

# Application: KIPP Tech Valley

Jen Pasek - jen@pasekconsulting.com  
2020-2021 Annual Report

## Entry 1 School Info and Cover Page

**Completed** Nov 4 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)

KIPP TECH VALLEY CHARTER SCHOOL 010100860867

**a1. Popular School Name**

KIPP Tech Valley

**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.

SUNY BOARD OF TRUSTEES

**c. DISTRICT / CSD OF LOCATION**

ALBANY CITY SD

**d. DATE OF INITIAL CHARTER**

3/2004

**e. DATE FIRST OPENED FOR INSTRUCTION**

8/2005

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

[kippalbany.org](http://kippalbany.org)



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

720

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

826

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

Check all that apply

Grades Served

K, 1, 2, 3, 4, 5, 6, 7, 8

**l. 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?

Yes, 2 sites

## 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	321 northern Blvd Albany, NY 12210	518-694-9494	Albany	5-8	No

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

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Michelle Salls			
Operational Leader	Iesha Owens			
Compliance Contact	Michelle Salls			
Complaint Contact	Michelle Salls			
DASA Coordinator	Rachael Pereyea			
Phone Contact for After Hours Emergencies	Stephanie Valle			

**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)**

[CO 321 northern KTV.pdf](#)

**Filename:** CO 321 northern KTV.pdf **Size:** 523.3 kB

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### **Site 1 Fire Inspection Report**

[2019-2020 Fire Inspection KTV Middle - 321 Northern Blvd.pdf](#)

**Filename:** 2019-2020 Fire Inspection KTV Middle - 321 Northern Blvd.pdf **Size:** 1.5 MB

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### **School Site 2**

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**m2. SCHOOL SITES**

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 2	1 Dudley Heights, Albany, NY 12210	518-242-7725	Albany	K-4	No

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

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Phiana Wilcox			
Operational Leader	Michael Jean-Batiste			
Compliance Contact	Phiana Wilcox			
Complaint Contact	Phiana Wilcox			
DASA Coordinator	Phiana Wilcox			
Phone Contact for After Hours Emergencies	Stephanie Valle			

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

Private Space

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

**m2d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 2 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 2 Certificate of Occupancy (COO)**

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**Site 2 Fire Inspection Report**

[2019-2020 Fire Inspection KTVP - 1 Dudley Hts.pdf](#)

**Filename:** 2019-2020 Fire Inspection KTVP - 1 Dudley Hts.pdf **Size:** 1.6 MB

**CHARTER REVISIONS DURING THE 2020-2021 SCHOOL YEAR**

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**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

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**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	Jen Pasek
Position	Consultant
Phone/Extension	518-542-9810
Email	<a href="mailto:jen@pasekconsulting.com">jen@pasekconsulting.com</a>

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

#### Responses Selected:

Yes

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

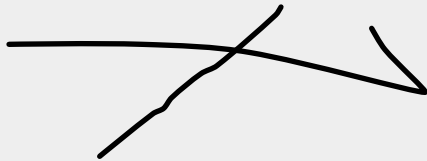
#### Responses Selected:

Yes

**Signature, Head of Charter School**



**Signature, President of the Board of Trustees**



**Date**

(No response)

**Thank you.**



## **Entry 3 Accountability Plan Progress Reports**

**Incomplete**

### **Instructions**

### **SUNY-Authorized Charter Schools ONLY**

SUNY-authorized charter schools must download an Accountability Plan Progress Report template at [Accountability Plan Progress Report template](#). After completing, schools must upload the document into the SUNY Epicenter system by **August 16, 2021**.

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

## **Entry 4 - Audited Financial Statements**

**Incomplete**



## **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.**

## **Entry 4a - Audited Financial Report Template (SUNY)**

**Incomplete**

### **Instructions - SUNY-Authorized Charter Schools ONLY**

SUNY-authorized schools must download the Excel spreadsheet entitled "Audited Financial Report Template" at <http://www.newyorkcharters.org/fiscal/>. After completing, schools must upload the document into the SUNY Epicenter system by **November 1**.

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

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

**Incomplete** Hidden from applicant

**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<sup>[1]</sup>
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

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

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

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

**Incomplete** Hidden from applicant

**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

## 2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm

## Entry 5 - Fiscal Year 2021-2022 Budget

**Completed** Nov 4 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.**

[KTV 2021-22-Budget-and-Quarterly-Report-Template](#)

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

Completed Nov 4 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.

### [BOT Files for Upload](#)

Filename: BOT Files for Upload.pdf Size: 3.2 MB

## Entry 7 BOT Membership Table

Completed Nov 4 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	John P. Reilly		Chair	Executive, Finance	Yes	6	7/1/2019	6/30/2022	10
2	Dr. Shai Butler		Vice Chair	Academic	Yes	2	7/1/2018	6/30/2021	8
3	Carl Young		Secretary	Executive	Yes	4	7/1/2020	6/30/2023	10
4	Guy Alonge III		Treasurer	Executive, Finance	Yes	1	1/15/2020	6/30/2022	10
5	Dr. Don-Lee Applys		Trustee/Member	--	Yes	2	7/1/2021	6/30/2024	10
6	LaSone Garland-Bryan		Trustee/Member	--	Yes	4	7/1/2020	6/30/2023	5 or less
7	Katie Hohman		Trustee/Member	--	Yes	1	1/15/2020	6/30/2022	8

8	Kelly Kimbrough		Trustee/Member	--	Yes	2	7/1/2021	6/30/2024	5 or less
9	Ron Mexico		Trustee/Member	Finance	Yes	2	7/1/2021	6/30/2024	8

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

Yes

**1b. Current Board Member Information**

	Trustee Name	Trustee Email Address	Position on the Board	Commit tee Affiliatio ns	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 Meeting s Attende d During 2020- 2021
10	Juanita Nabors		Trustee/ Member	Advocac y	Yes	6	7/1/202 0	6/30/20 23	5 or less
11	Michael Strianese		Trustee/ Member	Finance	Yes	5	7/1/202 1	6/30/20 22	10
12	Kelly Walborn		Trustee/ Member	Executiv e	Yes	3	7/1/202 1	6/30/20 24	6
13									
14									
15									

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

No

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

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

a. Total Number of BOT Members on June 30, 2021	12
b.Total Number of Members Added During 2020-2021	12
c. Total Number of Members who Departed during 2020-2021	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	12

## 3. Number of Board meetings held during 2020-2021

10

## 4. Number of Board meetings scheduled for 2021-2022

12

Thank you.

## Entry 8 Board Meeting Minutes

**Incomplete** Hidden from applicant

### **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.

## Entry 9 Enrollment & Retention

Completed Nov 4 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	KIPP Tech Valley employs full-time school engagement and recruitment specialists to oversee student recruitment and parent engagement and work with the local community, parents, social services, and faith-based organizations to recruit all students, including those who are economically	Going forward, we are continuing to recruit ED students and provide information on the services we offer to this community to encourage



	disadvantaged. KTV also provides students with free uniform shirts, transportation, and school supplies to ensure the school is accessible for all income levels.	enrollment.
English Language Learners	<p>Services for English Learners include co-taught classes in kindergarten and 1st grade and grades 5 to 8, academic intervention services in and out of the classroom from our student support team, and at-risk speech services provided by an outside service provider (Spotted Zebra/Achievements). We have found it to be common that middle grade students have achieved English language proficiency and, therefore, have exited and been re-designated; lack of data sharing from originating district schools has hampered efforts to track these students after they have tested out, a problem which will be largely resolved when the large majority of incoming 5th graders are from KTV Primary School. Further, in addition to regularly scheduled professional development sessions led on-site by the KTV management team and nationally through the KIPP network, KTV will continue to enhance professional development that specifically targets students with English as a new language.</p> <p>Recruitment correspondence (including written materials and oral presentations in both English and Spanish) will continue to explicitly reference the school's</p>	<p>We are continuing to use Spanish and English in our recruitment materials, and these materials explicitly reference the many supports we have available for this group.</p>

	<p>commitment to serving all—including families in poverty—academically low-achieving students, students with disabilities, linguistically and culturally diverse families, and other youth at risk of academic failure.</p>	
Students with Disabilities	<p>KTV retains full-time school engagement and recruitment specialists to oversee student recruitment and parent engagement. While a wide variety of recruitment efforts have been employed, strategies that the specialists have found most effective in increasing student enrollment include parent word of mouth (as well as incentives, such as earning a uniform shirt for each referral), attendance at community events and student performances, visits to local daycare centers, and the distribution of brochures. KTV is continuing to develop plans—outlining specific steps and benchmarks for monitoring progress—to ensure that appropriate services and placements are made available to students with disabilities who are enrolled or seeking enrollment in KTV to the same extent that their needs would be met within the traditional public schools.</p> <p>We will also continue build an internal student support team to benefit all students, including a larger percentage of special education students. We are currently contracting with a speech pathologist and</p>	<p>We will continue to implement the strategies stated to the left to attract and enroll SWD in 2021-22.</p>

	<p>occupational and physical therapists, and we employ three counselors and one school psychologist/Response to Intervention interventionist full time. Instructional staff, including special education providers, will continue to collaborate regularly to find creative and/or alternative solutions (including reaching beyond existing resources) to serve all students.</p> <p>Home visits (by request pre-enrollment and for all incoming Kindergarten students) will continue to relieve issues of access and support for students with disabilities and whose families are less mobile.</p>	
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#### Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2020-2021	Describe Retention Plans in 2021-2022
Economically Disadvantaged	<p>KTV is focused on retaining all students, and ensuring our program matches the needs of all families. We consistently work receive feedback from families and students on our program and match resources and support to family needs. We also leverage best practices across the KIPP network to ensure high retention and student retention is an ongoing focus of our leadership team's work.</p>	<p>We are continuing to support the retention of ED students by ensuring that all school activities and resources are accessible to families of any income level. In the 2021-22 school year, we are focused on supporting ED students as they return to in-person learning as we anticipate that this group may need increased support with both academics and social-emotional health.</p>
	<p>KTV is focused on retaining all students, and ensuring our program matches the needs of all families. We consistently work</p>	<p>We are continuing to support ELLs at KTV with co-taught</p>

English Language Learners	receive feedback from families and students on our program and match resources and support to family needs. We also leverage best practices across the KIPP network to ensure high retention and student retention is an ongoing focus of our leadership team's work.	classes and intervention services. We are confident that the programs we have in place for this group will ensure a strong retention rate for ELLs going forward.
Students with Disabilities	KTV is focused on retaining all students, and ensuring our program matches the needs of all families. We consistently work receive feedback from families and students on our program and match resources and support to family needs. We also leverage best practices across the KIPP network to ensure high retention and student retention is an ongoing focus of our leadership team's work.	As with our ED students and ELLs, we are focused on supporting SWD with the transition back to in-person learning in 2021-22. We believe that the strategies we have used in the past and continue to develop will ensure that SWD succeed academically and socio-emotionally when we return to in-person learning.

## Entry 10 - Teacher and Administrator Attrition

Completed Nov 4 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<sup>[1]</sup> receive clearance through [the NYSED Office of School Personnel Review and Accountability](#) (OSPRA) prior to employment. **This includes paraprofessionals and other school personnel 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.

<sup>[1]</sup> 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/ospa/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

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## **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>.

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### **Attestation**

#### **Responses Selected:**

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

## **Entry 11 Percent of Uncertified Teachers**

**Incomplete** Hidden from applicant

### **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)	
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	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)	
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



**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)	
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

**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	

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

	FTE Count
Total Category E	

## CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	



Thank you.

## Entry 12 Organization Chart

**Incomplete** Hidden from applicant

### [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

## Entry 13 School Calendar

**Completed** Nov 4 2021

### [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 2<sup>nd</sup> 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.**

### **[KIPP-Albany-KTV-2021-2022-Academic-Calendar](#)**

**Filename:** KIPP Albany KTV 2021 2022 Academic Calendar.pdf **Size:** 131.3 kB

# Entry 14 Links to Critical Documents on School Website

Completed Nov 4 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:** KIPP Tech Valley

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**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)	<a href="https://www.kippalbany.org/results/">https://www.kippalbany.org/results/</a>
2. Most recent board meeting notice, documents to be discussed at the meeting (if any)	<a href="https://www.kippalbany.org/about/board-of-trustees/">https://www.kippalbany.org/about/board-of-trustees/</a>
2a. Webcast of Board Meetings (per Governor's Executive Order)	<a href="https://www.kippalbany.org/about/board-of-trustees/">https://www.kippalbany.org/about/board-of-trustees/</a>
3. Link to NYS School Report Card	<a href="https://data.nysed.gov/profile.php?instid=800000057554">https://data.nysed.gov/profile.php?instid=800000057554</a>
4. Lottery Notice announcing date of lottery	<a href="https://www.kippalbany.org/enroll/">https://www.kippalbany.org/enroll/</a>
5. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY);	
6. District-wide Safety Plan	<a href="https://www.kippalbany.org/">https://www.kippalbany.org/</a>
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	<a href="https://www.kippalbany.org/">https://www.kippalbany.org/</a>
7. Authorizer-Approved FOIL Policy	<a href="https://www.kippalbany.org/wp-content/uploads/2020/10/KIPP-Albany-FOIL-Public-Notice.pdf">https://www.kippalbany.org/wp-content/uploads/2020/10/KIPP-Albany-FOIL-Public-Notice.pdf</a>
8. Subject matter list of FOIL records	<a href="https://www.kippalbany.org/wp-content/uploads/2020/10/KIPP-Albany-FOIL-Public-Notice.pdf">https://www.kippalbany.org/wp-content/uploads/2020/10/KIPP-Albany-FOIL-Public-Notice.pdf</a>

**Thank you.**



## **Entry 15 Staff Roster**

**Incomplete** Hidden from applicant

### **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.



## **KIPP Tech Valley Charter School**

### **2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT**

Submitted to the SUNY Charter Schools Institute on:

September 16, 2021

By Halim Genus, Chief Schools Officer

321 Northern Blvd, Albany, NY 12210  
518-694-9494

## 2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

Halim Genus, Chief Schools Officer, and team prepared this 2020-21 Accountability Progress Report on behalf of the school's board of trustees:

Trustee's Name	Board Position	
	Office (e.g. chair, treasurer, secretary)	committees (e.g. finance, executive)
John P. Reilly	Chair	Executive, Finance
Dr. Shai Butler	Vice Chair	Executive, Finance
Carl Young	Secretary	Executive, Governance
Guy Alonge III	Treasurer	Executive, Finance, Development & External Affairs
Dr. Don-Lee Applyrs	Trustee	Development & External Affairs
LaSone Garland-Bryan	Trustee	Development & External Affairs
Katie Hohman	Trustee	Governance
Kelly Kimbrough	Trustee	Development & External Affairs
Ron Mexico	Trustee	Finance
Robert Bellafore	Trustee	Development & External Affairs
Michael Strianese	Trustee	
Kelly Walborn	Trustee	Governance

Halim Genus has served as the Chief Schools Officer since 2020.

### SCHOOL OVERVIEW

#### **Mission of Primary School**

Every KIPP Tech Valley student will acquire and apply the knowledge, skills, and character habits necessary to succeed in middle school, high school, college, and beyond.

#### **Primary School Background**

KIPP Tech Valley Primary School opened its doors in August 2016 to its founding class of 100 kindergarten students. The 2021-2022 school year welcomes 500 students ranging from kindergarten to fourth grade. In addition to building a strong foundation of literacy and math skills, every student participates in field trips and enrichment classes that include Physical Education, Science, Art, Theater, Dance, Music, and Spanish.

Over the years, KTV Primary has developed a robust student support team that allows for all students to be met where they are, differentiates instruction, and provides students with the tools and support necessary for their overall success. This team includes behavior specialists, a counselor, a psychologist, special education teachers, a social worker and interventionists.

KTV Primary develops student's character habits through the values of effort, engagement, empathy, empowerment, and excellence. These values are celebrated through weekly assemblies, quarterly ceremonies, and other positive incentives. The intent to create a strong culture, curriculum and abundant social and emotional supports is based in the Whole Child Approach to Learning.

Together with families and communities, we create joyful, academically excellent schools that prepare students with the skills and confidence to pursue the paths they choose—college, career, and beyond—so they can lead fulfilling lives and build a more just world.

#### **Our Credo**

If there is a problem, we look for a solution.

If there is a better way, we find it.

If a teammate needs help, we give.

If we need help, we ask.

#### **Mission of Middle School**

Together with families and communities, we create joyful, academically excellent schools that prepare students with the skills and confidence to pursue the paths they choose—college, career, and beyond—so they can lead fulfilling lives and build a more just world.

#### **MS Background**

In August of 2005, KIPP Tech Valley Middle School (KTVMS) opened its doors with the promise that hard work would lead to academic success and pave a road to college and beyond for historically underserved children in Albany. Over ten years later, results show that KTVMS students have made impressive academic gains, proving that KIPP's "work hard, be nice" philosophy pays off.



The KIPP program of high-expectations and high-support, combined with more time in the classroom has paid off. Since the 2009 New York State Math and ELA assessments, KTVMS's eighth-graders have outperformed the Albany City School District average in both English language arts and mathematics. In 2009, KTVMS was one of only 11 schools in the entire state to receive 100% passing results in both math and ELA on the New York State Exams. In 2013, our founding class of students from 2005 graduated from a number of different high schools, and approximately 90% of those students were accepted to college. For the 2018-2019 school year, KIPP Tech Valley Middle School was named a Recognition School by the New York State Department of Education.

### **Learning During the Pandemic**

During the 2020-21 school year, KIPP Albany schools made several shifts to our programmatic offerings. All four schools started the school year 100% virtual. To aid in the effort to ensure all our students had the requisite access to technology and to their teachers, KIPP Albany issued a Chromebook to every student. We also provided Wi-Fi hotspots to families that requested them.

In considering our reopening plan, we grounded our decision making in safety, relationships, routines, and providing instruction that has a positive measurable impact on student outcomes. Considering all of those factors, it was our intention to provide 100% virtual instruction through October 30, 2020 for our students, with the fully virtual model designed to best prioritize and achieve safety, build positive and sustaining relationships, establish consistent routines and expectations, and deliver instruction that is measurable and achievable for our students.

We introduced KIPP Albany Supervised Learning Spaces were offered while school was completely virtual for all students 12 and under. The schools offered time in the classroom during virtual school for academic support and in-person, social interaction from 8 AM – 4 PM daily. Students registered for the program and were socially distanced and benefited from being in a quiet, structured setting while learning.

Beginning in November, we returned – usually by one grade at a time – students to in-person instruction using an opt-in model. Ultimately, about 50% of our students returned to in-person instruction while the rest remained fully

Our model relied on a combination of synchronous and asynchronous learning, robust, grade-aligned learning management systems, curriculum that is adapted for virtual delivery, and a commitment to ensuring all students can access both instruction and the additional supports they need to be successful. A key component of this plan was providing every student with a Chromebook (including a touchscreen version for K-3) and other learning tools as needed, to include prepaid MiFi internet devices, noise-cancelling headphones, desks, white boards, and other essential school items. While instruction was delivered by our subject area teachers (and in some cases, by a master teacher model), students in all grades will be broken into pods of 10-15 students to ensure close progress monitoring and a significant bond with at least one adult staff member.

We remained committed to our robust ELA curriculum and so we adjusted the school day schedule to ensure every student had ELA and math instruction every day.

We remained committed to our robust ELA curriculum and so we adjusted the school day schedule to ensure every student had ELA and math instruction every day.

### **Mental Health, Behavioral, And Emotional Support Services And Programs**

Students and families will have access to our full social work, counseling, and family support staff, who are available for individual and group remote counseling and continued support to address all social emotional needs as well as case management and access to resources. We will continue to work with outside partners to provide additional resources to families and have applied for additional grant support to increase funding for our mental health and trauma resiliency work.

The emotional and mental health of our students remained of paramount importance to us. So, we made sure that teachers knew how to connect their students and families with our counseling and social workers. We also provided free meals for breakfast and lunch and offered meal delivery to families who expressed need.

Human resources and school leadership will continue to support staff and facilitate outside resources.

## ENROLLMENT SUMMARY

School Enrollment by Grade Level and School Year

School Year	K	1	2	3	4	5	6	7	8	Total
2016-17	100					86	99	60	47	392
2017-18	100	100				87	99	62	35	483
2018-19	103	98	99			95	97	73	48	613
2019-20	100	104	102	100		93	97	83	60	740
2020-21	92	108	100	98	96	72	124	93	74	857

## GOAL 1: ENGLISH LANGUAGE ARTS

### ELEMENTARY AND MIDDLE ENGLISH LANGUAGE ARTS

#### Goal 1: English Language Arts

Students at KIPP: Tech Valley Charter School will become proficient in reading and writing of the English Language.

#### BACKGROUND

KTV Primary has a student-centered approach to instruction that focuses on helping students draw connections between the work that is done at school and what they consider important in their present and future lives. Further, as we prepare students for college by using New York State Learning Standards, we will engage them in a variety of experiences, such as field trips and community projects, to help them apply their newly attained knowledge and skills to the real world.

KTV Primary's curricular resources include KIPP Wheatley, Fountas and Pinnell Guided Reading and Wilson's Foundations®. The ELA program is made up of a phonics/vocabulary block (25-30 minutes), a Guided Reading block (60 minutes), and a humanities block (70-80 minutes) daily, which is more than the daily minimum of 120 minutes recommended by literacy expert Timothy Shanahan and well above what is considered the average of 90 minutes per day.

For the phonics block in grades K to 3, the Wilson's Foundations® curriculum is used, and students are assessed using a mix of unit assessments from the curriculum and teacher-created quizzes. Additionally, in kindergarten and 1st grade, teachers use this time to review sight words (pulled from the Dolch word list). As we shift gears from a phonics to vocabulary focus for the upper grades (3rd and 4th), we plan to individualize instruction using Lexia and vocabulary resources from KIPP. We will still use the Foundations curriculum for students who need practice with foundational phonics skills.

For the Guided Reading block, students benefit from having two teachers in the classroom in all grades. Teachers plan lessons for small, homogeneous groups using data obtained from the University of Chicago's STEP Assessment. We use leveled texts from Scholastic and Reading A-Z to implement 20-minute mini-lessons. Students also benefit from the use of Lexia—a supplemental web-based literacy curriculum—and differentiated independent work created by teachers.

For the humanities block, the KIPP Wheatley curriculum is implemented. This curriculum is thematic, and students are engaged in standards-based exploration of texts as well as writing tasks that are typically text-based. This consists of a 30- to 40-minute reading block and writing block depending on the time required for the day's writing task. Themes of the modules include: "Under the Sea," "Down on the Farm," "Lessons from Leaders," and "My 5 Senses." Themes are typically based in social studies or science, and the skills taught are pulled from New York State Learning Standards.

KTV Middle's academic program is based upon the NYS Learning Standards, but the program is accelerated and taught rigorously to ensure that students are prepared for a college preparatory high school upon the completion of 8th grade. Our school places emphasis on reading, writing, and critical thinking. Students are expected to provide written responses and defend their positions with evidence in all classes, and we encourage students to develop multiple approaches in response to real-world challenges. We believe that the best way to prepare our students for college and careers is to ensure that they have mastery of content knowledge combined with strong academic habits and character traits that transfer across all subject areas and experiences.

KTV Middle's ELA curriculum has been derived largely from KIPP Wheatley as well as Fountas and Pinnell Readers Workshop, Scholastic Guided Reading, and Renaissance Learning Accelerated Reader program. Reading instruction totals a minimum of 360 minutes per week. The curriculum reinforces the New York State Next Generation Learning Standards' expectations of coherence, organization, style, and control of conventions in writing through a workshop approach structured around mini-lessons, student conferences, and rubric-based feedback. Every student at KTV Middle is assigned 20 minutes of daily independent reading. Every book in the KIPP Tech Valley library is coded with a reading level and corresponding Accelerated Reading point value to ensure that both students and teachers are monitoring the pace and comprehension of independent reading.

### METHOD

During 2020-21, the school(s) primarily used the following exam to assess student growth and achievement in ELA: KIPP Wheatley Unit exams, interim assessments, and NYS end of year exams. We made the commitment to continue to use data to monitor student growth and progress on our internal exams as they were the most relevant to the curricular material students were exposed to daily.

### RESULTS AND EVALUATION

#### 2020-21 NYS ELA Exam

## 2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

Grade	Number Tested	Participation Rate	Percent Proficient (Level 3 & 4)
3	38	39%	55%
4	27	28%	33%
5	28	39%	32%
6	46	37%	48%
7	11	12%	18%
8	24	33%	63%
Overall	174	32%	<b>45%</b>

For the 20/21 school year we did not update our academic goals. Both schools started the school year completely virtual so that also required shifts in the school day schedule. Each school leader ensured every student received blocks of ELA/reading and math instruction daily. Based on our internal interim assessments, the academics team decided to focus in on aligning ELA instruction across the region. We made sure that each teacher has an instructional coach and that instructional coaching receive targeted development on moving the needle in student outcomes.

Our major foci for the upcoming school year are lesson internalization and weekly data meetings. Through analysis of the data from our internal assessments, we realized that teachers need to plan rigorous unit and lesson internalization for students to engage in grade-level, curriculum based tasks. For the problem of below grade-level tasks, by developing content-focused unit and lesson-internalization skills, leaders and teachers will more likely stay true to the curriculum if they better understand how to identify the most rigorous parts of an upcoming lesson and plan carefully to teach towards it.

We also committed to increase the frequency of our data analysis, including analysis of data for exceptional learners. We will implement bi-weekly data meetings that include teachers of exceptional learners. We will also ensure general educators are accountable for knowing and responding to data for all students and increase special educator capacity to analyze grade level standards and develop appropriate reteach plans.

### SUMMARY OF THE ELEMENTARY AND MIDDLE ENGLISH LANGUAGE ARTS GOAL

Although our NYS ELA exam participation rate was low at 32 percent, our ELA proficiency rate was 45 percent with grade 8 with the highest at 63 percent. Facing the instructional challenges of the

pandemic in 2020-21, we made the decision to emphasize ELA instruction in an attempt to minimize learning loss and ability to learn across other academic areas.

### ACTION PLAN

Our major foci for the upcoming school year are lesson internalization and weekly data meetings. Through analysis of the data from our internal assessments, we realized that teachers need to plan rigorous unit and lesson internalization for students to engage in grade-level, curriculum based tasks. For the problem of below grade-level tasks, by developing content-focused unit and lesson-internalization skills, leaders and teachers will more likely stay true to the curriculum if they better understand how to identify the most rigorous parts of an upcoming lesson and plan carefully to teach towards it.

We also committed to increase the frequency of our data analysis, including analysis of data for exceptional learners. We will implement bi-weekly data meetings that include teachers of exceptional learners. We will also ensure general educators are accountable for knowing and responding to data for all students and increase special educator capacity to analyze grade level standards and develop appropriate reteach plans.

## GOAL 2: MATHEMATICS

### ELEMENTARY AND MIDDLE MATHEMATICS

#### Goal 2: Mathematics

Students at KIPP: Tech Valley Charter School will demonstrate competency in the understanding and application of mathematical computation and problem solving.

### BACKGROUND

KIPP Tech Valley Primary School has worked with its math department to ensure close alignment between the school's curriculum and assessment and the NYS Learning Standards. At KTV, there is a focus on development of mathematical fluency, conceptual understanding, and procedural knowledge. Daily, students participate in a 60-minute math block driven by the Engage NY curriculum, a 40-minute problem-solving block that implements the practice of Cognitively Guided Instruction from Dr. Stephanie Smith, and a 10-minute reteach block to provide quick feedback on the previous day's performance.

We use student independent work, exit slips, or Topic Assessments created by KIPP to attain data and plan reteaches in between the major mid-module and end of module assessments. Student's problem solving skills are also tracked via "CGI Quizzes" to assess the sophistication of their problem solving strategies and ensure they are within the grade-level range.

At the middle School, KTV has worked with its math department to ensure close alignment between the school's curriculum and assessment and the New York State Next Generation Learning Standards. The math curriculum is derived heavily from the material presented on EngageNY. Additionally, for grades 5 and 6, KIPP Tech Valley uses the KIPP math curriculum designed by Dave Levin at KIPP Academy Middle School (NY). This curriculum incorporates many aspects of the tactile and kinesthetic pedagogy of Harriett Ball's Fearless Learning instructional program. It is spiraled to introduce new mathematical concepts while simultaneously and constantly assessing previously introduced concepts and skills, allowing students to review basic ideas while developing increasingly sophisticated mathematical ability. Math assessments at the Middle School have also been recently redesigned to reflect progress monitoring of spiraled and newly presented material. The math department, in conjunction with the Middle School administration, has worked to increase the rigor of its internal assessments and more closely align the exams to the expectations of the New York State Testing Program. The Middle School prioritizes mathematical fluency and higher-order thinking skills. The goal of the Middle School mathematics program is to advance students' ability and thinking so that they will end the program not only on but above grade level as evidenced by performance on both the New York State 8th grade math test and the Algebra I Regents examination.

### METHOD

During 2020-21, the school(s) primarily used the following exam to assess student growth and achievement in mathematics: KIPP Created and teacher created math assessments.

### RESULTS AND EVALUATION

Overall, we discovered that students were not always being exposed to grade level tasks and instead needing to spend extra time remediating skills.

We administered the NYS math exam to use as our year end cumulative math data point.

**2020-21 NYS Math Exam**

<b>Grade</b>	<b>Number Tested</b>	<b>Participation Rate</b>	<b>Percent Proficient (Level 3 &amp; 4)</b>
3	96	45%	42%
4	95	48%	24%
5	71	34%	21%
6	124	32%	18%
7	92	22%	15%
8	73	37%	19%
Overall	551	36%	<b>25%</b>

Unfortunately, just 36% of our students in grades 3-8 sat for the 2021 NYS Math exam. Of those tested, 25% scored at proficiency levels of 3 and 4. Grade 3 scored at the highest proficiency of 42 percent and also had a relatively high participation rate of 45 percent.

**SUMMARY OF THE ELEMENTARY AND MIDDLE MATHEMATICS GOAL**

As evidenced by the table above, student participation rates ranged from the low of 22% in grade 7 to a high of 48% in grade 4. Overall, 25% of students in grades 3-8 demonstrated proficiency in math based on this assessment in 2021. Our staff has reflected on this performance and analyzed the many factors affecting instruction that presented in 2020-21.

**ACTION PLAN**

Our action plan for math instruction is similar to our plan for ELA instruction. Our major foci for the upcoming school year are lesson internalization and weekly data meetings. Through analysis of the data from our internal assessments, we realized that teachers need to plan rigorous unit and lesson internalization for students to engage in grade-level, curriculum based tasks. For the problem of below grade-level tasks, by developing content-focused unit and lesson-internalization skills, leaders and teachers will more likely stay true to the curriculum if they better understand how to identify the most rigorous parts of an upcoming lesson and plan carefully to teach towards it.

We also committed to increase the frequency of our data analysis, including analysis of data for exceptional learners. We will implement bi-weekly data meetings that include teachers of exceptional learners. We will also ensure general educators are accountable for knowing and responding to data for all students and increase special educator capacity to analyze grade level standards and develop appropriate reteach plans.



## GOAL 3: SCIENCE

### ELEMENTARY AND MIDDLE SCIENCE

#### Goal 3: Science

Students at KIPP Tech Valley Charter School will meet and exceed state standards for the mastery of skill and content knowledge in Science.

#### BACKGROUND

Our schools used a new science curriculum last year called Amplify Science. Amplify's approach to science is more cooperative and hands-on. While this was our first year using this curriculum, we were not able to dedicate as much time and resources as we had initially planned. Teachers still followed the modified curriculum and administered curriculum based assessments with some frequency.

#### RESULTS AND EVALUATION

KIPP TV did not set science targets for the 2020-21 academic school year and did not have a robust assessment protocol throughout the year to monitor student performance in this subject. Some students did take the NYS Science exams in grades 4 and 8.

