

Application: Buffalo Academy of Science Charter School 2

Joseph Polat - polat@buffsci.org
2020-2021 Annual Report

Entry 1 School Info and Cover Page

Completed Aug 23 2021

[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 2020-2021 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, 2021)** or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL II 140600861185

a1. Popular School Name

BuffSci 2

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

Please select the correct authorizer as of June 30, 2021 or you may not be assigned the correct tasks.

BOARD OF REGENTS

c. DISTRICT / CSD OF LOCATION

BUFFALO CITY SD

d. DATE OF INITIAL CHARTER

12/2019

e. DATE FIRST OPENED FOR INSTRUCTION

8/2020

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

MISSION STATEMENT

The mission is to fulfill the high demands of Grades K 12 students, their parents, and the community as a whole: a) Provide an excellent academic experience with emphasis on STEM for students to excel in any field of study, b) Provide a rigorous, innovative, challenging, and enhanced curriculum focused on preparing students to attend the college of their choice, c) Prepare students for college from a community who are not served successfully by public education, d) Prepare students to become responsible, educated citizens who have the skills and understanding to participate and work productively in a diverse, multicultural, globally oriented environment and who are ready to carry the torch of knowledge, freedom, and prosperity that has been passed from one generation to another in this great country, and e) Create a partnership and participation environment among the student teacher parent triad to provide youth with the support necessary to reach their highest potential intellectually, socially, emotionally, and physically

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	STEM Focus: STEM (engineering design/inquiry based learning), science investigations/scientific inquiry, online platforms, state of the art teacher/student technology, a wide selection of technology electives, STEM infused academic enrichment, and after school projects, industry applications, science fairs, science Olympiads, coding camps, hackathons, etc.
	Data Driven Decision Making: A range of standards

KDE 2	<p>aligned assessments, quarterly standards aligned assessments (benchmark assessments, i Ready) that inform Response to Intervention and regular classroom groupings and instruction, continuous improvement review of data and instructional modifications, grade level collaborative planning based on the review of assessments</p>
KDE 3	<p>Six Point Plan to Higher Achievement: 1) setting up a culture of excellence, 2) articulating the curriculum, 3) ensuring best practice, 4) developing common assessments to obtain data, 5) optimizing interventions, 6) maintaining focus and responding to progress monitoring data.</p>
KDE 4	<p>Intervention and Special Programs: a) response to intervention, b) differentiated instruction, c) individualized instruction, tutoring, d) double ELA and math classes, e) 9th period intervention program, f) after school program/Saturday school with homework help, tutoring, and academic enrichment offerings, g) summer school, h) Title I, ELL, Special Education, 504 (stand alone, integrated in regular classrooms, and coach teachers), i) sentence/question frames focused on academic language, social language, instructional language</p>
KDE 5	<p>Student Parent Teacher Triad Partnership: Strong and positive parent student teacher partnership/participation, communication, and interaction, 24/7 online access to</p>

	<p>student progress, homework, grades, and learning opportunities, home visits, instructional conferencing, close contact by counselor.</p> <p>KDE 6</p>
KDE 6	<p>College Counseling: Strong counseling program working closely with each student to prepare for SAT/ACT tests, identify career interests and internships, meet graduation criteria, discover/apply to colleges of interest to the student with a career interest match, complete financial aid/scholarships applications, and ensure student acceptance in college</p>
KDE 7	<p>Role Modeling: 1) teacher student positive interaction and respect, consistent teaching techniques that value and honor each students' input, participation, feedback, work, positive communication skills, use of praise focused on enhancing students' academic/personal development, 2) character education incorporated in daily school routines: teachers model each character quality, and models/guides students in positive interactions with all</p>
KDE 8	<p>Student Exchange and International Field Trips: Multicultural competence skills in cultural and international field trips, foreign exchange/study abroad programs, summer study abroad, understanding of personal/professional role for global understanding and freedoms, research and create advocacy on global issues</p>

KDE 9	(No response)
KDE 10	(No response)

Need additional space for variables

No

h. SCHOOL WEB ADDRESS (URL)

www.buffsci.org

i. TOTAL MAX APPROVED ENROLLMENT FOR THE 2020-2021 SCHOOL YEAR (exclude Pre-K program enrollment)

88

j. TOTAL STUDENT ENROLLMENT ON JUNE 30, 2021 (exclude Pre-K program enrollment)

72

k. GRADES SERVED IN SCHOOL YEAR 2020-2021 (exclude Pre-K program students)

Check all that apply

Grades Served	K, 1
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I1. 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 2021-2022?

No, just one site.

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	100 Poplar Ave. Buffalo, NY 14211	716-854-2490	Buffalo	K-2	No

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Joseph Polat	716-854-2490		polat@bascs.org
Operational Leader	Brianna Lanye	716-854-2490		lanoye@bascs.org
Compliance Contact	Hakan Aktar	716-854-2490		hakan@bascs.org
Complaint Contact	Virginia Ragland	716-854-2490		ginger@bascs.org
DASA Coordinator	Courtney Champlin	716-854-2490		Champlin@bascs.org
Phone Contact for After Hours Emergencies	Joseph Polat	917-284-5388		mucahitpolat@gmail.com

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.

Site 1 Certificate of Occupancy (COO)

[Poplar occupancy.pdf](#)

Filename: Poplar occupancy.pdf **Size:** 937.6 kB

Site 1 Fire Inspection Report

[3-CITY FIRE INSPECTION REPORTS 2021.pdf](#)

Filename: 3-CITY FIRE INSPECTION REPORTS 2021.pdf **Size:** 239.2 kB

CHARTER REVISIONS DURING THE 2020-2021 SCHOOL YEAR

n1. Were there any revisions to the school's charter during the 2020-2021 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 2020-2021 FY?

Yes

ATTESTATIONS

p. Individual Primarily Responsible for Submitting the Annual Report.

Name	Joseph B Polat
Position	Executive Director
Phone/Extension	917-284-5388
Email	polat@bascs.org

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:

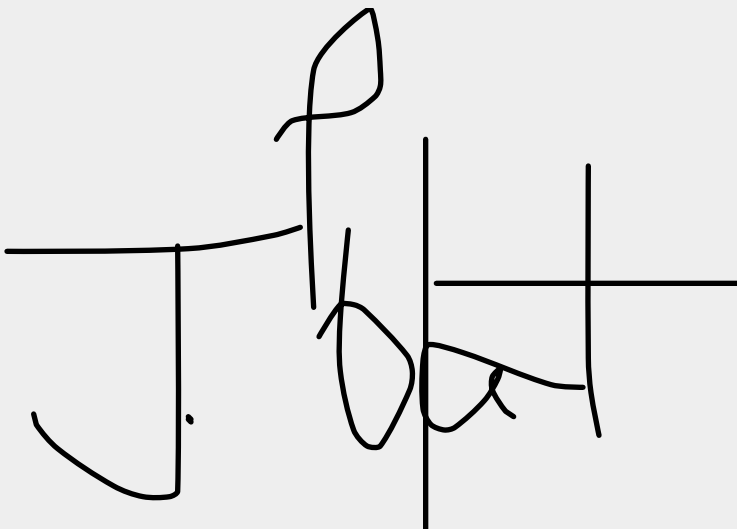
Yes

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 stylized, featuring a large, looped 'J' or 'L' shape on the left, followed by a series of vertical and horizontal strokes that form a complex, abstract shape. The signature is positioned on the left side of the page, with the rest of the page being blank.

Signature, President of the Board of Trustees



Date

Aug 23 2021

Thank you.



Entry 3 Progress Toward Goals

Completed Oct 27 2021

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

For the 2020-2021 school year, any academic or 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". **Deadline is November 1, 2021.**

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

Board of Regents-authorized and NYCDOE-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, 2021.

1. ACADEMIC STUDENT PERFORMANCE GOALS

For the 2020-2021 school year, any academic 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".

2020-2021 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	BASCS II students will possess math, reading and writing skills at or above grade level.	Formative as well as summative assessments provided by the Curriculums as well as developed by teachers.	Met	
Academic Goal 2				
Academic Goal 3				
Academic Goal 4				
Academic Goal 5				
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

2. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

For the 2020-2021 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”.

2020-2021 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				
Org Goal 2				
Org Goal 3				
Org Goal 4				
Org Goal 5				
Org Goal 6				
Org Goal 7				
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 response)

6. FINANCIAL GOALS

2020-2021 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				
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

(No response)

2020-2021 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 6				
Financial Goal 7				
Financial Goal 8				
Financial Goal 9				
Financial Goal 10				

Thank you.

Entry 4 - Audited Financial Statements

Completed Nov 1 2021

Required of ALL Charter Schools

ALL SUNY-authorized charter schools must upload the financial statements in .pdf format into the SUNY Epicenter system no later than **November 1, 2021**. SUNY CSI will forward to NYSED CSO.

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, 2021**. 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 protection are turned off.

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

Buffalo Academy of Science Charter Final FS 2021

Filename: Buffalo Academy of Science Charter Bgh34zK.pdf **Size:** 403.2 kB

Entry 4b - Audited Financial Report Template (BOR/NYC/BOE)

Completed Dec 20 2021

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 website at [2020-2021 Charter School Annual Report webpage](#). Upload the completed file in Excel format. **Due November 1, 2021.**

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.

[Buffalo Academy of Science CS II BEDS-140600861185_2020-21](#)

Filename: Buffalo Academy of Science CS II of716Gj.xlsx **Size:** 75.7 kB

Entry 4c - Additional Financial Documents

Completed Nov 1 2021

Instructions - Regents, NYCDOE and Buffalo BOE authorized schools must upload financial documents in this section **by November 1, 2021**. 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^[1]
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

^[1] 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.

[BASCS II NYSED Annual Report 11](#)

Filename: BASCS II NYSED Annual Report 11.1.2 6J2vF8l.pdf **Size:** 141.7 kB

[BASCS Key Bank Dissolution Bank Stmt - 9042 - 2021](#)

Filename: BASCS Key Bank Dissolution Bank Stmt aWQYMNQ.pdf **Size:** 122.5 kB

Entry 4d - Financial Services Contact Information

Completed Nov 1 2021

Instructions: Please enter the contact information for school staff, firms or other entities providing financial services to the education corporation **by November 1, 2021**.

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
	Hakan Aktar		

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Brian Sawma			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
	Kirisits & Associates, CPAS, PLLC	Karen Burhans, CPA	1231 Delaware Avenue, Buffalo, NY 14209			0

Entry 5 - Fiscal Year 2021-2022 Budget

Completed Nov 1 2021

Instructions - Regents, NYCDOE, and Buffalo BOE authorized charter schools should upload a copy of the school's FY21 Budget using the 2021-2022 [Projected Annual Budget template](#) in the portal or from the Annual Report website **by November 1, 2021**.

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.

Instructions - SUNY authorized charter schools should download the [2021-2022 Budget and Quarterly Report Template](#) on the SUNY website or Epicenter and upload the completed template into the portal **by November 1, 2021**.

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

BASCS II Final2021-2022ARBudget 06

Filename: BASCS II Final2021 2022ARBudget 06.30.2021.xlsx **Size:** 38.4 kB

Entry 6 - Board of Trustees Disclosure of Financial Interest Form

Completed Aug 25 2021

Required of ALL Charter Schools by August 2

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 2020-2021 school year must complete a signed:

- Regents, NYCDOE, and Buffalo BOE Authorized Schools: [Disclosure of Financial Interest Form](#)
- SUNY- Authorized Charter Schools: [SUNY Trustee Financial Disclosure Form](#)

All completed forms must be collected and uploaded in .PDF format for each individual member. **If a trustee is not able or available to complete the form by the deadline, the education corporation is responsible for doing so on behalf of the trustee.** (Forms completed from past years will not be accepted).

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. Note: Docusign is accepted.

Financial Disclosure Ismt M

Filename: Financial Disclosure Ismt M.pdf **Size:** 154.5 kB

FinancialDisclosure2020_acar

Filename: FinancialDisclosure2020 acar.pdf **Size:** 102.3 kB

Financial Disclosurre Banks

Filename: Financial Disclosurre Banks.pdf **Size:** 174.4 kB

Fiancial Disclosre L SmithSmith

Filename: Fiancial Disclosre L SmithSmith.pdf **Size:** 180.9 kB

FinianciL DISCLOSURE - WALLACE

Filename: FinianciL DISCLOSURE WALLACE.pdf **Size:** 186.2 kB

Financial Interest Disclosure Gokcek 2021

Filename: Financial Interest Disclosure Gokcek 2021.pdf **Size:** 696.9 kB

Financial Disclosure- Grant

Filename: Financial Disclosure Grant.pdf **Size:** 182.1 kB

Entry 7 BOT Membership Table

Completed Aug 23 2021

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.

1. 2020-2021 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 2020-2021
1	Selcuk Acar Ph.D.		Chair	Governance & Strategies Planning, Academic committee	Yes	4	01/01/2020	01/01/2023	12

2	Mustafa Gorkcek		Secretary	Governance & Strategic Planning, Facility Committeedemics committ ee	Yes	6	10/01/2020	10/1/2023	12
3	David Banks Ph.D.		Trustee/Member	Academics Committee	Yes	3	11/01/2020	11/1/2023	12
4	Bernard Freedman		Trustee/Member	TBD	Yes	3	06/01/2019	06/01/2022	12
5	Betty Jean Grant		Trustee/Member	TBD	Yes	3	02/01/2019	02/01/2022	12
6	Ismet Mamnoon		Trustee/Member	Finance Committee	Yes	3	05/01/2020	02/01/2023	12
7	Karen T. Wallace		Trustee/Member	TBD	Yes	3	06/01/2021	06/01/2024	12
8	LsShunbda Leslie-Smith		Trustee/Member	TBD	Yes	3	07/01/2021	07/01/2024	
9									

1a. Are there more than 9 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, 2021	7
b.Total Number of Members Added During 2020-2021	2
c. Total Number of Members who Departed during 2020-2021	1
d.Total Number of members, as set in Bylaws, Resolution or Minutes	5-9

3. Number of Board meetings held during 2020-2021

82

4. Number of Board meetings scheduled for 2021-2022

12

Thank you.

Entry 8 Board Meeting Minutes

Completed Aug 24 2021

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

Schools must upload a complete set of monthly board meeting minutes (July 2020-June 2021), which should match the number of meetings held during the 2020-2021 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 2, 2021.

[Board-20200819](#)

Filename: Board 20200819 Fpm9dal.pdf **Size:** 131.6 kB

[Board-20200708](#)

Filename: Board 20200708 stP446T.pdf **Size:** 158.4 kB

[Board-20200923](#)

Filename: Board 20200923 LniVzIJ.pdf **Size:** 142.0 kB

[Board-20201028](#)

Filename: Board 20201028 bcmWMeN.pdf **Size:** 144.8 kB

[Board-20201209](#)

Filename: Board 20201209 EsUSA6o.pdf **Size:** 157.0 kB

[Board-20201118](#)

Filename: Board 20201118 VXhoS1M.pdf **Size:** 484.8 kB

[Board-20210127](#)

Filename: Board 20210127 OrAYC41.pdf **Size:** 155.2 kB

[Minutes_05](#)

Filename: Minutes 05.19.2021DRAFT.docx 0wjWNRj.pdf **Size:** 102.9 kB

[Minutes_06](#)

Filename: Minutes 06.23.2021DRAFT HsUgtYq.pdf **Size:** 196.5 kB

[Board-20210217](#)

Filename: Board 20210217 Jcpx8S5.pdf **Size:** 498.0 kB

Entry 9 Enrollment & Retention

Completed Aug 23 2021

[Instructions for submitting Enrollment and Retention Efforts](#)

ALL charter schools must complete this section. Describe the good faith efforts the charter school has made in 2020-2021 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 2021-2022.

Entry 9 Enrollment and Retention of Special Populations

Instructions for Reporting Enrollment and Retention Strategies

Describe the efforts the charter school has made in 2020-2021 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners, 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 2021-2022.

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2020-2021	Describe Recruitment Plans in 2021-2022
Economically Disadvantaged	<p>In keeping with the mission of preparing students for college from a community who are not served successfully, BuffSci makes efforts to reach populations who are unaware of our school and the benefits we have to offer. Outreach efforts consist of visits to Econom ically Disadva ntaged area community sites where presentations can be made to students and parents (whenever possible) of diverse socioeconomic, religious and cultural backgrounds.</p> <p>Throughout the school year, the Outreach Coordinator goes to many community centers around</p>	<p>Continue and improve recruitment efforts and practices in place.</p>

	<p>the city of Buffalo and outside districts. By doing this we are able to talk to many families that come from all different financial statuses, making our school attainable to anyone who wishes to attend. Most of the time moving up ceremonies, community events, and other organized social occasions are a good way of getting in contact with the parents and showing them what our school has to offer such as programs, after school help, clubs, etc.</p>	
English Language Learners	<p>The Outreach Coordinator does reach out to centers that work directly with refugee's or individuals who are working toward getting their U.S. Citizenship. Many of these centers include locations such as; The Belle Center, Journey's End, and Jericho Road. By utilizing Learner these facilities, we are able to drop off brochures and application information for anyone who might want to attend. Learner Our information literature contains information in three languages; Spanish, Arabic, and Bengali and our website provides the translation of the information in more than ten languages.</p>	<p>Continue and improve recruitment efforts and practices in place. Add and/or assign speakers of other languages for parent contacts and make translators available for non english speaking families.</p>
	<p>The Outreach Coordinator also makes visits to centers that work directly with disabled children. Centers like Cantalician Center, Explore Buffalo, Gateway Longview, and many mores are visited throughout the year in</p>	<p>Continue and improve</p>

Students with Disabilities	order to drop off literature that gives parents a better idea of what programs our school has to offer. Many parents come to our open houses as well, for we advertise the Open Houses extensively every year in order to show people our school environment and services available for SWD students.	recruitment efforts and practices in place. Improve the outreach literature with highlighted available services for SWD
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Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2020-2021	Describe Retention Plans in 2021-2022
Economically Disadvantaged	BuffSci recognizes that there are differences in the way in which students learn and that additional supports may be needed to ensure the success of all students. and increase retention. BuffSci analyzes data from many sources to determine which types of supports will best serve its students. Enrollment data, diagnostic data, and assessment data throughout the year are used to make those decisions. Supports are provided in and out of the classroom.	Continue and improve recruitment efforts and practices in place.
	The ELL program offers instruction based to those students identified by the NYSESLAT and the requirements of the New York State Education Department. English Language Learners are supported by full time ELL instructors. The instructors provide testing English accommodations for all grades and push in or pull out instruction as necessary. In	BuffSci will have two major

English Language Learners	<p>addition, content area teachers consult with Learner the ELL teacher to individualize needs and collaborate on optimal, instructional strategies to promote general academic success. The ELL instructor incorporates core content information into the language curriculum to further assist in the overall success of the students. Students are further supported in after school sessions as needed. Grade level meetings, parent meetings, home visits, and phone calls are used to help track student progress.</p>	<p>strategies to increase the retention of ELL; (1) Evaluate and improve the services provided, (2) provide ongoing professional development focused on ELL to general education teachers.</p>
Students with Disabilities	<p>At BuffSci, students with disabilities are offered consultant teacher services based on student need in all four major content areas: English Language Arts, Science, Math, and Social Studies. Students also receive accommodations in the classroom as outlined in their Individual Education Plans (IEPs), including but not limited to: preferential seating, shortened assignments, differentiation of curriculum, and targeted classroom assistance and prompting. Resource Room in the areas of numeracy and literacy is available to students with disabilities. Students may receive daily or alternate day services with a focus on reading and writing support, mathematics support, or a combination of the two. Resource room services are specifically tailored to remediate gaps in student understanding. Special education teachers are</p>	<p>BuffSci will have two major strategies to increase the retention of SWD ; (1) Evaluate and improve the services provided, (2) provide ongoing</p>

	<p>available full time to students with special education needs. Accommodations for these students include providing a separate, quiet location for testing needs according to students' IEPs; assisting students in achieving their IEP goals; teaching study skills and learning strategies; reinforcing new topics and skills; performing observations of students in classrooms; offering strategies to general education teachers for program modifications; and response to intervention strategies. Special Education Instructors also attend grade level meetings, department meetings and staff meetings. They make home visits, attend parent meetings, call home, and keep track of student grades and progress.</p>	<p>professional development focused on SWD to general education teachers.</p>
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Entry 10 - Teacher and Administrator Attrition

Completed Aug 23 2021

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^[1] receive clearance through [the NYSED Office of School Personnel Review and Accountability](#) (OSPRA) prior to employment. **This includes paraprofessionals and other school personnel that 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.

^[1] Employees that 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.p12.nysed.gov/psc/aboutcharterschools/lawsandregs/EmployeeFingerprintOct19.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

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must simultaneously 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

<http://www.p12.nysed.gov/psc/aboutcharterschools/lawsandregs/EmployeeFingerprintOct19.pdf>.

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 23 2021

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, 2021)	2
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	
Total Category A: 5 or 30% whichever is less	2.0

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

	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, 2021)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	
Total Category B: not to exceed 5	0.0

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, 2021)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	
Total Category C: not to exceed 5	0.0

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	9

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	11



Thank you.

Entry 12 Organization Chart

Completed Aug 23 2021

[Instructions](#)

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

Upload the 2020-2021 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should not appear on the chart

[OrgChartBuffSci2](#)

Filename: OrgChartBuffSci2.pdf Size: 458.6 kB

Entry 13 School Calendar

Completed Jan 14 2022

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

Given these uncertain and changing times, charter schools may or may not have a school calendar ready to upload by the submission deadline this year of August 2, 2021. If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 2nd submission. Charter schools will be able to upload an updated school calendar into the portal at any time but no later than **September 15, 2021**.

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 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.

