auditor's Report   | 1-3         |
| <b>FINANCIAL STATEMENTS</b>  |             |
| Statement of Financial Position  | 4           |
| Statement of Activities  | 5           |
| Statement of Functional Expenses   | 6           |
| Statement of Cash Flows  | 7           |
| Notes to Financial Statements  | 8 - 18      |
| Independent Auditor's Report on Internal Control Over<br>Financial Reporting and on Compliance and Other Matters<br>Based on an Audit of Financial Statements Performed in Accordance<br>with <i>Government Auditing Standards</i> | 19 -20      |



## INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees of  
The Bronx Charter School for Children

### Report on the Audit of the Financial Statements

#### *Opinion*

We have audited the accompanying financial statements of The Bronx Charter School for Children (the "School"), which comprise the statement of financial position as of June 30, 2022, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements present fairly, in all material respects, the financial position of the School as of June 30, 2022, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### *Basis for Opinion*

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the School and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### *Responsibilities of Management for the Financial Statements*

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, and government auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated October 31, 2022, on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

To the Board of Trustees of  
The Bronx Charter School for Children  
Page 3

### **Report on Summarized Comparative Information**

We have previously audited the School's 2021 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated October 29, 2021. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2021, is consistent, in all material respects, with the audited financial statements from which it has been derived.

**Galleros Robinson CPAs, LLP**

New York, New York  
October 31, 2022

**THE BRONX CHARTER SCHOOL FOR CHILDREN**

**STATEMENT OF FINANCIAL POSITION**

**JUNE 30, 2022**

**(WITH SUMMARIZED COMPARATIVE TOTALS AT JUNE 30, 2021)**

|   | <u>2022</u>         | <u>2021</u>         |
|---|---------------------|---------------------|
| <b>ASSETS</b>                           |                     |                     |
| Cash and cash equivalents               | \$ 4,315,909        | \$ 5,148,912        |
| Government grants and other receivables | 640,143             | 121,741             |
| Investments                             | 2,765,861           | 2,209,829           |
| Prepaid expenses and other              | 635,652             | 415,564             |
| Property and equipment, net             | 253,360             | 106,261             |
| Restricted deposit                      | <u>100,070</u>      | <u>100,043</u>      |
| Total Assets                            | <u>\$ 8,710,995</u> | <u>\$ 8,102,350</u> |
| <b>LIABILITIES AND NET ASSETS</b>       |                     |                     |
| <b>Liabilities</b>                      |                     |                     |
| Accrued expenses and other payables     | \$ 618,316          | \$ 950,898          |
| Deferred revenue                        | <u>353,949</u>      | <u>243,374</u>      |
| Total Liabilities                       | <u>972,265</u>      | <u>1,194,272</u>    |
| <b>Net Assets</b>                       |                     |                     |
| Without donor restrictions              | 7,663,730           | 6,833,078           |
| With donor restrictions                 | <u>75,000</u>       | <u>75,000</u>       |
| Total Net Assets                        | <u>7,738,730</u>    | <u>6,908,078</u>    |
| Total Liabilities and Net Assets        | <u>\$ 8,710,995</u> | <u>\$ 8,102,350</u> |

THE BRONX CHARTER SCHOOL FOR CHILDREN

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2022

(WITH SUMMARIZED COMPARATIVE TOTALS FOR THE YEAR ENDED JUNE 30, 2021)

|                                       | 2022                          |                            |                     | 2021<br>Total       |
|---------------------------------------|-------------------------------|----------------------------|---------------------|---------------------|
|                                       | Without Donor<br>Restrictions | With Donor<br>Restrictions | Total               |                     |
| <b>SUPPORT AND REVENUE</b>            |                               |                            |                     |                     |
| Revenue - student enrollment          | \$ 8,770,116                  | \$ -                       | \$ 8,770,116        | \$ 7,444,029        |
| Revenue - students with disabilities  | 849,748                       | -                          | 849,748             | 765,717             |
| Government grants                     | 1,660,885                     | -                          | 1,660,885           | 522,787             |
| Loan forgiveness revenue              | -                             | -                          | -                   | 1,049,887           |
| Contributions                         | 104,888                       | 357,875                    | 462,763             | 487,018             |
| In-kind contributions                 | 273,347                       | -                          | 273,347             | 138,762             |
| Interest and other income             | 8,691                         | -                          | 8,691               | 9,315               |
| Net assets released from restrictions | <u>357,875</u>                | <u>(357,875)</u>           | <u>-</u>            | <u>-</u>            |
| Total Support and Revenue             | <u>12,025,550</u>             | <u>-</u>                   | <u>12,025,550</u>   | <u>10,417,515</u>   |
| <b>EXPENSES</b>                       |                               |                            |                     |                     |
| Program services                      | 10,090,641                    | -                          | 10,090,641          | 7,884,698           |
| Supporting services                   |                               |                            |                     |                     |
| Fundraising and development           | 122,848                       | -                          | 122,848             | 218,486             |
| Management and general                | <u>981,409</u>                | <u>-</u>                   | <u>981,409</u>      | <u>750,150</u>      |
| Total Expenses                        | <u>11,194,898</u>             | <u>-</u>                   | <u>11,194,898</u>   | <u>8,853,334</u>    |
| <b>CHANGE IN NET ASSETS</b>           | 830,652                       | -                          | 830,652             | 1,564,181           |
| <b>NET ASSETS, BEGINNING OF YEAR</b>  | <u>6,833,078</u>              | <u>75,000</u>              | <u>6,908,078</u>    | <u>5,343,897</u>    |
| <b>NET ASSETS, END OF YEAR</b>        | <u>\$ 7,663,730</u>           | <u>\$ 75,000</u>           | <u>\$ 7,738,730</u> | <u>\$ 6,908,078</u> |

THE BRONX CHARTER SCHOOL FOR CHILDREN

STATEMENT OF FUNCTIONAL EXPENSES

FOR THE YEAR ENDED JUNE 30, 2022

(WITH SUMMARIZED COMPARATIVE TOTALS FOR THE YEAR ENDED JUNE 30, 2021)

|   |                  | 2022              |                   |               |                             |                        |               | 2021         |
|---|------------------|-------------------|-------------------|---------------|-----------------------------|------------------------|---------------|--------------|
|   |                  | Program Services  |                   |               | Supporting Services         |                        | Total         | Total        |
|   |                  | Regular Education | Special Education | Total Program | Fundraising and Development | Management and General |               |              |
| Personnel costs                             | No. of Positions |                   |                   |               |                             |                        |               |              |
| Administrative personnel                    | 25               | \$ 1,129,772      | \$ 154,281        | \$ 1,284,053  | \$ 69,114                   | \$ 564,064             | \$ 1,917,231  | \$ 1,124,186 |
| Instructional personnel                     | 48               | 3,176,296         | 730,152           | 3,906,448     | -                           | -                      | 3,906,448     | 4,075,231    |
|   | <u>73</u>        |                   |                   |               |                             |                        |               |              |
| Total Personnel                             |                  | 4,306,068         | 884,433           | 5,190,501     | 69,114                      | 564,064                | 5,823,679     | 5,199,417    |
| Payroll taxes and employee benefits         |                  | 967,943           | 198,808           | 1,166,751     | 15,536                      | 126,794                | 1,309,081     | 1,101,069    |
| Retirement / pension                        |                  | 54,376            | 11,168            | 65,544        | 873                         | 7,123                  | 73,540        | 70,241       |
| Legal                                       |                  | -                 | -                 | -             | -                           | 20,938                 | 20,938        | 25,512       |
| Accounting / audit                          |                  | -                 | -                 | -             | -                           | 27,450                 | 27,450        | 27,533       |
| Other purchases / professional / consulting |                  | 170,016           | 28,509            | 198,525       | 27,236                      | 56,088                 | 281,849       | 153,049      |
| Building and land rent / lease              |                  | 1,591,951         | 260,984           | 1,852,935     | 3,638                       | 92,478                 | 1,949,051     | 1,245,083    |
| Repairs and maintenance                     |                  | 251,449           | 41,223            | 292,672       | 575                         | 14,607                 | 307,854       | 132,026      |
| Insurance                                   |                  | 54,047            | 8,861             | 62,908        | -                           | 16,270                 | 79,178        | 76,153       |
| Utilities                                   |                  | 120,502           | 19,755            | 140,257       | 275                         | 7,000                  | 147,532       | 92,788       |
| Supplies and materials                      |                  | 182,414           | 32,020            | 214,434       | -                           | -                      | 214,434       | 198,143      |
| Equipment / furniture                       |                  | 47,129            | 9,680             | 56,809        | 755                         | 6,174                  | 63,738        | 36,296       |
| Staff development                           |                  | 32,344            | 5,886             | 38,230        | 226                         | 5,494                  | 43,950        | 22,964       |
| Marketing and recruiting expenses           |                  | 79,090            | 16,244            | 95,334        | 1,269                       | 10,360                 | 106,963       | 49,866       |
| Technology                                  |                  | 63,307            | 13,003            | 76,310        | 1,016                       | 8,293                  | 85,619        | 102,153      |
| Food services / school lunch                |                  | 233,642           | 38,303            | 271,945       | -                           | -                      | 271,945       | 138,762      |
| Student services                            |                  | 168,415           | 31,895            | 200,310       | 13                          | 109                    | 200,432       | 84,321       |
| Office expense                              |                  | 81,696            | 16,780            | 98,476        | 1,407                       | 10,701                 | 110,584       | 49,097       |
| Depreciation and amortization               |                  | 56,994            | 11,706            | 68,700        | 915                         | 7,466                  | 77,081        | 48,861       |
| Total Expenses                              |                  | \$ 8,461,383      | \$ 1,629,258      | \$ 10,090,641 | \$ 122,848                  | \$ 981,409             | \$ 11,194,898 | \$ 8,853,334 |

**THE BRONX CHARTER SCHOOL FOR CHILDREN**

**STATEMENT OF CASH FLOWS**

**FOR THE YEAR ENDED JUNE 30, 2022**

**(WITH SUMMARIZED COMPARATIVE TOTALS FOR THE YEAR ENDED JUNE 30, 2021)**

|   | <u>2022</u>         | <u>2021</u>         |
|---|---------------------|---------------------|
| <b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>  |                     |                     |
| Change in net assets  | \$ 830,652          | \$ 1,564,181        |
| Adjustments to reconcile change in net assets to net cash provided by (used in) operating activities: |                     |                     |
| Depreciation and amortization   | 77,081              | 48,861              |
| Loan forgiveness revenue  | -                   | (1,049,887)         |
| Changes in operating assets and liabilities:  |                     |                     |
| (Increase) decrease in assets:  |                     |                     |
| Contributions receivable  | -                   | 60,000              |
| Government grants and other receivables   | (518,402)           | 145,065             |
| Prepaid expenses and other  | (220,088)           | (115,723)           |
| Increase (decrease) in liabilities:   |                     |                     |
| Accrued expenses and other payables   | (332,582)           | 175,830             |
| Deferred revenue  | <u>110,575</u>      | <u>243,374</u>      |
| Net cash (used in) provided by operating activities   | <u>(52,764)</u>     | <u>1,071,701</u>    |
| <b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>  |                     |                     |
| Purchase of investments   | (3,881,032)         | (415,316)           |
| Proceeds from sale of investments   | 3,325,000           | 960,319             |
| Property and equipment acquisitions   | <u>(224,180)</u>    | <u>(115,970)</u>    |
| Net cash (used in) provided by investing activities   | <u>(780,212)</u>    | <u>429,033</u>      |
| <br>NET CHANGE IN CASH, CASH EQUIVALENTS AND RESTRICTED CASH  | <br>(832,976)       | <br>1,500,734       |
| CASH, CASH EQUIVALENTS AND RESTRICTED CASH, BEGINNING OF YEAR   | <u>5,248,955</u>    | <u>3,748,221</u>    |
| CASH, CASH EQUIVALENTS AND RESTRICTED CASH, END OF YEAR   | <u>\$ 4,415,979</u> | <u>\$ 5,248,955</u> |

Cash, cash equivalents, and restricted cash are included in the statements of financial position at June 30, 2022 and 2021 as follows:

|                           | <u>2022</u>         | <u>2021</u>         |
|---------------------------|---------------------|---------------------|
| Cash and cash equivalents | \$ 4,315,909        | \$ 5,148,912        |
| Cash-restricted deposit   | <u>100,070</u>      | <u>100,043</u>      |
| Total                     | <u>\$ 4,415,979</u> | <u>\$ 5,248,955</u> |

# THE BRONX CHARTER SCHOOL FOR CHILDREN

## NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2022

### 1. SCHOOL AND NATURE OF ACTIVITIES

The Bronx Charter School for Children (the "School") operates under a charter (the "Charter") granted by the Board of Regents of the State of New York (the "Regents") under the New York Charter Schools Act of 1998. Pursuant to the terms of its most recent renewal, the Charter is scheduled to expire in June 2024. The School is an education corporation exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code. The School is located in the Bronx, New York and is primarily funded by revenue received under its Charter.

The Mission of The Bronx Charter School for Children is to empower our children to achieve their greatest potential both as students and as members of their communities.

In September 2004, the School was opened to serve 132 students in grades K through 1. Pursuant to the Charter, the School may serve up to 592 students in grades K through 7. For the year ended June 30, 2022, the School's total full-time equivalent ("FTE") student count was approximately 487. Included in the total FTE student count is approximately 68 FTE students that received special education services, of which the School received reimbursement for approximately 45 FTE students.

### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### ***Basis of Accounting***

The financial statements are prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America ("U.S. GAAP").

#### ***Net Assets***

Net assets without donor restrictions include funds having no restriction as to use or purpose imposed by donors.

The School has established an operating reserve, which is set at an estimate of three months of general operating expenses. All net assets without donor restrictions in excess of the operating reserve are designated by the Board of Trustees for extended programs to enhance academic achievement, capital purchases, facilities procurement and other projects.

*Net assets with donor restrictions.* Net assets subject to stipulations imposed by donors and grantors. These restrictions are temporary in nature; and will be met by actions of the School or by the passage of time.

#### ***Government Grants and Other Receivables***

The School records receivables and revenue when earned based on established rates. Government grants are recorded as revenues to the extent that expenses have been incurred for the purposes specified by the grantors.

## THE BRONX CHARTER SCHOOL FOR CHILDREN

### NOTES TO FINANCIAL STATEMENTS - CONTINUED

#### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED

##### ***Use of Estimates***

The preparation of financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

##### ***Fair Value of Financial Instruments***

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. To increase the comparability of fair value measurements, a three-tier fair value hierarchy, which prioritizes the inputs used in the valuation methodologies, is as follows:

Level 1 - Valuations based on quoted prices for identical assets and liabilities in active markets.

Level 2 - Valuations based on observable inputs other than quoted prices included in Level 1, such as quoted prices for similar assets or liabilities in active markets, quoted prices for identical or similar assets and liabilities in markets that are not active, or other inputs that are observable or can be corroborated by observable market data.

Level 3 - Valuations based on unobservable inputs reflecting the School's own assumptions, consistent with reasonably available assumptions made by other market participants. These valuations require significant judgment.

Refer to Note 3 – Investments and Fair Value Measurements for assets measured at fair value.

##### ***Cash and Cash Equivalents***

The School considers all highly liquid investments with an original maturity of three months or less to be cash equivalents, except for cash equivalents included in investments and the restricted deposit held by the School, as required by the Charter Agreement.

##### ***Contributions Receivable***

Contributions receivable due in one year are recorded at their net realizable value. Contributions receivable due in more than one year are recorded at the present value of their net realizable value, using risk-free interest rates to discount the amounts applicable to the years in which the contributions are received, unless such discount is deemed to be immaterial. At June 30, 2022, all amounts are due within one year.

**THE BRONX CHARTER SCHOOL FOR CHILDREN**

**NOTES TO FINANCIAL STATEMENTS - CONTINUED**

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED**

***Allowance for Doubtful Accounts***

The School determines whether an allowance for doubtful accounts should be provided for contributions and government grants and other receivables. Such estimates are based on management's assessment of the aged basis of the receivables, current economic conditions and historical information. Receivables are written off against the allowance for doubtful accounts when all reasonable collection efforts have been exhausted. Interest is not charged on outstanding receivables. No allowance has been provided for contributions and government grants and other receivables.

***Investments***

Investments in marketable securities with readily determinable fair values and all investments in debt securities are reported at their fair values.

***Property and Equipment***

Property and equipment are stated at cost, less accumulated depreciation and amortization. The School capitalizes property and equipment with a useful life of two years or more and a cost of \$1,000 or more. Depreciation is provided using the straight-line method in amounts sufficient to relate the cost of depreciable assets to operations over their estimated useful lives. Leasehold improvements are amortized over the shorter of their useful lives or the term of the lease.

|                                 | <u>Estimated Useful Lives</u> |
|---------------------------------|-------------------------------|
| Leasehold improvements          | 5 to 10 years                 |
| Computer software and equipment | 3 years                       |
| Furniture and equipment         | 3 to 5 years                  |

***Contributions***

Contributions are provided to the School either with or without donor restrictions. Revenues and net assets are separately reported to reflect the nature of those gifts - with or without donor restrictions. The value recorded for each contribution is recognized as follows:

| <u>Nature of the Gift</u>   | <u>Value Recognized</u>   |
|---|---|
| <b><i>Conditional gifts and grants, with or without restrictions</i></b>                                  |   |
| Gifts and grants that depend on the School overcoming a donor-imposed barrier to be entitled to the funds | Not recognized until the gift becomes unconditional, i.e., the donor-imposed barrier is met |

**THE BRONX CHARTER SCHOOL FOR CHILDREN**  
**NOTES TO FINANCIAL STATEMENTS - CONTINUED**

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED**

***Contributions - Continued***

| Nature of the Gift   | Value Recognized  |
|--|---|
| <i>Unconditional gifts and grants, with or without restrictions</i>  |   |
| Received at date of gift - cash and other assets                     | Fair value  |
| Received at date of gift - property, equipment and long-lived assets | Estimated fair value  |
| Expected to be collected within one year                             | Net realizable value  |
| Expected to be collected in future years                             | Initially reported at fair value determined using the discounted present value of estimated future cash flows technique |

In addition to the amount initially recognized, revenue for unconditional gifts to be collected in future years is also recognized each year as the present-value discount is amortized using the level yield method.

When a donor stipulated time restriction ends or purpose restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions. Absent explicit donor stipulations for the period of time that long-lived assets must be held, expirations of restrictions for gifts of land, buildings, equipment and other long-lived assets are reported when those assets are placed in service.

Gifts and investment income that are originally restricted by the donor and for which the restriction is met in the same time period are recorded as revenue with donor restrictions and then released from restrictions.

***Revenue from Contracts with Government Agencies***

Service Revenue

The School receives service revenue funding from one government agency, the New York State Education Department (“NYSED”), to provide education to general and special education students. The School is reimbursed on a per-pupil basis, calculated on FTE student enrollment for the year. The School receives periodic advances of funding from NYSED based on its projected enrollment. Amounts received in excess of actual enrollment are recorded as deferred revenue.

## THE BRONX CHARTER SCHOOL FOR CHILDREN

### NOTES TO FINANCIAL STATEMENTS - CONTINUED

#### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED

##### ***Revenue from Contracts with Government Agencies - Continued***

##### Performance Obligations and Transaction Price Allocated to Remaining Performance Obligations

Performance obligations are determined based on the nature of the services provided by the School in accordance with the contract. Revenue for performance obligations satisfied over time is recognized as the services are provided based on established rates. The School believes this method provides a faithful depiction of the transfer of services over the term of the performance obligation based on the inputs needed to satisfy the obligation. The School measures the performance obligation from the beginning of the next month or day to the point when it is no longer required to provide services under the contract or has met the requirements to bill for the services provided, which is generally at the end of each month or period of time allowed based on the government agencies' stipulations.

##### Significant Judgments

Laws and regulations concerning government programs are complex and subject to varying interpretation. There can be no assurance that regulatory authorities will not challenge the School's compliance with these laws and regulations, and it is not possible to determine the impact, if any, such claims or penalties would have upon the School.

From time to time, the School will receive overpayments resulting in amounts owed back to the government agency. In addition, the contracts the School has with the government agencies provide reconciliation and retroactive audit and review of documentation and annual report filings, which may result in adjustments. Provisions for settlements are accrued on an estimated basis in the period in which the related services are rendered. These amounts are excluded from revenues and are recorded as liabilities until they are refunded. Any differences between estimated reimbursement and any subsequent revisions thereto are included in operations in the year of such review or settlement. It is management's opinion that unrecorded retroactive adjustments, if any, will not have a material effect on the financial condition of the School.

##### ***In-kind Contributions***

In-kind contributions are recorded at their estimated fair value. Contributions of donated services that create or enhance non-financial assets or that require specialized skills and are provided by individuals possessing those skills and would typically need to be purchased if not provided by donation are recorded at fair value in the period received. For the years ended June 30, 2022 and 2021, respectively, the School received \$273,347 and \$138,762 of donated food and related services (provided by the New York City Department of Education ("NYCDOE")), which is included as revenue and expenses in the accompanying financial statements.

The following services are not included as in-kind contributions: the NYCDOE provides bus service and certain special education services to the School at no charge. The NYCDOE also provides a nurse to the School at no charge.

## THE BRONX CHARTER SCHOOL FOR CHILDREN

### NOTES TO FINANCIAL STATEMENTS - CONTINUED

#### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED

##### ***Functional Expenses***

The costs of providing the School's services have been summarized on a functional basis. Accordingly, certain costs have been allocated among the programs and supporting services benefited. Instructional personnel costs are directly charged to program services. Expenses attributable to more than one functional expense category are allocated using a variety of cost allocation techniques such as square footage and time and effort.

##### ***Operating Leases***

Rent expense has been recorded on the straight-line basis over the life of the lease. Deferred rent, if material, has been recorded for the difference between the fixed payment and rent expense.

##### ***Accounting for Uncertainty in Income Taxes***

The School applies the provisions pertaining to uncertain tax provisions (Financial Accounting Standards Board Accounting Standards Codification ("ASC") Topic 740) and has determined that there are no material uncertain tax positions that require recognition or disclosure in the financial statements.

##### ***New Accounting Pronouncements***

###### ***Accounting for Leases***

In February 2016, the FASB issued Accounting Standards Update No. 2016-02, *Leases (Topic 842)*. This ASU is the result of a joint project of the FASB and the International Accounting Standards Board ("IASB") to increase transparency and comparability among entities by recognizing lease assets and lease liabilities on the statement of financial position and disclosing key information about leasing arrangements for U.S. GAAP and International Financial Reporting Standards ("IFRS"). The guidance in this ASU affects any entity that enters into a lease (as that term is defined in this ASU), with some specified scope exemptions. The guidance in this ASU will supersede FASB ASC Topic 840, *Leases*.

The ASU provides that lessees should recognize lease assets and lease liabilities on the statement of financial position for leases previously classified as operating leases that exceed 12 months, including leases existing prior to the effective date of this ASU. It also calls for enhanced leasing arrangement disclosures.

For nonpublic entities, the amendments of this ASU are effective for annual reporting periods beginning after December 15, 2021, and interim periods within annual periods beginning after December 15, 2022, based on the decision in ASU 2020-05 to defer the implementation dates. Early application is permitted for all entities.