#### 2020-21 NYS Science Exam

Grade	Participation Rate	Percent Proficient (Level 3 & 4)
4	49%	70%
8	24%	35%

#### SUMMARY OF THE ELEMENTARY AND MIDDLE SCIENCE GOAL

Our science program continued in 2020-21 as we rolled out the Amplify Program. While our staff and students became familiar with the materials and protocols virtually, we did not utilize a year end assessment other than the NYS Science exams in grade 4 and 8. 70% of the students in grade 4 and 35% in grade 8 who sat for the exams scored at levels 3 and 4.

#### ACTION PLAN

Our action plan for science instruction is similar to our plan for ELA instruction. Our major foci for the upcoming school year are lesson internalization and weekly data meetings. Through analysis of the data from our internal assessments, we realized that teachers need to plan rigorous unit and lesson internalization for students to engage in grade-level, curriculum based tasks. For the problem of below grade-level tasks, by developing content-focused unit and lesson-internalization skills, leaders

and teachers will more likely stay true to the curriculum if they better understand how to identify the most rigorous parts of an upcoming lesson and plan carefully to teach towards it.

## GOAL 4: ESSA

Due to COVID-19 and the subsequent changes to the state’s testing, accountability, and federal reporting requirements, the 2020-21 school accountability statuses are the same as those assigned for the 2019-20 school year. The 2019-20 accountability statuses were based on 2018-19 exam results. Assigned accountability designations and further context can be found [here](#).

### Goal 7: Absolute Measure

Under the state’s ESSA accountability system, the school is in good standing: the state has not identified the school for comprehensive or targeted improvement.

## METHOD

Because *all* students are expected to meet the state's performance standards, the federal statute stipulates that various sub-populations and demographic categories of students among all tested students must meet the state standard in and of themselves aside from the overall school results. As New York State, like all states, is required to establish a specific system for making these determinations for its public schools, charter schools do not have latitude in establishing their own performance levels or criteria of success for meeting the ESSA accountability requirements. Each year, the state issues School Report Cards that indicate a school’s status under the state accountability system.

## RESULTS AND EVALUATION

KIPP Tech Valley Charter School was labeled as “in good standing.” KIPP Tech Valley continues to satisfy this requirement annually.

### Accountability Status by Year

Year	Status
2018-19	Good Standing
2019-20	Good Standing
2020-21	Good Standing

**KIPP ALBANY COMMUNITY PUBLIC CHARTER  
SCHOOLS**

**ALBANY, NEW YORK**

**AUDITED FINANCIAL STATEMENTS**

**OTHER FINANCIAL INFORMATION**

**AND**

**INDEPENDENT AUDITOR'S REPORTS**

**JUNE 30, 2021**

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## INDEPENDENT AUDITOR'S REPORT

Board of Trustees  
KIPP Albany Community Public Charter Schools

### **Report on the Financial Statements**

We have audited the accompanying financial statements of KIPP Albany Community Public Charter Schools, which comprise the statement of financial position as of June 30, 2021, and the related statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended, and the related notes to the 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 audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. 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 Charter 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 Charter 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.

**Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of KIPP Albany Community Public Charter Schools as of June 30, 2021, and the changes in their net assets, and their cash flows for the year then ended, in accordance with accounting principles generally accepted in the United States of America.

**Other Report Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated October 22, 2021 on our consideration of KIPP Albany Community Public Charter Schools' 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 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 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 KIPP Albany Community Public Charter Schools' internal control over financial reporting and compliance.

*Mengel, Metzger, Baw & Co. LLP*

Rochester, New York  
October 22, 2021

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

STATEMENT OF FINANCIAL POSITION

JUNE 30, 2021

ASSETS

CURRENT ASSETS

Cash and cash equivalents	\$ 12,566,300
Grants and contracts receivable	1,230,187
Accounts receivable, net of allowance for uncollectible accounts of \$429,000	914,697
Prepaid expenses	100,059
Inventory	136,093
TOTAL CURRENT ASSETS	14,947,336

<u>PROPERTY AND EQUIPMENT</u> , net	28,604,662
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OTHER ASSETS

Restricted cash - debt services reserve fund	131,666
Cash designated by Board for operating reserve	351,357
Cash in escrow	150,335
Security deposits	3,280
	636,638
TOTAL ASSETS	\$ 44,188,636

LIABILITIES AND NET ASSETS

CURRENT LIABILITIES

Current portion of loan payable	\$ 371,004
Accounts payable	698,724
Accrued expenses	82,446
Accrued payroll and benefits	544,483
TOTAL CURRENT LIABILITIES	1,696,657

OTHER LIABILITIES

Long-term debt including loan premium of \$4,470,115, net of loan issuance costs of \$305,691	28,141,717
	28,141,717
TOTAL LIABILITIES	29,838,374

NET ASSETS

Without donor restrictions	14,321,068
With donor restrictions	29,194
TOTAL NET ASSETS	14,350,262

TOTAL LIABILITIES AND NET ASSETS	\$ 44,188,636
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The accompanying notes are an integral part of the financial statements.

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS  
STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS  
YEAR ENDED JUNE 30, 2021

	Without donor restrictions	With donor restrictions	Total
Operating revenue and support:			
Public School District:			
Resident student enrollment	\$ 22,973,680	\$ -	\$ 22,973,680
Students with disabilities	232,978	-	232,978
Grants and contracts:			
Federal - Title and IDEA	606,169	-	606,169
Federal - Other	1,240,870	-	1,240,870
Food service / Child Nutrition Program	490,959	-	490,959
TOTAL OPERATING REVENUE AND SUPPORT	25,544,656	-	25,544,656
Expenses:			
Program services:			
Regular education	14,724,994	-	14,724,994
Special education	617,365	-	617,365
Other education	2,824,796	-	2,824,796
Management and general	4,527,888	-	4,527,888
TOTAL EXPENSES	22,695,043	-	22,695,043
SURPLUS FROM SCHOOL OPERATIONS	2,849,613	-	2,849,613
Other income (expense):			
Fundraising	34,027	-	34,027
Contributions	253,659	-	253,659
Interest income	1,744	-	1,744
Other income	96,925	-	96,925
Debt issuance costs written off and loan prepayment fees	(1,053,697)	-	(1,053,697)
Paycheck Protection Program loan forgiveness	1,171,320	-	1,171,320
Net assets released from restriction	282,030	(282,030)	-
	786,008	(282,030)	503,978
CHANGE IN NET ASSETS	\$ 3,635,621	\$ (282,030)	\$ 3,353,591
Net assets at beginning of year, KIPP Tech			
Valley Charter School	713,614	311,224	1,024,838
Transfer in of Albany Community Charter School			
net assets at beginning of year	9,971,833	-	9,971,833
	10,685,447	311,224	10,996,671
NET ASSETS AT END OF YEAR	\$ 14,321,068	\$ 29,194	\$ 14,350,262

The accompanying notes are an integral part of the financial statements.



KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

STATEMENT OF FUNCTIONAL EXPENSES

YEAR ENDED JUNE 30, 2021

		Year ended June 30,					
		2021					
		Program Services				Supporting Services	Total
		Regular Education	Special Education	Other Education	Sub-total	Management and General	
	No. of Positions						
Personnel services costs:							
Administrative Staff Personnel	54	\$ 1,875,625	\$ 30,851	\$ 435,507	\$ 2,341,983	\$ 1,289,982	\$ 3,631,965
Instructional Personnel	143	6,739,942	375,427	-	7,115,369	-	7,115,369
Non-Instructional Personnel	19	-	-	401,327	401,327	1,273,797	1,675,124
Total salaries and staff	216	8,615,567	406,278	836,834	9,858,679	2,563,779	12,422,458
Fringe benefits and payroll taxes		1,928,792	51,356	761,595	2,741,743	304,638	3,046,381
Retirement		324,993	8,728	128,354	462,075	51,342	513,417
Legal services		-	-	-	-	33,501	33,501
Accounting / Audit services		-	-	-	-	107,391	107,391
Other purchased / professional / consulting services		637,515	72,132	94,390	804,037	382,992	1,187,029
Repairs and maintenance		447,610	11,848	176,715	636,173	70,686	706,859
Insurance		-	-	-	-	209,018	209,018
Utilities		185,412	5,143	73,291	263,846	29,317	293,163
Supplies / materials		537,719	11,420	-	549,139	-	549,139
Leased equipment		42,210	348	6,691	49,249	27,837	77,086
Staff development		131,608	-	-	131,608	14,624	146,232
Marketing / recruitment		-	-	-	-	83,577	83,577
Food service		-	-	173,973	173,973	-	173,973
Student services		423,655	10,350	-	434,005	-	434,005
Bad debt		-	-	-	-	310,230	310,230
Office expense		63,890	1,706	25,231	90,827	101,476	192,303
Depreciation and amortization		613,338	16,926	242,410	872,674	96,964	969,638
Interest		620,946	16,774	245,276	882,996	98,111	981,107
Dues and subscriptions		151,739	4,356	60,036	216,131	24,014	240,145
Other		-	-	-	-	18,391	18,391
		<u>\$ 14,724,994</u>	<u>\$ 617,365</u>	<u>\$ 2,824,796</u>	<u>\$ 18,167,155</u>	<u>\$ 4,527,888</u>	<u>\$ 22,695,043</u>

The accompanying notes are an integral part of the financial statements.

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

STATEMENT OF CASH FLOWS

YEAR ENDED JUNE 30, 2021

CASH FLOWS - OPERATING ACTIVITIES

Change in net assets	\$ 3,353,591
Adjustments to reconcile change in net assets to net cash provided from operating activities:	
Bad debt expense	310,230
Depreciation and amortization	969,638
Bond trust account written off	1,000
Unamortized debt issuance costs written off	872,435
Loan premium accretion reducing interest expense	88,643
Prepayment fees included as part of debt refinancing	181,262
Paycheck Protection Program loan forgiveness	(1,171,320)
Amortization of loan issuance costs included in interest expense	6,062
Changes in certain assets and liabilities affecting operations:	
Grants and contracts receivable	(873,648)
Accounts receivable	(664,579)
Prepaid expenses	(59,755)
Inventory	42,947
Accounts payable and accrued expenses	486,620
Accrued payroll and benefits	135,354
	<hr/>
NET CASH PROVIDED FROM OPERATING ACTIVITIES	3,678,480

CASH FLOWS - INVESTING ACTIVITIES

Purchases of property and equipment	(576,438)
Transfer of cash from Albany Community Charter School	7,225,399
Transfer of restricted cash from Albany Community Charter School	360,095
Transfer of dissolution escrow from Albany Community Charter School	75,050
	<hr/>
NET CASH PROVIDED FROM INVESTING ACTIVITIES	7,084,106

CASH FLOWS - FINANCING ACTIVITIES

Borrowings on long term debt	54,537,152
Premium received as part of debt refinancing	4,558,757
Repayment of long term debt	(57,224,439)
Termination of interest rate swap as part of debt refinancing	(1,374,860)
Debt issuance costs incurred	(350,890)
Loan issuance costs incurred	(311,753)
	<hr/>
NET CASH USED FOR FINANCING ACTIVITIES	(166,033)

NET INCREASE IN CASH, CASH EQUIVALENTS AND RESTRICTED CASH	10,596,553
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Cash, cash equivalents, and restricted cash at beginning of year	<u>2,603,105</u>
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CASH, CASH EQUIVALENTS, AND RESTRICTED CASH AT END OF YEAR	<u><u>\$ 13,199,658</u></u>
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KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

STATEMENT OF CASH FLOWS, Cont'd

YEAR ENDED JUNE 30, 2021

SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION

Reconciliation of cash, cash equivalents and restricted cash reported within the statement of financial position that sum to the total amounts shown in the statement of cash flows:

Cash and cash equivalents	\$ 12,566,300
Restricted cash - debt service reserve fund	131,666
Cash designated by Board for operating reserve	351,357
Cash in escrow	<u>150,335</u>

Total cash, cash equivalents, and restricted cash shown in the statement of cash flows	<u>\$ 13,199,658</u>
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Cash paid during the year for interest	1,037,727
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Non-cash transactions:

Transfer of assets and liabilities from Albany Community  
Charter School to KIPP Tech Valley Charter School:

Accounts receivable	\$ 248,909
Inventory	175,846
Security deposit	3,280
Property and equipment	12,227,757
Accounts payable and accrued expenses	(120,699)
Accrued payroll and benefits	(199,981)
Long-term debt	(9,042,227)
Paycheck Protection Program loan payable	(1,151,800)
Unamortized debt issuance costs	170,204
Unrestricted net assets	<u>(9,971,833)</u>
Cash received	<u>\$ (7,660,544)</u>

The accompanying notes are an integral part of the financial statements.

## KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

### NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2021

#### NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

##### The Charter School

KIPP Albany Community Public Charter Schools (the “Charter School”) is an education corporation operating charter schools in Albany, New York.

The Charter School is comprised of Albany Community Charter School (“ACCS”) and KIPP Tech Valley Charter School (“KIPP Tech Valley”). Effective July 1, 2020, ACCS merged with KIPP Tech Valley, with KIPP Tech Valley being the surviving education corporation under the amended name KIPP Albany Community Public Charter Schools.

ACCS was organized in 2006 to operate a charter school for grades K-5, pursuant to Article 56 of the New York State Education Law and in accordance with related charter agreements with the Board of Regents of the University of the State of New York. In January 2012, ACCS received approval to modify its charter renewal and add a middle school program to its existing elementary school program, adding grades 6 through 8 in subsequent years through June 30, 2017. A charter renewal was granted in 2016 and again in 2021, extending the school’s operations for an additional five years, expiring in July 2026.

KIPP Tech Valley was organized in 2004 to operate a charter school for grades 5 through 8, pursuant to Article 56 of the New York State Education Law and in accordance with related charter agreements with the Board of Regents of the University of the State of New York. In 2015, KIPP Tech Valley received approval to modify its charter to include kindergarten through grade 4. A charter renewal was granted in 2010, 2015, and 2020 extending the school’s operations for an additional five years, expiring June 30, 2025.

The Charter School is governed by a Board of Trustees in accordance with the Charter School’s by-laws. The Charter School is a member of Knowledge is Power Program (KIPP) a network of nationally recognized private sector schools through a trademark license agreement with the KIPP Foundation. KIPP provides support and member services to the Charter School to assist the Charter School in fulfilling its mission of preparing all students for future opportunities.

##### Basis of accounting

The accompanying financial statements are prepared on the accrual basis of accounting, in accordance with accounting principles generally accepted in the United States of America (“GAAP”).

##### Classification of net assets

To ensure observance of limitations and restrictions placed on the use of resources available to the Charter School, the accounts of the Charter School are maintained in accordance with the principles of accounting for not-for-profit organizations. This is the procedure by which resources are classified for reporting purposes into net asset groups, established according to their nature and purpose. Accordingly, all financial transactions have been recorded and reported by net asset group.

The assets, liabilities, activities, and net assets are classified based on the existence or absence of donor or grantor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

##### *Net Assets Without Donor Restrictions*

Net assets available for use in general operations and not subject to donor (or certain grantor) restrictions. The Board of Trustees has discretionary control to use these in carrying on operations in accordance with the guidelines established by the Charter School.

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Net Assets With Donor Restrictions

Net assets subject to donor (or certain grantor) imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both. Net assets with donor restrictions were \$29,194 at June 30, 2021.

Revenue recognition

Revenue from Exchange Transactions: The Charter School recognizes revenue in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Update (ASU) 2014-09, Revenue from Contracts with Customers, as amended. ASU 2014-09 applies to exchange transactions with customers that are bound by contracts or similar arrangements and establishes a performance obligation approach to revenue recognition.

The Charter School records substantially all revenues over time as follows:

State and local per pupil revenue

The Charter School recognizes revenue as educational programming is provided to students throughout the year. The Charter School earns state and local per pupil revenue based on the approved per pupil tuition rate of the public school district in which the pupil resides. The amount received each year from the resident district is the product of the approved per pupil tuition rate and the full-time equivalent student enrollment of the Charter School. Each NYS school district has a fixed per pupil tuition rate which is calculated annually by NYSED in accordance with NYS Education Law. Amounts are billed in advance every other month and payments are typically received in six installments during the year. At the end of each school year, a reconciliation of actual enrollment to billed enrollment is performed and any additional amounts due or excess funds received are agreed upon between the Charter School and the district(s) and are paid or recouped. Additional funding is available for students requiring special education services. The amount of additional funding is dependent upon the length of time and types of services provided by the Charter School to each student, subject to a maximum amount based upon a set rate for each district as calculated by NYSED.

Contract balances consisted of \$914,697, net of allowances, and \$356,539 of grants and contracts receivable at June 30, 2021 and 2020, respectively.

Contributions

Contributions received are recorded as without donor restrictions or with donor restrictions support depending on the existence and/or nature of any donor-imposed restrictions. The Charter School reports grants of cash and other assets as restricted support if they are received with stipulations that limit their use. When a restriction expires, that is, when a stipulated time or purpose restriction is accomplished, donor restricted net assets are reclassified to without donor restriction net assets and reported in the Statement of activities as net assets released from restrictions. The Charter School reports restricted grants as unrestricted support whenever the restrictions are met in the same year the grants are received.

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Grant revenue

Some of the Charter School's revenue is derived from cost-reimbursable federal and state contracts and grants, which are conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when the Charter School has incurred expenditures in compliance with specific contract or grant provisions. Certain grants are subject to audit and retroactive adjustments by its funders. Any changes resulting from these audits are recognized in the year they become known. Qualifying expenditures that have been incurred but are yet to be reimbursed are reported as grants receivable in the accompanying statement of financial position.

Cash and cash equivalents

Cash and cash equivalents balances are maintained at financial institutions located in New York and are insured by the Federal Deposit Insurance Corporation up to \$250,000 at each institution. Cash equivalents include all high liquid instruments with maturities of three months or less when acquired. In the normal course of business, the cash account balances at any given time may exceed insured limits. However, the Charter School has not experienced any losses in such accounts and does not believe it is exposed to significant risk in cash and cash equivalents.

Cash in escrow

The Charter School maintains cash in an escrow account in accordance with the terms of its charter agreements. The amount in escrow was \$150,335 at June 30, 2021. The agreement requires a balance be maintained to fund any audit and legal expenses incurred should the Charter School cease operations and dissolve.

Grants, contracts and accounts receivables

Grants, contracts and accounts receivables are stated at the amount management expects to collect from outstanding balances. Management provides for probably uncollectible amounts based on its assessment of the current status of individual receivables from grants, agencies and others. Balances that are still outstanding after management has used reasonable collection efforts are written off against the allowance for doubtful accounts. Management has recorded an allowance of \$429,000 as of June 30, 2021.

Inventory

Inventory consists of student uniforms and clothing available for use in the Charter School's everyday operation. The inventory is stated at the lower of cost (on a first-in, first-out basis) or net realizable value and is based on a physical inventory taken by management at June 30, 2021.

Property and equipment

Property and equipment are recorded at cost. Depreciation and amortization are computed using the straight-line method on a basis considered adequate to depreciate the assets over their estimated useful lives, which range from three to forty years.

Major renewals and betterments are capitalized, while repairs and maintenance are charged to operations as incurred. Upon sale or retirement, the related cost and allowances for depreciation are removed from the accounts and the related gain or loss is reflected in operations.

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Contributed services

The Charter School receives contributed services from volunteers to develop its academic program and to serve on the Board of Trustees. These services are not valued in the financial statements because they do not require “specialized skills” and would typically not be purchased if they were not contributed. In addition, the Charter School received donated services from unpaid volunteers who assisted in fundraising, office administration and program activities. The Charter School was unable to determine a value for these services.

Tax exempt status

The Charter School is a tax-exempt organization under section 501(c)(3) of the Internal Revenue Code and applicable state regulation and, accordingly, is exempt from federal and state taxes on income.

The Charter School files Form 990 tax returns in the U.S. federal jurisdiction. The tax returns for the years ended June 30, 2018 through June 30, 2021 are still subject to potential audit by the IRS. Management of the Charter School believes it has no material uncertain tax positions and, accordingly it will not recognize any liability for unrecognized tax benefits.

Marketing costs

The Charter School expenses marketing costs as they are incurred. Total marketing costs approximated \$84,000 for the year ended June 30, 2021.

In-kind contributions

Gifts and donations other than cash are recorded at fair market value at the date of contribution. There were no in-kind contributions received for the year ended June 30, 2021.

Use of estimates in the preparation of financial statements

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 the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

New accounting pronouncements

Leases

In February 2016, the FASB issued a new standard related to leases to increase transparency and comparability among entities by requiring the recognition of right-of-use (“ROU”) assets and lease liabilities on the statement of financial position. Most prominent among the changes in the standard is the recognition of ROU assets and lease liabilities by lessees for those leases classified as operating leases under current U.S. GAAP. For nonpublic entities, the FASB voted on May 20, 2020 to extend the guidance in this new standard to be effective for fiscal years beginning after December 15, 2021, and interim periods within fiscal years beginning after December 15, 2022. The Charter School is currently evaluating the provisions of this standard to determine the impact the new standard will have on the Charter School’s financial position or results of operations.

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Gifts-in-kind

In September 2020, the FASB issued a new accounting update to improve transparency in the reporting of contributed nonfinancial assets, also known as gifts-in-kind. The update requires not-for-profit entities to present contributed nonfinancial assets separately on the statement of activities, apart from contributions of cash and other financial assets. In addition, the update requires not-for-profit entities to disclose in the notes to the financial statements a breakout of the different types of gifts-in-kind recognized, any donor restrictions associated with the gift, the valuation technique(s) used to arrive at the fair value measure, whether or not the gift-in-kind was monetized, and any policies on monetization. The update is effective for fiscal years beginning after June 15, 2021 and will be applied on a retrospective basis. The Charter School is currently evaluating the provisions of this update to determine the impact it will have on the Charter School's financial statements.

Subsequent events

The Charter School has conducted an evaluation of potential subsequent events occurring after the statement of financial position date through October 22, 2021, which is the date the financial statements are available to be issued. No subsequent events requiring disclosure were noted.

NOTE B: LIQUIDITY AND AVAILABILITY

The Charter School regularly monitors liquidity required to meet its operating needs and other contractual commitments. The Charter School's main source of liquidity is its cash accounts.

For purposes of analyzing resources available to meet general expenditures over a 12-month period, the Charter School considers all expenditures related to its ongoing activities of teaching, and public service as well as the conduct of services undertaken to support those activities to be general expenditures.

In addition to financial assets available to meet general expenditures over the next 12 months, the Charter School operates with a surplus budget and anticipates collecting sufficient revenue to cover general expenditures not covered by donor-restricted resources. Refer to the statement of cash flows which identifies the sources and uses of the Charter School's cash and shows positive cash generated by operations for fiscal year 2021.

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the statement of financial position date, comprise the following at June 30, 2021:

Cash and cash equivalents	\$ 12,566,300
Grants and contracts receivable	1,230,187
Accounts receivable	<u>914,697</u>
Total financial assets available to management within one year	14,711,184
Less:	
Amounts unavailable for general expenditures within one year, due to:	
Donor restrictions	<u>(29,194)</u>
Total financial assets available to management for general expenditures within one year	<u>\$ 14,681,990</u>



KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

NOTE C: NET ASSETS

At June 30, 2021, net assets with donor restrictions consisted of the following

	<u>Amount</u>
KIPP Foundation - Rebranding	\$ 23,000
KIPP Foundation - COVID-19	<u>6,194</u>
	<u>\$ 29,194</u>

At June 30, 2021, net assets without donor restrictions are as follows:

	<u>Amount</u>
Undesignated	\$ 9,403,343
Cash designated by Board for operating reserve	351,357
Invested in property and equipment, net of related debt excluding premium	<u>4,562,056</u>
	<u>\$ 14,321,068</u>

NOTE D: PROPERTY AND EQUIPMENT

Property and equipment at June 30, 2021 consisted of the following:

Land	\$ 3,430,892
Buildings and improvements	28,198,170
Other depreciable property	72,044
Furniture and equipment	<u>2,284,194</u>
	33,985,300
Less accumulated depreciation and amortization	<u>5,380,638</u>
	<u>\$ 28,604,662</u>

Depreciation and amortization expense for the year ended June 30, 2021 was \$969,638.

NOTE E: CONTINGENCY

Certain grants and contracts may be subject to audit by funding sources. Such audits might result in disallowance of costs submitted for reimbursement by the Charter School. Management is of the opinion that such disallowances, if any, will not have a material effect on the accompanying financial statements. Accordingly, no amounts have been provided in the accompanying financial statements for such potential claims.

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

NOTE F: CONCENTRATIONS

At June 30, 2021 approximately 100% of grants and contracts receivable were due from federal agencies relating to certain grants. In addition, 67% of gross accounts receivable is due from two school districts at June 30, 2021.

For the year ended June 30, 2021, approximately 91% of total operating revenue and support came from per-pupil funding provided by New York State. The per-pupil rate is set annually by the State based on the school district in which the Charter School's students are located.

NOTE G: LOAN PAYABLE

On July 1, 2020, the Charter School refinanced and consolidated all of the debt of both ACCS and KIPP Tech Valley. The total amount of the bridge loan was \$30,000,000, with payments of interest only starting August 2020, at an interest rate of LIBOR plus 3%, with a floor of 1% LIBOR.

This consolidation resulted in the termination of an interest rate swap agreement of \$1,374,860.

In addition, the Charter School wrote off all unamortized debt issuance costs of approximately \$522,000 associated with the debt refinanced July 1, 2020. The Charter School incurred prepayment penalties of approximately \$181,000. These amounts are included in debt issuance costs written off and loan prepayment fees on the accompanying statement of activities and changes in net assets for the year ended June 30, 2021.

On December 1, 2020, the Charter School obtained financing of \$24,537,152 from Equitable Facilities Fund, Inc. ("Fund") to refinance the bridge loan. In order to facilitate this refinance, the Fund issued a bond, Obligation #1. The proceeds from the bond issuance were loaned to the Charter School. The loan requires monthly payments including interest at a coupon rate of 5% and are secured by mortgages on the buildings. Loan payable consists of the following at June 30, 2021:

Obligation #1, coupon rate of 5%, due through December 2050	\$ 24,348,297
Add: unaccredited loan premium	4,470,115
Less: debt issuance costs, net of accumulated amortization	<u>(305,691)</u>
	28,512,721
Less: current portion of loan payable	<u>(371,004)</u>
	<u><u>\$ 28,141,717</u></u>

Unaccredited loan premium related to the issuance of Obligation #1 is \$4,470,115. The unaccredited premium costs are accredited over the term of the indebtedness of the total amount issued and are included in loan payable in the statement of financial position. Debt issuance costs, net of accumulated amortization total \$305,691 as of June 30, 2021 and are recorded as a reduction in loan payable on the accompanying statement of financial position.

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

NOTE G: LOAN PAYABLE, Cont'd

Debt issuance costs consist of the following at June 30, 2021:

Debt issuance costs	\$ 311,753
Less: accumulated amortization	<u>(6,062)</u>
	<u>\$ 305,691</u>

The aggregate amount of principal payments subsequent to June 30, 2021 are approximately as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2022	\$ 371,000
2023	390,000
2024	410,000
2025	431,000
2026	453,000
Thereafter	<u>22,293,000</u>
	<u>\$ 24,348,000</u>

In addition, the Charter School wrote off all unamortized debt issuance costs of approximately \$351,000 associated with the debt refinanced December 1, 2020. These amounts are included in debt issuance costs written off and loan prepayment fees on the accompanying statement of activities and changes in net assets for the year ended June 30, 2021.

In connection with the loan payable, the Charter School is required to maintain certain financial covenants. At June 30, 2021, the Charter School is in compliance with these covenants.

NOTE H: OPERATING LEASES

The Charter School leases office equipment under non-cancelable operating leases that expire through 2025. The monthly lease payments are approximately \$6,800.

Lease expense was \$77,086 for the year ended June 30, 2021. The approximate minimum annual lease payments are as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2022	\$ 28,300
2023	23,700
2024	23,700
2025	<u>5,900</u>
	<u>\$ 81,600</u>

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

NOTE I: RETIREMENT PLAN

Albany Community Charter School

The School has adopted a profit-sharing plan under IRC §401(k) covering all eligible employees. The School contributes a matching contribution to each eligible employee's profit-sharing plan at the rate of 4% of the employee's gross compensation for the calendar year.

KIPP Tech Valley Charter School

The School has a 403(b) tax-deferred annuity retirement plan, which is funded by contributions from both the School and its employees.

The related 401(k) and 403(b) expense for the year ended June 30, 2021 was \$513,417.

NOTE J: ACCOUNTING IMPACT OF COVID-19 OUTBREAK

On January 30, 2020, the World Health Organization ("WHO") announced a global health emergency because of a new strain of coronavirus (the "COVID-19 outbreak") and the risks to the international community as the virus spreads globally beyond its point of origin. In March 2020, the WHO classified the COVID-19 outbreak as a pandemic, based on the rapid increase in exposure globally. The full impact of the COVID-19 outbreak continues to evolve as of the date of this report. As such, it is uncertain as to the full magnitude that the pandemic will have on the Charter School's financial condition, liquidity, and future results of operations. Management is actively monitoring the global situation on its financial condition, liquidity, operations, suppliers, industry, and workforce. Given the daily evolution of the COVID-19 outbreak and the global responses to curb its spread, the Charter School is not able to estimate the effects of the COVID-19 outbreak on its results of operations, financial condition, or liquidity for fiscal year 2022.

In response to the COVID-19 outbreak, in April 2020 the Kipp Tech Valley Charter School and Albany Community Charter School applied for and were approved by banks for loans of \$1,167,900 and \$1,151,800, respectively, through the Paycheck Protection Program established by the Small Business Administration. The loans had a maturity of 2 years and an interest rate of 1%. The loans had the potential for forgiveness provided certain requirements are met by the Charter School. The loans were funded in April 2020. On December 31, 2020, Kipp Tech Valley Charter School's loan was forgiven in full by the Small Business Administration. \$1,148,380 of the loan was recognized as revenue for the year ended June 30, 2020. The remaining \$19,520 was recognized as revenue for the year ended June 30, 2021 and is reported as Paycheck Protection Program loan forgiveness on the accompanying statement of activities and changes in net assets for the year ended June 30, 2021. On June 2, 2021, the Albany Community Charter School's loan was forgiven in full by the Small Business Administration, which is reported as Paycheck Protection Program loan forgiveness on the accompanying statement of activities and changes in net assets for the year ended June 30, 2021.

In response to the COVID-19 outbreak, the Federal Government passed several COVID relief acts which include funding for elementary and secondary education. The Elementary and Secondary School Emergency Relief Fund (ESSER Fund) was established to award grants to state and local educational agencies. The Charter School has recognized \$429,949 of revenue relative to ESSER grants during the year ended June 30, 2021.

NOTE K: CHARTER SCHOOL MERGER

On June 16, 2021, the Charter School's Board of Trustees voted to approve and authorize the merger with True North Troy Preparatory Charter School effective July 1, 2022. KIPP Albany Community Charter Schools will be the surviving education corporation.

**KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS**

**OTHER CONSOLIDATING FINANCIAL INFORMATION**

INDEPENDENT AUDITOR'S REPORT ON OTHER FINANCIAL INFORMATION

Board of Trustees  
KIPP Albany Community Public Charter Schools

We have audited the financial statements of KIPP Albany Community Public Charter Schools as of and for the year ended June 30, 2021, and we have issued our report thereon dated October 22, 2021, which contained an unmodified opinion on those financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The 2021 other financial information hereinafter 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 audit 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 for the year ended June 30, 2021, as a whole.