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

Entry 14 Links to Critical Documents on School Website

Completed Aug 24 2021

Instructions

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

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. Most recently filed Annual Report (i.e., 2019-2020 Annual Report);
2. Most recent board meeting notice, documents to be discussed at the meeting (if any), and webcast of Board meetings (if held virtually per Governor's Executive Order);
3. Link to New York State School Report Card;
4. Lottery Notice announcing date of lottery;
5. Authorizer-approved DASA Policy;
6. District-wide safety plan and Authorizer-approved Discipline Policy (as per August 29, 2019 [Emergency Response Plan Memo](#));
7. Authorizer-approved FOIL Policy; and
8. Subject matter list of FOIL records.
9. Link to School Reopening Plan

Form for Entry 14 Links to Critical Documents on School Website

School Name: Buffalo Academy of Science Charter School 2

Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 5: Authorizer-approved DASA 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. Most Recent Annual Report (i.e., 2019-20)	https://gdoc.pub/doc/e/2PACX-1vTxvWkootTT0-WAuDJGx8KoZxDAzc46dWAtULqFHQPYT5Qtc16_gglsluYy3OFmIVqH2WkTbLtoVY2O
2. Most recent board meeting notice, documents to be discussed at the meeting (if any)	https://gdoc.pub/doc/e/2PACX-1vTxvWkootTT0-WAuDJGx8KoZxDAzc46dWAtULqFHQPYT5Qtc16_gglsluYy3OFmIVqH2WkTbLtoVY2O
2a. Webcast of Board Meetings (per Governor's	https://gdoc.pub/doc/e/2PACX-1vTxvWkootTT0-

Executive Order)	WAuDJGx8KoZxDAzc46dWAtULqFHQPYT5Qtc16_qqI_sluYy3OFmIVqH2WkTbLtoVY2O
3. Link to NYS School Report Card	https://gdoc.pub/doc/e/2PACX-1vTxvWkootTT0-WAuDJGx8KoZxDAzc46dWAtULqFHQPYT5Qtc16_qqI_sluYy3OFmIVqH2WkTbLtoVY2O
4. Lottery Notice announcing date of lottery	https://gdoc.pub/doc/e/2PACX-1vTxvWkootTT0-WAuDJGx8KoZxDAzc46dWAtULqFHQPYT5Qtc16_qqI_sluYy3OFmIVqH2WkTbLtoVY2O
5. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY);	https://gdoc.pub/doc/e/2PACX-1vTxvWkootTT0-WAuDJGx8KoZxDAzc46dWAtULqFHQPYT5Qtc16_qqI_sluYy3OFmIVqH2WkTbLtoVY2O
6. District-wide Safety Plan	https://gdoc.pub/doc/e/2PACX-1vTxvWkootTT0-WAuDJGx8KoZxDAzc46dWAtULqFHQPYT5Qtc16_qqI_sluYy3OFmIVqH2WkTbLtoVY2O
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	https://gdoc.pub/doc/e/2PACX-1vTxvWkootTT0-WAuDJGx8KoZxDAzc46dWAtULqFHQPYT5Qtc16_qqI_sluYy3OFmIVqH2WkTbLtoVY2O
7. Authorizer-Approved FOIL Policy	https://gdoc.pub/doc/e/2PACX-1vTxvWkootTT0-WAuDJGx8KoZxDAzc46dWAtULqFHQPYT5Qtc16_qqI_sluYy3OFmIVqH2WkTbLtoVY2O
8. Subject matter list of FOIL records	https://gdoc.pub/doc/e/2PACX-1vTxvWkootTT0-WAuDJGx8KoZxDAzc46dWAtULqFHQPYT5Qtc16_qqI_sluYy3OFmIVqH2WkTbLtoVY2O

Thank you.



Entry 15 Staff Roster

Completed Dec 20 2021

INSTRUCTIONS

Required of Regents-Authorized Charter Schools ONLY

Please click on [the MS Excel Staff Roster Template](#) and provide the following information for ANY and ALL instructional and non-instructional employees.

- Full name for any and all employees
- TEACH IDs for any and all employees

- Using the drop down menu, select a role/position (or the best fit) for each employee in the charter school. (Please provide additional information to the Notes Section of the Staff Roster Template as necessary)
- Date of hire and employment start dates
- Number of years each employee has had in their respective professions
- Number of years each employee has had in their current role in the charter school
- Using the drop down menu, select the correct explanation as to why a teacher is teaching outside of their certification area.

BuffSci 2 - Annual Report

Filename: BuffSci 2 Annual Report.xlsx **Size:** 15.6 kB



Department of Fire

CITY OF BUFFALO
BUREAU OF FIRE PREVENTION
65 Niagara Square, Room 321 City Hall
Buffalo, New York 14202
716-851-5707 EXT- 752 • FAX: 716-851-4680



Nostrant, Gerald Chief
Bureau of Fire Prevention

August 9, 2021

RE: *Certificate of Fire Inspection for:*

BUFFALO ACADEMY OF SCIENCE SCHOOL
100 POPLAR AVE
BUFFALO, NY 14211

To Whom It May Concern;

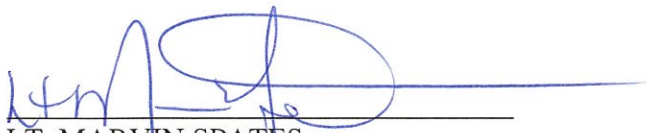
An inspection was conducted at 100 POPLAR AVE. by a member of the City of Buffalo Bureau of Fire Prevention.

BUFFALO ACADEMY OF SCIENCE SCHOOL was found to be in compliance with the Fire Code of New York State and Fire Ordinance of the City of Buffalo.

All mechanical systems, wiring and equipment at the structure should be inspected by a qualified, certified/licensed individual to insure proper installation, venting and operation.

Sincerely,

BUFFALO FIRE DEPARTMENT



LT. MARVIN SPATES
BUREAU OF FIRE PREVENTION

/bs

New York State Education Department

Request for Proposals to Establish Charter Schools Authorized by the Board of Regents

2021-2022 Budget & Cash Flow Template

General Instructions and Notes for New Application Budgets and Cash Flows Templates

1	Complete ALL SIX columns in BLUE
2	Enter information into the GRAY cells
3	Cells containing RED triangles in the upper right corner in columns B through G contain guidance on that particular item
4	School district per-pupil tuition information is located on the State Aid website at https://stateaid.nysed.gov/charter/ . Rows may be inserted in the worksheet to accommodate additional districts if necessary.
5	The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, please 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.

Buffalo Academy of Science Charter School II

PROJECTED BUDGET FOR 2021-2022

July 1, 2021 to June 30, 2022

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	4,517,717	243,129	-	-	-	4,760,846
Total Expenses	1,844,077	155,570	469,820	-	1,111,147	3,580,613
Net Income	2,673,640	87,559	(469,820)	-	(1,111,147)	1,180,233
Actual Student Enrollment	254	25				
Total Paid Student Enrollment	-	-				-

Assumptions

DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable

PROGRAM SERVICES

SUPPORT SERVICES

REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
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REVENUE

REVENUES FROM STATE SOURCES

Per Pupil Revenue

CY Per Pupil Rate

Buffalo Public School District
Cheektowaga CSD
Lackawanna School District
Cheektowaga-Sloan School District
Cleveland Hill School District
Grand Island School District
Sweet Home School District
Niagara Falls School District
West Seneca School District

\$13,308
\$11,503
\$13,581
\$12,701
\$12,109
\$13,647
\$13,673
\$12,227
\$11,372

3,007,608	-	-	-	-	3,007,608
207,054	-	-	-	-	207,054
27,162	-	-	-	-	27,162
25,402	-	-	-	-	25,402
24,218	-	-	-	-	24,218
13,647	-	-	-	-	13,647
13,673	-	-	-	-	13,673
12,227	-	-	-	-	12,227
11,372	-	-	-	-	11,372
3,342,363					3,342,363

Based on 254 students

Special Education Revenue

Grants

Stimulus

Other

Other State Revenue

-	211,811	-	-	-	211,811
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-

Based on recent invoices and special ed FTE count - 25 students

TOTAL REVENUE FROM STATE SOURCES

3,342,363	211,811				3,554,174
-----------	---------	--	--	--	-----------

REVENUE FROM FEDERAL FUNDING

IDEA Special Needs

Title I

Title Funding - Other

School Food Service (Free Lunch)

Grants

Charter School Program (CSP) Planning & Implementation

Other

Other Federal Revenue

-	31,318	-	-	-	31,318
119,431	-	-	-	-	119,431
26,098	-	-	-	-	26,098
-	-	-	-	-	-
249,193	-	-	-	-	249,193
723,000	-	-	-	-	723,000
-	-	-	-	-	-

Title IIa & IV

ESSER grants

TOTAL REVENUE FROM FEDERAL SOURCES

1,117,722	31,318				1,149,040
-----------	--------	--	--	--	-----------

LOCAL and OTHER REVENUE

Contributions and Donations, Fundraising

Erate Reimbursement

Interest Income, Earnings on Investments,

NYC-DYCD (Department of Youth and Community Developmt.)

Food Service (Income from meals)

Text Book

Other Local Revenue

-	-	-	-	-	-
23,900	-	-	-	-	23,900
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
15,232	-	-	-	-	15,232
18,500	-	-	-	-	18,500

Uniforms, software, miscellaneous

TOTAL REVENUE FROM LOCAL and OTHER SOURCES

57,632					57,632
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TOTAL REVENUE

4,517,717	243,129				4,760,846
-----------	---------	--	--	--	-----------

List exact titles and staff FTE's (Full time equivalent)

EXPENSES

ADMINISTRATIVE STAFF PERSONNEL COSTS

No. of Positions

Executive Management

Instructional Management

Deans, Directors & Coordinators

CFO / Director of Finance

Operation / Business Manager

Administrative Staff

-
3.00
1.00
-
-
3.00

-	-	-	-	-	-
-	-	-	-	238,000	238,000
-	-	-	-	55,500	55,500
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	106,600	106,600
-	-	-	-	400,100	400,100

Principal (2), Asst Principal

Admissions/Outreach, Receptionist, Secretary

TOTAL ADMINISTRATIVE STAFF

INSTRUCTIONAL PERSONNEL COSTS

Teachers - Regular

Teachers - SPED

Substitute Teachers

12.00
3.00
2.00

482,000	-	-	-	-	482,000
-	121,700	-	-	-	121,700
53,000	-	-	-	-	53,000

Buffalo Academy of Science Charter School II

PROJECTED BUDGET FOR 2021-2022

July 1, 2021 to June 30, 2022

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

PROJECTED BUDGET FOR 2021-2022							Assumptions
July 1, 2021 to June 30, 2022							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
		REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue		4,517,717	243,129	-	-	-	4,760,846
Total Expenses		1,844,077	155,570	469,820	-	1,111,147	3,580,613
Net Income		2,673,640	87,559	(469,820)	-	(1,111,147)	1,180,233
Actual Student Enrollment		254	25				-
Total Paid Student Enrollment		-	-				-
PROGRAM SERVICES							
		REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Teaching Assistants	6.00	154,000	-	-	-	-	154,000
Specialty Teachers	8.00	337,200	-	-	-	-	337,200
Aides	1.00	26,100	-	-	-	-	26,100
Therapists & Counselors	4.00	-	-	170,000	-	-	170,000
Other	-	-	-	-	-	-	-
TOTAL INSTRUCTIONAL	36	1,052,300	121,700	170,000			1,344,000
NON-INSTRUCTIONAL PERSONNEL COSTS							
Nurse	1.00	-	-	40,000	-	-	40,000
Librarian	-	-	-	-	-	-	-
Custodian	-	-	-	-	-	-	-
Security	1.00	-	-	21,000	-	-	21,000
Other	-	-	-	177,000	-	-	177,000
TOTAL NON-INSTRUCTIONAL	2			238,000			238,000
SUBTOTAL PERSONNEL SERVICE COSTS	45	1,052,300	121,700	408,000		400,100	1,982,100
PAYROLL TAXES AND BENEFITS							
Payroll Taxes		67,463	7,802	14,809	-	25,650	115,725
Fringe / Employee Benefits		128,497	14,861	28,207	-	48,856	220,421
Retirement / Pension		73,126	8,457	16,053	-	27,804	125,440
TOTAL PAYROLL TAXES AND BENEFITS		269,086	31,120	59,070		102,310	461,586
TOTAL PERSONNEL SERVICE COSTS		1,321,386	152,820	467,070		502,410	2,443,686
CONTRACTED SERVICES							
Accounting / Audit		-	-	-	-	-	-
Legal		-	-	-	-	-	-
Management Company Fee		-	-	-	-	-	-
Nurse Services		-	-	-	-	-	-
Food Service / School Lunch		-	-	-	-	-	-
Payroll Services		-	-	-	-	-	-
Special Ed Services		-	-	-	-	-	-
Titelment Services (i.e. Title I)		-	-	-	-	-	-
Other Purchased / Professional / Consulting		-	-	-	-	333,236	333,236
TOTAL CONTRACTED SERVICES						333,236	333,236
SCHOOL OPERATIONS							
Board Expenses		-	-	-	-	-	-
Classroom / Teaching Supplies & Materials		54,000	-	-	-	-	54,000
Special Ed Supplies & Materials		-	-	-	-	-	-
Textbooks / Workbooks		25,000	-	-	-	-	25,000
Supplies & Materials other		-	-	-	-	-	-
Equipment / Furniture		87,593	-	-	-	-	87,593
Telephone		-	-	-	-	-	-
Technology		228,000	-	-	-	-	228,000
Student Testing & Assessment		-	-	-	-	-	-
Field Trips		-	-	-	-	-	-
Transportation (student)		-	-	-	-	-	-
Student Services - other		-	-	-	-	-	-
Office Expense		-	-	-	-	15,000	15,000
Staff Development		49,098	-	-	-	-	49,098
Staff Recruitment		-	-	-	-	-	-
Student Recruitment / Marketing		35,000	-	-	-	-	35,000
School Meals / Lunch		-	-	-	-	-	-
Travel (Staff)		-	-	-	-	-	-
Fundraising		-	-	-	-	-	-
Other		-	-	-	-	-	-

ENL (2), Literacy Specialist, Math Specialist, PE, Specials (2), Spanish

Social Workers (2), Speech, Guidance Counselor

Stipends, Summer School

9.85% contribution

Shared services costs from Buff Sci I

Computers for the staff members and students, one-to one for elementary and middle school

Buffalo Academy of Science Charter School II

PROJECTED BUDGET FOR 2021-2022							Assumptions
July 1, 2021 to June 30, 2022							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue	4,517,717	243,129	-	-	-	4,760,846	
Total Expenses	1,844,077	155,570	469,820	-	1,111,147	3,580,613	
Net Income	2,673,640	87,559	(469,820)	-	(1,111,147)	1,180,233	
Actual Student Enrollment	254	25					
Total Paid Student Enrollment	-	-					
	PROGRAM SERVICES	SUPPORT SERVICES					
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
TOTAL SCHOOL OPERATIONS	478,691				15,000	493,691	
FACILITY OPERATION & MAINTENANCE							
Insurance	-	-	-	-	-	-	
Janitorial	-	-	-	-	-	-	
Building and Land Rent / Lease	-	-	-	-	\$160,000	160,000	rent expense to Buff Sci I
Repairs & Maintenance	-	-	-	-	\$52,000	52,000	
Equipment / Furniture	-	-	-	-	-	-	
Security	-	-	-	-	-	-	
Utilities	-	-	-	-	43,000	43,000	
TOTAL FACILITY OPERATION & MAINTENANCE					255,000	255,000	
DEPRECIATION & AMORTIZATION	44,000	2,750	2,750	-	5,500	55,000	
DISSOLUTION ESCROW & RESERVES / CONTINGENCY	-	-	-	-	-	-	placed under Cash Flow Adjustment in the renewal application.
TOTAL EXPENSES	1,844,077	155,570	469,820		1,111,147	3,580,613	
NET INCOME	2,673,640	87,559	(469,820)	-	(1,111,147)	1,180,233	
ENROLLMENT - *School Districts Are Linked To Above Entries*	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED				
Buffalo Public School District	226	25	251				
Cheektowaga CSD	18		18				
Lackawanna School District	2		2				
Cheektowaga-Sloan School District	2		2				
Cleveland Hill School District	2		2				
Grand Island School District	1		1				
Sweet Home School District	1		1				
Niagara Falls School District	1		1				
West Seneca School District	1		1				
TOTAL ENROLLMENT	254	25	279				
REVENUE PER PUPIL	17,786	9,572	-				
EXPENSES PER PUPIL	7,260	6,125	1,682				

November 1, 2021

New York State Education Department
Charter School Office

Re: Buffalo Academy of Science Charter School II

Dear New York State Education Department representative:

Below pertains to Entry 4c – Additional Financial Documents:

- Advisory and/or Management letter – *not applicable, no management letter issued*
- Federal Single Audit – *not available yet. To be submitted after 11/1/2021.*
- CSP Agreed-Upon Procedure Report – *Single Audit to be performed (CSP grant is major program subject to Single Audit)*
- Evidence of Required Escrow Account for each school - *attached*
- Corrective Action Plan for Audit Findings and Management Letter Recommendations - *not applicable, no management letter issued*

Very truly yours,



Karen Burhans, CPA
Partner



KeyBank
P.O. Box 93885
Cleveland, OH 44101-5885

Business Banking Statement
June 30, 2020
page 1 of 2

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31 T 928 00000 R EM AO
BUFFALO ACADEMY OF SCIENCE CHARTER
SCHOOL
190 FRANKLIN ST
BUFFALO NY 14202-2407

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SCHOOL

Beginning balance 5-31-20	\$76,156.99
Interest paid	+1.25
Ending balance 6-30-20	\$76,158.24

**Interest
earned**

Annual percentage yield (APY) earned	0.02%
Number of days this statement period	30
Interest paid 6-30-20	\$1.25
Interest earned this statement period	\$1.24
Interest paid year-to-date	\$19.19

**BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL
Board of Trustees Regular Meeting
Minutes [190 Franklin Street, Buffalo, NY
14202] Virtual Meeting via ZOOM
July 8, 2020**

Attending Members: Dr. Selcuk Acar, Dr. David Banks, Mr. Bernard Freedman, Dr. Mustafa Gokcek, Ms. Moyla Halimy and Ms. Ismet Mamnoon

Excused Members: Mrs. Betty Jean Grant

Others Present: Mr. Joseph B. Polat, Mr. Jay R. Ornek and Mrs. Staci Cameron

A quorum being present, Dr. Acar called the meeting to order at 5:07 PM.

MINUTES from the regular meeting of the Board of Trustees for June 10, 2020 were presented and reviewed.

M.07.08.2020.1 Dr. Acar moved, seconded by Dr. Gokcek to approve the minutes of the June 10, 2020 meeting as corrected. Motion carried unanimously.

EXECUTIVE DIRECTOR'S REPORT

- ❖ **Graduation and 8th Grade Moving Up Ceremonies:** Ceremonies for both groups will be held at the Transit Drive-In on June 30, 2020. One car per graduate will be admitted. Virtual ceremonies will take place on movie screens; diplomas/certificates will be presented; at conclusion of ceremony, students and their families will stay to enjoy a free movie. (Movies selected by student votes.)
- ❖ **Re-opening Task Force:** Committee comprised of staff and parents to brainstorm and create plans for "re-opening" all three buildings, in accordance with guidelines from Governor and health officials ☐ BuffSci applied to FEMA for funds to obtain Personal Protective Equipment (PPE)

- ❖ **Enrollment:** All grades at full capacity and have wait lists, with the exception of Kindergarten ☐still accepting applicants to fill vacancies
- ❖ **2020 Summer School Programs:** There will be expanded programming all conducted online ☐simultaneous and overlapping dates in July and August for all grades
- ❖ **2020-2025 Growth Plan (Strategic Plan)**
 - Market analysis must be conducted; however, potential replication locations are Niagara Falls and Rochester
- ❖ **Workstation Campaign:** Donors Choose campaign started to obtain 162 desks, booksets, Chromebooks and school supplies to give K-1 students workstations at home ☐Campaign to raise \$19K

FINANCIAL UPDATES

- ❖ **BuffSci & BuffSci II Proposed Budgets (CSP grant)**
 - Details of shared services and rental income for BuffSci II being housed temporarily at Poplar building
 - Student population increases to 813 for 2020-2021 school year (up from current FTE of 745); potential student loss budgeted at 5% (per historic data)
 - Conservative budgets to mitigate anticipated cuts from the State (up to 20% reduction possible according to State communications)
 - Cost savings: No additional professional services or construction services needed; lower rates for insurance because coverages include both schools; shared costs for utilities; future renovations under BuffSci II budget has lower impact for BuffSci budget; reduction in costs for extracurricular activities which have been postponed in accordance with COVID restrictions
 - Potential funds from the CARES Act may help support budget
 - Educational Services may increase if money taken by BPSD is refunded ☐intercept order is still pending
 - Increase in staff numbers caused 11.5% increase in employer contributions for retirement and medical insurance
- M.07.08.2020.2** Dr. Acar moved, seconded by Dr. Banks, to approve the proposed BuffSci budget for 2020-2021 as presented. Motion carried unanimously.
- M.07.08.2020.3** Ms. Mamnoon moved, seconded by Dr. Acar, to approve the proposed BuffSci II budget for 2020-2021 as presented. Motion carried unanimously.

M.07.08.2020.4 Dr. Acar moved, seconded by Dr. Banks, to approve the proposed shared costs for BuffSci and BuffSci II for 2020-2021 as presented. Motion carried unanimously.

- ❖ **Chromebooks:** 3 quotes presented; CDW is vendor recommended by CFO based on history with company and competitive pricing.
- ❖ **SMART Boards:** No other quotes obtained as Teq is the only vendor for schools in the area ☐ quote for the purchase of 10 additional boards needed for classrooms
- ❖ **School Shirts:** 7 quotes obtained; Wooden and Notable are vendors recommended by CFO based on competitive pricing and past purchases from the companies
- ❖ **Furniture:** 3 quotes presented; Eton is vendor with lowest cost for BuffSci and WB Mason presented lowest price for BuffSci II

M.07.08.2020.5 Dr. Acar moved, seconded by Dr. Banks, to authorize the CFO to select the best vendors for the purchase of new Chromebooks, SMART Boards, School Shirts and School Furniture based on the lowest bids as recommended and presented. Motion carried unanimously.

