

Application: La Cima Charter School

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

Summary

ID: 0000000200

Labels: Board of Regents

Entry 1 School Info and Cover Page

Completed Jan 3 2022

Instructions

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 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)

LA CIMA CHARTER SCHOOL 331600860924

a1. Popular School Name

La Cima

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

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

BOARD OF REGENTS

c. DISTRICT / CSD OF LOCATION

CSD #16 - BROOKLYN

d. DATE OF INITIAL CHARTER

1/2008

e. DATE FIRST OPENED FOR INSTRUCTION

8/2008

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

MISSION STATEMENT

Our mission is to prepare our students for academic and life-long success through a rigorous and relevant academic program.

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

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

KDE 1	1. Scholar-Centered and Inclusive Learning Environment: La Cima welcomes and supports all learners. We offer inclusion classrooms in every grade and our teachers are trained to support scholars with disabilities and English language learners. Our instruction and classroom libraries include resources that are written or developed by racially, culturally, and linguistically diverse voices. In addition to our rigorous core curriculum, we also offer a variety of enrichment courses like African Dance and drumming, Spanish, art, and music.
KDE 2	2. Social Justice: La Cima is shaped to meet the needs of scholars from all social identity groups and is committed to their full and equitable participation in the La Cima learning community. We aim to empower our scholars and staff to develop a social responsibility toward their peers, our community, the environment, and the broader world.
KDE 3	3. Constructivist Approach to Math and Balanced Literacy: Every scholar brings a wealth of knowledge to La Cima. Our teachers use that knowledge to develop scholars’ critical thinking and problem solving skills. This approach results in

scholars' mastery of state standards and supports their growth as life-long learners. In math, La Cima uses a constructivist approach to cultivate students' mastery of mathematical concepts. In English language arts, La Cima uses a balanced literacy approach to support students' acquisition of critical literacy skills while fostering a long-lasting love of reading.

KDE 4

(No response)

KDE 5

(No response)

KDE 6

(No response)

KDE 7

(No response)

KDE 8

(No response)

KDE 9

(No response)

KDE 10

(No response)

Need additional space for variables

No

h. SCHOOL WEB ADDRESS (URL)

<http://www.lacimacharterschool.org/>

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

330

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

253

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

l1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

No

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2021-2022?

No, just one site.

School Site 1 (Primary)

m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	800 Gates Avenue, 3rd Floor Brooklyn, NY 11221	718-443-2136	NYC CSD 16	K-5	No

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Letta Belle	718-443-2136		letta@lacimacharterschool.org
Operational Leader	Darlene Alvarez	718-443-2136		darlene@lacimacharterschool.org
Compliance Contact	Letta Belle	718-443-2136		letta@lacimacharterschool.org
Complaint Contact	Letta Belle	718-443-2136		letta@lacimacharterschool.org
DASA Coordinator	Capri Tennis	718-443-2136		capri@lacimacharterschool.org
Phone Contact for After Hours Emergencies	Letta Belle	347-696-5150		letta@lacimacharterschool.org

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

Co-located Space

m1c. Please list the terms of your current co-location.

	Date school will leave current co-location	Is school working with NYCDOE to expand into current space?	If so, list year expansion will occur.	Is school working with NYCDOE to move to separate space?	If so, list the proposed space and year planned for move	School at Full Capacity at Site
Site 1		No		No		Yes

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)

Site 1 Fire Inspection Report

CHARTER REVISIONS DURING THE 2020-2021 SCHOOL YEAR

n1. Were there any revisions to the school's charter during the 2020-2021 school year? (Please include approved or pending material and non-material charter revisions).

Yes

n2. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Change in Maximum Approved Enrollment	Decrease enrollment from 430 to 330	July 30, 2020	March 12, 2021
2	Other	The Board adopted the following three elements: 1) Scholar-Centered and Inclusive Learning Environment, 2) Social Justice, 3) Constructivist Approach to Math and Balanced Literacy.	April 29, 2020	March 12, 2021
3	Other	The Board adopted a new set of accountability goals.	April 29, 2020	March 12, 2021
4	Change in discipline or code of conduct policy	Non-material revisions to align with restorative approach	May 27, 2020	March 12, 2021
5	Change in schedule/calendar	Adjustment to calendar and schedule, remaining a longer school day and year than the district of location	April 29, 2020	March 12, 2021

More revisions to add?

Yes

n2. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
6	Change in Bylaws	Updates to the bylaws and adoption of a new code of ethics	June 17, 2020	March 12, 2021
7	Change in complaint policy	Updates to the complaint policy	November 20, 2019	March 12, 2021
8				
9				
10				

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	jen@pasekconsulting.com

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:

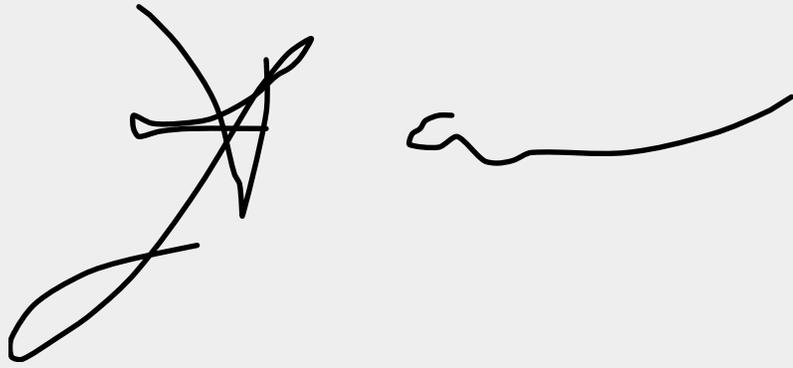
Yes

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).**

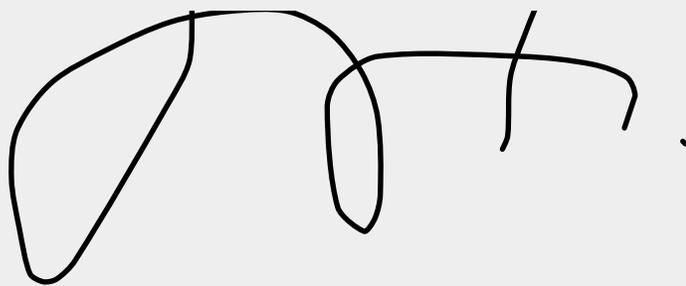
Responses Selected:

Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees



Date

(No response)

Thank you.



Entry 3 Progress Toward Goals

Completed Jan 3 2022

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

For the 2020-2021 school year, any academic or organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”. **Deadline is November 1, 2021.**

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

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

Board of Regents-authorized and NYCDOE-authorized charter schools only.

Complete the tables provided. List each goal and measure as contained in the school’s currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 2, 2021.

1. ACADEMIC STUDENT PERFORMANCE GOALS

For the 2020-2021 school year, any academic goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2020-2021 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take
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		of Goal		to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1	For the 2016-2017 through 2020-2021 school years, at least 60% of 3rd, 4th and 5th graders combined enrolled at La Cima for 3 or more years will perform at or above a Level 3 on the NYS ELA examinations.	NYS ELA Exam - Pending NYS Exams are not to be utilized in 2020-21 for accountability purposes.	Unable to Assess	
Academic Goal 2	For the 2016-2017 through 2020-2021 school years, at least 60% of 3rd, 4th and 5th graders combined enrolled at La Cima for 3 or more years will perform at or above a Level 3 on the NYS Math examinations.	NYS Math Exam Pending	Unable to Assess	
Academic Goal 3	For the 2016-2017 through 2020-2021 school years, the number of 3rd, 4th and 5th graders performing at a level 3 or higher on the NYS ELA and Math examinations will increase by at least 10% each year.	NYS ELA & Math Exam	Unable to Assess	

Academic Goal 4	For the 2016-2017 through 2020-2021 school years, 50% of 3rd, 4th and 5th graders classified as students with disabilities will increase at least one proficiency level each year.	NYS ELA & Math Exam	Unable to Assess	
Academic Goal 5	For the 2016-2017 through 2020-2021 school years, grade-level cohorts of students will reduce the gap between its baseline performance and its desired absolute level for that year (70% of students at or above Level 3 in year 2016-2017 through 2020-2021 for Math and 60% for ELA) by one-half.	NYS ELA Exam NA	Unable to Assess	
Academic Goal 6	For the 2016-2017 through 2020-2021 school years, the percentage of students testing proficient on NYS ELA and Math examinations will exceed that of the district of location.	NYS ELA & Math Exam NA	Unable to Assess	
	For the 2016-2017 through 2020-2021 school years, the percentage of			

Academic Goal 7	students testing proficient on NYS ELA and Math examinations will exceed that of the state.	NYS ELA & Math Exam NA	Unable to Assess	
Academic Goal 8	For the 2016-2017 through 2020-2021 school years, the percentage of students testing proficient on NYS ELA and Math examinations will exceed that of schools serving a similar population of students.	NYS ELA & Math Exam, NYCDOE Comparison Group	Unable to Assess	
Academic Goal 9	80% of 3rd, 4th and 5th graders achieve a 3 or greater on an end of year change maker final project as assessed by a review team including teachers and instructional leadership. This score would be based on a rubric.	Final Project - NA	Unable to Assess	
Academic Goal 10				

2. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

For the 2020-2021 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2020-2021 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	LCCS does not have any official Organizational Goals used for accountability purposes.			
Org Goal 2				
Org Goal 3				
Org Goal 4				
Org Goal 5				
Org Goal 6				
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				

Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

No

6. FINANCIAL GOALS

2020-2021 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	LCCS does not have any official Financial Goals used for accountability purposes.			
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

Entry 4 - Audited Financial Statements

Completed Nov 1 2021

Required of ALL Charter Schools

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

ALL Regents, NYCDOE, and Buffalo BOE authorized charter schools must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2021**. Upload the independent auditor's report, any advisory and/or management letter, and the internal controls report as one submission, combined into a .PDF file, ensuring that security features such as password protection are turned off.

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

[La Cima 2020-21 Audit](#)

Filename: La Cima 2020 21 Audit.pdf Size: 410.2 kB

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

Completed Jan 3 2022

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

Regents-authorized schools must download and complete the Excel spreadsheet entitled "Audited Financial Report Template" from the online portal or the website at [2020-2021 Charter School Annual Report webpage](#). Upload the completed file in Excel format. **Due November 1, 2021.**

Education Corporations with more than one school should complete the Excel spreadsheet for the Education Corporation as a whole, not for the individual schools. Please submit the same Excel spreadsheet for each of the schools.

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

[La Cima CS BEDS-331600860924_2020-21](#)

Filename: La Cima CS BEDS 331600860924 2020 21.xlsx Size: 75.1 kB

Entry 4c - Additional Financial Documents

Completed Jan 3 2022

Instructions - Regents, NYCDOE and Buffalo BOE authorized schools must upload financial documents in this section **by November 1, 2021**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a "federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold."

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

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

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

[6539 Jun21_Redacted Escrow](#)

Filename: 6539 Jun21 Redacted Escrow.pdf Size: 49.2 kB

Entry 4d - Financial Services Contact Information

Completed Jan 3 2022

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
	Darlene Alvarez	[REDACTED]	[REDACTED]

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	PKF O'Connor Davies, LLP, Joseph Ciorciari	[REDACTED]	[REDACTED]	13

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
	Boosted	Josh Moreau	135 W 41st Street, 5th Floor New York, NY 10036	[REDACTED]	[REDACTED]	1

Entry 5 - Fiscal Year 2021-2022 Budget

Completed Jan 3 2022

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.

[LCCS Final2021-2022ARBudgetTemplate \(6\)](#)

Filename: LCCS Final2021 2022ARBudgetTempla 8FtqgRz.xlsx **Size:** 38.0 kB

Entry 6 - Board of Trustees Disclosure of Financial Interest Form

Completed Jan 5 2022

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.

[LCCS Complete BOT Disclosure 2020-21 final](#)

Filename: LCCS Complete BOT Disclosure 2020 21 final.pdf **Size:** 1.8 MB

Entry 7 BOT Membership Table

Completed Jan 3 2022

[Instructions](#)

Required of All charter schools

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

Entry 7 BOT Table

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

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	Lucy Joffe		Trustee/Member	Governance, Executive	Yes	3	10/01/2019	9/30/2022	12
2	Lenworth Stephenson		Treasurer	Governance, Executive	Yes	2	10/01/2018	9/30/2021	6
3	Zach Heller		Trustee/Member	Academic	Yes	2	09/30/2020	9/30/2023	12
4	Debra Mack-Glasgow		Trustee/Member	Academic, Finance	Yes	2	09/30/2020	09/30/2023	9

5	Tristan Mitchell		Trustee/Member	Academic	Yes	2	09/30/2020	09/30/2023	11
6	Jennifer Swayne		Trustee/Member	Governance, Finance	Yes	3	08/01/2018	9/30/2021	12
7	Norah Yahya		Trustee/Member	Executive, Finance	Yes	2	10/01/2018	9/30/2021	12
8	Kristen Briggs		Chair	Finance, Government	Yes	1	04/01/2020	9/30/2023	12
9	Atiba Edwards		Trustee/Member	Finance, Executive	Yes	2	10/01/2018	11/01/2020	5 or less

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	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
10	Raymond McGill, Jr.		Trustee/Member	Finance, Executive	Yes	1	12/01/2017	12/01/2020	5 or less
11	Damira Rasheed		Trustee/Member	--	Yes	1	01/01/2021	01/01/2024	6
12	Nikki Carroll		Trustee/Member	--	Yes	1	01/01/2021	01/01/2024	7
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	2
c. Total Number of Members who Departed during 2020-2021	2
d.Total Number of members, as set in Bylaws, Resolution or Minutes	12

3. Number of Board meetings held during 2020-2021

13

4. Number of Board meetings scheduled for 2021-2022

12

Thank you.