**THE BRONX CHARTER SCHOOL FOR CHILDREN**  
**NOTES TO FINANCIAL STATEMENTS - CONTINUED**

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED**

***New Accounting Pronouncements - Continued***

*Accounting for Gifts in Kind*

In September 2020, the FASB issued ASU No. 2020-07, *Not-for-Profit Entities (Topic 958): Presentation and Disclosures by Not-for-Profit Entities for Contributed Nonfinancial Assets*. The ASU increases transparency and provides financial clarity with the reporting of noncash contributions, known as gifts-in-kind. The guidance in this ASU provides for new presentation and disclosure requirements regarding contributed nonfinancial assets, including additional disclosure requirements for recognized contributed services. It requires not-for-profit entities to present contributed nonfinancial assets separately in the statement of activities apart from contributions of cash or other financial assets.

The amendments of ASU No. 2020-07 are effective for annual reporting periods beginning after June 15, 2021, and interim periods within annual periods beginning after June 15, 2022.

**3. INVESTMENTS AND FAIR VALUE MEASUREMENTS**

The School measures its investments at fair value. Fair value is an exit price, representing the amount that would be received on the sale of an asset or that would be paid to transfer a liability in an orderly transaction between market participants. As a basis for considering such assumptions, a three-tier fair value hierarchy is used which prioritizes the inputs in the valuation methodologies in measuring fair value.

Fair Value Hierarchy

The methodology for measuring fair value specifies a hierarchy of valuation techniques based upon whether the inputs to those valuation techniques reflect assumptions other market participants would use based upon market data obtained from independent sources (observable inputs) or reflect the School’s own assumptions of market participant valuation (unobservable inputs).

The School's direct investments in US Treasury Bills are classified as Level 2 investments based upon trading frequency.

Items Measured at Fair Value on a Recurring Basis

Fair values of assets measured on a recurring basis at June 30, 2022 and 2021 are as follows:

|   | <b>2022</b> |              |         |              |
|---|-------------|--------------|---------|--------------|
|   | Level 1     | Level 2      | Level 3 | Total        |
| Investments                                   |             |              |         |              |
| Fixed income securities - U.S. Treasury Bills | \$ -        | \$ 2,765,861 | \$ -    | \$ 2,765,861 |

**THE BRONX CHARTER SCHOOL FOR CHILDREN**  
**NOTES TO FINANCIAL STATEMENTS - CONTINUED**

**3. INVESTMENTS AND FAIR VALUE MEASUREMENTS - CONTINUED**

Items Measured at Fair Value on a Recurring Basis - Continued

|   | <b>2021</b>    |                     |                |                     |
|---|----------------|---------------------|----------------|---------------------|
|   | <u>Level 1</u> | <u>Level 2</u>      | <u>Level 3</u> | <u>Total</u>        |
| Investments                                   |                |                     |                |                     |
| Fixed income securities - U.S. Treasury Bills | <u>\$ -</u>    | <u>\$ 2,209,829</u> | <u>\$ -</u>    | <u>\$ 2,209,829</u> |

**4. RESTRICTED DEPOSIT**

Pursuant to its most recent Charter renewal, the School is required to maintain a separate escrow account of not less than \$100,000 to pay for certain administrative expenses in the event that the School undergoes a dissolution.

**5. PROPERTY AND EQUIPMENT**

Property and equipment, net consisted of the following at June 30:

|   | <u><b>2022</b></u>       | <u><b>2021</b></u>       |
|---|--------------------------|--------------------------|
| Leasehold improvements                          | \$ 154,768               | \$ 154,768               |
| Computer software and equipment                 | 495,212                  | 425,433                  |
| Furniture and equipment                         | <u>293,367</u>           | <u>138,966</u>           |
|   | 943,347                  | 719,167                  |
| Less: Accumulated depreciation and amortization | <u>689,987</u>           | <u>612,906</u>           |
|   | <u><u>\$ 253,360</u></u> | <u><u>\$ 106,261</u></u> |

**6. LOAN FORGIVENESS REVENUE**

In 2020 the School received a loan in the amount of approximately \$1,050,000 authorized under the Paycheck Protection Program (“PPP”). The PPP regulations established as part of the Coronavirus Aid, Relief and Economic Security Act (“CARES Act”) provide loans to qualifying businesses for amounts up to 2.5 times of the average monthly payroll expenses of the qualifying business.

The CARES Act provides for the forgiveness of all or part of the loan provided that the recipient expends the loan proceeds in accordance with the Act’s requirements.

The School applied for forgiveness of the entire loan amount. On March 19, 2021, the School received a formal approval of the forgiveness by the lender. This forgiveness is included in the accompanying statement of activities for the year ended June 30, 2021 as loan forgiveness revenue.

## THE BRONX CHARTER SCHOOL FOR CHILDREN

### NOTES TO FINANCIAL STATEMENTS - CONTINUED

#### 7. RETIREMENT PLAN COSTS

The School maintains a 401(k) defined contribution retirement plan (the "Plan") covering all employees. Contributions to the Plan are made at the discretion of the School. Contributions made by the School under this Plan vest evenly over a three-year period. Retirement plan expense amounted to \$73,540 and \$70,241 for the years ended June 30, 2022 and 2021, respectively. Contributions made by the Plan participants vest immediately.

#### 8. CONCENTRATIONS

The School maintains cash balances in several financial institutions, which are insured by the Federal Deposit Insurance Corporation for up to \$250,000 per institution. From time to time, the School's balances may exceed these limits.

#### 9. COMMITMENTS AND CONTINGENCIES

The School leases a building to house the School. The lease was renewed in January 2018 for ten years expiring on July 31, 2028. The annual rent is subject to annual cost of living adjustment escalations of up to 3% over the prior year's rent. In addition, the School has entered into various equipment lease agreements, which expire by September 2024.

In July 2021, the School entered into a lease agreement for additional space. The lease term is three years, expiring in July 2024. Annual rents under the lease range from \$744,000 to approximately \$790,000.

Approximate future minimum annual rental commitments under noncancellable lease obligations are as follows:

| Years Ending June 30: | Building<br>Rent    | Equipment<br>Rent | Total               |
|-----------------------|---------------------|-------------------|---------------------|
| 2023                  | \$ 2,011,771        | \$ 17,664         | \$ 2,029,435        |
| 2024                  | 2,026,949           | 17,664            | 2,044,613           |
| 2025                  | 1,252,891           | 17,664            | 1,270,555           |
| 2026                  | 1,252,891           | 7,360             | 1,260,251           |
| 2027                  | 1,252,891           | -                 | 1,252,891           |
| 2028                  | 1,252,891           | -                 | 1,252,891           |
|                       | <u>\$ 9,050,284</u> | <u>\$ 60,352</u>  | <u>\$ 9,110,636</u> |

The School records rent expense on the straight-line basis as required by U.S. GAAP. Rent expense amounted to approximately \$1,932,000 and \$1,215,000 for the years ended June 30, 2022 and 2021, respectively.

The School also executed a new lease subsequent to June 30, 2022. (see Note 12)

## THE BRONX CHARTER SCHOOL FOR CHILDREN

### NOTES TO FINANCIAL STATEMENTS - CONTINUED

#### 9. COMMITMENTS AND CONTINGENCIES - CONTINUED

A substantial amount of the School's revenues is from government sources. Revenue and related expenses are subject to audit verification by the funding agencies. Accordingly, any amounts which are determined to be excessive or non-program related would require repayment to such agency. In the opinion of management, any actual disallowance would be immaterial.

The COVID-19 pandemic continues to have a broad impact on business and financial markets around the world. The extent of the impact of COVID-19 on the School's operational and financial performance will depend on certain developments, including the duration and spread of the outbreak and its impact on our grantors, employees and vendors, all of which at present, cannot be determined. Accordingly, the extent to which COVID-19 may impact the School's financial position and results of operations is uncertain and the accompanying financial statements include no adjustments relating to the effects of this pandemic.

#### 10. NET ASSETS WITH DONOR RESTRICTIONS

Net assets with donor restrictions as of June 30 are as follows:

|               | <u>2022</u> | <u>2021</u> |
|---------------|-------------|-------------|
| Middle School | \$ 75,000   | \$ 75,000   |

#### 11. AVAILABLE RESOURCES AND LIQUIDITY

The following reflects the School's financial assets as of the statements of financial position date, reduced by amounts not available for general use within one year of the statements of financial position date because of contractual or donor-imposed restrictions or internal designations.

|   | <u>2022</u>         | <u>2021</u>         |
|---|---------------------|---------------------|
| Cash and cash equivalents   | \$ 4,315,909        | \$ 5,148,912        |
| Government grants and other receivables   | 640,143             | 121,741             |
| Investments   | <u>2,765,861</u>    | <u>2,209,829</u>    |
| Total financial assets  | 7,721,913           | 7,480,482           |
| Less: Contractual or donor-imposed restrictions   |                     |                     |
| Net assets with donor restrictions  | <u>(75,000)</u>     | <u>(75,000)</u>     |
| Financial assets available to meet cash needs for<br>general expenditures within one year | <u>\$ 7,646,913</u> | <u>\$ 7,405,482</u> |

## **THE BRONX CHARTER SCHOOL FOR CHILDREN**

### **NOTES TO FINANCIAL STATEMENTS - CONTINUED**

#### **11. AVAILABLE RESOURCES AND LIQUIDITY - CONTINUED**

The School regularly monitors liquidity required to meet its operating needs and other contractual commitments, while also striving to maximize the investment of its available funds. The School has various sources of liquidity at its disposal, including cash and cash equivalents and marketable debt securities. The School's tuition revenue is advanced throughout the year, providing a consistent stream of revenue.

#### **12. SUBSEQUENT EVENTS**

In August 2022, the School executed a lease for real property. The lease term is 32 years. Payments under the lease will begin on the date that the property is available for use, which is anticipated to be on or before October 1, 2023. The annual base rent payments range from \$998,000 to \$2,556,000.

Management has evaluated all events or transactions that occurred after June 30, 2022 through October 31, 2022, the date that the financial statements were available to be issued. During this period, there were no material subsequent events requiring disclosure except as disclosed above.



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS  
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE  
WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Trustees of  
The Bronx Charter School for Children

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of The Bronx Charter School for Children (the "School"), which comprise the statement of financial position as of June 30, 2022, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 31, 2022.

**Report on Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the School's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements, on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS - CONTINUED**

**Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of This Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

**Galleros Robinson CPAs, LLP**

New York, New York  
October 31, 2022



June 01, 2022 through June 30, 2022

Primary Account: [REDACTED]

# CHASE BUSINESS PREMIER SAVINGS

BRONX CHARTER SCHOOL FOR CHILDREN

Account Number [REDACTED]

## SAVINGS SUMMARY

|  | INSTANCES | AMOUNT              |
|--|-----------|---------------------|
| <b>Beginning Balance</b>                   |           | <b>\$100,068.50</b> |
| Deposits and Additions                     | 1         | 1.62                |
| <b>Ending Balance</b>                      | <b>1</b>  | <b>\$100,070.12</b> |
| Annual Percentage Yield Earned This Period |           | 0.02%               |
| Interest Paid This Period                  |           | \$1.62              |
| Interest Paid Year-to-Date                 |           | \$9.78              |

Your monthly service fee was waived because you maintained an average savings balance of \$25,000 or more during the statement period.

## TRANSACTION DETAIL

| DATE  | DESCRIPTION              | AMOUNT | BALANCE             |
|-------|--------------------------|--------|---------------------|
|       | <b>Beginning Balance</b> |        | <b>\$100,068.50</b> |
| 06/30 | Interest Payment         | 1.62   | 100,070.12          |
|       | <b>Ending Balance</b>    |        | <b>\$100,070.12</b> |

30 deposited items are provided with your account each month. There is a \$0.40 fee for each additional deposited item.

**IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC FUNDS TRANSFERS:** Call us at 1-866-564-2262 or write us at the address on the front of this statement (non-personal accounts contact Customer Service) immediately if you think your statement or receipt is incorrect or if you need more information about a transfer listed on the statement or receipt.

For personal accounts only: We must hear from you no later than 60 days after we sent you the FIRST statement on which the problem or error appeared. Be prepared to give us the following information:

- Your name and account number
- The dollar amount of the suspected error
- A description of the error or transfer you are unsure of, why you believe it is an error, or why you need more information.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days (or 20 business days for new accounts) to do this, we will credit your account for the amount you think is in error so that you will have use of the money during the time it takes us to complete our investigation.

**IN CASE OF ERRORS OR QUESTIONS ABOUT NON-ELECTRONIC TRANSACTIONS:** Contact the bank immediately if your statement is incorrect or if you need more information about any non-electronic transactions (checks or deposits) on this statement. If any such error appears, you must notify the bank in writing no later than 30 days after the statement was made available to you. For more complete details, see the Account Rules and Regulations or other applicable account agreement that governs your account. Deposit products and services are offered by JPMorgan Chase Bank, N.A. Member FDIC



JPMorgan Chase Bank, N.A. Member FDIC

**THE BRONX CHARTER SCHOOL FOR CHILDREN**

**MANAGEMENT LETTER**

**FOR THE YEAR ENDED JUNE 30, 2022**

**GALLEROS ROBINSON  
CERTIFIED PUBLIC ACCOUNTANTS, LLP**



October 31, 2022

To The Board of Trustees of  
The Bronx Charter School for Children

In planning and performing our audit of the financial statements of The Bronx Charter School for Children (the "School") at and for the year ended June 30, 2022, in accordance with auditing standards generally accepted in the United States of America, we considered The Bronx Charter School for Children's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

We wish to make the following comments and recommendations to management:

**1. Government Grants Reconciliation**

**Observation:** During our audit of government grants revenue, we noted that grant revenue is recorded evenly over the School year based on the grant budget, however a reconciliation of the estimated revenue recorded to actual expenses was not done until after well after year end. We also noted that ESSER 3 grant revenue that was retroactively claimable for expenses incurred in 2021 was recorded by the School subsequent to year end, rather than during the School year ended June 30, 2022.

**Recommendation:**

We recommend that government grant revenue recorded based on budget allocations be reconciled periodically to actual expenses and adjusted as necessary. In addition, we recommend that revenue for government grants be recorded once the conditions relating to such revenue have been met, rather than ratably over the fiscal year.

**To The Board of Trustees of  
The Bronx Charter School for Children  
Page 2**

This communication is intended solely for the information and use of management, the Board of Trustees, and others within The Bronx Charter School for Children and is not intended to be, and should not be, used by anyone other than these specified parties.

Sincerely,

**Galleros Robinson CPAs, LLP**

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Hayden Hoi Kit Chan

---

**Name of Charter School Education Corporation:**

The Bronx Charter School for Children

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Secretary of the Board, Member of Finance and Governance Committee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

If Yes, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes  No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

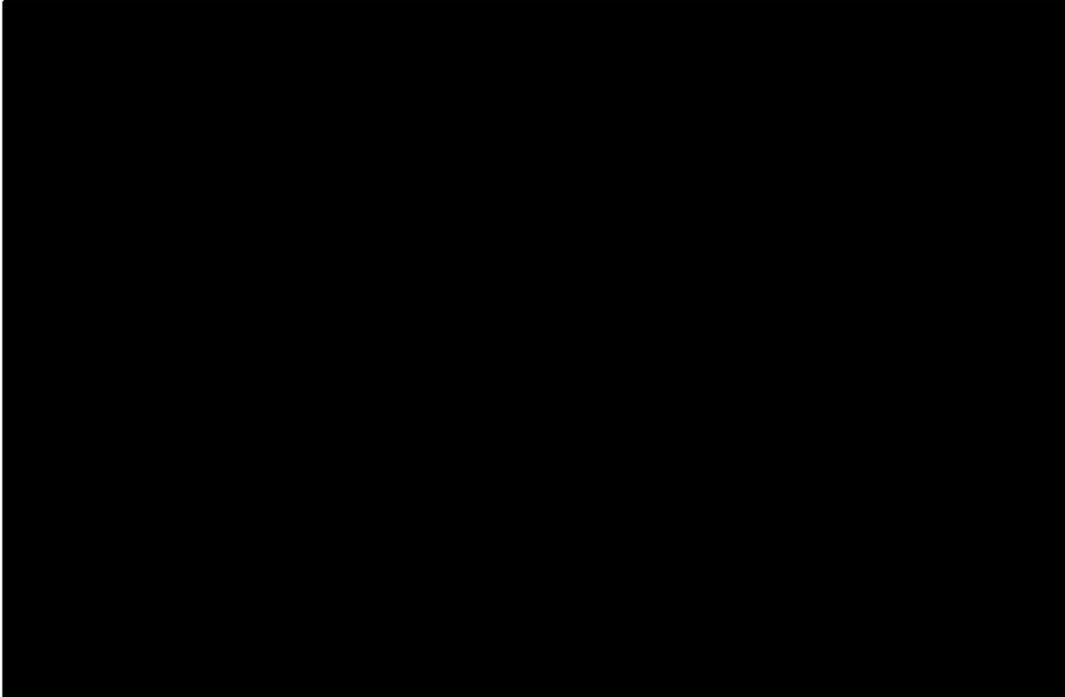
| <b>Date(s)</b> | <b>Nature of financial interest / transaction</b> | <b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b> | <b>Name of person holding interest or engaging in transaction and relationship to you</b> |
|----------------|---|---|---|
|                |   |   |   |

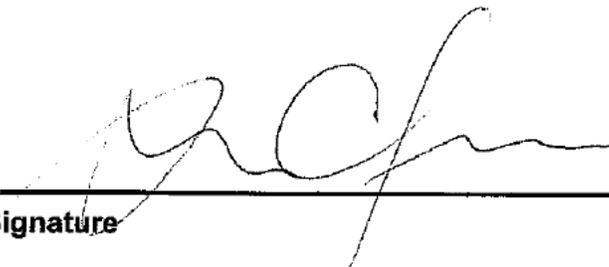
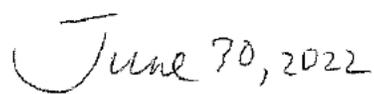
7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

**None**

| Organization conducting business with the school(s) | Nature of business conducted | Approximate value of the business conducted | Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest | Steps taken to avoid conflict of interest |
|---|------------------------------|---|---|---|
|   |                              |   |   |   |

*This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.*



   
\_\_\_\_\_  
**Signature** **Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Maria Aveledo

---

**Name of Charter School Education Corporation:**

The Bronx Charter School for Children

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Officers: President, Vice President, Secretary, Treasurer

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

If Yes, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes  No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

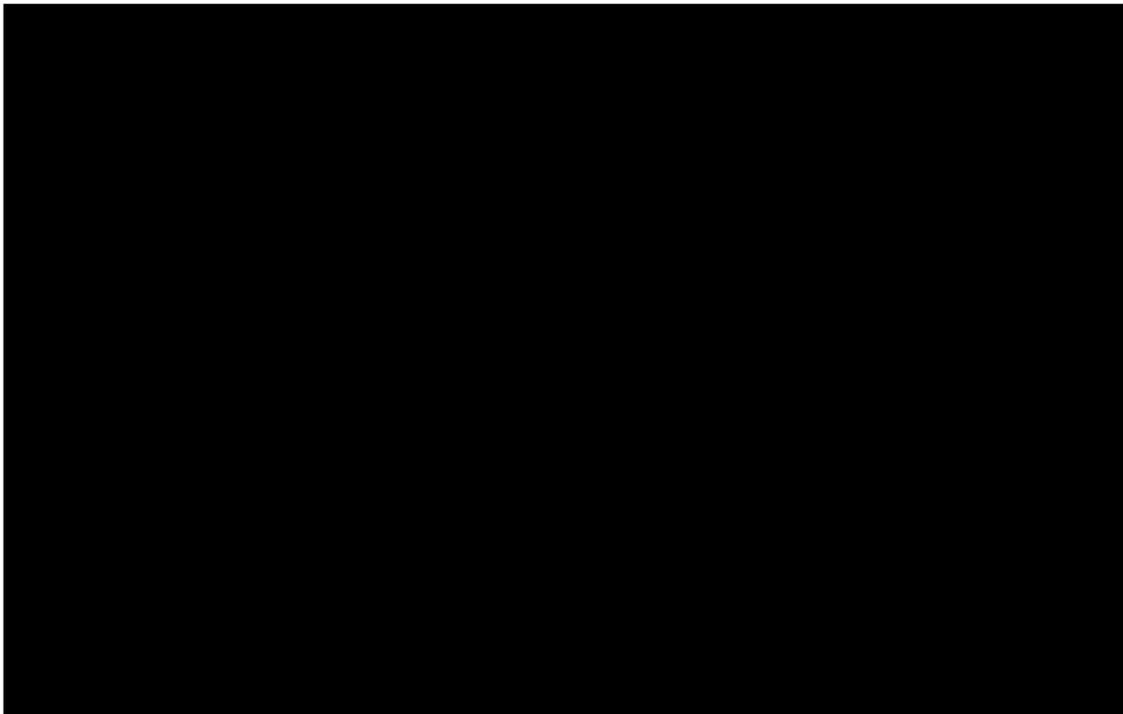
| Date(s) | Nature of financial interest / transaction | Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion) | Name of person holding interest or engaging in transaction and relationship to you |
|---------|--|--|--|
|         |  |  |  |

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

**None**

| Organization conducting business with the school(s) | Nature of business conducted | Approximate value of the business conducted | Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest | Steps taken to avoid conflict of interest |
|---|------------------------------|---|---|---|
|   |                              |   |   |   |

*This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.*



*Maria Aveledo*

06/01/2022

---

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

Disclosure of Financial Interest by a Current or Former Trustee

Trustee Name:

*Joanne Cariss*

Name of Charter School Education Corporation:

*The Bond Charter School Education*

1. List all positions held in the education corporation, board of trustees (Board), (e.g. director, trustee, treasurer, secretary, parent representative, etc.)

*As former member of the Development Committee*

2. Are you related by blood or marriage to any person employed in the school and/or education corporation?

Yes  No

If Yes, please describe the nature of your relationship and the person's position, job description, and/or responsibilities with the school.

3. Are you related by blood or marriage to any person who is currently a student currently attending the school operated by the education corporation?

Yes  No

If Yes, please describe the nature of your relationship and the person's position, job description, and/or responsibilities with the school.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

If Yes, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services (MCO), whether for-profit or not-for-profit, which contracts or may contract with the charter school or education corporation, or do you serve as an employee, officer or director of a own, a controlling interest in, a business, or entity that contracts or does business with, appears to contract or do business with, the charter school, education corporation, and/or a MCO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes  No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

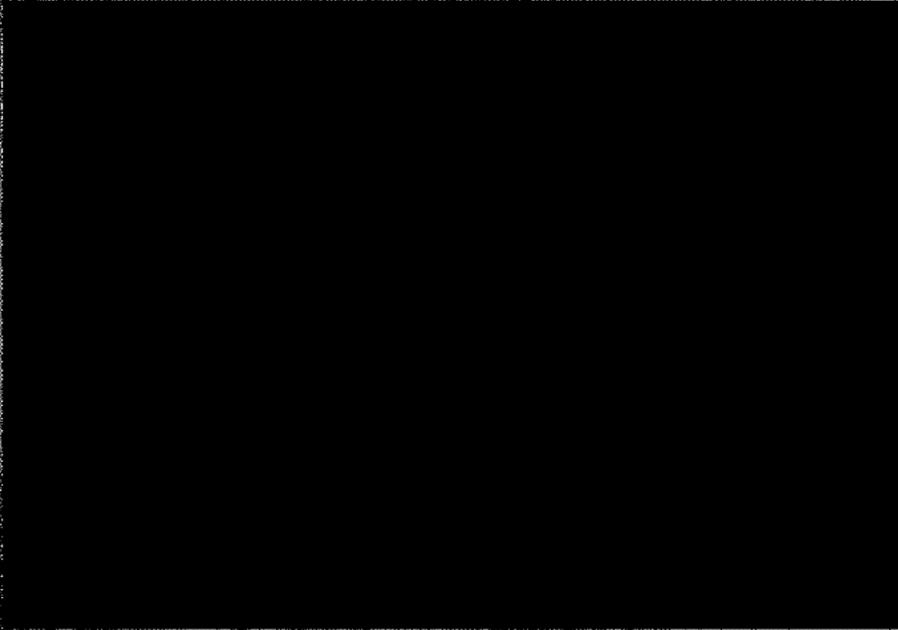
6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check None.