❖ **Financials**

- Balance Sheet Summary, Cash Flow Summary, Budget vs. Actual Income Statement Summary presented and reviewed → no liquidity issues are anticipated → current FTE is 745
- Final annual report by auditor presented and reviewed.

M.07.08.2020.6 Dr. Gokcek moved, seconded by Dr. Banks, to approve the financial report as presented. Motion carried unanimously.

BuffSci II Renovations on Poplar

- ❖ ED requests authorization to obtain quotes and choose a vendor to contract work; M/WBE vendors must be used on project in accordance with grant guidelines and deadline to begin process falls before next scheduled BoT meeting

M.07.08.2020.7 Dr. Acar moved, seconded by Ms. Mamnoon, to authorize the Executive Director to obtain M/WBE bids and choose vendor for BuffSci renovations project, contingent upon retroactive approval by BoT in August meeting. Motion carried unanimously.

Danforth and Egrui Construction Change Orders (Update only; previously approved)

- ❖ Poplar Avenue water line replacement
- ❖ Poplar Avenue boiler replacement
- ❖ Poplar Avenue additional drilling of holes and filling for piping connected to air conditioning units that were installed

Executive Session

M.07.08.2020.8 Dr. Acar moved, seconded by Dr. Banks, to close the regular meeting and move into closed session at 6:50 pm. Motion carried unanimously.

*Polat, Ornek & Cameron excused and exited meeting.

M.07.08.2020.9 Dr. Acar moved, seconded by Dr. Banks, to end Executive Session at 7:50 pm. Motion carried unanimously.

M.07.08.2020.10 The Board unanimously approved a bonus payment of \$25,000 for Dr. Polat. His salary was discussed on the basis of the market in the Buffalo region as well as his accomplishments and performance. Considering his improved leadership, success in academic achievement, expansion, renewal, and adding the new school, the Board further approved a 15% increase for his salary. Additionally, a 15% increase was made due to the completion of his Ph.D. degree (in addition to his Leadership degree).

M.07.08.2020.11 The Board unanimously approved a one-time bonus payment for BuffSci Principals Ashley Piazza, Kelly Wilczak and Giray Gebes, in an appropriate amount to be determined by Dr. Polat. The bonus is to be given in consideration for their accomplishments and performance and successful leadership.

ADJOURNMENT

M.07.08.2020.12 There being no further business of the Board, Dr. Acar moved, seconded by Dr. Gokcek, to adjourn the meeting 7:55 pm. Motion carried unanimously.

Minutes recorded by Mrs. Staci A. Cameron.

Respectfully submitted,

Dr. Mustafa Gokcek
Board of Trustees Secretary

**BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL
Board of Trustees Regular Meeting Minutes
[190 Franklin Street, Buffalo, NY 14202]
Virtual Meeting via ZOOM
August 19, 2020**

Attending Members: Dr. Selcuk Acar, Dr. David Banks, Dr. Mustafa Gokcek, Mrs. Betty Jean Grant, and Mr. Bernard Freedman

Excused Members: Ms. Moyla Halimy and Ms. Ismet Mamnoon

Others Present: Mr. Joseph B. Polat, Mr. Jay R. Ornek, and Mrs. Staci Cameron

A quorum being present, Dr. Acar called the meeting to order at 5:15 PM.

MINUTES from the regular meeting of the Board of Trustees for July 8, 2020 were presented and reviewed.

M.08.19.2020.1 Dr. Acar moved, seconded by Dr. Banks to approve the minutes of the July 8, 2020 meeting as corrected. Motion carried unanimously.

EXECUTIVE DIRECTOR'S REPORT

❖ **School "Reopening":** New educational model is posted on website for parents and public to view:

- Synchronous online learning for 4 hours per day via Zoom classes → main instruction is online to keep consistency of teacher-led instruction for students
 - Asynchronous learning → homework, independent projects, research
 - Small Group Tutoring → online and in-person support
 - ENL & SpEd support → online and in-person
 - Socio-emotional support → school social workers, admin and restorative justice teams working with students and families
 - DEAR Time → "Drop Electronics and Read" students, staff and families read at least 20 minutes per day between 5pm and 8pm
 - New SMS (messaging) to keep open communication with parents and families
 - Assistance will be provided to working parents who need supervision for their children → assistance is limited but we will work with parents to provide as much help as we can
-

- New protocols for school opening are in compliance with NYS mandates
- Transportation ➔ BPS is not providing buses so parents will be responsible for transporting their children to school for in-person sessions >> phone calls with parents have confirmed that there have actually been very few requests for buses; parents are not confident that the public buses will be the safest option for their children
 - School will need to purchase or lease additional minivans to assist parents who are unable to transport their children on their own => about 20 students per building to be transported => drivers needed for vans to pick-up and drop-off students => no CDL drivers needed for minivans => lease options for ~\$500/mo
 - BoT gives ED and CFO authorization to proceed with purchase/lease of vehicles to transport students
- Student handbook has been updated to include uniform compliance for online learning
- ❖ **Strategic Plan:** Will be presented on September 9th at 4:30 pm by Beyond 6th org ➔ draft of plan will be sent to BoT members prior to the presentation ➔ plan includes growth options, market analysis for Buffalo, Niagara Falls and Rochester and financial models for expansion
- ❖ **Student Workstations:** Campaign to raise about \$19K was started with Donors Choose to purchase 162 home work stations for Kindergarten and 1st grade students
 - To-date, approximately \$5K has been raised -> campaign is ongoing
 - Donors Choose cannot approve purchase of furniture, so alternative means will have to be found for desks

FINANCIAL UPDATES

- ❖ **Auditor RFP:** 2019-2020 was the last year for the contract with Heveron and Company CPAs; Change of auditor every few years is recommended by the state so RFP was placed in newspaper for competitive bids ➔ 3 proposals were received: 1] EFPR Group CPAs bid was \$10,500; 2] Heveron Company CPAs bid \$11,450; 3] JMA LLP bid \$14,950 ➔ all 3 companies have good reputation and positive reference checks ➔ ED and CFO recommend EFPR as new auditor because of their competitive pricing and positive feedback on their services from other charter school administrations
 - M.08.19.2020.2** Dr. Acar moved, seconded by Dr. Banks to approve the selection of EFPR Group CPAs as the new auditors for BuffSci as recommended by the Executive Director and CFO. Motion carried unanimously.

❖ **Year-End Audit Adjustments:** In progress -> figures are subject to final audit of the books

- Balance Sheet Summary, Cash Flow Summary, Budget vs. Actual Income Statement Summary presented and reviewed → no liquidity issues are anticipated
- Federal grants' budgets presented and reviewed to show final expenditures → CARES Act and PPP grants
- NYS Intercept against BPSD is still pending → no response has been received from State to rule on whether or not BPSD can continue to collect funds from past shortfalls
- State Aid reduced (\$200K) → BuffSci has receivables from BuffSci II to be paid in 2020-2021 fiscal year
- Awaiting further information on proposal of federal HEALS Act → potential for additional funds to be granted to schools, if it is passed in government sessions

M.08.19.2020.3 Dr. Acar moved, seconded by Dr. Banks, to approve the financial report as presented. Motion carried unanimously.

UPDATE: Authorization for ED and CFO to choose the contractor to conduct the renovations on the Poplar Avenue building was given in the regular BoT meeting on June 10, 2020; 3 bids were obtained and C & R Housing Inc was chosen for the work → lowest bid submitted

BoT inquiry into annual staff evaluation; Dr. Acar stressed the importance of supervision and feedback for teachers, especially in light of the new delivery system of curricula; ED stated that a new evaluation tool is being created to assess teachers and their implementation of online learning.

SCHOOL LEADERSHIP

M.08.19.2020.4 Dr. Acar moved, seconded by Mrs. Grant, and resolved to officially name Dr. Joseph B. Polat as the school leader for Buffalo Academy of Science Charter School II (BuffSci II) beginning with its inaugural 2020-2021 school year. Motion carried unanimously.

Executive Session

M.08.19.2020.5 Dr. Acar moved, seconded by Dr. Banks, to close the regular meeting and move into closed session at 6:09 pm. Motion carried unanimously.

*Polat, Ornek & Cameron excused and exited meeting.

M.08.19.2020.6 Dr. Acar moved, seconded by Mrs. Grant, to end Executive Session. Motion carried unanimously.

ADJOURNMENT

M.08.19.2020.7 There being no further business of the Board, Dr. Acar moved, seconded by Dr. Banks, to adjourn the meeting 6:18 pm. Motion carried unanimously.

Minutes recorded by Mrs. Staci A. Cameron.

Respectfully submitted,

Dr. Mustafa Gokcek
Board of Trustees Secretary

**BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL
Board of Trustees Regular Meeting Minutes
[190 Franklin Street, Buffalo, NY 14202]
Virtual Meeting via ZOOM
September 23, 2020**

Attending Members: Dr. Selcuk Acar, Dr. David Banks, Dr. Mustafa Gokcek, Mrs. Betty Jean Grant, Mr. Bernard Freedman and Ms. Ismet Mamnoon

Excused Members: Ms. Moyla Halimy

Others Present: Mr. Joseph B. Polat and Mrs. Staci Cameron

A quorum being present, Dr. Acar called the meeting to order at 5:07 PM.

MINUTES from the regular meeting of the Board of Trustees for August 19, 2020 were presented and reviewed.

M.09.23.2020.1 Mr. Freedman moved, seconded by Mrs. Grant to approve the minutes of the August 19, 2020 meeting as corrected. Motion carried unanimously.

EXECUTIVE DIRECTOR'S REPORT

❖ **School Updates:**

- **Synchronous/asynchronous model is in full swing**
 - there are some technological challenges: Chromebook order has been delayed and about 70 more hotspots are needed for students
 - Student transport for in-person learning is going well
- **MySchedule:** platform for teachers and students to communicate for online learning
 - feature added directly to website so that students are able to easily access their class schedules;
 - students can access teachers' calendars and click links to get into virtual classroom sessions, teacher office hours, etc.
 - teachers can post office hours, lessons, notes and links directly on the calendar for easy student access and transparency
 - allows teachers to keep track of student attendance and participation via meeting logs

- Google Classroom and Class Dojo links are also added at the appropriate grade levels for students to access their online learning environments
- Admin is able to enter virtual spaces to observe classroom lessons, interactions, etc.
- Goal is for 90% overall attendance => so far, there has been about a 5% loss of student attendance vs. in-person attendance => additional supports given to students with challenges for attendance
- Afterschool and Saturday School supports will begin within the next few weeks at all buildings to support students in need of extra assistance => virtual sessions
- In-person sessions scheduled for each grade level => students report to school buildings on designated days for small group support sessions (ESL, SpEd, GenEd students who are struggling)
- COVID case → Elem student tested positive for virus; according to school protocol, all staff and students quarantined for 2 weeks all learning converted to online → building was deep cleaned and sanitized during 2 week shutdown so in-person teaching could resume → ECDOH was notified - > DOH advised that school measures were above and beyond required action to ensure the virus was not spread throughout school community
- ❖ **Strategic Plan:** Final document not yet received. Will be presented to BoT upon receipt from Beyond 6th.
- ❖ **Student Complaint (update):** Independent investigation has resumed after a pause due to tragedy with the family; under legal advisement, individual under review is still on unpaid leave; no further updates at this time

FINANCIAL UPDATES

- ❖ **FEMA Relief Application:** submitted on 09/23/2020 → request reimbursement for \$536K of COVID-related expenses, including purchase of cleaning equipment and supplies, personal protective equipment (PPE), technology for students, WiFi hotspots for students, additional remote learning equipment
- ❖ **Audit Reports:** To be presented at October BoT meeting
- ❖ **Technology needs:** approximately 70 students in need of technology for remote learning → waiting for shipment of Chromebooks and hotspots
- ❖ **Terminations**
M.09.23.2020.2 Dr. Acar moved, seconded by Dr. Banks to approve the terminations as presented. Motion carried unanimously.

Executive Session

M.09.23.2020.3 Dr. Acar moved, seconded by Mrs. Grant, to close the regular meeting and move into closed session at 5:58 pm. Motion carried unanimously.

*Polat & Cameron excused and exited meeting.

M.09.23.2020.4 Dr. Acar moved, seconded by Dr. Banks, to end Executive Session. Motion carried unanimously.

ADJOURNMENT

M.09.23.2020.5 There being no further business of the Board, Dr. Acar moved, seconded by Dr. Banks, to adjourn the meeting 6:09 pm. Motion carried unanimously.

Minutes recorded by Mrs. Staci A. Cameron.

Respectfully submitted,

Dr. Mustafa Gokcek
Board of Trustees Secretary

**BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL
Board of Trustees Regular Meeting Minutes
[190 Franklin Street, Buffalo, NY 14202]
Virtual Meeting via ZOOM
October 28, 2020**

Attending Members: Dr. Selcuk Acar, Dr. David Banks, Mr. Bernard Freedman, Dr. Mustafa Gokcek, Mrs. Betty Jean Grant, Ms. Moyla Halimy and Ms. Ismet Mamnoon

Staff Members: Dr. Joseph B. Polat, Mr. Jay R. Ornek, Ms. Ginger Ragland, Mr. Murat Kucukdugenci and Mrs. Staci Cameron

Guests Present: EFPR Group, LLP CPAs David Urban and Brian Sawma
Tomasso Briatico Architects Tomasso Briatico

A quorum being present, Dr. Acar called the meeting to order at 5:00 PM.

MINUTES from the regular meeting of the Board of Trustees for September 23, 2020 were presented and reviewed.

M.10.28.2020.1 Dr. Acar moved, seconded by Dr. Banks to approve the minutes of the September 23, 2020 meeting as presented. Motion carried unanimously.

AUDITOR'S REPORT

- ❖ 2019 Audit report presented to BoT by David Urban and Brian Sawma
 - No significant deficiencies and no material weaknesses cited
 - Clean audit in all material respects
 - Recommendations to decrease short-term debt to avoid potential liquidity issues in the coming fiscal year □ CFO will provide updates to CPAs throughout the year to mitigate potential risks
 - Reminders that deadlines for required filings for the Federal Form 990 and NYS CHAR500

M.10.28.2020.2 Dr. Acar moved, seconded by Mrs. Grant to approve the minutes as corrected. Motion carried unanimously.

Mr. Urban and Mr. Sawma exited the meeting.

EXECUTIVE DIRECTOR'S REPORT

- ❖ **Remote Learning:** Educational model is posted on website for parents and public to view:
 - There have been no major issues with delivery and participation in program
 - Approximately 95% student participation daily
 - Most internet issues have been resolved for students with IT support
 - Intervention and support programs have started → Saturday School & Focus on Success (FOS) groups
- ❖ **Strategic Complaint:** No updates or developments to share
- ❖ **Non-Material Charter Revision:** Submission will be made to the CSO to amend the permanent location of BuffSci II to be 335 Doat Street, Buffalo, NY
 - BuffSci II HS to open in Fall 2021 → location needed; updates in next meeting

FINANCIAL UPDATES

- ❖ **Loan Refinancing:** Preliminary term sheet to refinance mortgage loans through Civic Builders was presented for review and discussion
 - Non-binding agreement
 - Interest rate of 4.3%
 - Refinancing will consolidate outstanding loans and reduce monthly payments
 - Closing estimated for mid-January on property at 335 Doat Street
 - Final commitment letter will need to be drafted to approve the refinancing
- ❖ **335 Doat Street Renovations:** Bids received from 5 general contractors for 3-phase project renovations
 - Emin Egriu → 15% discount lowered bid to \$1.6M for all 3 project phases
 - Marken Construction → Bid \$1.8M for all 3 project phases
 - Picone Construction Corp. → Bid \$2.1M for all 3 project phases
 - C & R Housing, Inc. → Bid \$687K for phase 1 only
 - Turner Construction → Bid \$5.5M for phase 2 only

Tomasso Briatico (Project Manager) and Murat Kucukdugenci (Director of Facilities) recommend accepting the bid from Marken Construction for renovations on the former monastery. Although Emin Egriu has been contracted to do other work for BuffSci - and he has presented the lowest bid - the nature of the work on the monastery requires more refined quality of work because of the intricate nature of the structure. Marken is well-known with a fine reputation for working on projects such as the Martin House Complex.

BoT will take issue under advisement and requests follow up with references for work done by Marken.

Mr. Briatico exited the meeting.

M.10.28.2020.3 Dr. Gokcek moved, seconded by Dr. Banks, to table vote for general contractor pending reference checks as requested. Motion carried unanimously.

- ❖ **Chromebooks:** HP devices ordered months ago are still on backorder, so they have not been delivered; many vendors do not have devices in stock → Business Office would like to cancel backordered items and place new order for temporary devices to fulfill immediate needs of school

- Contacted VIP Business, System Liquidation, Inc., Best Buy Education and Limitless USA for quotes → vendors having trouble fulfilling immediate orders

EXECUTIVE SESSION

M.10.28.2020.4 Dr. Acar moved, seconded by Dr. Banks, to close the regular meeting and move into closed session at 6:32 pm. Motion carried unanimously.

*Polat, Ornek, Ragland, Kucukdugenci & Cameron were excused and exited the meeting.

M.10.28.2020.5 Dr. Acar moved, seconded by Ms. Mamnoon, to enter Executive Session. Motion carried unanimously.

ADJOURNMENT

M.10.28.2020.6 There being no further business of the Board, Dr. Acar moved, seconded by Dr. Banks, to adjourn the meeting 7:00 pm. Motion carried unanimously.

Minutes recorded by Mrs. Staci A. Cameron.

Respectfully submitted,

Dr. Mustafa Gokcek
Board of Trustees Secretary

**BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL
Board of Trustees Regular Meeting Minutes
[190 Franklin Street, Buffalo, NY 14202]
Virtual Meeting via ZOOM
November 18, 2020**

Attending Members: Dr. Selcuk Acar, Dr. David Banks, Dr. Mustafa Gokcek, Mrs. Betty Jean Grant, Ms. Moyla Halimy and Ms. Ismet Mamnoon

Excused Members: Mr. Bernard Freedman

Staff Members: Dr. Joseph B. Polat, Mr. Jay R. Ornek, Ms. Ginger Ragland, Mr. Murat Kucukdugenci and Mrs. Staci Cameron

Guests Present: Tomasso Briatico, Tomasso Briatico Architects

A quorum being present, Dr. Acar called the meeting to order at 5:08 PM.

MINUTES from the regular meeting of the Board of Trustees for October 28, 2020 were presented and reviewed.

M.11.18.2020.1 Dr. Acar moved, seconded by Ms. Mamnoon to approve the minutes of the October 28, 2020 meeting as presented. Motion carried unanimously.

NEW HIRES & TERMINATIONS for October 2020 were presented.

M.11.18.2020.2 Dr. Acar moved, seconded by Ms. Halimy to approve the New Hires & Terminations Report for October 2020 as presented. Motion carried unanimously.

EXECUTIVE DIRECTOR'S REPORT

- ❖ **Erie County Yellow Zone:** Governor Cuomo designated EC as a “yellow zone” on November 14th; however, earlier today (11/18), EC was moved to a more restrictive “orange zone” designation
 - As a result of “orange zone” designation, schools closed to in-person learning
 - On-site child care and tutoring services suspended
 - Parents were given the option to have their children tested for COVID so that they could continue to receive in-person services but parents expressed no interest and preferred to

have their children stay at home until the zone designation changed

- All classes and tutoring sessions are 100% virtual
- All teachers are teaching from home; no teachers providing services from their classrooms in the school buildings
 - 7 confirmed positive COVID cases among staff members across all 3 buildings; all proper protocols being observed and reporting to the DOH is done daily and weekly as required
- In-person services tentatively scheduled to resume on January 19th
- Approximately 99% student participation online daily
 - Attendance and discipline issues have declined since online learning
- BoT emphasized the importance of continuing to support teachers who may need additional IT support when working from home → provide hotspots, if necessary, etc.
- ❖ **Enrollments & Outreach:** Application for admission will open in December; Brochures being updated → mailing of brochures and newspaper ads will go out in mid-December
- ❖ **BuffSci II High School:** Scheduled to open Fall 2021; options for location forthcoming
- ❖ **January 2021 Regents exams** have been cancelled; no word has been released for the status of June exams

FINANCIAL UPDATES

- ❖ **Loan Refinancing:** Term sheet to refinance mortgage loans through Civic Builders
 - Non-binding agreement
 - Interest rate of 4.3%
 - Refinancing will consolidate outstanding loans and reduce monthly payments
 - Closing estimated for mid-January on property at 335 Doat Street
 - Final commitment letter will need to be drafted to approve the refinancing
- ❖ **335 Doat Street Renovations:** Bids received from 5 general contractors for 3-phase project renovations
 - Bids reviewed by Finance Committee → evidence and discussion presented to BoT members
 - Finance Committee recommends entering agreement with Marken Construction to work as general contractor for project:
 - Most experience with restoration projects
 - Lowered chance of change orders after-the-fact due to the wealth of experience with these types of intricate restorations and renovations

- Marken has assured working with local M/WBE subcontractors (at least 15% of workforce)
- Approach Marken again to re-negotiate bid to lower costs

Tomasso Briatico (Project Manager) and Murat Kucukdugenci (Director of Facilities) re-emphasize recommendation to accept the bid from Marken Construction for renovations on the former monastery.

Mrs. Grant expressed concern that the BoT was not provided with a list of subcontractors that Marken would use on this project (or has used in the past) to support the use of minority sub-contractors from the local community. Mrs. Grant would like to see 25% of subcontractors from local M/WBE community. BoT members agreed that strong M/WBE participation needs to be part of this and all projects for BuffSci. BoT requests that Marken supply subcontractor list before final selection is made for general contractor on Doat renovations.

M.11.18.2020.3 Ms. Mamnoon moved, seconded by Mrs. Grant, to table vote to the regular December meeting based on discussion and pending receipt additional information from Marken Construction as will be requested. Motion carried unanimously.