Entry 8 Board Meeting Minutes

Completed Jan 3 2022

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.

[LCCS board minutes 2020-21](#)

Filename: LCCS board minutes 2020 21.pdf Size: 1.6 MB

Entry 9 Enrollment & Retention

Completed Jan 3 2022

[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
	In 2019-20, 88% of our enrollment was ED, which exceeded our district by 4 points. We recruit among our existing families who have relationships within the community and offer a family referral incentive program.	

<p>Economically Disadvantaged</p>	<p>Our recruitment efforts include presenting and providing applications at local daycares and headstarts, and a broad mailing through Vanguard to reach other neighborhoods that serve similar populations. In 2019-20, in response to the COVID-19 closure, we increased our paid and targeted advertisements on Facebook. In addition, in 2019-20 we used Vanguard's direct contact service to send families email follow ups to paper mailings. As a result, La Cima has enrolled a population of economically disadvantaged students that meets or exceeds our district in 2020-21. We continued our focus on our data to ensure that the most cost effective strategies are implemented.</p>	<p>In 2020-2021, we continued to enroll more ED students than our district We will continue implementing the historically successful recruitment efforts described to the left in the 2021-22 school year.</p>
<p>English Language Learners</p>	<p>All of our recruitment materials are translated to Spanish. We also prioritize recruitment in neighborhoods with Spanish-speaking populations. The name of our school is Spanish, which is an additional recruitment tool for Spanish-speaking families. La Cima has increased our enrollment of ELLs in every year for the past five years. This is partly due to keeping our recruitment and enrollment processes open past the start of the school year versus closing enrollment on the first day of school. This flexibility is a good option for students entering the country who may be registering for school later in the fall. La Cima substantially exceeded our</p>	<p>In 2020-2021, our percentage of ELLs again exceeded our district of location by ten percentage points. We are continuing to follow the strategies stated to the left in order to further attract and enroll ELLs at our school.</p>

	<p>district in the enrollment of ELLs. We continue to emphasize our inclusive program in our marketing and highlight the ways in which La Cima celebrates and supports students who are ELLs.</p>	
Students with Disabilities	<p>To target families with SWD, our marketing notes that we have ICT classes for grades K-5 in order to best serve students with disabilities. Recognizing that an additional strategy was necessary to make progress toward our enrollment target for SWD, we added a lottery weight for SWD starting in the 2020 lottery. In 2020, we also introduced special Facebook ads that highlighted how our program supports SWD. La Cima continues to test expanded strategies for reaching families of SWD. In the 2020-21 school year we implemented the same strategies and focused on targeted outreach using materials that highlight our support for SWD.</p>	<p>Going forward we are continuing to highlight our ICT classes and the additional supports we have available for SWD at La Cima. We are confident that these efforts, as well as our lottery weight, will result in increased enrollment of ELLs in the coming year.</p>

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2020-2021	Describe Retention Plans in 2021-2022
	<p>As nearly our entire population is classified as ED, our entire program is therefore designed to support the needs of ED students. Our key design elements (as adopted in 2020) are the best summary of how we support our population: Scholar-</p>	

<p>Economically Disadvantaged</p>	<p>Centered and Inclusive Learning Environment, Social Justice, and Constructivist Approach to Math and Balanced Literacy.</p> <p>Our entire program responds to our students' need for education by constantly elevating teaching and learning. This is evident in the accountability we maintain both for our students and our staff, our key design elements, and our commitment to meet students' individual learning needs. Even as we shifted to remote learning, we continued to make choices that support our students' learning such as maintaining a standards-based, common-core aligned program, instituting high yet achievable expectations for remote attendance, and integrating trauma-informed supports for the 2020-21 school year.</p>	<p>As stated on the left, the vast majority of our student population is ED and as such we have a well-developed program to support the success and retention of this group. We are also increasing our focus on supporting our students with social-emotional and academic needs as they return to in-person learning after the COVID-19 pandemic.</p>
<p>English Language Learners</p>	<p>La Cima has experienced a steady increase in our enrollment of ELLs and has expanded our program to meet their needs. Teachers are provided with a guide that outlines differentiation strategies for ELLs, including preparing vocabulary for each lesson, ensuring that lessons include a variety of visual aids, and techniques for speaking and gesturing to support student understanding. La Cima has a full time ELL teacher, who supports teachers in designing differentiated instruction for ELLs and provides student support in the classroom.</p> <p>Through the Collaborative on</p>	<p>We are continuing to use the expanded strategies listed to the left to support retention for ELLs in the coming year. As described above, we are also focused on supporting this group with the transition back into the classroom in the 2021-22 school year.</p>

	<p>Inclusive Education, our teachers participate in ongoing professional development about observation, feedback, and differentiation for students in at-risk subgroups. We also worked with a consultant from Generation Ready to provide professional development about supporting ELLs in the classroom.</p>	
<p>Students with Disabilities</p>	<p>Moving forward, our ICT classes, individualized support and student support expertise allow us to retain our students with disabilities. We offered 6 integrated co-teaching classrooms (ICT) in grades K-5 in 2020-21. In these classrooms, a certified special education teacher works side-by-side with a general education teacher, which allows for individualized attention and opportunities for teaching models that maximize differentiation, such as station teaching or one teach one assist. We maintain a strong relationship with the CSE to get the services that are required for our students and will support families in the evaluation and review processes as needed. Our staffing structure includes a SPED Coordinator who reports directly to the Principal, allowing for stronger integration between general education instruction and special education instructional practices. Additionally, we participate in the Collaborative on Inclusive Education (formerly called the Special Education Collaborative) in order to provide our staff with specialized training and access</p>	<p>We will continue implementing the special education supports previously described in the 2021-22 school year to promote retention of SWD.</p>

to resources in supporting students with IEPs.

Entry 10 - Teacher and Administrator Attrition

Completed Jan 3 2022

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

A. TEACH System - Employee Clearance

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

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

^[1] Employees that must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.p12.nysed.gov/psc/aboutcharterschools/lawsandregs/EmployeeFingerprintOct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

B. Emergency Conditional Clearances

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

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

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at

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

Attestation

Responses Selected:

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

Entry 11 Percent of Uncertified Teachers

Completed Jan 3 2022

Instructions

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

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

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

Entry 11 Uncertified Teachers

School Name:

Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	5
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	5.0

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)	5
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	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)	2
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	
Total Category C: not to exceed 5	2.0

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

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

	FTE Count
Total Category D	0

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	12

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	24



Thank you.

Entry 12 Organization Chart

Completed Jan 3 2022

[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

[La Cima Org Chart](#)

Filename: La Cima Org Chart.pdf **Size:** 47.8 kB

Entry 13 School Calendar

Completed Jan 3 2022

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

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

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

Board of Regents-authorized charter schools are required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month.

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

[SY 21-22 Calendar - Final \(1\)](#)

Filename: SY 21 22 Calendar Final 1.pdf Size: 149.1 kB

Entry 14 Links to Critical Documents on School Website

Completed Jan 3 2022

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: La Cima Charter School

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)	http://lacimacharterschool.schoolinsites.com/?DivisionID=20558&DepartmentID=23606&SubDepartmentID=13771
2. Most recent board meeting notice, documents to be discussed at the meeting (if any)	https://app2.boardontrack.com/public/pjkr8/meetingsList
	http://lacimacharterschool.schoolinsites.com/Default.asp?

2a. Webcast of Board Meetings (per Governor's Executive Order)	PN=Videos&L=3&DivisionID=20558&DepartmentID=23606&SubDepartmentID=13771&LMID=1207086
3. Link to NYS School Report Card	http://lacimacharterschool.schoolinsites.com/?DivisionID=20558&DepartmentID=23606&SubDepartmentID=13771
4. Lottery Notice announcing date of lottery	http://lacimacharterschool.schoolinsites.com/Default.asp?DivisionID=22325
5. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY);	http://lacimacharterschool.schoolinsites.com/Default.asp?DivisionID=20545&DepartmentID=23609
6. District-wide Safety Plan	http://images.pcmac.org/Uploads/LaCimaCharterSchool/LaCimaCharterSchool/SubDepartments/DocumentsCategories/Documents/School%20Safety%20Plan_19.20_%7BSIS2620AC6A982A%7D.pdf
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	http://lacimacharterschool.schoolinsites.com/Default.asp?DivisionID=20545&DepartmentID=23609
7. Authorizer-Approved FOIL Policy	http://lacimacharterschool.schoolinsites.com/?DivisionID=20558&DepartmentID=23606&SubDepartmentID=13771
8. Subject matter list of FOIL records	http://lacimacharterschool.schoolinsites.com/?DivisionID=20558&DepartmentID=23606&SubDepartmentID=13771

Thank you.



La Cima Charter School

Financial Statements

June 30, 2021 and 2020

Independent Auditors' Report

Board of Trustees
La Cima Charter School

Report on the Financial Statements

We have audited the accompanying financial statements of La Cima Charter School (the "School"), which comprise the statements of financial position as of June 30, 2021 and 2020, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to 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.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' 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 entity'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 entity'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 the School as of June 30, 2021 and 2020, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated October 20, 2021, on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

PKF O'Connor Davies, LLP

Harrison, New York
October 20, 2021

La Cima Charter School

Statements of Financial Position

	June 30,	
	2021	2020
ASSETS		
Current Assets		
Cash	\$ 983,472	\$ 280,537
Grants and contracts receivable	202,820	172,095
Prepaid expenses and other current assets	29,817	27,358
Total Current Assets	1,216,109	479,990
Investments	1,178,100	1,164,663
Property and equipment, net	480,442	442,142
Security deposits	13,765	13,765
Restricted cash	100,024	100,004
	\$ 2,988,440	\$ 2,200,564
 LIABILITIES AND NET ASSETS		
Current Liabilities		
Accounts payable and accrued expenses	\$ 194,509	\$ 90,918
Accrued payroll and payroll taxes	347,648	429,234
Refundable advances	11,915	-
Total Current Liabilities	554,072	520,152
Paycheck Protection Program Loan payable	900,000	-
Total Liabilities	1,454,072	520,152
Net assets, without donor restrictions	1,534,368	1,680,412
	\$ 2,988,440	\$ 2,200,564

See notes to financial statements

La Cima Charter School

Statements of Activities

	Year Ended June 30,	
	2021	2020
REVENUE AND SUPPORT		
State and local per pupil operating revenue	\$ 4,639,482	\$ 5,786,916
Federal grants	342,783	198,079
State grants	26,935	28,996
Other income	1,356	1,952
Investment income, net	13,481	37,956
Total Revenue and Support	<u>5,024,037</u>	<u>6,053,899</u>
EXPENSES		
Program Services		
Regular education	3,127,360	3,661,062
Special education	807,060	944,791
Total Program Services	<u>3,934,420</u>	<u>4,605,853</u>
Supporting Services		
Management and general	<u>1,235,661</u>	<u>1,386,676</u>
Total Expenses	<u>5,170,081</u>	<u>5,992,529</u>
Change in Net Assets	(146,044)	61,370
NET ASSETS		
Beginning of year	<u>1,680,412</u>	<u>1,619,042</u>
End of year	<u>\$ 1,534,368</u>	<u>\$ 1,680,412</u>

See notes to financial statements

La Cima Charter School

Statement of Functional Expenses

Year Ended June 30, 2021

	No. of Positions	Program Services			Management and General	Total
		Regular Education	Special Education	Total		
Personnel Services Costs						
Administrative staff personnel	8	\$ 515,930	\$ -	\$ 515,930	\$ 595,180	\$ 1,111,110
Instructional personnel	24	1,468,417	512,090	1,980,507	-	1,980,507
Non-Instructional personnel	3	-	-	-	108,943	108,943
Total Salaries and Staff	<u>35</u>	<u>1,984,347</u>	<u>512,090</u>	<u>2,496,437</u>	<u>704,123</u>	<u>3,200,560</u>
Employee benefits and payroll taxes		456,555	117,821	574,376	162,004	736,380
Retirement		34,656	8,944	43,600	12,298	55,898
Staff development		76,056	19,628	95,684	26,988	122,672
Legal services		-	-	-	31,723	31,723
Accounting/audit services		-	-	-	33,750	33,750
Other purchased/professional/consulting services		61,320	15,825	77,145	21,759	98,904
Marketing/recruitment		55,982	14,447	70,429	19,865	90,294
Supplies and materials		152,016	39,230	191,246	53,941	245,187
Student services		12,131	3,130	15,261	4,304	19,565
Office expenses		9,201	2,374	11,575	3,265	14,840
Insurance		16,961	4,377	21,338	6,018	27,356
Technology		158,464	40,894	199,358	56,229	255,587
Equipment/furnishings		6,796	1,754	8,550	2,411	10,961
Facility expense		4,827	1,245	6,072	62,194	68,266
Depreciation and amortization		80,591	20,797	101,388	28,595	129,983
Other expenses		<u>17,457</u>	<u>4,504</u>	<u>21,961</u>	<u>6,194</u>	<u>28,155</u>
 Total Expenses		<u>\$ 3,127,360</u>	<u>\$ 807,060</u>	<u>\$ 3,934,420</u>	<u>\$ 1,235,661</u>	<u>\$ 5,170,081</u>