*Mengel, Metzger, Barw & Co. LLP*

Rochester, New York  
October 22, 2021

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

STATEMENT OF ACTIVITIES BY SCHOOL

JUNE 30, 2021

	<u>KIPP Tech Valley Charter School</u>	<u>Albany Community Charter School</u>	<u>Total</u>
Operating revenue and support:			
Public School District:			
Resident student enrollment	\$ 12,776,760	\$ 10,196,920	\$ 22,973,680
Students with disabilities	174,511	58,467	232,978
Grants and contracts			
Federal - Title and IDEA	320,198	285,971	606,169
Federal - Other	235,471	1,005,399	1,240,870
Food service / Child Nutrition Program	<u>265,118</u>	<u>225,841</u>	<u>490,959</u>
TOTAL OPERATING REVENUE AND SUPPORT	13,772,058	11,772,598	25,544,656
Expenses:			
Program services:			
Regular education	7,295,604	7,429,390	14,724,994
Special education	402,287	215,078	617,365
Other education	1,509,498	1,315,298	2,824,796
Management and general	<u>2,431,927</u>	<u>2,095,961</u>	<u>4,527,888</u>
TOTAL EXPENSES	<u>11,639,316</u>	<u>11,055,727</u>	<u>22,695,043</u>
SURPLUS FROM SCHOOL OPERATIONS	<u>2,132,742</u>	<u>716,871</u>	<u>2,849,613</u>
Other income (expense):			
Fundraising	19,762	14,265	34,027
Contributions	136,976	116,683	253,659
Interest income	942	802	1,744
Other income	64,361	32,564	96,925
Debt closing costs written off and loan prepayment fees	(883,493)	(170,204)	(1,053,697)
Paycheck Protection Program Loan forgiveness	<u>19,520</u>	<u>1,151,800</u>	<u>1,171,320</u>
TOTAL OTHER INCOME (EXPENSE)	<u>(641,932)</u>	<u>1,145,910</u>	<u>503,978</u>
CHANGE IN NET ASSETS	<u>\$ 1,490,810</u>	<u>\$ 1,862,781</u>	<u>\$ 3,353,591</u>

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

STATEMENT OF FUNCTIONAL EXPENSES BY SCHOOL – KIPP TECH VALLEY CHARTER SCHOOL

JUNE 30, 2021

		Program Services				Supporting Services	
	No. of Positions	Regular Education	Special Education	Other Education	Sub-total	Management and General	Total
Personnel services costs:							
Administrative Staff Personnel	28	\$ 1,072,172	\$ 22,108	\$ 267,379	\$ 1,361,659	\$ 519,716	\$ 1,881,375
Instructional Personnel	68	3,103,151	247,584	-	3,350,735	-	3,350,735
Non-Instructional Personnel	11	-	-	216,717	216,717	839,881	1,056,598
Total salaries and staff	107	4,175,323	269,692	484,096	4,929,111	1,359,597	6,288,708
Fringe benefits and payroll taxes		964,169	31,670	383,015	1,378,854	153,206	1,532,060
Retirement		168,434	5,533	66,910	240,877	26,764	267,641
Legal services		-	-	-	-	18,131	18,131
Accounting / Audit services		-	-	-	-	57,789	57,789
Other purchased / professional / consulting services		285,428	42,863	26,522	354,813	227,155	581,968
Repairs and maintenance		218,115	7,164	86,646	311,925	34,659	346,584
Insurance		-	-	-	-	89,877	89,877
Utilities		109,273	3,589	43,409	156,271	17,364	173,635
Supplies / materials		214,865	7,057	-	221,922	-	221,922
Leased equipment		25,162	-	-	25,162	25,161	50,323
Staff development		77,864	-	-	77,864	8,652	86,516
Marketing / recruitment		-	-	-	-	47,468	47,468
Food service		-	-	94,037	94,037	-	94,037
Student services		239,190	7,857	-	247,047	-	247,047
Bad debts		-	-	-	-	170,224	170,224
Office expense		32,319	1,062	12,840	46,221	61,140	107,361
Depreciation and amortization		354,487	11,643	140,820	506,950	56,328	563,278
Interest		329,720	10,831	130,980	471,531	52,392	523,923
Dues and subscriptions		101,255	3,326	40,223	144,804	16,089	160,893
Other		-	-	-	-	9,931	9,931
		<u>\$ 7,295,604</u>	<u>\$ 402,287</u>	<u>\$ 1,509,498</u>	<u>\$ 9,207,389</u>	<u>\$ 2,431,927</u>	<u>\$ 11,639,316</u>



KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

STATEMENT OF FUNCTIONAL EXPENSES BY SCHOOL – ALBANY COMMUNITY CHARTER SCHOOL

JUNE 30, 2021

		Program Services				Supporting Services	
	No. of Positions	Regular Education	Special Education	Other Education	Sub-total	Management and General	Total
Personnel services costs:							
Administrative Staff Personnel	26	\$ 803,453	\$ 8,743	\$ 168,128	\$ 980,324	\$ 770,266	\$ 1,750,590
Instructional Personnel	75	3,636,791	127,843	-	3,764,634	-	3,764,634
Non-Instructional Personnel	8	-	-	184,610	184,610	433,916	618,526
Total salaries and staff	109	4,440,244	136,586	352,738	4,929,568	1,204,182	6,133,750
Fringe benefits and payroll taxes		964,623	19,686	378,580	1,362,889	151,432	1,514,321
Retirement		156,559	3,195	61,444	221,198	24,578	245,776
Legal services		-	-	-	-	15,370	15,370
Accounting / Audit services		-	-	-	-	49,602	49,602
Other purchased / professional / consulting services		352,087	29,269	67,868	449,224	155,837	605,061
Repairs and maintenance		229,495	4,684	90,069	324,248	36,027	360,275
Insurance		-	-	-	-	119,141	119,141
Utilities		76,139	1,554	29,882	107,575	11,953	119,528
Supplies / materials		322,854	4,363	-	327,217	-	327,217
Leased equipment		17,048	348	6,691	24,087	2,676	26,763
Staff development		53,744	-	-	53,744	5,972	59,716
Marketing / recruitment		-	-	-	-	36,109	36,109
Food service		-	-	79,936	79,936	-	79,936
Student services		184,465	2,493	-	186,958	-	186,958
Bad debts		-	-	-	-	140,006	140,006
Office expense		31,571	644	12,391	44,606	40,336	84,942
Depreciation and amortization		258,851	5,283	101,590	365,724	40,636	406,360
Interest		291,226	5,943	114,296	411,465	45,719	457,184
Dues and subscriptions		50,484	1,030	19,813	71,327	7,925	79,252
Other		-	-	-	-	8,460	8,460
		<u>\$ 7,429,390</u>	<u>\$ 215,078</u>	<u>\$ 1,315,298</u>	<u>\$ 8,959,766</u>	<u>\$ 2,095,961</u>	<u>\$ 11,055,727</u>



**Transmittal Form**  
**Annual Financial Statement Audit Report**  
*for SUNY Authorized Charter Schools*

Charter School Name:	KIPP Tech Valley Charter School
Audit Period:	2020-21
Prior Period:	2019-20
Report Due Date:	Monday, November 1, 2021
School Fiscal Contact Name:	Kassandra Higgins
School Fiscal Contact Email:	[REDACTED]
School Fiscal Contact Phone:	[REDACTED]
School Audit Firm Name:	Mengel Metzger Barr & Co. LLP
School Audit Contact Name:	Raymond J. Jacobi, Jr. CPA
School Audit Contact Email:	[REDACTED]
School Audit Contact Phone:	[REDACTED]

**SUNY CHARTER SCHOOLS INSTITUTE - Reporting Requirements:**

Online Portal: <https://my.epicenternow.org/>

**Required 8 Items:**

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

**And, if applicable:**

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. If not applicable enter "N/A."

	<i>If not included, state the reason(s) below. Or, if not applicable fill in "N/A":</i>
4) Management Letter	N/A
5) Management Letter Response	N/A
6) Form 990; or Extension Form 8868	
7) Federal Single Audit/ Uniform Guidance in 2 CFR Part 200, Subpart F	
8) Corrective Action Plan	N/A

**KIPP TECH VALLEY CHARTER SCHOOL**  
**Statement of Financial Position**  
**as of June 30, 2021**

	ASSETS	2020-21	2019-20
<b>CURRENT ASSETS</b>			
Cash and cash equivalents		\$ 12,566,300	\$ 2,056,175
Grants and contracts receivable		1,230,187	149,321
Accounts receivables		914,697	518,657
Prepaid expenses		100,059	43,498
Contributions and other receivables		136,093	1,000
	<b>TOTAL CURRENT ASSETS</b>	<b>14,947,336</b>	<b>2,768,651</b>
<b>PROPERTY, BUILDING AND EQUIPMENT, net</b>		<b>28,604,662</b>	<b>16,770,104</b>
<b>OTHER ASSETS</b>		<b>636,638</b>	<b>546,921</b>
	<b>TOTAL ASSETS</b>	<b>44,188,636</b>	<b>20,085,676</b>
<b>LIABILITIES AND NET ASSETS</b>			
<b>CURRENT LIABILITIES</b>			
Accounts payable and accrued expenses		\$ 781,170	\$ 144,455
Accrued payroll and benefits		544,483	238,544
Deferred Revenue		-	19,520
Current maturities of long-term debt		371,004	712,022
Short Term Debt - Bonds, Notes Payable		-	-
Other		-	-
	<b>TOTAL CURRENT LIABILITIES</b>	<b>1,696,657</b>	<b>1,114,541</b>
<b>LONG-TERM LIABILITIES</b>			
Deferred Rent		-	-
All other long-term debt and notes payable, net current maturities		28,141,717	17,946,297
	<b>TOTAL LONG-TERM LIABILITIES</b>	<b>28,141,717</b>	<b>17,946,297</b>
	<b>TOTAL LIABILITIES</b>	<b>29,838,374</b>	<b>19,060,838</b>
<b>NET ASSETS</b>			
Without Donor Restrictions		14,321,068	713,614
With Donor Ristrictions		29,194	311,224
	<b>TOTAL NET ASSETS</b>	<b>14,350,262</b>	<b>1,024,838</b>
	<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>44,188,636</b>	<b>20,085,676</b>

CK - Should be zero	-	-
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**KIPP TECH VALLEY CHARTER SCHOOL**

**Statement of Activities**

**as of June 30, 2021**

	<b>2020-21</b>			<b>2019-20</b>
	<b>Without Donor Restrictions</b>	<b>With Donor Restrictions</b>	<b>Total</b>	<b>Total</b>
<b>REVENUE, GAINS AND OTHER SUPPORT</b>				
Public School District				
Resident Student Enrollment	\$ 12,776,760	\$ -	\$ 12,776,760	\$ 10,948,387
Students with disabilities	174,511	-	174,511	117,769
Grants and Contracts				
State and local	-	-	-	-
Federal - Title and IDEA	320,198	-	320,198	274,965
Federal - Other	235,471	-	235,471	-
Other	-	-	-	1,494,205
NYC DoE Rental Assistance	-	-	-	-
Food Service/Child Nutrition Program	265,118	-	265,118	535,470
<b>TOTAL REVENUE, GAINS AND OTHER SUPPORT</b>	<b>13,772,058</b>	<b>-</b>	<b>13,772,058</b>	<b>13,370,796</b>
<b>EXPENSES</b>				
Program Services				
Regular Education	\$ 7,295,604	\$ -	\$ 7,295,604	\$ 4,611,161
Special Education	402,287	-	402,287	316,998
Other Programs	1,509,498	-	1,509,498	1,502,838
Total Program Services	9,207,389	-	9,207,389	6,430,997
Management and general	2,431,927	-	2,431,927	4,437,831
Fundraising	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>11,639,316</b>	<b>-</b>	<b>11,639,316</b>	<b>10,868,828</b>
<b>SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS</b>	<b>2,132,742</b>	<b>-</b>	<b>2,132,742</b>	<b>2,501,968</b>
<b>SUPPORT AND OTHER REVENUE</b>				
Contributions				
Foundations	\$ 136,976	\$ -	\$ 136,976	\$ -
Individuals	-	-	-	-
Corporations	-	-	-	-
Fundraising	19,762	-	19,762	-
Interest income	942	-	942	-
Miscellaneous income	(799,612)	-	(799,612)	(901,457)
Net assets released from restriction	282,030	(282,030)	-	-
<b>TOTAL SUPPORT AND OTHER REVENUE</b>	<b>(359,902)</b>	<b>(282,030)</b>	<b>(641,932)</b>	<b>(901,457)</b>
<b>CHANGE IN NET ASSETS</b>	<b>1,772,840</b>	<b>(282,030)</b>	<b>1,490,810</b>	<b>1,600,511</b>
NET ASSETS BEGINNING OF YEAR	713,614	311,224	1,024,838	(575,673)
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-
<b>NET ASSETS END OF YEAR</b>	<b>\$ 2,486,454</b>	<b>\$ 29,194</b>	<b>\$ 2,515,648</b>	<b>\$ 1,024,838</b>

**KIPP TECH VALLEY CHARTER SCHOOL**  
**Statement of Cash Flows**  
**as of June 30, 2021**

	<b>2020-21</b>	<b>2019-20</b>
<b>CASH FLOWS - OPERATING ACTIVITIES</b>		
Increase (decrease) in net assets	\$ 3,353,591	\$ 1,600,511
Revenues from School Districts	-	-
Accounts Receivable	(664,579)	-
Due from School Districts	-	141,349
Depreciation	969,638	439,715
Grants Receivable	(873,648)	-
Due from NYS	-	(48,323)
Grant revenues	-	-
Prepaid Expenses	(59,755)	39,355
Accounts Payable	486,620	(632,724)
Accrued Expenses	135,354	(67,172)
Accrued Liabilities	-	-
Contributions and fund-raising activities	-	-
Miscellaneous sources	(1,171,320)	-
Deferred Revenue	-	19,520
Interest payments	-	-
Other	1,053,697	23,458
Other	448,882	901,457
<b>NET CASH PROVIDED FROM OPERATING ACTIVITIES</b>	<b>\$ 3,678,480</b>	<b>\$ 2,417,146</b>
<b>CASH FLOWS - INVESTING ACTIVITIES</b>		
Purchase of equipment	(576,438)	(936,677)
Other	7,660,544	-
<b>NET CASH PROVIDED FROM INVESTING ACTIVITIES</b>	<b>\$ 7,084,106</b>	<b>\$ (936,677)</b>
<b>CASH FLOWS - FINANCING ACTIVITIES</b>		
Principal payments on long-term debt	(57,224,439)	(584,397)
Other	57,058,406	906,085
<b>NET CASH PROVIDED FROM FINANCING ACTIVITIES</b>	<b>\$ (166,033)</b>	<b>\$ 321,688</b>
<b>NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS</b>	<b>\$ 10,596,553</b>	<b>\$ 1,802,157</b>
Cash at beginning of year	2,603,105	800,939
<b>CASH AND CASH EQUIVALENTS AT END OF YEAR</b>	<b>\$ 13,199,658</b>	<b>\$ 2,603,096</b>

**KIPP TECH VALLEY CHARTER SCHOOL**  
**Statement of Functional Expenses**  
**as of June 30, 2021**

		2020-21							2019-20	
		Program Services				Supporting Services				
		Regular Education	Special Education	Other Education	Total	Management and			Total	
						Fund-raising	General	Total		
No. of Positions										
Personnel Services Costs		\$	\$	\$	\$	\$	\$	\$	\$	\$
Administrative Staff Personnel	28.00	1,072,172	22,108	267,379	1,361,659	-	519,716	519,716	1,881,375	1,682,951
Instructional Personnel	68.00	3,103,151	247,584	-	3,350,735	-	-	-	3,350,735	3,060,066
Non-Instructional Personnel	11.00	-	-	216,717	216,717	-	839,881	839,881	1,056,598	1,084,257
Total Salaries and Staff	107.00	4,175,323	269,692	484,096	4,929,111	-	1,359,597	1,359,597	6,288,708	5,827,274
Fringe Benefits & Payroll Taxes		964,169	31,670	383,015	1,378,854	-	153,206	153,206	1,532,060	1,502,204
Retirement		168,434	5,533	66,910	240,877	-	26,764	26,764	267,641	258,871
Management Company Fees		-	-	-	-	-	-	-	-	-
Legal Service		-	-	-	-	-	18,131	18,131	18,131	42,160
Accounting / Audit Services		-	-	-	-	-	57,789	57,789	57,789	127,829
Other Purchased / Professional / Consulting Services		285,428	42,863	26,522	354,813	-	227,155	227,155	581,968	117,570
Building and Land Rent / Lease / Facility Finance Interest		329,720	10,831	130,980	471,531	-	52,392	52,392	523,923	773,533
Repairs & Maintenance		218,115	7,164	86,646	311,925	-	34,659	34,659	346,584	234,521
Insurance		-	-	-	-	-	89,877	89,877	89,877	84,626
Utilities		109,273	3,589	43,409	156,271	-	17,364	17,364	173,635	145,343
Supplies / Materials		214,865	7,057	-	221,922	-	-	-	221,922	138,800
Equipment / Furnishings		25,162	-	-	25,162	-	25,161	25,161	50,323	47,432
Staff Development		77,864	-	-	77,864	-	8,652	8,652	86,516	90,734
Marketing / Recruitment		-	-	-	-	-	47,468	47,468	47,468	26,632
Technology		-	-	-	-	-	-	-	-	-
Food Service		-	-	94,037	94,037	-	-	-	94,037	225,692
Student Services		239,190	7,857	-	247,047	-	-	-	247,047	476,189
Office Expense		32,319	1,062	12,840	46,221	-	61,140	61,140	107,361	117,189
Depreciation		354,487	11,643	140,820	506,950	-	56,328	56,328	563,278	439,715
OTHER		101,255	3,326	40,223	144,804	-	196,244	196,244	341,048	192,514
Total Expenses		\$ 7,295,604	\$ 402,287	\$ 1,509,498	\$ 9,207,389	\$ -	\$ 2,431,927	\$ 2,431,927	\$ 11,639,316	\$ 10,868,828





## GENERAL INSTRUCTIONS FOR ANNUAL BUDGET/QUARTERLY REPORT

### TEMPLATE TABS

#### 1- GRAY tab contains the Instructions


<a href="#">Instructions</a>	Provides description of tabs and input requirements.
<a href="#">Funding by District</a>	Charter School Tuition Rates


#### 2- BLUE tabs require input of information

<a href="#">1.) Name of School</a>	>Select school name from list. >Enter contact information.
<a href="#">2.) Enrollment</a>	Enter enrollment information for Annual Budget (& Revisions) and Quarterly Actuals. Includes: >Enrollment by Grade >Enrollment by District
<a href="#">3.) Staffing Plan</a>	Enter staffing plan information for Annual Budget (& Revisions) and Quarterly Actuals. Includes: >Full Time Equivalent (FTE), by Position Category, By Quarter >"Prior Year" column may <i>initially</i> be completed based upon preliminary data, and <i>subsequently</i> adjusted with Annual Audited data when the Quarter 2 Actuals are being submitted.
<a href="#">4.) Yearly Budget</a>	Enter Yearly Budget information. Includes: >"Prior Year" column may <i>initially</i> be completed based upon preliminary data, and <i>subsequently</i> adjusted with Annual Audited data when the Quarter 2 Actuals are being submitted. (Note: Quarterly Revenue allocation may be set) >Budgeted Enrollment data and Per Pupil Revenue for the current year are populated based upon input on tab "2.) Enrollment." >Budgeted FTE for current year is populated based upon input on tab "3.) Staffing Plan." >All other sources of revenue >All expenses >Budget Revisions, as necessary and <i>approved</i> by the school's Board of Directors, should be submitted when submitting Quarterly Actuals.
<a href="#">5.) Balance Sheet</a>	Enter Balance Sheet information for EdCorps. Separate schools merged into a primary EdCorp should NOT use this tab. >"Prior Year" column may be <i>initially</i> completed based upon preliminary data, and <i>subsequently</i> adjusted with Annual Audited data when the Quarter 2 Actuals are being submitted.
<a href="#">6.) Quarterly Report</a>	Enter Actual Quarterly Report information. Includes: >Actual Enrollment data and Per Pupil Revenue for the current year are populated based upon input on tab "2.) Enrollment." >Actual FTE for current year is populated based upon input on tab "3.) Staffing Plan." >All other sources of revenue >All expenses
<a href="#">7.) Annual Report Requirement</a>	Complete when submitting Actual Quarter 4.

### CELL COLORS & GUIDANCE COMMENTS

 = Enter information into the light BLUE shaded cells.

 = Cells labeled in ORANGE contain guidance regarding the input of information.

 = Cells containing RED triangles in the upper right corner contain "guidance comments" on that particular line item. Please "mouse-over" the triangle to reveal each comment.

**Charter Funding Alphabetical By NYS School District**  
**\* (Sum of Charter School Basic Tuition and Supplemental Basic Tuition)**





## ANNUAL BUDGET & QUARTERLY REPORT TEMPLATE

### KIPP Tech Valley Charter School

#### SCHOOL

<b>Name:</b>	KIPP Tech Valley Charter School
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#### CONTACT INFORMATION

<b>Contact Name:</b>	Kassandra Higgins
<b>Contact Title:</b>	Finance and Accounting Consultant
<b>Contact Email:</b>	billing@kipptechvalley.org
<b>Contact Phone:</b>	518-694-9494

#### REPORT PERIOD

<b>Current Academic Year:</b>	2021-22
<b>Prior Academic Year:</b>	2020-21

**KIPP TECH VALLEY CHARTER SCHOOL  
2021-22**

**ENROLLMENT BY GRADES**

GRADES	K	1	2	3	4	5	6	7	8	9	10	11	12
INITIAL BUDGETED ENROLLMENT	103	103	98	98	98	118.8	117.5	120	94.3				
TOTAL ENROLLMENT = 950.6													

**ENROLLMENT BY DISTRICT**

		PRIOR YEAR	ANNUAL BUDGET TOTAL DISTRICTS/ENROLLMENT BY QUARTER								ACTUAL QUARTERLY TOTAL DISTRICTS/ENROLLMENT			
		ACTUAL	QUARTER 1		QUARTER 2		QUARTER 3		QUARTER 4		QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
			Original	Revised	Original	Revised	Original	Revised	Original	Revised	Actual	Actual	Actual	Actual
NUMBER OF SCHOOL DISTRICTS ENROLLED:		0	16	0	16	0	16	0	16	0	0	0	0	0
NUMBER OF STUDENTS ENROLLED:		0	950.49	0	950.49	0	950.49	0	950.49	0	0	0	0	0
			*NOTE: If there are NO budget revisions at the time of quarterly submittal leave the 'REVISED' Column(s) COMPLETELY BLANK. If budget revisions ARE made, the entire "REVISED" budget columns for the affected quarter(s) must be completed on tabs 2, 3 and 4.											
		PRIOR YEAR												
		2020-21												
		Actual Enrollment	Original Budgeted Enrollment	Revised Budgeted Enrollment	Original Budgeted Enrollment	Revised Budgeted Enrollment	Original Budgeted Enrollment	Revised Budgeted Enrollment	Original Budgeted Enrollment	Revised Budgeted Enrollment	Actual Enrollment	Actual Enrollment	Actual Enrollment	Actual Enrollment
PRIMARY/OTHER	DISTRICT NAME(S)													
1	PRIMARY District		670.14		670.14		670.14		670.14					
2	SECONDARY District		84.23		84.23		84.23		84.23					
3	Other District 3		5.62		5.62		5.62		5.62					
4	Other District 4		9.76		9.76		9.76		9.76					
5	Other District 5		37.29		37.29		37.29		37.29					
6	Other District 6		11.02		11.02		11.02		11.02					
7	Other District 7		37.98		37.98		37.98		37.98					
8	Other District 8		36.73		36.73		36.73		36.73					
9	Other District 9		6.66		6.66		6.66		6.66					
10	Other District 10		14.12		14.12		14.12		14.12					
11	Other District 11		2.29		2.29		2.29		2.29					
12	Other District 12		1.03		1.03		1.03		1.03					
13	Other District 13		15.15		15.15		15.15		15.15					
14	Other District 14		12.85		12.85		12.85		12.85					
15	Other District 15		4.59		4.59		4.59		4.59					
16	Other District 16		1.03		1.03		1.03		1.03					
17	Other District 17													

			ANNUAL BUDGET ENROLLMENT BY QUARTER								ACTUAL ENROLLMENT BY QUARTER			
		PRIOR YEAR	QUARTER 1		QUARTER 2		QUARTER 3		QUARTER 4		QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
PRIMARY/OTHER	DISTRICT NAME(S)	2020-21	Original Budgeted Enrollment	<i>Revised</i> Budgeted Enrollment	Original Budgeted Enrollment	<i>Revised</i> Budgeted Enrollment	Original Budgeted Enrollment	<i>Revised</i> Budgeted Enrollment	Original Budgeted Enrollment	<i>Revised</i> Budgeted Enrollment	Actual Enrollment	Actual Enrollment	Actual Enrollment	Actual Enrollment
		Actual Enrollment												





KIPP TECH VALLEY CHARTER SCHOOL  
2021-22

STAFFING PLAN - FULL TIME EQUIVALENT ("FTE")																	
<b>*NOTE:</b> Enter the number of FTE positions in the "blue" cells.			<b>*NOTE:</b> If there are NO budget revisions at the time of quarterly submittal leave the 'REVISED' Column(s) COMPLETELY BLANK. If budget revisions ARE made, the entire "REVISED" budget columns for the affected quarter(s) must be completed on tabs 2, 3 and 4.							<b>*NOTE:</b> Each quarter, the actual FTE should be input.				<b>*NOTE:</b> State the assumptions that are being made for personnel FTE levels.			
ADMINISTRATIVE PERSONNEL FTE			PRIOR YEAR		ANNUAL BUDGETED FTE								ACTUAL QUARTERLY FTE				Description of Assumptions
			2020-21		Q1		Q2		Q3		Q4		Q1	Q2	Q3	Q4	
			ACTUAL		Original	Revised	Original	Revised	Original	Revised	Original	Revised	Actual	Actual	Actual	Actual	
Executive Management					4.1		4.1		4.1		4.1						
Instructional Management					3.6		3.6		3.6		3.6						
Deans, Directors & Coordinators					18.2		18.2		18.2		18.2						
CFO / Director of Finance																	
Operation / Business Manager					4.7		4.7		4.7		4.7						
Administrative Staff					8.0		8.0		8.0		8.0						
TOTAL ADMINISTRATIVE STAFF			0.0		38.5	0.0	38.5	0.0	38.5	0.0	38.5	0.0	0.0	0.0	0.0	0.0	
INSTRUCTIONAL PERSONNEL FTE			PRIOR YEAR		ANNUAL BUDGETED FTE								ACTUAL QUARTERLY FTE				Description of Assumptions
			2020-21		Q1		Q2		Q3		Q4		Q1	Q2	Q3	Q4	
			ACTUAL		Original	Revised	Original	Revised	Original	Revised	Original	Revised	Actual	Actual	Actual	Actual	
Teachers - Regular					56.0		56.0		56.0		56.0						
Teachers - SPED					9.5		9.5		9.5		9.5						
Substitute Teachers																	
Teaching Assistants					3.0		3.0		3.0		3.0						
Specialty Teachers																	
Aides																	
Therapists & Counselors					5.4		5.4		5.4		5.4						
Other																	
TOTAL INSTRUCTIONAL			0.0		73.9	0.0	73.9	0.0	73.9	0.0	73.9	0.0	0.0	0.0	0.0	0.0	
NON-INSTRUCTIONAL PERSONNEL FTE			PRIOR YEAR		ANNUAL BUDGETED FTE								ACTUAL QUARTERLY FTE				Description of Assumptions
			2020-21		Q1		Q2		Q3		Q4		Q1	Q2	Q3	Q4	
			ACTUAL		Original	Revised	Original	Revised	Original	Revised	Original	Revised	Actual	Actual	Actual	Actual	
Nurse					1.0		1.0		1.0		1.0						
Librarian																	
Custodian					1.5		1.5		1.5		1.5						
Security																	
Other					11.6		11.6		11.6		11.6						
TOTAL NON-INSTRUCTIONAL			0.0		14.1	0.0	14.1	0.0	14.1	0.0	14.1	0.0	0.0	0.0	0.0	0.0	
TOTAL PERSONNEL SERVICE FTE			0.0		126.5	0.0	126.5	0.0	126.5	0.0	126.5	0.0	0.0	0.0	0.0	0.0	



		KIPP TECH VALLEY CHARTER SCHOOL Budget / Operating Plan 2021-22												
Total Revenue		-	4,052,019	-	-	4,052,019	-	-	4,052,019	-	-	4,052,019	-	-
Total Expenses		-	3,801,418	-	-	3,801,418	-	-	3,801,418	-	-	3,801,418	-	-
Net Income		-	250,601	-	-	250,601	-	-	250,601	-	-	250,601	-	-
Actual Student Enrollment		-	950	-	-	950	-	-	950	-	-	950	-	-
		Prior Year Actual 2020-21 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
			Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance
REVENUE		Allocate Per Pupil Revenue by Quarter	*NOTE: If there are NO budget revisions at the time of quarterly submittal leave the 'REVISED' Column(s) COMPLETELY BLANK. If budget revisions ARE made, the entire "REVISED" budget columns for the affected quarter(s) must be completed on tabs 2, 3 and 4.											
REVENUES FROM STATE SOURCES		2021-22												
Per Pupil Revenue		Per Pupil Rate	PPR %/Qtr->	25.0%	25.0%		25.0%	25.0%		25.0%	25.0%		25.0%	25.0%
ALBANY CITY SD		16,179		2,710,549	-	-	2,710,549	-	-	2,710,549	-	-	2,710,549	-
TROY CITY SD		16,817		354,124	-	-	354,124	-	-	354,124	-	-	354,124	-
EAST GREENBUSH CSD		13,105		18,413	-	-	18,413	-	-	18,413	-	-	18,413	-
MENANDS UFSD		17,005		41,492	-	-	41,492	-	-	41,492	-	-	41,492	-
WATERVLIET CITY SD		10,734		100,068	-	-	100,068	-	-	100,068	-	-	100,068	-
RENSSELAER CITY SD		10,880		29,974	-	-	29,974	-	-	29,974	-	-	29,974	-
SCHENECTADY CITY SD		13,135		124,717	-	-	124,717	-	-	124,717	-	-	124,717	-
LANSINGBURGH CSD		11,213		102,963	-	-	102,963	-	-	102,963	-	-	102,963	-
RAVENA-COEYMANS-SELKIRK CSD		14,202		23,646	-	-	23,646	-	-	23,646	-	-	23,646	-
SOUTH COLONIE CSD		13,517		47,715	-	-	47,715	-	-	47,715	-	-	47,715	-
GUILDERLAND CSD		13,101		7,500	-	-	7,500	-	-	7,500	-	-	7,500	-
BETHLEHEM CSD		13,523		3,482	-	-	3,482	-	-	3,482	-	-	3,482	-
COHOES CITY SD		13,733		52,014	-	-	52,014	-	-	52,014	-	-	52,014	-
NORTH COLONIE CSD		12,219		39,254	-	-	39,254	-	-	39,254	-	-	39,254	-
NISKAYUNA CSD		12,847		14,742	-	-	14,742	-	-	14,742	-	-	14,742	-
ALL OTHER School Districts: ( Weighted Avg )		15,334		3,949	-	-	3,949	-	-	3,949	-	-	3,949	-
TOTAL Per Pupil Revenue (Weighted Average Per Pupil Funding)		15,464	-	3,674,601	-	-	3,674,601	-	-	3,674,601	-	-	3,674,601	-
Special Education Revenue				41,250		-	41,250		-	41,250		-	41,250	
Grants														
Stimulus						-						-		
DYCD (Department of Youth and Community Development)						-						-		
Other						-						-		
NYC DoE Rental Assistance														
Other						-						-		
TOTAL REVENUE FROM STATE SOURCES			-	3,715,852	-	-	3,715,852	-	-	3,715,852	-	-	3,715,852	-
REVENUE FROM FEDERAL FUNDING														
IDEA Special Needs						-						-		
Title I						-						-		
Title Funding - Other				64,838		-	64,838		-	64,838		-	64,838	
School Food Service (Free Lunch)						-						-		
Grants														
Charter School Program (CSP) Planning & Implementation						-						-		
Other						-						-		
Other				29,000		-	29,000		-	29,000		-	29,000	
TOTAL REVENUE FROM FEDERAL SOURCES			-	93,838	-	-	93,838	-	-	93,838	-	-	93,838	-
LOCAL and OTHER REVENUE														
Contributions and Donations						-						-		
Fundraising				10,875		-	10,875		-	10,875		-	10,875	
Erate Reimbursement				17,794		-	17,794		-	17,794		-	17,794	
Earnings on Investments						-						-		
Interest Income						-						-		
Food Service (Income from meals)				213,661		-	213,661		-	213,661		-	213,661	
Text Book						-						-		
OTHER						-						-		
TOTAL REVENUE FROM LOCAL and OTHER SOURCES			-	242,330	-	-	242,330	-	-	242,330	-	-	242,330	-
TOTAL REVENUE			-	4,052,019	-	-	4,052,019	-	-	4,052,019	-	-	4,052,019	-