None

| Date(s) | Nature of financial interest / transaction | Steps taken to avoid a conflict of interest (e.g., did not vote, did not participate in discussion) | Name of person holding interest or engaging in transaction and relationship to you |
|---------|--|---|--|
|         |  |   |  |
|         |  |   |  |



This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.



*Aracelis Acuna* *6/7/22*  
\_\_\_\_\_  
Signature Date

Accepted signature format is:  
Digitally verified PDF signature  
or manually signed scan of PDF

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Laurence Slous

---

**Name of Charter School Education Corporation:**

Bronx Charter School For Children

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Member, Board of Trustees

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If Yes, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If Yes, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

If Yes, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes  No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

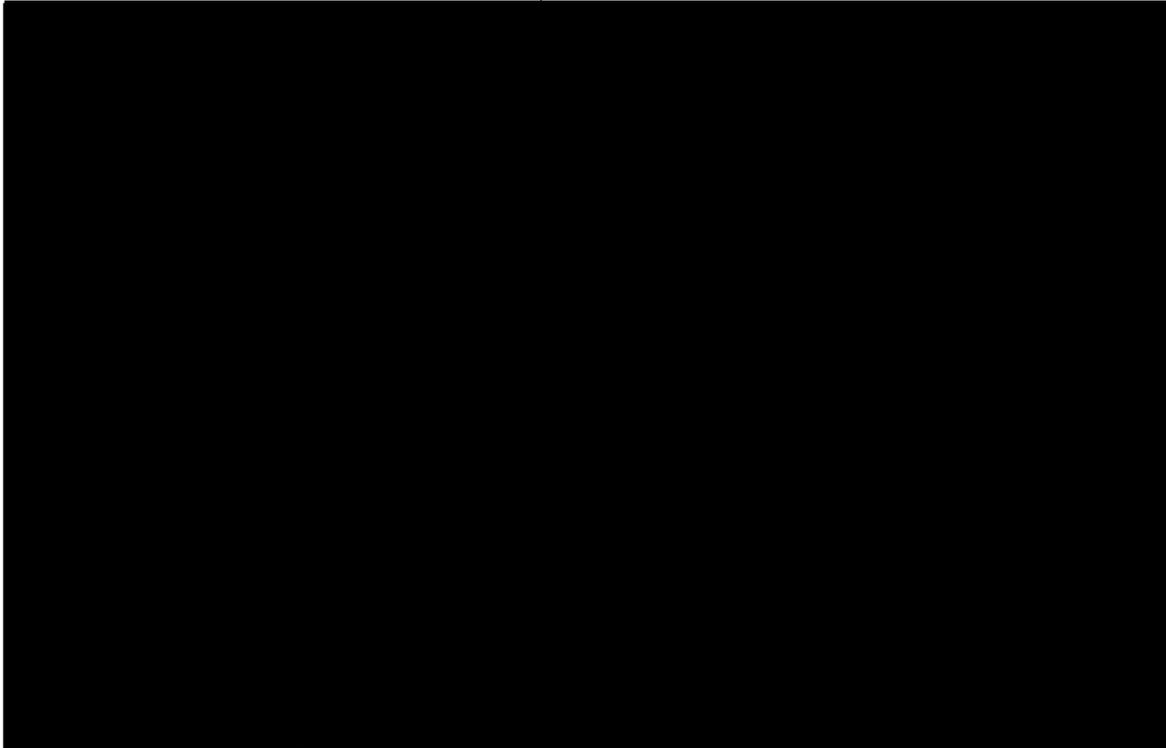
| <b>Date(s)</b> | <b>Nature of financial interest / transaction</b> | <b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b> | <b>Name of person holding interest or engaging in transaction and relationship to you</b> |
|----------------|---|---|---|
|                |   |   |   |

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

**None**

| Organization conducting business with the school(s) | Nature of business conducted | Approximate value of the business conducted | Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest | Steps taken to avoid conflict of interest |
|---|------------------------------|---|---|---|
|   |                              |   |   |   |

*This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.*



A handwritten signature in black ink, appearing to read "Laurence Slous", is written over a horizontal line.

June 15, 2022

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member**

Name:

JANE ZHRENBERG ROSEN

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

THE BRONX CHARTER SCHOOL FOR CHILDREN

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

PRESIDENT  
SECRETARY

2. Are you an employee of any school operated by the education corporation?  
 Yes  No

If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Are you related, by blood or marriage, to any person employed by the school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

If Yes, please describe the nature of your relationship and how this person could benefit from your participation.

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes  No

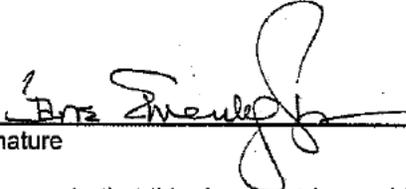
If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

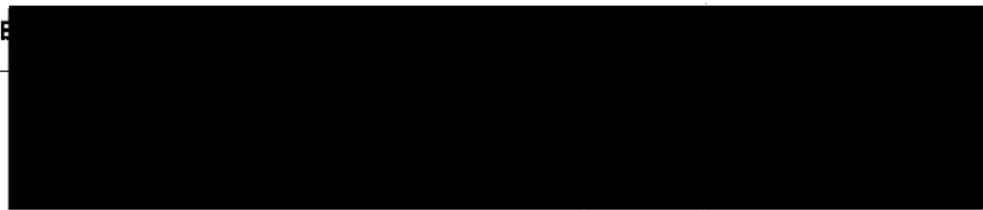
| Date(s)  | Nature of financial interest/transaction | Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion) | Name of person holding interest or engaging in transaction and relationship to you |
|--|--|--|--|
| <i>Please write "None" if applicable. Do not leave this space blank.</i> |  |  |  |

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write "None."

| Organization conducting business with the school(s)                      | Nature of business conducted | Approximate value of the business conducted | Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest | Steps taken to avoid conflict of interest |
|--|------------------------------|---|---|---|
| <i>Please write "None" if applicable. Do not leave this space blank.</i> |                              |   |   |   |

  
 Signature \_\_\_\_\_ Date 6-24-2022

*Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.*



**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

BRUCE M. GREENWALD

**Name of Charter School Education Corporation:**

THE BRONY CHARTER SCHOOL FOR CHILDREN

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If Yes, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If Yes, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

If Yes, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes  No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

| <b>Date(s)</b> | <b>Nature of financial interest / transaction</b> | <b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b> | <b>Name of person holding interest or engaging in transaction and relationship to you</b> |
|----------------|---|---|---|
|                |   |   |   |

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

**None**

| <b>Organization conducting business with the school(s)</b> | <b>Nature of business conducted</b> | <b>Approximate value of the business conducted</b> | <b>Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest</b> | <b>Steps taken to avoid conflict of interest</b> |
|--|-------------------------------------|--|--|--|
|  |                                     |  |  |  |



**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Sydney Blair

---

**Name of Charter School Education Corporation:**

The Bronx Charter School For Children

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Board member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes  No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

| <b>Date(s)</b> | <b>Nature of financial interest / transaction</b> | <b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b> | <b>Name of person holding interest or engaging in transaction and relationship to you</b> |
|----------------|---|---|---|
|                |   |   |   |

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

**None**

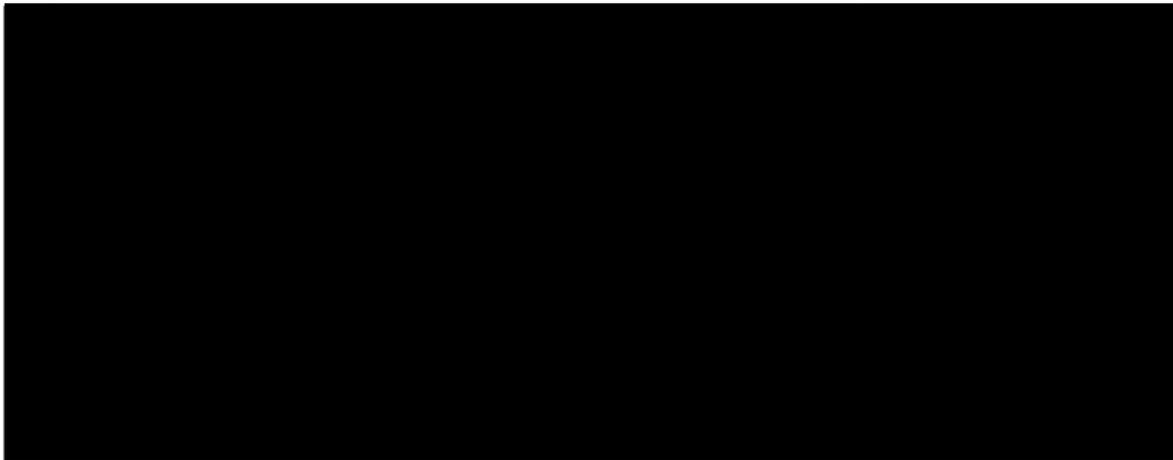
| Organization conducting business with the school(s) | Nature of business conducted | Approximate value of the business conducted | Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest | Steps taken to avoid conflict of interest |
|---|------------------------------|---|---|---|
|   |                              |   |   |   |

*This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.*

**Business Telephone:**

---

**Business Address:**



A handwritten signature in cursive script that reads "Sydney Blair".

5/25/2022

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Nicole Schmidt

---

**Name of Charter School Education Corporation:**

Bronx Charter School for Children

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If Yes, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If Yes, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

If Yes, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes  No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

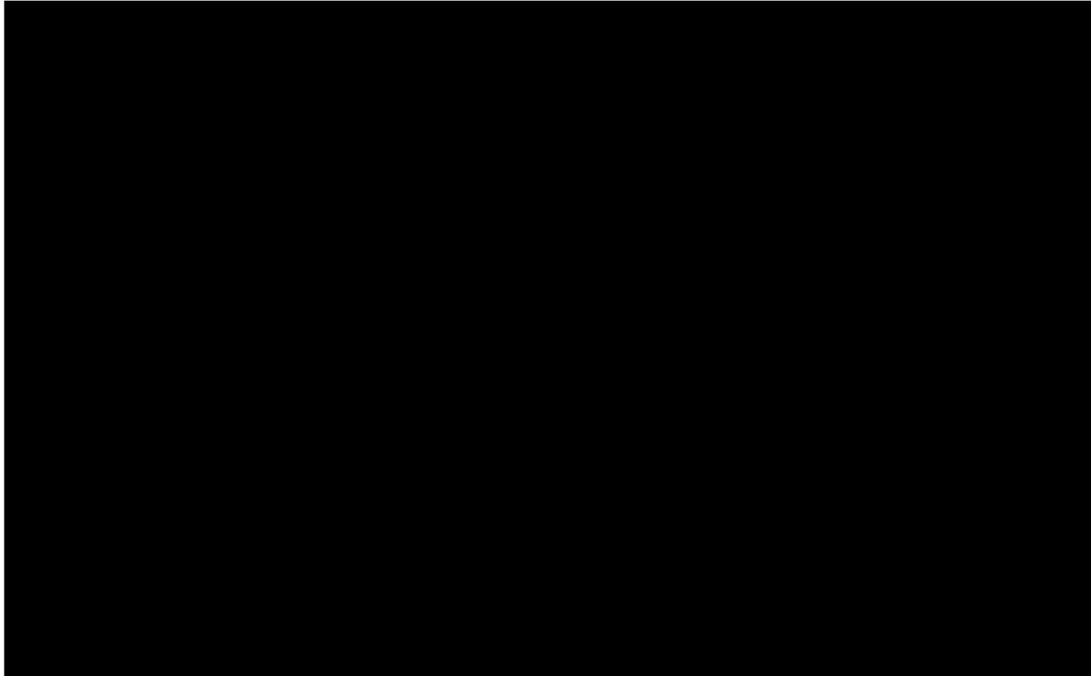
| Date(s) | Nature of financial interest / transaction | Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion) | Name of person holding interest or engaging in transaction and relationship to you |
|---------|--|--|--|
|         |  |  |  |

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

**None**

| Organization conducting business with the school(s) | Nature of business conducted | Approximate value of the business conducted | Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest | Steps taken to avoid conflict of interest |
|---|------------------------------|---|---|---|
|   |                              |   |   |   |

*This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.*



**nicole schmidt** Digitally signed by nicole schmidt  
Date: 2022.06.28 09:13:32  
-04'00'

---

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Brigitte Bentele

**Name of Charter School Education Corporation:**

The Bronx Charter School for Children

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

*Secretary in past, not currently  
Trustee*

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If Yes, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If Yes, please describe the nature of your relationship and if the student could benefit from your participation.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

| <b>Date(s)</b> | <b>Nature of financial interest / transaction</b> | <b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b> | <b>Name of person holding interest or engaging in transaction and relationship to you</b> |
|----------------|---|---|---|
|                |   |   |   |

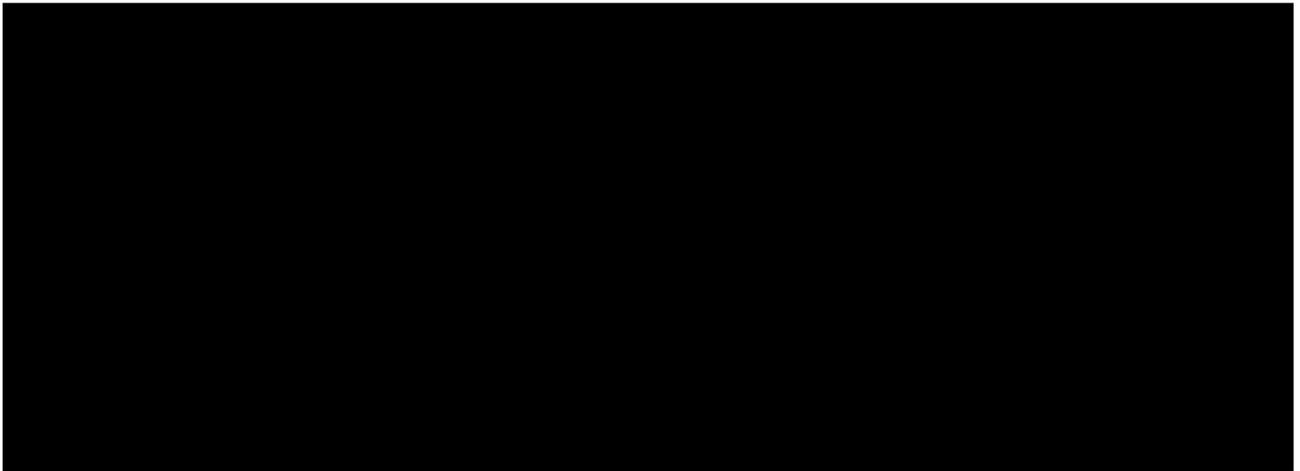
*This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.*

**Business Telephone:**

---

**Business Address:**

---



*Briette Bentels*

*6/5/22*

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

**MARK A. SAMUEL**

---

**Name of Charter School Education Corporation:**

**THE BRONX CHARTER SCHOOL FOR CHILDREN**

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If Yes, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If Yes, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

If Yes, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes  No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

| Date(s) | Nature of financial interest / transaction | Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion) | Name of person holding interest or engaging in transaction and relationship to you |
|---------|--|--|--|
|         |  |  |  |

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

None

| Organization conducting business with the school(s) | Nature of business conducted | Approximate value of the business conducted | Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest | Steps taken to avoid conflict of interest |
|---|------------------------------|---|---|---|
|   |                              |   |   |   |

*This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.*

**Business Telephone:**

---

**Business Address:**

---

**E-mail Address:**

---

**Home Telephone:**

---

**Home Address:**

---

Mark A. Samuel                      6/24/2022

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Paul Libretta

---

**Name of Charter School Education Corporation:**

The Bronx Charter School for Children

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

VP of the Board

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes  No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

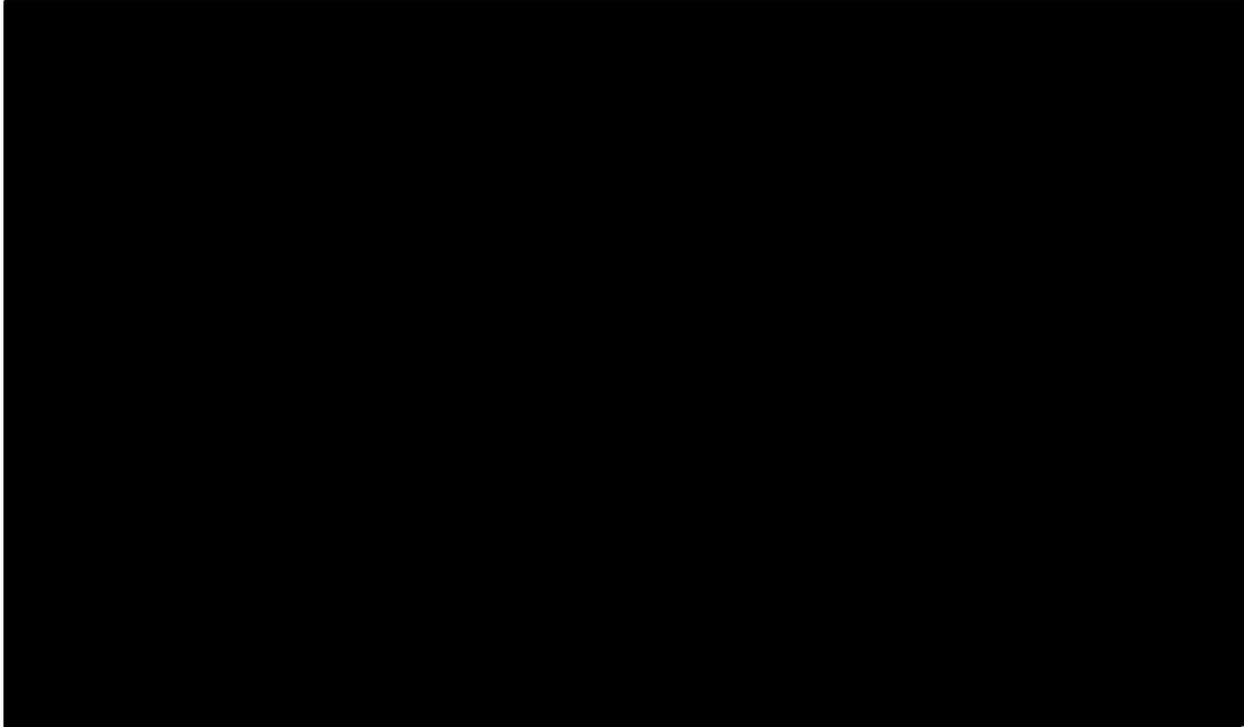
| Date(s) | Nature of financial interest / transaction | Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion) | Name of person holding interest or engaging in transaction and relationship to you |
|---------|--|--|--|
|         |  |  |  |

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

**None**

| Organization conducting business with the school(s) | Nature of business conducted | Approximate value of the business conducted | Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest | Steps taken to avoid conflict of interest |
|---|------------------------------|---|---|---|
|   |                              |   |   |   |

*This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.*



*Paul Libretta*

*6/30/22*

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

# **The Bronx Charter School for Children**

## **Board Meeting Minutes**

**July 15, 2021**

A meeting of the Board of Trustees (the “Board”) of The Bronx Charter School of Children was held virtually on July 15, 2021, at 4:32pm.

The following members of the Board and Administration were present:

Denise Alexander (Ex-Officio, Executive Director), Hayden Chan (Secretary), Bruce Greenwald, Krista Hammond, Paul Libretta, Jane Ehrenberg Rosen (Chair), Sydney Blair, Mark A. Samuel, Nicole Schmidt

Absent: Brigitte Bentele, Joanne Carris, and Larry Slous

Guests: Bethany Goldszer (Director of Development and Community Partnerships), Candice Manzano (Director of Operations), Anastasiya Rosenbaum (Director of Finance), Carmen Umpierre (K-5), and Richard Gonzalez (MS).

The meeting was called to order at 4:32pm.

### Minutes of Previous Meeting

The Board VOTED:

To approve the minutes of the last Board meeting held on June 17, 2021, in the form previously circulated.

### Principal Introductions

Richard Gonzalez (Middle School) and Carmen Umpierre (Elementary School) both started on July 1, 2021 and introduced themselves to the Board.

### Medical Insurance Presentation

Jonah and Josh Smith presented HRA (Health Reimbursement Arrangement). In the introduction provided by Anastasiya Rosenbaum, we learned this plan can serve employees better and reduce overall costs. Projected savings with proposed plan is \$ 95k. We are working with the carrier, broker, and provider for the plan to be effective as of September 1, 2021.

### Executive Director Report

We are actively recruiting students, two former elementary students may return for middle school. We are awaiting guidelines from CDC, DOH, NYC mayor and NYS governor for the fall semester. Summer professional development for K – 5 and Middle School is on-going. Staff is scheduled to return to school on Aug 9<sup>th</sup> to prepare for return of students on Aug 23<sup>rd</sup>. Denise is attending an emergency SED meeting tomorrow and will share developments.

### Academic Committee

Denise Alexander will share Executive4 Director report in August. She is engaged in End of Year and Beginning of Year planning, reviewing all data points, working with leaders on testing,

attendance, teacher development, curriculum and academic goals for 2021 – 2022. NYSELAT testing is starting before the school year begins. Scholars work one-on-one with a certified ENL teacher

#### Development Committee

Bethany Goldszer reported \$45k annual fundraising, \$7k in memorial for Suellyn Preston Scull and \$5k awarded by People's United Bank. Ariel Santos memorial to commence at the start of the school year to support school music lessons.

#### Finance Committee

Anastasiya Rosenbaum is in the process of closing books for year end. In August the audit will begin with Derek Flanagan. Our five year financial plan is largely driven by increased space and headcount that puts pressure on our resources.

#### The Board VOTED:

To approve Loci Architecture proposal for consulting services.

#### Governance Committee

Jane Ehrenberg Rosen reported Paul Libretta appointed Vice President and Mark A. Samuel as Chair of Governance Committee for 2021-2022 school year. Resolutions were created to reflect changes. Special recognition to Brigitte Bentele and Larry Slous for their services on the Executive Committee.

#### Facilities Committee

Bruce Greenwald reported that Oren Sendowski, our landlord, informed us that space he owns at East 138<sup>th</sup> and Willis has become available. AECI Charter High School, was working to find new space and will be moving out of this space earlier than expected. It is approximately 20k sq. ft. and can house the 6th and 7th grades. 388 Willis will house K – 5 this school year (2021-2022) and K-6 in following years. In the last 24 hours, we discovered there is no CO for this space (East 138 and Willis) and the previous school/tenant operated with TCO which expired in 2019. Oren Sendowski is working on expediting renewal of TCO. There is no promise when this would be completed. There are questions of SED and Insurance approval, will the state waive CO requirement? We are non-committal on moving into the space without a CO. Lease is fully negotiated, but we will not sign or submit check until CO issue is resolved.

631 Bergen - conversion of the building for K-8 is ending up not being affordable. SED requires 25% reserves on operations on the balance sheet. Soft costs would have created enormous strain on the school. Notified broker and owner did not come back to us.