La Cima Charter School

Statement of Functional Expenses
Year Ended June 30, 2020

	No. of Positions	Program Services			Management and General	Total
		Regular Education	Special Education	Total		
Personnel Services Costs						
Administrative staff personnel	13	\$ 616,090	\$ -	\$ 616,090	\$ 683,978	\$ 1,300,068
Instructional personnel	36	1,753,486	611,503	2,364,989	-	2,364,989
Non-Instructional personnel	5	-	-	-	156,838	156,838
Total Salaries and Staff	<u>54</u>	2,369,576	611,503	2,981,079	840,816	3,821,895
Employee benefits and payroll taxes		555,071	143,243	698,314	196,961	895,275
Retirement		33,524	8,652	42,176	11,896	54,072
Staff development		78,905	20,363	99,268	27,998	127,266
Legal services		-	-	-	6,478	6,478
Accounting/audit services		-	-	-	22,392	22,392
Other purchased/professional/consulting services		136,029	35,104	171,133	48,268	219,401
Marketing/recruitment		34,944	9,018	43,962	12,399	56,361
Supplies and materials		136,572	35,244	171,816	48,461	220,277
Student services		34,967	9,024	43,991	12,408	56,399
Office expenses		9,218	2,379	11,597	3,271	14,868
Insurance		21,056	5,434	26,490	7,471	33,961
Technology		103,569	26,728	130,297	36,750	167,047
Equipment/furnishings		15,747	4,063	19,810	5,588	25,398
Facility expense		43,599	11,252	54,851	74,192	129,043
Depreciation and amortization		78,134	20,164	98,298	27,725	126,023
Other expenses		10,151	2,620	12,771	3,602	16,373
Total Expenses		<u>\$ 3,661,062</u>	<u>\$ 944,791</u>	<u>\$ 4,605,853</u>	<u>\$ 1,386,676</u>	<u>\$ 5,992,529</u>

La Cima Charter School

Statements of Cash Flows

	Year Ended June 30,	
	2021	2020
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ (146,044)	\$ 61,370
Adjustments to reconcile change in net assets to net cash from operating activities		
Depreciation and amortization	129,983	126,023
Unrealized gain on investments	(13,437)	(37,732)
Changes in operating assets and liabilities		
Grants and contracts receivable	(30,725)	(33,980)
Prepaid expenses and other current assets	(2,459)	63,723
Accounts payable and accrued expenses	103,591	(87,593)
Accrued payroll and payroll taxes	(81,586)	(48,185)
Refundable advances	11,915	(20,168)
Net Cash from Operating Activities	(28,762)	23,458
 CASH FLOWS FROM INVESTING ACTIVITY		
Purchases of property and equipment	(168,283)	(175,811)
 CASH FLOWS FROM FINANCING ACTIVITY		
Proceeds from Paycheck Protection Program Loan	900,000	-
 Net Change in Cash and Restricted Cash	702,955	(152,353)
 CASH AND RESTRICTED CASH		
Beginning of year	380,541	532,894
End of year	\$ 1,083,496	\$ 380,541

See notes to financial statements

La Cima Charter School

Notes to Financial Statements
June 30, 2021 and 2020

1. Organization and Tax Status

La Cima Charter School (the "School") is a New York State, not-for-profit educational corporation that was incorporated on January 15, 2008 to operate a charter school pursuant to Article 56 of the Education Law of the State of New York. The School was granted a provisional charter on January 15, 2008 valid for a term of five years and renewable upon expiration by the Board of Regents of the University of the State of New York (the "Board of Regents"). The Board of Regents approved and issued several renewals of the Schools charter expiring on June 30, 2025. The School's mission is to prepare students for academic and life-long success through a rigorous and relevant academic program. The School's vision is to develop scholars who have the intellectual capacity, the emotional strength of character and the social capital to be individually successful, and to act as effective change-makers in their communities. Classes commenced in Bedford-Stuyvesant, Brooklyn, New York, in August 2008 and the School provided education to approximately 254 students in grades kindergarten through fifth during the 2020-2021 academic year.

The School shares space with a New York City public school at no annual cost. The School occupies approximately 9,750 square feet on one floor of a public school building. The School also shares the gymnasium and cafeteria with the public school which approximates 4,375 square feet. The School is not responsible for rent, utilities, custodial services, maintenance and school safety services other than security related to the School's programs that take place outside the district's school day. The School was unable to determine a value for the contributed space and related services and did not record any value for use of donated facilities or services.

The New York City Department of Education provides free lunches and reduced-price lunches and transportation directly to some of the School's students. Such costs are not included in these financial statements. The School covers the unreimbursed cost of lunches for children not entitled to the free lunches. The Office of Pupil Transportation provides free transportation to the majority of students during the district's school days.

Except for taxes that may be due for unrelated business income, the School is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code and from state and local income taxes under comparable laws.

2. Summary of Significant Accounting Policies

Basis of Presentation and Use of Estimates

The accompanying financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America ("U.S. GAAP"), which requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

La Cima Charter School

Notes to Financial Statements
June 30, 2021 and 2020

2. Summary of Significant Accounting Policies *(continued)*

Net Asset Presentation

Resources for various purposes are classified for accounting and reporting purposes into net asset categories established according to nature and purpose as follows:

Net assets without donor restrictions - consist of resources available for the general support of the School's operations. Net assets without donor restrictions may be used at the discretion of the School's management and/or the Board of Trustees.

Net assets with donor restrictions – represents amounts restricted by donors for specific activities of the School or to be used at a future date. The School records contributions as net assets with donor restrictions if they are received with donor stipulations that limit their use either through purpose or time restrictions. When a donor restriction expires, that is, when a time restriction ends or a purpose restriction is fulfilled, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions. The School had no net assets with donor restrictions as of June 30, 2021 and 2020.

Restricted Cash

Under the provisions of its Charter, the School established an escrow account to pay for legal and audit expenses that would be associated with a dissolution, should it occur.

The following table provides a reconciliation of cash and restricted cash reported within the statements of financial position to the amounts presented in the statements of cash flows as of June 30:

	2021	2020
Cash	\$ 983,472	\$ 280,537
Restricted Cash	100,024	100,004
	<u>\$ 1,083,496</u>	<u>\$ 380,541</u>

Fair Value Measurements

The School follows U.S. GAAP guidance on Fair Value Measurements which defines fair value and establishes a fair value hierarchy organized into three levels based upon the input assumptions used in pricing assets. Level 1 inputs have the highest reliability and are related to assets with unadjusted quoted prices in active markets. Level 2 inputs relate to assets with other than quoted prices in active markets which may include quoted prices for similar assets or liabilities or other inputs which can be corroborated by observable market data. Level 3 inputs are unobservable inputs and are used to the extent that observable inputs do not exist.

Investment Valuation

Investments are stated at fair value.

La Cima Charter School

Notes to Financial Statements
June 30, 2021 and 2020

2. Summary of Significant Accounting Policies *(continued)*

Investment Income Recognition

Purchases and sales of securities are recorded on a trade date basis. Interest income is recorded on the accrual basis and dividends are recorded on the ex-dividend date. Realized and unrealized gains and losses are included in the determination of change in net assets.

Property and Equipment

The School follows the practice of capitalizing all expenditures for property and equipment with costs in excess of \$1,500 and a useful life in excess of one year. Leasehold improvements are amortized over the shorter of the term of the lease, inclusive of all renewal periods, which are reasonably assured, or the estimated useful life of the asset which is fifteen years. Purchased property and equipment are recorded at cost at the date of acquisition. Minor costs of maintenance and repairs are expensed as incurred. All property and equipment purchased with government funding is capitalized, unless the government agency retains legal title to such assets, in which case it is expensed as incurred.

Depreciation and amortization is recognized on the straight-line method over the estimated useful lives of such assets as follows:

Software	3 years
Music supplies	3 years
Computers and equipment	5 years
Library books	5 years
Furniture and fixtures	7 years

Property and equipment are reviewed for impairment if the use of the asset significantly changes or another indicator of possible impairment is identified. If the carrying amount for the asset is not recoverable, the asset is written down to its fair value. There were no asset impairments for the years ended June 30, 2021 and 2020.

Refundable Advance

The School records certain government operating revenue as refundable advances until related services are performed, at which time they are recognized as revenue.

Revenue and Support

Revenue from the state and local governments resulting from the School's charter status and based on the number of students enrolled is recorded when services are performed in accordance with the charter agreement. Federal and other state and local funds are recorded when expenditures are incurred and billable to the government agency.

La Cima Charter School

Notes to Financial Statements
June 30, 2021 and 2020

2. Summary of Significant Accounting Policies (continued)

Revenue and Support (continued)

Contributions are recognized when the donor makes a promise to give to the School that is, in substance, unconditional. Grants and other contributions of cash are reported as temporarily restricted support if they are received with donor stipulations. Restricted contributions and grants that are made to support the School's current year activities are recorded as unrestricted revenue. Contributions of assets other than cash are recorded at their estimated fair value at the date of donation.

Marketing and Recruitment

Marketing and recruitment costs are expensed as incurred for staff and student recruitment. Marketing and recruitment expense for the years ended June 30, 2021 and 2020 was \$90,294 and \$56,361.

Functional Expense Allocation

The majority of expenses can generally be directly identified with the program or supporting service to which they relate and are charged accordingly. Other expenses by function have been allocated among program and supporting services classifications on the basis of periodic time and expense studies and other basis as determined by management of the School to be appropriate.

Accounting for Uncertainty in Income Taxes

The School recognizes the effect of income tax positions only if those positions are more likely than not to be sustained. Management has determined that the School had no uncertain tax positions that would require financial statement recognition or disclosure. The School is no longer subject to examinations by the applicable taxing jurisdictions for years prior to June 30, 2018.

Subsequent Events Evaluation by Management

Management has evaluated subsequent events for disclosure and/or recognition in the financial statements through the date that the financial statements were available to be issued, which date is October 20, 2021

On July 14, 2021, the Paycheck Protection Program Loan was forgiven in full by the U.S. Small Business Administration.

3. Grants and Contracts Receivable

Grants and contracts receivable primarily consist of federal, state, city entitlements and grants. The School expects to collect these receivables within one year. Management has assessed the need for an allowance and has determined that such an allowance is not necessary.

La Cima Charter School

Notes to Financial Statements June 30, 2021 and 2020

4. Fair Value of Investments

The School's investments as of June 30, 2021 and 2020 consisted of fixed income mutual funds in the amounts of \$1,178,100 and \$1,164,663 categorized as Level 2 in the fair value hierarchy.

5. Property and Equipment

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

	2021	2020
Furniture and fixtures	\$ 197,324	\$ 197,324
Computers and equipment	809,364	690,489
Software	10,800	10,800
Library books	39,890	39,982
Music supplies	3,832	3,832
Leasehold improvements	496,474	446,974
	<u>1,557,684</u>	<u>1,389,401</u>
Accumulated depreciation and amortization	<u>(1,077,242)</u>	<u>(947,259)</u>
	<u>\$ 480,442</u>	<u>\$ 442,142</u>

6. Liquidity and Availability

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, are comprised of the following at June 30:

	2021	2020
Cash - unrestricted	\$ 983,472	\$ 280,537
Grants and contracts receivable	202,820	172,095
	<u>\$ 1,186,292</u>	<u>\$ 452,632</u>

As part of the School's liquidity management plan, the status of grants and contracts receivable is monitored regularly and any excess cash is held in savings accounts and fixed income mutual funds until it is required for operational use.

7. Employee Benefit Plan

The School maintains a retirement plan qualified under Internal Revenue Code 403(b) for the benefit of its eligible employees. Under this plan, the School can elect to contribute an amount equal to at least 2% of the participant's annual compensation. In addition, the School can also elect to make a discretionary contribution to the employees who are eligible, not to exceed 5% of their annual compensation. Employer match for the years ended June 30, 2021 and 2020 amounted to \$55,898 and \$54,072.

La Cima Charter School

Notes to Financial Statements
June 30, 2021 and 2020

8. Concentration of Credit Risk

Financial instruments that potentially subject the School to concentrations of credit and market risk consist principally of cash and cash equivalents on deposit with financial institutions, which from time to time may exceed the Federal Deposit Insurance Corporation ("FDIC") limit. The School does not believe that a significant risk of loss due to the failure of a financial institution presently exists. As of June 30, 2021 and 2020, approximately \$832,000 and \$130,000 of cash was maintained with an institution in excess of FDIC limits.

9. Concentration of Revenue and Support

The School receives a substantial portion of its revenue and support from the New York City Department of Education. For the years ended June 30, 2021 and 2020, the School received approximately 93% and 96% of its revenue and support from the New York City Department of Education. If the charter school laws were modified, reducing or eliminating these revenues, the School's finances could be materially adversely affected.

10. Commitment

On July 14, 2016, the School signed a lease with Stuyvesant Street Realty LLC, for additional office space under a non-cancelable lease that expired August 31, 2019. In August 2019, the lease was renewed through August 2021. The School did not renew the lease. Under the terms of the lease, the School paid a security deposit in the amount of \$13,500. The future minimum lease payments under this lease for the year ended June 30, 2022 is \$10,130. Rent expense under this lease for the years ended June 30, 2021 and 2020 was \$60,482 and \$58,721.