		KIPP TECH VALLEY CHARTER SCHOOL Budget / Operating Plan 2021-22												
Total Revenue		-	4,052,019	-	-	4,052,019	-	-	4,052,019	-	-	4,052,019	-	-
Total Expenses		-	3,801,418	-	-	3,801,418	-	-	3,801,418	-	-	3,801,418	-	-
Net Income		-	250,601	-	-	250,601	-	-	250,601	-	-	250,601	-	-
Actual Student Enrollment		-	950	-	-	950	-	-	950	-	-	950	-	-
		Prior Year Actual 2020-21 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
			Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance
EXPENSES														
ADMINISTRATIVE STAFF PERSONNEL COSTS		Avg. No. of Positions												
Executive Management		4.06	151,525		-	151,525		-	151,525		-	151,525		-
Instructional Management		3.58	94,935		-	94,935		-	94,935		-	94,935		-
Deans, Directors & Coordinators		18.16	364,501		-	364,501		-	364,501		-	364,501		-
CFO / Director of Finance		-			-			-			-			-
Operation / Business Manager		4.73	149,299		-	149,299		-	149,299		-	149,299		-
Administrative Staff		8.00	86,250		-	86,250		-	86,250		-	86,250		-
TOTAL ADMINISTRATIVE STAFF		38.53	-	846,509	-	-	846,509	-	-	846,509	-	-	846,509	-
INSTRUCTIONAL PERSONNEL COSTS														
Teachers - Regular		56.00	811,375		-	811,375		-	811,375		-	811,375		-
Teachers - SPED		9.50	149,500		-	149,500		-	149,500		-	149,500		-
Substitute Teachers		-			-			-			-			-
Teaching Assistants		3.00	36,625		-	36,625		-	36,625		-	36,625		-
Specialty Teachers		-			-			-			-			-
Aides		-			-			-			-			-
Therapists & Counselors		5.37	84,852		-	84,852		-	84,852		-	84,852		-
Other		-	27,778		-	27,778		-	27,778		-	27,778		-
TOTAL INSTRUCTIONAL		73.87	-	1,110,130	-	-	1,110,130	-	-	1,110,130	-	-	1,110,130	-
NON-INSTRUCTIONAL PERSONNEL COSTS														
Nurse		1.00	15,000		-	15,000		-	15,000		-	15,000		-
Librarian		-			-			-			-			-
Custodian		1.50	21,250		-	21,250		-	21,250		-	21,250		-
Security		-			-			-			-			-
Other		11.60	91,341		-	91,341		-	91,341		-	91,341		-
TOTAL NON-INSTRUCTIONAL		14.10	-	127,591	-	-	127,591	-	-	127,591	-	-	127,591	-
SUBTOTAL PERSONNEL SERVICE COSTS		126.50	-	2,084,230	-	-	2,084,230	-	-	2,084,230	-	-	2,084,230	-
PAYROLL TAXES AND BENEFITS														
Payroll Taxes			164,699		-	164,699		-	164,699		-	164,699		-
Fringe / Employee Benefits			340,311		-	340,311		-	340,311		-	340,311		-
Retirement / Pension			99,376		-	99,376		-	99,376		-	99,376		-
TOTAL PAYROLL TAXES AND BENEFITS			-	604,386	-	-	604,386	-	-	604,386	-	-	604,386	-
TOTAL PERSONNEL SERVICE COSTS		126.50	-	2,688,616	-	-	2,688,616	-	-	2,688,616	-	-	2,688,616	-
CONTRACTED SERVICES														
Accounting / Audit			18,415		-	18,415		-	18,415		-	18,415		-
Legal			8,750		-	8,750		-	8,750		-	8,750		-
Management Company Fee					-			-			-			-
Nurse Services					-			-			-			-
Food Service / School Lunch					-			-			-			-
Payroll Services			6,525		-	6,525		-	6,525		-	6,525		-
Special Ed Services			11,750		-	11,750		-	11,750		-	11,750		-
Titlement Services (i.e. Title I)			4,350		-	4,350		-	4,350		-	4,350		-
Other Purchased / Professional / Consulting			39,680		-	39,680		-	39,680		-	39,680		-
TOTAL CONTRACTED SERVICES			-	89,470	-	-	89,470	-	-	89,470	-	-	89,470	-



	KIPP TECH VALLEY CHARTER SCHOOL Budget / Operating Plan 2021-22												
Total Revenue	-	4,052,019	-	-	4,052,019	-	-	4,052,019	-	-	4,052,019	-	-
Total Expenses	-	3,801,418	-	-	3,801,418	-	-	3,801,418	-	-	3,801,418	-	-
Net Income	-	250,601	-	-	250,601	-	-	250,601	-	-	250,601	-	-
Actual Student Enrollment	-	950	-	-	950	-	-	950	-	-	950	-	-
	Prior Year Actual 2020-21 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
		Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance
SCHOOL OPERATIONS													
Board Expenses		4,350		-	4,350		-	4,350		-	4,350		-
Classroom / Teaching Supplies & Materials		11,944		-	11,944		-	11,944		-	11,944		-
Special Ed Supplies & Materials				-			-			-			-
Textbooks / Workbooks		8,348		-	8,348		-	8,348		-	8,348		-
Supplies & Materials other				-			-			-			-
Equipment / Furniture		11,434		-	11,434		-	11,434		-	11,434		-
Telephone		5,081		-	5,081		-	5,081		-	5,081		-
Technology		19,880		-	19,880		-	19,880		-	19,880		-
Student Testing & Assessment		7,513		-	7,513		-	7,513		-	7,513		-
Field Trips		5,938		-	5,938		-	5,938		-	5,938		-
Transportation (student)		258,095		-	258,095		-	258,095		-	258,095		-
Student Services - other		30,231		-	30,231		-	30,231		-	30,231		-
Office Expense		26,921		-	26,921		-	26,921		-	26,921		-
Staff Development		28,808		-	28,808		-	28,808		-	28,808		-
Staff Recruitment		1,394		-	1,394		-	1,394		-	1,394		-
Student Recruitment / Marketing		6,850		-	6,850		-	6,850		-	6,850		-
School Meals / Lunch		87,506		-	87,506		-	87,506		-	87,506		-
Travel (Staff)				-			-			-			-
Fundraising				-			-			-			-
Other		235,012		-	235,012		-	235,012		-	235,012		-
TOTAL SCHOOL OPERATIONS	-	749,303	-	-	749,303	-	-	749,303	-	-	749,303	-	-
FACILITY OPERATION & MAINTENANCE													
Insurance		41,842		-	41,842		-	41,842		-	41,842		-
Janitorial		29,373		-	29,373		-	29,373		-	29,373		-
Building and Land Rent / Lease / Facility Finance Interest				-			-			-			-
Repairs & Maintenance		46,925		-	46,925		-	46,925		-	46,925		-
Equipment / Furniture		18,383		-	18,383		-	18,383		-	18,383		-
Security		1,470		-	1,470		-	1,470		-	1,470		-
Utilities		36,036		-	36,036		-	36,036		-	36,036		-
TOTAL FACILITY OPERATION & MAINTENANCE	-	174,029	-	-	174,029	-	-	174,029	-	-	174,029	-	-
DEPRECIATION & AMORTIZATION		100,000		-	100,000		-	100,000		-	100,000		-
COVID-19 / CONTINGENCY				-			-			-			-
DEFERRED RENT				-			-			-			-
TOTAL EXPENSES	-	3,801,418	-	-	3,801,418	-	-	3,801,418	-	-	3,801,418	-	-
NET INCOME	-	250,601	-	-	250,601	-	-	250,601	-	-	250,601	-	-

	KIPP TECH VALLEY CHARTER SCHOOL Budget / Operating Plan 2021-22												
Total Revenue	-	4,052,019	-	-	4,052,019	-	-	4,052,019	-	-	4,052,019	-	-
Total Expenses	-	3,801,418	-	-	3,801,418	-	-	3,801,418	-	-	3,801,418	-	-
Net Income	-	250,601	-	-	250,601	-	-	250,601	-	-	250,601	-	-
Actual Student Enrollment	-	950	-	-	950	-	-	950	-	-	950	-	-
	Prior Year Actual 2020-21 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
		Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance
ENROLLMENT - *School Districts Are Linked To Above Entries*													
Number of Districts:	-	16	-	-	16	-	-	16	-	-	16	-	-
ALBANY CITY SD	-	670	-	-	670	-	-	670	-	-	670	-	-
TROY CITY SD	-	84	-	-	84	-	-	84	-	-	84	-	-
EAST GREENBUSH CSD	-	6	-	-	6	-	-	6	-	-	6	-	-
MENANDS UFSD	-	10	-	-	10	-	-	10	-	-	10	-	-
WATERVLIET CITY SD	-	37	-	-	37	-	-	37	-	-	37	-	-
RENSSELAER CITY SD	-	11	-	-	11	-	-	11	-	-	11	-	-
SCHENECTADY CITY SD	-	38	-	-	38	-	-	38	-	-	38	-	-
LANSINGBURGH CSD	-	37	-	-	37	-	-	37	-	-	37	-	-
RAVENA-COEYMANS-SELKIRK CSD	-	7	-	-	7	-	-	7	-	-	7	-	-
SOUTH COLONIE CSD	-	14	-	-	14	-	-	14	-	-	14	-	-
GUILDERLAND CSD	-	2	-	-	2	-	-	2	-	-	2	-	-
BETHLEHEM CSD	-	1	-	-	1	-	-	1	-	-	1	-	-
COHOES CITY SD	-	15	-	-	15	-	-	15	-	-	15	-	-
NORTH COLONIE CSD	-	13	-	-	13	-	-	13	-	-	13	-	-
NISKAYUNA CSD	-	5	-	-	5	-	-	5	-	-	5	-	-
ALL OTHER School Districts: ( Weighted Avg )	-	1	-	-	1	-	-	1	-	-	1	-	-
TOTAL ENROLLMENT	-	950	-	-	950	-	-	950	-	-	950	-	-
REVENUE PER PUPIL													
	-	4,263	-	-	4,263	-	-	4,263	-	-	4,263	-	-
EXPENSES PER PUPIL													
	-	3,999	-	-	3,999	-	-	3,999	-	-	3,999	-	-



		KIPP TECH VALLEY CHARTER SCHOOL					DESCRIPTION OF ASSUMPTIONS
		Budget / Operating Plan					
		2021-22					
Total Revenue		16,208,075	16,208,075	-	16,208,075	16,208,075	
Total Expenses		15,205,672	15,205,672	-	(15,205,672)	(15,205,672)	
Net Income		1,002,403	1,002,403	-	1,002,403	1,002,403	
Actual Student Enrollment							
		Total Year			VARIANCE		
		Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget	
REVENUE							
REVENUES FROM STATE SOURCES		2021-22					
Per Pupil Revenue	Per Pupil Rate						
ALBANY CITY SD	16,179	10,842,195	10,842,195	-	10,842,195	10,842,195	
TROY CITY SD	16,817	1,416,496	1,416,496	-	1,416,496	1,416,496	
EAST GREENBUSH CSD	13,105	73,650	73,650	-	73,650	73,650	
MENANDS UFSD	17,005	165,969	165,969	-	165,969	165,969	
WATERVLIET CITY SD	10,734	400,271	400,271	-	400,271	400,271	
RENSSELAER CITY SD	10,880	119,898	119,898	-	119,898	119,898	
SCHENECTADY CITY SD	13,135	498,867	498,867	-	498,867	498,867	
LANSINGBURGH CSD	11,213	411,853	411,853	-	411,853	411,853	
RAVENA-COEYMANS-SELKIRK CSD	14,202	94,585	94,585	-	94,585	94,585	
SOUTH COLONIE CSD	13,517	190,860	190,860	-	190,860	190,860	
GUILDERLAND CSD	13,101	30,001	30,001	-	30,001	30,001	
BETHLEHEM CSD	13,523	13,929	13,929	-	13,929	13,929	
COHOES CITY SD	13,733	208,055	208,055	-	208,055	208,055	
NORTH COLONIE CSD	12,219	157,014	157,014	-	157,014	157,014	
NISKAYUNA CSD	12,847	58,968	58,968	-	58,968	58,968	
ALL OTHER School Districts: ( Weighted Avg )	15,334	15,794	15,794	-	15,794	15,794	
TOTAL Per Pupil Revenue (Weighted Average Per Pupil Funding)	15,464	14,698,405	14,698,405	-	14,698,405	14,698,405	
Special Education Revenue		165,001	165,001	-	165,001	165,001	
Grants							
Stimulus		-	-	-	-	-	
DYCD (Department of Youth and Community Development)		-	-	-	-	-	
Other		-	-	-	-	-	
NYC DoE Rental Assistance		-	-	-	-	-	
Other		-	-	-	-	-	
TOTAL REVENUE FROM STATE SOURCES		14,863,406	14,863,406	-	14,863,406	14,863,406	
REVENUE FROM FEDERAL FUNDING							
IDEA Special Needs		-	-	-	-	-	
Title I		-	-	-	-	-	
Title Funding - Other		259,350	259,350	-	259,350	259,350	
School Food Service (Free Lunch)		-	-	-	-	-	
Grants							
Charter School Program (CSP) Planning & Implementation		-	-	-	-	-	
Other		-	-	-	-	-	
Other		116,000	116,000	-	116,000	116,000	
TOTAL REVENUE FROM FEDERAL SOURCES		375,350	375,350	-	375,350	375,350	
LOCAL and OTHER REVENUE							
Contributions and Donations		-	-	-	-	-	
Fundraising		43,500	43,500	-	43,500	43,500	
Erate Reimbursement		71,176	71,176	-	71,176	71,176	
Earnings on Investments		-	-	-	-	-	
Interest Income		-	-	-	-	-	
Food Service (Income from meals)		854,643	854,643	-	854,643	854,643	
Text Book		-	-	-	-	-	
OTHER		-	-	-	-	-	
TOTAL REVENUE FROM LOCAL and OTHER SOURCES		969,319	969,319	-	969,319	969,319	
TOTAL REVENUE		16,208,075	16,208,075	-	16,208,075	16,208,075	



		KIPP TECH VALLEY CHARTER SCHOOL					DESCRIPTION OF ASSUMPTIONS
		Budget / Operating Plan					
		2021-22					
Total Revenue		16,208,075	16,208,075	-	16,208,075	16,208,075	
Total Expenses		15,205,672	15,205,672	-	(15,205,672)	(15,205,672)	
Net Income		1,002,403	1,002,403	-	1,002,403	1,002,403	
Actual Student Enrollment							
		Total Year			VARIANCE		
		Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget	
EXPENSES							
ADMINISTRATIVE STAFF PERSONNEL COSTS							
	Avg. No. of Positions						
Executive Management	4.06	606,100	606,100	-	(606,100)	(606,100)	
Instructional Management	3.58	379,740	379,740	-	(379,740)	(379,740)	
Deans, Directors & Coordinators	18.16	1,458,003	1,458,003	-	(1,458,003)	(1,458,003)	
CFO / Director of Finance	-	-	-	-	-	-	
Operation / Business Manager	4.73	597,194	597,194	-	(597,194)	(597,194)	
Administrative Staff	8.00	345,000	345,000	-	(345,000)	(345,000)	
TOTAL ADMINISTRATIVE STAFF	38.53	3,386,037	3,386,037	-	(3,386,037)	(3,386,037)	
INSTRUCTIONAL PERSONNEL COSTS							
Teachers - Regular	56.00	3,245,500	3,245,500	-	(3,245,500)	(3,245,500)	
Teachers - SPED	9.50	598,000	598,000	-	(598,000)	(598,000)	
Substitute Teachers	-	-	-	-	-	-	
Teaching Assistants	3.00	146,500	146,500	-	(146,500)	(146,500)	
Specialty Teachers	-	-	-	-	-	-	
Aides	-	-	-	-	-	-	
Therapists & Counselors	5.37	339,409	339,409	-	(339,409)	(339,409)	
Other	-	111,110	111,110	-	(111,110)	(111,110)	
TOTAL INSTRUCTIONAL	73.87	4,440,519	4,440,519	-	(4,440,519)	(4,440,519)	
NON-INSTRUCTIONAL PERSONNEL COSTS							
Nurse	1.00	60,000	60,000	-	(60,000)	(60,000)	
Librarian	-	-	-	-	-	-	
Custodian	1.50	85,000	85,000	-	(85,000)	(85,000)	
Security	-	-	-	-	-	-	
Other	11.60	365,365	365,365	-	(365,365)	(365,365)	
TOTAL NON-INSTRUCTIONAL	14.10	510,365	510,365	-	(510,365)	(510,365)	
SUBTOTAL PERSONNEL SERVICE COSTS							
	126.50	8,336,921	8,336,921	-	(8,336,921)	(8,336,921)	
PAYROLL TAXES AND BENEFITS							
Payroll Taxes		658,796	658,796	-	(658,796)	(658,796)	
Fringe / Employee Benefits		1,361,244	1,361,244	-	(1,361,244)	(1,361,244)	
Retirement / Pension		397,504	397,504	-	(397,504)	(397,504)	
TOTAL PAYROLL TAXES AND BENEFITS		2,417,544	2,417,544	-	(2,417,544)	(2,417,544)	
TOTAL PERSONNEL SERVICE COSTS							
	126.50	10,754,465	10,754,465	-	(10,754,465)	(10,754,465)	
CONTRACTED SERVICES							
Accounting / Audit		73,660	73,660	-	(73,660)	(73,660)	
Legal		35,000	35,000	-	(35,000)	(35,000)	
Management Company Fee		-	-	-	-	-	
Nurse Services		-	-	-	-	-	
Food Service / School Lunch		-	-	-	-	-	
Payroll Services		26,100	26,100	-	(26,100)	(26,100)	
Special Ed Services		47,000	47,000	-	(47,000)	(47,000)	
Titlement Services (i.e. Title I)		17,400	17,400	-	(17,400)	(17,400)	
Other Purchased / Professional / Consulting		158,720	158,720	-	(158,720)	(158,720)	
TOTAL CONTRACTED SERVICES		357,880	357,880	-	(357,880)	(357,880)	



KIPP TECH VALLEY CHARTER SCHOOL					
Budget / Operating Plan					
2021-22					
Total Revenue	16,208,075	16,208,075	-	16,208,075	16,208,075
Total Expenses	15,205,672	15,205,672	-	(15,205,672)	(15,205,672)
Net Income	1,002,403	1,002,403	-	1,002,403	1,002,403
Actual Student Enrollment					
Total Year			VARIANCE		
Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget	
<b>SCHOOL OPERATIONS</b>					
Board Expenses	17,400	17,400	-	(17,400)	(17,400)
Classroom / Teaching Supplies & Materials	47,775	47,775	-	(47,775)	(47,775)
Special Ed Supplies & Materials	-	-	-	-	-
Textbooks / Workbooks	33,390	33,390	-	(33,390)	(33,390)
Supplies & Materials other	-	-	-	-	-
Equipment / Furniture	45,735	45,735	-	(45,735)	(45,735)
Telephone	20,322	20,322	-	(20,322)	(20,322)
Technology	79,518	79,518	-	(79,518)	(79,518)
Student Testing & Assessment	30,052	30,052	-	(30,052)	(30,052)
Field Trips	23,750	23,750	-	(23,750)	(23,750)
Transportation (student)	1,032,380	1,032,380	-	(1,032,380)	(1,032,380)
Student Services - other	120,925	120,925	-	(120,925)	(120,925)
Office Expense	107,685	107,685	-	(107,685)	(107,685)
Staff Development	115,230	115,230	-	(115,230)	(115,230)
Staff Recruitment	5,575	5,575	-	(5,575)	(5,575)
Student Recruitment / Marketing	27,400	27,400	-	(27,400)	(27,400)
School Meals / Lunch	350,024	350,024	-	(350,024)	(350,024)
Travel (Staff)	-	-	-	-	-
Fundraising	-	-	-	-	-
Other	940,049	940,049	-	(940,049)	(940,049)
TOTAL SCHOOL OPERATIONS	2,997,210	2,997,210	-	(2,997,210)	(2,997,210)
<b>FACILITY OPERATION &amp; MAINTENANCE</b>					
Insurance	167,369	167,369	-	(167,369)	(167,369)
Janitorial	117,492	117,492	-	(117,492)	(117,492)
Building and Land Rent / Lease / Facility Finance Interest	-	-	-	-	-
Repairs & Maintenance	187,700	187,700	-	(187,700)	(187,700)
Equipment / Furniture	73,532	73,532	-	(73,532)	(73,532)
Security	5,880	5,880	-	(5,880)	(5,880)
Utilities	144,144	144,144	-	(144,144)	(144,144)
TOTAL FACILITY OPERATION & MAINTENANCE	696,117	696,117	-	(696,117)	(696,117)
<b>DEPRECIATION &amp; AMORTIZATION</b>					
	400,000	400,000	-	(400,000)	(400,000)
<b>COVID-19 / CONTINGENCY</b>					
	-	-	-	-	-
<b>DEFERRED RENT</b>					
	-	-	-	-	-
TOTAL EXPENSES	15,205,672	15,205,672	-	(15,205,672)	(15,205,672)
NET INCOME	1,002,403	1,002,403	-	1,002,403	1,002,403

DESCRIPTION OF ASSUMPTIONS

KIPP TECH VALLEY CHARTER SCHOOL							DESCRIPTION OF ASSUMPTIONS
Budget / Operating Plan							
2021-22							
Total Revenue	16,208,075	16,208,075	-	16,208,075	16,208,075		
Total Expenses	15,205,672	15,205,672	-	(15,205,672)	(15,205,672)		
Net Income	1,002,403	1,002,403	-	1,002,403	1,002,403		
Actual Student Enrollment							
Total Year			VARIANCE				
Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget			
ENROLLMENT - *School Districts Are Linked To Above Entries*							
Number of Districts:							
ALBANY CITY SD							
TROY CITY SD							
EAST GREENBUSH CSD							
MENANDS UFSD							
WATERVLIET CITY SD							
RENSSELAER CITY SD							
SCHENECTADY CITY SD							
LANSINGBURGH CSD							
RAVENA-COEYMANS-SELKIRK CSD							
SOUTH COLONIE CSD							
GUILDERLAND CSD							
BETHLEHEM CSD							
COHOES CITY SD							
NORTH COLONIE CSD							
NISKAYUNA CSD							
ALL OTHER School Districts: ( Weighted Avg )							
TOTAL ENROLLMENT							
REVENUE PER PUPIL							
EXPENSES PER PUPIL							



	KIPP TECH VALLEY CHARTER SCHOOL Budget / Operating Plan 2021-22													
Total Revenue	-	4,052,019	-	-	4,052,019	-	-	4,052,019	-	-	4,052,019	-	-	16,208,075
Total Expenses	-	3,801,418	-	-	3,801,418	-	-	3,801,418	-	-	3,801,418	-	-	15,205,672
Net Income	-	250,601	-	-	250,601	-	-	250,601	-	-	250,601	-	-	1,002,403
Actual Student Enrollment	-	950	-	-	950	-	-	950	-	-	950	-	-	
	Prior Year Actual 2020-21 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30			Original Budget
		Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	
<b>CASH FLOW ADJUSTMENTS</b>														
OPERATING ACTIVITIES {enter descriptions below }														
Add Back Depreciation	-	100,000	-	-	100,000	-	-	100,000	-	-	100,000	-	-	400,000
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Operating Activities	-	100,000	-	-	100,000	-	-	100,000	-	-	100,000	-	-	400,000
INVESTMENT ACTIVITIES {enter descriptions below }														
Example - Subtract Property and Equipment Expenditures	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Investment Activities	-	-	-	-	-	-	-	-	-	-	-	-	-	-
FINANCING ACTIVITIES {enter descriptions below }														
Subtract Principal Payment	-	(57,390)	-	-	(57,390)	-	-	(57,390)	-	-	(57,390)	-	-	(229,561)
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Financing Activities	-	(57,390)	-	-	(57,390)	-	-	(57,390)	-	-	(57,390)	-	-	(229,561)
Total Cash Flow Adjustments	-	42,610	-	-	42,610	-	-	42,610	-	-	42,610	-	-	170,439
NET INCOME	-	293,211	-	-	293,211	-	-	293,211	-	-	293,211	-	-	1,172,842
Beginning Cash Balance	-	-	-	-	293,211	-	-	586,421	-	-	879,632	-	-	-
ENDING CASH BALANCE	-	293,211	-	-	586,421	-	-	879,632	-	-	1,172,842	-	-	1,172,842

		KIPP TECH VALLEY CHARTER SCHOOL				DESCRIPTION OF ASSUMPTIONS
		Budget / Operating Plan			2021-22	
Total Revenue		16,208,075	-	16,208,075	16,208,075	
Total Expenses		15,205,672	-	(15,205,672)	(15,205,672)	
Net Income		1,002,403	-	1,002,403	1,002,403	
Actual Student Enrollment						
		Total Year		VARIANCE		
		Revised		Original	Revised	
		Budget	Variance	Budget vs. PY	Budget vs. PY	
		Budget		Budget	Budget	
CASH FLOW ADJUSTMENTS						
OPERATING ACTIVITIES {enter descriptions below }						
Add Back Depreciation		400,000	-	400,000	400,000	
Other		-	-	-	-	
Total Operating Activities		400,000	-	400,000	400,000	
INVESTMENT ACTIVITIES {enter descriptions below }						
Example - Subtract Property and Equipment Expenditures		-	-	-	-	
Other		-	-	-	-	
Total Investment Activities		-	-	-	-	
FINANCING ACTIVITIES {enter descriptions below }						
Subtract Principal Payment		(229,561)	-	(229,561)	(229,561)	
Other		-	-	-	-	
Total Financing Activities		(229,561)	-	(229,561)	(229,561)	
Total Cash Flow Adjustments		170,439	-	170,439	170,439	
NET INCOME		1,172,842	-	1,172,842	1,172,842	
Beginning Cash Balance		-	-	-	-	
ENDING CASH BALANCE		1,172,842	-	1,172,842	1,172,842	





## KIPP TECH VALLEY CHARTER SCHOOL

## Budget / Operating Plan

2021-22

Total Revenue	-	4,052,019	-	-	4,052,019	-	-	4,052,019	-	-	4,052,019	-
Total Expenses	-	3,801,418	-	-	3,801,418	-	-	3,801,418	-	-	3,801,418	-
Net Income	-	250,601	-	-	250,601	-	-	250,601	-	-	250,601	-
Actual Student Enrollment	-	950	-	-	950	-	-	950	-	-	950	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
	Current			Current			Current			Current		
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance

<b>REVENUE</b>												
<b>REVENUES FROM STATE SOURCES</b>												
Per Pupil Revenue	2021-22 Per Pupil Rate											
ALBANY CITY SD	16,179	2,710,549	-	2,710,549	-	2,710,549	-	2,710,549	-	2,710,549	-	-
TROY CITY SD	16,817	354,124	-	354,124	-	354,124	-	354,124	-	354,124	-	-
EAST GREENBUSH CSD	13,105	18,413	-	18,413	-	18,413	-	18,413	-	18,413	-	-
MENANDS UFSD	17,005	41,492	-	41,492	-	41,492	-	41,492	-	41,492	-	-
WATERVLIET CITY SD	10,734	100,068	-	100,068	-	100,068	-	100,068	-	100,068	-	-
RENSSELAER CITY SD	10,880	29,974	-	29,974	-	29,974	-	29,974	-	29,974	-	-
SCHENECTADY CITY SD	13,135	124,717	-	124,717	-	124,717	-	124,717	-	124,717	-	-
LANSINGBURGH CSD	11,213	102,963	-	102,963	-	102,963	-	102,963	-	102,963	-	-
RAVENA-COEYMANS-SELKIRK CSD	14,202	23,646	-	23,646	-	23,646	-	23,646	-	23,646	-	-
SOUTH COLONIE CSD	13,517	47,715	-	47,715	-	47,715	-	47,715	-	47,715	-	-
GUILDERLAND CSD	13,101	7,500	-	7,500	-	7,500	-	7,500	-	7,500	-	-
BETHLEHEM CSD	13,523	3,482	-	3,482	-	3,482	-	3,482	-	3,482	-	-
COHOES CITY SD	13,733	52,014	-	52,014	-	52,014	-	52,014	-	52,014	-	-
NORTH COLONIE CSD	12,219	39,254	-	39,254	-	39,254	-	39,254	-	39,254	-	-
NISKAYUNA CSD	12,847	14,742	-	14,742	-	14,742	-	14,742	-	14,742	-	-
ALL OTHER School Districts: ( Count = 1 )	15,334	3,949	-	3,949	-	3,949	-	3,949	-	3,949	-	-
TOTAL Per Pupil Revenue (Weighted Average Per Pupil Funding)	15,464	-	3,674,601	-	3,674,601	-	-	3,674,601	-	-	3,674,601	-
Special Education Revenue		41,250	-	41,250	-	41,250	-	41,250	-	41,250	-	-
Grants												
Stimulus		-	-	-	-	-	-	-	-	-	-	-
DYCD (Department of Youth and Community Development)		-	-	-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-	-	-
NYC DoE Rental Assistance		-	-	-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE FROM STATE SOURCES		-	3,715,852	-	3,715,852	-	-	3,715,852	-	-	3,715,852	-
<b>REVENUE FROM FEDERAL FUNDING</b>												
IDEA Special Needs		-	-	-	-	-	-	-	-	-	-	-
Title I		-	-	-	-	-	-	-	-	-	-	-
Title Funding - Other		64,838	-	64,838	-	64,838	-	64,838	-	64,838	-	-
School Food Service (Free Lunch)		-	-	-	-	-	-	-	-	-	-	-
Grants												
Charter School Program (CSP) Planning & Implementation		-	-	-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-	-	-
Other		29,000	-	29,000	-	29,000	-	29,000	-	29,000	-	-
TOTAL REVENUE FROM FEDERAL SOURCES		-	93,838	-	93,838	-	-	93,838	-	-	93,838	-
<b>LOCAL and OTHER REVENUE</b>												
Contributions and Donations		-	-	-	-	-	-	-	-	-	-	-
Fundraising		10,875	-	10,875	-	10,875	-	10,875	-	10,875	-	-
Erate Reimbursement		17,794	-	17,794	-	17,794	-	17,794	-	17,794	-	-
Earnings on Investments		-	-	-	-	-	-	-	-	-	-	-
Interest Income		-	-	-	-	-	-	-	-	-	-	-
Food Service (Income from meals)		213,661	-	213,661	-	213,661	-	213,661	-	213,661	-	-
Text Book		-	-	-	-	-	-	-	-	-	-	-
OTHER		-	-	-	-	-	-	-	-	-	-	-
TOTAL REVENUE FROM LOCAL and OTHER SOURCES		-	242,330	-	242,330	-	-	242,330	-	-	242,330	-
TOTAL REVENUE		-	4,052,019	-	4,052,019	-	-	4,052,019	-	-	4,052,019	-