149th and 3rd Ave - venue may house 3 grades if all space is made available right away. A schedule was provided to owner. We need facilities by August 15, likely impossible. No response from this owner.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:31 pm.

Respectfully submitted,

Hayden Chan, Secretary

# **The Bronx Charter School for Children**

## **Board Meeting Minutes**

**August 19, 2021**

A meeting of the Board of Trustees (the “Board”) of The Bronx Charter School of Children was held virtually on August 19, 2021.

The following members of the Board and Administration were present:

Denise Alexander (Ex-Officio, Executive Director), Jane Ehrenberg Rosen (chair), Hayden Chan (Secretary), Larry Slous, Krista Hammond, Paul Libretta, Brigitte Bentele, Bruce Greenwald, Joanne Carris, Nicole Schmidt, Bethany Goldszer (Director of Development and Community Partnerships), Anastasiya Rosenbaum (Director of Finance), Candice Manzano (Director of Operations) and Richard Gonzalez (MS).

Absent: Sydney Blair and Mark A. Samuel

The meeting was called to order at 4:34pm.

### Minutes of Previous Meeting

The Board VOTED:

To approve the minutes of the last Board meeting held on July 15, 2021 with minor revisions.

### COVID/Middle and Elementary School

Staff returned to school on August 9, 2021. With COVID testing required, one staff member tested positive. Lower school families were nervous once they were informed of the positive test. CDC guidelines have been maintained, masks are required for everyone in the school, scholars maintained 3 feet distancing in class. Physical education/chorus has maintained 6 feet distancing. Dining spaces are 6 feet apart and children are eating in different places or areas. DOH has not strayed from CDC guidelines, we have complied. This stance has been adopted similarly by charter schools across NYC. Vaccinated staff are required to submit proof today, August 19, 2021, and un-vaccinated staff will be required to get weekly testing and submit results to the school. Jane Ehrenberg Rosen and Denise Alexander delivered the same message on the opening day encouraging vaccinations for staff. Denise will disseminate the percentage of vaccinated staff and students to the Board when available

Elementary and Middle School. Elementary school families voiced more concerns than Middle School families about in-person attendance. Some complained that the children should not be attending school physically, and will share views with local officials. Preparation for school closure is ongoing based on experiences from other schools. DOH not now indicating that two positive COVID cases results in school shut down.

Some families kept electronic devices (Chromebooks) and others returned them; we are recommending families to take loaner devices now. Last year some families did not take devices due to incompatibility issues. This year we are proactively testing efficacy of devices. In addition, we are communicating with families that attendance counts and pods are being employed. Intervention Groups will occur at the same time as core lessons, and Intervention Group teachers will interact with different pods.

Middle School will not be opening for in-person learning the first week and will conduct remote learning. We are not ready to host middle school scholars as the furniture ordered is being delayed due to supply chain issues, and the WiFi setup is not yet completed. We are exploring the possibility of renting furniture. Middle School families have been notified of the delay, and on Friday there will be a community event.

We have experienced quite a few resignations: administrator, one elementary teacher, middle school math/science and 2 - 3 additional resignations. Reasons for these attributed to relocation (found employment closer to home), looking for work-life balance. New hires are being aggressively recruited. DOE jobs are particularly enticing for teachers and sign on bonuses are being offered by DOE for Special Education teachers. We have not been able to fill teacher vacancy in Elementary Art and Spanish. We have not hired middle school operational facilities personnel as we don't have facility yet.

#### Academic

Our mathematics scholar achievement is weaker, and ELA scholar achievement stayed consistent compared with data two years ago - 2019. A newly designed, guided math program has been initiated, which involves small group instruction tailored to each scholar's needs. Determining scholar's level of progress has been hard to monitor since we have been remote. The biggest gains were focused on the conceptual consistent coaching with scholars. Another program to improve academics is to provide intervention for short periods of time in the form of targeted support on a daily basis. Interventionists will have data coaches assigned to ensure alignment with the program. This will enable teachers to "zero in" on discreet skills and frequently monitor progress. Middle School will schedule 2 hour blocks every other day to support teachers to maximize these multi-tiered systems. The Metamorphosis Middle School math program will be used. Had it been a regular school year, guided and intervention math programs would have been much more effective. Cumulatives (which resemble state tests) were not used because of remote learning. Mock assessments in the summer did not provide enough data to compare, since the sample size was not large enough to provide reliable data. The ELA and mathematics assessments were the same test as 2018, therefore, the outcome was not reliable.

#### Academic Committee

The committee has not met. Denise Alexander, Jane Ehrenberg Rosen and Brigitte Bentele will review the Academic calendar and meet monthly to review data for proficiency of learning goals, benchmarking systems and unit assessments. Denise Alexander and Brigitte Bentele will collaborate on one-on-one academic action plans, review, achievement, and progress. An opportunity will be available for our Principals to address the Board.

#### Development Committee

Bethany Goldszer provided a presentation of Development Committee Meeting slides, where the Board was given a comprehensive review of the process of raising funds and establishing long term donor relationships. Bethany will conduct new donors' assets review for capability and qualify them by gauging their interest to engage in partnering with our goals. This donor review normally takes 4 - 6 months to complete.

#### Finance Committee

Anastasiya Rosenbaum reviewed the financials with the Board. June revenue generated a surplus attributed to a couple of factors including loan forgiveness and donations. Our current Cash and Cash Equivalent balance can cover 7 months of expenses. We are maintaining very conservative investments because of significant claims in the next couple of years. New Medical Plan sign up commenced in August and all eligible participants signed up over the course of 3 days. Overall feedback is that the Medical Plan has been well received. They have received the "Clarity Card"

The Board VOTED:

To approve Stipends. After discussion, the Board voted to approve stipends recommended by Denise and approved previously by the Executive Committee. These stipends are attributable to additional work assumed by certain staff members as a result of Covid accommodations, remote learning, and staff attrition. The total cost of the stipends is \$17,200.

#### Governance Committee

In June 2021, Nicole Schmidt disseminated by email an overview action plan for succession "A Toolkit for Succession - Executive Board Succession". Jane Ehrenberg Rosen, Bruce Greenwald, Brigitte Bentele, and Larry Slous are preparing job descriptions of key officers. Some considerations - who internally would be able to step into those roles? We need to add more people to the Succession planning committee currently staffed by Brigitte Bentele and Nicole Schmidt.

Paul Libretta's draft of bylaws will be passed along to the Board for review and comments. Changes to the handbooks will be made available, once Candice Manzano has completed them - expected next month. The waiver for Open Meeting Law has been reversed - one or more board members will need to attend meetings physically at School. We need to ensure the meeting will be available to the public and the school district (CSD 7). Meetings will be conducted in the district where the school is located. The Board needs to know that when there is a vote, board members cameras must be on.

#### Facilities Committee

Conditional Lease for Middle School space on East 138<sup>th</sup> Street was executed, the lease is for 3 years with an option for an additional year. The building on East 138 Street currently does not have Temporary Certificate of Occupancy (TCO) or Certificate of Occupancy (CO), it has been agreed with Sendowski (Landlord) the 1st month rent and deposit would be held in escrow. As of today, the TCO has not been received and we have an agreement with Sendowski to extend the agreement for another 30 days. Our architect is drafting a letter to indicate all safety issues are adequately addressed. We have not been issued an architect's letter, but expect to receive it in the coming week. Candice Manzano has not been able to negotiate services by DOH with TCO or CO not provided. TCO expired in August 2019 with schools still operating in the in the building. We do not know how SED will respond to the issue of no TCO or CO. This will likely be dependent on the DOB corrective actions suggested/ required. The lease will be circulated tomorrow for unanimous consent.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:09 pm.

Respectfully submitted,

Hayden Chan, Secretary



# **The Bronx Charter School for Children**

## **Board Meeting Minutes**

**September 23, 2021**

A meeting of the Board of Trustees (the “Board”) of The Bronx Charter School of Children was held virtually on September 23, 2021.

The following members of the Board and Administration were present:

Denise Alexander (Ex-Officio, Executive Director), Jane Ehrenberg Rosen (chair), Hayden Chan (Secretary), Brigitte Bentele, Nicole Schmidt, Mark A. Samuel, Bruce Greenwald, Krista Hammond, Paul Libretta, Anastasiya Rosenbaum (Director of Finance), Candice Manzano (Director of Operations), Richard Gonzalez (Middle School Principal), Bethany Goldszer (Director of Development and Community Partnerships), Carmen Umpierre (Elementary School Principal) and Bonnie Halloran (Director of Data and Assessments).

Absent: Larry Slous, Joanne Carris, and Sydney Blair

The meeting was called to order at 4:36pm.

### Minutes of Previous Meeting

The Board VOTED:

To approve the minutes of the last Board meeting held on August 19, 2021. Motion duly made by Bruce Greenwald, seconded and approved by Jane Ehrenberg Rosen, Brigitte Bentele, Paul Libretta, Mark A. Samuel, Krista Hammond, Nicole Schmidt, and Hayden Chan at 5:06 pm.

### Board on Track Presentation

Rachel Ksenyak, Senior Governance Coach, provided an overview of the Board on Track online platform which is hosted by Amazon Web Services (AWS). The platform runs on two tracks Strategic and Operational. The strategic aspect is focused on supporting the Board of Directors, CEO evaluation, and provides a resource library. Operationally, there are tools to manage Board Meetings such as set agendas, take notes, track attendance and recording. Rachel Ksenyak will provide a data and physical security overview as a follow up.

### Executive Director - Highlights

Denise Alexander - The school is experiencing vacancy and coverage challenges due to predictable teacher shortages; New York City is one of the hardest hit areas. Due to our size, it has been difficult to recruit, therefore, Denise is working with other school leaders in the area to form a coalition to expand the network of available talent. In addition, other measures are being taken to procure talent used in the past such as reaching out to agencies, colleges/universities and retired teachers. Unfortunately, the talent pool is very shallow and quite alarming. We predict this trend of limited talent to extend to the end of the school year.

### Principal Highlights

Elementary School Principal, Carmen Umpierre - There is a high energy level with parents and scholars as they physically return to school. Teachers and scholars are being provided much support as the school year begins.

Middle School Principal, Richard Gonzalez – The following activities conducted - math testing, formation of intervention groups, science curriculum “Amplify”, one-on-one math with teachers, and the School participated in NYC Day History Fair.

### NWEA

Scholar Academic Data Presentation by Director of Data and Assessments, Bonnie Halloran. She reviewed the benchmark methodology of NWEA assessment solutions that measures growth and proficiency of our scholars. Solutions includes Map Growth (benchmark assessment 3 times a year), computerized adaptive test, which calibrates with students’ answers. Student Achievement Scores represent a scholars’ Zone of Proximal Development (ZPD). Assessments are untimed and take approximately 40 to 60 minutes to complete. Students take reading and math assessments, and science for grades 6 to 8. Flooding due to remnants of Hurricane Ida delayed the tests a week. NWEA provides a snapshot of scholars test results and has the ability to compare results to national scores, ranks by percentile and ranks by questions asked.

Last year was the first time using NWEA in an all-remote environment. We are starting to see growth and looking forward to continuing in the upward trajectory. Assessments help highlight instruction areas and identify where the GAPS are and how to navigate creation of individual math and reading programs. NWEA is the number one portal for charter schools and other leaders are using it. This platform allows us to tailor to the individual scholar. Data Day is September 29, 2021

### Academic Committee

Brigitte Bentele – the Academic Committee met on Tuesday September 21 with a number of presenters and listened to various plans. Scholar testing is scheduled to be completed on the 28<sup>th</sup> of September. A Tier 3 program is being created in math and ELA that will receive intensive intervention to help integrate scholars to the core classroom. There is also a MLL program where English language proficiency is attained by a certain grade. There is a certain percentage of multilanguage scholars in kindergarten to 7th grade who will benefit from the MLL program, with a couple of other scholars that may require intensive intervention.

### Development Committee

Krista Hammond and Bethany Goldszer indicated donors show strong interest in supporting high performing students, corporate diversity programs, family support for unemployed/financially incapable, and teacher training (develop leaders/curriculum lead/assistant principal development pipeline). The teacher shortage is an opportunity to craft development. They talked about major gifts programs, the annual campaign, and funding a music program that would possibly carve out a musical scholarship for students with an aptitude.

### Finance Committee

Bruce Greenwald and Anastasiya Rosenbaum – The monthly financials will be completed in the next couple of days. The enrollment process is still ongoing. The audit officially began and is in process; we anticipate completion in the next couple of weeks.

### Governance Committee

Paul Libretta presented by-law changes, Board Officer descriptions, and a Board calendar.

Meeting notice requirements - Jane circulated Board meeting calendar for the year and any special meetings we need should be scheduled with 10 days' notice. Meetings are posted on the website and the master calendar for NYSED, NYC and parents.

The Executive Director goal setting process is ongoing and the Open Meeting Law reinstated for the second week of January 2022.

The Board VOTED:

To approve adoption of bylaws changes. Motion duly made by Bruce Greenwald, seconded and approved by Jane Ehrenberg Rosen, Brigitte Bentele, Paul Libretta, Mark A. Samuel, Krista Hammond, Nicole Schmidt, and Hayden Chan at 6:03 pm.

The Board VOTED:

To approve Board Job Officer Descriptions. Motion duly made by Brigitte Bentele, seconded and approved by Jane Ehrenberg Rosen, Bruce Greenwald, Paul Libretta, Mark A. Samuel, Krista Hammond, Nicole Schmidt, and Hayden Chan at 6:04 pm.

The Board VOTED:

To approve the vaccination policy. Motion duly made by Bruce Greenwald, seconded and approved by Jane Ehrenberg Rosen, Brigitte Bentele, Paul Libretta, Mark A. Samuel, Krista Hammond, Nicole Schmidt, and Hayden Chan at 6:00 pm.

### Facilities Committee

Bruce Greenwald updated us on the 388 Willis Flood Damage/Repairs and also the space at East 138<sup>th</sup> Street.

East 423-425 East 138<sup>th</sup> Street - Temporary Certificate of Occupancy issued online and landlord obtained the physical letter. There is a possibility of additional space that may be available there. 388 Willis suffered flood damages a couple of weeks ago caused by the remnants of Hurricane Ida. Landlord is taking steps to remediate property damages and other unforeseen fallout (mold).

Overall facility planning needs to consider our current leases and strategies to optimize current and future space requirements. No new space has been offered, aside from one project developer who is in communication with our broker.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:15 pm.

Respectfully submitted,

Hayden Chan, Secretary

# **The Bronx Charter School for Children**

## **Board Meeting Minutes**

**October 21, 2021**

A meeting of the Board of Trustees (the “Board”) of The Bronx Charter School of Children was held virtually on October 21, 2021.

The following members of the Board were present:

Denise Alexander (Ex-Officio, Executive Director), Brigitte Bentele, Sydney Blair, Joanne Carris, Bruce Greenwald, Krista Hammond, Paul Libretta, Jane Ehrenberg Rosen (chair), Mark A. Samuel, Nicole Schmidt, and Larry Slous.

Guests included Bethany Goldszer (Director of Development and Community Partnerships), Candice Manzano (Director of Operations), and Anastasiya Rosenbaum (Director of Finance), Carmen Umpierre (Principal of Elementary School)

The meeting was called to order at 4:31pm.

### Minutes of Previous Meeting

The Board VOTED:

To approve the minutes of the last Board meeting held on September 17, 2021, in the form previously circulated and emended.

### COVID-19 Vaccination Policy

The Board VOTED:

To approve the revised COVID-19 Vaccination Policy. Denise explained that the process for giving exemptions, without preference, is that she works with the school counsel.

### Executive Director Report

Denise Alexander reported that the conference sponsored by the Charter School Growth Fund was an awesome experience and she encouraged the Board to use it more. She and Bruce have started discussions with respect to Facilities and Finance and what the Fund has to offer. It provides membership to BoardOnTrack for a year, after which the school would pay half, or \$5000, if the Board continues to use the service. Denise will explore what sources are available beyond what we learned at the last Board meeting. Questions were raised about the Executive Director Report (attached). Challenges will be raised in Executive Session.

### Principal Highlights

Carmen Umpierre gave highlights about the Elementary School. The NWEA assessment showed scholars’ areas of strengths and needs which are used to set new expectations, with changes to the scope and sequence, and the structure of the day to accommodate science and social studies. She has worked with teachers to set goals, communicated with parents, created a pacing calendar, changed Eureka Math to Math 180, worked with interventionists on guided reading and math. Parent forums will be held for ENL and Special Education and Wednesday mornings are used for the upper grade teachers to learn how to teach phonics. Carmen is creating professional

development opportunities and having walk-throughs. The tone is one of teaching and learning. Bulletin boards had a Spanish theme. One teacher needs additional support and one was released. In answer to the question about changes in academics and possible difficulties for teachers, Carmen gave the example of kindergartners who are coming to school without ever having been in school due to Covid, as an example of making changes based on what students are able to know and do.

#### Academic Committee

Brigitte Bentele reported on the Academic Committee meeting that was held on October 14. (minutes attached). A question was raised of how many teachers are fully certified. Denise reported that the State has widened certification considerations because there weren't enough qualified candidates, but said that the school prioritizes full certification for ENL and Special Education teachers. Teachers who are not certified are required to be working toward certification. The school supports teachers in acquiring CTLE hours toward certification.

#### Development Committee

Bethany Goldszer expanded on the Development Report (attached).

#### Finance Committee

Anastasiya Rosenbaum reported on the September finances, with \$1.1 million in revenue and \$952,000 spent. Per pupil is under the budgeted amount and the expenditures are also lower due to unfilled positions. Until the uncertainties of enrollment and unfilled positions settle down, there will be fluctuation in the financial situation. 95% of the audit is completed.

The Board VOTED:

To delegate authority to the Finance Committee to complete the audit and approve it. The full Board will approve it at the next meeting.

#### Governance Committee

Paul Libretta reported that Board Assist needs more time to find potential board candidates who are minorities to better reflect the community. A question was raised as to whether network schools that have individual charters for each school have any overlap in board members.

#### Facilities Committee

Bruce Greenwald reported that ABS Brokerage presented two possibilities for Middle School or K-8 school at 153rd and 154th Streets and Third Avenue, with 25,000 and 65,000 square feet respectively. These sites would not be available for three years. Given the enrollment challenge and the financial uncertainty, committing to a long-term plan for a new facility is risky. The Ad Hoc committee will meet to discuss. The site at E. 138th Street which now houses 6th and 7th grades has an additional 5000 square feet available, that may work for grades 6-8. Denise and Candice Manzano will look at the space. The landlord at 388 Willis has plans for upgrading the building during the summer, including replacing the roof, replacing windows so they can open, installing LED lighting. Denise is in conversation with Abraham House about space for herself and the Executive Team. Another possibility may be to occupy the available space at E. 138th Street immediately. Proximity of the different divisions of the school to each other is concerning to about 10-15% of Middle School parents.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:28 pm.

Respectfully submitted,

Brigitte Bentele  
substituting for Hayden Chan, Secretary

# **The Bronx Charter School for Children**

## **Board Meeting Minutes**

**November 18, 2021**

A meeting of the Board of Trustees (the “Board”) of The Bronx Charter School of Children was held virtually on November 18, 2021.

The following members of the Board and Administration were present:

Denise Alexander (Ex-Officio, Executive Director), Jane Ehrenberg Rosen (Chair), Hayden Chan (Secretary), Brigitte Bentele, Nicole Schmidt, Bruce Greenwald, Paul Libretta, Larry Slous, Anastasiya Rosenbaum (Director of Finance), Candice Manzano (Director of Operations), Richard Gonzalez (Middle School Principal) and Carmen Umpierre (Elementary School Principal).

Absent: Mark A. Samuel, Sydney Blair, Joanne Carris and Krista Hammond

The meeting was called to order at 4:32pm.

### Minutes of Previous Meeting

The Board VOTED:

To approve the minutes of the last Board meeting held on October 21, 2021 with corrections. Motion duly made by Nicole Schmidt, seconded and approved by Jane Ehrenberg Rosen, Brigitte Bentele, Paul Libretta, Larry Slous, Bruce Greenwald, and Hayden Chan.

### November ED Report

TBCSC approved a pop-up vaccine site (5-11 years old) to locate outside our building; information about it will be disseminated via social media, phone, back pack, Dojo and virtual calendar. Meeting with parents to gauge interest in vaccination, in general, found the rate of vaccination is low in the Bronx.

Assessment: Summative assessments of what was learned (during 6 - 7 weeks of instruction) with target of 70% minimum mastery is benchmark of current expectations. Teaching has been foundational. We use data analysis in addition to exit tickets, quizzes, observation of scholars. Every 6 weeks new content is introduced. Scholars who have not met the target of 70% minimum mastery participate in Tier 2 instruction to work towards 70% mastery.

### Principal Highlights

Carmen Umpierre – Considering incorporating “think aloud” method in the classrooms. Hired three teachers: two interventionists, and one math teacher. A pilot program will start in December to enhance English and support Spanish. RSA letters for students with disabilities. Open teaching positions still available.

Richard Gonzalez – Managing scholar interpersonal dynamics. 6<sup>th</sup> grade curriculum more stringent than the scholars are accustomed to. Math is an area where further support will be needed and provided. Hired a math general education teacher and two candidates are being reviewed for a supervisory role. ELA 6/7 grade presented strong summative results. Due to the circumstances of the past couple of

years, we notice scholar's writing stamina is weak. We will focus on Writing revolution curriculum in math and science which expects clear concise, evidence supporting passages. Science in 6th grade (biology) conducted experiments. Scholars showed strong interest in leadership programs for the second trimester; these include National History Day participation. Statistically bullying peaks in the 6<sup>th</sup> grade. Tik-Tok challenges plus bumping and hitting teachers, touching another person, damaging furniture are being closely monitored. To mitigate this trend, a Virtual Talk is conducted weekly to address these issues with parents with a look to include restorative practices to engage scholars.

#### TBCSC State Testing 2016-2019

There is yearly standardized public school testing by NYSED; the format is the same for all schools consisting of 3<sup>rd</sup> – 8<sup>th</sup> grade ELA and math, plus 4<sup>th</sup> grade science. The math test items have become more conceptual, and ELA has increased focus on text evidence. We need to focus on constructive response items. Low scholar attrition rates enabled consistent tracking of progress. In comparison to a comparable school list - we performed quite well.

#### Development Committee

Bethany Goldszer, Director of Development and Community Partnerships, resigned due to personal issues. A development status report was provided to the Board for review. Bethany is currently working on five grant proposals.

#### Finance Committee

Bruce Greenwald will circulate the monthly financials. Anastasiya Rosenbaum stated that per pupil revenue is less than budgeted. October expenses increased and this increase attributed to more temporary teachers, forecasting a greater loss for end of fiscal year.

#### The Board VOTED:

To approve renewal of annual membership with Board on Track. Motion duly made by Bruce Greenwald, seconded and approved by Jane Ehrenberg Rosen, Brigitte Bentele, Paul Libretta, Larry Slous, Nicole Schmidt, and Hayden Chan.

#### The Board VOTED:

To approve the audit. Motion duly made by Bruce Greenwald, seconded and approved by Jane Ehrenberg Rosen, Brigitte Bentele, Paul Libretta, Larry Slous, Nicole Schmidt, and Hayden Chan.

#### Governance Committee

Krista Hammond resigned from the board

Paul Libretta - Indicated we are looking to find new Board members; it will take as much as 60 days to find potential candidates.