❖ **Financial Report for BuffSci and BuffSci II:** Summaries presented → Balance Sheets; Income Statements (Budget vs. Actual); Cash Flow Statements; Operational Expenses and Capital Improvements

- BuffSci – FTE 846 (Budget set up for 813 students)
 - Awaiting 3rd reimbursement payment from BCSD → expected to receive by 11/20/2020
 - CARES Act grant application submitted for \$385,242
- BuffSci II – FTE 66 (Budget set up according to 84 students)
 - Awaiting 3rd reimbursement payment from BCSD → expected to receive by 11/20/2020
 - Reimbursement payments to BuffSci for shared expenses have not yet been transferred → awaiting funds from CSP start-up grant
 - CARES Act grant application submitted for \$46,604

M.11.18.2020.4 Dr. Acar moved, seconded by Dr. Banks, to approve the financial report as presented. Motion carried unanimously.

Ms. Mamnoon exited the meeting.

DISPOSAL ITEMS

Items in need of disposal due to damage beyond repair or due to equipment being obsolete and incompatible with upgraded devices.

M.11.18.2020.5 Dr. Gokcek moved, seconded by Dr. Banks, to approve the list of disposal items as presented. Motion carried unanimously.

EXECUTIVE SESSION

M.11.18.2020.6 Dr. Acar moved, seconded by Dr. Gokcek, to close the regular meeting and move into closed Executive Session at 6:19 pm. Motion carried unanimously.

*Briatico, Ornek, Ragland, Kucukdugenci & Cameron were excused and exited the meeting.

ADJOURNMENT

M.11.18.2020.7 There being no further business of the Board, Dr. Acar moved, seconded by Mrs. Grant, to end Executive Session and adjourn the meeting at 6:51 pm. Motion carried unanimously.

Minutes recorded by Mrs. Staci A. Cameron.

Respectfully submitted,

Dr. Mustafa Gokcek
Board of Trustees Secretary

**BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL
Board of Trustees Regular Meeting Minutes
[190 Franklin Street, Buffalo, NY 14202]
Virtual Meeting via ZOOM
December 9, 2020**

Attending Members: Dr. Selcuk Acar, Dr. David Banks, Dr. Mustafa Gokcek, and Ms. Ismet Mamnoon

Excused Members: Mr. Bernard Freedman, Mrs. Betty Jean Grant and Ms. Moyla Halimy

Staff Members: Dr. Joseph B. Polat, Mr. Jay R. Ornek, Ms. Ginger Ragland, Mr. Murat Kucukdugenci and Mrs. Staci Cameron

Guests Present: Tomasso Briatico, Tomasso Briatico Architects

A quorum being present, Dr. Acar called the meeting to order at 5:17 PM.

MINUTES from the regular meeting of the Board of Trustees for November 18, 2020 were presented and reviewed.

M.12.09.2020.1 Dr. Acar moved, seconded by Dr. Banks, to approve the minutes of the November 18, 2020 meeting as corrected. Motion carried unanimously.

EXECUTIVE DIRECTOR'S REPORT

- ❖ **Erie County Orange Zone:** Designation still in effect; All classes and tutoring sessions are 100% virtual □ no significant issues with remote learning program
- ❖ **Benchmark 1:** This year's results are lower than last year – as expected due to pandemic and all virtual learning format
 - Data day has been scheduled for teachers to complete data analysis and plan interventions and strategies for more structured environment for second Benchmark assessment
 - Data analysis will be shared with BoT once complete
 - Current data is compared against previous years' data at Benchmark 1 across grade levels to track student growth and achievement

- Analysis to determine whether students' scores are result of decreased acquired information overall, quantity of information taught and/or other factors
- Analysis to determine what steps can be taken to improve on shortcomings and support students for increased achievement

❖ **New Enrollment Portal**

- Common Application (ENROLL BUFFALO CHARTERS) for admission is open
 - NYSCA (New York State Charter Association) joint application for 17 participating WNY Charters, including BuffSci & BuffSci II
 - To-date, 106 applications have been received for admission to BuffSci; 14 applications received for admission to BuffSci II
 - Applicants can apply to both schools
- ❖ **Outreach:** Holiday mailers going out next week □ target areas surrounding Doat/Poplar area, including Cheektowaga, Sloan and Clevehill, for applications to BuffSci II and BuffSci II HS to open in fall 2021
- ❖ **BuffSci II High School:** Scheduled to open Fall 2021; options for location forthcoming
- ❖ **BoT Committees:** Staff representation on committees to be as follows:
- Governance Committee: Dr. Polat
 - Finance Committee: Mr. Ornek
 - Academics Committee: Mr. Aydar and Mr. Braun
- ❖ **Non-Material Revision to Charter:** Amendment to give children of full-time staff enrollment priority up to 15% of total enrollment
- Resolution must be submitted to Susan Gibbons in CSO by December 15th for approval
RESOLVED, that by unanimous vote of quorum of the body on December 9, 2020, the Board of Trustees authorizes BuffSci to amend its admission policy to give priority to the children of BuffSci Staff up to the maximum allowable 15% of the enrollment. This priority includes the children of all full-time Staff and Faculty.
 - Applications will still have to be submitted through lottery
 Priority will NOT supersede sibling preference, which is given highest priority in waitlisted applicants
M.12.09.2020.2 Dr. Acar moved, seconded by Ms. Mamnoon, to approve the resolution for enrollment preference for the children of full-time staff as presented. Motion carried unanimously.

FACILITIES UPDATES

❖ **Building Renovations (@335 Doat Street)**

- Finance Committee reviewed evidence from Marken Construction that subcontractor workforce regularly used consists of approximately 27% from local M/WBE community -> most vendors from City of Buffalo, remaining from within Erie County
- Finance Committee agrees with assessments by the Director of Facilities (Kucukdugenci) and the Project Manager (Briatico) and it recommends entering agreement with Marken Construction to work as general contractor for project:
 - Marken has the most documented experience with restoration projects, as the monastery is a historically well-preserved building and needs to remain as such through renovation process
 - Marken has given satisfactory evidence of using a diversified workforce
 - Lowered chance of change orders after-the-fact due to the wealth of experience with these types of intricate restorations and renovations

NOTE: BoT members agreed that strong M/WBE participation needs to be part of this and all projects for BuffSci to ensure that diversified workforces from the local community are being utilized. BoT will amend policies to ensure that language is included in future RFPs and ads for bids to ensure transparency and equity in soliciting bids from vendors.

M.12.09.2020.3 Dr. Acar moved, seconded by Dr. Banks, approve Marken Construction as the General Contractor for the 335 Doat Street Renovations project. Motion carried unanimously.

❖ **Cooling and Heating System** (Central Office @89 Clare Street)

- Labor, tools, materials and supervision for the installation of heating/cooling units in 3 offices
- Quotes from ACE Mechanical (\$15,170), Danforth (\$24,850) and Allied Mechanical (\$51,777)

M.12.09.2020.4 Ms. Mamnoon moved, seconded by Dr. Acar, to approve ACE Mechanical as the contractor for the installation of the Central Office cooling and heating systems at 89 Clare Street as presented and recommended by the Director of Facilities and Project Manager. Motion carried unanimously.

❖ **Boiler Replacement** (@89 Clare Street)

- Labor, tools, materials and supervision for the replacement of the boiler
- Quotes from ACE Mechanical (\$137,285), Danforth (\$246,000) and Allied Mechanical (\$374,738)

M.12.09.2020.5 Dr. Acar moved, seconded by Ms. Mamnoon, to approve ACE Mechanical as the contractor for the replacement of the Clare Street boiler as recommended by the Director of Facilities and Project Manager, with the caveat that they upgrade the boiler and submit a new quote not to exceed that given by nearest competitor. Motion carried unanimously.

❖ **Ceiling Tiles and Light Fixtures Replacement** (@89 Clare Street)

- Labor, tools, materials and supervision for the removal and replacement of the existing lighting throughout and the original interior concealed spline acoustic ceiling tiles per drawings by M/E Engineering
 - Lighting to be upgraded to LED bulbs throughout
 - New acoustical tiles to be installed
 - Touch-up of paint/plaster where needed around new lights and tiles
 - Set-up and removal of safety scaffolding and equipment
 - Removal/disposal of debris and clean-up of work areas
- Quotes from Peyton Barlow Corporation Company Incorporated (\$533,748), Marken Construction Services (\$567,920) and Egriu Construction (\$574,654) **M.12.09.2020.6** Dr. Acar moved, seconded by Dr. Banks, to approve Peyton Barlow Corporation Incorporated as the contractor for the removal and replacement of the Clare Street ceiling tiles and light fixtures as presented and recommended by the Director of Facilities and Project Manager. Motion carried unanimously.
- ❖ **Parking Lot Renovations (@100 Poplar Avenue)**
 - Labor, tools, materials and supervision for the resurfacing of the parking lot; paint striping of parking spaces per specifications; and complete wiring and installation of exterior lot lighting
 - Project to be started and completed in spring as asphalt companies are closed for the winter season
 - Quotes from Peyton Barlow Corporation Company Incorporated (\$98,750), Marken Construction Services (\$112,508) and Egriu Construction (\$192,500) **M.12.09.2020.7** Dr. Banks moved, seconded by Dr. Gokcek, to approve Peyton Barlow Corporation Incorporated as the contractor for the parking lot renovations at Poplar Avenue location as presented and recommended by the Director of Facilities and Project Manager. Motion carried unanimously.
- ❖ **Bathroom Renovations (@100 Poplar Avenue)**
 - Labor, tools, materials and supervision for the demolition and renovation of the student bathrooms on each floor per specifications
 - Retiling of walls and floors
 - New partitions for toilet stalls
 - New plumbing chase walls
 - Resurface/replace existing entrance doors as needed
 - Replace vanity counters
 - Upgrade fixtures for touchless feature
 - Upgrade to LED light fixtures
 - Upgrade plumbing
 - Quotes from Peyton Barlow Corporation Company Incorporated (\$357,946), Marken Construction Services (\$319,990) and Egriu Construction (\$313,650) **M.12.09.2020.8** Dr. Acar moved, seconded by Dr. Banks, to approve Marken Construction as the contractor for the renovation of the Poplar Avenue student bathrooms as presented and recommended by the Director of Facilities and Project Manager. Motion carried unanimously.
- ❖ **Fencing around School (@100 Poplar Avenue)**

- Labor, tools, materials and supervision for the installation of fencing around the exterior property of 100 Poplar Avenue
- Quotes from Picket Fence and Exteriors, Inc. (\$16,640), Oneida Fence, Inc. (\$23,855) and RCH Welding and Fabrication (\$35,200)
Disparity in quotes because the use of different fencing materials was quoted by the different companies. Director of Facilities will request new quotes for the same materials from each vendor and resubmit for BoT consideration

CFO Report

❖ Wegmans Gift Cards

- Holiday bonus for all staff
- BuffSci Total: \$22,750
- BuffSci II Total: \$3,075

M.12.09.2020.9 Ms. Mamnoon moved, seconded by Dr. Banks, to approve the purchase and distribution of Wegmans Gift Cards for staff as presented. Motion carried unanimously.

❖ Financial Report for BuffSci and BuffSci II: Summaries presented □ Balance Sheets; Income Statements (Budget vs. Actual); Cash Flow Statements; Operational Expenses and Capital Improvements

- BuffSci – FTE 846 (Budget set up for 813 students)
 - 3rd reimbursement payment from BCSD received
- BuffSci II – FTE 66 (Budget set up according to 84 students)
 - 3rd reimbursement payment from BCSD received
 - Reimbursement payments to BuffSci for shared expenses have not yet been transferred □ awaiting funds from CSP start-up grant

M.12.09.2020.10 Dr. Acar moved, seconded by Ms. Mamnoon, to approve the financial report as presented. Motion carried unanimously.

* Detailed cash flow liquidity forecast (projected through March/April 2021) to be shared with BoT

EXECUTIVE SESSION

M.12.09.2020.11 Dr. Acar moved, seconded by Dr. Gokcek, to close the regular meeting and move into closed Executive Session at 6:42 pm. Motion carried unanimously.

*Briatico, Ornek, Ragland, Kucukdugenci & Cameron were excused and exited the meeting.

M.12.09.2020.12 Dr. Gokcek moved, seconded by Ms. Mamnoon, to approve the one-time bonus payments for Business Office Personnel (Jay Ornek, Hakan Aktar and Staci Cameron) as recommended by the Executive Director. Motion carried unanimously.

M.12.09.2020.13 Dr. Gokcek moved, seconded by Dr. Acar, to close the Executive Session at 7:05 pm. Motion carried unanimously.

ADJOURNMENT

M.12.09.2020.14 There being no further business of the Board, Dr. Banks moved, seconded by Dr. Acar, to adjourn the meeting at 7:07 pm. Motion carried unanimously.

Minutes recorded by Mrs. Staci A. Cameron.
Executive Session notes reported by Dr. Acar.

Respectfully submitted,

Dr. Mustafa Gokcek
Board of Trustees Secretary

**BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL
Board of Trustees Regular Meeting Minutes
[190 Franklin Street, Buffalo, NY 14202]
Virtual Meeting via ZOOM
January 27, 2021**

Approved 02.17.2021

Attending Members: Dr. Selcuk Acar, Dr. David Banks, Dr. Mustafa Gokcek, Mrs. Betty Jean Grant and Ms. Ismet Mamnoon

Excused Members: Mr. Bernard Freedman and Ms. Moyla Halimy

Staff Members: Dr. Joseph B. Polat, Mr. Jay R. Ornek, Ms. Ginger Ragland, Mr. Murat Kucukdugenci and Mrs. Staci Cameron

Guests Present: Tomasso Briatico, Tomasso Briatico Architects

A quorum being present, Dr. Acar called the meeting to order at 5:05PM.

MINUTES from the regular meeting of the Board of Trustees for December 9, 2020 were reviewed.

M.01.27.2021.1 Dr. Acar moved, seconded by Dr. Banks to approve the minutes of the December 9, 2020 meeting as presented. Motion carried unanimously.

EXECUTIVE DIRECTOR'S REPORT

❖ **Virtual Learning Continues:**

- All classes and tutoring sessions are 100% virtual
- All teachers are teaching from home; no teachers providing services from their classrooms in the school buildings
- In-person services tentatively scheduled to resume on February 22nd
- No significant challenges or issues with program

❖ **Enrollments & Outreach:** Updated brochures are finalized and mailings will begin first week of February □ 426 application for 2021-22 received to-date □ outreach is ongoing and admissions process is open to receive and monitor applications for April lottery

❖ **PD Day for Teachers:** First semester ends on Jan 29th and data day has been scheduled for teachers □ overall, the semester was a success; data analysis will guide focus for next semester to address issues via corrective actions and interventions

- ❖ **MLK Readers for Leaders:** Donation of 5,000 books received from the Project Flight program □ BuffSci fundraiser has also raised enough funds to purchase about 4,000 books for students □ goal is to help BuffSci students establish home libraries to strengthen and encourage positive literacy habits outside of school
 - ❖ **CharterFolk Extraordinaire:** Dr. Polat recognized for exemplary leadership in the January 25th publication ([CharterFolk X Vol. 23](#))
 - ❖ **Strategic Growth Plan:** Proposed plan outlines opening of new school in Rochester, NY for the 2022-2023 academic year □ application to replicate would be due Summer 2021
 - Considerations for replication: 1) growth funds would be available to support replication; 2) additional school would open options for authorization; 3) BoT growth expected as school expands; 4) community outreach necessary to research Rochester market for needs assessment; 5) ensure BuffSci capacity to expand will not jeopardize/compromise quality of education for current or future students; 6) continue to work internal leadership team to ensure continuity of school culture across markets; 7) maintain financial strength so as not to overextend capacity of the school's resources and jeopardize liquidity to continue to grow
- M.01.27.2021.2** Mrs. Grant moved, seconded by Dr. Banks to approve the proposed strategic plan and begin process to replicate BuffSci model in Rochester School District, to open in September 2022 as presented. Motion carried unanimously.

FINANCIAL UPDATES

- ❖ **Facilities:** Resolution to purchase monastery at 335 Doat St., refinance existing mortgage loans on Franklin St. and Poplar Ave. properties, fund capital improvements and renovations to properties at Doat St., Polar Ave. and Clare St

RESOLVED, that all action taken and all instruments and documents entered into by the School prior to the adoption of these resolutions with respect to the Project and the financing of the Project and all matters related thereto, including, without limitation, execution and delivery of the Purchase Agreement, are hereby ratified, confirmed and approved; and it is further RESOLVED, that, in addition to and without limiting the generality of the foregoing resolutions with respect to the Project, Dr. Joseph Polat, Executive Director of the School, is hereby authorized and directed to take such further action with respect to the Project and to execute and deliver the Loan Documents on behalf of the School and such instruments and documents as may be appropriate to carry out the foregoing resolutions, including, without limitation, any amendment, extension, restatement or modification of any such instrument or document; and the taking of such action or the execution of such instruments and documents shall be deemed conclusive evidence of the determination that such action or execution was appropriate and in the best interests of the School.

M.01.27.2021.3 Dr. Gokcek moved, seconded by Dr. Banks to approve the proposed resolution for building purchase and loan refinance through agreements with Unitranche Capital Fund 2 LLC and Charter Schools Development Corporation as presented. Motion carried unanimously.

- ❖ **335 Doat Street Renovations:** On November 18, 2020, Marken Construction was BoT approved as the general contractor for the project. As of January 22, 2021, Marken has withdrawn from the project. Therefore, a new general contractor is urgently needed so that overall project timeline remains intact and support from Civic Builders is not jeopardized. Additional bids received from Emin Egriu, Picone Construction Corp., C&R Construction and Turner Construction Company for an updated work scope to include electrical work (absent from first work scope)

- Bids reviewed by Finance Committee □ evidence and discussion presented to BoT members
- Finance Committee recommends entering agreement with Picone Construction to work as general contractor for project:
 - Has bid bond (as required by Civic Builders)
 - 75 year history of company; Lowered chance of change orders after-the-fact due to the wealth of experience
 - Picone has assured working with local M/WBE subcontractors (at least 20-25% of workforce)
 - Included additional features in bid in excess of \$130K over other bidders
 - Tomasso Briatico (Project Manager) and Murat Kucukdugenci (Director of Facilities) re-emphasize recommendation to accept the bid from Picone Construction for renovations on the former monastery.

Mrs. Grant expressed support for Egriu as a minority business owner, from the community, who has done work for BuffSci previously. She also expressed concern that the BoT was not provided with a list of subcontractors that Picone would use on this project (or has used in the past) to support the use of minority subcontractors from the local community. Mrs. Grant would like to see 25% of subcontractors from local M/WBE community. BoT members agreed that strong M/WBE participation needs to be part of this and all projects for BuffSci.

Finance committee expressed concern that the quality of work must be met to the standard this type of renovation/restoration project requires or face penalty and assurance of work completion on the proposed timeline.

M.01.27.2021.4 Mrs. Grant moved, seconded by Dr. Acar, to approve Egriu Construction as the general contractor for the Doat Street renovation project. Motion carried by majority vote.

Roll call vote: YEA – Acar, Banks, Grant; NAY – Gokcek, Mamnoon; Absent – Freedman, Halimy

- ❖ **100 Poplar Avenue Renovations:** Bathroom renovations □ As of January 22, 2021, Marken has withdrawn from the project. Therefore, a new contractor is needed. Project is not time-sensitive; however, the feasibility of project completion in a reasonable time must be considered in light of the bigger renovation project that will be underway □ Additional bids received from Egriu Construction (\$340K) and Peyton Barlow Co., Inc. (\$387K) – original Marken bid was (\$332K)

M.01.27.2021.5 Dr. Banks moved, seconded by Dr. Acar, to approve Egriu Construction as the general contractor for the Poplar Avenue bathroom renovation project. Motion carried unanimously.

- ❖ **335 Doat Street – Elevator:** Installation of elevator for food delivery. Same scope of work given to all bidders. Responding bids from C&R Construction (\$256,152), Peyton Barlow Co., Inc. (\$619,151) and Picone Construction Corp. (\$462,000).

M.01.27.2021.6 Dr. Acar moved, seconded by Dr. Gokcek, to approve C&R Construction as the general contractor for the Doat Street elevator installation project. Motion carried unanimously.

- ❖ **Financial Report for BuffSci and BuffSci II:** Summaries presented □ Balance Sheets; Income Statements (Budget vs. Actual); Cash Flow Statements; Operational Expenses and Capital Improvements; February focus to work with state agencies to expedite release of funds from the delayed federal grants

- BuffSci – FTE 846 (Budget set up for 813 students)

- 4th reimbursement payment from BCSD received; 5th payment expected in March
- No vendor payments made in January
- Reserve \$300K for closing line of credit

- BuffSci II – FTE 66 (Budget set up according to 84 students)

- 4th reimbursement payment from BCSD received; 5th payment expected in March
- No vendor payments made in January
- Reimbursement payments to BuffSci for shared expenses have not yet been transferred □ awaiting funds from CSP start-up grant

M.01.27.2021.7 Ms. Mamnoon moved, seconded by Dr. Gokcek, to approve the financial report as presented. Motion carried unanimously.

- ❖ **2021 Charter School Program (CSP):** Response to COVID-19 sub-grant application □ request for \$49,950

M.01.27.2020.8 Ms. Mamnoon moved, seconded by Dr. Acar, to approve the submission of the CSP COVID-19 Relief grant as presented. Motion carried unanimously.

ADJOURNMENT

M.01.27.2020.9 There being no further business of the Board, Dr. Acar moved, seconded by Mrs. Grant, to adjourn the meeting at 7:00 pm. Motion carried unanimously.

Minutes recorded by Mrs. Staci A. Cameron.

Respectfully submitted,

Dr. Mustafa Gokcek
Board of Trustees Secretary

**BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL
Board of Trustees Regular Meeting Minutes
[190 Franklin Street, Buffalo, NY 14202]
Virtual Meeting via ZOOM
February 17, 2021**

Attending Members:	Dr. Selcuk Acar, Dr. David Banks, Dr. Mustafa Gokcek, and Mrs. Betty Jean Grant
Excused Members:	Ms. Ismet Mamnoon, Mr. Bernard Freedman and Ms. Moyla Halimy
Staff Members:	Dr. Joseph B. Polat, Mr. Jay R. Ornek, Ms. Ginger Ragland, Mr. Murat Kucukdugenci and Mrs. Staci Cameron
Guests Present:	Tomasso Briatico, Tomasso Briatico Architects Ryan Alexander, Civic Builders Jonathan Wang, Civic Builders

A quorum being present, Dr. Acar called the meeting to order at 5:13PM.