## KIPP TECH VALLEY CHARTER SCHOOL

## Budget / Operating Plan

2021-22

Total Revenue	-	4,052,019	-	-	4,052,019	-	-	4,052,019	-	-	4,052,019	-
Total Expenses	-	3,801,418	-	-	3,801,418	-	-	3,801,418	-	-	3,801,418	-
Net Income	-	250,601	-	-	250,601	-	-	250,601	-	-	250,601	-
Actual Student Enrollment	-	950	-	-	950	-	-	950	-	-	950	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
	Current			Current			Current			Current		
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance

EXPENSES		Quarter 0										
		No. of Positions										
<b>ADMINISTRATIVE STAFF PERSONNEL COSTS</b>												
Executive Management	-	151,525	-	151,525	-	151,525	-	151,525	-	151,525	-	-
Instructional Management	-	94,935	-	94,935	-	94,935	-	94,935	-	94,935	-	-
Deans, Directors & Coordinators	-	364,501	-	364,501	-	364,501	-	364,501	-	364,501	-	-
CFO / Director of Finance	-	-	-	-	-	-	-	-	-	-	-	-
Operation / Business Manager	-	149,299	-	149,299	-	149,299	-	149,299	-	149,299	-	-
Administrative Staff	-	86,250	-	86,250	-	86,250	-	86,250	-	86,250	-	-
<b>TOTAL ADMINISTRATIVE STAFF</b>	-	846,509	-	846,509	-	846,509	-	846,509	-	846,509	-	-
<b>INSTRUCTIONAL PERSONNEL COSTS</b>												
Teachers - Regular	-	811,375	-	811,375	-	811,375	-	811,375	-	811,375	-	-
Teachers - SPED	-	149,500	-	149,500	-	149,500	-	149,500	-	149,500	-	-
Substitute Teachers	-	-	-	-	-	-	-	-	-	-	-	-
Teaching Assistants	-	36,625	-	36,625	-	36,625	-	36,625	-	36,625	-	-
Specialty Teachers	-	-	-	-	-	-	-	-	-	-	-	-
Aides	-	-	-	-	-	-	-	-	-	-	-	-
Therapists & Counselors	-	84,852	-	84,852	-	84,852	-	84,852	-	84,852	-	-
Other	-	27,778	-	27,778	-	27,778	-	27,778	-	27,778	-	-
<b>TOTAL INSTRUCTIONAL</b>	-	1,110,130	-	1,110,130	-	1,110,130	-	1,110,130	-	1,110,130	-	-
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>												
Nurse	-	15,000	-	15,000	-	15,000	-	15,000	-	15,000	-	-
Librarian	-	-	-	-	-	-	-	-	-	-	-	-
Custodian	-	21,250	-	21,250	-	21,250	-	21,250	-	21,250	-	-
Security	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	91,341	-	91,341	-	91,341	-	91,341	-	91,341	-	-
<b>TOTAL NON-INSTRUCTIONAL</b>	-	127,591	-	127,591	-	127,591	-	127,591	-	127,591	-	-
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>	-	2,084,230	-	2,084,230	-	2,084,230	-	2,084,230	-	2,084,230	-	-
<b>PAYROLL TAXES AND BENEFITS</b>												
Payroll Taxes		164,699	-	164,699	-	164,699	-	164,699	-	164,699	-	-
Fringe / Employee Benefits		340,311	-	340,311	-	340,311	-	340,311	-	340,311	-	-
Retirement / Pension		99,376	-	99,376	-	99,376	-	99,376	-	99,376	-	-
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>		604,386	-	604,386	-	604,386	-	604,386	-	604,386	-	-
<b>TOTAL PERSONNEL SERVICE COSTS</b>	-	2,688,616	-	2,688,616	-	2,688,616	-	2,688,616	-	2,688,616	-	-
<b>CONTRACTED SERVICES</b>												
Accounting / Audit		18,415	-	18,415	-	18,415	-	18,415	-	18,415	-	-
Legal		8,750	-	8,750	-	8,750	-	8,750	-	8,750	-	-
Management Company Fee		-	-	-	-	-	-	-	-	-	-	-
Nurse Services		-	-	-	-	-	-	-	-	-	-	-
Food Service / School Lunch		-	-	-	-	-	-	-	-	-	-	-
Payroll Services		6,525	-	6,525	-	6,525	-	6,525	-	6,525	-	-
Special Ed Services		11,750	-	11,750	-	11,750	-	11,750	-	11,750	-	-
Titlement Services (i.e. Title I)		4,350	-	4,350	-	4,350	-	4,350	-	4,350	-	-
Other Purchased / Professional / Consulting		39,680	-	39,680	-	39,680	-	39,680	-	39,680	-	-
<b>TOTAL CONTRACTED SERVICES</b>	-	89,470	-	89,470	-	89,470	-	89,470	-	89,470	-	-



## KIPP TECH VALLEY CHARTER SCHOOL

## Budget / Operating Plan

2021-22

Total Revenue	-	4,052,019	-	-	4,052,019	-	-	4,052,019	-	-	4,052,019	-
Total Expenses	-	3,801,418	-	-	3,801,418	-	-	3,801,418	-	-	3,801,418	-
Net Income	-	250,601	-	-	250,601	-	-	250,601	-	-	250,601	-
Actual Student Enrollment	-	950	-	-	950	-	-	950	-	-	950	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual	Current Budget	Variance
<b>SCHOOL OPERATIONS</b>												
Board Expenses		4,350	-		4,350	-		4,350	-		4,350	-
Classroom / Teaching Supplies & Materials		11,944	-		11,944	-		11,944	-		11,944	-
Special Ed Supplies & Materials		-	-		-	-		-	-		-	-
Textbooks / Workbooks		8,348	-		8,348	-		8,348	-		8,348	-
Supplies & Materials other		-	-		-	-		-	-		-	-
Equipment / Furniture		11,434	-		11,434	-		11,434	-		11,434	-
Telephone		5,081	-		5,081	-		5,081	-		5,081	-
Technology		19,880	-		19,880	-		19,880	-		19,880	-
Student Testing & Assessment		7,513	-		7,513	-		7,513	-		7,513	-
Field Trips		5,938	-		5,938	-		5,938	-		5,938	-
Transportation (student)		258,095	-		258,095	-		258,095	-		258,095	-
Student Services - other		30,231	-		30,231	-		30,231	-		30,231	-
Office Expense		26,921	-		26,921	-		26,921	-		26,921	-
Staff Development		28,808	-		28,808	-		28,808	-		28,808	-
Staff Recruitment		1,394	-		1,394	-		1,394	-		1,394	-
Student Recruitment / Marketing		6,850	-		6,850	-		6,850	-		6,850	-
School Meals / Lunch		87,506	-		87,506	-		87,506	-		87,506	-
Travel (Staff)		-	-		-	-		-	-		-	-
Fundraising		-	-		-	-		-	-		-	-
Other		235,012	-		235,012	-		235,012	-		235,012	-
<b>TOTAL SCHOOL OPERATIONS</b>	-	749,303	-	-	749,303	-	-	749,303	-	-	749,303	-
<b>FACILITY OPERATION &amp; MAINTENANCE</b>												
Insurance		41,842	-		41,842	-		41,842	-		41,842	-
Janitorial		29,373	-		29,373	-		29,373	-		29,373	-
Building and Land Rent / Lease / Facility Finance Interest		-	-		-	-		-	-		-	-
Repairs & Maintenance		46,925	-		46,925	-		46,925	-		46,925	-
Equipment / Furniture		18,383	-		18,383	-		18,383	-		18,383	-
Security		1,470	-		1,470	-		1,470	-		1,470	-
Utilities		36,036	-		36,036	-		36,036	-		36,036	-
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	-	174,029	-	-	174,029	-	-	174,029	-	-	174,029	-
<b>DEPRECIATION &amp; AMORTIZATION</b>		100,000	-		100,000	-		100,000	-		100,000	-
<b>COVID-19 / CONTINGENCY</b>		-	-		-	-		-	-		-	-
<b>DEFERRED RENT</b>		-	-		-	-		-	-		-	-
<b>TOTAL EXPENSES</b>	-	3,801,418	-	-	3,801,418	-	-	3,801,418	-	-	3,801,418	-
<b>NET INCOME</b>	-	250,601	-	-	250,601	-	-	250,601	-	-	250,601	-

**KIPP TECH VALLEY CHARTER SCHOOL**

**Budget / Operating Plan**

**2021-22**

Total Revenue	-	4,052,019	-	-	4,052,019	-	-	4,052,019	-	-	4,052,019	-
Total Expenses	-	3,801,418	-	-	3,801,418	-	-	3,801,418	-	-	3,801,418	-
Net Income	-	250,601	-	-	250,601	-	-	250,601	-	-	250,601	-
Actual Student Enrollment	-	950	-	-	950	-	-	950	-	-	950	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
	Current			Current			Current			Current		
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance

**ENROLLMENT - \*School Districts Are Linked To Above Entries\***

ALBANY CITY SD	-	670	-	-	670	-	-	670	-	-	670	-
TROY CITY SD	-	84	-	-	84	-	-	84	-	-	84	-
EAST GREENBUSH CSD	-	6	-	-	6	-	-	6	-	-	6	-
MENANDS UFSD	-	10	-	-	10	-	-	10	-	-	10	-
WATERVLIET CITY SD	-	37	-	-	37	-	-	37	-	-	37	-
RENSSELAER CITY SD	-	11	-	-	11	-	-	11	-	-	11	-
SCHENECTADY CITY SD	-	38	-	-	38	-	-	38	-	-	38	-
LANSINGBURGH CSD	-	37	-	-	37	-	-	37	-	-	37	-
RAVENA-COEYMANS-SELKIRK CSD	-	7	-	-	7	-	-	7	-	-	7	-
SOUTH COLONIE CSD	-	14	-	-	14	-	-	14	-	-	14	-
GUILDERLAND CSD	-	2	-	-	2	-	-	2	-	-	2	-
BETHLEHEM CSD	-	1	-	-	1	-	-	1	-	-	1	-
COHOES CITY SD	-	15	-	-	15	-	-	15	-	-	15	-
NORTH COLONIE CSD	-	13	-	-	13	-	-	13	-	-	13	-
NISKAYUNA CSD	-	5	-	-	5	-	-	5	-	-	5	-
ALL OTHER School Districts: ( Count = 1 )	-	1	-	-	1	-	-	1	-	-	1	-
<b>TOTAL ENROLLMENT</b>	-	<b>950</b>	-	-	<b>950</b>	-	-	<b>950</b>	-	-	<b>950</b>	-

REVENUE PER PUPIL	-	4,263	-	-	4,263	-	-	4,263	-	-	4,263	-
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EXPENSES PER PUPIL	-	3,999	-	-	3,999	-	-	3,999	-	-	3,999	-
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KIPP TECH VALLEY CHARTER SCHOOL Budget / Operating Plan											
2021-22											
Total Revenue	-	-	-	16,208,075	(16,208,075)	-	-	16,208,075	(16,208,075)	-	-
Total Expenses	-	-	-	15,205,672	15,205,672	-	-	15,205,672	15,205,672	-	-
Net Income	-	-	-	1,002,403	(1,002,403)	-	-	1,002,403	(1,002,403)	-	-
Actual Student Enrollment	-	-	-			-	-			-	-
TOTALS AND VARIANCE ANALYSIS											
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed				Current Budget (Current Quarter)	Actual vs. Current Budget	Actual vs. Current Budget TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget TY	PY Actual (PY TY / No. of COMPLETED Actual CY Quarters)	Actual CY vs. Actual PY
REVENUE											
REVENUES FROM STATE SOURCES											
Per Pupil Revenue											
				2021-22 Per Pupil Rate							
ALBANY CITY SD				16,179	-	-	-	10,842,195	(10,842,195)	-	-
TROY CITY SD				16,817	-	-	-	1,416,496	(1,416,496)	-	-
EAST GREENBUSH CSD				13,105	-	-	-	73,650	(73,650)	-	-
MENANDS UFSD				17,005	-	-	-	165,969	(165,969)	-	-
WATERVLIET CITY SD				10,734	-	-	-	400,271	(400,271)	-	-
RENSSELAER CITY SD				10,880	-	-	-	119,898	(119,898)	-	-
SCHENECTADY CITY SD				13,135	-	-	-	498,867	(498,867)	-	-
LANSINGBURGH CSD				11,213	-	-	-	411,853	(411,853)	-	-
RAVENA-COEYMANS-SELKIRK CSD				14,202	-	-	-	94,585	(94,585)	-	-
SOUTH COLONIE CSD				13,517	-	-	-	190,860	(190,860)	-	-
GUILDERLAND CSD				13,101	-	-	-	30,001	(30,001)	-	-
BETHLEHEM CSD				13,523	-	-	-	13,929	(13,929)	-	-
COHOES CITY SD				13,733	-	-	-	208,055	(208,055)	-	-
NORTH COLONIE CSD				12,219	-	-	-	157,014	(157,014)	-	-
NISKAYUNA CSD				12,847	-	-	-	58,968	(58,968)	-	-
ALL OTHER School Districts: ( Count = 1 )				15,334	-	-	-	15,794	(15,794)	-	-
TOTAL Per Pupil Revenue (Weighted Average Per Pupil Funding)				15,464	-	-	-	14,698,405	(14,698,405)	-	-
Special Education Revenue					-	-	-	165,001	(165,001)	-	-
Grants					-	-	-	-	-	-	-
Stimulus					-	-	-	-	-	-	-
DYCD (Department of Youth and Community Development)					-	-	-	-	-	-	-
Other					-	-	-	-	-	-	-
NYC DoE Rental Assistance					-	-	-	-	-	-	-
Other					-	-	-	-	-	-	-
TOTAL REVENUE FROM STATE SOURCES					-	-	-	14,863,406	(14,863,406)	-	-
REVENUE FROM FEDERAL FUNDING											
IDEA Special Needs					-	-	-	-	-	-	-
Title I					-	-	-	-	-	-	-
Title Funding - Other					-	-	-	259,350	(259,350)	-	-
School Food Service (Free Lunch)					-	-	-	-	-	-	-
Grants					-	-	-	-	-	-	-
Charter School Program (CSP) Planning & Implementation					-	-	-	-	-	-	-
Other					-	-	-	-	-	-	-
Other					-	-	-	116,000	(116,000)	-	-
TOTAL REVENUE FROM FEDERAL SOURCES					-	-	-	375,350	(375,350)	-	-
LOCAL and OTHER REVENUE											
Contributions and Donations					-	-	-	-	-	-	-
Fundraising					-	-	-	43,500	(43,500)	-	-
Erate Reimbursement					-	-	-	71,176	(71,176)	-	-
Earnings on Investments					-	-	-	-	-	-	-
Interest Income					-	-	-	-	-	-	-
Food Service (Income from meals)					-	-	-	854,643	(854,643)	-	-
Text Book					-	-	-	-	-	-	-
OTHER					-	-	-	-	-	-	-
TOTAL REVENUE FROM LOCAL and OTHER SOURCES					-	-	-	969,319	(969,319)	-	-
TOTAL REVENUE					-	-	-	16,208,075	(16,208,075)	-	-



KIPP TECH VALLEY CHARTER SCHOOL Budget / Operating Plan											
2021-22											
Total Revenue	-	-	-	16,208,075	(16,208,075)	-	-	16,208,075	(16,208,075)	-	-
Total Expenses	-	-	-	15,205,672	15,205,672	-	-	15,205,672	15,205,672	-	-
Net Income	-	-	-	1,002,403	(1,002,403)	-	-	1,002,403	(1,002,403)	-	-
Actual Student Enrollment	-	-	-			-	-			-	-
TOTALS AND VARIANCE ANALYSIS											
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed				Current Budget (Current Quarter)	Actual vs. Current Budget	Actual vs. Current Budget - TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Actual vs. Original Budget - TY	PY Actual (PY TY / No. of COMPLETED Actual CY Quarters)	Actual CY vs. Actual PY
EXPENSES											
ADMINISTRATIVE STAFF PERSONNEL COSTS											
Executive Management	-	-	-	606,100	606,100	-	-	606,100	606,100	-	-
Instructional Management	-	-	-	379,740	379,740	-	-	379,740	379,740	-	-
Deans, Directors & Coordinators	-	-	-	1,458,003	1,458,003	-	-	1,458,003	1,458,003	-	-
CFO / Director of Finance	-	-	-	-	-	-	-	-	-	-	-
Operation / Business Manager	-	-	-	597,194	597,194	-	-	597,194	597,194	-	-
Administrative Staff	-	-	-	345,000	345,000	-	-	345,000	345,000	-	-
TOTAL ADMINISTRATIVE STAFF	-	-	-	3,386,037	3,386,037	-	-	3,386,037	3,386,037	-	-
INSTRUCTIONAL PERSONNEL COSTS											
Teachers - Regular	-	-	-	3,245,500	3,245,500	-	-	3,245,500	3,245,500	-	-
Teachers - SPED	-	-	-	598,000	598,000	-	-	598,000	598,000	-	-
Substitute Teachers	-	-	-	-	-	-	-	-	-	-	-
Teaching Assistants	-	-	-	146,500	146,500	-	-	146,500	146,500	-	-
Specialty Teachers	-	-	-	-	-	-	-	-	-	-	-
Aides	-	-	-	-	-	-	-	-	-	-	-
Therapists & Counselors	-	-	-	339,409	339,409	-	-	339,409	339,409	-	-
Other	-	-	-	111,110	111,110	-	-	111,110	111,110	-	-
TOTAL INSTRUCTIONAL	-	-	-	4,440,519	4,440,519	-	-	4,440,519	4,440,519	-	-
NON-INSTRUCTIONAL PERSONNEL COSTS											
Nurse	-	-	-	60,000	60,000	-	-	60,000	60,000	-	-
Librarian	-	-	-	-	-	-	-	-	-	-	-
Custodian	-	-	-	85,000	85,000	-	-	85,000	85,000	-	-
Security	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	365,365	365,365	-	-	365,365	365,365	-	-
TOTAL NON-INSTRUCTIONAL	-	-	-	510,365	510,365	-	-	510,365	510,365	-	-
SUBTOTAL PERSONNEL SERVICE COSTS	-	-	-	8,336,921	8,336,921	-	-	8,336,921	8,336,921	-	-
PAYROLL TAXES AND BENEFITS											
Payroll Taxes	-	-	-	658,796	658,796	-	-	658,796	658,796	-	-
Fringe / Employee Benefits	-	-	-	1,361,244	1,361,244	-	-	1,361,244	1,361,244	-	-
Retirement / Pension	-	-	-	397,504	397,504	-	-	397,504	397,504	-	-
TOTAL PAYROLL TAXES AND BENEFITS	-	-	-	2,417,544	2,417,544	-	-	2,417,544	2,417,544	-	-
TOTAL PERSONNEL SERVICE COSTS	-	-	-	10,754,465	10,754,465	-	-	10,754,465	10,754,465	-	-
CONTRACTED SERVICES											
Accounting / Audit	-	-	-	73,660	73,660	-	-	73,660	73,660	-	-
Legal	-	-	-	35,000	35,000	-	-	35,000	35,000	-	-
Management Company Fee	-	-	-	-	-	-	-	-	-	-	-
Nurse Services	-	-	-	-	-	-	-	-	-	-	-
Food Service / School Lunch	-	-	-	-	-	-	-	-	-	-	-
Payroll Services	-	-	-	26,100	26,100	-	-	26,100	26,100	-	-
Special Ed Services	-	-	-	47,000	47,000	-	-	47,000	47,000	-	-
Titlement Services (i.e. Title I)	-	-	-	17,400	17,400	-	-	17,400	17,400	-	-
Other Purchased / Professional / Consulting	-	-	-	158,720	158,720	-	-	158,720	158,720	-	-
TOTAL CONTRACTED SERVICES	-	-	-	357,880	357,880	-	-	357,880	357,880	-	-



KIPP TECH VALLEY CHARTER SCHOOL Budget / Operating Plan											
2021-22											
Total Revenue	-	-	-	16,208,075	(16,208,075)	-	-	16,208,075	(16,208,075)	-	-
Total Expenses	-	-	-	15,205,672	15,205,672	-	-	15,205,672	15,205,672	-	-
Net Income	-	-	-	1,002,403	(1,002,403)	-	-	1,002,403	(1,002,403)	-	-
Actual Student Enrollment	-	-	-			-	-			-	-
TOTALS AND VARIANCE ANALYSIS											
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	Current Budget (Current Quarter)			Actual vs. Current Budget		Actual vs. Current Budget TY		Original Budget (Current Quarter)		Actual vs. Original Budget TY	
	Actual									PY Actual (PY TY / No. of COMPLETED Actual CY Quarters)	Actual CY vs. Actual PY
SCHOOL OPERATIONS											
Board Expenses	-	-	-	17,400	17,400	-	-	17,400	17,400	-	-
Classroom / Teaching Supplies & Materials	-	-	-	47,775	47,775	-	-	47,775	47,775	-	-
Special Ed Supplies & Materials	-	-	-	-	-	-	-	-	-	-	-
Textbooks / Workbooks	-	-	-	33,390	33,390	-	-	33,390	33,390	-	-
Supplies & Materials other	-	-	-	-	-	-	-	-	-	-	-
Equipment / Furniture	-	-	-	45,735	45,735	-	-	45,735	45,735	-	-
Telephone	-	-	-	20,322	20,322	-	-	20,322	20,322	-	-
Technology	-	-	-	79,518	79,518	-	-	79,518	79,518	-	-
Student Testing & Assessment	-	-	-	30,052	30,052	-	-	30,052	30,052	-	-
Field Trips	-	-	-	23,750	23,750	-	-	23,750	23,750	-	-
Transportation (student)	-	-	-	1,032,380	1,032,380	-	-	1,032,380	1,032,380	-	-
Student Services - other	-	-	-	120,925	120,925	-	-	120,925	120,925	-	-
Office Expense	-	-	-	107,685	107,685	-	-	107,685	107,685	-	-
Staff Development	-	-	-	115,230	115,230	-	-	115,230	115,230	-	-
Staff Recruitment	-	-	-	5,575	5,575	-	-	5,575	5,575	-	-
Student Recruitment / Marketing	-	-	-	27,400	27,400	-	-	27,400	27,400	-	-
School Meals / Lunch	-	-	-	350,024	350,024	-	-	350,024	350,024	-	-
Travel (Staff)	-	-	-	-	-	-	-	-	-	-	-
Fundraising	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	940,049	940,049	-	-	940,049	940,049	-	-
TOTAL SCHOOL OPERATIONS	-	-	-	2,997,210	2,997,210	-	-	2,997,210	2,997,210	-	-
FACILITY OPERATION & MAINTENANCE											
Insurance	-	-	-	167,369	167,369	-	-	167,369	167,369	-	-
Janitorial	-	-	-	117,492	117,492	-	-	117,492	117,492	-	-
Building and Land Rent / Lease / Facility Finance Interest	-	-	-	-	-	-	-	-	-	-	-
Repairs & Maintenance	-	-	-	187,700	187,700	-	-	187,700	187,700	-	-
Equipment / Furniture	-	-	-	73,532	73,532	-	-	73,532	73,532	-	-
Security	-	-	-	5,880	5,880	-	-	5,880	5,880	-	-
Utilities	-	-	-	144,144	144,144	-	-	144,144	144,144	-	-
TOTAL FACILITY OPERATION & MAINTENANCE	-	-	-	696,117	696,117	-	-	696,117	696,117	-	-
DEPRECIATION & AMORTIZATION	-	-	-	400,000	400,000	-	-	400,000	400,000	-	-
COVID-19 / CONTINGENCY	-	-	-	-	-	-	-	-	-	-	-
DEFERRED RENT	-	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENSES	-	-	-	15,205,672	15,205,672	-	-	15,205,672	15,205,672	-	-
NET INCOME	-	-	-	1,002,403	(1,002,403)	-	-	1,002,403	(1,002,403)	-	-



KIPP TECH VALLEY CHARTER SCHOOL Budget / Operating Plan											
2021-22											
Total Revenue	-	-	-	16,208,075	(16,208,075)	-	-	16,208,075	(16,208,075)	-	-
Total Expenses	-	-	-	15,205,672	15,205,672	-	-	15,205,672	15,205,672	-	-
Net Income	-	-	-	1,002,403	(1,002,403)	-	-	1,002,403	(1,002,403)	-	-
Actual Student Enrollment	-	-	-			-	-			-	-
TOTALS AND VARIANCE ANALYSIS											
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	Current Budget (Current Quarter)			Actual vs. Current Budget		Actual vs. Current Budget TY		Original Budget (Current Quarter)		Actual vs. Original Budget TY	
	Actual										
* Enrollment Data Based on Last Actual Quarter Completed											
ENROLLMENT - *School Districts Are Linked To Above Entries*	-	-	-			-	-			-	-
ALBANY CITY SD	-	-	-			-	-			-	-
TROY CITY SD	-	-	-			-	-			-	-
EAST GREENBUSH CSD	-	-	-			-	-			-	-
MENANDS UFSD	-	-	-			-	-			-	-
WATERVLIET CITY SD	-	-	-			-	-			-	-
RENSSELAER CITY SD	-	-	-			-	-			-	-
SCHENECTADY CITY SD	-	-	-			-	-			-	-
LANSINGBURGH CSD	-	-	-			-	-			-	-
RAVENA-COEYMANS-SELKIRK CSD	-	-	-			-	-			-	-
SOUTH COLONIE CSD	-	-	-			-	-			-	-
GUILDERLAND CSD	-	-	-			-	-			-	-
BETHLEHEM CSD	-	-	-			-	-			-	-
COHOES CITY SD	-	-	-			-	-			-	-
NORTH COLONIE CSD	-	-	-			-	-			-	-
NISKAYUNA CSD	-	-	-			-	-			-	-
ALL OTHER School Districts: ( Count = 1 )	-	-	-			-	-			-	-
TOTAL ENROLLMENT	-	-	-			-	-			-	-
REVENUE PER PUPIL	-	-	-			-	-			-	-
EXPENSES PER PUPIL	-	-	-			-	-			-	-



**Annual Report Requirement**  
*for SUNY Authorized Charter Schools*  
**KIPP TECH VALLEY CHARTER SCHOOL**  
**2021-22**

Administrative  
expenditures per pupil:

\$0.00

Per NYS Statute

Administrative expenditures per pupil: the sum of all general administration salaries and other general administration expenditures divided by the total number of enrolled students. Employee benefit costs or expenditures should not be reported here.

**\*NOTE: THIS TAB ONLY NEEDS TO BE COMPLETED FOR Q4**

## 2021 DISCLOSURE OF FINANCIAL INTEREST FORM

Disclosure of financial interest by a not-for-profit charter school education corporation trustee  
For the school year ended June 30, 2021

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	KIPP Albany Community Public Charter Schools
Name of trustee (print):	John P. Reilly
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	Chair
Email Address:	

Home Address	
Please complete with <b>changes</b> only:	
Street:	
City, State Zip:	
Phone:	

Business Address	
Please complete with <b>changes</b> only:	
Business Name:	
Street:	
City, State Zip:	
Phone:	

Questions	
1) Are you, or have you been during the last school year (July 1-June 30), an employee of the education corporation? [If you check <b>yes</b> , answer 1a), 1b), and 1c)].	<input type="radio"/> Yes <input checked="" type="radio"/> No
1a) Description of the position:	
1b) Salary:	
1c) Start date:	
2) Are you related, by blood, marriage, or legal adoption/guardianship, to, or do you cohabitate with, any person (any of the foregoing being an "interested person") who is, or, during the last school year (July 1-June 30), was employed by the education corporation, or who could otherwise benefit from your being a trustee? If yes, please identify each interest/transaction (and provide the requested information) that you ("self") or any interested persons have held or engaged in with the education corporation during the prior school year.	

☒ None



Name and Relationship	Nature of Financial Interest/Transaction	Approximate Value of the Business Conducted	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Date of Transaction(s) or "Ongoing"

**3) Identify each individual, business, corporation, union association, firm, partnership, committee, proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or an interested person had a financial interest or other relationship. If you or an interested person are a member, director, officer, or employee of an organization doing business with the education corporation through a management, shared services, or other services agreement, you need not list every transaction between such entity and the education corporation; rather, please identify only the name of the entity, the applicable position in the entity as well as the relationship between such entity and the education corporation.**

☒ None

Name and Relationship	Entity Conducting Business with the Education Corporation	Nature of the Person's Interest in the Entity	Nature of Business Conducted	Approximate Value of the Business Conducted	Steps Taken to Avoid Conflict of Interest	Date of Transaction(s) or "Ongoing"

### Trustee Signature

Signature:

John P. Reilly  
John P. Reilly (Jun 21, 2021 15:16 EDT)

*By signing this Disclosure of Financial Interest Form, the trustee certifies that the information contained in this disclosure is true and accurate to the best of his or her knowledge.*

## 2021 DISCLOSURE OF FINANCIAL INTEREST FORM

Disclosure of financial interest by a not-for-profit charter school education corporation trustee  
For the school year ended June 30, 2021

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	KIPP Albany community public charter schools
Name of trustee (print):	Guy Alonge
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	Treasurer
Email Address:	

Home Address	
Please complete with <b>changes</b> only:	
Street:	
City, State Zip:	
Phone:	

Business Address	
Please complete with <b>changes</b> only:	
Business Name:	
Street:	
City, State Zip:	
Phone:	

Questions	
1) Are you, or have you been during the last school year (July 1-June 30), an employee of the education corporation? [If you check <b>yes</b> , answer 1a), 1b), and 1c)].	<input type="radio"/> Yes <input checked="" type="radio"/> No
1a) Description of the position:	
1b) Salary:	
1c) Start date:	
2) Are you related, by blood, marriage, or legal adoption/guardianship, to, or do you cohabitate with, any person (any of the foregoing being an "interested person") who is, or, during the last school year (July 1-June 30), was employed by the education corporation, or who could otherwise benefit from your being a trustee? If yes, please identify each interest/transaction (and provide the requested information) that you ("self") or any interested persons have held or engaged in with the education corporation during the prior school year.	

☒ None

Name and Relationship	Nature of Financial Interest/Transaction	Approximate Value of the Business Conducted	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Date of Transaction(s) or "Ongoing"

**3) Identify each individual, business, corporation, union association, firm, partnership, committee, proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or an interested person had a financial interest or other relationship. If you or an interested person are a member, director, officer, or employee of an organization doing business with the education corporation through a management, shared services, or other services agreement, you need not list every transaction between such entity and the education corporation; rather, please identify only the name of the entity, the applicable position in the entity as well as the relationship between such entity and the education corporation.**

☐ None

Name and Relationship	Entity Conducting Business with the Education Corporation	Nature of the Person's Interest in the Entity	Nature of Business Conducted	Approximate Value of the Business Conducted	Steps Taken to Avoid Conflict of Interest	Date of Transaction(s) or "Ongoing"
NA	NA	NA	NA	NA	NA	NA

### Trustee Signature

Signature:

  
Get Image (JPG), 2021 14:46 EDT

*By signing this Disclosure of Financial Interest Form, the trustee certifies that the information contained in this disclosure is true and accurate to the best of his or her knowledge.*



## 2021 DISCLOSURE OF FINANCIAL INTEREST FORM

Disclosure of financial interest by a not-for-profit charter school education corporation trustee  
For the school year ended June 30, 2021

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	KIPP Albany Community Public Charter Schools
Name of trustee (print):	Don-Lee Applyrs
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	Development and External Affairs Committee Chair
Email Address:	

Home Address	
Please complete with <b>changes</b> only:	
Street:	
City, State Zip:	
Phone:	

Business Address	
Please complete with <b>changes</b> only:	
Business Name:	
Street:	
City, State Zip:	
Phone:	

Questions	
1) Are you, or have you been during the last school year (July 1-June 30), an employee of the education corporation? [If you check <b>yes</b> , answer 1a), 1b), and 1c)].	<input type="radio"/> Yes <input checked="" type="radio"/> No
1a) Description of the position:	
1b) Salary:	
1c) Start date:	
2) Are you related, by blood, marriage, or legal adoption/guardianship, to, or do you cohabitate with, any person (any of the foregoing being an "interested person") who is, or, during the last school year (July 1-June 30), was employed by the education corporation, or who could otherwise benefit from your being a trustee? If yes, please identify each interest/transaction (and provide the requested information) that you ("self") or any interested persons have held or engaged in with the education corporation during the prior school year.	