#### Facilities Committee

Bruce Greenwald updated the Board on the East 138<sup>th</sup> Street facility. The TCO expired and the landlord is working on the renewal. The Fire Department has requested a copy of the TCO. We hope additional space will be made available in East 138<sup>th</sup> Street building, but the timing of this availability has been pushed back considerably. Bruce conducted an extensive conversation with a realty company regarding

153/3rd avenue 154/3rd avenue. Denise feels the location is too far away to be embraced by our current parents. This location might lead to a potential 20% loss of scholars.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:53 pm.

Respectfully submitted,

Hayden Chan, Secretary

# **The Bronx Charter School for Children**

## **Board Meeting Minutes December 16, 2021**

A meeting of the Board of Trustees (the “Board”) of The Bronx Charter School of Children was held virtually on December 16, 2021.

The following members of the Board were present:

Denise Alexander (Ex-Officio, Executive Director), Brigitte Bentele, Joanne Carris, Bruce Greenwald, Paul Libretta, Jane Ehrenberg Rosen (chair), and Nicole Schmidt

Absent were: Sydney Blair, Hayden Chan, Mark A. Samuel, and Larry Slous

Guests included Richard Gonzalez (Middle School Principal), Bruno Marchand (High School Coordinator), Anastasiya Rosenbaum (Director of Finance), and Carmen Umpierre (Elementary School Principal).

The meeting was called to order at 4:34pm.

### Principal Highlights

Richard Gonzalez reported that report cards for the end of trimester 1 were sent out in backpacks and to parents. There were far too many D grades. Teachers were not grading in a timely way, giving false positives; Richard will now have access to the grade books. Teachers need to enter grades every week. There will be two progress reports per trimester. Every parent of a student who received a D or below has been reached. Grading in the Middle School uses A, B, C, D and F. (Elementary School uses Beginning, Developing, Secure.) Moving forward, teachers will give weekly quizzes created by Richard and Ms Francis. The data from these will be used in the TLC meetings. The 6th grade advanced math group taught by the Interventionist is working well. In order to do the same for 7th grade, Bonnie Halloran is working with a small group. The recent summative data was disappointing. Teachers need support for planning how to use the 2-hour blocks of time, incorporating reteaching or clarifying misconceptions. In terms of climate and culture, there have been behavior problems in the 6th grade. Building on positives is encouraged. Teachers want to have a detention period during lunch, particularly related to homework issues. They will monitor it, enter data into Kickboard, follow protocols, and talk with students and parents.

Carmen Umpierre reported that the focus in Elementary School has been on math where the core instruction period has been restructured with two teachers in grades 3-5. An additional 45 minutes has been added to math time. Quizzes have been added. Carmen is spending time developing teachers.

### Middle School Mission: Getting Our Scholars to High School

Bruno Marchand reported on the work being done to prepare students and parents for high school entry. Only 4 parents attended an event so he is following up with a letter. He sent out an interest survey in September and plans to meet with each parent. Also he is also meeting with

graduates, some of whom will volunteer to do a presentation at school, and he is showing a video where graduates talk about their high schools. Bruno wants to raise the excitement level. Students will fill out mock applications. He plans to be interactive with the scholars about what they are doing to improve. He is helping scholars who want to go to art schools develop portfolios. There is a data base of graduates, but we lose them after Middle School. He has tried getting graduates to find other graduates, especially the ones who are in college now. Since there has been such a large turnover of staff, graduates have a problem identifying with the school.

#### Trimester 1 Dashboard Review

Denise Alexander used her screen to go through the Dashboard which she had sent to the Board (attached). As for school wide goals, this year is considered year 0, from which progress will be measured. The middle of the year NWEA results should be important data points. We're losing Special Education students; four students are in progress; there is one student in 12-1. Since attendance data on Special Education and MLL students is done manually, it hasn't yet been recorded. The attendance target is 95%; averages in K and grade 1 are low. It's important to learn whether the absences are excused or unexcused. Scholar attrition before September is primarily the result of scholars choosing a school where a sibling is enrolled. Summative assessments are color-coded. Suspension data is part of the performance framework. Attrition of staff is primarily in the Elementary School. Development data is trimester-based and does not include federal money. Teacher informs the Family Support department about concerns. The ACS numbers come from outside the school; the school only reports educational neglect to the ACS if a student has not been in school for 10 days in a row. Bonnie Halloran is taking over the work of the Dashboard. It was suggested that data related to Covid be included. Grade 5 is currently fully remote because of Covid cases among teacher and students. There are also cases in grade 3, the main office and grade 1. Is there a plan B if the DOE decides to close schools? A number of students were vaccinated at a pop-up site.

#### Academic Committee

The committee had its monthly meeting last week. In addition to what has already been reported by Richard and Carmen, Brigitte Bentele reported that two speech providers are coming in. Marie Fornes is working with teachers in ICT classes to consider different models for collaborating. Nedra Bowers is making a big push for language development. There is a bilingual program in grade 2 to help scholars fill gaps. There are still unfilled positions, resulting in great challenges.

#### Development Committee

The committee met with Hui Won Choi to discuss the job description of a Development Director. The focus of the new position will be on grant writing. Other work that needs to be done is community engagement, website development, maintaining connections with existing donors, newsletters, celebrating scholars and teachers, building the image of the school. Marketing and development are not the same skill set. A challenge will be how to manage the expectations of the director. It was suggested that we collaborate with a firm or a group that other schools are using. To begin the search for a Development Director, Denise has contacted two search firms and Bethany Goldszar has listed the position on her LinkedIn page.

#### Finance Committee

Anastasiya Rosenbaum reported that in November, revenue was under budget and spending

increased, mainly due to an increase in instructional salaries and recruitment expenses. IN DEED membership charges for applications; there are 12 vacancies, with 3 positions filled and beginning work on January 7. Assuming all positions are filled and the number of students remains the same, a loss of \$530,000 is predicted by the end of the year due to facilities expense increases, with janitorial and security services in two locations. The cash position is enough to cover 5.5 months of expenses.

Governance Committee

Paul Libretta interviewed a new candidate, Maria Aveledo, for the Board. The Governance Committee will interview her, and then she will be presented to the Board.

Facilities Committee

Bruce Greenwald is waiting for a response from the landlord of 388 Willis about adding or reconfiguring space. A development organization is acquiring a building at 151 street and 3rd which could be developed into a Middle School. We are offering a letter of intent. There is some risk since we don't have a good forecast of enrollment.

There being no further business to be transacted, and upon a motion duly made, seconded and approved, the meeting was adjourned at 6:26 pm.

Respectfully submitted,

Brigitte Bentele,  
substitute for Hayden Chan, Secretary

# **The Bronx Charter School for Children**

## **Board Meeting Minutes**

**January 20, 2022**

A meeting of the Board of Trustees (the “Board”) of The Bronx Charter School of Children was held virtually on January 20, 2022.

The following members of the Board were present:

Denise Alexander (Ex-Officio, Executive Director), Brigitte Bentele, Bruce Greenwald, Paul Libretta, Jane Ehrenberg Rosen (chair), Nicole Schmidt, Sydney Blair, Hayden Chan, Mark A. Samuel, and Larry Slous

Absent: Joanne Carris

Guests included Richard Gonzalez (Middle School Principal), Anastasiya Rosenbaum (Director of Finance), and Candice Manzano (Director of Operations)

The meeting was called to order at 4:32pm.

### Minutes of November Meeting

The Board VOTED:

To approve the minutes of the November Board meeting held on November 18, 2021.

### Minutes of December Meeting

The Board VOTED:

To approve the minutes of December Board meeting held on December 16, 2021.

### Executive Director

A week ago, the DOE offered remote schooling as an option for students. TBCSC has no plans to offer the remote option, unless there is a medical exemption. We now have 2 scholars with medical exemptions within the same family. The remote option is not supported by some members of the Board, due to the negative impact of extended remote learning. The Middle School Principal does not support it as the social, emotional and educational impacts are positive when scholars are in-person. Some families fear sending children to school. In one case, one member of the family has an autoimmune condition and another family has comorbidity.

Scholars who are not in school and are at home have tested positive, in quarantine. Some scholars are not being sent back by families. Some parents are considering a discharge of their children if no remote option is offered, attendance stands at 80%. Scholars mostly got sick outside of school. Teachers are concerned with the potential of getting sick themselves as children are exposed to external social environments. No changes in our current policy.

### Middle School Principal

Richard Gonzalez – Focusing on test preparation, humanities, ELA and social studies. Conducting weekly quizzes, skills and standards assessment. Most scholars are scoring above average. Reallocating

teacher resources to assist with scholars to ensure mastery. High performing scholars and the scholars who require more attention stay with the current teacher. Math test prep hired. 6<sup>th</sup> and 7<sup>th</sup> grade instituting "problem of the day" program to identify gaps to reinforce skills. STEM (math/science) competition after the spring break - the 7<sup>th</sup> grade will participate in the "Science Bowl" and the 6<sup>th</sup> in "Water Tower" experiment projects. We are working on increasing the scholar's stamina as we are concerned they give up too easily. To enhance stamina, we are "gamifying" certain aspects of learning to encourage students to cross the finish line. We participate in the writing consortium and our teacher participate. In the operations area - training on a general response plan, shelter in place, hard/soft lock down and fire drills.

### Academic Committee

NWEA mid-years were not given. We are considering changing vacation schedule since the math test is after the break; positive staff feedback for this. There are still a number of personnel vacancies. We will try to get a waiver of test for testing in lower grades. Upper grades have a cumulative ELA test and the window is pushed to February break. We are considering commercial test prep program, we have funds allocated.

### Development

Actively recruiting for new Director of Development. Bethany (former Director) reviewing resumes and the Committee has met with two recruitment firms. The average lead time to recruit replacement can take up to 3 - 4 months. The committee is comfortable with both recruiting firms and confident we will have someone by next year. The Development Guild spent time with Denise with questions, skillset, social media and marketing. A question if Annual Appeal should support just music – the Ariel Santos Fund? The Board will review the Annual Appeal letter, the website Annual Appeal page, and then provide feedback to Denise. We need to determine the focus of the appeal. What will maximize the returns? Denise will check with Bethany to expand the appeal beyond music.

### Finance

ESSER-3 will cover expenses next year and the following two years for expenses such as salaries for lower school teachers and the interventionists.

### Governance

We want to move ahead with recruiting new prospective board member, Maria Aveledo.

We propose a Community Analysis to address the current state of the School. We are in the process of getting proposals for this.

### Executive Committee

Members of the Executive Committee will conduct an exit interview with the outgoing Elementary School Principal.

Jane is hoping to end her tenure as Board Chair by the 1st of July 2022; Nicole is spearheading a task force for a replacement.

### Facilities

There are no major changes here. We talked about contingency plans for middle school space – we are working with an architect to review what would be involved in fitting out 388 Willis to accommodate one additional grade (6th grade) while keeping 7<sup>th</sup> and 8<sup>th</sup> at East 138<sup>th</sup> Street.

Many questions about permanent space options. We are working with the developer at 629 Courtlandt (151 - 152nd Street, northwest of the HUB). The first step is a letter of intent, then lease; building is empty now; we would take existing space and add an additional floor. This requires some financial modeling.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:08 pm.

Respectfully submitted,

Hayden Chan, Secretary

# **The Bronx Charter School for Children**

## **Board Meeting Minutes**

**February 17, 2022**

A meeting of the Board of Trustees (the “Board”) of The Bronx Charter School of Children was held virtually on February 17, 2022.

The following members of the Board were present:

Denise Alexander (Ex-Officio, Executive Director), Brigitte Bentele, Bruce Greenwald, Paul Libretta, Jane Ehrenberg Rosen (chair), Nicole Schmidt, Sydney Blair, Hayden Chan, Mark A. Samuel, and Larry Slous

Absent: Joanne Carris

Guests: Richard Gonzalez (Middle School Principal), Anastasiya Rosenbaum (Director of Finance), and Candice Manzano (Director of Operations), Tina Maiuolo (Interim Elementary School Director)

The meeting was called to order at 4:31pm.

### Minutes of January Meeting

The Board VOTED:

To approve the minutes of the January Board meeting held on January 20, 2022 with corrections.

### Executive Director Report

The Middle School facility has not been available since the December break. The issue began with a pipe burst that may have been related to work conducted at the nearby Montessori School. This led to a water pump failure and pipe connections clogged. February 28<sup>th</sup> is the most optimistic projection date when we can return to the building. We are exploring the possibility of recourse with the landlord: questions of force majeure, insurance recourse, no offset? Question if due diligence has been exercised with all the repairs. Candice will provide us a more detailed analysis report of the water pump/pressure problems.

Spring vacation rescheduled for May 2 - 6 with Good Friday off.

We are actively hiring teachers - we just hired a 2nd grade classroom teacher.

The Staff Survey was distributed electronically to middle and elementary school staff, then followed by a paper/pencil survey. We also distributed a survey to all K-7 families.

Bonnie Halloran prepares the academic report and there was a reformat.

We need to focus on rigor and consistency in both the Elementary and the Middle Schools; also we need to focus on clear expectations about homework and all assignments. An issue is practitioner follow through. Some teachers actively input grades, some not.

We were invited to join a coalition, a political advocacy group, engaging with elected officials to get to know our school better. Worked in the past with the "11 Zombie Schools" coalition.

Tina, Richard and Bonnie will attend a conference (standards, assessment and grading "Fair grading" reporting practices).

#### Interim Elementary School Director – Tina Maiuolo

Met with Elementary School staff to identify wants and shortcomings. Wants: community and team building, get to know each other better not only focus on work. Shortcomings: low staff morale. Created Team Building activities. Looking at data with focus on 3-5, including more test prep. Target specific scholars, what standards are foundational for each grade to prepare for their next year. Observe teachers and give feedback, working with Marina Mason. Going back to the basics of building the teachers. We continually discuss how to achieve educational excellence. Ultimately there is no magic formula. We have been fine tuning our approaches, small changes in curriculum, grouping, supporting teachers, parents.

When practitioners, "teachers," leave the school, they do not return. When teachers stay, they can grow with the school. New teachers require tweaking and adjusting.

Eureka, in the first year was implemented with fidelity. It was challenging since the scholars educational foundation was not strong enough for this.

The emphasis now is towards more testing as we have NWEA as a benchmark assessment from academic year 2019 - 2020. Need to figure out a method to assess our scholars, using this platform.

Asked about any surprises when conducting the individual interviews – the response: craving team building/community building.

#### Middle School Principal – Richard Gonzalez

Cumulative ELA testing completed. The good news is we noticed growth specifically in 6th grade in one section of multiple-choice questions targeting terminology. Performance in class not really reflected on tests. Growth increase in ELA proficiency from grades 6 – 9. Is the improvement in test scores attributed to test taking, curriculum or both? Teachers have been working on increasing scholars' stamina. The rooms were very cold when the scholars were taking the tests, this may have impacted their stamina.

#### Operations- Candice Manzano

Presented 2021 – 2022 Recruitment Strategies. We are able to offer spaces for scholars as long as we are not oversubscribed. Lottery is used when oversubscribed. When we attended physical fairs, we had more success catching families. Lottery date is April 5th. Need to constantly engage 4<sup>th</sup> and 5<sup>th</sup> grades to share our academics and family services educational foundation.

What can we do programmatically to appeal to the scholars? Parents want extracurricular activities, we often get the question: what sports do you offer?

#### Academic

Brigitte Bentele talked about NWEA. First and second grade slippage is being addressed. The pace of learning has been slower. Marie Fornes is looking at each scholar from 2 – 5 grade to further assess goals. K-1 is experiencing difficulty with using the iPad in NWEA testing. Stamina is still an issue for our scholars. It may take 3 - 4 years to overcome the effects of the pandemic on the scholars.

### Development

The Development Guild proposal comes at a high cost, but they will also help with onboarding process. What is the likelihood of filling the position? The Development Guild will be compensated for the first 3 months even if the position is not filled. The Development Guild does not think it will be difficult to find the right person. Question – what do we want in a Development Director? The job description was reviewed and one suggestion: we need support in marketing/ branding.

Reference checking into Development Guild returned very favorable feedback. We do not recoup the initial fees if a candidate is not identified. We want grant seeking and writing, more robust fundraising plans with the Board. Most of the successful fundraising starts with the Board and expands from there. Paul will review the Development Guild contract/proposal.

The Board VOTED:

To adopt the Development Guild contract, pending their review and responses to our questions, and Paul's satisfactory review.

There was no new information about the Annual Appeal.

### Finance

January revenue was lower than projected, but higher than budgeted. Per pupil funding is under budget due to fewer students. ESSR2/ESSR3 approved as part of revenue. (Shortfall in enrollment cushioned by ESSR.) Our cash balance is enough to cover 5 months in expenses.

4.7% increase in per/pupil rate in 2022-23, normally modeled at 2%.

### The Board VOTED

To approve architect agreement to consult on 629 Courtlandt, and to reconfigure 388 Willis to accommodate space for another grade.

### Governance

Maria Aveledo, potential Board candidate is scheduled to meet the board next month; she has toured the school, and met with Jane and Denise.

Continuing to work with Board Assist for more candidates.

Community Analysis: Moving forward with Terra Winston. Jane will circulate the proposal to the board to review and request unanimous consent for approval.

### Facilities

629 Courtlandt: we have submitted comments to developers for this space. We want to meet with the developers and go over the open points, and we would like to have Denise and Candice tour the facility

as part of our due diligence. No further communications about East 138th Street potential additional space.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:40 pm.

Respectfully submitted,

Hayden Chan, Secretary

# **The Bronx Charter School for Children**

## **Board Meeting Minutes**

**March 17, 2022**

A meeting of the Board of Trustees (the “Board”) of The Bronx Charter School of Children was held virtually on March 17, 2022, at 4:30pm.

The following members of the Board were present:

Denise Alexander (Ex-Officio, Executive Director), Brigitte Bentele, Sydney Blair, Joanne Carris, Bruce Greenwald, Paul Libretta, Jane Ehrenberg Rosen (chair), and Mark A. Samuel

Absent: Hayden Chan, Nicole Schmidt, and Larry Slous

Guests included Richard Gonzalez (Middle School Principal), Tina Maiuolo (Elementary School Interim Director), Bruno Marchan (High School Guidance Counselor), Candice Manzano (Director of Operations and Development).

The meeting was called to order at 4:33pm.

### Minutes of February Meeting

The Board VOTED:

To approve the February minutes as emended.

### Executive Director Report

Denise answered questions that were raised about her report. Since data showed no MS staff responded, she will redo the staff survey. In response to concerns about the math test results for grades 4 and 7, these are summative results (chapter tests) that indicate reteaching is needed in grade 4. In grade 7, the difficulty resulted from being on remote for so long, with catch-up needed. Also, 4th grade has had a great turn-over in teachers with the third hire beginning in November. There are plans for morning math for grade 4, an hour five days a week. There have been more ACS cases (4) that the school initiated this year than in the past. These have resulted primarily from attendance issues. Teachers hired through TFA tend to stay beyond two years. Outreach with parent groups and community groups has started; parents can give the school feedback and be advocates for it. Denise participated in a press conference about “zombie charter schools”; one of our staff was highlighted on Univision. Denise has been invited to political events. She will be meeting with Assemblywoman, Amanda Septimo, who sits on the Education Committee and who has met with other Executive Directors.

### Board candidate

Paul introduced Maria Aveledo who has met with and is recommended by the Governance Committee. Board members asked her questions (how do you think you can help us? what is your view of charter schools?) and Maria posed questions to the Board (what has been the most difficult decision you have had to make as a board? how has being on the board changed you? what expectations do you have of board members?) She expressed an interest in the Academic and Facilities Committees.

The Bronx Charter School for Children Board of Trustees, having conducted a thorough background check via a fingerprint scan as required and having discovered no State or federal criminal history, or having provided such history to SED if found, has voted unanimously to select Maria Aveledo as final candidates to its Board of Trustees, with a term expiring on July 2025, pending approval by SED. The resolution is formally adopted upon SED's approval.

#### Principal Highlights

Tina Maiuolo reported that teachers are preparing scholars for the ELA state tests, being held on March 29 and 31. She is going into classrooms, giving feedback to teachers. Now that the weather is better, children have been going outside for recess. After testing she plans to have more field trips for them.

Richard Gonzalez reported similar activity in the MS, with state test prep and visiting classrooms with academic leads. Since scholars were on remote for such a long time, they now need to acclimate to being in the building again. Formal teacher evaluations will be done after testing. Morning announcements were hijacked with good humor by an announcement of the student council candidates for elections. Also, MS is planning a product to celebrate National History Day and a Science Fair. Denise reminded us that 4th grade will have to prepare for the state Science test.

Bruno Marchan has met with all 7th grade students and is in the process of meeting with parents to give them a list of schools to consider for high school. For this list he considers schools that have a graduation rate of greater than 75% and a place where students are safe. Nine students are preparing for the specialized high school test. The art teacher is working with students interested in arts on their portfolio. Bruno is also working with the 6th graders asking them to define the characteristics of a good school. It is too late for 6th graders to apply for Prep for Prep, but they could apply separately to independent schools with scholarship. There is less hesitancy about going out of the district for high school than in the past.

#### Academic Committee

The committee had its monthly meeting last week, primarily to discuss the staffing proposal for 2022-2023. The proposal was distributed to the entire board with a few minor changes, due to facility restrictions and limits on adults not in the classroom. In addition, the staffing proposal has non-academic positions, including a Dean of Students in each division. The committee also discussed test scores. Concerns about 4th and 7th grade math have already been raised.

#### Development Committee

After signing a contract with the Development Guild, Denise and Jane met with them. They are beginning to get candidates for Development Director and predict the process to be completed in 4-5 months. Bethany is working on grants. Denise will also send individual updates to each Board member for the annual appeal and wants to send thank you notes.

#### Finance Committee

Bruce said that there was not a lot to report regarding the monthly financials since the last month. The end of year projection is that the school breaks even or has a \$50,000 deficit. The process of developing the budget for next year has started; he hopes to bring a draft to the Board in April so that it can be voted on in May. Major open items that make budgeting difficult are enrollment, professional headcount, and the compensation model. The goal is to be competitive with the DOE. Denise said that current staff are

being polled regarding benefits, with flexible schedule a favorite. Tina and Richard are speaking with teachers.

#### Governance Committee

Paul reported that Christopher Berger who had previously interviewed with the Governance Committee about board membership expressed that it is a better time for him to serve on the Board. The priority for recruiting new board members is to increase the racial diversity of the Board, but considering how difficult it was to find a candidate of color who would help meet these goals. (it took 8 months to find Maria who is from Venezuela), consensus was that we invite Chris to the Board. He may be able to contribute in ways to increase fundraising, Board composition, and development.

#### Facilities Committee

Bruce reported that additional new space at the current MS building won't be available until January 2023, which is too late. Denise is meeting with the architects to see if an additional grade can be squeezed into the space. At 388 Willis architects have produced two alternate floor plans for having another grade in the current Elementary School space. However, the landlord has been unresponsive. Future space for all three grades of MS is at 629 Courtland. Some rooms would need to be reconfigured. The committee plans to send a letter of intent; complication is that the landlord doesn't own the building. However, it is the best space for MS.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:27 pm.

Respectfully submitted,

Brigitte Bentele,  
substitute for Hayden Chan, Secretary

# **The Bronx Charter School for Children**

## **Board Meeting Minutes**

**April 21, 2022**

A meeting of the Board of Trustees (the “Board”) of The Bronx Charter School of Children was held virtually on April 21, 2022, at 4:30pm.

The following members of the Board were present:

Denise Alexander (Ex-Officio, Executive Director), Brigitte Bentele, Sydney Blair, Joanne Carris, Bruce Greenwald, Paul Libretta, Jane Ehrenberg Rosen (chair), Hayden Chan, Nicole Schmidt, and Larry Slous

Absent: Mark A. Samuel

Guests: Richard Gonzalez (Middle School Principal), Tina Maiuolo (Elementary School Interim Director), Candice Manzano (Director of Operations and Development).