MINUTES from the regular meeting of the Board of Trustees for January 27, 2021 were reviewed.

M.02.17.2021.1 Dr. Acar moved, seconded by Dr. Banks to approve the minutes of the January 27, 2021 meeting as presented. Motion carried unanimously.

EXECUTIVE DIRECTOR'S REPORT

❖ **Mid-Year Staff & Parent Surveys**

- Overall satisfaction with the distance learning program, including student engagement, online tools and applications as well as quality of communication between school and home

❖ **Virtual Learning Continues:**

- Phased normalization plan for return to all in-person sessions:
 - All classes and tutoring sessions are 100% virtual until April 1; limited in-person for intervention
 - All teachers to return to buildings for teaching from their classrooms on April 12th until the end of the school year

- Full summer program with in-person services being scheduled tentatively from July 12th through August 13th
- Incentives for teachers/staff to receive COVID-19 vaccinations include mileage reimbursements for travel to/from out-of-town vaccination appointments; no dock from PTO to cover vaccination appointments; use of school vans to car pool employees in need to vaccination appointments

FINANCIAL UPDATES

- ❖ **Facilities:** Recap report of January 27th meeting – Egrui Construction chosen as general contractor for Doat St. Renovation project; letter of credit or bonding needed to proceed with process through Civic Builders for support funding; Time-sensitive decision needs to be made so as not to jeopardize finalizing building purchase and groundbreaking of construction which needs to be complete before school can open this fall → Finance Committee recommends moving forward with Picone Construction to replace Egrui as general contractor for this renovation project
- ❖ Sale of 335 Doat Street has been delayed 5 times and current owners not willing to offer another extension
- ❖ Picone Construction has all needed documents and bonding to proceed with project
- ❖ Civic Builders recommends moving forward with Picone Construction due to the following concerns in relation to Egrui Construction's ability to gain approval from their loan board:
 - Liquidity is an issue: cash balance insufficient to secure \$2M project → not bondable
 - Qualifications: a) has not worked on any project in excess of \$1M in the past 5 years; b) lien search revealed some liquidity issues
- ❖ Civic Builders believes Picone Construction will be approved by their loan board because they have the historical performance record, qualifications and experience to handle a project of this magnitude
M.02.17.2021.2 Dr. Banks moved, seconded by Dr. Gokcek, to approve Picone Construction as the new general contractor – and replacing Egrui Construction - for the Doat Street renovation project, replacing. Motion carried unanimously.
 Civic Builders representatives exited the meeting.
 - ❖ BoT would like to revise guidelines for bids for future projects; more thorough vetting process for contractors going forward to ensure due diligence on chosen vendors for projects
- ❖ **2020 Tax Return (Form 990) for BuffSci:** Draft presented for finance committee and full Board to review;
 - Prepared by auditor
 - Approval in March meeting

- ❖ **New Line of Credit:** Close current line and open new line of credit at Key Bank with \$300K cash equity for current projects

M.02.17.2021.3 Dr. Acar moved, seconded by Dr. Banks, to approve the opening of the new line of credit at Key Bank as presented. Motion carried unanimously.

EXECUTIVE SESSION

M.02.17.2021.4 Dr. Acar moved, seconded by Ms. Grant, to close the general meeting and move into Executive Session at 6:22PM. Motion carried unanimously.

*Ornek, Ragland, Kucukdugenci, Briatico and Cameron exited the meeting.

ADJOURNMENT

M.02.17.2021.5 There being no further business of the Board, Dr. Acar moved, seconded by Dr. Gokcek, to end Executive Session and adjourn the meeting at 7:35PM. Motion carried unanimously.

Minutes recorded by Mrs. Staci A. Cameron.

Respectfully submitted,

Dr. Mustafa Gokcek
Board of Trustees Secretary

BUFFALO ACADEMY OF
SCIENCE CHARTER SCHOOL

Financial Statements and
Supplementary Information

June 30, 2021 and 2020

(With Independent Auditors' Report Thereon)

BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL

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INDEPENDENT AUDITORS' REPORT

The Board of Trustees
Buffalo Academy of Science Charter School
Buffalo, New York:

Report on the Financial Statements

We have audited the accompanying financial statements of Buffalo Academy of Science Charter School (a nonprofit organization) (the School), which comprise the statements of financial position as of June 30, 2021 and 2020, and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes 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.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the School's preparation and fair presentation of the financial statements 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, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Basis for Qualified Opinion

We did not observe the taking of physical inventory at June 30, 2021 and 2020 (stated at \$119,348 and \$99,164, respectively), due to turnover in personnel managing inventory records and the June 30, 2020 date was prior to the time we were initially engaged as auditors for the School. We were unable to obtain sufficient appropriate audit evidence about inventory quantities by other auditing procedures.

Qualified Opinion

In our opinion, except for the effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statements referred to above present fairly, in all material respects, the financial position of Buffalo Academy of Science Charter School as of June 30, 2021 and 2020, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Other Information

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying supplemental information is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated November 1, 2021, 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.

EFPR Group, CPAs, PLLC

Williamsville, New York
November 1, 2021

BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL
Statements of Financial Position
June 30, 2021 and 2020

<u>Assets</u>	<u>2021</u>	<u>2020</u>
Current assets:		
Cash and equivalents:		
Unrestricted	\$ 1,357,718	238,161
Restricted - extraclassroom funds	8,924	6,151
Grants and other receivables, net	1,541,675	359,151
Prepaid expenses	87,399	-
Inventory	119,348	99,164
Total current assets	<u>3,115,064</u>	<u>702,627</u>
Property and equipment, at cost	14,410,383	12,353,497
Less accumulated depreciation and amortization	<u>(2,837,522)</u>	<u>(2,213,653)</u>
Net property and equipment	<u>11,572,861</u>	<u>10,139,844</u>
Other assets:		
Deposits	3,158	13,158
Debt service reserve fund	232,064	-
Escrow account	76,173	76,158
Total other assets	<u>311,395</u>	<u>89,316</u>
Total assets	<u>\$ 14,999,320</u>	<u>10,931,787</u>
 <u>Liabilities and Net Assets</u>		
Current liabilities:		
Accounts payable	383,534	145,896
Accrued payroll and benefits	840,518	1,087,784
Line of credit	300,000	-
Extraclassroom funds	8,924	6,151
Deferred revenue	425,000	-
Grid promissory demand note	-	175,000
Current installments on long-term debt	28,822	743,120
Total current liabilities	<u>1,986,798</u>	<u>2,157,951</u>
Long-term liabilities:		
Construction loan	4,610,270	-
Long-term debt, excluding current installments and net of unamortized debt issuance costs	1,198,397	3,416,896
Promissory note - paycheck protection program	-	1,250,000
Interest rate swap contracts	-	22,760
Total long-term liabilities	<u>5,808,667</u>	<u>4,689,656</u>
Total liabilities	<u>7,795,465</u>	<u>6,847,607</u>
Net assets:		
Net assets without donor restrictions	7,128,061	4,030,886
Net assets with donor restrictions	75,794	53,294
Total net assets	<u>7,203,855</u>	<u>4,084,180</u>
Total liabilities and net assets	<u>\$ 14,999,320</u>	<u>10,931,787</u>

See accompanying notes to financial statements.

BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL

Statements of Activities

Years ended June 30, 2021 and 2020

	<u>2021</u>	<u>2020</u>
Change in net assets without donor restrictions:		
Revenue and other support:		
Public school districts:		
Resident student enrollment	\$ 12,602,071	10,171,589
Students with disabilities	482,652	291,453
Grants and contracts:		
Federal grants	2,127,869	341,566
State and local grants	267,001	277,423
Loan forgiveness - paycheck protection program	1,250,000	-
Contributions	313,700	259,845
Other income	16,025	42,004
Net assets released from restrictions	<u>2,000</u>	<u>27,615</u>
Total revenue and other support	<u>17,061,318</u>	<u>11,411,495</u>
Expenses:		
Program services:		
Regular education	10,508,937	9,055,184
Special education	355,573	316,563
Other programs	<u>441,815</u>	<u>117,310</u>
Total program services	11,306,325	9,489,057
Supporting services - management and general	<u>2,657,818</u>	<u>1,763,361</u>
Total expenses	<u>13,964,143</u>	<u>11,252,418</u>
Nonoperating expenses - unrealized loss on interest rate swap agreements	<u>-</u>	<u>17,963</u>
Change in net assets without donor restrictions	<u>3,097,175</u>	<u>141,114</u>
Change in net assets with donor restrictions:		
Contributions	24,500	-
Net assets released from restrictions	<u>(2,000)</u>	<u>(27,615)</u>
Change in net assets with donor restrictions	<u>22,500</u>	<u>(27,615)</u>
Change in net assets	3,119,675	113,499
Net assets at beginning of year	<u>4,084,180</u>	<u>3,970,681</u>
Net assets at end of year	<u><u>\$ 7,203,855</u></u>	<u><u>4,084,180</u></u>

See accompanying notes to financial statements.

BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL

Statement of Functional Expenses

Year ended June 30, 2021

with comparative totals for 2020

		Program Services				Supporting Services	Total	
		No. of positions	Regular education	Special education	Other programs	Total	Management and general	
							2021	2020
Personnel services costs:								
Instructional personnel	128	\$ 5,227,841	209,757	274,493	5,712,091	-	5,712,091	4,868,407
Non-instructional personnel	25	1,000,794	-	-	1,000,794	-	1,000,794	1,295,316
Administrative personnel	31	-	-	-	-	1,484,398	1,484,398	819,445
Total salaries and staff	184	6,228,635	209,757	274,493	6,712,885	1,484,398	8,197,283	6,983,168
Fringe benefits and payroll taxes		1,151,074	33,778	66,065	1,250,917	324,225	1,575,142	1,280,001
Retirement		440,222	14,193	19,604	474,019	106,081	580,100	471,036
Legal services		-	-	-	-	75,463	75,463	48,137
Accounting and auditing fees		-	-	-	-	12,050	12,050	11,950
Other professional services		220,509	35,764	-	256,273	62,572	318,845	218,289
Repairs and maintenance		168,400	8,019	-	176,419	24,057	200,476	175,074
Insurance		145,009	5,618	2,401	153,028	25,265	178,293	139,817
Utilities		171,660	8,175	-	179,835	24,522	204,357	158,970
Supplies and materials		185,851	-	-	185,851	99,908	285,759	270,431
Equipment and furnishings		113,074	-	15,056	128,130	-	128,130	60,522
Professional development		90,761	-	-	90,761	-	90,761	114,453
Marketing and recruitment		-	-	-	-	142,941	142,941	90,856
Technology		633,548	4,688	-	638,236	14,063	652,299	233,553
Student services		68,485	-	6,687	75,172	-	75,172	164,469
Office expense		35,879	330	3,118	39,327	26,308	65,635	51,403
Travel and parking		279	-	-	279	33,516	33,795	57,208
Other expenses		-	-	54,391	54,391	96,699	151,090	109,933
Depreciation		524,051	24,955	-	549,006	74,863	623,869	475,895
Bad debt expense		125,000	-	-	125,000	-	125,000	-
Interest		206,500	10,296	-	216,796	30,887	247,683	137,253
Total expenses		\$ 10,508,937	355,573	441,815	11,306,325	2,657,818	13,964,143	11,252,418

See accompanying notes to financial statements.

BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL

Statement of Functional Expenses

Year ended June 30, 2020

	Program Services					Supporting Services	
	<u>No. of positions</u>	<u>Regular education</u>	<u>Special education</u>	<u>Other programs</u>	<u>Total</u>	Management and <u>general</u>	<u>Total</u>
Personnel services costs:							
Instructional personnel	100	\$ 4,664,169	188,988	15,250	4,868,407	-	4,868,407
Non-instructional personnel	26	1,295,316	-	-	1,295,316	-	1,295,316
Administrative personnel	28	-	-	-	-	819,445	819,445
Total salaries and staff	<u>154</u>	5,959,485	188,988	15,250	6,163,723	819,445	6,983,168
Fringe benefits and payroll taxes		1,122,375	47,406	-	1,169,781	110,220	1,280,001
Retirement		367,267	19,312	-	386,579	84,457	471,036
Legal services		-	-	-	-	48,137	48,137
Accounting and auditing fees		-	-	-	-	11,950	11,950
Other professional services		173,415	15,678	-	189,093	29,196	218,289
Repairs and maintenance		147,074	7,024	-	154,098	20,976	175,074
Insurance		60,529	2,505	-	63,034	76,783	139,817
Utilities		133,535	6,359	-	139,894	19,076	158,970
Supplies and materials		209,023	-	-	209,023	61,408	270,431
Equipment and furnishings		-	-	-	-	60,522	60,522
Professional development		81,162	-	-	81,162	33,291	114,453
Marketing and recruitment		-	-	-	-	90,856	90,856
Technology		135,096	3,183	-	138,279	95,274	233,553
Student services		51,594	-	102,060	153,654	10,815	164,469
Office expense		596	-	-	596	50,807	51,403
Travel and parking		34,630	1,549	-	36,179	21,029	57,208
Other expenses		64,359	-	-	64,359	45,574	109,933
Depreciation		399,752	19,036	-	418,788	57,107	475,895
Interest		115,292	5,523	-	120,815	16,438	137,253
Total expenses		<u>\$ 9,055,184</u>	<u>316,563</u>	<u>117,310</u>	<u>9,489,057</u>	<u>1,763,361</u>	<u>11,252,418</u>

See accompanying notes to financial statements.

BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL

Statements of Cash Flows

Years ended June 30, 2021 and 2020

	<u>2021</u>	<u>2020</u>
Cash flows from operating activities:		
Change in net assets	\$ 3,119,675	113,499
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Loan forgiveness - paycheck protection program	(1,250,000)	-
Depreciation	623,869	475,895
Bad debt expense	125,000	-
Amortization	5,935	31,609
Disposition of debt issuance costs	130,242	-
Unrealized loss on interest rate swap contracts	-	17,963
Changes in:		
Grants and other receivables	(1,307,524)	(203,039)
Prepaid expenses	(87,399)	-
Inventory	(20,184)	(40,804)
Deposits	10,000	(7,678)
Accounts payable	237,638	(91,680)
Accrued payable and benefits	(247,266)	(198,732)
Deferred revenue	425,000	-
Net cash provided by operating activities	<u>1,764,986</u>	<u>97,033</u>
Cash flows from investing activities - purchase of property and equipment	<u>(2,056,886)</u>	<u>(4,264,978)</u>
Cash flows from financing activities:		
Proceeds from line of credit	300,000	1,310,942
Payments on line of credit	-	(1,310,942)
Proceeds (payments) on grid promissory demand note	(175,000)	175,000
Payments on interest rate swap agreements	(22,760)	-
Proceeds from construction loan	4,804,544	-
Proceeds from long-term debt	1,340,000	2,974,000
Payments on long-term debt	(4,290,258)	(474,008)
Payments for debt issuance costs	(312,990)	(74,399)
Proceeds from promissory note - paycheck protection program	-	1,250,000
Net cash provided by financing activities	<u>1,643,536</u>	<u>3,850,593</u>
Net change in cash and equivalents	1,351,636	(317,352)
Cash and equivalents at beginning of year	<u>314,319</u>	<u>631,671</u>
Cash and equivalents at end of year	<u>\$ 1,665,955</u>	<u>314,319</u>
Supplemental disclosure of cash flow information:		
Cash paid during the year for interest	<u>\$ 134,266</u>	<u>105,644</u>
Classifications of cash and equivalents:		
Unrestricted	1,357,718	238,161
Debt service reserve fund	232,064	-
Escrow account	<u>76,173</u>	<u>76,158</u>
	<u>\$ 1,665,955</u>	<u>314,319</u>

See accompanying notes to financial statements.

BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL

Notes to Financial Statements

June 30, 2021 and 2020

(1) Organization and Purpose

Buffalo Academy of Science Charter School (BASCS) is a not-for-profit education corporation that operates kindergarten through 12th grades and is dedicated to providing quality education to a diverse body of students in the Buffalo region of New York State. Located in the heart of Buffalo's downtown business/government sector, the School continually provides a rigorous, innovative and enhanced curriculum - highlighting science, technology, engineering and math (STEM) - in order to prepare students for successful futures in the global environment.

In 2021, BASCS opened Buffalo Academy of Science Charter School II (BASCS II) to assist with providing quality education to a diverse body of students of Greater Buffalo in Western New York. Collectively, the two schools are referred to as Buffalo Academy of Science Charter School (the School).

(2) Summary of Significant Accounting Policies

(a) Basis of Accounting

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America.

(b) Basis of Presentation

The School reports information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions. Net assets without donor restrictions represents resources available for the general support of the School's activities. Net assets with donor restrictions are those whose use has been limited by donor-imposed stipulations that either expire by passage of time or can be fulfilled by actions of the School.

(c) Estimates

The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

(d) Cash and Equivalents

For purposes of the statements of cash flows, the School considers all highly liquid debt instruments purchased with an original maturity of three months or less to be cash and equivalents.

BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL

Notes to Financial Statements, Continued

(2) Summary of Significant Accounting Policies, Continued

(e) Concentration of Credit Risk

Financial instruments that potentially subject the School to concentration of credit risk consist principally of cash accounts in financial institutions. Although the accounts exceed the federally insured deposit amount, management does not anticipate nonperformance by the financial institution.

(f) Accounts and Grants Receivable

The School uses the allowance method to account for uncollectible receivables. The School maintained an allowance of \$125,000 as of June 30, 2021. Management determined that no allowance was deemed necessary as of June 30, 2020.

(g) Inventories

Inventory consist of school uniforms and is recorded at the lower of cost or market.

(h) Capitalization and Depreciation

Property and equipment are recorded at cost or fair market value at the date of the gift in the case of donated property and equipment. If donors stipulate how long the assets must be used, the contributions are recorded as restricted support. In the absence of such stipulations, contributions of property and equipment are recorded as unrestricted support. Depreciation is provided for in amounts sufficient to relate the cost of depreciable assets to operations over their estimated service lives using the straight-line method. Improvements are capitalized, while expenditures for maintenance and repairs are charged to expense as incurred. Upon disposal of depreciable property and equipment, the appropriate property and equipment accounts are reduced by the related costs and accumulated depreciation. The resulting gains and losses are reflected in the statements of activities. Capitalization thresholds and estimated useful lives of property and equipment are as follows:

	<u>Cost</u>	<u>Years</u>
Land	All	N/A
Construction in progress	All	N/A
Buildings	\$5,000	40
Improvements	5,000	10 - 20
Furniture, fixtures and equipment	2,000	3 - 5
Vehicles	All	5

Furniture, fixtures and equipment purchased as a bundle greater than \$20,000 will also be capitalized and depreciated using the straight-line method over their estimated useful lives.

BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL

Notes to Financial Statements, Continued

(2) Summary of Significant Accounting Policies, Continued

(i) Fair Value Measurement

Generally accepted accounting principles establish a hierarchy for inputs used in measuring fair value that prioritizes the use of observable inputs by requiring that the observable inputs be used when available. Observable inputs are inputs that market participants would use in pricing the asset or liability developed based on market data obtained from sources independent of the School. Unobservable inputs are inputs that reflect the School's assumptions about the assumptions market participants would use in pricing the asset or liability, developed based on the best information available in the circumstances. The hierarchy broken down into three levels based on the reliability on inputs is as follows:

- Level 1 - Valuations are based on quoted prices in active markets for identical assets and liabilities that the School has the ability to access.
- Level 2 - Valuations are based on quoted prices in active markets that are not active or for which all significant inputs are observable, directly or indirectly.
- Level 3 - Valuations are based on inputs that are unobservable and significant to the overall fair value measurement. The School's interest rate swap agreements are considered level 3.

(j) Public School District Revenue

The School receives per pupil aid passed through from each student's home public school district. The New York State Department of Education mandates the rate per pupil. The regular education per pupil rate from Buffalo City School District, the district from which the School receives its largest pass through of district revenue, was \$13,200 and \$13,494 for the years ended June 30, 2021 and 2020, respectively.

(k) Deferred Revenue and Revenue Recognition

Grant awards accounted for as exchange transactions are recorded as revenue when expenditures have been incurred in compliance with the grant restrictions. Amounts unspent are recorded in the statements of financial position as deferred revenue.

(l) Promises to Give

Contributions are recognized when the donor makes an unconditional promise to give to the School. Contributions that are restricted by the donor are reported as increases in net assets without donor restrictions if the restrictions expire in the year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in net assets with donor restrictions depending on the nature of the restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions.

(m) Marketing and Recruitment

The School uses marketing to promote recruitment and its program activities. These costs are expensed as incurred and amounted to \$142,941 and \$90,856 for the years ended June 30, 2021 and 2020, respectively.

BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL

Notes to Financial Statements, Continued

(2) Summary of Significant Accounting Policies, Continued

(n) Income Taxes

The School is exempt from Federal income taxes under Section 501(c)(3) of the Internal Revenue Code (the Code), therefore, no provision for income taxes is reflected in the financial statements. The School has been classified as a publicly supported organization that is not a private foundation under Section 509(a) of the Code. The School presently discloses or recognizes income tax positions based on management's estimate of whether it is reasonably possible or probable that a liability has been incurred for unrecognized income taxes. Management has concluded that the School has taken no uncertain tax positions that require adjustment in its financial statements. U.S. Forms 990 filed by the School are subject to examination by taxing authorities.

(o) Subsequent Events

The School has evaluated subsequent events through the date of the report which is the date the financial statements were available to be issued.

In July 2021, the School agreed to purchase property located in Rochester, New York. The property will be used to open a third school, Rochester Academy of Science Charter School.

(p) Risks and Uncertainties

The United States is presently in the midst of a national health emergency related to the COVID-19 virus. The overall consequences of the COVID-19 on a national, regional and local level are unknown, but has the potential to result in a significant economic impact. The impact of this situation on the School and its future results and financial position is not presently determinable.

(q) Reclassifications

Reclassifications have been made to certain 2020 balances in order to conform them to the 2021 presentation.