11. Paycheck Protection Program Loan Payable

On August 5, 2020, the School qualified for and received a loan pursuant to the Paycheck Protection Program ("PPP"), a program implemented by the U.S. Small Business Administration ("SBA") under the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act"), from a qualified PPP lender, for an aggregate principal and interest amount of \$900,000 (the "PPP Loan"). The PPP Loan bore interest at a fixed rate of 1.0% per annum, with the first six months of interest deferred, had a term of five years, and was unsecured and guaranteed by the SBA. The principal amount of the PPP Loan was subject to forgiveness under the PPP upon the School's request to the extent that the PPP Loan proceeds were used to pay expenses permitted by the PPP, including payroll costs, covered rent and mortgage obligations, and covered utility payments incurred by the School.

As of June 30, 2021, the PPP loan is recognized as a debt on the statements of financial position. The School will recognize the income from the forgiveness of the PPP loan in the period it receives the notification of forgiveness from the SBA in accordance with Accounting Standards Codification ("ASC") 470 *Debt*. The School applied for full forgiveness of the PPP Loan with respect to these covered expenses and on July 14, 2021, the SBA has notified the School that the PPP loan was forgiven.

La Cima Charter School

Notes to Financial Statements
June 30, 2021 and 2020

12. Contingency

Certain grants and contracts may be subject to audit by the funding sources. Such audits might result in disallowances of costs submitted for reimbursement. Management is of the opinion that such cost 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.

13. Risks and Uncertainties

The School's operations and financial performance may be affected by the recent COVID-19 outbreak which has spread globally and is expected to adversely affect economic conditions throughout the world. If the outbreak continues and conditions worsen, the School may experience a disruption in operations as well as a decline in revenue activities. Economic uncertainty is related to the potential reduction and/or delays in state and local per pupil operating revenue, shortfalls and variations in enrollment, and operational and other changes that could increase expenses. The outbreak may adversely affect the School's activities, financial condition, results of operations, and cash flows. Management is closely monitoring the impact of COVID-19 and believes the School is taking appropriate actions to mitigate the negative impact. However, management is unable to estimate the financial impact, if any, related to this matter.

Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With *Government Auditing Standards*

Independent Auditors' Report

**Board of Trustees
La Cima Charter School**

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of La Cima Charter School (the "School"), which comprise the statement of financial position as of June 30, 2021, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 20, 2021.

Internal Control Over Financial Reporting

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

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

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

Compliance and Other Matters

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

Purpose of this Report

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

PKF O'Connor Davies, LLP

Harrison, New York
October 20, 2021



**Board of Trustees
La Cima Charter School**

Auditors' Communication on Internal Controls

In planning and performing our audit of the financial statements of La Cima Charter School (the "School") as of and for the year ended June 30, 2021, in accordance with auditing standards generally accepted in the United States of America, we considered the School's internal control over financial reporting ("internal control") as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

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

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be deficiencies, significant deficiencies, or material weaknesses and, therefore, there can be no assurance that all such deficiencies have been identified.

We did not identify any deficiencies in internal control that we consider to be material weaknesses as defined above.

This communication is intended solely for the information and use of the management, the Board of Trustees, federal, state, and local awarding agencies, The State Education Department of the State University of New York, and others within the School, and is not intended to be used by anyone other than these specified parties.

We would like to take this opportunity to acknowledge the courtesy and assistance extended to us by the personnel of the School during the course of our audit.

PKF O'Connor Davies, LLP

Harrison, New York
October 20, 2021



JPMorgan Chase Bank, N.A.
 P O Box 182051
 Columbus, OH 43218 - 2051

May 29, 2021 through June 30, 2021

Account Number: [REDACTED]

CUSTOMER SERVICE INFORMATION

Web site: www.Chase.com
 Service Center: **1-877-425-8100**
 Deaf and Hard of Hearing: 1-800-242-7383
 Para Espanol: 1-888-622-4273
 International Calls: 1-713-262-1679

00055563 DRE 802 219 18221 NNNNNNNNNN 1 000000000 60 0000

LA CIMA CHARTER SCHOOL
 ESCROW ACCOUNT
 800 GATES AVE 3 FL
 BROOKLYN NY 11221

SAVINGS SUMMARY

Chase Business Select High Yield Savings

	INSTANCES	AMOUNT
Beginning Balance		\$100,022.02
Deposits and Additions	1	1.78
Ending Balance	1	\$100,023.80
Annual Percentage Yield Earned This Period		0.02%
Interest Paid This Period		\$1.78
Interest Paid Year-to-Date		\$9.77

Your monthly service fee was waived because you maintained an average savings balance of \$10,000 or more during the statement period.

TRANSACTION DETAIL

DATE	DESCRIPTION	AMOUNT	BALANCE
	Beginning Balance		\$100,022.02
06/30	Interest Payment	1.78	100,023.80
	Ending Balance		\$100,023.80

You earned a higher interest rate on your Chase Business Select High Yield Savings account during this statement period because you had a qualifying Chase Platinum Business Checking account.

30 deposited items are provided with your account each month. There is a \$0.20 fee for each additional deposited item.



May 29, 2021 through June 30, 2021

Account Number: [REDACTED]

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

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

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

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

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



JPMorgan Chase Bank, N.A. Member FDIC

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

Name:

Kristen Briggs

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

La Cima Elementary Charter School

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

Board Chair, Executive Committee chair

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

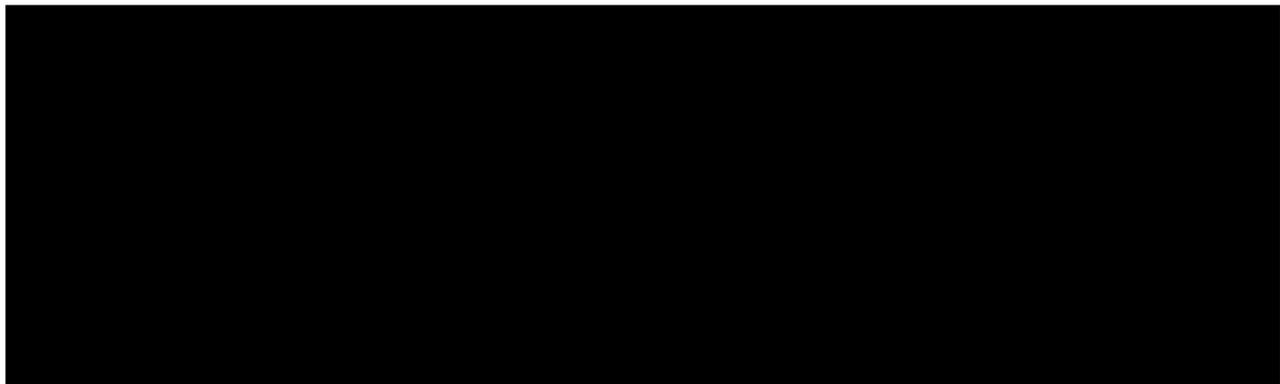
If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

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

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

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

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



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

-last revised 04/2021

Signature: *Kristen N. Briggs*
Kristen N. Briggs (Jul 8, 2021 08:54 EDT)

Email: KristenNBriggs@gmail.com

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

Name:

Nikki Carroll

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

La Cima Charter School

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

Board Member

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

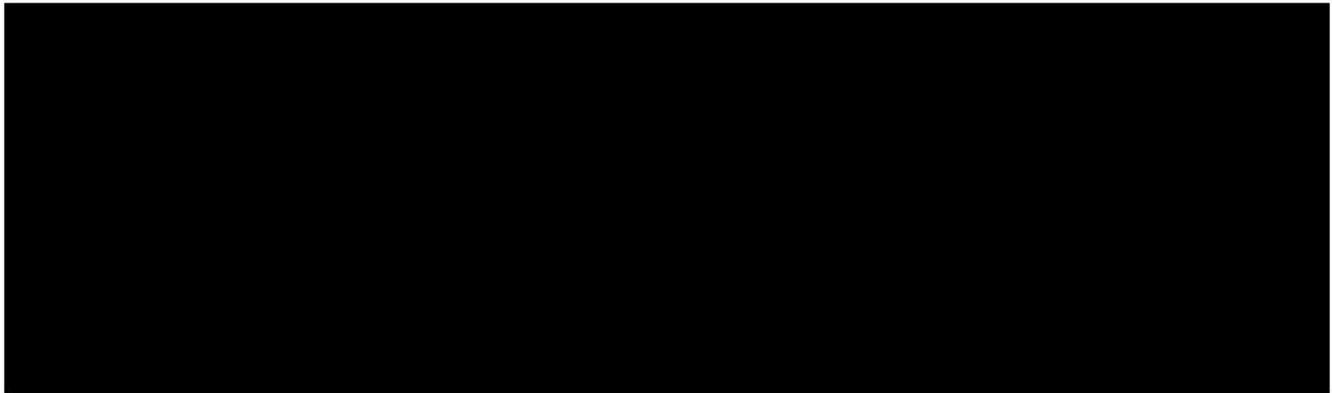
If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

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

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

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

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



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

-last revised 04/2021

Signature: 
Nikki Carroll (Jun 28, 2021 08:19 EDT)
Email: nikkiscarroll@gmail.com

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

Name:

Zach Heller

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

La Cima

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

Board member, Treasurer

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

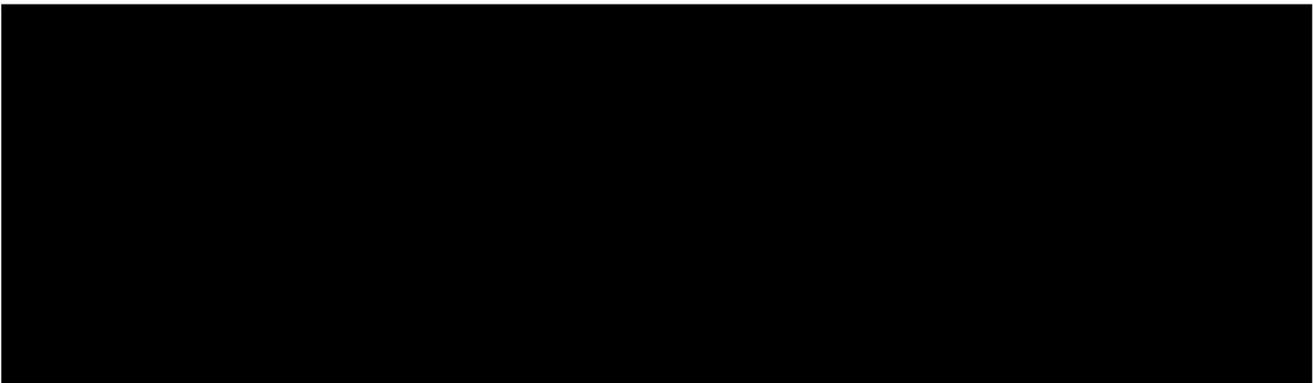
If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

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

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

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

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



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

-last revised 04/2021

Signature: Zach Heller
Zach Heller (Jun 25, 2021 16:50 EDT)
Email: ztheller@gmail.com

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

Name:

Norah Yahya

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

La Cima Elementary Charter School

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

Vice Chair & Academic Committee Chair

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

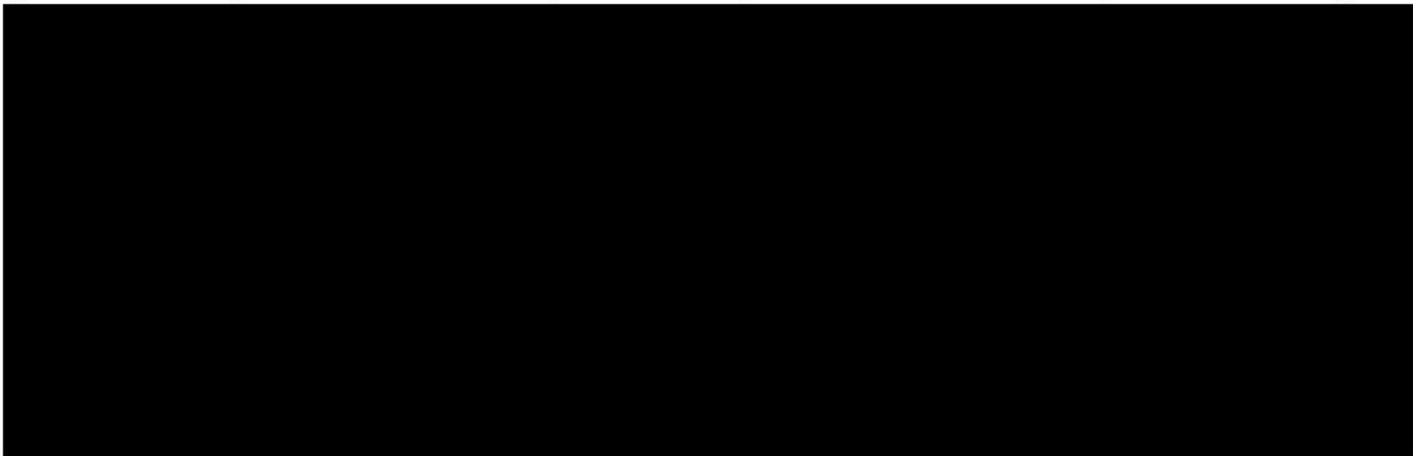
7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the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

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

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
NONE	NONE	NONE	NONE	NONE

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



made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

-last revised 04/2021

Signature: 
Norah Yahya (Jun 24, 2021 17:19 EDT)
Email: norahyahya@gmail.com

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

Name:

Atiba Edwards

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

LaCima Charter School

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

Vice-Chair

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

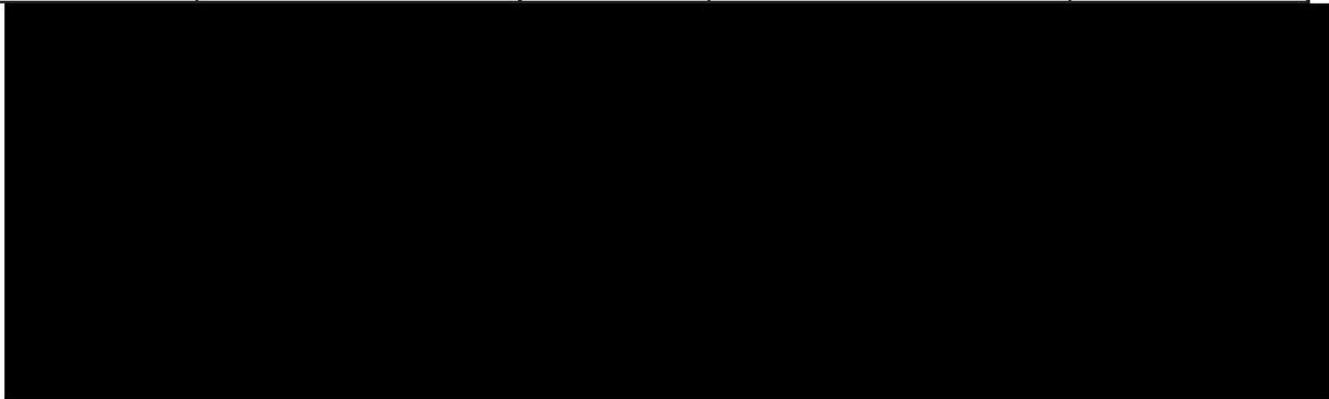
If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

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

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

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

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



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

-last revised 04/2021

Signature: 
Atiba T. Edwards (Jan 3, 2022 11:16 EST)
Email: atibae@gmail.com

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

Name:

Lucy Joffe

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

La Cima elementary school

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

Secretary, Co-chair

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

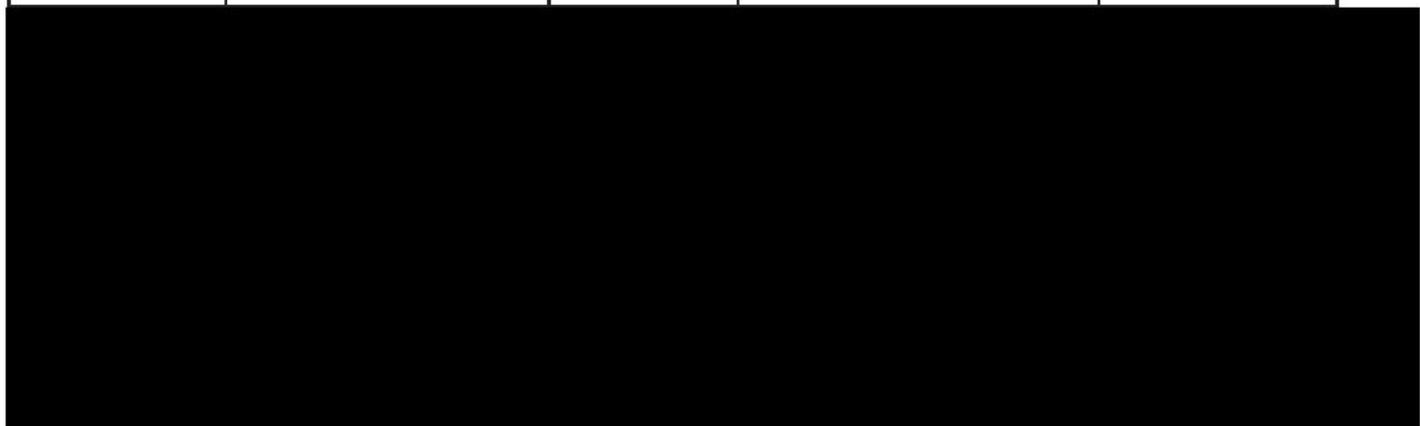
If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

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

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

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

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



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-last revised 04/2021

Signature: 
Lucy Joffe (Oct 25, 2021 21:17 EDT)
Email: Lucyjoffe@gmail.com

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

Name:

Debra Mack-Glasgow

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

La Cima

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

("Board")

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

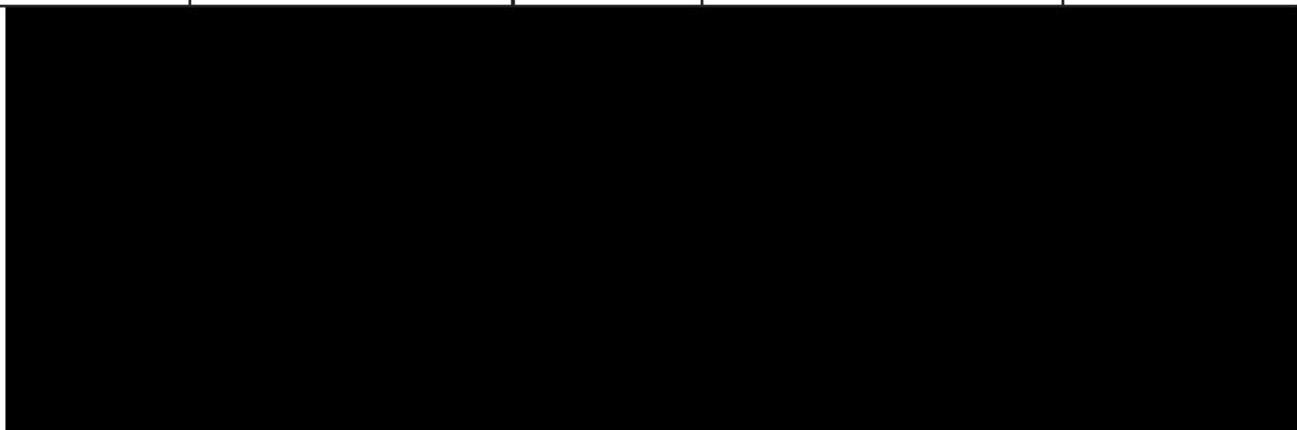
If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

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

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

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

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



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-last revised 04/2021

Signature: *DEBRA Mack-Glasgow*
DEBRA Mack-Glasgow (Oct 25, 2021 11:09 EDT)
Email: Dmglasgow58@gmail.com

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

Name:

Ray McGill

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

La Cima

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

Treasurer

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

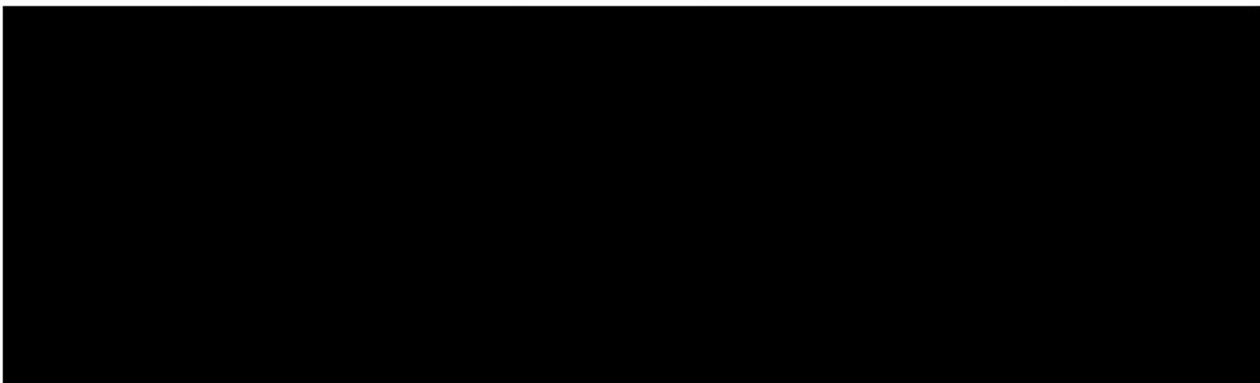
If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

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

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

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

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



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-last revised 04/2021

Signature: Raymond McGill
Raymond McGill (Oct 25, 2021 16:08 EDT)

Email: jubbinon@yahoo.com

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

Name:

Jennifer Swayne Njuguna

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

La Cima Charter School

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

Trustee

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

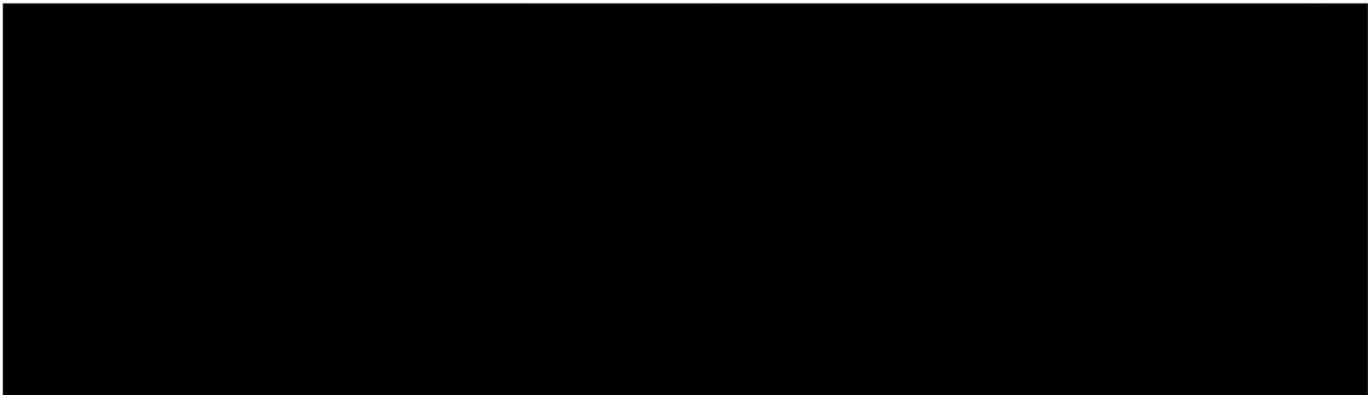
If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

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

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

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

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



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

-last revised 04/2021

Signature: 
Jennifer Swayne Njuguna (Oct 25, 2021 17:30 EDT)
Email: Jlynnswa@gmail.com

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

Name:

Damira Rasheed

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

La Cima Elementary Charter School

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

Secretary

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

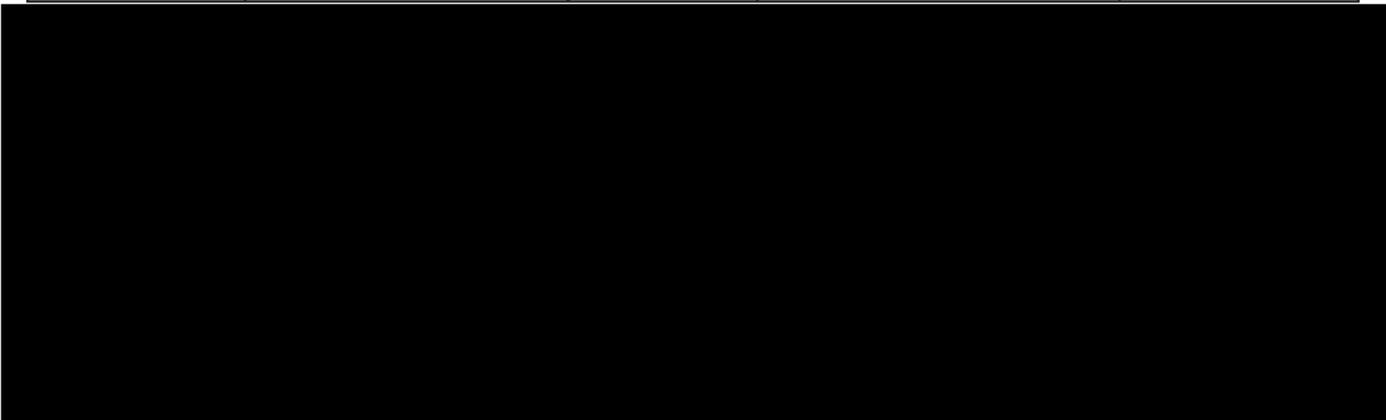
7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the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

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

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None				

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



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

-last revised 04/2021

Signature: *Damira Rasheed*
Damira Rasheed (Jan 3, 2022 14:14 EST)

Email: drasheed@gradcenter.cuny.edu

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

Name:

Tristan Mitchell

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

La Cima

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

Board of Trustees member

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

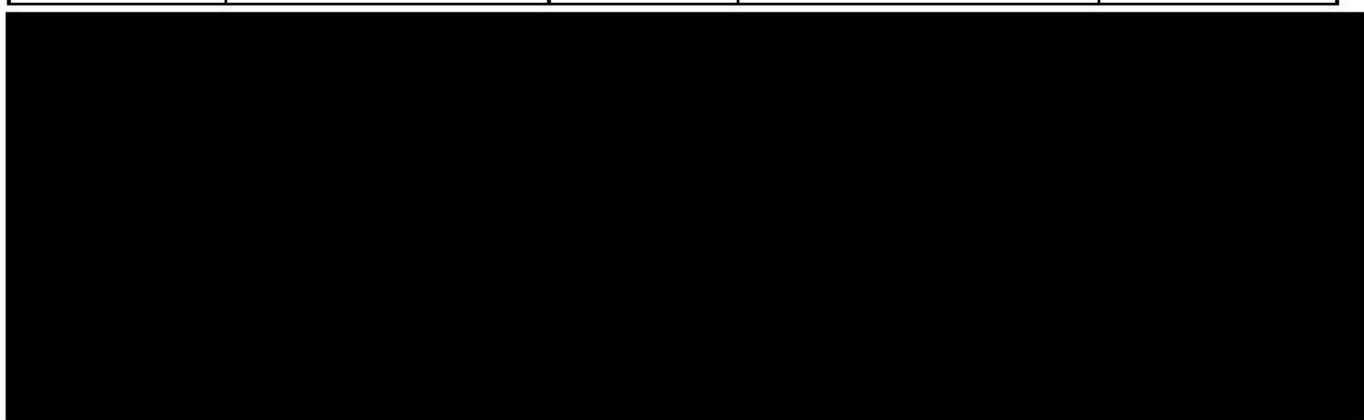
7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the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

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

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None				

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



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

-last revised 04/2021

Signature: *Tristan Mitchell*
Tristan Mitchell (Dec 6, 2021 11:47 EST)

Email: tristanamitchell@gmail.com

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

Name:

Lenworth Stephenson

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

La Cima Charter School

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

Trustee

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

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

3. Are you related, by blood or marriage, to any person employed by the school?
No

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

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? No

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

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school? No

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

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

Yes No

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

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

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

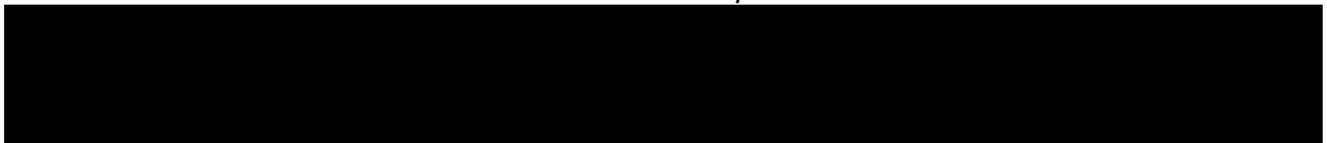
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
NONE				

Completed on Behalf of the Trustee
Signature

Jan 5, 2022
Date

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





APPROVED

La Cima Elementary Charter School

Minutes

Board Meeting

Date and Time

Thursday July 30, 2020 at 5:30 PM

Location

Guerschmide SaintAnge is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://zoom.us/j/3572871210?pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09>

Meeting ID: 357 287 1210

Password: 906580

One tap mobile

+16468769923,,3572871210#,,#906580# US (New York)

+13126266799,,3572871210#,,#906580# US (Chicago)

Trustees Present

A. Edwards (remote), D. Mack-Glasgow (remote), J. Swayne (remote), K. Briggs (remote), L. Joffe (remote), N. Yahya (remote), R. McGill Jr (remote), T. Mitchell (remote)

Trustees Absent

L. Stephenson, Z. Heller

Guests Present

A. Hageb (remote), Amira Bolton, Capri Tennis, G. Saint-Ange (remote), J. Manzano, Letta Belle, Robyn Milliner-Johnson

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

L. Joffe called a meeting of the board of trustees of La Cima Elementary Charter School to order on Thursday Jul 30, 2020 @ 5:34 PM.

C. Approve Minutes

L. Joffe made a motion to approve the minutes from Board Meeting on 06-17-20.

D. Mack-Glasgow seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Public Portion

A. Public Comments

None

III. Updates

A. Board Chair Update

B. Executive Director Update

G. Saint-Ange discussed the following the school re-entry plan.

L. Joffe made a motion to Approve the school re-entry plan for Fall 20-21.

J. Swayne seconded the motion.

The board **VOTED** to approve the motion.

IV. Voting Items

A. 20-21 Fiscal Policies and Procedures Manual

R. McGill Jr made a motion to Approve the 20-21 Fiscal Policies and Procedures Manual.

L. Joffe seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. 2019-20 403B Retirement Match

R. McGill Jr made a motion to Approve the 2019-20 403B Retirement Match.

D. Mack-Glasgow seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. 5-Year Budget

R. McGill Jr made a motion to Approve the 5-Year Budget.

L. Joffe seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Renewal Application Cover Letter

L. Joffe made a motion to Approve the Renewal Application Cover Letter.

A. Edwards seconded the motion.

The board **VOTED** unanimously to approve the motion.

E. 20-21 Renewal Application

L. Joffe made a motion to Approve the 20-21 Renewal Application.

T. Mitchell seconded the motion.

The board **VOTED** unanimously to approve the motion.

V. Committee Updates

A. Finance

G. Saint-Ange, A. Hageb, and R. McGill Jr. discussed the 2020-21 Budget Scenarios

VI. Executive Session

A. Executive Session

L. Joffe made a motion to move to executive session to discuss personnel matters.

R. McGill Jr seconded the motion.

The board **VOTED** unanimously to approve the motion.

VII. Closing Items

A. Follow-Up Items

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:40 PM.

Respectfully Submitted,
R. McGill Jr

Documents used during the meeting

- School Re-entry Plan Fall 20-21 First Draft.docx
- LCCS - FPP - 2019-20 FINAL.pdf
- 403b 2019_20 Match (BD).xls
- La Cima 5yr budget.xlsx
- La Cima 2020 Renewal Cover Letter.docx
- 2020-21 Budget Scenarios -PPA reductions(BD).xlsx
- American Dream Game.pdf

APPROVED

La Cima Elementary Charter School

Minutes

Board Meeting

Date and Time

Wednesday August 26, 2020 at 6:30 PM

Location

Guerschmide SaintAnge is inviting you to a scheduled Zoom meeting.

Topic: La Cima Board of Trustees Meeting

Time: Aug 26, 2020 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/87238340995?pwd=WEFody80YzNlZnlsejlrQm9Xa05EQT09>

Meeting ID: 872 3834 0995

Password: 2qdapf

One tap mobile

+16468769923,,87238340995#,,,,0#,,446643# US (New York)

+13126266799,,87238340995#,,,,0#,,446643# US (Chicago)

Meeting ID: 872 3834 0995

Password: 446643

Find your local number: <https://us02web.zoom.us/u/kdeAqNFviV>

Date and Time

Wednesday August 26, 2020 at 6:30 PM EDT

Location

Guerschmide SaintAnge is inviting you to a scheduled Zoom meeting.

Topic: La Cima Board of Trustees Meeting

Time: Aug 26, 2020 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/87238340995?pwd=WEFody80YzNlZnlsejlrQm9Xa05EQT09>

Meeting ID: 872 3834 0995

Password: 2qdapf

Trustees Present

A. Edwards (remote), D. Mack-Glasgow (remote), J. Swayne (remote), K. Briggs (remote), L. Joffe (remote), N. Yahya (remote), R. McGill Jr (remote), T. Mitchell (remote), Z. Heller (remote)

Trustees Absent

L. Stephenson

Guests Present

Amira Bolton (remote), Capri Tennis (remote), D. Rasheed (remote), G. Saint-Ange (remote), J. Manzano, Letta Belle (remote), N. Carroll (remote), Robyn Milliner-Johnson (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

L. Joffe called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Aug 26, 2020 @ 6:33 PM.

C. Approve Minutes

L. Joffe made a motion to approve the minutes from Board Meeting on 07-30-20.

D. Mack-Glasgow seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Public Portion

A. Public Comments

None

III. Updates

A. Board Chair Update

L. Joffe welcomed our new guests and updated everyone on the new procedures and developments for the new school year.

B. Executive Director Update

G. Saint-Ange discussed the technology updates, 2020-2021 priorities, and board focus.

IV. Committee Updates

A. Academic Committee

N. Yahya discussed demographic makeup of the student population and corresponding proficiency

B. Finance Committee

G. Saint-Ange and R. McGill Jr. discussed the 2020-21 Budget Update #2.

C. Governance Committee

D. Executive Committee

E. Committee Membership Discussion

V. Executive Session

A. Executive Session

L. Joffe made a motion to Move to Executive Session to discuss personnel matters.

T. Mitchell seconded the motion.

The board **VOTED** unanimously to approve the motion.

VI. Closing Items

A. Follow-Up Items

B. Adjourn Meeting

L. Joffe made a motion to Adjourn the meeting.

R. McGill Jr seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:11 PM.

Respectfully Submitted,
R. McGill Jr

Documents used during the meeting

- August 2020 ED Updates.pptx
- FY20-21 Budget estimate 8.11.20 (BD).xlsx

La Cima Elementary Charter School

Minutes

Board Meeting

Date and Time

Wednesday September 30, 2020 at 6:30 PM

Location

Join Zoom Meeting

<https://us02web.zoom.us/j/3572871210?pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09>

Meeting ID: 357 287 1210

Passcode: 906580

Date and Time

Wednesday September 30, 2020 at 6:30 PM EDT

Location

Join Zoom Meeting

<https://us02web.zoom.us/j/3572871210?pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09>

Meeting ID: 357 287 1210

Passcode: 906580

Trustees Present

D. Mack-Glasgow (remote), J. Swayne (remote), K. Briggs (remote), L. Joffe (remote), N. Yahya (remote), R. McGill Jr (remote), T. Mitchell (remote), Z. Heller (remote)

Trustees Absent

A. Edwards, L. Stephenson

Guests Present

A. Hageb (remote), Amira Bolton (remote), Capri Tennis (remote), D. Rasheed (remote), Darlene Alvarez (remote), Ebiere Grandison (remote), G. Saint-Ange (remote), J. Manzano, Letta Belle (remote), N. Carroll (remote), Roberta Irias (remote), Robyn Milliner-Johnson (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

L. Joffe called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Sep 30, 2020 @ 6:32 PM.

C. Approve Minutes

L. Joffe made a motion to approve the minutes from Board Meeting on 08-26-20.

D. Mack-Glasgow seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Updates

A. Board Chair Update

L. Joffe mentioned the governor has extended the status of the virtual meeting as result of the continuation the Covid-19 pandemic. She also thanked the entire board and La Cima's staff for their extraordinary work and commitment in the wake of the pandemic.

B. Executive Director Update

G. Saint-Ange discussed the status of the school renewal application. She also shared that the school received a small donation of new laptops from a foundation.

III. Committee Updates

A. Academic Committee

N. Yahya discussed the benchmarks section of the renewal application.

B. Finance Committee

R. McGill Jr made a motion to approve the August Financials.

Z. Heller seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. Governance Committee

Board member terms to be voted on shortly.

D. Executive Committee

Board to discuss new potential trustees.

E. Committee Membership Discussion

Discussion postponed.

IV. Voting Items

A. Board Member Terms

L. Joffe made a motion to to approve another term for Zach Heller.

T. Mitchell seconded the motion.

The board **VOTED** unanimously to approve the motion.

L. Joffe made a motion to approve another term for Raymond McGill Jr.

T. Mitchell seconded the motion.

The board **VOTED** unanimously to approve the motion.

L. Joffe made a motion to approve another term for Debra Mack-Glasgow.

N. Yahya seconded the motion.

The board **VOTED** unanimously to approve the motion.

L. Joffe made a motion to approve another term for Tristan Mitchell.

K. Briggs seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. Benchmark 1 for Renewal Application

N. Yahya made a motion to approve Benchmark 1.

T. Mitchell seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. Addition of two new board members (Damira Rasheed and Nikki Carroll)

L. Joffe made a motion to approve a new trustee, Damira Rasheed.

Z. Heller seconded the motion.
The board **VOTED** unanimously to approve the motion.
L. Joffe made a motion to approve a new trustee, Nikki Carroll.
K. Briggs seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Executive Session

A. Executive Session

L. Joffe made a motion to move to executive session to discuss personnel matters.
R. McGill Jr seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Closing Items

A. Follow-Up Items

None

B. Adjourn Meeting

L. Joffe made a motion to adjourn the meeting.
Z. Heller seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:05 PM.

Respectfully Submitted,
R. McGill Jr

Documents used during the meeting

- September 2020 ED Updates.pdf
- 2020-21 July - August Financials (BD).xlsx

La Cima Elementary Charter School

Minutes

Board Meeting

Date and Time

Wednesday October 21, 2020 at 6:30 PM

Location

Join Zoom Meeting

<https://us02web.zoom.us/j/3572871210?pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09>

Meeting ID: 357 287 1210

Passcode: 906580

Trustees Present

A. Edwards (remote), J. Swayne (remote), K. Briggs (remote), L. Joffe (remote), Z. Heller (remote)

Trustees Absent

D. Mack-Glasgow, L. Stephenson, N. Yahya, R. McGill Jr, T. Mitchell

Guests Present

A. Hageb (remote), Capri Tennis (remote), Darlene Alvarez (remote), J. Manzano, Robyn Milliner-Johnson (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

L. Joffe called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Oct 21, 2020 @ 6:30 PM.

C. Approve Minutes

L. Joffe made a motion to approve the minutes from Board Meeting on 09-30-20.

Z. Heller seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Public Portion

A. Public Comments

No public comments

III. Updates

A. Board Chair Update

Lucy extends a warm thank you to the staff for all the work they have been doing during these uncertain times and also for the work with getting everything prepared for the Renewal Visit. Additionally, next month is when positions are up for Board elections. Everyone is encouraged to join in for various positions. If there are any questions, Board members should reach out to Lucy with questions.