☒ None

Name and Relationship	Nature of Financial Interest/Transaction	Approximate Value of the Business Conducted	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Date of Transaction(s) or "Ongoing"

**3) Identify each individual, business, corporation, union association, firm, partnership, committee, proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or an interested person had a financial interest or other relationship. If you or an interested person are a member, director, officer, or employee of an organization doing business with the education corporation through a management, shared services, or other services agreement, you need not list every transaction between such entity and the education corporation; rather, please identify only the name of the entity, the applicable position in the entity as well as the relationship between such entity and the education corporation.**

☒ None

Name and Relationship	Entity Conducting Business with the Education Corporation	Nature of the Person's Interest in the Entity	Nature of Business Conducted	Approximate Value of the Business Conducted	Steps Taken to Avoid Conflict of Interest	Date of Transaction(s) or "Ongoing"

### Trustee Signature

Signature:

Don-Lee Appllys  
Don-Lee Appllys (Jul 13, 2021 09:51 EDT)

By signing this Disclosure of Financial Interest Form, the trustee certifies that the information contained in this disclosure is true and accurate to the best of his or her knowledge.



## 2021 DISCLOSURE OF FINANCIAL INTEREST FORM

Disclosure of financial interest by a not-for-profit charter school education corporation trustee  
For the school year ended June 30, 2021

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	Kipp Albany Public Schools
Name of trustee (print):	Board Member
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	Board member
Email Address:	

Home Address		Business Address	
Please complete with <i>changes</i> only:		Please complete with <i>changes</i> only:	
Street:		Business Name:	
City, State Zip:		Street:	
Phone:		City, State Zip:	
		Phone:	

Questions	
1) Are you, or have you been during the last school year (July 1-June 30), an employee of the education corporation? [If you check <b>yes</b> , answer 1a), 1b), and 1c)].	<input type="radio"/> Yes <input checked="" type="radio"/> No
1a) Description of the position:	
1b) Salary:	
1c) Start date:	
2) Are you related, by blood, marriage, or legal adoption/guardianship, to, or do you cohabitate with, any person (any of the foregoing being an "interested person") who is, or, during the last school year (July 1-June 30), was employed by the education corporation, or who could otherwise benefit from your being a trustee? If yes, please identify each interest/transaction (and provide the requested information) that you ("self") or any interested persons have held or engaged in with the education corporation during the prior school year.	

☐ None

Name and Relationship	Nature of Financial Interest/Transaction	Approximate Value of the Business Conducted	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Date of Transaction(s) or "Ongoing"
Phiana Wilcox Niece	0	0	do not discuss board business	no

**3)** Identify each individual, business, corporation, union association, firm, partnership, committee, proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or an interested person had a financial interest or other relationship. If you or an interested person are a member, director, officer, or employee of an organization doing business with the education corporation through a management, shared services, or other services agreement, you need not list every transaction between such entity and the education corporation; rather, please identify only the name of the entity, the applicable position in the entity as well as the relationship between such entity and the education corporation.

☐ None

Name and Relationship	Entity Conducting Business with the Education Corporation	Nature of the Person's Interest in the Entity	Nature of Business Conducted	Approximate Value of the Business Conducted	Steps Taken to Avoid Conflict of Interest	Date of Transaction(s) or "Ongoing"
none	none	none	none	none	none	none

### Trustee Signature

Signature:

LaSone D. Garland-Bryan  
LaSone D. Garland-Bryan (Jul 28, 2021 06:43 EDT)

By signing this Disclosure of Financial Interest Form, the trustee certifies that the information contained in this disclosure is true and accurate to the best of his or her knowledge.

## 2021 DISCLOSURE OF FINANCIAL INTEREST FORM

Disclosure of financial interest by a not-for-profit charter school education corporation trustee  
For the school year ended June 30, 2021

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	KIPP
Name of trustee (print):	Kathryn Hohman
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	Governance Chair
Email Address:	

Home Address	
Please complete with <b>changes</b> only:	
Street:	
City, State Zip:	
Phone:	

Business Address	
Please complete with <b>changes</b> only:	
Business Name:	
Street:	
City, State Zip:	
Phone:	

Questions	
1) Are you, or have you been during the last school year (July 1-June 30), an employee of the education corporation? [If you check <b>yes</b> , answer 1a), 1b), and 1c)].	<input type="radio"/> Yes <input checked="" type="radio"/> No
1a) Description of the position:	
1b) Salary:	
1c) Start date:	
2) Are you related, by blood, marriage, or legal adoption/guardianship, to, or do you cohabitate with, any person (any of the foregoing being an "interested person") who is, or, during the last school year (July 1-June 30), was employed by the education corporation, or who could otherwise benefit from your being a trustee? If yes, please identify each interest/transaction (and provide the requested information) that you ("self") or any interested persons have held or engaged in with the education corporation during the prior school year.	

☒ None



Name and Relationship	Nature of Financial Interest/Transaction	Approximate Value of the Business Conducted	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Date of Transaction(s) or "Ongoing"

**3) Identify each individual, business, corporation, union association, firm, partnership, committee, proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or an interested person had a financial interest or other relationship. If you or an interested person are a member, director, officer, or employee of an organization doing business with the education corporation through a management, shared services, or other services agreement, you need not list every transaction between such entity and the education corporation; rather, please identify only the name of the entity, the applicable position in the entity as well as the relationship between such entity and the education corporation.**

☒ None

Name and Relationship	Entity Conducting Business with the Education Corporation	Nature of the Person's Interest in the Entity	Nature of Business Conducted	Approximate Value of the Business Conducted	Steps Taken to Avoid Conflict of Interest	Date of Transaction(s) or "Ongoing"

### Trustee Signature

Signature:



Kathryn Hohman (Jul 15, 2021 09:47 EDT)

*By signing this Disclosure of Financial Interest Form, the trustee certifies that the information contained in this disclosure is true and accurate to the best of his or her knowledge.*

## 2021 DISCLOSURE OF FINANCIAL INTEREST FORM

Disclosure of financial interest by a not-for-profit charter school education corporation trustee  
For the school year ended June 30, 2021

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	KIPP Albany Community Public Charter Schools
Name of trustee (print):	Kelly R. Kimbrough
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	Trustee
Email Address:	[REDACTED]

Home Address	
Please complete with <i>changes</i> only:	
Street:	[REDACTED]
City, State Zip:	[REDACTED]
Phone:	[REDACTED]

Business Address	
Please complete with <i>changes</i> only:	
Business Name:	
Street:	
City, State Zip:	
Phone:	

Questions	
1) Are you, or have you been during the last school year (July 1-June 30), an employee of the education corporation? [If you check <b>yes</b> , answer 1a), 1b), and 1c)].	<input type="radio"/> Yes <input checked="" type="radio"/> No
1a) Description of the position:	
1b) Salary:	
1c) Start date:	
2) Are you related, by blood, marriage, or legal adoption/guardianship, to, or do you cohabitate with, any person (any of the foregoing being an "interested person") who is, or, during the last school year (July 1-June 30), was employed by the education corporation, or who could otherwise benefit from your being a trustee? If yes, please identify each interest/transaction (and provide the requested information) that you ("self") or any interested persons have held or engaged in with the education corporation during the prior school year.	

☒ None

Name and Relationship	Nature of Financial Interest/Transaction	Approximate Value of the Business Conducted	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Date of Transaction(s) or "Ongoing"

**3)** Identify each individual, business, corporation, union association, firm, partnership, committee, proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or an interested person had a financial interest or other relationship. If you or an interested person are a member, director, officer, or employee of an organization doing business with the education corporation through a management, shared services, or other services agreement, you need not list every transaction between such entity and the education corporation; rather, please identify only the name of the entity, the applicable position in the entity as well as the relationship between such entity and the education corporation.

☒ None

Name and Relationship	Entity Conducting Business with the Education Corporation	Nature of the Person's Interest in the Entity	Nature of Business Conducted	Approximate Value of the Business Conducted	Steps Taken to Avoid Conflict of Interest	Date of Transaction(s) or "Ongoing"

### Trustee Signature

Signature:

Kelly R. Kimbrough  
Kelly R. Kimbrough (Jul 15, 2021 13:25 EDT)

By signing this Disclosure of Financial Interest Form, the trustee certifies that the information contained in this disclosure is true and accurate to the best of his or her knowledge.



## 2021 DISCLOSURE OF FINANCIAL INTEREST FORM

Disclosure of financial interest by a not-for-profit charter school education corporation trustee  
For the school year ended June 30, 2021

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	KIPP Albany Community Charter School
Name of trustee (print):	Ronald Mexico
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	Trustee
Email Address:	

Home Address	
Please complete with <i>changes</i> only:	
Street:	
City, State Zip:	
Phone:	

Business Address	
Please complete with <i>changes</i> only:	
Business Name:	
Street:	
City, State Zip:	
Phone:	

Questions	
1) Are you, or have you been during the last school year (July 1-June 30), an employee of the education corporation? [If you check <b>yes</b> , answer 1a), 1b), and 1c)].	<input type="radio"/> Yes <input checked="" type="radio"/> No
1a) Description of the position:	
1b) Salary:	
1c) Start date:	
2) Are you related, by blood, marriage, or legal adoption/guardianship, to, or do you cohabitate with, any person (any of the foregoing being an "interested person") who is, or, during the last school year (July 1-June 30), was employed by the education corporation, or who could otherwise benefit from your being a trustee? If yes, please identify each interest/transaction (and provide the requested information) that you ("self") or any interested persons have held or engaged in with the education corporation during the prior school year.	

☒ None

Name and Relationship	Nature of Financial Interest/Transaction	Approximate Value of the Business Conducted	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Date of Transaction(s) or "Ongoing"

**3) Identify each individual, business, corporation, union association, firm, partnership, committee, proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or an interested person had a financial interest or other relationship. If you or an interested person are a member, director, officer, or employee of an organization doing business with the education corporation through a management, shared services, or other services agreement, you need not list every transaction between such entity and the education corporation; rather, please identify only the name of the entity, the applicable position in the entity as well as the relationship between such entity and the education corporation.**

☒ None

Name and Relationship	Entity Conducting Business with the Education Corporation	Nature of the Person's Interest in the Entity	Nature of Business Conducted	Approximate Value of the Business Conducted	Steps Taken to Avoid Conflict of Interest	Date of Transaction(s) or "Ongoing"

### Trustee Signature

Signature:

Ronald Mexico

Ronald Mexico (Jun 22, 2021 13:51 EDT)

By signing this Disclosure of Financial Interest Form, the trustee certifies that the information contained in this disclosure is true and accurate to the best of his or her knowledge.



## 2021 DISCLOSURE OF FINANCIAL INTEREST FORM

Disclosure of financial interest by a not-for-profit charter school education corporation trustee  
For the school year ended June 30, 2021

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	Kipp Albany Community Charter School
Name of trustee (print):	Juanita Nabors
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	Trustee Board Member
Email Address:	

Home Address	
Please complete with <b>changes</b> only:	
Street:	
City, State Zip:	
Phone:	

Business Address	
Please complete with <b>changes</b> only:	
Business Name:	
Street:	
City, State Zip:	
Phone:	

Questions	
1) Are you, or have you been during the last school year (July 1-June 30), an employee of the education corporation? [If you check <b>yes</b> , answer 1a), 1b), and 1c)].	<input type="radio"/> Yes <input checked="" type="radio"/> No
1a) Description of the position:	
1b) Salary:	
1c) Start date:	
2) Are you related, by blood, marriage, or legal adoption/guardianship, to, or do you cohabitate with, any person (any of the foregoing being an "interested person") who is, or, during the last school year (July 1-June 30), was employed by the education corporation, or who could otherwise benefit from your being a trustee? If yes, please identify each interest/transaction (and provide the requested information) that you ("self") or any interested persons have held or engaged in with the education corporation during the prior school year.	

☒ None

Name and Relationship	Nature of Financial Interest/Transaction	Approximate Value of the Business Conducted	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Date of Transaction(s) or "Ongoing"

**3) Identify each individual, business, corporation, union association, firm, partnership, committee, proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or an interested person had a financial interest or other relationship. If you or an interested person are a member, director, officer, or employee of an organization doing business with the education corporation through a management, shared services, or other services agreement, you need not list every transaction between such entity and the education corporation; rather, please identify only the name of the entity, the applicable position in the entity as well as the relationship between such entity and the education corporation.**

☒ None

Name and Relationship	Entity Conducting Business with the Education Corporation	Nature of the Person's Interest in the Entity	Nature of Business Conducted	Approximate Value of the Business Conducted	Steps Taken to Avoid Conflict of Interest	Date of Transaction(s) or "Ongoing"

### Trustee Signature

Signature:

Juanita Nabors  
Juanita Nabors (Jul 12, 2021 17:47 EDT)

*By signing this Disclosure of Financial Interest Form, the trustee certifies that the information contained in this disclosure is true and accurate to the best of his or her knowledge.*

## 2021 DISCLOSURE OF FINANCIAL INTEREST FORM

Disclosure of financial interest by a not-for-profit charter school education corporation trustee  
For the school year ended June 30, 2021

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	KIPP Albany Community Public Schools
Name of trustee (print):	Michael J. Strianese
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	N/A
Email Address:	

Home Address		Business Address	
Please complete with <b>changes</b> only:		Please complete with <b>changes</b> only:	
Street:		Business Name:	
City, State Zip:		Street:	
Phone:		City, State Zip:	
		Phone:	

Questions	
1) Are you, or have you been during the last school year (July 1-June 30), an employee of the education corporation? [If you check <b>yes</b> , answer 1a), 1b), and 1c)].	<input type="radio"/> Yes <input checked="" type="radio"/> No
1a) Description of the position:	
1b) Salary:	
1c) Start date:	
2) Are you related, by blood, marriage, or legal adoption/guardianship, to, or do you cohabitate with, any person (any of the foregoing being an "interested person") who is, or, during the last school year (July 1-June 30), was employed by the education corporation, or who could otherwise benefit from your being a trustee? If yes, please identify each interest/transaction (and provide the requested information) that you ("self") or any interested persons have held or engaged in with the education corporation during the prior school year.	

☒ None



Name and Relationship	Nature of Financial Interest/Transaction	Approximate Value of the Business Conducted	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Date of Transaction(s) or "Ongoing"

**3)** Identify each individual, business, corporation, union association, firm, partnership, committee, proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or an interested person had a financial interest or other relationship. If you or an interested person are a member, director, officer, or employee of an organization doing business with the education corporation through a management, shared services, or other services agreement, you need not list every transaction between such entity and the education corporation; rather, please identify only the name of the entity, the applicable position in the entity as well as the relationship between such entity and the education corporation.

☐ None

Name and Relationship	Entity Conducting Business with the Education Corporation	Nature of the Person's Interest in the Entity	Nature of Business Conducted	Approximate Value of the Business Conducted	Steps Taken to Avoid Conflict of Interest	Date of Transaction(s) or "Ongoing"
Myself	NECSN	CFO (employee)	Annual association membership fees	15000	recuse myself from all board conversation and action specific to business with NECSN	Ongoing - annual

### Trustee Signature

Signature:

MJ Strianese

MJ Strianese (Jun 18, 2021 17:08 EDT)

By signing this Disclosure of Financial Interest Form, the trustee certifies that the information contained in this disclosure is true and accurate to the best of his or her knowledge.

## 2021 DISCLOSURE OF FINANCIAL INTEREST FORM

Disclosure of financial interest by a not-for-profit charter school education corporation trustee  
For the school year ended June 30, 2021

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	KIPP Albany Community Public Charter Schools.
Name of trustee (print):	Kelly Walborn
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	member
Email Address:	

Home Address	
Please complete with <b>changes</b> only:	
Street:	
City, State Zip:	
Phone:	

Business Address	
Please complete with <b>changes</b> only:	
Business Name:	
Street:	
City, State Zip:	
Phone:	

Questions	
1) Are you, or have you been during the last school year (July 1-June 30), an employee of the education corporation? [If you check <b>yes</b> , answer 1a), 1b), and 1c)].	<input type="radio"/> Yes <input checked="" type="radio"/> No
1a) Description of the position:	
1b) Salary:	
1c) Start date:	
2) Are you related, by blood, marriage, or legal adoption/guardianship, to, or do you cohabitate with, any person (any of the foregoing being an "interested person") who is, or, during the last school year (July 1-June 30), was employed by the education corporation, or who could otherwise benefit from your being a trustee? If yes, please identify each interest/transaction (and provide the requested information) that you ("self") or any interested persons have held or engaged in with the education corporation during the prior school year.	

☒ None

Name and Relationship	Nature of Financial Interest/Transaction	Approximate Value of the Business Conducted	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Date of Transaction(s) or "Ongoing"

**3) Identify each individual, business, corporation, union association, firm, partnership, committee, proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or an interested person had a financial interest or other relationship. If you or an interested person are a member, director, officer, or employee of an organization doing business with the education corporation through a management, shared services, or other services agreement, you need not list every transaction between such entity and the education corporation; rather, please identify only the name of the entity, the applicable position in the entity as well as the relationship between such entity and the education corporation.**

☒ None

Name and Relationship	Entity Conducting Business with the Education Corporation	Nature of the Person's Interest in the Entity	Nature of Business Conducted	Approximate Value of the Business Conducted	Steps Taken to Avoid Conflict of Interest	Date of Transaction(s) or "Ongoing"

### Trustee Signature

Signature:

Kelly Walborn

Kelly Walborn (Jun 21, 2021 22:14 EDT)

By signing this Disclosure of Financial Interest Form, the trustee certifies that the information contained in this disclosure is true and accurate to the best of his or her knowledge.



## 2021 DISCLOSURE OF FINANCIAL INTEREST FORM

Disclosure of financial interest by a not-for-profit charter school education corporation trustee  
For the school year ended June 30, 2021

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	KIPP Albany
Name of trustee (print):	carl Young
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	Secretary
Email Address:	[REDACTED]

Home Address		Business Address	
Please complete with <i>changes</i> only:		Please complete with <i>changes</i> only:	
Street:	[REDACTED]	Business Name:	[REDACTED]
City, State Zip:	[REDACTED]	Street:	[REDACTED]
Phone:	[REDACTED]	City, State Zip:	[REDACTED]
		Phone:	[REDACTED]

Questions	
1) Are you, or have you been during the last school year (July 1-June 30), an employee of the education corporation? [If you check <b>yes</b> , answer 1a), 1b), and 1c)].	<input type="radio"/> Yes <input checked="" type="radio"/> No
1a) Description of the position:	
1b) Salary:	
1c) Start date:	
2) Are you related, by blood, marriage, or legal adoption/guardianship, to, or do you cohabitate with, any person (any of the foregoing being an "interested person") who is, or, during the last school year (July 1-June 30), was employed by the education corporation, or who could otherwise benefit from your being a trustee? If yes, please identify each interest/transaction (and provide the requested information) that you ("self") or any interested persons have held or engaged in with the education corporation during the prior school year.	

☒ None

Name and Relationship	Nature of Financial Interest/Transaction	Approximate Value of the Business Conducted	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Date of Transaction(s) or "Ongoing"

**3) Identify each individual, business, corporation, union association, firm, partnership, committee, proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or an interested person had a financial interest or other relationship. If you or an interested person are a member, director, officer, or employee of an organization doing business with the education corporation through a management, shared services, or other services agreement, you need not list every transaction between such entity and the education corporation; rather, please identify only the name of the entity, the applicable position in the entity as well as the relationship between such entity and the education corporation.**

☒ None

Name and Relationship	Entity Conducting Business with the Education Corporation	Nature of the Person's Interest in the Entity	Nature of Business Conducted	Approximate Value of the Business Conducted	Steps Taken to Avoid Conflict of Interest	Date of Transaction(s) or "Ongoing"

### Trustee Signature

Signature:

Carl S. Young

Carl S. Young (Jul 15, 2021 16:48 EDT)

*By signing this Disclosure of Financial Interest Form, the trustee certifies that the information contained in this disclosure is true and accurate to the best of his or her knowledge.*



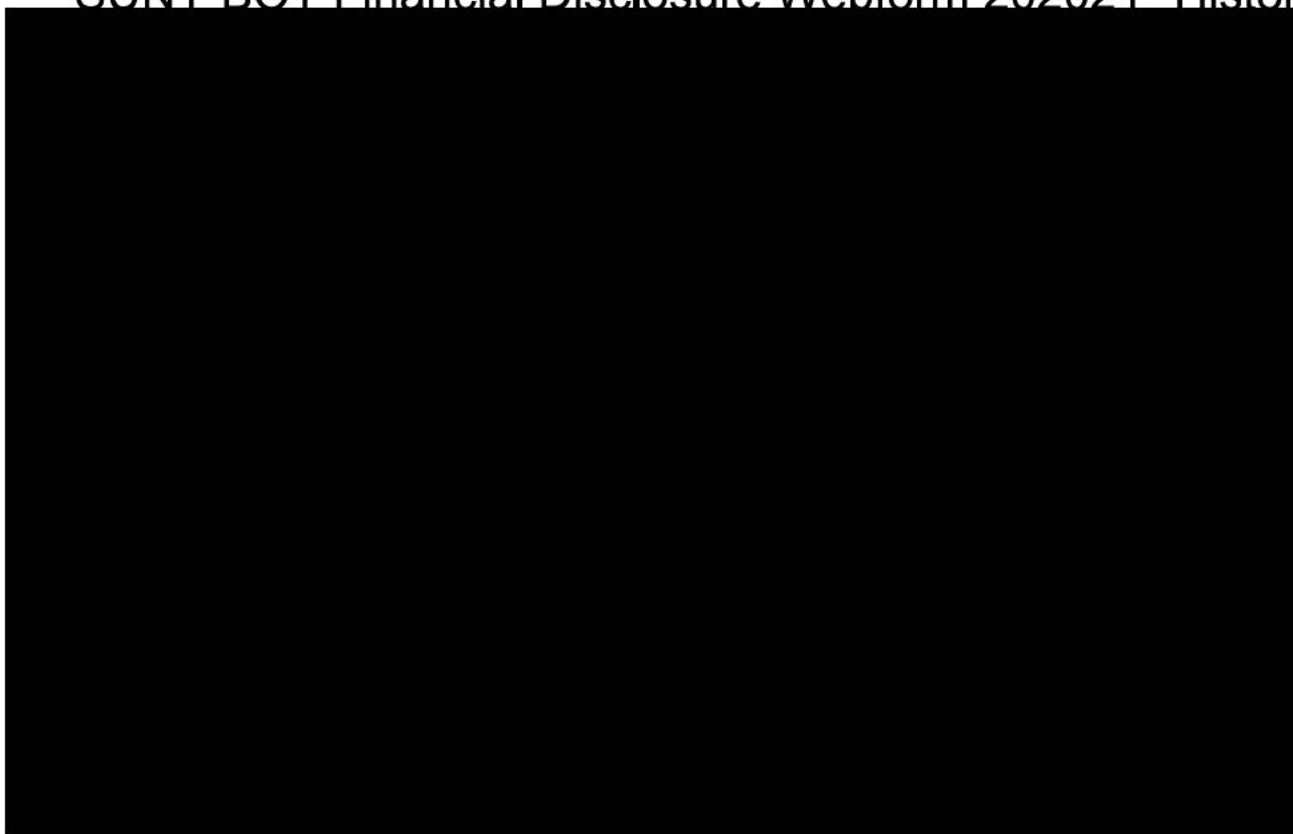
# SUNY BOT Financial Disclosure Webform 202021

Final Audit Report

2021-07-15

Created:	2021-07-15
By:	Jen Pasek [REDACTED]
Status:	Signed
Transaction ID:	[REDACTED]

## "SUNY BOT Financial Disclosure Webform 202021" History





## City of Albany

### Department of Buildings and Regulatory Compliance

KIPP Tech Valley  
321 Northern Blvd  
Albany, NY 12210

### Certificate of Occupancy

Address: 400 Northern Blvd Permit [REDACTED]

This is to Certify that the building located at 400 Northern Blvd in the City of Albany, NY has been inspected and found to be in compliance with the plans on file and with permit application for construction of a 2 story 900sq' addition to elementary school.

The following occupancy is permitted at this location:

Area	Use	Uniform Code Classification
Cellar/Basement		
First Floor	School	E
Second Floor	School	E
Third Floor		
Other Floors		

No change in the nature of this parcel, building or use is allowed without a permit and the issuance of a new Certificate of Occupancy.

Zoning District at time of Issuance MU-NE

Issuance Recommended By:

Daniel A. Sherman  
Sr. Building Inspector

  
Valerie Scott, Department Supervisor

Issue Date: Wednesday, July 17, 2019

Work Certification Form

**City of Albany Department of General Services - Division of Engineering**  
**One Conners Boulevard, Albany, New York 12204-2514, Telephone (518) 432-1144**

**Project**    Name:    KIPP Tech Valley Charter School  
                 Address:    Northern Boulevard, Albany, NY

**Owner**    Name:    Brighter Choice Foundation Phone: 518-694-4114  
                 Address:    250 Central Avenue, Albany, NY 12206

**Engineer /**    Name:    Clough Harbour & Assoc.    Phone: [REDACTED]  
**Architect**    Address:    III Winners Circle, Albany, NY 12205


**Contractor**    Name:    Sano Rubin Construction    Phone: [REDACTED]  
                 Address:    624 Delaware Avenue, Albany, NY 12209

The undersigned hereby certifies the following:

1.    ☐    The facilities have been constructed and completed in accordance with the City approved plans and specifications for this project.
- ☒    The facilities have been constructed and completed in general accordance with the City approved plans and specifications for this project, with no significant variations.
- ☐    The facilities have been constructed and completed in a manner that varies from the approved plans and specifications in the following manner:  
         \_\_\_\_\_  
         \_\_\_\_\_  
         \_\_\_\_\_
2.    ☐    A complete set of As-Built Record Drawing, stamped by a New York State Licensed Engineer or Architect, has been completed and is attached hereto.
- ☐    A complete set of As-Built Record Drawing, stamped by a New York State Licensed Engineer or Architect, will be prepared and submitted within the next thirty (30) days to the City of Albany Engineering Division.
3.    ☐    Additional Comments (Attach Extra Sheets As Needed):  
         \_\_\_\_\_  
         \_\_\_\_\_

This certification is dated June 23, 2005

DAVID J. SAVAGE

  
NYS Licensed Engineer or Architect

072682

NYS License Number

### NONPUBLIC FIRE AND BUILDING SAFETY REPORT

Per NYS Education Law 807-A(1) All school buildings containing classroom, dormitory, laboratory, physical education, dining or recreational facilities for student use, which are owned, operated, or leased by nonpublic schools must be inspected at least annually for hazards which may endanger the lives of students, teachers and employees therein and for compliance with applicable sections of 8NYCRR155 Regulations of the Commissioner of Education and for compliance with the 2020 Building Code of New York State, 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.

#### NONPUBLIC SCHOOL BEDS CODE#

0	1	0	1	0	0	8	6	0	8	6	7
---	---	---	---	---	---	---	---	---	---	---	---

#### School Name

T	e	c	h		V	a	l	l	e	y		M	i	d	d	l	e												
---	---	---	---	--	---	---	---	---	---	---	--	---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--	--	--

#### Facility/Building Name

K	I	P	P		M	i	d	d	l	e		s	c	h	o	o	l												
---	---	---	---	--	---	---	---	---	---	---	--	---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--	--	--

#### Street Address (NO PO Box Numbers)

3	2	1		N	o	r	t	h	e	r	n		B	l	v	d													
---	---	---	--	---	---	---	---	---	---	---	---	--	---	---	---	---	--	--	--	--	--	--	--	--	--	--	--	--	--

#### City/Town/Village

A	l	b	a	n	y																								
---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

#### Zip Code

12210

#### Name of Municipality Responsible for Local Code Enforcement

A	l	b	a	n	y																								
---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

### INSTRUCTIONS

- Read the “*Manual for Nonpublic School Facility - Fire & Building Safety Inspections*” prior to inspecting the facility and complete a separate report for each facility/building and location.
- **Part I:** General Information. School officials must complete this section annually.
- **Part II:**
  - Items 08A-2 through 08E-2 on the Non-Conformance Report Sheet – Must be completed for facilities with electrically operated partitions per Regulations of the Commissioner 155.25
  - Items 09A-2 through 26 on the Non-Conformance Report Sheet – Must be completed for all facilities per 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.
- **Part III (A, B, C & D) Certifications** -To be completed by individuals as indicated.

A copy of this form must be kept on file at the school for three years and must be available for public review.

**Part I: General Information and Fire/Life Safety History** (complete annually)

Inspection Date

8/19/2021

**Note: Please insert the date the actual inspection took place.**

*Inspections shall be performed between July 1<sup>st</sup> and December 1<sup>st</sup> of the current school year.*

1. Please indicate the primary use of this facility:

☒ STUDENT INSTRUCTION

☐ OTHER STUDENT USE

Please Specify:

2. Is there a fire sprinkler system in this facility?

☒ YES ☐ NO

If 'yes', is the sprinkler alarm connected with the building alarm?

☒ YES ☐ NO

3. Is there a fire hydrant system for facility protection?

☒ YES ☐ NO

If YES, indicate ownership of system (select one):

Yes

public owned

school owned

other (please specify)

4. Indicate the ownership of this facility

☐ LEASED

☒ OWNED

5. What is the current gross Square footage of this facility?

(to the nearest whole ten feet)

6. Fire and Emergency Drills

a. Per Section 807, paragraph 2 of the New York State Education Law entitled Fire and Emergency Drills, confirm that a copy of Section 807 has been printed and distributed as guidance to teaching staff as required Yes YES NO

b. Provide dates of twelve fire and emergency drills required by Section 807 of Education Law held between September 1<sup>st</sup> and June 30<sup>th</sup> of the previous school year:

**FIRE & EMERGENCY DRILLS**

**NOTE** Eight (8) are required between September 1, and December 31

Eight (8) drills are required to be evacuation drills.