(3) Liquidity

The School has \$2,599,393 of financial assets available within one year of the statements of financial position date to meet cash needs for general expenditures, consisting of \$1,057,718 of cash and equivalents and \$1,541,675 of grants and other receivable. None of these financial assets are subject to donor or contractual restrictions that make them unavailable for general expenditure within one year of the 2021 statement of financial position date. As more fully described in note 6, the School has an escrow account with a balance of \$76,173 which it can utilize in the event of an unanticipated liquidity need. Additionally, as more fully described in note 13, the School has available a committed line of credit which could be drawn on to fund current operations.

BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL
Notes to Financial Statements, Continued

(4) Grants and Other Receivables

Grants and other receivables as of June 30, 2021 and 2020 are as follows:

	<u>2021</u>	<u>2020</u>
School district tuition	\$ 600,056	341,801
U.S. Department of Education	853,501	-
E-rate reimbursements	<u>88,118</u>	<u>17,350</u>
	\$ <u>1,541,675</u>	<u>359,151</u>

(5) Property and Equipment

Property and equipment as of June 30, 2021 and 2020 are as follows:

	<u>2021</u>	<u>2020</u>
Land	\$ 579,518	579,518
Construction in progress	1,925,180	-
Building and improvements	9,469,870	9,473,386
Furniture, fixtures and equipment	2,431,074	2,295,852
Vehicles	<u>4,741</u>	<u>4,741</u>
	14,410,383	12,353,497
Less accumulated depreciation	<u>(2,837,522)</u>	<u>(2,213,653)</u>
Net property and equipment	\$ <u>11,572,861</u>	<u>10,139,844</u>

During the year ended June 30, 2021, the School acquired an additional property and is in the process of renovating the property to be used as a second school location. The project is expected to cost approximately \$3 million and will be financed through a construction loan (see note 10). The second school is expected to be fully operational by the end of 2022. As of June 30, 2021, \$1,925,180 has been spent on this project and is included in the statements of financial position as construction in process.

(6) Escrow Account

As set forth in its charter, the School established an escrow account to be used upon school closure. The balance in the escrow account was \$76,173 and \$76,158 as of June 30, 2021 and 2020, respectively.

(7) Debt Service Reserve Fund

In conjunction with the construction loan in note 10, the School established a debt service reserve fund that contains an amount equal to approximately four and one half months debt service payments. The balance in the debt service reserve was \$232,064 as of June 30, 2021.

BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL
Notes to Financial Statements, Continued

(8) Demand Note

The School received a Grid Promissory Demand Note from the Cullen Foundation in an amount not to exceed \$375,000. The note was due upon demand with five days of written notice, and bears interest at 2.5% per annum. As of June 30, 2020, the School has been advanced \$175,000 of funding from the demand note. This amount was repaid in full in October 2020 and the demand note agreement was terminated.

(9) Long-Term Debt

Long-term debt as of June 30, 2021 and 2020 is as follows:

	<u>2021</u>	<u>2020</u>
Loan payable with Charter School Development Corporation, due in monthly installments beginning six months from the date of the loan (September 2021) of \$9,794, including interest at 6.25%, due February 2026. The loan is collateralized by certain real property and all per pupil funding.	\$ 1,340,000	-
Loans and bonds repaid in fiscal 2021.	<u>-</u>	<u>4,290,258</u>
Long-term debt	1,340,000	4,290,258
Less current installments	<u>(28,822)</u>	<u>(743,120)</u>
Long-term debt, excluding current installments	1,311,178	3,547,138
Less unamortized debt issuance costs	<u>(112,781)</u>	<u>(130,242)</u>
Long-term debt, excluding current installments and unamortized debt issuance costs	\$ <u>1,198,397</u>	<u>3,416,896</u>

The aggregate maturities of long-term debt for the five years following June 30, 2021 is as follows:

2022	\$ 28,822
2023	36,622
2024	38,977
2025	41,485
2026	<u>1,194,094</u>
	\$ <u>1,340,000</u>

BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL

Notes to Financial Statements, Continued

(10) Construction Loan

In January 2021, the School obtained a construction loan through Unitranche Capital Fund with maximum availability of \$9 million. The loan is to be used for the acquisition and renovation of a second school facility and to refinance existing debt. The loan matures 60 months from the closing date of the loan. The School will pay interest only for the first 12 months at an interest rate equal to the last published 5-year treasury constant maturity index plus 4.30%, and will be amortized over a 25 year period upon conversion to a term loan. As of June 30, 2021, the School has drawn \$4,804,844 from the balance of the loan, and paid \$194,274 towards issuance costs. The loan is secured by all real property of the School. Additionally, the loan contains restrictive covenants which among other things, requires the maintenance of liquid assets, a minimum net asset requirement and a debt service ratio. At June 30, 2021, the School was in compliance with those covenants.

(11) Promissory Note - Paycheck Protection Program

On April 22, 2020, the School received a Small Business Administration (SBA) loan under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) in the amount of \$1,250,000 with a 1% interest rate. During the year ended June 30, 2021, this loan was forgiven in its entirety by the SBA. As of June 30, 2021, the School recognized \$1,250,000 towards eligible expenses and is included as loan forgiveness - paycheck protection program in the accompanying statements of activities.

(12) Interest Rate Swap Agreements

The School uses interest rate swap agreements as cash flow hedges to eliminate the cash flow exposure of interest rate movements on variable rate debt. The School has swap agreements with KeyBank, where a portion of the variable rate debt relating to bonds payable, is converted to fixed rates. The estimated future liability under these swap agreements as of June 30, 2020 was \$22,760. The interest swap agreements were terminated during the year ended June 30, 2021.

(13) Line of Credit

The School has a line of credit with a maximum authorization of \$300,000. Advances against this line bear interest at a rate of prime (3.25% at June 30, 2021). Any borrowings are secured by assets of the School. There was \$300,000 outstanding at June 30, 2021.

The School previously held a line of credit that allowed maximum authorization of \$500,000. This line was closed during the year ended June 30, 2020.

BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL
Notes to Financial Statements, Continued

(14) Net Assets With Donor Restrictions

Net assets with donor restrictions at June 30, 2021 and 2020 are summarized as follows:

	<u>2021</u>	<u>2020</u>
STEM program	\$ 51,294	53,294
Strategic data training	<u>24,500</u>	<u>-</u>
	\$ <u>75,794</u>	<u>53,294</u>

(15) Pension Expense

The School participates in the New York State Teachers' Retirement System (the System), a cost-sharing, multiple-employer, defined benefit pension plan administered by the New York State Teacher's Retirement Board. The System provides retirement, disability, withdrawal and death benefits to plan members and beneficiaries as authorized by the Education Law and the Retirement and Social Security Law of the State of New York.

Plan members who joined the System before July 27, 1976 are not required to make contributions. Those joining after that date and before January 1, 2010, who have less than ten years of service or membership are required to contribute 3% of their annual salary. 3.5% of their annual salary for their entire working career. Those joining on or after April 1, 2012 are required to contribute 3% and 6%, dependent upon their salary for their entire working career.

Employers are required to contribute at an actuarially determined rate. Rates applicable to the fiscal years ended June 30, 2021 and 2020 were 9.53% and 8.86%, respectively. The total retirement contribution expense amounted to \$580,100 and \$471,036 for the years ended June 30, 2021 and 2020, respectively.

(16) Concentration of Credit Risk

The School receives a substantial portion of its funding from school districts where students reside. One school district comprised approximately 69% and 84% of total revenue and support for the years ended June 30, 2021 and 2020, respectively.

BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL

Notes to Financial Statements, Continued

(17) Commitments

The School leases various office equipment and vehicles under operating leases that expire at various dates through August 2023. Total leasing expenses amounted to \$40,422 and \$26,570 for the years ended June 30, 2021 and 2020, respectively, and is included in the accompanying statements of functional expenses. Future minimum lease payments under these arrangements are as follows:

2022	\$ 18,286
2023	17,806
2024	<u>2,968</u>
	\$ <u>39,060</u>

(18) Contingency

The School has received grants which are subject to audit by agencies of the State and Federal government. Such audits may result in disallowances and a request for a return of funds. Based on prior experience, the School's administration believes that disallowances, if any, will be immaterial.

The School is involved in various litigation arising in the normal course of business. Management believes that any financial responsibility that may be incurred in settlement of such litigation would not be material to the School's financial position.

(19) Functional Expenses

The School is dedicated to providing quality education to a diverse body of students in the Buffalo region of New York State. The financial statements report certain categories of expenses that are attributed to both program and supporting functions. Therefore, allocation on a reasonable basis that is consistently applied is required. The expenses that are allocated include utilities, repairs and maintenance, insurance and depreciation. Other expenses such as salaries and wages, benefits, payroll taxes, other purchased services, student services, supplies, office expenses and other expenses, which are allocated on the basis of estimates of time and effort for each category.

BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL

Combining Schedule of Financial Position

June 30, 2021

<u>Assets</u>	<u>BASCS</u>	<u>BASCS II</u>	<u>Eliminations</u>	<u>Total</u>
Current assets:				
Cash and equivalents:				
Unrestricted	\$ 1,275,231	82,487	-	1,357,718
Restricted - extraclassroom funds	8,924	-	-	8,924
Grants and other receivables	810,226	731,449	-	1,541,675
Prepaid expenses	87,399	-	-	87,399
Due from related entity	897,604	417,164	(1,314,768)	-
Inventory	116,465	2,883	-	119,348
Total current assets	<u>3,195,849</u>	<u>1,233,983</u>	<u>(1,314,768)</u>	<u>3,115,064</u>
Property and equipment, at cost	14,349,699	60,684	-	14,410,383
Less accumulated depreciation and amortization	<u>(2,824,391)</u>	<u>(13,131)</u>	<u>-</u>	<u>(2,837,522)</u>
Net property and equipment	<u>11,525,308</u>	<u>47,553</u>	<u>-</u>	<u>11,572,861</u>
Other assets:				
Deposits	3,158	-	-	3,158
Debt service reserve fund	232,064	-	-	232,064
Escrow account	76,173	-	-	76,173
Total other assets	<u>311,395</u>	<u>-</u>	<u>-</u>	<u>311,395</u>
Total assets	<u>\$ 15,032,552</u>	<u>1,281,536</u>	<u>(1,314,768)</u>	<u>14,999,320</u>
<u>Liabilities and Net Assets</u>				
Current liabilities:				
Accounts payable	289,997	93,537	-	383,534
Accrued payroll and benefits	777,090	63,428	-	840,518
Line of credit	300,000	-	-	300,000
Extraclassroom funds	8,924	-	-	8,924
Deferred revenue	425,000	-	-	425,000
Due to related entity	411,230	903,538	(1,314,768)	-
Current installments on long-term debt	28,822	-	-	28,822
Total current liabilities	<u>2,241,063</u>	<u>1,060,503</u>	<u>(1,314,768)</u>	<u>1,986,798</u>
Long-term liabilities:				
Construction loan	4,610,270	-	-	4,610,270
Long-term debt, excluding current installments and net of unamortized debt issuance costs	<u>1,198,397</u>	<u>-</u>	<u>-</u>	<u>1,198,397</u>
Total long-term liabilities	<u>5,808,667</u>	<u>-</u>	<u>-</u>	<u>5,808,667</u>
Total liabilities	<u>8,049,730</u>	<u>1,060,503</u>	<u>(1,314,768)</u>	<u>7,795,465</u>
Net assets:				
Net assets without donor restrictions	6,907,028	221,033	-	7,128,061
Net assets with donor restrictions	<u>75,794</u>	<u>-</u>	<u>-</u>	<u>75,794</u>
Total net assets	<u>6,982,822</u>	<u>221,033</u>	<u>-</u>	<u>7,203,855</u>
Total liabilities and net assets	<u>\$ 15,032,552</u>	<u>1,281,536</u>	<u>(1,314,768)</u>	<u>14,999,320</u>

BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL
Combining Schedule of Activities
Year ended June 30, 2021

	<u>BASCS</u>	<u>BASCS II</u>	<u>Eliminations</u>	<u>Total</u>
Change in net assets without donor restrictions:				
Revenue and other support:				
Public school districts:				
Resident student enrollment	\$ 11,762,249	839,822	-	12,602,071
Students with disabilities	451,486	31,166	-	482,652
Grants and contracts:				
Federal grants	1,052,325	1,075,544	-	2,127,869
State and local grants	240,994	26,007	-	267,001
Loan forgiveness - paycheck protection program	1,250,000	-	-	1,250,000
Contributions	313,700	-	-	313,700
Shared services	668,850	-	(668,850)	-
Other income	8,249	7,776	-	16,025
Net assets released from restrictions	<u>2,000</u>	<u>-</u>	<u>-</u>	<u>2,000</u>
Total revenue and other support	<u>15,749,853</u>	<u>1,980,315</u>	<u>(668,850)</u>	<u>17,061,318</u>
Expenses:				
Program services:				
Regular education	9,757,673	1,394,514	(643,250)	10,508,937
Special education	300,322	61,651	(6,400)	355,573
Other programs	<u>408,191</u>	<u>33,624</u>	<u>-</u>	<u>441,815</u>
Total program services	10,466,186	1,489,789	(649,650)	11,306,325
Supporting services - management and general	<u>2,407,525</u>	<u>269,493</u>	<u>(19,200)</u>	<u>2,657,818</u>
Total expenses	<u>12,873,711</u>	<u>1,759,282</u>	<u>(668,850)</u>	<u>13,964,143</u>
Change in net assets without donor restrictions	<u>2,876,142</u>	<u>221,033</u>	<u>-</u>	<u>3,097,175</u>
Change in net assets with donor restrictions:				
Contributions	24,500	-	-	24,500
Net assets released from restrictions	<u>(2,000)</u>	<u>-</u>	<u>-</u>	<u>(2,000)</u>
Change in net assets with donor restrictions	<u>22,500</u>	<u>-</u>	<u>-</u>	<u>22,500</u>
Change in net assets	2,898,642	221,033	-	3,119,675
Net assets at beginning of year	<u>4,084,180</u>	<u>-</u>	<u>-</u>	<u>4,084,180</u>
Net assets at end of year	<u>\$ 6,982,822</u>	<u>221,033</u>	<u>-</u>	<u>7,203,855</u>

BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL I
Combining Schedule of Functional Expenses
Year ended June 30, 2021

		Program Services				Supporting Services	
	No. of <u>positions</u>	Regular <u>education</u>	Special <u>education</u>	Other <u>programs</u>	<u>Total</u>	Management and <u>general</u>	<u>Total</u>
Personnel services costs:							
Instructional personnel	110	\$ 4,732,897	160,405	258,651	5,151,953	-	5,151,953
Non-instructional personnel	20	962,944	-	-	962,944	-	962,944
Administrative personnel	23	-	-	-	-	1,387,541	1,387,541
Total salaries and staff	<u>153</u>	5,695,841	160,405	258,651	6,114,897	1,387,541	7,502,438
Fringe benefits and payroll taxes		1,107,809	31,198	50,306	1,189,313	269,869	1,459,182
Retirement		404,765	11,399	18,381	434,545	98,603	533,148
Legal services		-	-	-	-	75,463	75,463
Accounting and auditing fees		-	-	-	-	12,050	12,050
Other professional services		218,255	35,764	-	254,019	62,572	316,591
Repairs and maintenance		168,400	8,019	-	176,419	24,057	200,476
Insurance		145,009	5,618	2,401	153,028	25,265	178,293
Utilities		171,660	8,175	-	179,835	24,522	204,357
Supplies and materials		180,139	-	-	180,139	84,262	264,401
Equipment and furnishings		113,074	-	15,056	128,130	-	128,130
Professional development		68,757	-	-	68,757	-	68,757
Marketing and recruitment		-	-	-	-	74,734	74,734
Technology		540,671	4,688	-	545,359	14,063	559,422
Student services		62,614	-	5,887	68,501	-	68,501
Office expense		35,879	330	3,118	39,327	22,414	61,741
Travel and parking		279	-	-	279	33,516	33,795
Other expenses		-	-	54,391	54,391	94,420	148,811
Depreciation		513,021	24,430	-	537,451	73,287	610,738
Bad debt expense		125,000	-	-	125,000	-	125,000
Interest		206,500	10,296	-	216,796	30,887	247,683
Total expenses		<u>\$ 9,757,673</u>	<u>300,322</u>	<u>408,191</u>	<u>10,466,186</u>	<u>2,407,525</u>	<u>12,873,711</u>

BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL II
Combining Schedule of Functional Expenses
Year ended June 30, 2021

	<u>Program Services</u>					<u>Supporting Services</u>	
	<u>No. of positions</u>	<u>Regular education</u>	<u>Special education</u>	<u>Other programs</u>	<u>Total</u>	<u>Management and general</u>	<u>Total</u>
Personnel services costs:							
Instructional personnel	18	\$ 494,944	49,352	15,842	560,138	-	560,138
Non-instructional personnel	5	37,850	-	-	37,850	-	37,850
Administrative personnel	8	-	-	-	-	93,857	93,857
Total salaries and staff	<u>31</u>	532,794	49,352	15,842	597,988	93,857	691,845
Fringe benefits and payroll taxes		43,265	2,580	15,759	61,604	54,356	115,960
Retirement		35,457	2,794	1,223	39,474	7,478	46,952
Other professional services		511,104	-	-	511,104	-	511,104
Rent		134,400	6,400	-	140,800	19,200	160,000
Supplies and materials		5,712	-	-	5,712	15,646	21,358
Professional development		22,004	-	-	22,004	-	22,004
Marketing and recruitment		-	-	-	-	68,207	68,207
Technology		92,877	-	-	92,877	-	92,877
Student services		5,872	-	800	6,672	-	6,672
Office expense		-	-	-	-	3,894	3,894
Other expenses		-	-	-	-	2,279	2,279
Depreciation		11,030	525	-	11,555	1,576	13,131
Total expenses		<u>\$ 1,394,515</u>	<u>61,651</u>	<u>33,624</u>	<u>1,489,790</u>	<u>266,493</u>	<u>1,756,283</u>

INDEPENDENT AUDITORS' 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

The Board of Trustees
Buffalo Academy of Science Charter School
Buffalo, New York:

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 Buffalo Academy of Science Charter School (a nonprofit organization) (the School), which comprise the statements of financial position as of June 30, 2021, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to financial statements, and have issued our report thereon dated November 1, 2021.

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 School'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 may exist that have not been identified.

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.

EFPR Group, CPAs, PLLC

Williamsville, New York
November 1, 2021



Annual Financial Statement Audit Report

for Board of Regents Authorized Charter Schools

School Name:	Buffalo Academy of Science Charter School II
Date (Report is due Nov. 1):	November 1, 2021
Primary District of Location (If NYC select NYC DOE):	Buffalo City School District
If located in NYC DOE select CSD:	-
School Fiscal Contact Name:	Karen Burhans, CPA
School Fiscal Contact Email:	[REDACTED]
School Fiscal Contact Phone:	[REDACTED]
School Audit Firm Name:	EFPR Group, LLP
School Audit Contact Name:	Brian Sawma, CPA
School Audit Contact Email:	[REDACTED]
School Audit Contact Phone:	[REDACTED]
Audit Period:	2020-21
Prior Year:	2019-20

The following items are required to be included:

- 1.) The independent auditor's report on financial statements and notes.
- 2.) Excel template file containing the Financial Position, Statement of Activities, Cash Flow and Functional Expenses worksheets.
- 3.) Reports on internal controls over financial reporting and on compliance.

The additional items listed below should be included if applicable. Please explain the reason(s) if the items are not included. Examples might include: a written management letter was not issued; the school did not expend federal funds in excess of the Single Audit Threshold of \$750,000; the management letter response will be submitted by the following date (should be no later than 30 days from the submission of the report); etc.