The meeting was called to order at 4:34pm.

### Minutes of Previous Meeting

The Board VOTED:

To approve the minutes of the last Board meeting held on March 17, 2022.

### Executive Director Report

The Executive Leadership Team has been communicating a vision of Equity across the system. We are looking at a 4 - 4.5 day work week – this would be possible for Middle School, but does not work for Elementary School at the moment. KIPP Charter School shared their schedule for 4.5 day work week. This approach is in response to post pandemic effects as educators are seeking work-life balance and flexibility. Much thought is being given by the leadership team toward work- life balance, such as staffing levels, students, and NYS work week guidelines. Also keeping in mind, that false expectations are not created. Many other school leaders are formulating solutions to attract and retain educators. We are trying to respond to these challenges by maximizing student performance in conjunction with teacher focus. We are looking to hire educators who are certified and have current classroom experience. Certified teachers are required as we prepare for the Regents. The electronic Benefits Survey did not work out as expected, therefore, we transitioned over to pencil/paper. New Generation standards approved by NYS need to be implemented by next year. Parents are allowed to opt out of taking the NYS assessments. There is a minimum threshold to be in compliance, we have never been out of compliance. School Home Partnership Initiative - framework to work together with families to work best with scholars.

A question about policy for the School: The Board creates policies - Denise ensures compliance of policies and procedures with the Executive Leadership Team. (Budget falls in this category.)

This year both Principals will facilitate Professional Development in August as opposed to Denise.

### Principals Report - Tina Maiuolo

One on one teacher meetings with discussion led to additional meetings, met with almost everyone. Working with building response team, take scholars outdoors to the park, covering school safety and practice drills. Locally we have been experiencing an uptick in violence in the neighborhood. Parents are calling us to let us know they do not want outdoor recess, more so than in the past. We consulted with local police “school safety officer Lugo” and asked for more patrol 12:00 – 2:00 pm. A question was asked about school security. Have we considered hiring additional security? All instances of violence mentioned due to external circumstances. Operations and BRT have conducted various discussions.

### Richard Gonzalez

Evaluations - Two teachers will conduct the observations with the curriculum leaders. Many additional questions arose from our surveys. Denise Alexander and Carolyn Lashley spoke with the staff about the survey data and addressed each issue. School consequences - teachers utilized their own approach to their class. Protocols must be followed to the letter when addressing scholars. Richard has deliberately increased his presence in classes and with parent engagement. Technology challenges in the 6th grade, inappropriate websites, teasing and bullying. Potential approaches to mitigate issues shared with parents to restrict Wi-Fi at home.

### Marketing Update - Candice and Denise

Plan to increase our school’s presence by way of marketing. Our district is over saturated with schools. We do not have a brand, no PR, need a digital platform. How does this effect multi stakeholders, scholars, teachers, schools, donors? Four firms presented strategy proposals to us. Top Agency is our first choice – they have capacity to expand services which can grow with our needs; have a public relations piece (news organizations) beneficial to our stakeholders. Better understanding of competition, their brand expression is to start outside then filter down to our brand. Incorporation of catch phrases. Have templates for messaging. Brea, Zetta, public Prep school (younger organizations), have some slogans they came up with that are were very attractive. Is there a “built in” conflict of interest if we use an agency that works with our neighboring/competing schools? Top works more with for profit and not for profit, less with charter schools. Rod Val is second choice. We did not issue a formal RFP.

### Academic Committee

Brigitte Bentele reported that a new grading system will be implemented – this system is based on the NYS standards and benchmarks and accomplishment of the learning expected by the standards.

### Development Committee

Denise reported on the recently announced Bloomberg money made available for programs outside regular school hours – this funding will include charter schools. This will support programs like Summer Rising. It will provide \$2K/ student and will cover the staff costs. It is expected to have a short and “easy to complete” application. Denise will ask Bethany to handle this application.

### Finance Committee

March revenue totaled \$1.13 M, \$35 K lower than projected. March expenses totaled \$1.02 M, \$100 K lower than projected and \$116K lower than budgeted. The projected surplus at end of FY 2022 is \$320K - this is due to unfilled positions.

There have been issues with the Con Ed bills for the Middle School, but Candice spoke to Con Ed and thinks the problem is straightened out.

A finalized draft of the budget will be available before the May Board meeting.

#### Governance Committee

Paul Libretta spoke briefly about the Community Analysis that will be done by Terra Winston beginning on May 9. It is likely we will schedule an additional Board meeting for Terra to report out her findings.

#### Facilities Committee

Bruce Greenwald talked to the Board about the space considerations for next year and beyond. Seventh and eighth grade will be housed at East 138th Street next year; sixth grade will be housed at 388 Willis. This is a temporary plan; we will not do added construction at 388 to accommodate this situation.

The space at 629 Courtlandt which will house sixth, seventh, and eighth grades could be ready by the fall of 2024. A letter of intent to move forward with this space was circulated and approved unanimously by the Board last week. This building exists, but needs to be totally refurbished. Plans indicate a gym, and possibly a rooftop playground or the preparation for that without completing it. The School will be responsible for all furnishings for the space.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:10 pm.

Respectfully submitted,

Hayden Chan, Secretary

# **The Bronx Charter School for Children**

## **Board Meeting Minutes**

**May 19, 2022**

A meeting of the Board of Trustees (the “Board”) of The Bronx Charter School of Children was held virtually on May 19, 2022, at 4:30pm.

The following members of the Board were present:

Denise Alexander (Ex-Officio, Executive Director), Brigitte Bentele, Bruce Greenwald, Paul Libretta, Jane Ehrenberg Rosen (chair), Hayden Chan, Nicole Schmidt, and Maria Aveledo

Absent were: Mark A. Samuel, Sydney Blair, Joanne Carris, and Larry Slous

Guests included Richard Gonzalez (Middle School Principal), Tina Maiuolo (Elementary School Interim Director), Candice Manzano (Director of Operations and Development), Anastasiya Rosenbaum (Director of Finance), Ben Kaplan (Top Agency) and Jackson Carpenter (Top Agency)

The meeting was called to order at 4:33pm.

### Executive Director Report

Staff Benefit survey will be disseminated after the Board Meeting; the survey contained 10 questions and the top consideration was compensation, with flexible schedule being second. Based on Staff feedback, we are brainstorming various ideas such as flexible scheduling, where every other Wednesday teachers leave 30 minutes early. This will result in 6 hours a month reduction for Professional Development.

This summer there will be two programs available for our scholars. Middle School will engage in high school test preparation for SSHST or ISAGNY, employing the Kaplan and Princeton Review programs. Bruno Marchan will supervise these test prep programs. The Lavinia Rides Grant offers \$2,000 per child for a summer program. These programs are available due to a generous Bloomberg Summer Rise \$50M grant. (This grant was not originally included in our budget.) The grant will cover 4 hours a day and 5 days a week for 5 weeks instruction with one week of teacher training; teachers will be paid \$100 per hour for instruction, \$50 per hour for training. Lavinia Rides curriculum covers ELA and math, both middle and elementary school teachers will be required to attend training. Enrichment including dance and cheerleading will be included in this program. Before the Lavinia Grant was finalized, 5 teachers were committed for summer school. Our teachers have always had interest in participating in the Summer Programs and with the addition of the grant this solidified their determination.

### Marketing Presentation by Top Agency

Presentation by Jackson Carpenter and Ben Kaplan of Top Worldwide. Their work will position TBCBC values as a contrast to Success Academy and Eva Moskowitz. It will help TBCSC communicate our support for the most vulnerable population in our neighborhood, where we help families and scholars with our wrap around services. It will position us as experts with a

different subset of vulnerable families. They will highlight our focus on our learners' homelessness and our Family Support Services.

### Principal Reports

Tina Maiuolo - Preparing for end of year reading and math levels for placement for the following year. Some teachers are reaching out to scholars who may require additional schooling. NWEA testing cohorts to see how they are performing. Teachers are being assessed, with one on one feedback, and working with leadership. Activities going forward include field trips to the library around the block, 5th grade dance and an awards ceremony. We feel such activities like this will help with morale, getting back to pre COVID excitement. In the past, there Kindergarten and 5th grade graduations. Kindergarten will have a moving up ceremony this year and families will be able to attend in person. 4th and 5<sup>th</sup> grades will be presented awards and medals. An Awards and Bridging ceremony will be conducted for the fifth graders with a walk over to the Middle School to give them a sense of where they will be going.

Richard Gonzalez - Testing is completed for Middle School and the observation window is open starting next week. One on one meetings starting next week with curriculum leaders and teachers. Vision meeting for next year to prepare the scholars to be the greatest scholars they can be. Parent/Family Pizza night will be conducted to provide families information on what to expect next year when applying to charter and public high schools; Bruno Marchan will facilitate this. Planning Spirit Week next week - increase morale for scholars and teachers; we intend to "End Strong" especially for 7th graders as it is important for applications for high schools.

### Academic Committee

Overall observations for students with language difficulties, all testing should be completed by May 21. All math exams completed.

### Development Committee

Denise and Jane are having ongoing biweekly calls with the search firm. A strong candidate was brought forward this week; candidate works and lives in the Bronx. She has strong grant writing skills, and the ability to create robust fundraising campaign. The candidate is excited about our open position and the Development Committee will meet with this potential candidate soon. This is an ongoing search.

### Finance Committee - Anastasiya Rosenbaum

April per pupil funding under budget, substitute spending is higher than forecast. Year-end projections show a net surplus. We have cash on hand for 6 months. ESSR grants are non recurring. Favorable expense due to unfilled staff positions. 2022 - 2023 budget modifications will be reviewed from now until June. The budget is extremely challenging to forecast due to unclear enrollment projections caused by increased competition and late final decisions from families on the school they plan to attend. Anastasiya is working on a 5 year projection, in the context of the middle school lease. T-Bill and CD are our primary investments. Investors Bank not able to accept deposits from NYS Charter investors.

The Board VOTED:

To approve Form 990 "Return of Organization Exempt Form Income Tax".

The Board VOTED:

To approve the total compensation package in the FY2023 budget in order to issue Letters of Employment.

#### Governance Committee

Paul Libretta – TBCSC Policies were reviewed about a year ago by outside counsel. Next year we need to make another thorough review due to Charter school renewal.

Cynthia Remec from Board Assist is continuing to recruit for new Board members. Christopher Berger joined his Community Board. Board financial disclosure forms need to be dated before June 30, 2022.

We discussed adding a part time paid position Administrative Secretary to the Board.

Terra Winston has interviewed several people and is expected to finish work on the Community Analysis at the end of June or the beginning of July.

#### Strategic Planning / Renewal

Denise and Jane are beginning to plan for what comes next. Our renewal application will be due in June/July 2023. Before we do that, we need to examine our mission and core values. The Executive Leadership Team is doing that now; the Board should go through the same exercise. The next Charter period is 2024-2029. There are 10 benchmarks and we need to present in our application, a retrospective - what we have done to accomplish core values, mission in the last five years. In the past, we hired a consultant, Jamal Young, who formerly worked for the NYSED. In the past, renewal has been an enormous burden on the staff. Denise will search for consultants to assist with the renewal. We want to be sure that our application represents what we do. Our reputation is that we do a lot with scholars and families.

The Board talked briefly about planning for: Where we will be in five years,

#### Facilities Committee

629 Courtlandt – we signed LO1 a month ago and received a draft of the lease a week ago. Bruce and Larry reviewed and suggested changes to our attorney, Lisa Holtzmeyer for review. Denise and Candice have spent time touring the building and provided a good deal of input. We decided against building a rooftop gym. We asked the architect to build a model (\$5k); this was not in original scope of proposal. \$3.8k agreed upon overage as overage. Space will be available no later than summer of 2024.

The Board: VOTED:

To approve the architect compensation of \$5,000 additional work not in the original scope of proposal, and compensation of \$3,800 agreed upon overage,

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:16 pm.

Respectfully submitted,

Hayden Chan, Secretary

# **The Bronx Charter School for Children**

## **Board Meeting Minutes**

**June 16, 2022**

A meeting of the Board of Trustees (the “Board”) of The Bronx Charter School of Children was held on June 16, 2022, at 4:30pm.

Present: Denise Alexander (Ex-Officio, Executive Director), Maria Aveledo, Sydney Blair, Joanne Carris, Bruce Greenwald, Paul Libretta, Jane Ehrenberg Rosen (chair), Mark A. Samuel and Larry Slous

Absent: Brigitte Bentele, Hayden Chan, Nicole Schmidt

Guests included: Richard Gonzalez (Middle School Principal), Bonnie Halloran (Director of Assessment), Tina Maiuolo (Elementary School Principal), Candice Manzano (Director of Operations), Anastasia Rosenbaum (Director of Finance).

The meeting was called to order at 4:34pm.

The minutes for the April 21, 2022 meeting were approved as written. The minutes for the May 19, 2022 minutes were approved as corrected.

Executive Director Report. When questioned, Denise talked about the numbers relating to enrollment that appear in her report: Intent to Return, Current Enrollment, Retentions, Current Counts.

New staff members will report on August 16, all returning staff members will come in on August 17. We will hold a Back to School Fair, like a Block Party, on August 19. Interviews are ongoing for open positions.

Denise talked about the work being done by the Academic Leadership Team with respect to vision, mission, and core values. They have analyzed and refined these to ensure they are appropriate. They have done the same with reporting structures and professional development. The Executive Leadership Team has done work with respect to these (vision, mission, and core values) as well.

Grade 7 will be housed at 388 Willis; grades 6 and 8 will be housed at 423-425 East 138<sup>th</sup> Street; Grades 6 and 8 are the entering and leaving grades of the division.

### Principal Reports

Tina Maiuolo talked about the end of the year activities: Field Day (the first time in three years), Fifth Grade Walk Over to the Middle School. She also talked about bringing together elementary and middle school teachers with an eye toward working together and vertical integration of curriculum.

Richard Gonzaslez mentioned that the staff has been focused on preparing for the Grade 8 program next year. The schedule is almost complete.

Academic Committee. Jane reported on the Academic Committee meeting on June 9. Bonnie Halloran reported on end of the year NWEA data. Many of our students made gains over the year and are on grade level. Tina and Richard commented on these test results and plans for next year in both English/language arts and in mathematics for their respective levels. Stamina is an issue for many of the children when taking tests. Richard noted that it is hard to keep the momentum going; the students knew that the SED testing in March and April was “high stakes” testing, and did not focus as much on EOY NWEA testing. Some students found it hard to focus on longer reading passages.

A Board member asked if there were any surprises in the EOY data. Both principals said there were no big surprises. The NWEA tests are electronic and this is hard for many in the primary grades. The SED tests are pencil and paper.

The principals explained about the retentions for this school year. Retention determined using: Academic Performance, NWEA testing, Attendance – if 19, or more than 10% of total school days are missed, child is often retained. Retention is usually higher in grades, K-2; 20+ retentions likely in K-5; 4 in middle School – 2 in each grade. Final letter with respect to retention has been sent to parents.

We will implement standard based grading next year.

Facilities Committee. Bruce and Larry reported that they are close to a final lease (a 32 year lease) for the space at 629 Courtlandt which will house grades 6, 7 and 8. The space should be ready for occupancy by September 2024. This lease will put considerable financial pressure on the School; we have a comfortable cash balance now, but over the next two years much of that could evaporate. Our financial position is based on enrollment. This is the best space we have seen during our search over nearly two and a half years; we will receive rental assistance for middle school grades.

The lease will be between the Developer and The Friends of The Bronx Charter School for Children; however, the School will need to guarantee the lease. The Board approved the resolutions:

**WHEREAS**, The Friends of Bronx Charter School for Children (“FOBCCS”) is negotiating a certain Lease Agreement (the “Lease”) by and between FOBCCS and BM Courtlandt LLC, whereby FOBCCS will lease a school building at 629 Courtlandt Avenue, LLC as more fully described in the Lease;

**WHEREAS**, as a condition to entering into the Lease with FOBCCS, the Landlord required the The Bronx Charter School for Children (the “School”) to guaranty FOBCCS’s obligations under the Lease pursuant to a Guaranty Agreement (the “Guaranty”) by the School in favor of Landlord, which was previously circulated to FOBCCS;

**WHEREAS**, the School desires to sublease the entire property and improvements described in the Lease from FOBCCS, upon terms and subject to conditions to be negotiated by FOBCCS and the School (the "Sublease") upon execution of the Lease;

**NOWHEREFORE, BE IT RESOLVED**, that it is in the best interest of the School, and the School be, and hereby is, authorized and directed, to enter into the Guaranty and such other documents related to the Guaranty, in substantially the form presented to the Board, with such changes, modifications and amendments to the Guaranty and such other documents as any officer of the School (each an "Authorized Person") may, jointly or severally, in such person's discretion approve, which approval shall be conclusively evidenced by the execution and delivery of the Guaranty by the School;

**BE IT FURTHER RESOLVED**, that each Authorized Person, be, and hereby are, jointly or severally, authorized and directed, at any time and from time to time, to do all such things and acts and to execute and deliver all such applications, documents and instruments in writing and to expend such fees for and on behalf of the School as may be necessary or advisable in order to give effect to and, generally, carry out the intent of these resolutions including, without limitation, to execute and deliver any instruments and documents required in connection with the foregoing, in the name and on behalf of the School, on such terms and conditions and in such form deemed necessary or desirable and approved by such Authorized Person with such changes, modifications and amendments thereto as such Authorized Person may in such person's discretion approve, which approval shall be conclusively evidenced by the execution and delivery of such applications, documents and instruments in writing; and

**BE IT FURTHER RESOLVED**, that all actions previously taken by any Authorized Person in furtherance of the foregoing resolutions, including, without limitation, entering into the Guaranty, are hereby ratified and confirmed.

Development Committee. We have a candidate for the Director of Development position, Latoya Williams, who was interviewed by Denise and Jane at School and later interviewed by the Development Committee (Nicole and Joanne). We have asked for references and a writing sample for Latoya. Development Guild has another candidate, Juliana Cope. We will interview her soon – we want to be able to compare candidates.

We have a Marketing Proposal from Top. It includes marketing and branding; it would provide a process for interviewing and surveying various constituent groups in order to establish our identity; we want and need to separate ourselves from others in our area. The fee is high (\$200,000) for one year. The cost for branding is \$35,000 and the fee would be \$15,000/month for creating a central, unified idea. The Board feels that Top is likely a group that works with much larger and more well-resourced organizations than ours; we need to negotiate the contract. The Board asked Denise and Candice to attempt to do that and report back to us.

Finance Committee. Anastasya reported on the financial condition of the School.

Budget. The FY 2023 budget must be submitted to the State Education Department by the 30 of June. This budget was distributed to the Board in May. There are actually two budgets proposed – these have been created to deal with different enrollment numbers.

Insurance. The Board took up the insurance issue as our insurance coverage must be renewed. We will continue the same insurance coverage and the same carrier as before. Our rates have increased as we have added students with the addition of middle school grades.

The Board VOTED:

To approve the proposed budgets for FY2023.

The Board VOTED:

To approve insurance coverage quoted by Austin and Company for the coming year

Governance. Paul indicated that the Board will delay the evaluation of the Executive Director for a month. Jane indicated that Terra Winston has said she will have finished her work and be ready to present to the Board in July. We will devote the July Board meeting to learning about her findings.

Secretary to the Board. The job description for the Secretary to the Board was distributed prior to the May meeting and discussed then. A statement of likely cost was distributed prior to this meeting. The Board approved this position.

The Board VOTED:

To approve the Secretary to the Board position.

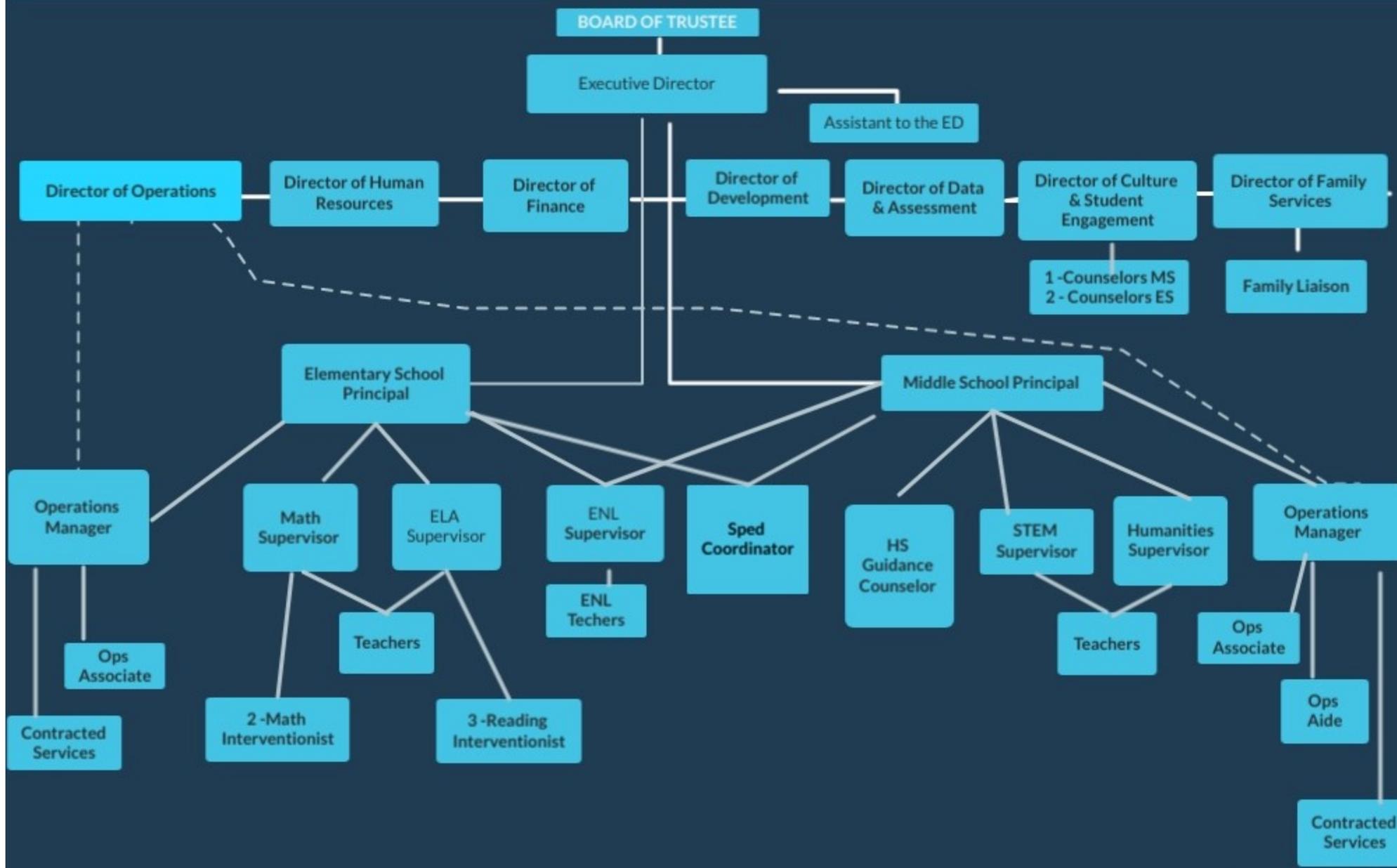
A motion was made, seconded, and passed to adjourn the public session of the meeting at 6:29p.