B. Executive Director Update

GSA: Great progress in Mathematics based on MAP data but ELA still has some additional work to be done there is some work to do with the 5th graders this year.

RMJ: Were planning 2-3 Interim Assessments pre-COVID-19 impact. Looking at data from bi-weekly quizzes to get a better sense of what skill gaps are evident to focus on. Students will also take NWEA Reading Assessment on Nov 11th. This will provide data on students' reading level which will guide next steps of support for students.

GSA: Teacher growth has been significant with two-thirds of teachers ranking a positive trajectory and 29% on a flat trajectory based on teachers' implementing feedback.

KB: "Has LCCS thought about ways to track college readiness and instructional best practices with teachers?"

LB: "We don't have a way of formally assessing this... This is food for thought when we think about 21st century skills. Robin and I are cautious of how much we have our teachers bite off in regards to the learning apple."

GSA: Focus on healthy organizational health. A cohesive leadership team was the primary prior goal. LCCS will administer and organizational health survey to all employees across three areas: "Employee Engagement," "Manager Effectiveness" and "Equip Factors." This differs compared to the staff survey as it was a measure of how team members feel about other teams. The short coming was around not having enough information to answer and also it was administered at the end of the year which prevented action planning. The old staff survey will be replaced by this new measurement tool

IV. Closing Items

A. Follow-Up Items

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,
L. Joffe

APPROVED

La Cima Elementary Charter School

Minutes

Board Meeting

Date and Time

Wednesday November 18, 2020 at 6:30 PM

Location

Join Zoom Meeting

[https://us02web.zoom.us/j/3572871210?](https://us02web.zoom.us/j/3572871210?pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09)

[pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09](https://us02web.zoom.us/j/3572871210?pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09)

Meeting ID: 357 287 1210

Passcode: 906580

Trustees Present

A. Edwards, J. Swayne Njuguna, K. Briggs, L. Joffe, L. Stephenson, N. Yahya, T. Mitchell, Z. Heller

Trustees Absent

None

Guests Present

A. Hageb, Capri Tennis, Damira Rasheed, G. Saint-Ange, Nikki Carroll, Roblyn Milliner

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

L. Joffe called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Nov 18, 2020 @ 6:30 PM.

C. Approve Minutes

L. Joffe made a motion to approve the minutes from Board Meeting on 10-21-20.

L. Stephenson seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Updates

A. Board Chair Update

R. McGill has a new child and A. Edwards will be leaving

B. Executive Director Update

III. Committee Updates

A. Academic Committee

B. Finance Committee

A. Edwards update Board on the financials regarding savings and reductions in the billings for Oct.

A. Edwards made a motion to approve the Oct. financials.

L. Stephenson seconded the motion.

The board **VOTED** unanimously to approve the motion.

A. Edwards made a motion to approve the finger scan/background check process.

N. Yahya seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. Governance Committee

L. Joffe discussed upcoming elections to be pushed back to Jan. 2021. The Gov. Committee Members will look at the process and discuss accordingly.

Board Members discussed there rolls as Officers and Committee Chairs

D. Executive Committee

L. Joffe discussed the pending update of the Executive Director job description

IV. Closing Items

A. Follow-Up Items

B. Adjourn Meeting

L. Joffe made a motion to adjourn the meeting.

A. Edwards seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,

L. Stephenson

APPROVED

La Cima Elementary Charter School

Minutes

Board Meeting

Date and Time

Wednesday December 16, 2020 at 6:30 PM

Location

Zoom Meeting

[https://us02web.zoom.us/j/3572871210?](https://us02web.zoom.us/j/3572871210?pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09)

[pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09](https://us02web.zoom.us/j/3572871210?pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09)

Meeting ID: 357 287 1210

Passcode: 906580

Trustees Present

J. Swayne Njuguna, K. Briggs, L. Joffe, L. Stephenson, N. Yahya, T. Mitchell, Z. Heller

Trustees Absent

None

Guests Present

A. Hageb, Damira Raheed, Darlene Alvarez, G. Saint-Ange, Letta Belle, Nickki Carrol, Robyn Millnes-Johnson

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

L. Joffe called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Dec 16, 2020 @ 6:30 PM.

C. Approve Minutes

L. Joffe made a motion to approve the minutes from Board Meeting on 11-18-20.

N. Yahya seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Public Portion

A. Public Comments

No public comment

III. Updates

A. Board Chair Update

L. Joffe discussed upcoming elections

B. Executive Director Update

L. Joffe made a motion to approve the new enrollment policy.

J. Swayne Njuguna seconded the motion.

The board **VOTED** unanimously to approve the motion.

L. Joffe made a motion to approve the updated Board ByLaws.

J. Swayne Njuguna seconded the motion.

The board **VOTED** unanimously to approve the motion.

L. Joffe made a motion to approve the new Complaint Policy.

J. Swayne Njuguna seconded the motion.

The board **VOTED** unanimously to approve the motion.

L. Joffe made a motion to approve the Code of Conduct policy.

J. Swayne Njuguna seconded the motion.

The board **VOTED** unanimously to approve the motion.

IV. Committee Updates

A. Academic Committee

N. Yahya discussed updates in the 4th and 5th grades and the new k-screening;

N. Yahya also discussed why scholars were getting weaker in the 4th and 5th grade.

B. Finance Committee

N. Yahya and K. Briggs discussed the budget for November's financials and forecast.

N. Yahya made a motion to approve Nov. Financials and forecast.

J. Swayne Njuguna seconded the motion.

The board **VOTED** unanimously to approve the motion.

N. Yahya made a motion to approve the \$99,000 construction project.

J. Swayne Njuguna seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. Governance Committee

No new updates

D. Executive Committee

No new updates

L. Joffe made a motion to go into executive session.

T. Mitchell seconded the motion.

The board **VOTED** unanimously to approve the motion.

V. Executive Session

A. Executive Session

Board Members participated in Anti-Racism Training

VI. Closing Items

A. Follow-Up Items

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,
L. Stephenson

APPROVED

La Cima Elementary Charter School

Minutes

Board Meeting

Date and Time

Wednesday January 20, 2021 at 6:30 PM

Location

Join Zoom Meeting

[https://us02web.zoom.us/j/3572871210?](https://us02web.zoom.us/j/3572871210?pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09)

[pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09](https://us02web.zoom.us/j/3572871210?pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09)

Meeting ID: 357 287 1210

Passcode: 906580

Trustees Present

D. Rasheed (remote), J. Swayne Njuguna (remote), K. Briggs (remote), L. Joffe (remote), L. Stephenson (remote), N. Carroll (remote), N. Yahya (remote), T. Mitchell (remote), Z. Heller (remote)

Trustees Absent

D. Mack-Glasgow

Guests Present

A. Hageb, Capri Tennis, Darlene Alvarez, G. Saint-Ange, Letta Belle

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

L. Joffe called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Jan 20, 2021 at 6:30 PM.

C. Approve Minutes

L. Joffe made a motion to approve the minutes from Board Meeting on 12-16-20. Z. Heller seconded the motion. The board **VOTED** to approve the motion.

II. Public Portion

A. Public Comments

No public discussions were available

III. Updates

A. Board Chair Update

L. Joffe made a motion to approve the BoostEd contract.
N. Yahya seconded the motion.
The board **VOTED** to approve the motion.

B. Executive Director Update

G. Saint-Ange discussed the transition of Adel Hageb (CFO) moving on from LaCima and the start of BoostEd Finance to manage LaCima's financial services.

IV. Committee Updates

A. Academic Committee

No informational update was presented by the Academic Committee Chair

B. Finance Committee

Adel discussed the Dec. 2020 financials with the Board.
L. Joffe made a motion to approve the Dec. 2020 financials.
N. Yahya seconded the motion.
The board **VOTED** to approve the motion.
L. Joffe made a motion to approve the PPP loan.
N. Yahya seconded the motion.
The board **VOTED** to approve the motion.

C. Governance Committee

L. Joffe made a motion to approve the Data Privacy and Vendor Data Privacy.
Z. Heller seconded the motion.
The board **VOTED** to approve the motion.

D. Executive Committee

Board of Elections was held, the new officers are:
Board Chair - Kristen Briggs
Vice Board Chair - Norah Yahya
Treasure - Lenworth Stephenson
Secretary - No one selected as of yet

V. Executive Session

A. Executive Session

The Board discussed the Executive Director job description. A special meeting will be established to vote on the Executive Director job description changes.

VI. Closing Items

A. Follow-Up Items

B. Adjourn Meeting

L. Joffe made a motion to adjourn the meeting.
L. Stephenson seconded the motion.
The board **VOTED** to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,

L. Stephenson

La Cima Elementary Charter School

Minutes

Special Board Meeting

Date and Time

Thursday January 28, 2021 at 5:30 PM

Location

Virtual via Zoom:

<https://zoom.us/j/3572871210>

Trustees Present

D. Mack-Glasgow (remote), D. Rasheed (remote), K. Briggs (remote), L. Joffe (remote), L. Stephenson, N. Carroll (remote), N. Yahya (remote), T. Mitchell (remote), Z. Heller (remote)

Trustees Absent

J. Swayne Njuguna

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

L. Joffe called a meeting of the board of trustees of La Cima Elementary Charter School to order on Thursday Jan 28, 2021 at 5:30 PM.

L. Joffe made a motion to go into executive session.

T. Mitchell seconded the motion.

The board **VOTED** to approve the motion.

II. Executive Session

A. Executive Session

The Board discussed the addition of the salary scale to the Executive Director job description.

L. Joffe made a motion to add the salary scale to the Executive Director's job description.

Z. Heller seconded the motion.

The motion did not carry.

L. Joffe made a motion to not to add the salary scale to the Executive Director's job description.

Z. Heller seconded the motion.

The motion did not carry.

L. Joffe made a motion to have the Executive Director conduct a salary audit for all LaCima employees and report back to the Board on June 21, 2021.

Z. Heller seconded the motion.

The board **VOTED** to approve the motion.

III. Closing Items

A. Adjourn Meeting

L. Joffe made a motion to adjourn the meeting.

Z. Heller seconded the motion.

The board **VOTED** to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:30 PM.

Respectfully Submitted,

L. Stephenson

La Cima Elementary Charter School

Minutes

Board Meeting

Date and Time

Wednesday February 24, 2021 at 6:30 PM

Location

Join Zoom Meeting

[https://us02web.zoom.us/j/3572871210?](https://us02web.zoom.us/j/3572871210?pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09)

[pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09](https://us02web.zoom.us/j/3572871210?pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09)

Meeting ID: 357 287 1210

Passcode: 906580

Trustees Present

D. Mack-Glasgow (remote), D. Rasheed (remote), K. Briggs (remote), L. Joffe (remote), L. Stephenson (remote), N. Carroll (remote), N. Yahya (remote), T. Mitchell (remote), Z. Heller (remote)

Trustees Absent

J. Swayne Njuguna

Trustees who left before the meeting adjourned

T. Mitchell

Guests Present

A. Hageb (remote), Amira Bolton (remote), Capri Tennis (remote), Darlene Alvarez (remote), G. Saint-Ange (remote), Letta Belle (remote), Robyn Millner-Johnson (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

L. Joffe called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Feb 24, 2021 at 6:30 PM.
this was 2nd by Z. Heller

C. Approve Minutes

L. Joffe made a motion to approve the minutes from Board Meeting on 01-20-21.
Z. Heller seconded the motion.
The board **VOTED** to approve the motion.

II. Public Portion

A. Public Comments

No public comments made

III. Updates

A. Board Chair Update

L. Joffe thanked everyone for their support and securing their vaccinations and farewell to Adel who's last day was Feb. 26, 2021. L. Joffe also discussed meeting changes in March.

B. Executive Director Update

G. Saint-Ange stated her goodbyes to Adel

G. Saint-Ange discussed long-term goals regarding the renewal report areas of improvement which were, Student Achievement, Enrollment, and Legal Compliance

G. Saint-Ange indicated that the Legal Compliance letter was pending

G. Saint-Ange indicated that the Renewal Next Step is the review of the Renewal Decision which is expected between Feb. 15-March 1, 2021

G. Saint-Ange discussed the Strategic Plan as it relates to Academic Program, Enrollment, and Operational Soundness

G. Saint-Ange discussed Turnaround for year 2: 2020-2021 and year 3: 2021-2022

L. Belle discussed the goals for school-wide achievement ELA slated for 55% for 2021/2022 and Math slated for 60% by 2021/2022

G. Saint-Ange discussed Board Focus, which was the rescheduling of module 7&8 for March 22, 2021

T. Mitchell left.

IV. Committee Updates

A. Academic Committee

No updates presented

B. Finance Committee

N. Yahya discussed the Financial update for Jan. 2021

N. Yahya made a motion to approve the Jan. financials.

L. Joffe seconded the motion.

The board **VOTED** unanimously to approve the motion.

N. Yahya made a motion to approve the new signers.

L. Joffe seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. Governance Committee

L. Joffe discussed the changes to the committees and L. Joffe is slated to be the secretary for the Board. L. Joffe motioned for the Board to enter into the executive session.