Four (4) drills are required to be lockdown drills



	Date	Evacuation	Lockdown
1	5-15-21	3.45	
2	5-21-21	2.55	
3	6-15-21	2.42	
4			
5			
6			
7			
8			
9			
10			
11			
12			

c. If the required number of fire and emergency drills were not held during this reporting cycle, please describe the reason:

This site was performing virtual learning, during this time no fire drill or lock down were performed as no students were in the facility

d. Average time to evacuate this facility was: 3 minutes 20 seconds

e. Confirm that arson and fire prevention instruction was provided in accordance with Section 808 of the Education Law (revised 9/1/05) which requires every school in New York State to provide a minimum of 45 minutes of instruction in arson and fire prevention; injury prevention and life safety for each month that school is in session.

yes YES                      NO

f. Confirm that employee fire prevention, evacuation and fire safety training was provided and records maintained are being maintained in accordance with Section F406 of the NYS Fire Code

yes YES                      NO

7. Have there been any fires in this facility since the last annual fire safety inspection report?

                     YES No NO

a. If YES, indicate:                      total number of fires

b.                      total number of injuries

c. \_\_\_\_\_ total cost of property damage

8. If the fire alarm system was activated since the last fire safety inspection, was the fire department immediately notified in accordance with Section F401.3.2 of the NYS Fire Code?

yes YES \_\_\_\_\_ NO

**Part II: Nonpublic School Fire & Building Safety Non-Conformance Report Sheet**

School Name Tech Valley Middle

Building Name KIPP Middle school

321 Northern Blvd

Item #	Non-Conformance	Date Corrected		Item #	Non-Conformance	Date Corrected		Item #	Non-Conformance	Date Corrected	
08A-2				14A-2				20A-1			
08B-2				14B-2				20B-1			
08C-2				14C-2				20C-1			
08D-2				14D-1							
08E-2				14E-1				21A-3			
09A-2				15A-2				22A-3			
09B-2				15B-1				22B-3			
09C-1				15C-2				22C-3			
09D-1				15D-2							
				15E-1				23A-1			
09F-2								23B-1			
09G-2				16A-2				23C-1			
				16B-2				23D-2			
10A-2				16C-2							
10B-2				16D-2				24A-3			
10C-1											
10D-1				17A-3				25A-1			
				17B-2				25B-1			
11A-2				17C-2				25C-1			
11B-1				17D-2							
11C-2				17E-1							
11D-2				17F-3				26A-3			
11E-1				17G-1							
				17H-2							
12A-1				17I-2							
12B-3				17J-1							
12C-2				17K-1							
12D-2				17L-1							
12E-1											
12F-1				18A-2							
12G-1				18B-2							
12H-1				18C-2							
12I-1				18D-2							
12J-1											
12K-1				19A-3							
12L-1				19B-2							
12M-1				19C-1							
12N-1				19D-1							
12O-2				19E-1							
				19F-1							
13A-2				19G-1							
13B-2				19H-2							

**If any additional non-conformances are observed, check item 26A-3 and list the Code section below.**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Inspector**

The inspector has been provided with a copy of the previous year's school fire safety report:

Yes ☒ No ☐

**Part III: NonPublic School Certifications**  
**All sections are required to be completed: Section III-A; III-B III-C & III-D**

**Section III-A Fire Inspection Method**

Which method(s) did the school authorities use to complete the annual fire safety inspection for this building?

Check appropriate box or boxes

- ☐ Inspection by the fire department of the city, town, village or fire district in which the building is located
- ☐ Inspection by a fire corporation whose territory includes the school building
- ☐ Inspection by the county fire coordinator, or the officer performing the powers and duties of a county fire coordinator pursuant to a local law, of the county in which the building is located
- ☐ Inspection by a fire inspector (Building Safety Inspector or Code Enforcement Official) who holds a valid certification

For additional information regarding these methods, please see: <https://www.nysenate.gov/legislation/laws/EDN/807-A>

**Section III-B-Fire Inspection by Local Fire Department, Fire District, Fire Corporation, County Fire Coordinator and/ or Fire Inspector (Building Safety Inspector or Code Enforcement official) who holds a valid certification.**

The individual noted below inspected this building on 8/19/2021 (date) and the information in this Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to 19 NYCRR 1208-3.1.

Inspector's Name: Robert Potter Title: FF/Investigator/Code Enforcement Official

Signature: [Signature] Date: 8/19/2021

Inspector's Organization: Albany Fire Dept

Inspector's Telephone #: 518 221 6560 Inspector's Email: jpotter@albanyny.gov

Inspector's Code Enforcement Certification # 0321-0094  
(as assigned by the NYS Department of State)

**Section III-C Contact info for the Authority-Having-Jurisdiction [AHJ] Local Municipality, Town or Village**

Name of Local/Municipal Code Enforcement Office: Albany Fire Dept

Address: 26 Broad St  
Albany NY 12210

Name of contact person: Robert Potter Title: FF/Investigator/Code Enforcement Official

Telephone #: [Redacted] Email address: [Redacted]

**Section III-D School or Building Administrator, Director, or Headmaster**

The individual noted below certifies that this building was inspected as indicated in Section III-A above and hereby submits this fire inspection report on behalf of the Board of Trustees and certifies that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Nonpublic School Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. Violations which were not corrected immediately shall be corrected within an accepted period of time as approved by the Commissioner.

Name: Kevin K. Brady Title: Sr. Dir. of Operations

Signature: [Signature] Telephone: [Redacted]

Email: [Redacted]

**SHEPHERD COMMUNICATION AND SECURITY**  
**21A RAILROAD AVE. ALBANY, NEW YORK 12205**

518)-372-4849

License Number: 12000302304

**SYSTEM RECORD OF INSPECTION AND TESTING**

Start Date: 8.9.21

Completion Date: 8.9.21

Start Time: 7:00 am

Completion Time: \_\_\_\_\_

**1. PROPERTY INFORMATION**

Name of Property: Tech valley middle

Address: 321 northern blvd

Description of Property: School

Name of Property Representative: Nick

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**2. TESTING AND MONITORING ORGANIZATION**

Testing Organization: SHEPHERD COMMUNICATION & SECURITY

Address: 21A RAILROAD AVE, ALBANY

Testing Organization Representative: Gary Czelusniak

License No: 12000302304

Phone: (518)-372-4849

Fax: (315)-533-1258

Email: service@shepherdny.com

Monitoring Organization: USA central station

Monitoring Organization Address: Port Chester

Monitoring Organization Phone: [REDACTED]

Monitoring Organization Fax: \_\_\_\_\_

Monitoring Organization Email: \_\_\_\_\_

Account Number: 926361

Means of Transmission: Pots

Entity to which alarms are Retransmitted: \_\_\_\_\_

**3. DOCUMENTATION**

Onsite location of the required record documents and site-specific software:



**SHEPHERD COMMUNICATION AND SECURITY**  
**21A RAILROAD AVE. ALBANY, NEW YORK 12205**

518)-372-4849

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**4. DECIPTION OF SYSTEM OR SERVICE**

**4.1 Control Unit**

Manufacturer: Simplex

Model Number: 4010

**4.2 Software Firmware Version**

Firmware revision number: N/A

**4.3 System Power**

**4.3.1 Primary Power**

Nominal Voltage: 120v

Overcurrent Protection Type: Breaker#42

Amps: 20

Disconnecting Location: EC panel "LP1A-1B section1"

**4.3.2 Secondary Power**

Type: Battery

Battery Type: SLA

Location: FACP

Standby Power Calculation: Standby Mode 24 Hours, Alarm Mode 5 Minutes

**5. NOTIFICATION MADE PRIOR TO TESTING**

Monitoring Company	Contact: <u>USA</u>	Time: <u>1:00 pm</u>
Building Management	Contact: <u>MOD</u>	Time: _____
Building Occupants	Contact: _____	Time: _____
Authority have Jurisdiction	Contact: _____	Time: _____
Other	Contact: _____	Time: _____

**6. TESTING RESULTS**

**6.1 Control Equipment**

	Visual	Functional	Comments
Control Unit	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Lamps/LEDs/LCDs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Fuses	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Trouble Signals	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Disconnect Switches	<input type="checkbox"/>	<input type="checkbox"/>	_____
Ground Fault	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Supervision	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____

**SHEPHERD COMMUNICATION AND SECURITY**  
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(Continued from previous page)

Local Annunciator	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Remote Annunciator	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Remote Power Panels	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____

**6.2 Secondary Power**

	Visual	Functional	Comments
Battery Condition	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Load Voltage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Discharge Test	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Charger Test	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Remote Panel Batteries	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____

**6.3 Alarm/Supervisory Initiating Devices**

Attach additional test sheets for all Initiating devices.

**6.4 Notification Appliances**

Attach additional test sheets for all Notification devices.

**6.5 Interface Equipment**

Attach additional test sheets for all supplementary equipment.

**6.6 Supervising Station Monitoring**

	YES	NO	TIME	COMMENTS
Alarm Signal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	8:00	_____
Alarm Restore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Trouble Signal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Trouble Restore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Supervisory Signal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Supervisory Restore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Supervision	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____

**6.7 Public Emergency Alarm Reporting System**

	YES	NO	TIME	COMMENTS
Alarm Signal	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Alarm Restore	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Trouble Signal	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

**SHEPHERD COMMUNICATION AND SECURITY**  
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(Continued from previous page)

Trouble Restore	<input type="checkbox"/>	<input type="checkbox"/>	_____
Supervisory Signal	<input type="checkbox"/>	<input type="checkbox"/>	_____
Supervisory Restore	<input type="checkbox"/>	<input type="checkbox"/>	_____
Supervision	<input type="checkbox"/>	<input type="checkbox"/>	_____

**7. NOTIFICATION THAT TESTING IS COMPLETE**

Monitoring Company	Contact: USA	Time: _____
Building Management	Contact: MOD	Time: _____
Building Occupants	Contact: _____	Time: _____
Authority have Jurisdiction	Contact: _____	Time: _____
Other _____	Contact: _____	Time: _____

**8. SYSTEM RESTORED TO NORMAL**

Date: 8.9.21 Time: \_\_\_\_\_

**9. SYSTEM DEFECTS, OR MALFUNCTIONS STILL EXISTING AT THE END OF THE INSPECTION.**

**10. CERTIFICATION**

This system noted above has been inspected and tested according to NFPA 72, edition 2015.

Inspector Signed: 

Print Name: Gary Czelusniak

Title: FA Inspector

Date: 8.9.21

**SHEPHERD COMMUNICATION AND SECURITY**  
**21A RAILROAD AVE. ALBANY, NEW YORK**  
**12205**

(518)-372-4849

License Number: 12000302304

**INITIATING DEVICE**  
**SUPPLEMENTARY RECORD OF INSPECTION AND TESTING**

Start Date: 8.9.21  
Start Time: 8:00 am

Completion Date: 8.9.21  
Completion Time: 2:00 pm

**1. PROPERTY INFORMATION**

Name of Property: Kipp @NorthernBLVD  
Address: 321 northern boulevard

**2. DEVICE INFORMATION**

Device Type	Address	Location	Test Results
MPS	10		Pass
"	56		Pass
SD	45		Pass
MPS	28		Pass
SD	33		Pass
"	36		Pass
"	29		Pass
"	37		Pass
SD	38		Pass
SD	26		Pass
"	39		Pass
"	35		Pass
"	44		Pass
SD	24		Pass
SD	23		Pass
SD	25		Pass
MPS	60		Pass
SD	53		Pass
MPS	66		Pass
SD	04		Pass
MPS	69		Pass

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License Number: 12000302304

Device Type	Address	Location	Test Results
SD	2		Pass
SD	1		Pass
MPS	75		
SD	3		
SD	22		
MPS	88		
SD	21		
SD	8		Pass
SD	29		Pass
SD	6		Pass
SD	5		Pass
SD	45		
SD	33		Pass
SD	41		Pass
SD	27		Pass
SD	40		
"	36		
"	97		
SD	32		
SD	62		Pass
"	63		Pass
"	64		Pass
"	68		
"	67		
"	70		
"	65		
SD	86		Pass
"	82		Pass



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**12205**

(518)-372-4849

License Number: 12000302304

**INITIATING DEVICE**  
**SUPPLEMENTARY RECORD OF INSPECTION AND TESTING**

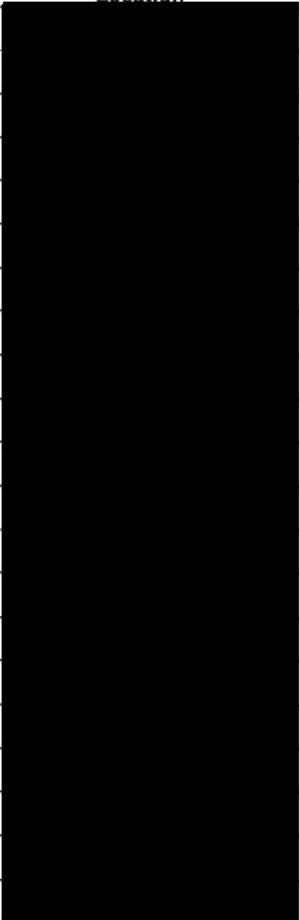
Start Date: 8.9.21  
Start Time: 8:00 am

Completion Date: 8.9.21  
Completion Time: 2:00 pm

**1. PROPERTY INFORMATION**

Name of Property: Kipp@northern  
Address: 321 northern blvd

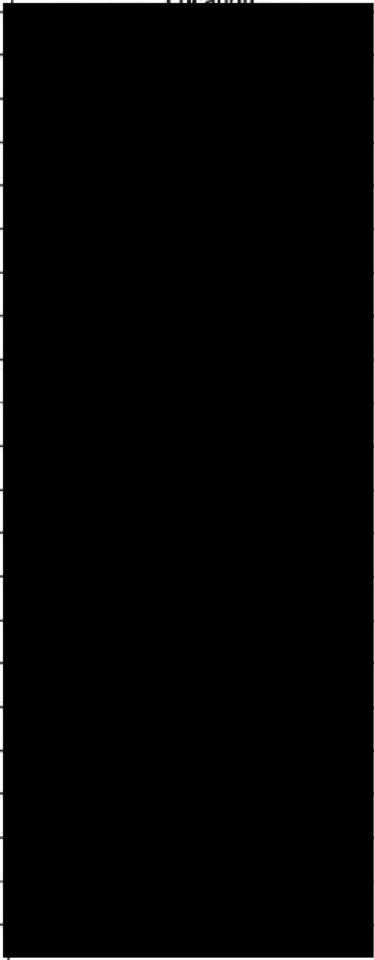
**2. DEVICE INFORMATION**

Device Type	Address	Location	Test Results
Smoke	7		Pass
"	9		Pass
"	11		Pass
"	12		Pass
"	14		Pass
Heat	15		Pass
Smoke	20		Pass
"	21		Pass
"	87		Pass
"	76		Pass
"	83		Pass
"	80		Pass
"	77		Pass
Waterflow	31		Pass
SD	42		Pass
SD	46		Pass
RTU-7	48		Pass
RTU-8	49		Pass
RTU-9	50		Pass
RTU-10	51		Pass
RTU-11	52		Pass

**SHEPHERD COMMUNICATION AND SECURITY**  
**21A RAILROAD AVE. ALBANY, NEW YORK 12205**

518)-372-4849

License Number: 12000302304

Device Type	Address	Location	Test Results
SD	55		Pass
SD	57		Pass
"	58		Pass
"	59		Pass
"	61		Pass
"	73		Pass
"	74		Pass
"	81		Pass
"	84		Pass
"	85		Pass
"	87		Pass
RTU-1	90		Pass
RTU-2	91		Pass
RTU-3	92		Pass
RTU-4	93		Pass
RTU-5	94		Pass
RTU-6	95		Pass
Heat	96		Pass
Heat	71		Pass
Tamper	30		Pass
Heat	72		Pass

**SHEPHERD COMMUNICATION AND SECURITY**  
**21A RAILROAD AVE. ALBANY, NEW YORK 12205**

518)-372-4849

License Number: 12000302304

**NOTIFICATION DEVICE**  
**SUPPLEMENTARY RECORD OF INSPECTION AND TESTING**

Start Date: 8.9.21

Completion Date: 8.9.21

Start Time: 8:00 am


Completion Time: 2:00 pm

**1. PROPERTY INFORMATION**

Name of Property: Kipp@ Northern BLVD

Address: 321 northern blvd

**2. DEVICE INFORMATION**

Appliance Type	Location		Test Results
Strobe			Pass
Horn/Strobe			Pass
"			Pass
"			Pass
"			Pass
"			Pass
"			Pass
Strobe			Pass
"			Pass
Horn/Strobe			Pass
"			Pass
"			Pass
"			Pass
"			Pass
"			Pass
Strobe			Pass
"			Pass
"			Pass
"			Pass
Horn/strobe			Pass
"			Pass
"			Pass



# Report of Inspection/Test

Annual NFPA 25

2021-08-16

## Property

Tech Valley  
321 Northern Blvd  
ALBANY NY 12204  
Mark Reilly  
Print Date: 2021-08-16

Conducted by: Isaac Clark

RBM-Guardian Fire Protection, INC  
8 Enterprise Drive  
ALBANY NY 12204  
518-463-4340  
danc@rbm-guardian.com



## Report of Inspection/Test General Questions

### OWNER SECTION

Is the building occupied?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Has the occupancy classification, hazard of contents, and/or storage method remained the same since the last inspection?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are all fire protection systems in service?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Has the system remained in service without modification since the last inspection?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Was the system free of actuations of devices or alarms since the last inspection?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		

### FIRE DEPARTMENT CONNECTION

Is the FDC plainly visible and easily accessible?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are the FDC swivels and couplings not damaged?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are the FDC caps and plugs in place and undamaged?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Is the FDC check valve free of leaks?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Is the FDC identification sign(s) in place?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		

### SPRINKLER HEADS

Are there the proper number and type of spare sprinklers with a list in place?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are visible sprinklers in the proper position: upright, pendent, sidewall?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are visible sprinklers free of corrosion and physical damage?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Is there proper clearance below the sprinklers?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are visible sprinklers free of foreign materials including foreign paint?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Is there liquid in all visible glass bulb sprinklers?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are there spare sprinklers and a sprinkler wrench?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are all the sprinklers dated 1920 or later?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Fast response sprinklers 20 or more years old replaced or successfully sample tested within last 10 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Standard response sprinklers 50 or more years old replaced or successfully sample tested within last 10 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Standard response sprinklers 75 or more years old replaced or successfully sample tested within last 5 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Dry-type sprinklers replaced or successfully sample tested within last 10 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA

# Report of Inspection/Test

Annual NFPA 25

2021-08-16

## Property

Tech Valley  
321 Northern Blvd  
ALBANY NY 12204  
Mark Reilly  
Print Date: 2021-08-16

Conducted by: Isaac Clark

RBM-Guardian Fire Protection, INC  
8 Enterprise Drive  
ALBANY NY 12204  
518-463-4340  
danc@rbm-guardian.com



## PIPES

Are the visible pipe and fittings in good condition with no external corrosion?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Do visible pipe and fittings have no mechanical damage or leaks?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Does visible pipe have no external loads?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are visible pipe hangers and seismic braces not damaged or loose?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Is the pipe through freezers free if any ice blockage?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		

## CONTROL VALVE AREA

Are the control valves with locks in correct (open or closed) position?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Are the control valves with locks locked or is supervision in place?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Are the control valves with locks accessible?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Are the control valves with locks free from any leaks?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Are the control valves with locks have the appropriate wrenches?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Are the control valves with locks properly identified?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Are the control valves with electrical supervision in correct (open or closed) position?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are the control valves with electrical supervision locked or is supervision in place?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are the control valves with electrical supervision accessible?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are the control valves with electrical supervision free from any leaks?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are the control valves with electrical supervision have the appropriate wrenches?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Are the control valves with electrical supervision properly identified?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA

## VALVE AREA

Are all check valves externally inspected, operating properly, and are in good condition?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are the gauges on system operable and in good working condition?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are the gauges on system showing normal water supply pressure?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Is the hydraulic name plate (calculated systems) attached securely to the riser and legible?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Are Pressure reducing valves (sprinkler system) in open position and not leaking?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Are Pressure reducing valves (sprinkler system) with downstream pressure per the design?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA



# Report of Inspection/Test

Annual NFPA 25

2021-08-16

## Property

Tech Valley  
321 Northern Blvd  
ALBANY NY 12204  
Mark Reilly  
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danc@rbm-guardian.com



Are Pressure reducing valves in good condition including no handwheels broken?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Have the mechanical waterflow alarm devices passed tests by opening inspector's test connection/bypass connection with alarms actuating and flow observed?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Do valve supervisory switches indicate movement?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	The electrical waterflow alarm devices passed test by opening inspector's test connection/bypass connection with alarms actuating and flow observed?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Have post indicating valves been opened until spring or torsion felt in the rod and then closed back 1/4 turn?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	All control valves operated through full range and returned to normal position?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Have pressure reducing valves passed partial flow test?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA		

## BACKFLOW PREVENTERS

Is relief port on RPZ device not discharging?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	
---	---	--

## ALARMS

Are alarms and supervisory devices not damaged?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Is the alarm valve free from physical damage?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Is the trim in correct (open or closed) position?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Is there no leakage in the retarding chamber or drains?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA

## MAINTENANCE

If a sprinkler failed a sample test were all the sprinklers represented by that sample replaced?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	If conditions were found that required flushing, was flushing of the system conducted?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Have adjusted, repaired, reconditioned, or replaced components had proper tests/inspections performed?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Was a drain test conducted after opening any closed valve?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Operating stem of all OS&Y valves lubricated, completely closed and reopened?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Have sprinklers and spray nozzles protecting commercial cooking equipment and ventilating systems been placed annually?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Do the alarm valve(s), strainers, filters and restricted offices pass internal inspection?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		

# Report of Inspection/Test

Annual NFPA 25

2021-08-16

## Property

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## Report of Inspection/Test for System - WET #1

### ANTIFREEZE

What does the Antifreeze test at in Fahrenheit

NA

### MAIN DRAIN FLOW TESTS

System	Initial static	Residual	Static	Seconds to Return to Initial Static	Flow Observed?	Did waterflow alarm operate?	Are results comparable to previous test?
WET #1	68	58	62	5	Yes		Yes

### INSPECTORS TEST CONNECTION

System	Location	Description	Time to Alarm (seconds)	Reported?	Smooth Orifice	Easily Accessible	Signs?	Pass?
WET #1	End of hall	IT	35	Yes	Yes	Yes	Yes	Yes

### VALVES

System	Description	Location	Valve Type	Size	Secured	Open	Easily Accessible	Signs	Exercised	Stems Lubricated	# of Turns
WET #1	Main	Riser	Butterfly	3"	Supervision	Yes	Yes	Yes	Yes	N/A	7

### DRAIN VALVES

System	Description	Location	Drain	Aux Drain Drained	Water Flow Observed
WET #1	Main	Riser	Angle Valve	Yes	Yes

## Report of Inspection/Test

Annual NFPA 25

2021-08-16

### Property

Tech Valley

321 Northern Blvd

ALBANY NY 12204

Mark Reilly

Print Date: 2021-08-16

Conducted by: Isaac Clark

RBM-Guardian Fire Protection, INC

8 Enterprise Drive

ALBANY NY 12204

518-463-4340

danc@rbm-guardian.com



### Deficiencies - General Questions

None

### Deficiencies - General Wet System Questions

None

### Deficiencies - WET #1

None

### Deficiencies - Inspectors Test Connection

None

### Deficiencies - Valves

None

### Deficiencies - Drain Valves

None

## Report of Inspection/Test

Annual NFPA 25

2021-08-16

### Property

Tech Valley  
321 Northern Blvd  
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Mark Reilly  
Print Date: 2021-08-16

Conducted by: Isaac Clark

RBM-Guardian Fire Protection, INC  
8 Enterprise Drive  
ALBANY NY 12204  
518-463-4340  
danc@rbm-guardian.com




### Inspector Signature

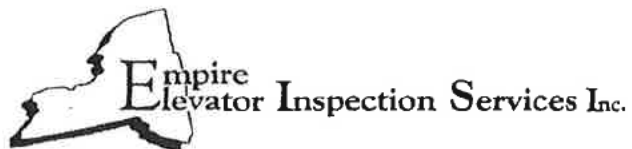
I state that the information on this form is correct at the time and place of my inspection, and all equipment tested at this time was left in operational condition upon completion of this inspection except as noted.

Inspector Name	Signature	Date Completed
Isaac Clark		2021-08-16

### Client Signature

I state that the information on this form is correct at the time and place of my inspection, and all equipment tested at this time was left in operational condition upon completion of this inspection except as noted.

Client Name	Signature	Date Completed
Nick		2021-08-16



## HYDRAULIC TEST REPORT

THIS REPORT COVERS ELEVATOR # 878P LOCATION 321 NORTHER BVD

CAPACITY 2100 LBS. FPM 100 PASSENGER ✓ FREIGHT     

MANUFACTURER THYSSEN KRUP TYPE VALVE I-2

TYPE CONTROLLER TAC 20 VOLTS 460 AC ✓ DC     

SYSTEM TESTED WITH      LBS.

NO LOAD PRESSURE 160 UNIT TAG PRESSURE 450

NORMAL WORKING PRESSURE     

RELIEF VALVE SETTING 475 (Inch car to engage stop ring)

FULL LOAD UP 350 FPM FULL LOAD DOWN      FPM

NO LOAD UP 160 FPM NO LOAD DOWN      FPM

STATIC TEST (15 minutes) WELL LEVEL PISTON SIZE 3.88

PRESSURE SWITCH OK LOW OIL TIMER OK BATTERY LOWERING     

REMARKS:       
      
      
      
      
      
      
      
    

PERSON IN CHARGE BOB COLE COMPANY OTIS

WITNESSED BY DANNY Charleston QEI # 6-3942

DATE 6-22-21



City of Albany  
Department of Buildings & Regulatory Compliance  
200 Henry Johnson Blvd. – Suite 1  
Albany, NY 12210  
Phone: (518) 434-5165  
Fax: (518) 434-6015  
[www.albanyny.gov](http://www.albanyny.gov)

## Elevator Inspection Certification Form

*This form must be filled out by a licensed Elevator Contractor **only** when the Elevator is in full compliance and returned to the Department of Buildings & Regulatory Compliance. A separate form must be submitted for each Elevator.*

Address: 321 Northern Blvd, Albany, NY 12210  
Owner's Name: Kipp Tech Valley Middle School  
Contact Person: Mark Reilly Contact Phone: [REDACTED]  
City Elevator No: [REDACTED] Initial Inspection Date: 6/22/2021  
Inspector: Dan Charleston

This is to certify that the above referenced elevator located at the above referenced address in the City of Albany, NY, has been inspected and found to be in compliance with NYS Fire Prevention and Building Code (19NYCRR) and the appropriate American Society of Mechanical Engineers Standard A17.1 or A18.1.

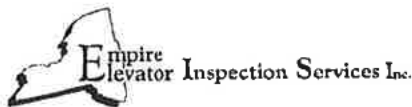
Operation of this elevator without a valid Certificate of Operation is a violation.

*I hereby certify that I have read the instructions and examined this form and know the same to be true and correct.*

Dan Charleston 6/22/2021  
Signature of Inspector Date

Liberty Elevator Experts  
Company





(844) 542-3538  
625 Barksdale Rd  
Barksdale Professional Center  
Suite 113  
Newark, DE 19711  
Info@LibertyElevatorExperts.com

Company: KIPP MIDDLE SCHOOL  
Office: ALBANY NY  
Location: 321 NORTHERN BLVD  
QEI #: 3992  
Inspector: [Signature]  
Date: 6/20/20  
Original Insp: 8/23/11  
Contact:

### Routine Inspection Report for Elevators and Escalators

Owner: KIPP MIDDLE SCHOOL

Contact:

Address: 321 NORTHERN BLVD

Location Inspected: 321 NORTHERN BLVD

Maintenance Contract with: OTIS

Authority: CITY

Inspections Due: 2 + 8

Diared: YES

Any New elevators or major alterations:

Last NL:

Last FL:

NO

2-20-19

RISE	2					
NUMBER	878-P					
PASSENGER	✓					
FREIGHT						
ESCALATOR						
OTHER						

Notes: NO VIOLATIONS

COPY FILED WITH CITY OF ALBANY

NOTICE: This report has been compiled through the process of interview and observation. The report reflects only those conditions and practices which could be ascertained through interview and observation at the time of the call by the inspector. It does not represent the hazards and/or exposures not shown hereon do not in fact exist. We do not assume any responsibility for inaccurate or erroneous information, express or implied, given to the inspector or for any other matters beyond our cause or control.



# KIPP

# TECH VALLEY MIDDLE SCHOOL

School Safety Toolkits

## KIPP TECH VALLEY: DRILL SCHEDULE AND LOG

*New York State Laws requires schools to conduct twelve drills be conducted each school year, four of which must be lock-down drills, the remaining eight are required to be evacuation drills. The date to complete the first eight drills has been changed to December 31.*

*The first eight drills should be some combination of the two types of drills, however the legislation does not specify the combination. The following worksheet will assist in the planning and documentation of schools drills when they occur.*

**School:** KIPP TECH VALLEY Middle School **Executive Director:** Stephanie Valle

**FIRE DRILLS:** Schools must conduct at least eight fire drills annually.

Date Scheduled	Date Conducted	Weather Conditions	Number of Occupants	Evacuation Time	Comments:
5/15/21	5/15/2021		202	11:30am	3:45 min out
5/21/21	5/21/21		198	10:15am	2:55 min out
6/15	6/15		175	1:15pm	2:42min out

**LOCKDOWN DRILLS:** Schools must conduct at least four lockdown drills annually.

Date Scheduled	Date Conducted	Number of Occupants	Student Participation	Response Time	Comments:

### NONPUBLIC FIRE AND BUILDING SAFETY REPORT

Per NYS Education Law 807-A(1) All school buildings containing classroom, dormitory, laboratory, physical education, dining or recreational facilities for student use, which are owned, operated, or leased by nonpublic schools must be inspected at least annually for hazards which may endanger the lives of students, teachers and employees therein and for compliance with applicable sections of 8NYCRR155 Regulations of the Commissioner of Education and for compliance with the 2020 Building Code of New York State, 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.

**NONPUBLIC SCHOOL BEDS CODE#**

0	1	0	1	0	0	8	6	0	8	6	7
---	---	---	---	---	---	---	---	---	---	---	---

**School Name**

T	e	c	h		V	a	l	l	e	y		P	r	i	m	a	r	y		s	c	h	o	o	l
---	---	---	---	--	---	---	---	---	---	---	--	---	---	---	---	---	---	---	--	---	---	---	---	---	---

**Facility/Building Name**

K	i	p	p		P	r	i	m	a	r	y		S	c	h	o	o	l							
---	---	---	---	--	---	---	---	---	---	---	---	--	---	---	---	---	---	---	--	--	--	--	--	--	--

**Street Address (NO PO Box Numbers)**

1		D	u	d	l	e	y		H	e	i	g	h	t	s										
---	--	---	---	---	---	---	---	--	---	---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--

**City/Town/Village**

**Zip Code**

A	l	b	a	n	y																				
---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

12210

**Name of Municipality Responsible for Local Code Enforcement**

A	l	b	a	n	y																				
---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

### INSTRUCTIONS

- Read the “*Manual for Nonpublic School Facility - Fire & Building Safety Inspections*” prior to inspecting the facility and complete a separate report for each facility/building and location.
- **Part I:** General Information. School officials must complete this section annually.
- **Part II:**
  - Items 08A-2 through 08E-2 on the Non-Conformance Report Sheet – Must be completed for facilities with electrically operated partitions per Regulations of the Commissioner 155.25
  - Items 09A-2 through 26 on the Non-Conformance Report Sheet – Must be completed for all facilities per 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.
- **Part III (A, B, C & D) Certifications** -To be completed by individuals as indicated.

A copy of this form must be kept on file at the school for three years and must be available for public review.

**Part I: General Information and Fire/Life Safety History** (complete annually)

Inspection Date

8/19/2021

**Note: Please insert the date the actual inspection took place.**

*Inspections shall be performed between July 1<sup>st</sup> and December 1<sup>st</sup> of the current school year.*

1. Please indicate the primary use of this facility:

☒ STUDENT INSTRUCTION

☐ OTHER STUDENT USE

Please Specify:

2. Is there a fire sprinkler system in this facility?

☒ YES ☐ NO

If 'yes', is the sprinkler alarm connected with the building alarm?