Respectfully submitted,

Jane Ehrenberg Rosen, Acting Secretary



# The Bronx Charter School for Children





## Calendar 2022-2023

\*\*\*This Calendar is Subject to Change\*\*\*

- On Wednesdays, scholars will be dismissed at 1:00 pm.

- On "Snow Days" or days when the school building is closed due to an emergency, all students and families should plan on participating in remote learning.

# 2022

| August |    |    |    |    |    |    |
|--------|----|----|----|----|----|----|
| Su     | Mo | Tu | We | Th | Fr | Sa |
|        | 1  | 2  | 3  | 4  | 5  | 6  |
| 7      | 8  | 9  | 10 | 11 | 12 | 13 |
| 14     | 15 | 16 | 17 | 18 | 19 | 20 |
| 21     | 22 | 23 | 24 | 25 | 26 | 27 |
| 28     | 29 | 30 | 31 |    |    |    |

15-26 Staff Prof. Dev.  
18 Board Meeting at 4:30 pm  
29 First Day of School  
29-31 Scholars Dismissed at 1pm

| September |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| Su        | Mo | Tu | We | Th | Fr | Sa |
|           |    |    |    | 1  | 2  | 3  |
| 4         | 5  | 6  | 7  | 8  | 9  | 10 |
| 11        | 12 | 13 | 14 | 15 | 16 | 17 |
| 18        | 19 | 20 | 21 | 22 | 23 | 24 |
| 25        | 26 | 27 | 28 | 29 | 30 |    |

1-2 Scholars Dismissed at 1pm  
5 Labor Day - CLOSED  
15 Board Meeting at 4:30 pm

| October |    |    |    |    |    |     |
|---------|----|----|----|----|----|-----|
| Su      | Mo | Tu | We | Th | Fr | Sa  |
| 2       | 3  | 4  | 5  | 6  | 7  | 1/8 |
| 9       | 10 | 11 | 12 | 13 | 14 | 15  |
| 16      | 17 | 18 | 19 | 20 | 21 | 22  |
| 23      | 24 | 25 | 26 | 27 | 28 | 29  |
| 30      | 31 |    |    |    |    |     |

5 Yom Kippur - CLOSED  
10 Indigenous Peoples Day - CLOSED  
20 Board Meeting at 4:30 pm  
28 Parent/Teacher Conferences  
School is NOT in session

| November |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| Su       | Mo | Tu | We | Th | Fr | Sa |
|          |    | 1  | 2  | 3  | 4  | 5  |
| 6        | 7  | 8  | 9  | 10 | 11 | 12 |
| 13       | 14 | 15 | 16 | 17 | 18 | 19 |
| 20       | 21 | 22 | 23 | 24 | 25 | 26 |
| 27       | 28 | 29 | 30 |    |    |    |

8 Election Day - CLOSED  
11 Veterans Day - CLOSED  
17 Board Meeting at 4:30 pm  
21-25 Thanksgiving Recess - CLOSED

| December |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| Su       | Mo | Tu | We | Th | Fr | Sa |
|          |    |    |    | 1  | 2  | 3  |
| 4        | 5  | 6  | 7  | 8  | 9  | 10 |
| 11       | 12 | 13 | 14 | 15 | 16 | 17 |
| 18       | 19 | 20 | 21 | 22 | 23 | 24 |
| 25       | 26 | 27 | 28 | 29 | 30 | 31 |

15 Board Meeting at 4:30 pm  
22 Scholars Dismissed at 1:00 pm  
23-30 Winter Recess - CLOSED

# 2023

| January |    |    |    |    |    |    |
|---------|----|----|----|----|----|----|
| Su      | Mo | Tu | We | Th | Fr | Sa |
| 1       | 2  | 3  | 4  | 5  | 6  | 7  |
| 8       | 9  | 10 | 11 | 12 | 13 | 14 |
| 15      | 16 | 17 | 18 | 19 | 20 | 21 |
| 22      | 23 | 24 | 25 | 26 | 27 | 28 |
| 29      | 30 | 31 |    |    |    |    |

2 Winter Recess - CLOSED  
3 School Resumes  
16 Martin Luther King Jr. Day - CLOSED  
19 Board Meeting at 4:30 pm

| February |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| Su       | Mo | Tu | We | Th | Fr | Sa |
|          |    |    | 1  | 2  | 3  | 4  |
| 5        | 6  | 7  | 8  | 9  | 10 | 11 |
| 12       | 13 | 14 | 15 | 16 | 17 | 18 |
| 19       | 20 | 21 | 22 | 23 | 24 | 25 |
| 26       | 27 | 28 |    |    |    |    |

16 Board Meeting at 4:30 pm  
17 Scholars Dismissed at 1:00 pm  
20-24 Midwinter Recess - CLOSED

| March |    |    |    |    |    |    |
|-------|----|----|----|----|----|----|
| Su    | Mo | Tu | We | Th | Fr | Sa |
|       |    |    | 1  | 2  | 3  | 4  |
| 5     | 6  | 7  | 8  | 9  | 10 | 11 |
| 12    | 13 | 14 | 15 | 16 | 17 | 18 |
| 19    | 20 | 21 | 22 | 23 | 24 | 25 |
| 26    | 27 | 28 | 29 | 30 | 31 |    |

16 Board Meeting at 4:30 pm  
24 Parent/Teacher Conferences  
School is NOT in session  
31 Scholars Dismissed at 1:00 pm

| April |    |    |    |    |    |    |
|-------|----|----|----|----|----|----|
| Su    | Mo | Tu | We | Th | Fr | Sa |
|       |    |    |    |    |    | 1  |
| 2     | 3  | 4  | 5  | 6  | 7  | 8  |
| 9     | 10 | 11 | 12 | 13 | 14 | 15 |
| 16    | 17 | 18 | 19 | 20 | 21 | 22 |
| 23/30 | 24 | 25 | 26 | 27 | 28 | 29 |

3-7 Spring Break - CLOSED  
17 NYSESLAT Speaking Begins (ends 5/26)  
20-24 NYS ELA Exam (grds 3-8)  
21 Eid al Fitr - CLOSED  
20 Board Meeting at 4:30 pm

| May |    |    |    |    |    |    |
|-----|----|----|----|----|----|----|
| Su  | Mo | Tu | We | Th | Fr | Sa |
|     | 1  | 2  | 3  | 4  | 5  | 6  |
| 7   | 8  | 9  | 10 | 11 | 12 | 13 |
| 14  | 15 | 16 | 17 | 18 | 19 | 20 |
| 21  | 22 | 23 | 24 | 25 | 26 | 27 |
| 28  | 29 | 30 | 31 |    |    |    |

2-4 NYS Math Exam (grds 3-8)  
15-26 NYSESLAT Listening, Reading, Writing  
18 Board Meeting at 4:30 pm  
23 Grd 8 Science Perf. Test Begins (ends 6/2)  
29 Memorial Day - School Closed

| June |    |    |    |    |    |    |
|------|----|----|----|----|----|----|
| Su   | Mo | Tu | We | Th | Fr | Sa |
|      |    |    |    | 1  | 2  | 3  |
| 4    | 5  | 6  | 7  | 8  | 9  | 10 |
| 11   | 12 | 13 | 14 | 15 | 16 | 17 |
| 18   | 19 | 20 | 21 | 22 | 23 | 24 |
| 25   | 26 | 27 | 28 | 29 | 30 |    |

5 Grade 8 Science Written Test  
15 Board Meeting at 4:30 pm  
19 Juneteenth - CLOSED  
26-27 Scholars Dismissed at 1:00 pm  
27 Last Day of Classes

DATE OF OCCURRENCE: 10/19/21  
PLACE OF OCCURRENCE: 355 Willis Ave

TIME OF INSPECTION: 11:00 (AM) PM  
BOROUGH: BRONX

You must respond to this Summons. You can appear at the hearing date and location below or choose another option. For other options on how to respond, see the back of this page.

HEARING DATE: 12/9/21 AT: 9:30 (AM) PM  
HEARING LOCATION: BRONX OFFICE OF ADMINISTRATIVE TRIALS AND HEARINGS  
(Borough) (See reverse side for address) Phone: (844) 628-4692

REFER TO THE SUMMONS NUMBER ABOVE ON ALL CORRESPONDENCE.

**WARNING:** If you do not respond to this summons, the City will decide the Summons against you and penalties will be imposed. Failure to pay a civil penalty could lead to the denial of an application for, or the suspension, termination or revocation of a City license, permit or registration. In addition, the City may enter a judgment against you in court.

**ORDER TO CORRECT AND CERTIFY CORRECTION:** PLEASE TAKE NOTICE that the premises cited above is in violation of the requirements of law. It is further ORDERED by the FIRE COMMISSIONER that these violations be corrected and certified to be in compliance with the requirements of law within 35 days of the date of issuance. See back of summons for further instructions.

COMPLIANCE DATE: 11/23/21

Details of Violation(s)

Upon investigation, the New York City Fire Department has determined that the respondent is in violation of the following requirements of the New York City Administrative Code and/or the rules of the City of New York. These requirements have been grouped into violation categories (VC) for enforcement purposes. This grouping is allowed by Fire Department rule 3 RCNY §109-02.

- VC1 Portable Fire extinguishers and Fire Hoses:**  
Failed to provide and/or maintain required (portable fire extinguishers/fire hoses/other) at \_\_\_\_\_
- VC2 Combustible Waste Containers:**  
Failed to provide required container(s) for combustible waste and/or store combustible waste in a container at \_\_\_\_\_
- VC3 Permits:**  
Failed to (obtain/renew/possess) a permit for \_\_\_\_\_
- VC4 Unlawful Quantity or Location of Regulated Material:**  
(Manufacture/Storage/Handle/Use) \_\_\_\_\_ of \_\_\_\_\_ in violation of permit/quantity/location restrictions.
- VC5 Recordkeeping:**  
Failed to (maintain/produce) records for DAILY FIRE INSPECTION at \_\_\_\_\_
- VC6 Signs, Posting, Notices and Instructions:**  
Failed to provide and/or maintain required (signs) (postings) (notices) (instructions) for EXIT at ILLUMINATE
- VC7 Labels and Markings:**  
Failed to provide and/or maintain required label, or the other marking for \_\_\_\_\_ at \_\_\_\_\_
- VC8 Storage, Accumulation and Removal of Combustible Material and Waste:**  
Failed to remove combustible waste and/or allowed the storage/accumulation of combustible material, waste and/or vegetation at \_\_\_\_\_
- VC9 Rooftop Access and Means of Egress:**  
Failed to provide access/egress free from obstructions or impediments, and/or failed to maintain required egress at \_\_\_\_\_
- VC10 Overcrowding:**  
Failed to limit number of persons in \_\_\_\_\_ to \_\_\_\_\_
- VC11 General Maintenance:**  
Failed to maintain \_\_\_\_\_ in (good working order/clean condition) or in compliance with (general maintenance/housekeeping) requirements.
- VC12 Fire Protection Systems:**  
Failed to provide and/or maintain required \_\_\_\_\_ at \_\_\_\_\_ and/or prevent unnecessary/unwarranted alarms.
- VC13 Flame-Resistant Materials:**  
Failed to provide and/or maintain required flame-resistant materials \_\_\_\_\_ at \_\_\_\_\_
- VC14 Fire-Rated Doors and Windows:**  
Failed to (provide/protect/maintain) required (fire-rated/self-closing/access) door or window at \_\_\_\_\_
- VC15 Fire-Rated Construction:**  
Failed to provide and/or maintain required fire-rated construction of \_\_\_\_\_ at \_\_\_\_\_
- VC16 Ventilation:**  
Failed to provide and/or maintain required ventilation \_\_\_\_\_ at \_\_\_\_\_ for \_\_\_\_\_
- VC17 Certificates of Fitness and Certificates of Qualification:**  
Failed to obtain and/or produce required (Certificate of Fitness/Certificate of Qualification) for \_\_\_\_\_
- VC18 Certificates of Approval, Certificates of License and Company Certificates:**  
Failed to obtain and/or produce required Certificate of Approval for \_\_\_\_\_ Certificate of License, or Company Certificate for \_\_\_\_\_
- VC19 Affidavits, Design and Installation Documents and Other Documentation:**  
Failed to (prepare/produce/submit) required documentation: \_\_\_\_\_
- VC20 Inspection and Testing:**  
Failed to conduct required (initial/periodic) inspection or test of \_\_\_\_\_ at \_\_\_\_\_
- VC21 Portable Containers:**  
Failed to (provide/use) required container for \_\_\_\_\_ at \_\_\_\_\_
- VC22 Stationary Tanks:**  
Failed to provide required stationary tank storage system for \_\_\_\_\_ at \_\_\_\_\_
- VC23 Storage Facilities:**  
Failed to provide required storage (cabinets/enclosures/rooms/vaults) at \_\_\_\_\_
- VC24 Storage of Hazardous Materials/Commodities:**  
Failed to provide required racks and/or shelf storage, and/or failed to store \_\_\_\_\_ at \_\_\_\_\_
- VC25 Electrical Hazards:**  
Failed to provide and/or maintain required electrical devices/equipment and/or allowed electrical hazards to exist at \_\_\_\_\_
- VC26 Heating and Refrigeration Equipment and Systems:**  
Failed to provide and/or maintain required (heating/refrigerating) system for \_\_\_\_\_ at \_\_\_\_\_
- VC27 Electrical Lighting Hazards:**  
Failed to provide, protect, and/or maintain required lighting devices or equipment at \_\_\_\_\_
- VC28 Open Fires, Open Flames and Sparks:**  
Unlawfully (lit/maintained/operated/used/failed to protect) (open fire open flame/sparking device) at \_\_\_\_\_
- VC29 Designated Handling and Use Rooms Areas:**  
Failed to provide required (room/area) for (handling/use) of \_\_\_\_\_
- VC30 Emergency Planning and Preparedness:**  
Failed to comply with emergency planning and preparedness requirements

- Repeat Violation (\$15-229)**  
Repeat violation of VC(s) \_\_\_\_\_ as previously cited on Summons# \_\_\_\_\_ (Respondent must appear at hearing)
- False Certification (\$15-220.1)**  
Willfully falsified Certificate of Correction for Summons# \_\_\_\_\_ (Respondent must appear at hearing.)  
Failed to Comply with Commissioner's Order to Correct and Certify (\$15-231)  
 On previously cited Summons# \_\_\_\_\_ (Respondent must appear at hearing)
- Other Fire Code/Rule Violations:** \_\_\_\_\_

Description of Violation: VC5 - FAILED TO MAINTAIN THE DAILY INSPECTION OF THE FIRE ALARM TO CORRECT. VC6 - FAILED TO MAINTAIN ALL EXIT SIGNS IN THE EXIT ILLUMINATED

Supplement Attached \_\_\_\_\_ Maximum penalty for each First Offense: \$1,000. Maximum penalty for each Repeat Violation: \$5,000.

NYC Charter Sections 1048 and 1049-a and the Rules of the City of New York authorize the NYC Office of Administrative Trials and Hearings (OATH) to hold hearings I, an employee of the agency named above, affirm under penalty of perjury that I personally observed the commission of the violation(s) charged above and/or verified their existence through a review of departmental records. False statements made herein are punishable as a Class A Misdemeanor pursuant to section 210.45 of the Penal Law.

Signature: [Signature] Print Name/ID: DAVID LOPEZ / 1041264 Title: AFPIII

**FDNY SUMMONS#**

**CERTIFICATE OF CORRECTION**

11808743J



You must complete this Affidavit and have your signature notarized.

STATE OF NEW YORK )

) SS. \_\_\_\_\_

COUNTY OF Westchester )

I \_\_\_\_\_, being duly sworn, depose and say that I am the named respondent cited in the FDNY Summons or an authorized representative for the respondent. I admit the existence of the violation(s) described in the FDNY Summons.

- Check one {
- I have corrected all said violations as ordered by the Commissioner \_\_\_\_\_ or \_\_\_\_\_
  - I have only corrected the following violation(s) \_\_\_\_\_ and will attend hearing on the scheduled date.

(The respondent certifies that all violations have been corrected if no box is checked.)

The corrective action(s) was performed by \_\_\_\_\_

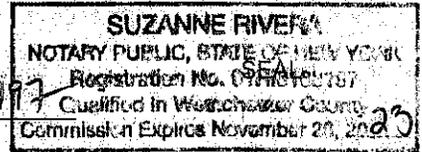
I have attached legible copies of any and all bills, receipts and other proofs of correction to this certification as required.

\_\_\_\_\_  
Signature  
(Sign only before a notary)

**TO BE COMPLETED BY NOTARY**

County of Westchester

Registration Number 01216168197



Sworn to before me this 19th day of Oct 20 21

Notary Number 01216168197

Signature of Notary [Signature]

Commission Expires 11/20/2023

The Fire Commissioner reserves the right to reject any Certificate of Correction that is incomplete. False certification is punishable by a fine of not less than \$1,000 nor more than \$5,000 and/or up to 6 months imprisonment pursuant to Administrative Code Section 15-220.1.

**CERTIFICATION INSTRUCTIONS**

1. All respondents must correct the violation(s) cited on the FDNY Summons.
2. To certify correction, a respondent must complete the Certificate of Correction above and have it notarized. Attach this page to a copy of the FDNY Summons along with all attached supplemental pages.
3. Attach legible copies of any and all bills, receipts and/or other proof of compliance to the Certificate of Correction and submit them along with this Certificate of Correction.
4. Email the completed Certificate of Correction with all appropriate documentation to [cure.desk@fdny.nyc.gov](mailto:cure.desk@fdny.nyc.gov) or return it to the **Bureau of Legal Affairs, Administrative Enforcement Unit, 9 Metro Tech Center, 1st Floor, Brooklyn, New York, 11201-3857**, on or before the compliance date specified on the FDNY Summons.
5. Respondents will be notified if their Certificate of Correction has been disapproved and of the appropriate action to take to correct the FDNY Summons.
6. If it is impossible to correct any or all violations within the time indicated, you may be eligible for a stipulation extending the time to correct. A request for a stipulation extending compliance time must be made at the hearing and is subject to the approval of the Fire Department and OATH.
7. If you properly certify that all violations have been corrected, and the Certificate of Correction is accepted by the Fire Department, first offenders will be excused from appearing at the scheduled OATH hearing and no penalty will be imposed.
8. If you fail to comply with 7 above, or if you are a repeat offender, you will be required to attend an OATH hearing on the date specified on



FDNY SUMMONS • FOR CIVIL PENALTIES ONLY



11788402X

SUMMONS NUMBER: 11788402X

ENFORCEMENT AGENCY NAME: NEW YORK CITY FIRE DEPARTMENT

DIVISION: FP Unit: 42 Admin CO E083

AGENCY ADDRESS AND PHONE NUMBER: 9 MetroTech Center, 1st Flr, Bklyn, NY 11201-3657, (718) 999-2392

RESPONDENT: The Bronx Charter School

DBA: For Children

MAILING ADDRESS: 423 E 138 St  
Bronx, NY 10454

ACCOUNT NUMBER: [Redacted]  
UNIT PHONE NUMBER: [Redacted]

CELL PHONE: N/A

DATE OF OCCURRENCE: 09/10/21

TIME OF INSPECTION: 5:30 AM (PM)

PLACE OF OCCURRENCE: 423 E 138 St

BOROUGH: Bronx

You must respond to this Summons. You can appear at the hearing date and location below or choose another option. For other options on how to respond, see the back of this page.

HEARING DATE: 10/28/2021 AT: 8:30 AM (PM)  
HEARING LOCATION: OFFICE OF ADMINISTRATIVE TRIALS AND HEARINGS  
Bronx [Borough] (See reverse side for address) Phone: (844) 628-4692

REFER TO THE SUMMONS NUMBER ABOVE ON ALL CORRESPONDENCE.

WARNING: If you do not respond to this summons, the City will decide the Summons against you and penalties will be imposed. Failure to pay a civil penalty could lead to the denial of an application for, or the suspension, termination or revocation of a City license, permit or registration. In addition, the City may enter a judgment against you in court.

ORDER TO CORRECT AND CERTIFY CORRECTION: PLEASE TAKE NOTICE that the premises cited above is in violation of the requirements of law. It is further ORDERED by the FIRE COMMISSIONER that these violations be corrected and certified to be in compliance with the requirements of law within 35 days of the date of issuance. See back of summons for further instructions.