Item	If not included, state the reason(s) below (if not applicable fill in N/A):
Management Letter	N/A
Management Letter Response	N/A
Form 990	Extended
Federal Single Audit (A-133)	Not available yet - to be uploaded after 11/1/2021
Corrective Action Plan	N/A

Buffalo Academy of Science Charter School II
Statement of Financial Position
as of June 30

	<u>2021</u>	<u>2020</u>
<u>CURRENT ASSETS</u>		
Cash and cash equivalents	\$ 1,284,155	\$ 244,312
Grants and contracts receivable	810,226	359,151
Accounts receivables	-	-
Prepaid Expenses	87,399	-
Contributions and other receivables	-	-
Other current assets	<u>1,014,069</u>	<u>99,164</u>
TOTAL CURRENT ASSETS	3,195,849	702,627
<u>NON-CURRENT ASSETS</u>		
Property, Building and Equipment, net	\$ 11,525,308	\$ 10,139,844
Restricted Cash	232,064	-
Security Deposits	3,158	13,158
Other Non-Current Assets	<u>76,173</u>	<u>76,158</u>
TOTAL NON-CURRENT ASSETS	11,836,703	10,229,160
TOTAL ASSETS	<u>15,032,552</u>	<u>10,931,787</u>
<u>CURRENT LIABILITIES</u>		
Accounts payable and accrued expenses	\$ 289,997	\$ 145,896
Accrued payroll, payroll taxes and benefits	777,090	1,087,784
Current Portion of Loan Payable	28,822	743,120
Due to Related Parties	-	-
Refundable Advances	-	-
Deferred Revenue	425,000	-
Other Current Liabilities	<u>308,924</u>	<u>181,151</u>
TOTAL CURRENT LIABILITIES	1,829,833	2,157,951
<u>LONG-TERM LIABILITIES</u>		
Loan Payable; Due in More than One Year	\$ 5,808,667	\$ 4,689,656
Deferred Rent	-	-
Due to Related Party	411,230	-
Other Long-Term Liabilities	<u>-</u>	<u>-</u>
TOTAL LONG-TERM LIABILITIES	6,219,897	4,689,656
TOTAL LIABILITIES	<u>8,049,730</u>	<u>6,847,607</u>
<u>NET ASSETS</u>		
Unrestricted	\$ 6,907,028	\$ 4,030,886
Temporarily restricted	75,794	53,294
Permanently restricted	<u>-</u>	<u>-</u>
TOTAL NET ASSETS	<u>6,982,822</u>	<u>4,084,180</u>
TOTAL LIABILITIES AND NET ASSETS	<u>15,032,552</u>	<u>10,931,787</u>

Buffalo Academy of Science Charter School II
Statement of Activities
as of June 30

	2021			2020
	Unrestricted	Temporarily Restricted	Total	Total
OPERATING REVENUE				
State and Local Per Pupil Revenue - Reg. Ed	\$ 11,762,249	\$ -	\$ 11,762,249	\$ 10,171,589
State and Local Per Pupil Revenue - SPED	451,486	-	451,486	291,453
State and Local Per Pupil Facilities Revenue	-	-	-	-
Federal Grants	2,302,325	-	2,302,325	341,566
State and City Grants	240,994	-	240,994	277,423
Other Operating Income	8,249	-	8,249	42,004
Food Service/Child Nutrition Program	-	-	-	-
TOTAL OPERATING REVENUE	14,765,303	-	14,765,303	11,124,035
EXPENSES				
Program Services				
Regular Education	\$ 9,757,673	\$ -	\$ 9,757,673	\$ 9,055,184
Special Education	300,322	-	300,322	316,563
Other Programs	408,191	-	408,191	117,310
Total Program Services	10,466,186	-	10,466,186	9,489,057
Management and general	2,407,525	-	2,407,525	1,763,361
Fundraising	-	-	-	-
TOTAL EXPENSES	12,873,711	-	12,873,711	11,252,418
SURPLUS / (DEFICIT) FROM OPERATIONS	1,891,592	-	1,891,592	(128,383)
SUPPORT AND OTHER REVENUE				
Interest and Other Income	\$ -	\$ -	\$ -	\$ -
Contributions and Grants	313,700	24,500	338,200	259,845
Fundraising Support	-	-	-	-
Investments	-	-	-	-
Donated Services	-	-	-	-
Other Support and Revenue	668,850	-	668,850	(17,963)
TOTAL SUPPORT AND OTHER REVENUE	982,550	24,500	1,007,050	241,882
Net Assets Released from Restrictions / Loss on Disposal of Assets	\$ -	\$ -	\$ -	\$ -
CHANGE IN NET ASSETS	2,874,142	24,500	2,898,642	113,499
NET ASSETS - BEGINNING OF YEAR	\$ 4,030,886	\$ 53,294	\$ 4,084,180	\$ 3,970,681
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-
NET ASSETS - END OF YEAR	\$ 6,905,028	\$ 77,794	\$ 6,982,822	\$ 4,084,180

Buffalo Academy of Science Charter School II
Statement of Cash Flows

as of June 30

	<u>2021</u>	<u>2020</u>
CASH FLOWS - OPERATING ACTIVITIES		
Increase (decrease) in net assets	\$ 3,119,675	\$ 113,499
Revenues from School Districts		-
Accounts Receivable	-	-
Due from School Districts	-	-
Depreciation	760,046	507,504
Grants Receivable	-	-
Due from NYS	-	-
Grant revenues	(1,307,524)	(203,039)
Prepaid Expenses	(87,399)	-
Accounts Payable	237,638	(91,680)
Accrued Expenses	(247,266)	(198,732)
Accrued Liabilities	-	-
Contributions and fund-raising activities	-	-
Miscellaneous sources	-	-
Deferred Revenue	425,000	-
Interest payments	-	-
Other	(1,250,000)	-
Other	114,816	(30,519)
NET CASH PROVIDED FROM OPERATING ACTIVITIES	<u>\$ 1,764,986</u>	<u>\$ 97,033</u>
CASH FLOWS - INVESTING ACTIVITIES	\$	\$
Purchase of equipment	(2,056,886)	(4,264,978)
Other	-	-
NET CASH PROVIDED FROM INVESTING ACTIVITIES	<u>\$ (2,056,886)</u>	<u>\$ (4,264,978)</u>
CASH FLOWS - FINANCING ACTIVITIES	\$	\$
Principal payments on long-term debt	(4,465,258)	(1,784,950)
Other	6,108,794	5,635,543
NET CASH PROVIDED FROM FINANCING ACTIVITIES	<u>\$ 1,643,536</u>	<u>\$ 3,850,593</u>
NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS	\$ 1,351,636	\$ (317,352)
Cash at beginning of year	314,319	631,671
CASH AND CASH EQUIVALENTS AT END OF YEAR	<u><u>\$ 1,665,955</u></u>	<u><u>\$ 314,319</u></u>

Buffalo Academy of Science Charter School II
Statement of Functional Expenses
as of June 30

		2021							2020
No. of Positions		Program Services				Supporting Services			Total
		Regular Education	Special Education	Other Education	Total	Fundraising	Management and General	Total	
		\$	\$	\$	\$	\$	\$	\$	\$
Personnel Services Costs									
Administrative Staff Personnel	110.00		-	-	-	-	1,387,541	1,387,541	819,445
Instructional Personnel	20.00	4,732,897	160,405	258,651	5,151,953	-	-	5,151,953	4,868,407
Non-Instructional Personnel	23.00	962,944	-	-	962,944	-	-	962,944	1,295,316
Total Salaries and Staff	153.00	5,695,841	160,405	258,651	6,114,897	-	1,387,541	7,502,438	6,983,168
Fringe Benefits & Payroll Taxes		1,107,809	31,198	50,306	1,189,313	-	269,869	1,459,182	1,280,001
Retirement		404,765	11,399	18,381	434,545	-	98,603	533,148	471,036
Management Company Fees		-	-	-	-	-	-	-	-
Legal Service		-	-	-	-	-	75,463	75,463	48,137
Accounting / Audit Services		-	-	-	-	-	12,050	12,050	11,950
Other Purchased / Professional / Consulting Services		218,255	35,764	-	254,019	-	62,572	316,591	218,289
Building and Land Rent / Lease		-	-	-	-	-	-	-	-
Repairs & Maintenance		168,400	8,019	-	176,419	-	24,057	200,476	175,074
Insurance		145,009	5,618	2,401	153,028	-	25,265	178,293	139,817
Utilities		171,660	8,175	-	179,835	-	24,522	204,357	158,970
Supplies / Materials		180,139	-	-	180,139	-	84,262	264,401	270,431
Equipment / Furnishings		113,074	-	15,056	128,130	-	-	128,130	60,522
Staff Development		68,757	-	-	68,757	-	-	68,757	114,453
Marketing / Recruitment		-	-	-	-	-	74,734	74,734	90,856
Technology		540,671	4,688	-	545,359	-	14,063	559,422	233,553
Food Service		-	-	-	-	-	-	-	-
Student Services		62,614	330	5,887	68,831	-	-	68,831	164,469
Office Expense		35,879	-	3,118	38,997	-	22,414	61,411	51,403
Depreciation		513,021	24,430	-	537,451	-	73,287	610,738	475,895
OTHER		331,779	10,296	54,391	396,466	-	158,823	555,289	304,394
Total Expenses		\$ 9,757,673	\$ 300,322	\$ 408,191	\$ 10,466,186	\$ -	\$ 2,407,525	\$ 12,873,711	\$ 11,252,418

July 2021							January 2022							Teacher Days/Days Students are In Attendance							
S	M	T	W	R	F	S	S	M	T	W	R	F	S	Month	Tchr	Pk-8	HS	Month	Tchr	Pk-8	HS
4	5	6	7	8	9	10	2	3	4	5	6	7	8	Aug	2	0	0	Feb	15	15	15
11	12	13	14	15	16	17	9	10	11	12	13	14	15	Sept	21	17	17	Mar	23	23	23
18	19	20	21	22	23	24	16	17	18	19	20	21	22	Oct	20	20	20	Apr	15	15	15
25	26	27	28	29	30	31	23	24	25	26	27	28	29	Nov	19	18	18	May	20	20	20
							30	31						Dec	16	16	16	June	17	16	
														Jan	20	20	16	Total	90	89	82
														Total	98	91	87	Total	188	180	169
August 2021							February 2022							Total Teacher Days							
S	M	T	W	R	F	S	S	M	T	W	R	F	S	Total Actual student days				Total number of hours of instruction			
1	2	3	4	5	6	7	1	2	3	4	5										
8	9	10	11	12	13	14	6	7	8	9	10	11	12								
15	16	17	18	19	20	21	13	14	15	16	17	18	19								
22	23	24	25	26	27	28	20	21	22	23	24	25	26								
29	30	31					27	28													
September 2021							March 2022							Credited Student days							
S	M	T	W	R	F	S	S	M	T	W	R	F	S	Important Days							
5	6	7	8	9	10	11	6	7	8	9	10	11	12	July 12 Buffalo Academy of Summer starts							
12	13	14	15	16	17	18	13	14	15	16	17	18	19	Aug 5 Last day of Summer School							
19	20	21	22	23	24	25	20	21	22	23	24	25	26	Aug 26 - 27 New Teacher Orientation							
26	27	28	29	30			27	28	29	30	31			Aug 30 - Sep 7 Summer Staff Orientation							
														Sep 8 First full day for all students and staff							
														Oct 8 1st Five Week Progress Reports							
														Oct 11 Indigenous Peoples Day (School closed)							
														Nov 2 Teacher Data Day 1/2 day(no students)							
														Nov 6 BuffSci Fall Conference							
														Nov 11 Veterans Day (School closed)							
														Nov 12 Q1 Ends							
														Nov 24 Half Day for Students							
														Nov 25 - 26 Thanksgiving (School closed)							
														Dec 17 2nd Five Week Progress Reports							
														Dec 23-31 Holiday Break (School closed)							
														Jan 17 MLK day (School closed)							
														Jan 25 - 28 High School Regent Exams							
														Jan 28 Q2 Ends							

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

Name:

Lashunda Leslie-Smith

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

Buff Sci

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

member.

2. Are you an employee of any school operated by the education corporation?
 Yes X 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.

No.

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.

No.

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?

No.

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
<p><i>Please write "None" if applicable. Do not leave this space blank.</i></p> <p>_____</p>	<p>None_____</p>	_____	_____

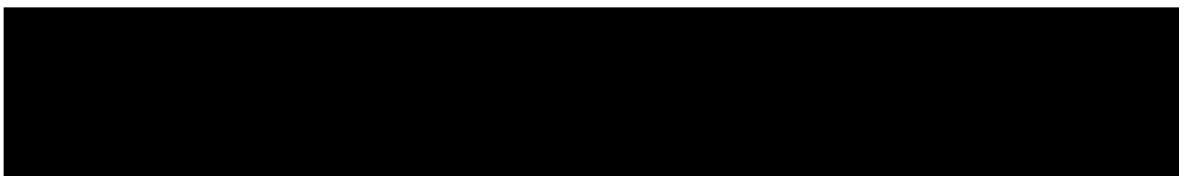
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation 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>				
		none		


Signature

7/1/21
Date

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 Proposed Board of
Trustees Member**

Name:

Betty Jean Grant

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

Buffalo Science Academy Charter School

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

Member

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? NO

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? NO

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? NO

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>none</i>		
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

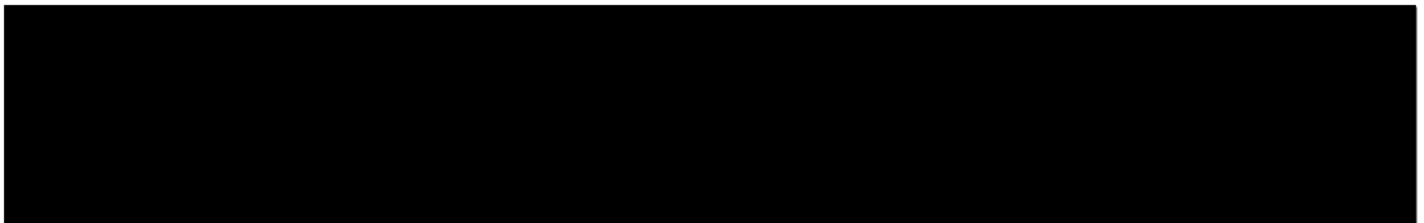
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation 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." *None*

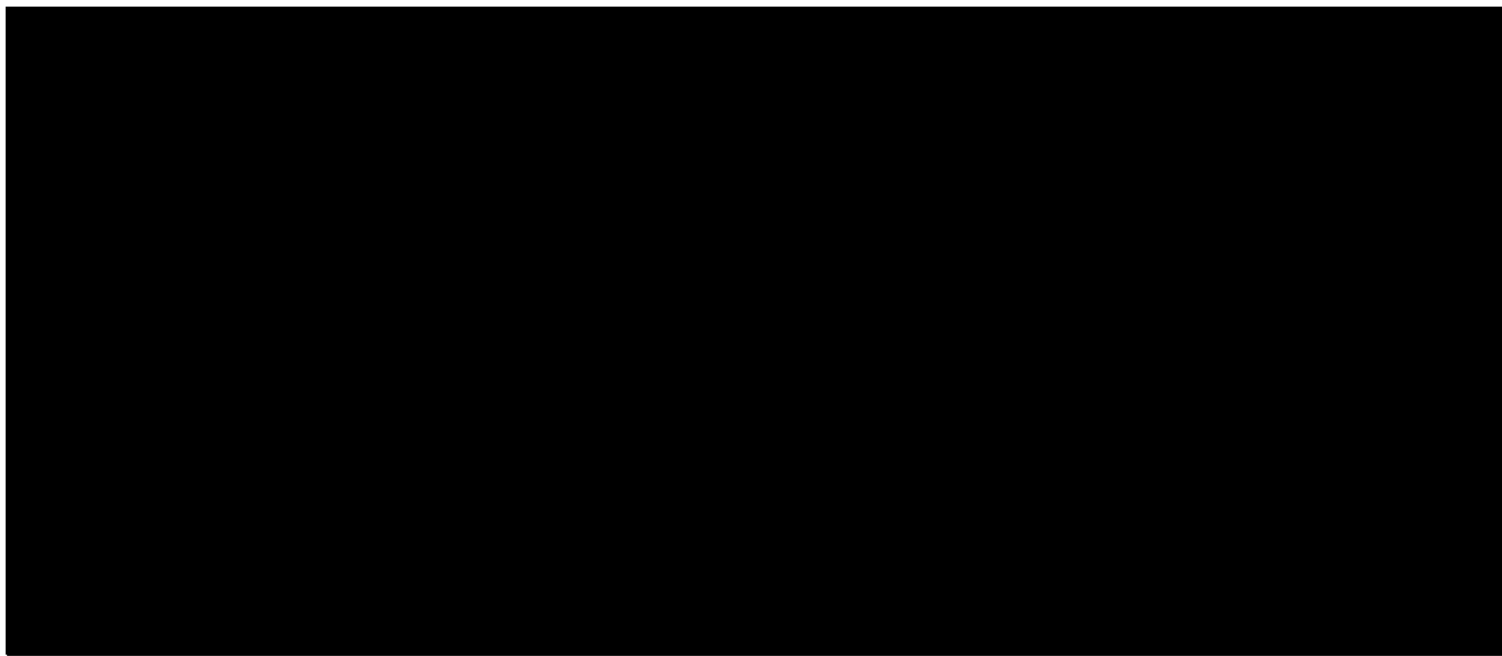
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps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

Betty Jean Cant
Signature

8-20-21
Date

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 Proposed Board of Trustees Member

Name:

Ismet Mamnoon

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

Buffalo Academy of Science Charter School

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

President of the Board

2. Are you an employee of any school operated by the education corporation?
____ Yes ___X___ 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.

No

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.

No

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.

No

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
Please write	"None" if applicable. NONE	Do not leave	this space blank.

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>				
	NONE			

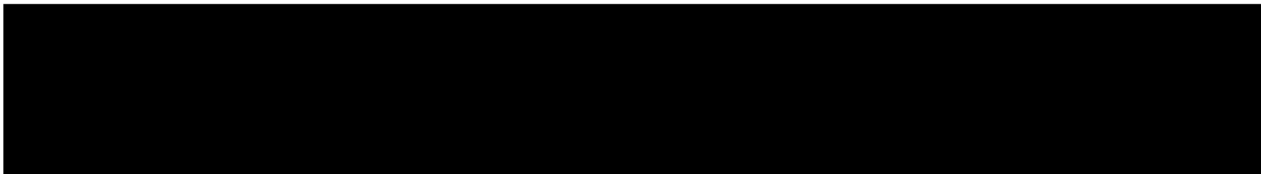
J. Morrison

August 11, 2021

Signature

Date

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 Proposed Board of
Trustees Member**

Name:

David J. Banks

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

Buffalo Academy of Science Charter School

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

member

2. Are you an employee of any school operated by the education corporation?
 Yes X 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.

no

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.

no

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?

no

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.

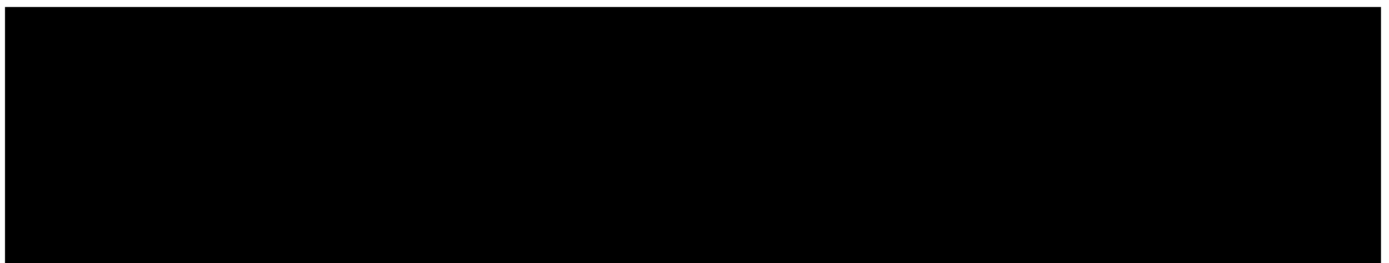
Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>None</i> Please write "None" if applicable. Do not leave this space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

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
None				
Please write "None" if applicable. Do not leave this space blank.				

Christy Banks Aug 18, 2021
Signature Date

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 Proposed Board of Trustees Member

Name:

Mustafa Gokcek

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

Buffalo Academy of Science Charter School

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

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.

No.

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.

No

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.

No

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
Sept 2015-June 2016 <i>Please write "None" if applicable</i>	Employee - Teacher	Excused myself from all discussions/ decisions related with staff	Hulya Gokcek - spouse
<i>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
None.				
<i>Please write "None" if applicable. Do not leave this space blank.</i>				



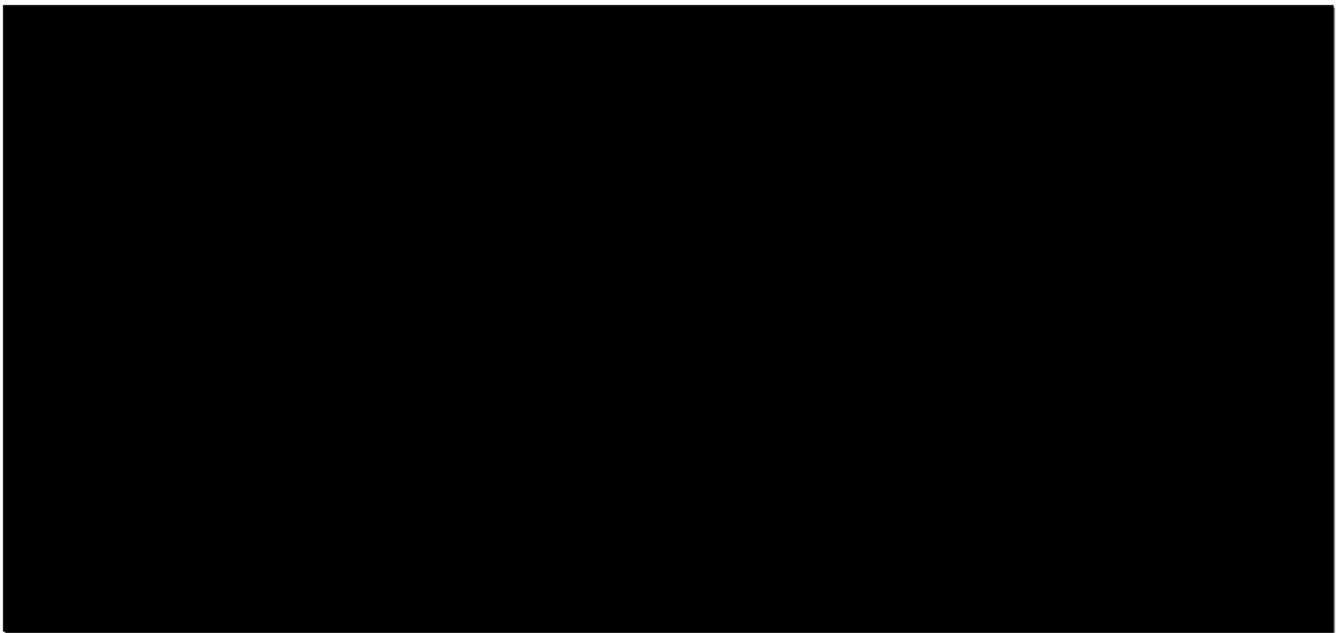
Signature

08/16/2021

Date

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 Proposed Board of Trustees Member

Name: Selcuk Acar

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

Buffalo Academy of Science Charter School

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

Member, President (previously)

2. Are you an employee of any school operated by the education corporation?
____ **Yes** __X__ **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.

No

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

No

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?