D. Executive Committee

L. Joffe made a motion to vote on the inclusion of the Executive Director salary range on her Job Description.

Z. Heller seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

D. Mack-Glasgow	No
Z. Heller	Aye
K. Briggs	Aye
J. Swayne Njuguna	Absent
L. Joffe	Aye
L. Stephenson	No
N. Yahya	Aye
T. Mitchell	Absent

E. Purpose Statement, ED Evaluation Timeline, ED Job description

V. Closing Items

A. Follow-Up Items

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,
L. Stephenson

APPROVED

La Cima Elementary Charter School

Minutes

Board Meeting

Date and Time

Wednesday March 24, 2021 at 6:30 PM

Location

Join Zoom Meeting

[https://us02web.zoom.us/j/3572871210?](https://us02web.zoom.us/j/3572871210?pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09)

[pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09](https://us02web.zoom.us/j/3572871210?pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09)

Meeting ID: 357 287 1210

Passcode: 906580

Trustees Present

D. Rasheed (remote), J. Swayne Njuguna (remote), K. Briggs (remote), L. Joffe (remote), N. Carroll (remote), N. Yahya (remote), T. Mitchell (remote), Z. Heller (remote)

Trustees Absent

D. Mack-Glasgow, L. Stephenson

Guests Present

Capri Tennis (remote), Darlene Alvarez (remote), G. Saint-Ange (remote), Letta Belle (remote), Robyn Milliner-Johnson (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

K. Briggs called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Mar 24, 2021 at 6:32 PM.

C. Approve Minutes

L. Joffe made a motion to approve the minutes from Special Board Meeting on 01-28-21.

Z. Heller seconded the motion.

The board **VOTED** unanimously to approve the motion.

Z. Heller made a motion to approve the minutes from Board Meeting on 02-24-21.

N. Yahya seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Executive Session

A. Executive Session

N. Yahya made a motion to move to executive session to discuss personnel matters.

T. Mitchell seconded the motion.

The board **VOTED** unanimously to approve the motion.

III. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:56 PM.

Respectfully Submitted,
N. Yahya

APPROVED

La Cima Elementary Charter School

Minutes

Board Meeting

Date and Time

Wednesday April 28, 2021 at 6:30 PM

Location

Join Zoom Meeting

[https://us02web.zoom.us/j/3572871210?](https://us02web.zoom.us/j/3572871210?pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09)

[pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09](https://us02web.zoom.us/j/3572871210?pwd=bDVEYlJsMmNYOTE0Mi9jSG9ZT0V6QT09)

Meeting ID: 357 287 1210

Passcode: 906580

Trustees Present

D. Mack-Glasgow (remote), D. Rasheed (remote), J. Swayne Njuguna (remote), K. Briggs (remote), L. Joffe (remote), N. Carroll (remote), N. Yahya (remote), T. Mitchell (remote), Z. Heller (remote)

Trustees Absent

None

Guests Present

Amira Bolton (remote), Capri Tennis (remote), G. Saint-Ange (remote), Letta Belle (remote), Robyn Milliner-Johnson (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

K. Briggs called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Apr 28, 2021 at 6:32 PM.

C. Approve Minutes

T. Mitchell made a motion to approve the minutes from Board Meeting on 03-24-21.

Z. Heller seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Committee Updates

A. Academic Committee

B. Executive Committee

C. Finance Committee

Z. Heller made a motion to approve March financials.

D. Rasheed seconded the motion.

The board **VOTED** unanimously to approve the motion.

Z. Heller made a motion to renew Pasek Consulting contract for 21-22 school year.

N. Yahya seconded the motion.

The board **VOTED** unanimously to approve the motion.

T. Mitchell made a motion to approve NRG consulting contract.

D. Mack-Glasgow seconded the motion.

The board **VOTED** unanimously to approve the motion.

T. Mitchell made a motion to remove and approve check signing authority.

N. Yahya seconded the motion.

The board **VOTED** unanimously to approve the motion.

N. Yahya made a motion to move to executive session to discuss personnel matters.

D. Rasheed seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Governance Committee

III. Executive Session

A. Executive Session

Z. Heller made a motion to leave executive session at 7:57 pm.

N. Yahya seconded the motion.

The board **VOTED** unanimously to approve the motion.

IV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:57 PM.

Respectfully Submitted,
D. Mack-Glasgow

APPROVED

La Cima Elementary Charter School

Minutes

Board Meeting

Date and Time

Wednesday May 26, 2021 at 6:30 PM

Location

Join Zoom Meeting

<https://us02web.zoom.us/j/89637633968>

Meeting ID: 896 3763 3968

One tap mobile

+16465588656,,89637633968# US (New York)

+13017158592,,89637633968# US (Washington DC)

Meeting ID: 896 3763 3968

Find your local number: <https://us02web.zoom.us/u/kcWQJP7Qqx>

Trustees Present

D. Mack-Glasgow (remote), D. Rasheed (remote), J. Swayne Njuguna (remote), L. Joffe (remote), N. Carroll (remote), N. Yahya (remote), Z. Heller (remote)

Trustees Absent

K. Briggs, L. Stephenson, T. Mitchell

Guests Present

Amira Bolton (remote), Capri Tennis (remote), Darlene Alvarez (remote), J. Manzano (remote), Letta Belle (remote), Robyn Milliner-Johnson (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

N. Yahya called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday May 26, 2021 at 6:33 PM.

C. Approve Minutes

Z. Heller made a motion to approve the minutes from Board Meeting on 04-28-21.

D. Rasheed seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Committee Updates

A. Academic Committee

B. Executive Committee

C. Finance Committee

N. Carroll made a motion to approve April financials.

Z. Heller seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Governance Committee

III. Executive Session

A. Executive Session

N. Yahya made a motion to move to executive session to discuss personnel matters.

L. Joffe seconded the motion.

The board **VOTED** unanimously to approve the motion.

IV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:36 PM.

Respectfully Submitted,

N. Yahya

La Cima Elementary Charter School

Minutes

Board Meeting

Date and Time

Wednesday June 16, 2021 at 6:30 PM

Location

Join Zoom Meeting

<https://us02web.zoom.us/j/89637633968>

Meeting ID: 896 3763 3968

One tap mobile

+16465588656,,89637633968# US (New York)

+13017158592,,89637633968# US (Washington DC)

Trustees Present

J. Swayne Njuguna (remote), K. Briggs (remote), L. Joffe (remote), N. Carroll (remote), N. Yahya (remote), T. Mitchell (remote), Z. Heller (remote)

Trustees Absent

D. Mack-Glasgow, D. Rasheed

Guests Present

Amira Bolton (remote), Capri Tennis (remote), Dan Pasek (remote), Darlene Alvarez (remote), Josh Moreau (remote), Cassidy Maxie (remote), Letta Belle (remote), Robyn Milliner-Johnson (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

K. Briggs called a meeting of the board of trustees of La Cima Elementary Charter School to order on Wednesday Jun 16, 2021 at 6:36 PM.

C. Approve Minutes

L. Joffe made a motion to approve the minutes from Board Meeting on 05-26-21.

Z. Heller seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Committee Updates

A. Finance Committee

N. Carroll made a motion to approve April financials.

N. Yahya seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Academic Committee

C. Executive Committee

D. Governance Committee

III. Executive Session

A. Executive Session

Z. Heller made a motion to move to executive session to discuss personnel matters.

L. Joffe seconded the motion.

The board **VOTED** unanimously to approve the motion.

L. Joffe made a motion to elect Z. Heller as interim treasurer.

T. Mitchell seconded the motion.

The board **VOTED** unanimously to approve the motion.

IV. Closing Items

A. Adjourn Meeting

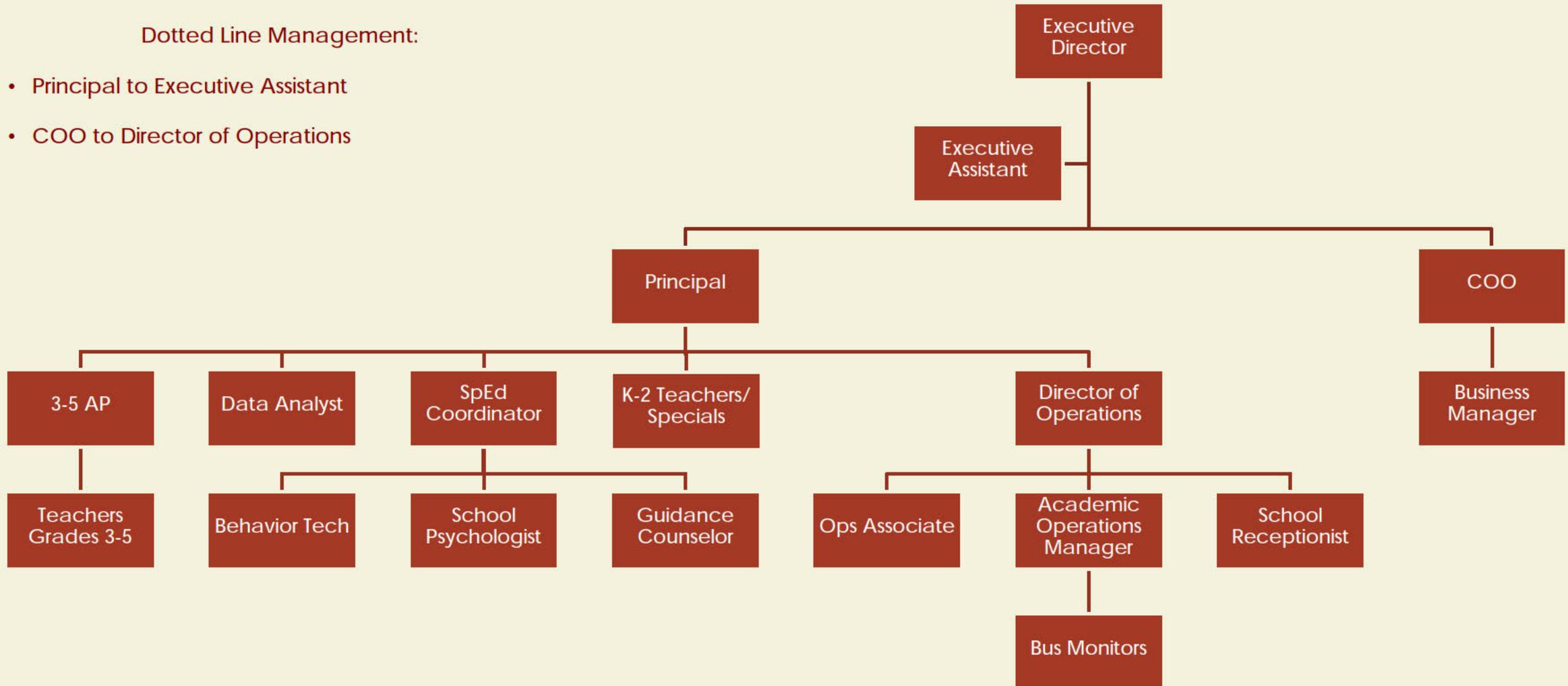
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:02 PM.

Respectfully Submitted,
Z. Heller

LA CIMA ORG CHART FOR 2020-21 AND 2021-22

Dotted Line Management:

- Principal to Executive Assistant
- COO to Director of Operations





La Cima Elementary Charter School

2021-2022 Calendar

FINAL
5/27/2021

	S	M	T	W	T	F	S	
August	1	2	3	4	5	6	7	August '21 23 First Days of School for all students: K-5 ; Half day for Grade K ONLY *Grade K continues the Half Day Schedule until September 6th. ** All students observe the Half Day schedule on Fridays.
	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				1	2	3	4	September '21 6 No School: Labor Day 7 First Onsite Day K ONLY 8 Back to School Night 17 Non-Attendance Day for students; Teacher PD Day
	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						1	2	October '21 7 Picture Day 11 No School: Indigenous People's Day 14 Latinx Heritage Celebration
	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	
November		1	2	3	4	5	6	November '21 4 Half Day: Family Teacher Conferences (Day 1) 5 Family Teacher Conferences (Day 2) 10 Non-Attendance Day for students; Teacher PD Day 23 Half Day 24-26 No School: Thanksgiving Break
	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				1	2	3	4	December '21 10 Winter Concert 20-31 No School: Winter Break
	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							1	January '22 3 Return from Winter Break 17 No School: Martin Luther King Jr. Day
	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	
February			1	2	3	4	5	February '22 15-19 No School: Mid-Winter Recess 18 Black History Month Celebration
	6	7	8	9	10	11	12	
	13	14	15	16	17	18	19	
	20	21	22	23	24	25	26	
	27	28						
March			1	2	3	4	5	March '22 3 Half Day: Family Teacher Conferences (Day 1) 4 Family Teacher Conferences (Day 2) 29-31 NYS ELA Exam (Grades 3-5)
	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						1	2	April '22 15-22 No School: Spring Break 11-14 NYSESLAT Speaking 26-28 NYS Math Exam (Grades 3-5)
	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	1	2	3	4	5	6	7	May '22 2 Eid al-Fitr 3-6 NYSESLAT Speaking 3-20 NYSESLAT Listening, Reading, Writing 30 No School: Memorial Day
	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				1	2	3	4	June '22 8 Kindergarten Moving Up Ceremony 15 5th Grade Moving Up Ceremony 17 Last Day of School
	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			

- Non Attendance Days
- Half Day
- Special Events
- New York State Exams

Main Office: 718-443-2136 Fax: 718-443-7291
Website: www.lacimacharterschool.org
School Session: August 23, 2021- June 17, 2022 (184 school days)
School Day Hours: 7:30 - 3:45 pm (Monday - Thursday), 7:30 - 12:00 pm (Fridays and Half Days)