COMPLIANCE DATE: 10/15/21

Details of Violation(s)

Upon investigation, the New York City Fire Department has determined that the respondent is in violation of the following requirements of the New York City Administrative Code and/or the rules of the City of New York. These requirements have been grouped into violation categories (VC) for enforcement purposes. This grouping is allowed by Fire Department rule 3 RCNY §109-02

- VC1 Portable Fire extinguishers and Fire Hoses:  
Failed to provide and/or maintain required (portable fire extinguishers/fire hoses/other) at \_\_\_\_\_
- VC2 Combustible Waste Containers:  
Failed to provide required container(s) for combustible waste and/or store combustible waste in a container at \_\_\_\_\_
- VC3 Permits:  
Failed to (obtain/renew/possess) a permit for \_\_\_\_\_
- VC4 Unlawful Quantity or Location of Regulated Material:  
(Manufacture/Storage/Handle/Use) \_\_\_\_\_ of \_\_\_\_\_ in violation of permit/quantity/location restrictions.
- VC5 Recordkeeping:  
Failed to (maintain/produce) records for \_\_\_\_\_ at \_\_\_\_\_
- VC6 Signs, Posting, Notices and Instructions:  
Failed to provide and/or maintain required (signs) (postings) (notices) (instructions) for \_\_\_\_\_ at \_\_\_\_\_
- VC7 Labels and Markings:  
Failed to provide and/or maintain required label, or the other marking for \_\_\_\_\_ at \_\_\_\_\_
- VC8 Storage, Accumulation and Removal of Combustible Material and Waste:  
Failed to remove combustible waste and/or allowed the storage/accumulation of combustible material, waste and/or vegetation at \_\_\_\_\_
- VC9 Rooftop Access and Means of Egress:  
Failed to provide access/egress free from obstructions or impediments, and/or failed to maintain required egress at \_\_\_\_\_
- VC10 Overcrowding:  
Failed to limit number of persons in \_\_\_\_\_ to \_\_\_\_\_
- VC11 General Maintenance:  
Failed to maintain \_\_\_\_\_ in (good working order/clean condition) or in compliance with (general maintenance/housekeeping) requirements.
- VC12 Fire Protection Systems:  
Failed to provide and/or maintain required \_\_\_\_\_ at \_\_\_\_\_ and/or prevent unnecessary/unwarranted alarms.
- VC13 Flame-Resistant Materials:  
Failed to provide and/or maintain required flame-resistant materials \_\_\_\_\_ at \_\_\_\_\_
- VC14 Fire-Rated Doors and Windows:  
Failed to (provide/protect/maintain) required (fire-rated/self-closing/access) door or window at \_\_\_\_\_
- VC15 Fire-Rated Construction:  
Failed to provide and/or maintain required fire-rated construction of \_\_\_\_\_
- VC18 Certificates of Approval, Certificates of License and Company Certificates:  
Failed to obtain and/or produce required Certificate of Approval for \_\_\_\_\_ Certificate of License, or Company Certificate for \_\_\_\_\_
- VC19 Affidavits, Design and Installation Documents and Other Documentation:  
Failed to (prepare/produce/submit) required documentation: \_\_\_\_\_
- VC20 Inspection and Testing:  
Failed to conduct required (initial/periodic) inspection or test of \_\_\_\_\_ at \_\_\_\_\_
- VC21 Portable Containers:  
Failed to (provide/use) required container for \_\_\_\_\_ at \_\_\_\_\_
- VC22 Stationary Tanks:  
Failed to provide required stationary tank storage system for \_\_\_\_\_ at \_\_\_\_\_
- VC23 Storage Facilities:  
Failed to provide required storage (cabinets/enclosures/rooms/vaults) at \_\_\_\_\_
- VC24 Storage of Hazardous Materials/Commodities:  
Failed to provide required racks and/or shelf storage, and/or failed to store \_\_\_\_\_ at \_\_\_\_\_
- VC25 Electrical Hazards:  
Failed to provide and/or maintain required electrical devices/equipment and/or allowed electrical hazards to exist at \_\_\_\_\_
- VC26 Heating and Refrigeration Equipment and Systems:  
Failed to provide and/or maintain required (heating/refrigerating) system for \_\_\_\_\_ at \_\_\_\_\_
- VC27 Electrical Lighting Hazards:  
Failed to provide, protect, and/or maintain required lighting devices or equipment at \_\_\_\_\_
- VC28 Open Fires, Open Flames and Sparks:  
Unlawfully (lit/maintained/operated/used/failed to protect) (open fire open flame/sparking device) at \_\_\_\_\_
- VC29 Designated Handling and Use Rooms Areas:  
Failed to provide required (room/area) for (handling/use) of \_\_\_\_\_
- VC30 Emergency Planning and Preparedness:  
Failed to comply with emergency planning and preparedness requirements \_\_\_\_\_

Repeat Violation (§15-229)  
 Repeat violation of VC(s) \_\_\_\_\_ as previously cited on Summons# \_\_\_\_\_ (Respondent must appear at hearing)





# FIRE DEPARTMENT

9 METROTECH CENTER BROOKLYN, NY 11201-3857  
BUREAU OF LEGAL AFFAIRS  
ADMINISTRATIVE ENFORCEMENT UNIT

## CORRECTION LETTER

Date: 10/28/2021

You are hereby notified that Violation Categories (VCs) 17 FDNY  
Summons Number 11788402X on 9/10/2021  
regarding the premises situated at 423 E 138 St Borough  
of Bronx have been corrected according to the records of this  
Department. Please be advised that while the underlying condition(s) may have been  
corrected, an unresolved FDNY Summons may still exist at the OATH Hearing  
Center located at 260 E 161 St Bronx NY 10451

BY ORDER OF BUREAU OF LEGAL AFFAIRS

BY

*Lloyd Ferguson*

VOID IF ALTERED



**OFFICE OF ADMINISTRATIVE TRIALS AND HEARINGS**  
Hearings Division

**DECISION**

|   |   |
|---|---|
| <p>THE BX CHARTER SCHOOL<br/>423 E 138th Street - 7th Floor<br/>Bronx, NY 10454</p> | <p>Summons No: 011788402X et al. (1 Summons)</p> <p style="text-align: center;"><b>NEW YORK CITY FIRE DEPARTMENT,</b></p> <p style="text-align: center;">-against-</p> <p style="text-align: center;"><b>THE BX CHARTER SCHOOL</b></p> <p>Hearing Date: 10/28/2021</p> <p>Hearing Location: Remote</p> <p>Type of Hearing: By Telephone</p> |
|---|---|

Total Penalty Amount: **\$375.00**

Community Service(Hr): **Not Applicable**

| SUMMONS #  | SUMMARY DISPOSITION | DATE OF OCCURRENCE | PLACE OF OCCURRENCE      |
|------------|---------------------|--------------------|--------------------------|
| 011788402X | Sustained           | 09/10/2021         | 423 E 138th Street Bronx |

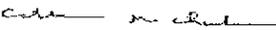
| LINE ITEM | OATH CODE | CODE SECTION/RULE | RESULT    | PENALTY  |
|-----------|-----------|-------------------|-----------|----------|
| 1         | BF17      | VC17.             | Sustained | \$375.00 |

**Findings of Fact & Conclusions of Law**

Attorney Eric Monk represented the petitioner, FDNY. Respondent, The Bronx Charter School was represented by the Operations Manager Thresa Lopez. The summons alleges failure to provide certificate of fitness holder for supervision of fire alarm system (S-95) as per FC 901 and failure to provide certificate of fitness holder for fire and emergency drill conductor as FC 113.1 in violation 3 RCNY 109-02.

Mr. Monk relied on the statements of the inspector in the summons and acknowledged that the certificate of correction was submitted on 10/28/21 and recommended the mitigated penalty. Ms. Lopez testified that she worked diligently to complete the correction but was not able to get it done earlier. Respondent was seeking the mitigated amount.

I credit the details of the summons and find the charge is established. Respondent's correction was timely made before the first hearing date and Petitioner recommended the mitigated penalty. The respondent did not rebut the charge. The summons is sustained. The first offense mitigated penalty of \$375 is imposed.

|   |             |
|---|-------------|
|  |             |
| 10/28/2021  | 10/28/2021  |
| <b>Catherine Charles, Hearing Officer</b>   | <b>Date</b> |

Summons 011788402X  
(to be completed by Respondent)

CERTIFICATE OF CORRECTION

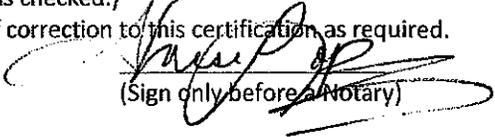
STATE OF NEW YORK )  
vs. )  
COUNTY OF )

I, Theresa Lopez, being duly sworn, depose and say that I am the respondent cited in the summons and that I admit the existence of the violation(s) described in the summons.

- I have corrected all said violations as ordered by the Commissioner
- or -
- I have only corrected Rules Number(s) \_\_\_\_\_ and will attend the hearing on the scheduled date

(The respondent certifies that all violations have been corrected if the circle is checked.)

I have attached legible copies of any and all bills, receipts and other proofs of correction to this certification as required.

  
(Sign only before a Notary)

TO BE COMPLETED BY A NOTARY

County of Queens

Sworn to before me this 10th day of October 2021 Notary Number 01MR6120445

Signature of Notary  Commission Expires 12-20-2024

BRUNO MARCHAN  
NOTARY PUBLIC-STATE OF NEW YORK  
No. 01MA6120445  
Qualified in Queens County  
My Commission Expires 12-20-2024

The Fire Commissioner reserves the right to reject any Certificate of Correction that is incomplete. False certification is punishable by a fine of not less than \$1,000 nor more than \$5,000 and/or up to 6 months imprisonment pursuant to Administrative Code Section 15-220.1

CERTIFICATION INSTRUCTIONS

For first offenses:

1. All offenders must correct the violation(s) cited on the summons.
2. All offenders must complete the Certificate of Correction above and have it notarized. Attach this page to a copy of the summons.
3. Attach legible copies of any and all bills, receipts and/or other proofs of compliance to this Certificate of Correction and submit them along with this Certificate.
4. Return the completed Certificate of Correction with all appropriate documentation attached to the Bureau of Fire Prevention, Enforcement Unit, 9 MetroTech Center, Brooklyn, NY 11201-3857 by the close of business on the CURE date indicated on the front of this summons.
5. Respondents will be notified by mail if their Certificate of Correction has been disapproved and of the appropriate action to take to correct the summons.
6. If it is impossible to correct any or all violations within the time indicated, you may be eligible for a stipulation extending the time to correct. A request for a stipulation extending compliance time must be made at the hearing and is subject to the approval of the Fire Department and OATH.
7. If you properly certify that ALL violations have been corrected, and the Certificate of Correction is accepted by the Fire Department, you are excused from appearing at the scheduled OATH Hearings Division hearing and no penalty will be imposed.
8. If you fail to comply with (7) above or if you are a repeat offender, you are required to attend the OATH hearing on the location designated on the summons and bring any and all proof of correction to the hearing.



NYC FIRE DEPARTMENT  
9 METROTECH CENTER  
ENFORCEMENT - ROOM 3S-73K  
BROOKLYN, NY 11201-3857

FF00559



Mailing date: 09/27/2021  
Respondent: THE BX CHARTER SCHOOL  
Summons #: 011788402X  
Installation: 392664200

THE BX CHARTER SCHOOL  
423 E 138TH ST  
BRONX NY 10454-3041

3/928



FIRE DEPARTMENT OF NYC (PETITIONER)  
v  
THE BX CHARTER SCHOOL (RESPONDENT)

Hearing Date: 10/28/2021 Time: 08:30 A.M. Location: 260 EAST 161ST ST FLOOR 6TH BRONX

Place of occurrence: 423 EAST 138 STREET BRONX  
Observation made by: 1556638

Date of violation: 09/10/21

Please take notice that the premises cited above is in violation of the requirements of law. It is ordered by the Fire Commissioner that these violations be corrected and certified to be in compliance with the requirements of law within 35 days of the violation date. Certification must be made on the Certificate of Correction, a copy of which is enclosed.

The Certificate of Correction and all proof of compliance must be received by the Bureau of Fire Prevention, Enforcement Unit, 9 Metrotech Center, Brooklyn, New York, 11201-3857, (718) 999-2392, by no later than 35 days from the violation date above. First offenders who properly certify correction shall avoid a hearing and penalty. All other respondents must appear at the OATH Hearings Division, at the location date and time indicated above. The hearing is your opportunity to answer the violations listed in this summons. Repeat offenders must appear at the hearing on the scheduled date.

VIOLATION(S) OF THE ADMINISTRATIVE CODE OR RULES AND REGULATIONS

| 3 RCNY 109-02: | Description   | Maximum<br>Penalty |
|----------------|---|--------------------|
| VC17.          | CERTIFICATES OF FITNESS AND CERTIFICATES OF QUALIFICATION | \$1000.00          |

*Certificate of Occupancy*

**CO Number: 201127011F**

This certifies that the premises described herein conforms substantially to the approved plans and specifications and to the requirements of all applicable laws, rules and regulations for the uses and occupancies specified. No change of use or occupancy shall be made unless a new Certificate of Occupancy is issued. *This document or a copy shall be available for inspection at the building at all reasonable times.*

|  |   |                               |                                   |
|--|---|-------------------------------|-----------------------------------|
| <b>A.</b>  | <b>Borough:</b> Bronx   | <b>Block Number:</b> 02288    | <b>Certificate Type:</b> Final    |
|  | <b>Address:</b> 388 WILLIS AVENUE   | <b>Lot Number(s):</b> 7       | <b>Effective Date:</b> 11/18/2010 |
|  | <b>Building Identification Number (BIN):</b> 2102176                            | <b>Building Type:</b> Altered |                                   |
| <i>For zoning lot metes &amp; bounds, please see BISWeb.</i> |   |                               |                                   |
| <b>B.</b>  | <b>Construction classification:</b> 1-C   | (1968 Code)                   |                                   |
|  | <b>Building Occupancy Group classification:</b> G                               | (1968 Code)                   |                                   |
|  | <b>Multiple Dwelling Law Classification:</b> None                               |                               |                                   |
|  | <b>No. of stories:</b> 4  | <b>Height in feet:</b> 59     | <b>No. of dwelling units:</b> 0   |
| <b>C.</b>  | <b>Fire Protection Equipment:</b><br>None associated with this filing.          |                               |                                   |
| <b>D.</b>  | <b>Type and number of open spaces:</b><br>None associated with this filing.     |                               |                                   |
| <b>E.</b>  | <b>This Certificate is issued with the following legal limitations:</b><br>None |                               |                                   |
| <b>Borough Comments:</b> None                                |   |                               |                                   |



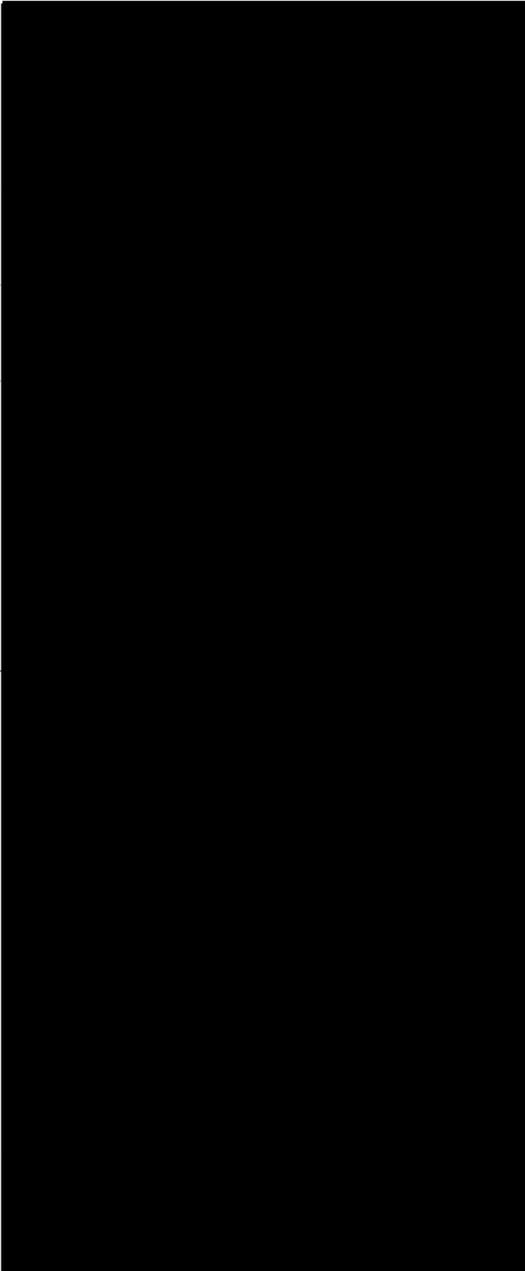
Borough Commissioner



Commissioner

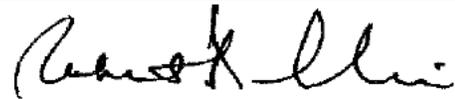
*Certificate of Occupancy*

CO Number: 201127011F

| Permissible Use and Occupancy  |                           |                           |                               |                           |                  |   |
|--|---------------------------|---------------------------|-------------------------------|---------------------------|------------------|---|
| All Building Code occupancy group designations are 1968 designations, except RES, COM, or PUB which are 1938 Building Code occupancy group designations. |                           |                           |                               |                           |                  |   |
| Floor From To  | Maximum persons permitted | Live load lbs per sq. ft. | Building Code occupancy group | Dwelling or Rooming Units | Zoning use group | Description of use  |
| CEL  | 105                       | OG                        | G                             |                           | 3                |  |
| CEL  | 27                        |                           | G                             |                           | 3                |   |
| CEL  | 15                        |                           | G                             |                           | 3                |   |
| CEL  |                           | OG                        | D-2                           |                           | 3                |   |
| CEL  |                           |                           | D-2                           |                           | 3                |   |
| CEL  | 1                         |                           | E                             |                           | 3                |   |
| 001  | 114                       | 100                       | G                             |                           | 3                |   |
| 001  | 10                        |                           | E                             |                           | 3                |   |
| 001  | 155                       |                           | F-4                           |                           | 3                |   |
| 001  | 3                         |                           | G                             |                           | 3                |   |
| 002  | 212                       | 100                       | G                             |                           | 3                |   |
| 002  | 8                         |                           | E                             |                           | 3                |   |
| 002  | 24                        |                           | G                             |                           | 3                |   |



Borough Commissioner



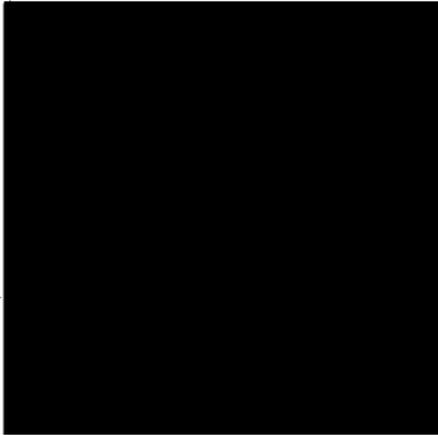
Commissioner

*Certificate of Occupancy*

CO Number: 201127011F

**Permissible Use and Occupancy**

All Building Code occupancy group designations are 1968 designations, except RES, COM, or PUB which are 1938 Building Code occupancy group designations.

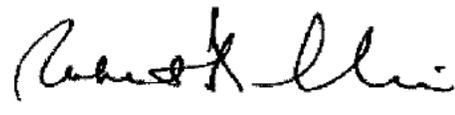
| Floor From To | Maximum persons permitted | Live load lbs per sq. ft. | Building Code occupancy group | Dwelling or Rooming Units | Zoning use group | Description of use   |
|---------------|---------------------------|---------------------------|-------------------------------|---------------------------|------------------|--|
| 003           | 179                       | 100                       | G                             |                           | 3                |  |
| 003           | 4                         |                           | E                             |                           | 3                |  |
| 004           | 145                       | 100                       | G                             |                           | 3                |  |
| 004           | 70                        |                           | G                             |                           | 3                |  |
| ROF           |                           | 100                       |                               |                           |                  |  |

THIS IS ONE ZONING LOT COMPRISING 3 TAX LOTS, 5, 6 AND 7. EXHIBITS I & III FILED AND RECORDED UNDER CRFN# 2010000257807 AND 2010000257806

**END OF SECTION**



Borough Commissioner



Commissioner



# Certificate of Occupancy

CO Number:2101568-000001

This certifies that the premises described herein conforms substantially to the approved plans and specifications and to the requirements of all applicable laws, rules and regulations for the uses and occupancies specified.No change of use or occupancy shall be made unless a new Certificate of Occupancy is issued.*This document or a copy shall be available for inspection at the building at all reasonable times.*

|   |   |  |  |
|---|---|--|--|
| A.  | <b>Borough:</b> BRONX   | <b>Block Number:</b> 2283                  | <b>Full Building Certificate Type:</b> |
|   | <b>Address:</b> 423 EAST 138 STREET                                     | <b>Lot Number(s):</b> 88                   | Temporary                              |
|   | <b>Building Identification Number(BIN):</b> 2101568                     | <b>Additional Lot Number(s):</b>           | <b>Date Issued:</b> 12/06/2021         |
|   |   | <b>Application Type:</b> NB - NEW BUILDING |  |
| <b>This building is subject to this Building Code:</b> 1968               |   |  |  |
| <b>This Certificate of Occupancy is associated with job#</b> 200153671-01 |   |  |  |
| B.  | <b>Construction Classification:</b> I-A: 4 HOUR PROTECTED               |  |  |
|   | <b>Building Occupancy Group classification:</b> E - BUSINESS            |  |  |
|   | <b>Multiple Dwelling Law Classification:</b> Not Available              |  |  |
|   | <b>No.of stories:</b> 8   | <b>Height in feet:</b> 109                 | <b>No.of dwelling units:</b> 0         |
| C.  | <b>Fire Protection Equipment:</b> Fire Alarm System, Sprinkler System   |  |  |
| D.  | <b>Parking Spaces and Loading Berths:</b>                               |  |  |
|   | Open Parking Spaces: Not Available.                                     |  |  |
|   | Enclosed Parking Spaces: Not Available.                                 |  |  |
|   | Total Loading Berths: Not available                                     |  |  |
| E.  | <b>This Certificate is issued with the following legal limitations:</b> |  |  |
|   | Restrictive Declaration: None   | Zoning Exhibit: None                       |  |
|   | BSA Calendar Number(s): None  | CPC Calendar Number(s): None               |  |
| <b>Borough Comments:</b>  |   |  |  |

Borough Commissioner

Commissioner



### Permissible Use and Occupancy

| FLOOR                          | Occ Group | Max. Persons Permitted | Live Loads (lbs per sq ft) | Zoning Use Group | Dwelling or Rooming Units | Job Reference | Certificate of Occupancy Type | CO Expiration Date |
|--------------------------------|-----------|------------------------|----------------------------|------------------|---------------------------|---------------|-------------------------------|--------------------|
| Cellar                         | S-2       | N/A                    | OG                         | 3b               |                           | 200153671     | Temporary                     | 03/06/202          |
| Description of Use: [REDACTED] |           |                        |                            |                  | Exceptions:               |               |                               |                    |
| Floor 1                        | E         | 24                     | OG                         | 3a               |                           | 200153671     | Temporary                     | 03/06/202          |
| Description of Use: [REDACTED] |           |                        |                            |                  | Exceptions:               |               |                               |                    |
| Floor 1                        | B         | 30                     | OG                         | 4A               |                           | 200153671     | Temporary                     | 03/06/202          |
| Description of Use: [REDACTED] |           |                        |                            |                  | Exceptions:               |               |                               |                    |
| Floor 1                        | E         | 160                    | 100                        | 3A               |                           | 200153671     | Temporary                     | 03/06/202          |
| Description of Use: [REDACTED] |           |                        |                            |                  | Exceptions:               |               |                               |                    |
| Floor 1                        | M         | 60                     | OG                         | 6A               |                           | 200153671     | Temporary                     | 03/06/202          |
| Description of Use: [REDACTED] |           |                        |                            |                  | Exceptions:               |               |                               |                    |
| Mezzanine - 1                  | I-2       | 60                     | 100                        | 3A               |                           | 200153671     | Temporary                     | 03/06/202          |
| Description of Use: [REDACTED] |           |                        |                            |                  | Exceptions:               |               |                               |                    |
| Floor 2                        | B         | 50                     | 100                        | 4A               |                           | 200153671     | Temporary                     | 03/06/202          |
| Description of Use: [REDACTED] |           |                        |                            |                  | Exceptions:               |               |                               |                    |
| Floor 2                        | E         | 6                      | 100                        | 3A               |                           | 200153671     | Temporary                     | 03/06/202          |
| Description of Use: [REDACTED] |           |                        |                            |                  | Exceptions:               |               |                               |                    |
| Floor 2                        | E         | 136                    | 100                        | 3A               |                           | 200153671     | Temporary                     | 03/06/202          |
| Description of Use: [REDACTED] |           |                        |                            |                  | Exceptions:               |               |                               |                    |

|                     |            |     |     |    |             |           |           |
|---------------------|------------|-----|-----|----|-------------|-----------|-----------|
| Floor 3             | E          | 175 | 100 | 3A | 200153671   | Temporary | 03/06/202 |
| Description of Use: | [REDACTED] |     |     |    | Exceptions: |           |           |
| Floor 3             | E          | N/A | 100 | 3B | 200153671   | Temporary | 03/06/202 |
| Description of Use: | [REDACTED] |     |     |    |             |           |           |
| Floor 4             | E          | 215 | 100 | 3A | 200153671   | Temporary | 03/06/202 |
| Description of Use: | [REDACTED] |     |     |    | Exceptions: |           |           |
| Floor 5             | E          | 141 | 100 | 3A | 200153671   | Temporary | 03/06/202 |
| Description of Use: | [REDACTED] |     |     |    | Exceptions: |           |           |
| Floor 6             | E          | N/A | 100 | 3B | 200153671   | Temporary | 03/06/202 |
| Description of Use: | [REDACTED] |     |     |    |             |           |           |
| Floor 6             | E          | 141 | 100 | 3A | 200153671   | Temporary | 03/06/202 |
| Description of Use: | [REDACTED] |     |     |    | Exceptions: |           |           |
| Floor 7             | E          | 120 | 100 | 3A | 200153671   | Temporary | 03/06/202 |
| Description of Use: | [REDACTED] |     |     |    | Exceptions: |           |           |
| Floor 8             | E          | 120 | 100 | 3A | 200153671   | Temporary | 03/06/202 |
| Description of Use: | [REDACTED] |     |     |    | Exceptions: |           |           |

**CofO Comments:** NOTE: THE BUILDING SPACE AT THE SECOND FLOOR PROJECTING INTO THE REQUIRED BUFFER AREA SHALL BE OCCUPIED ONLY BY A COMMUNITY FACILITY USE

Borough Commissioner



Commissioner