☒ YES ☐ NO

3. Is there a fire hydrant system for facility protection?

☒ YES ☐ NO

If YES, indicate ownership of system (select one):

yes

public owned

school owned

other (please specify)

4. Indicate the ownership of this facility

☐ LEASED

☒ OWNED

5. What is the current gross Square footage of this facility?

(to the nearest whole ten feet)

6. Fire and Emergency Drills

a. Per Section 807, paragraph 2 of the New York State Education Law entitled Fire and Emergency Drills, confirm that a copy of Section 807 has been printed and distributed as guidance to teaching staff as required \_\_\_\_\_ YES \_\_\_\_\_ NO

b. Provide dates of twelve fire and emergency drills required by Section 807 of Education Law held between September 1<sup>st</sup> and June 30<sup>th</sup> of the previous school year:

**FIRE & EMERGENCY DRILLS**

**NOTE** Eight (8) are required between September 1, and December 31

Eight (8) drills are required to be evacuation drills.

Four (4) drills are required to be lockdown drills

	Date	Evacuation	Lockdown
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			

c. If the required number of fire and emergency drills were not held during this reporting cycle, please describe the reason:

d. Average time to evacuate this facility was: \_\_\_\_\_ minutes \_\_\_\_\_ seconds

e. Confirm that arson and fire prevention instruction was provided in accordance with Section 808 of the Education Law (revised 9/1/05) which requires every school in New York State to provide a minimum of 45 minutes of instruction in arson and fire prevention; injury prevention and life safety for each month that school is in session.

\_\_\_\_\_ YES \_\_\_\_\_ NO

f. Confirm that employee fire prevention, evacuation and fire safety training was provided and records maintained are being maintained in accordance with Section F406 of the NYS Fire Code

\_\_\_\_\_ YES \_\_\_\_\_ NO

7. Have there been any fires in this facility since the last annual fire safety inspection report?

\_\_\_\_\_ YES \_\_\_\_\_ NO

a. If YES, indicate: \_\_\_\_\_ total number of fires

b. \_\_\_\_\_ total number of injuries

c. \_\_\_\_\_ total cost of property damage

8. If the fire alarm system was activated since the last fire safety inspection, was the fire department immediately notified in accordance with Section F401.3.2 of the NYS Fire Code?

\_\_\_\_\_ YES \_\_\_\_\_ NO



**Part II: Nonpublic School Fire & Building Safety Non-Conformance Report Sheet**

School Name \_\_\_\_\_ Building Name \_\_\_\_\_

Item #	Non-Conformance	Date Corrected	Item #	Non-Conformance	Date Corrected	Item #	Non-Conformance	Date Corrected
08A-2			14A-2			20A-1		
08B-2			14B-2			20B-1		
08C-2			14C-2			20C-1		
08D-2			14D-1					
08E-2			14E-1			21A-3		
09A-2			15A-2			22A-3		
09B-2			15B-1			22B-3		
09C-1			15C-2			22C-3		
09D-1			15D-2					
			15E-1			23A-1		
09F-2						23B-1		
09G-2			16A-2			23C-1		
			16B-2			23D-2		
10A-2			16C-2					
10B-2			16D-2			24A-3		
10C-1								
10D-1			17A-3			25A-1		
			17B-2			25B-1		
11A-2			17C-2			25C-1		
11B-1			17D-2					
11C-2			17E-1			26A-3		
11D-2			17F-3					
11E-1			17G-1					
			17H-2					
12A-1			17I-2					
12B-3			17J-1					
12C-2			17K-1					
12D-2			17L-1					
12E-1								
12F-1			18A-2					
12G-1			18B-2					
12H-1			18C-2					
12I-1			18D-2					
12J-1								
12K-1			19A-3					
12L-1			19B-2					
12M-1			19C-1					
12N-1			19D-1					
12O-2			19E-1					
			19F-1					
13A-2			19G-1					
13B-2			19H-2					

**If any additional non-conformances are observed, check item 26A-3 and list the Code section below.**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Inspector**

**The inspector has been provided with a copy of the previous year's school fire safety report:**

Yes \_\_\_\_\_ No \_\_\_\_\_

Fire Drill Tracker 2020-2021					
Date	Time	# of Students	Duration coming out	Duration going in	Notes
5/15	10:30	212	3:58	3:20	
5/21	10:45	238	3:54	3:16	
6/15	10:45	203	3:39	3:11	



Empire Elevator Inspection Services Inc.



LIBERTY  
ELEVATOR EXPERTS

## HYDRAULIC TEST REPORT

THIS REPORT COVERS ELEVATOR # 830-P LOCATION 1 DUDLEY HGTS ALBANY

CAPACITY 2500 LBS. FPM 100 PASSENGER ✓ FREIGHT     

MANUFACTURER TKE TYPE VALVE I-2

TYPE CONTROLLER TAC 20 VOLTS 480 AC ✓ DC     

SYSTEM TESTED WITH      LBS.

NO LOAD PRESSURE 200 UNIT TAG PRESSURE 200/420/510

NORMAL WORKING PRESSURE 185

RELIEF VALVE SETTING 510/490 <sup>ACTUAL</sup> (Inch car to engage stop ring)

FULL LOAD UP 720 FPM FULL LOAD DOWN      FPM

NO LOAD UP      FPM NO LOAD DOWN      FPM

STATIC TEST (15 minutes) LEVEL PISTON SIZE 3.88

PRESSURE SWITCH OK LOW OIL TIMER OK BATTERY LOWERING N/A

REMARKS:       
      
      
      
      
      
      
      
      
    

PERSON IN CHARGE BOB COLE COMPANY OTIS

WITNESSED BY Danny Charleston QEI #     

DATE 6/22/21



City of Albany  
Department of Buildings & Regulatory Compliance  
200 Henry Johnson Blvd. – Suite 1  
Albany, NY 12210  
Phone: (518) 434-5165  
Fax: (518) 434-6015  
[www.albanyny.gov](http://www.albanyny.gov)

## Elevator Inspection Certification Form

*This form must be filled out by a licensed Elevator Contractor only when the Elevator is in full compliance and returned to the Department of Buildings & Regulatory Compliance. A separate form must be submitted for each Elevator.*

Address: 1 Dudley Heights, Albany, NY12210  
Owner's Name: Kipp Tech Valley Charter School  
Contact Person: Mark Reilly Contact Phone: [REDACTED]  
City Elevator No: [REDACTED] Initial Inspection Date: 6/22/2021  
Inspector: Dan Charleston

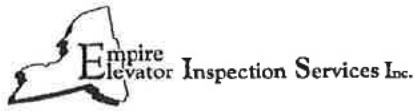
This is to certify that the above referenced elevator located at the above referenced address in the City of Albany, NY, has been inspected and found to be in compliance with NYS Fire Prevention and Building Code (19NYCRR) and the appropriate American Society of Mechanical Engineers Standard A17.1 or A18.1.

Operation of this elevator without a valid Certificate of Operation is a violation.

*I hereby certify that I have read the instructions and examined this form and know the same to be true and correct.*

Dan Charleston 6/22/2021  
Signature of Inspector Date

Liberty Elevator Experts  
Company



(844) 542-3538  
625 Barksdale Rd  
Barksdale Professional Center  
Suite 113  
Newark, DE 19711  
Info@LibertyElevatorExperts.com

Company: KIPPTECH VALLEY  
Office: ALBANY NY  
Location: 1 DUDLEY HEIGHTS  
QEI #: C-3942  
Inspector: Dan  
Date: 6/24/18  
Original Insp: 8/28/18  
Contact:

### Routine Inspection Report for Elevators and Escalators

Owner: KIPPTECH VALLEY CHARTER SCHOOL Contact:  
Address: 1 DUDLEY HEIGHTS ALBANY NY  
Location Inspected: SAME  
Maintenance Contract with: OTIS  
Authority: CITY Inspections Due: 2+8  
Any New elevators or major alterations: Last NL: 3/20 Last FL: 2/19

RISE	2					
NUMBER	830-P					
PASSENGER	✓					
FREIGHT						
ESCALATOR						
OTHER						

Notes:

NO VIOLATIONS

COPY FILED WITH CITY OF ALBANY

NOTICE: This report has been compiled through the process of interview and observation. The report reflects only those conditions and practices which could be ascertained through interview and observation at the time of the call by the inspector. It does not represent the hazards and/or exposures not shown hereon do not in fact exist. We do not assume any responsibility for inaccurate or erroneous information, express or implied, given to the inspector or for any other matters beyond our cause or control.

**Part III: NonPublic School Certifications**

**All sections are required to be completed: Section III-A; III-B III-C & III-D**

**Section III-A Fire Inspection Method**

Which method(s) did the school authorities use to complete the annual fire safety inspection for this building?

Check appropriate box or boxes

- ☒ Inspection by the fire department of the city, town, village or fire district in which the building is located
- ☐ Inspection by a fire corporation whose territory includes the school building
- ☐ Inspection by the county fire coordinator, or the officer performing the powers and duties of a county fire coordinator pursuant to a local law, of the county in which the building is located
- ☒ Inspection by a fire inspector (Building Safety Inspector or Code Enforcement Official) who holds a valid certification

For additional information regarding these methods, please see: <https://www.nysenate.gov/legislation/laws/EDN/807-A>

**Section III-B-Fire Inspection by Local Fire Department, Fire District, Fire Corporation, County Fire Coordinator and/ or Fire Inspector (Building Safety Inspector or Code Enforcement official) who holds a valid certification.**

The individual noted below inspected this building on 10/21/2021 (date) and the information in this Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to 19 NYCRR 1208-3.1.

Inspector's Name: Robert Potter Title: NYS CEO FF/Inv

Signature: [Signature] Date: 10/21/2021

Inspector's Organization: Albany Fire Dept

Inspector's Telephone #: [Redacted] Inspector's Email: [Redacted]

Inspector's Code Enforcement Certification #: [Redacted]

(as assigned by the NYS Department of State)

**Section III-C Contact info for the Authority-Having-Jurisdiction [AHJ]-Local Municipality, Town or Village**

Name of Local/Municipal Code Enforcement Office: Albany Fire Dept

Address: 26 Broad St Albany NY 12202

Name of contact person: Robert Potter Title: NYS CEO FF/Inv

Telephone #: [Redacted] Email address: [Redacted]

**Section III-D School or Building Administrator, Director, or Headmaster**

The individual noted below certifies that this building was inspected as indicated in Section III-A above and hereby submits this fire inspection report on behalf of the Board of Trustees and certifies that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Nonpublic School Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. Violations which were not corrected immediately shall be corrected within an accepted period of time as approved by the Commissioner.

Name: Jennifer Brady Title: Sr. Dir. of Regional Ops

Signature: [Signature]

Email: [Redacted]



**SHEPHERD COMMUNICATION AND SECURITY**  
**21A RAILROAD AVE. ALBANY, NEW YORK 12205**

518)-372-4849

License Number: 12000302304

**SYSTEM RECORD OF INSPECTION AND TESTING**

Start Date: 8.9.21

Completion Date: 8.9.21

Start Time: 8:00 am

Completion Time: 4:00 pm

**1. PROPERTY INFORMATION**

Name of Property: Kipp@ Dudley

Address: 1 Dudley

Description of Property: School

Name of Property Representative: Nick

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**2. TESTING AND MONITORING ORGANIZATION**

Testing Organization: SHEPHERD COMMUNICATION & SECURITY

Address: 21A RAILROAD AVE, ALBANY

Testing Organization Representative: Gary Czelusniak

License No: [REDACTED]

Phone: [REDACTED]

Fax: [REDACTED]

Email: [REDACTED]

Monitoring Organization: USA central station

Monitoring Organization Address: Port Chester

Monitoring Organization Phone: 18004222300

Monitoring Organization Fax: \_\_\_\_\_

Monitoring Organization Email: \_\_\_\_\_

Account Number: 926362

Means of Transmission: Pots

Entity to which alarms are Retransmitted: \_\_\_\_\_

**3. DOCUMENTATION**

Onsite location of the required record documents and site-specific software:

**SHEPHERD COMMUNICATION AND SECURITY**  
**21A RAILROAD AVE. ALBANY, NEW YORK 12205**

518)-372-4849

License Number: 12000302304

**4. DECIPTION OF SYSTEM OR SERVICE**

**4.1 Control Unit**

Manufacturer: Simplex

Model Number: 4010

**4.2 Software Firmware Version**

Firmware revision number: N/A

**4.3 System Power**

**4.3.1 Primary Power**

Nominal Voltage: 120v

Overcurrent Protection Type: Breaker#33

Amps: 20

Disconnecting Location: EC panel "LVDP"(left)

**4.3.2 Secondary Power**

Type: Battery

Battery Type: SLA

Location: FACP

Standby Power Calculation: Standby Mode 24 Hours, Alarm Mode 5 Minutes

**5. NOTIFICATION MADE PRIOR TO TESTING**

Monitoring Company	Contact: <u>USA</u>	Time: <u>8:00 am</u>
Building Management	Contact: <u>MOD</u>	Time: _____
Building Occupants	Contact: _____	Time: _____
Authority have Jurisdiction	Contact: _____	Time: _____
Other	Contact: _____	Time: _____

**6. TESTING RESULTS**

**6.1 Control Equipment**

	Visual	Functional	Comments
Control Unit	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Lamps/LEDs/LCDs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Fuses	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Trouble Signals	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Disconnect Switches	<input type="checkbox"/>	<input type="checkbox"/>	_____
Ground Fault	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Supervision	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____

**SHEPHERD COMMUNICATION AND SECURITY**  
**21A RAILROAD AVE. ALBANY, NEW YORK 12205**

518)-372-4849

License Number: 12000302304

(Continued from previous page)

Local Annunciator	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Remote Annunciator	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Remote Power Panels	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____

**6.2 Secondary Power**

	Visual	Functional	Comments
Battery Condition	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Load Voltage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Discharge Test	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Charger Test	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Remote Panel Batteries	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____

**6.3 Alarm/Supervisory Initiating Devices**

Attach additional test sheets for all Initiating devices.

**6.4 Notification Appliances**

Attach additional test sheets for all Notification devices.

**6.5 Interface Equipment**

Attach additional test sheets for all supplementary equipment.

**6.6 Supervising Station Monitoring**

	YES	NO	TIME	COMMENTS
Alarm Signal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	8:00	_____
Alarm Restore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Trouble Signal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Trouble Restore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Supervisory Signal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Supervisory Restore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Supervision	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____

**6.7 Public Emergency Alarm Reporting System**

	YES	NO	TIME	COMMENTS
Alarm Signal	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Alarm Restore	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Trouble Signal	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

**SHEPHERD COMMUNICATION AND SECURITY**  
**21A RAILROAD AVE. ALBANY, NEW YORK 12205**

518)-372-4849

License Number: 12000302304

(Continued from previous page)

Trouble Restore	<input type="checkbox"/>	<input type="checkbox"/>	_____
Supervisory Signal	<input type="checkbox"/>	<input type="checkbox"/>	_____
Supervisory Restore	<input type="checkbox"/>	<input type="checkbox"/>	_____
Supervision	<input type="checkbox"/>	<input type="checkbox"/>	_____

**7. NOTIFICATION THAT TESTING IS COMPLETE**

Monitoring Company	Contact: <u>USA</u>	Time: _____
Building Management	Contact: <u>MOD</u>	Time: _____
Building Occupants	Contact: _____	Time: _____
Authority have Jurisdiction	Contact: _____	Time: _____
Other _____	Contact: _____	Time: _____

**8. SYSTEM RESTORED TO NORMAL**

Date: 8.9.21 Time: 4:00 pm

**9. SYSTEM DEFECTS, OR MALFUNCTIONS STILL EXISTING AT THE END OF THE INSPECTION.**

**10. CERTIFICATION**

This system noted above has been inspected and tested according to NFPA 72, edition 2015.

Inspector Signed: 

Print Name: Gary Czelusniak

Title: FA Inspector

Date: 8.9.21

**SHEPHERD COMMUNICATION AND SECURITY**  
**21A RAILROAD AVE. ALBANY, NEW YORK**  
**12205**

(518)-372-4849

License Number: 12000302304

**INITIATING DEVICE**  
**SUPPLEMENTARY RECORD OF INSPECTION AND TESTING**

Start Date: 8.9.21  
Start Time: 8:00 am

Completion Date: 8.9.21  
Completion Time: 4:00 pm

**1. PROPERTY INFORMATION**

Name of Property: Kipp @ dudlev  
Address: 1 Dudley heights


**2. DEVICE INFORMATION**

Device Type	Address	Location	Test Results
SD	1		Pass
"	5		Pass
"	6		Pass
"	8		Pass
"	9		Pass
"	12		Pass
"	13		Pass
"	14		Pass
"	15		Pass
"	16		Pass
"	17		Pass
"	18		Pass
"	19		Pass
"	20		Pass
"	21		Pass
"	22		Pass
"	23		Pass
"	24		Pass
"	25		Pass
"	26		Pass
"	29		Pass

**SHEPHERD COMMUNICATION AND SECURITY**  
**21A RAILROAD AVE. ALBANY, NEW YORK 12205**

518)-372-4849

License Number: 12000302304

Device Type	Address	Location	Test Results
SD	30		Pass
"	31		Pass
"	32		Pass
"	34		Pass
Heat	35		Pass
SD	39		Pass
"	40		Pass
"	41		Pass
"	43		Pass
"	45		Pass
"	46		Pass
"	47		Pass
"	49		Pass
"	50		Pass
"	51		Pass
"	52		Pass
"	53		Pass
Heat	54		Pass
SD	56		Pass
"	57		Pass
"	58		Pass
"	59		Pass
"	60		Pass
"	61		Pass
RTU-1	62		Pass
RTU-1	63		Pass
RTU-2	64		Pass
RTU-2	65		Pass



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**12205**

(518)-372-4849

License Number: 12000302304

**INITIATING DEVICE**  
**SUPPLEMENTARY RECORD OF INSPECTION AND TESTING**

Start Date: 8.9.21

Completion Date: 8.9.21

Start Time: 8:00 am


Completion Time: 4:00 pm

**1. PROPERTY INFORMATION**

Name of Property: Kipp@ dudley

Address: 1 Dudley heights

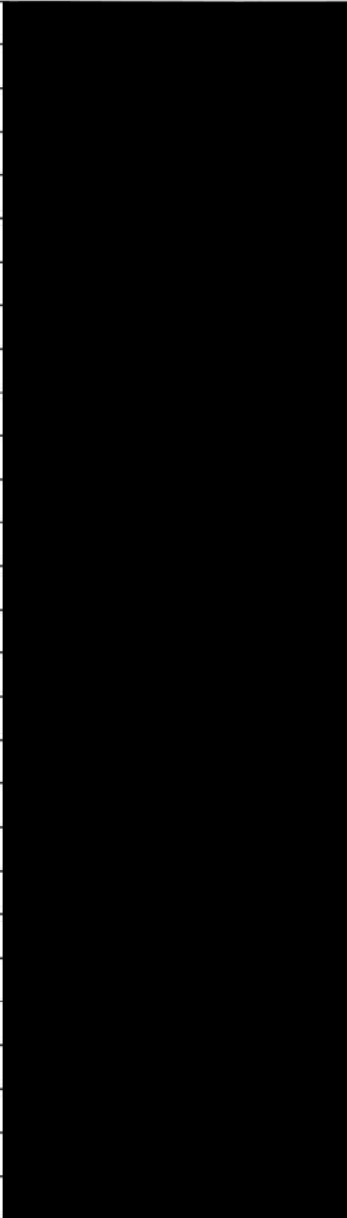
**2. DEVICE INFORMATION**

Device Type	Address	Location	Test Results
RTU-3	66		Pass
RTU-3	67		Pass
RTU-4	68		Pass
RTU-4	69		Pass
SD	70		Pass
"	71		Pass
"	72		Pass
"	73		Pass
RTU-5	74		Pass
RTU-5	75		Pass
SD	76		Pass
"	77		Pass
"	78		Pass
"	79		Pass
"	81		Pass
"	82		Pass
"	83		Pass
"	150		Pass
"	151		Pass
"	152		Pass
"	153		Pass

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License Number: 12000302304

Device Type	Address	Location	Test Results
SD	154		Pass
"	155		Pass
Duct Detector	157		Pass
"	158		Pass
"	159		Pass
SD	160		Pass
"	161		Pass
"	162		Pass
"	163		Pass
"	164		Pass
"	165		Pass
"	166		Pass
"	167		Pass
"	168		Pass
DUCT	169		Pass
"	170		Pass
"	171		Pass
"	172		Pass
"	173		Pass
Waterflow	2		Pass
Tamper	3		Pass
MPS	7		Pass
"	10		Pass
"	27		Pass
"	28		Pass
"	42		Pass
"	44		Pass
"	48		Pass





**SHEPHERD COMMUNICATION AND SECURITY**  
**21A RAILROAD AVE. ALBANY, NEW YORK 12205**

518)-372-4849

License Number: 12000302304

**NOTIFICATION DEVICE**  
**SUPPLEMENTARY RECORD OF INSPECTION AND TESTING**

Start Date: 8.9.21

Completion Date: 8.9.21

Start Time: 8:00 am

Completion Time: 4:00 pm

**1. PROPERTY INFORMATION**

Name of Property: Kipp @ Dudley

Address: 1 Dudley heights

**2. DEVICE INFORMATION**

Appliance Type	Test Results
Horn/Strobe	Pass
"	Pass
"	Pass
Strobe	Pass
"	Pass
Horn/Strobe	Pass
"	Pass
Strobe	Pass
"	Pass
Horn/strobe	Pass
"	Pass
"	Pass
"	Pass
Strobe	Pass
"	Pass
"	Pass
"	Pass
Horn/strobe	Pass
Strobe	Pass
"	Pass
"	Pass
Horn/strobe	Pass
Strobe	Pass

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License Number: 12000302304

**NOTIFICATION DEVICE**  
**SUPPLEMENTARY RECORD OF INSPECTION AND TESTING**

Start Date: 8.9.21

Completion Date: 8.9.21

Start Time: 8:00 am

Completion Time: 4:00 pm

**1. PROPERTY INFORMATION**

Name of Property: Kipp @ Dudley

Address: 1 Dudley heights

**2. DEVICE INFORMATION**

Appliance Type	Test Results
Strobe	Pass
Horn/strobe	Pass
"	Pass
"	Pass
"	Pass
"	Pass
"	Pass
Strobe	Pass
"	Pass
Horn/strobe	Pass
"	Pass
"	Pass
"	Pass
"	Pass
"	Pass
Strobe	Pass
"	Pass
Horn/strobe	Pass



# Report of Inspection/Test

Annual NFPA 25

2021-08-16

## Property

Tech Valley  
321 Northern Blvd  
ALBANY NY 12204  
Mark Reilly  
Print Date: 2021-08-16

Conducted by: Isaac Clark

RBM-Guardian Fire Protection, INC  
8 Enterprise Drive  
ALBANY NY 12204  
518-463-4340  
danc@rbm-guardian.com



## Report of Inspection/Test General Questions

### OWNER SECTION

Is the building occupied?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Has the occupancy classification, hazard of contents, and/or storage method remained the same since the last inspection?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are all fire protection systems in service?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Has the system remained in service without modification since the last inspection?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Was the system free of actuations of devices or alarms since the last inspection?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		

### FIRE DEPARTMENT CONNECTION

Is the FDC plainly visible and easily accessible?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are the FDC swivels and couplings not damaged?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are the FDC caps and plugs in place and undamaged?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Is the FDC check valve free of leaks?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Is the FDC identification sign(s) in place?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		

### SPRINKLER HEADS

Are there the proper number and type of spare sprinklers with a list in place?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are visible sprinklers in the proper position: upright, pendent, sidewall?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are visible sprinklers free of corrosion and physical damage?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Is there proper clearance below the sprinklers?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are visible sprinklers free of foreign materials including foreign paint?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Is there liquid in all visible glass bulb sprinklers?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are there spare sprinklers and a sprinkler wrench?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are all the sprinklers dated 1920 or later?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Fast response sprinklers 20 or more years old replaced or successfully sample tested within last 10 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Standard response sprinklers 50 or more years old replaced or successfully sample tested within last 10 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Standard response sprinklers 75 or more years old replaced or successfully sample tested within last 5 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Dry-type sprinklers replaced or successfully sample tested within last 10 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA

# Report of Inspection/Test

Annual NFPA 25

2021-08-16

## Property

Tech Valley  
321 Northern Blvd  
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## PIPES

Are the visible pipe and fittings in good condition with no external corrosion?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Do visible pipe and fittings have no mechanical damage or leaks?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Does visible pipe have no external loads?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are visible pipe hangers and seismic braces not damaged or loose?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Is the pipe through freezers free if any ice blockage?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		

## CONTROL VALVE AREA

Are the control valves with locks in correct (open or closed) position?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Are the control valves with locks locked or is supervision in place?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Are the control valves with locks accessible?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Are the control valves with locks free from any leaks?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Are the control valves with locks have the appropriate wrenches?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Are the control valves with locks properly identified?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Are the control valves with electrical supervision in correct (open or closed) position?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are the control valves with electrical supervision locked or is supervision in place?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are the control valves with electrical supervision accessible?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are the control valves with electrical supervision free from any leaks?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are the control valves with electrical supervision have the appropriate wrenches?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Are the control valves with electrical supervision properly identified?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA

## VALVE AREA

Are all check valves externally inspected, operating properly, and are in good condition?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are the gauges on system operable and in good working condition?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are the gauges on system showing normal water supply pressure?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Is the hydraulic name plate (calculated systems) attached securely to the riser and legible?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Are Pressure reducing valves (sprinkler system) in open position and not leaking?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Are Pressure reducing valves (sprinkler system) with downstream pressure per the design?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA

# Report of Inspection/Test

Annual NFPA 25

2021-08-16

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Tech Valley  
321 Northern Blvd  
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Are Pressure reducing valves in good condition including no handwheels broken?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Have the mechanical waterflow alarm devices passed tests by opening inspector's test connection/bypass connection with alarms actuating and flow observed?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Do valve supervisory switches indicate movement?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	The electrical waterflow alarm devices passed test by opening inspector's test connection/bypass connection with alarms actuating and flow observed?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Have post indicating valves been opened until spring or torsion felt in the rod and then closed back 1/4 turn?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	All control valves operated through full range and returned to normal position?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Have pressure reducing valves passed partial flow test?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA		

## BACKFLOW PREVENTERS

Is relief port on RPZ device not discharging?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	
---	---	--

## ALARMS

Are alarms and supervisory devices not damaged?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Is the alarm valve free from physical damage?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Is the trim in correct (open or closed) position?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Is there no leakage in the retarding chamber or drains?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA

## MAINTENANCE

If a sprinkler failed a sample test were all the sprinklers represented by that sample replaced?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	If conditions were found that required flushing, was flushing of the system conducted?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Have adjusted, repaired, reconditioned, or replaced components had proper tests/inspections performed?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Was a drain test conducted after opening any closed valve?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Operating stem of all OS&Y valves lubricated, completely closed and reopened?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Have sprinklers and spray nozzles protecting commercial cooking equipment and ventilating systems been placed annually?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Do the alarm valve(s), strainers, filters and restricted offices pass internal inspection?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		

# Report of Inspection/Test

Annual NFPA 25

2021-08-16

## Property

Tech Valley  
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ALBANY NY 12204  
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## Report of Inspection/Test for System - WET #1

### ANTIFREEZE

What does the Antifreeze test at in Fahrenheit

NA

### MAIN DRAIN FLOW TESTS

System	Initial static	Residual	Static	Seconds to Return to Initial Static	Flow Observed?	Did waterflow alarm operate?	Are results comparable to previous test?
WET #1	68	58	62	5	Yes		Yes

### INSPECTORS TEST CONNECTION

System	Location	Description	Time to Alarm (seconds)	Reported?	Smooth Orifice	Easily Accessible	Signs?	Pass?
WET #1	End of hall	IT	35	Yes	Yes	Yes	Yes	Yes

### VALVES

System	Description	Location	Valve Type	Size	Secured	Open	Easily Accessible	Signs	Exercised	Stems Lubricated	# of Turns
WET #1	Main	Riser	Butterfly	3"	Supervision	Yes	Yes	Yes	Yes	N/A	7

### DRAIN VALVES

System	Description	Location	Drain	Aux Drain Drained	Water Flow Observed
WET #1	Main	Riser	Angle Valve	Yes	Yes

## Report of Inspection/Test

Annual NFPA 25

**2021-08-16**  
**Property**  
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### Deficiencies - General Questions

None

### Deficiencies - General Wet System Questions

None

### Deficiencies - WET #1

None

### Deficiencies - Inspectors Test Connection

None

### Deficiencies - Valves

None

### Deficiencies - Drain Valves

None

## Report of Inspection/Test

Annual NFPA 25

2021-08-16

### Property

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321 Northern Blvd  
ALBANY NY 12204

Mark Reilly

Print Date: 2021-08-16

Conducted by: Isaac Clark

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8 Enterprise Drive

ALBANY NY 12204

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### Inspector Signature

I state that the information on this form is correct at the time and place of my inspection, and all equipment tested at this time was left in operational condition upon completion of this inspection except as noted.

Inspector Name

Isaac Clark

Signature

A handwritten signature in black ink, appearing to be "Isaac Clark", written over a large, faint, stylized "R" or "G" background.

Date Completed

2021-08-16

### Client Signature

I state that the information on this form is correct at the time and place of my inspection, and all equipment tested at this time was left in operational condition upon completion of this inspection except as noted.

Client Name

Nick

Signature

A handwritten signature in black ink, appearing to be "Nick", written over a large, faint, stylized "R" or "G" background.

Date Completed

2021-08-16



July 2021						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August 2021						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September 2021						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October 2021						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November 2021						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December 2021						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January 2022						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					






February 2022						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March 2022						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2022						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 2022						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June 2022						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Calendar Key		Calendar Details				
<b>Special Event Day</b>  <b>NYS Tests</b>  <b>Report Card Confs.</b>  <b>Teachers Only</b>  <b>No Students/Teachers</b> 	<u><b>August</b></u> 8 2–8 3: <i>Leader PD Days</i> 8 3–8 4: <i>New Teachers only</i> 8 5–8 6: <i>All Staff Kickoff</i> 8 9–8 20: <i>All Teachers</i> 8 23–8 24: <i>5<sup>th</sup> Grade Only</i> 8 25–9 2: <i>All Grades (5-8)</i>	<u><b>September</b></u> 9 3: <i>Teachers Only</i> 9 6: <i>No School</i> 9 7: <i>Teachers Only</i> 9 8: <i>School resumes for all grades</i>	<u><b>October</b></u> 10 11: <i>No School</i>	<u><b>November</b></u> 11 5: <i>End of Quarter 1</i> 11 11: <i>No School</i> 11 12: <i>Teachers Only; Report Card Conferences</i> 11 22-11 26: <i>Fall Break</i>	<u><b>December</b></u> 12 20 – 12 22: <i>Asynchronous Learning for KTVMS</i> 12 23 – 12 31: <i>Holiday Break</i>	
	<u><b>January</b></u> 1 7: <i>Regional All Staff PD</i> 1 17: <i>No School</i> 1 21: <i>End of Quarter 2</i> 1 28: <i>Teachers Only; Report Card Conferences</i>	<u><b>February</b></u> 2 21-2 25: <i>Mid-Winter Break</i>	<u><b>March</b></u> 3 29 – 3 31: <i>NYS ELA Tests Grades 3 - 8</i>	<u><b>April</b></u> 4 1: <i>End of Quarter 3</i> 4 8: <i>Teachers Only; Report Card Conferences</i> 4 15 – 4 22: <i>Spring Break</i> 4 26 -4 28: <i>NYS Math Tests Grades 3 - 8</i>	<u><b>May</b></u> 5 30: <i>No School</i>	
	<u><b>June</b></u> 6 1: <i>NYS Science 8 Practical</i> 6 6: <i>NYS Science Written Exam</i> 6 16: <i>End of Quarter 4</i> 6 20 – <i>Juneteenth (observed)</i> 6 21-6 23: <i>Half Days</i> 6 23: <i>Last Day of School</i>	<b>Every Wednesday for the 2021-2022 school year at KTVMS will be a half day for teacher professional development, with dismissal at 11:45am.</b>				