No

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
09/09/2013-06/26/2014	My wife worked for the BASCS as a part-time school counselor	Employment starter before my tenure and I was not involved in hiring or termination	Nur Cayirdag Acar

		process in terms of voting or else.	
--	--	-------------------------------------	--

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
None				

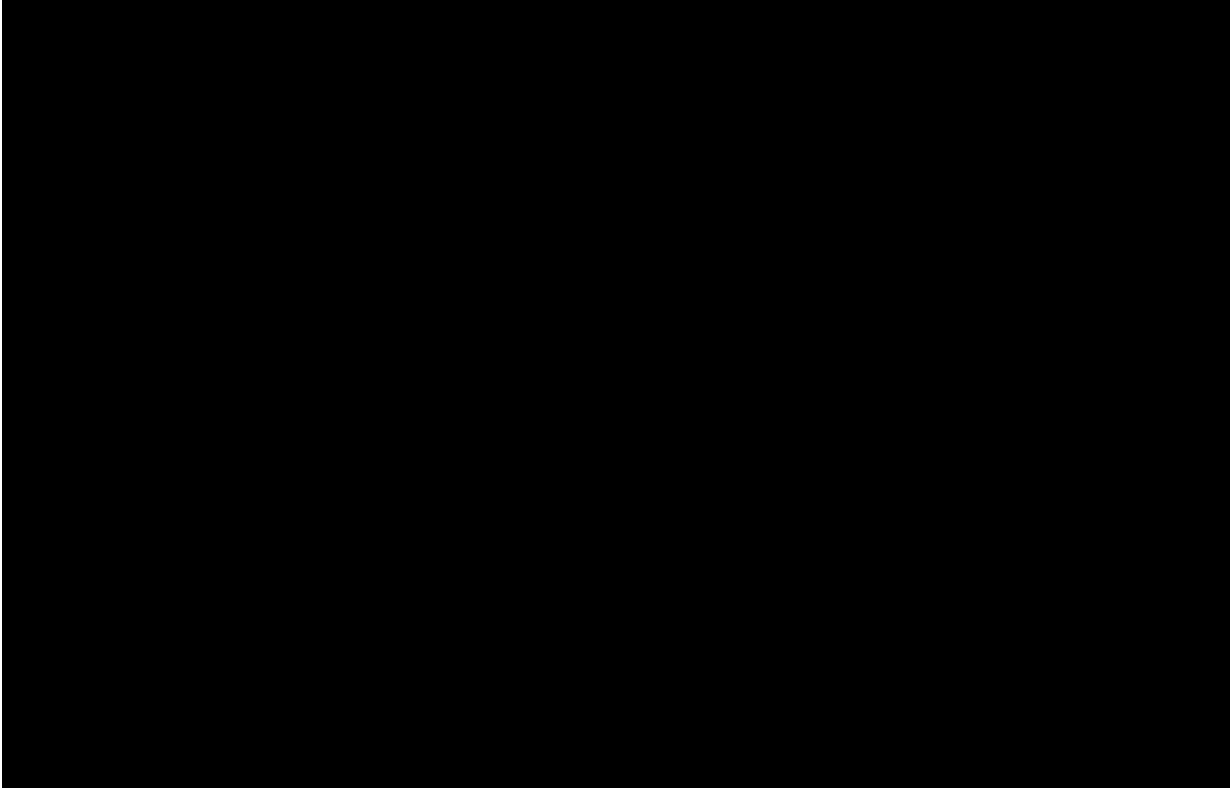
SAcar

8/20/2021

Signature

Date

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.



SAcar

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

Name:

Karen Wallace

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

Buffalo Academy of Science Charter School

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

NA

2. Are you an employee of any school operated by the education corporation?
 Yes X 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?

No

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?

No

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?

No

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

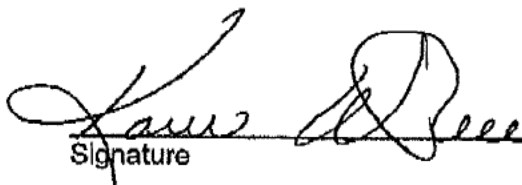
If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.


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> None			

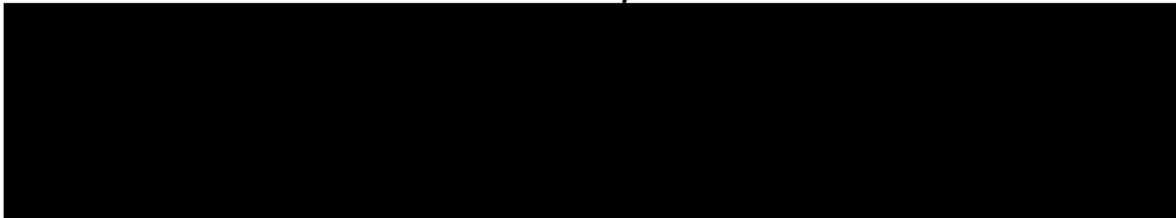
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation 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

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.





**BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL
Board of Trustees Regular Meeting Minutes
[190 Franklin Street, Buffalo, NY 14202]
Virtual Meeting via ZOOM
May 19, 2021**

Attending Members: Dr. David Banks, Mr. Bernard Freedman, Dr. Mustafa Gokcek, Ms. Ismet Mamnoon, and Dr. Selcuk Acar

Excused Members: Mrs. Betty Jean Grant

Staff Members: Dr. Joseph B. Polat, Ms. Ginger Ragland and Ms. Kortni Burg

Guests Present: Mrs. Karen Wallace and Mrs. Lashonda Smith

A quorum being present, Dr. Banks called the meeting to order at 5:13PM.

M.05.19.2021.1 Mr. Freedman moved, seconded by Dr. Gokcek to vote on the new Board Member, Karen Wallace. Motion carried unanimously.

Rollcall vote to elect Mrs. Karen Wallace to the Board of Trustees, effective May 19, 2021.

Acar - Absent

Gokcek - Aye

Banks - Aye

Grant - Absent

Freedman - Aye

Mamnoon - Aye

Vote passes unanimously to add Mrs. Wallace to the Board of Trustees.

INTRODUCTION OF GUEST

Mrs. Lashonda Smith of Rochester, NY has a background working with charter schools as a parent and a board member. Mrs. Smith is a prospective candidate for the RocSci BoT membership.

EXECUTIVE DIRECTOR'S REPORT

❖ **Admissions and Enrollment** updates given by Kortni Burg, Outreach & Admissions Coordinator

- Goal of 1000 applications reached
 - 355 open seats; 213 new students with all documents received
 - Enroll Buffalo Charters (EBC) compiled comprehensive report of application process BuffSci received the most applications of all the charters in the EBC
-

system high demand for attendance at BuffSci; Kindergarten and 9th grades received 100 more applications than available seats

- 20% enrollment for ELL students has been met at BuffSci II
- EBC report and 3-year comparison data will be compiled and forwarded to BoT members for review

❖ **RocSci updates:**

- Website for Rochester application has been created
- Facebook page and website for RocSci has been created
- Survey for Rochester parents has been created
- 7000 recruitment flyers have been created for distribution in downtown Rochester area
- Weekly meetings by application team; 3 potential sites visited in Rochester for potential school locations

❖ **Mission Statement update**

- Shortened version of mission statement being prepared for RocSci application
- 2 options presented for BoT review
 - Final decision can be made in June meeting for submission to NYS by July 12th application deadline

❖ **Buffalo Academy of Summer** – summer school program to run for 4 weeks in July and August

- Approximately 500 students to participate
- Total cost for program is approximately \$270K to be covered with COVID relief funds

❖ **2021 Graduation Ceremonies** to take place at Canalside in downtown Buffalo
Seniors graduate; 8th grade moving up program

❖ **2021-2022 Academic Calendar** near completion

- Summer School runs July 12th – August 6th
- PD week for staff is August 30th through September 7th
- First day of school for students is September 8th
- Spring break is one week earlier (in alignment with BPSD break to avoid transportation conflicts)
- Former “Columbus Day” now referred to as “Indigenous Peoples’ Day”
- Juneteenth holiday added to calendar (observed June 20, 2022)
- 2 Saturday PD sessions scheduled for teachers

❖ **Facilities** updates

- Doat St. project is on track for opening in August

- Hertel facility: City of Buffalo would like asking price for property; architect will inspect building and give appraisal to BoT; BoT can determine what the new offer for property should be made
- Rochester: 3 facilities visited; 2 viable locations; building not needed until November (when application is expected to be approved)

FINANCIAL UPDATES

❖ COVID- related Funds – ARP & CRRSA

- \$6.3M combined allocation for both schools
- Restricted funds over 2-year period (may be extended for 3rd year)
- Need to submit proposed budget to state
 - Proposed spending for Support Teachers, Afterschool Programming, Summer School programming and additional student supports
 - BoT input would be appreciated as this is a large sum of money to spend

❖ Retirement Plans for Non-teaching Staff: NYSLRS Draft presented for Board to review

- Total cost to school would be ~\$133K annually (less than 1% of school budget)
- BoT would like quotes for other plans to consider

❖ Purchase Policy update: ED presented revised policy for BoT review and discussion

- Further revise policy to reflect
 - Purchases under \$25K do not need BoT approval
 - Purchases between \$10K and \$25K require 3 quotes (or written document to show “best value” was chosen)
 - Purchases above \$25K require BoT approval

❖ Financial Reports will be presented to BoT in June meeting as end-of-year summary

Summer Board Retreat possible dates and program to be discussed and scheduled; ED to recommend dates in July/August.

June meeting to be held at 100 Poplar on June 23rd.

BoT members to complete forms for RocSci application. Application needs to be submitted to state by July 12th.

EXECUTIVE SESSION

M.05.19.2021.2 Dr. Acar moved, seconded by [REDACTED], to close the general meeting and move into Executive Session at **6:22PM**. Motion carried unanimously.

*Ragland and Polat exited the meeting.

ADJOURNMENT

M.05.19.2021.3 There being no further business of the Board, Dr. Acar moved, seconded by Dr. Gokcek, to end Executive Session and adjourn the meeting at 7:35PM. Motion carried unanimously.

Minutes recorded by Mrs. Staci A. Cameron.

Respectfully submitted,

Dr. Mustafa Gokcek
Board of Trustees Secretary

**BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL
Board of Trustees Regular Meeting Minutes
[190 Franklin Street, Buffalo, NY 14202]
Virtual Meeting via ZOOM
June 23, 2021**

Attending Members: Dr. David Banks, Dr. Mustafa Gokcek, Ms. Ismet Mamnoon, Mrs. Karen Wallace, Mrs. Betty Jean Grant and Dr. Selcuk Acar

Excused Members: Mr. Bernard Freedman

Staff Members: Dr. Joseph B. Polat, Ms. Ginger Ragland, Mr. Jay Ornek, Mr. Hakan Aktar and Mr. Murat Kucukdugenci

Guests Present: Mrs. LaShonda Leslie-Smith

A quorum being present, Dr. Acar called the meeting to order at 5:04PM.

INTRODUCTION OF GUEST

Mrs. LaShonda Leslie-Smith of Rochester, NY has a background working with charter schools as a parent and a board member. Mrs. Smith is a prospective candidate for the RocSci BoT membership.

EXECUTIVE DIRECTOR'S REPORT

❖ **RocSci updates:**

- Letter of Intent has been prepared for submission to SUNY
 - Revised mission, vision and key elements statements have been drafted for application
- Revised mission and vision statements accepted by BoT members as presented
 - Once merging of RASCS and BASCS occurs, statements will be adopted for use by both schools
 - If RASCS application is not approved, a material revision application for BASCS will be submitted to the NYS Board of Regents in December 2021

❖ **2021 Graduation Ceremonies** to take place at Canalside tomorrow (06/24/2021)

EXECUTIVE SESSION

M.06.23.2021.1 Dr. Acar moved, seconded by [REDACTED], to close the general meeting and move into Executive Session at **6:22PM**. Motion carried unanimously.

*Polat, Ragland, Kucukdugenci, Ornek, Aktar and Leslie-Smith excused from the meeting.

M.06.23.2021.2 Dr. Acar moved, seconded by [REDACTED], to close the executive session of the BoT meeting and return to General Session at **6:22PM**. Motion carried unanimously.

*Polat, Ragland, Kucukdugenci, Ornek, Aktar and Leslie-Smith returned to meeting.

BoT UPDATES

- ❖ Elections took place in Executive Session
 - Ms. Mamnoon will serve as new Board President
 - Dr. Banks will serve as new Vice President
 - Dr. Gokcek will continue to serve as Secretary
 - Dr. Acar will continue on BoT as active, voting member

FACILITIES UPDATES

- Doat St. project continues
- Work on HVAC system at Clare St. is complete
- Work at Poplar Ave. continues; project is on-track

FINANCIAL UPDATES – CFO Report

❖ Purchases

- Promethean Boards: only 1 provider in northeast region of the country so 3 quotes are not available➔ Promethean provided a letter to this effect for school's records
 - Quotes obtained for 22 white interactive boards from CDW (\$155K) and Promethean (\$190K)
 - Recommendation from CFO and Finance committee is to purchase through CDW, which provided the lowest bid
- Kitchen Equipment for BuffSci II: warming kitchen items need to be purchased
 - Quotes obtained for identical list items from Webstaurant (\$45,618), Tigerchef (\$47,748), Kittredge (\$47,853) and Flihan Company (\$54,744)
 - Recommendation from CFO and Finance committee is to purchase through Kittredge, even though it is not the lowest bid
 - Local company and guarantees delivery in 6 weeks
 - Previous relationship with school because they provided equipment for kitchen at Poplar Ave.
 - Flexible to work with for delivery schedule

- Security Camera Systems
 - Quotes obtained for identical equipment and scope of services from CTS (\$97,924), Security Smart (\$105,278) and Lantek Security (\$126,176)
 - Recommendation from CFO and Finance committee is to purchase through CTS, which provided the lowest bid

M.06.23.2021.3 Dr. Acar moved, seconded by Mrs. Grant, to vendors as recommended for the purchase of equipment. Promethean boards will be purchased through CDW; kitchen equipment will be purchased through Kittredge; and security camera systems will be purchased through CTS. Motion carried unanimously.

❖ **2021-2022 Budgets** presented for Board to review

- BuffSci Budget projection
 - Total revenues: \$16,373,005
 - Total Expenditures: \$5,638,739
- BuffSci II Budget projections
 - Total revenues: \$4.7 million
 - Total Expenditures: \$3.7 million
- **Considerations:** 1) How do BuffSci's teacher salaries compare to other charter schools teachers' salaries?; 2) Can we have an outside source do a study and provide comparison data for BoT to review?; 3) Is 3.5% annual increase sustainable over long-term (5-10 years)?; 4) What strategies can be taken to ensure salaries remain competitive yet sustainable?

❖ **Purchase Policy update:** ED presented revised policy for BoT review and discussion

- Further revise policy to reflect
 - Purchases under \$15K do not need BoT approval
 - Purchases between \$15K and \$25K require 3 quotes (or written document to show "best value" was chosen)
 - Purchases above \$25K require BoT approval

M.06.23.2021.4 Ms. Mamnoon, seconded by Mrs. Grant, to approve the updated Purchase Policy as revised. Motion carried unanimously.

NEW BoT MEMBER ELECTION

M.06.23.2021.5 Dr. Gokcek moved, seconded by Ms. Mamnoon to vote on the new Board Member, LaShonda Leslie-Smith. Motion carried unanimously.

Rollcall vote to elect Mrs. LaShonda Leslie-Smith to the Board of Trustees, effective June 23, 2021.

Acar - Aye	Gokcek – Aye	Wallace - Aye
Banks - Aye	Grant - Aye	
Freedman - Absent	Mamnoon - Aye	
Vote passes unanimously to add Mrs. Leslie-Smith to the Board of Trustees.		

ADDITIONAL PURCHASES

❖ Apple Devices

- MacBook Air (12 inch screen): 30 devices for teachers
 - Additional quotes are unavailable, as Apple is the sole provider → Apple provided a letter to this effect for school's records
- MacBook Pro (16 inch screen): 1 device to be used as server

M.06.23.2021.6 Dr. Gokcek moved, seconded by Dr. Banks to approve the purchase of Apple devices as presented. Motion carried unanimously.

❖ Furniture for BuffSci II

- Quotes obtained for identical items lists for chairs, storage units, carpets, desks, bookcases
 - Quote 1: Hertz (\$52,039), Mason (\$47,250), Eaton (\$62,057) & Pro Academy (\$53,713) → recommendation is Mason, which provides the lowest bid
 - Quote 2: Hertz (\$20,707), Mason (\$23,113), Eaton (\$29,967) & Pro Academy (\$29,317) → recommendation is Hertz, which provides the lowest bid
 - Quote 3: Hertz (\$31,163), Mason (\$31,890), Eaton (\$39,858) & Pro Academy (\$45,402) → recommendation is Hertz, which provides the lowest bid

M.06.23.2021.7 Dr. Gokcek moved, seconded by Dr. Banks to approve the purchase of furniture from the lowest bidders as presented. Motion carried unanimously.

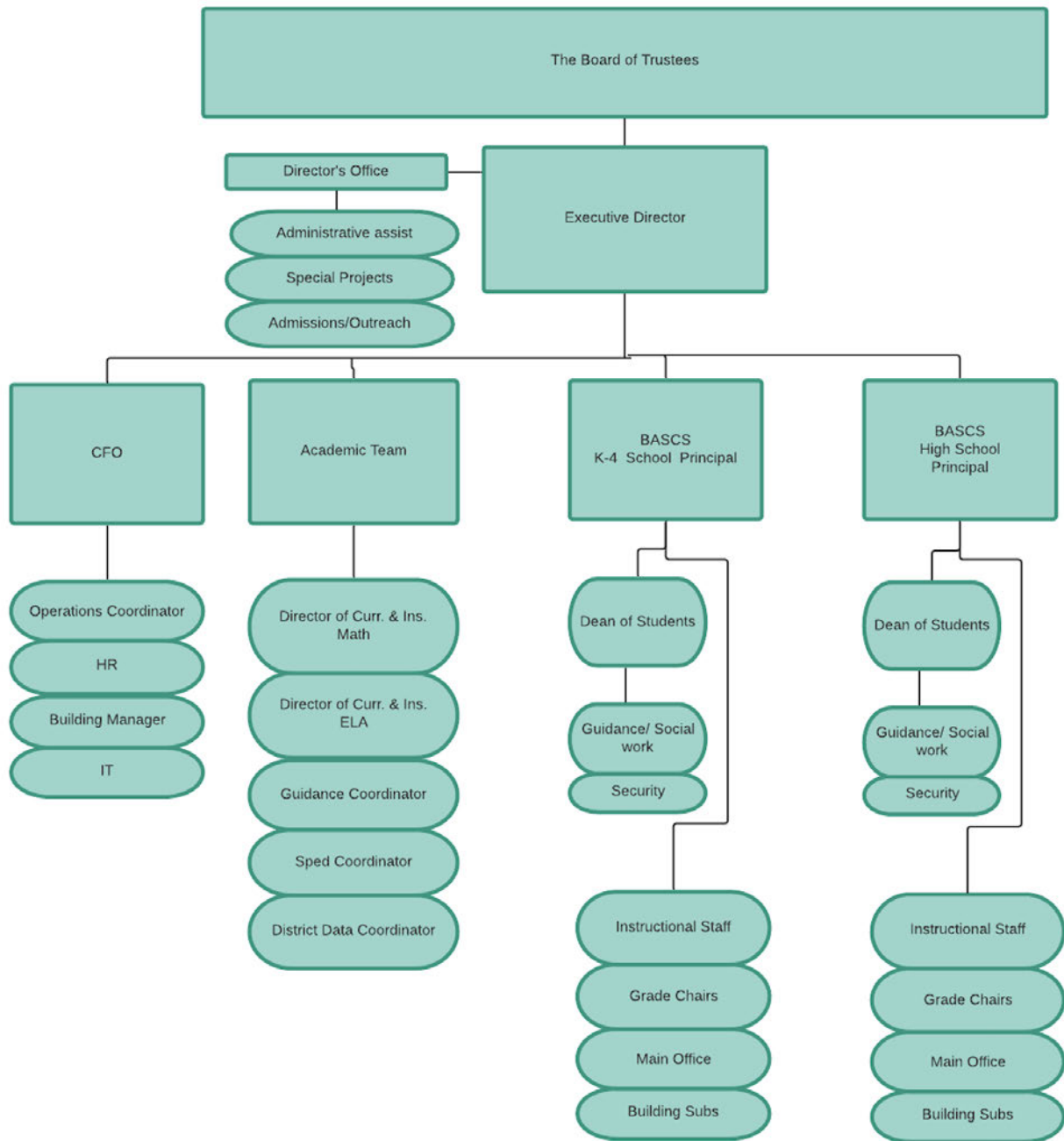
ADJOURNMENT

M.06.23.2021.8 There being no further business of the Board, Dr. Acar moved, seconded by Ms. Mamnoon, to adjourn the meeting at 7:35PM. Motion carried unanimously.

Minutes transcribed by Mrs. Staci A. Cameron.

Respectfully submitted,

Dr. Mustafa Gokcek
Board of Trustees Secretary





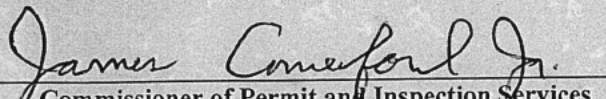
CITY OF BUFFALO

Certificate of Occupancy

Conditional Certificate No.: 202245

In accordance with the appropriate laws of the State of New York and/or the Ordinances of the City of Buffalo the structure(s) located at **437 DOAT** Buffalo, New York, having been inspected and found to conform substantially to applicable laws, ordinances, rules or regulations, said structure(s) is hereby certified for occupancy. This certificate is issued subject to the limitation herein specified and is valid until revoked unless automatically voided by the conditions set forth on the reverse side of this certificate.

Date Issued: 09/06/2019


Commissioner of Permit and Inspection Services

No. of Units: 1 No. of Stories: 4 Building Type: 1A NONCOMBUSTIBLE PROTECTED

Construction: NONCOMBUSTIBLE Class: E Zoning District: N-3R

Sprinkler: NO Smoke Detectors: YES Carbon Monoxide Detectors: YES

Permit No: GC19-9477084

Permit Date: 06/20/2018

Inspector: TRENT MUGGLETON

Date Inspected: 09/05/2019

DESCRIPTION: FOUR (4) STORY MASONRY SCHOOL

COMMERCIAL SPACE: NA

CONDITIONS:

- OLD HEATING SYSTEM TO BE USED UNTIL NEW HVAC SYSTEM COMPLETE
- GYM AND AUDITORIUM TO BE USED FOR STORAGE ONLY UNTIL NEW HVAC SYSTEM COMPLETE
- 4TH FLOOR NOT TO BE OCCUPIED

SEE REVERSE SIDE