

Application: New York French American Charter School

Nancy Sako - nsako@nyfacs.net
2020-2021 Annual Report

Entry 1 School Info and Cover Page

Completed Oct 7 2021

[Instructions](#)

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2020-2021 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer **(as of June 30, 2021)** or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

NEW YORK FRENCH-AMERICAN CHARTER SCHOOL 310300860963

a1. Popular School Name

NYFACS

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.

NEW YORK CITY CHANCELLOR OF EDUCATION

c. DISTRICT / CSD OF LOCATION

CSD # 3 - MANHATTAN

d. DATE OF INITIAL CHARTER

9/2009

e. DATE FIRST OPENED FOR INSTRUCTION

9/2010

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

MISSION STATEMENT

Mission Statement:

To develop bilingual and biliterate global citizens who will be the leaders of tomorrow.

Goals:

High academic standards, attention to individual learning styles, and emphasis on creating a flexible learning environment provide a strong support system and a nurturing environment for all learners, including English language learners, French language learners, and the learning disabled. The bilingual special education teacher works with those in need using methods that best fit the child. Our goals are to:

Assure success for all students by giving special help to all students in need, regardless of cause (emotional, academic, learning difference, special education, language acquisition level, etc.).

Give each student a strong academic education in French and in English, therefore creating bilingual and bi-literate students.

Teach our students how to learn

Form students who are non-judgmental, open, and flexible

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	New York French American Charter School (NYFACS) is an authentic bilingual/biliterate educational community. NYFACS students are developing skills and strategies to read, read, and write in both French and English, on a daily basis.
KDE 2	High Academic Attainment and Improvement
KDE 3	Responsible Education Program and Environment
KDE 4	Responsible School Leadership, Governance and Management
KDE 5	Financial Sustainability and Internal Controls
KDE 6	Strong Culture and Supportive Relationships
KDE 7	(No response)
KDE 8	(No response)
KDE 9	(No response)
KDE 10	(No response)

Need additional space for variables

Yes

g1. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)

KDE 11	(No response)
KDE 12	(No response)
KDE 13	(No response)
KDE 14	(No response)
KDE 15	(No response)
KDE 16	(No response)
KDE 17	(No response)
KDE 18	(No response)
KDE 19	(No response)
KDE 20	(No response)

h. SCHOOL WEB ADDRESS (URL)

<https://www.nyfacs.net/>

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

468

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

292

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

Check all that apply

Grades Served	K, 1, 2, 3, 4, 5, 6, 7, 8
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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?

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

School Site 1 (Primary)

m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	311 West 120th Street, New York NY 10027	2126664134	NYC CSD 3	K-4	no

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Marc Maurice	212-666-4134		mmaurice@nyfacs.net
Operational Leader	Mamadou Ba	212-666-4134		mba@nyfacs.net
Compliance Contact	Marc Maurice	212-666-4134		mmaurice@nyfacs.net
Complaint Contact	Marc Maurice	212-666-4134		mmaurice@nyfacs.net
DASA Coordinator	Marc Maurice	212-666-4134		mmaurice@nyfacs.net
Phone Contact for After Hours Emergencies	Marc Maurice	212-666-4134		mmaurice@nyfacs.net

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

Private Space

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

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

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

Site 1 Certificate of Occupancy (COO)

[NYFACS Certificate of Occupancy.pdf](#)

Filename: NYFACS Certificate of Occupancy.pdf **Size:** 31.8 kB

Site 1 Fire Inspection Report

[FY22 Inspection Report.pdf](#)

Filename: FY22 Inspection Report.pdf **Size:** 37.0 kB

School Site 2

m2. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 2	441 Manhattan Avenue, New York NY 10026	212-666-4134	NYC CSD 3	5-8	6-8

m2a. Please provide the contact information for Site 2.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Marc Maurice	212-666-4134		mmaurice@nyfacs.net
Operational Leader	Mamadou Ba	212-666-4134		mba@nyfacs.net
Compliance Contact	Marc Maurice	212-666-4134		mmaurice@nyfacs.net
Complaint Contact	Marc Maurice	212-666-4134		mmaurice@nyfacs.net
DASA Coordinator	Marc Maurice	212-666-4134		mmaurice@nyfacs.net
Phone Contact for After Hours Emergencies	Marc Maurice	212-666-4134		mmaurice@nyfacs.net

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

Private Space

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

m2d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 2 if located in private space in NYC or located outside of NYC .

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

Site 2 Certificate of Occupancy (COO)

[Harlem C f O 001 \(1\).pdf](#)

Filename: Harlem C f O 001 (1).pdf **Size:** 162.1 kB

Site 2 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).

No

o. Has your school's Board of Trustee's approved a budget for the 2020-2021 FY?

Yes

ATTESTATIONS

p. Individual Primarily Responsible for Submitting the Annual Report.

Name	Marc Maurice
Position	Principal
Phone/Extension	212-666-4134
Email	mmaurice@nyfacs.net

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

M. Mauriello

Signature, President of the Board of Trustees

R. Ortolini

Date

Oct 7 2021

Thank you.



Entry 3 Progress Toward Goals

Completed Oct 7 2021

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

For the 2020-2021 school year, any academic or organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing,

surveying, and other usual practices should be reported as “N/A”. **Deadline is November 1, 2021.**

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

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

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

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

1. ACADEMIC STUDENT PERFORMANCE GOALS

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

2020-2021 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable

Academic Goal 1	<p>Increase Students performing on or above grade level for ELA & Math.</p> <p>29.2% Increase in students. growth of 21.5%, 39.5%, and 29.7% for SWDs, ENLs, and FRPL, respectively, from fall, 2020 to spring, 2021 in students performing on or above grade level (iReady). 23.4% growth in students performing on or above grade level between fall, 2020 and spring, 2021 (iReady); 29.8% and 21.1% growth for ENLs and FRPL, respectively for students performing on or above grade level</p>	<p>Iready Diagnostic Assessment administered at the beginning and end of the year</p>	Met	
Academic Goal 2				
Academic Goal 3				
Academic Goal 4				
Academic Goal 5				
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

2. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

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

2020-2021 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	N/A			
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	NYFACS met all of its established indicators except for meeting 85% of enrollment in 2020-21 due to the pandemic; all indicators were met in all preceding years.	Close monitoring of expenses through monthly financial reports and cash flow analysis	Met	
Financial Goal 2	NYFACS met all metrics, with its highest positive cash flow ever until the pandemic reduced revenue and increased expenses in 2019-20 and 2020-21, such that it met standard ratios for debt to assets and aggregate assets to liabilities those years.	Close monitoring of expenses through monthly financial reports and cash flow analysis	Met	
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

Entry 4 - Audited Financial Statements

In Progress Last edited: Oct 29 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.

[Observations and Recommendations NYFACS 2021 FINAL](#)

Filename: Observations and Recommendations NY FfPcsy5.pdf **Size:** 138.7 kB

[FY21 Audit Report - Final](#)

Filename: FY21 Audit Report Final.pdf **Size:** 717.0 kB

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

Incomplete

[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.

Entry 4c - Additional Financial Documents

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.

[NYFACS Escrow - Aug 2021](#)

Filename: NYFACS Escrow Aug 2021.pdf Size: 935.2 kB

Entry 4d - Financial Services Contact Information

Completed Oct 7 2021

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

Form for "Financial Services Contact Information"

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Nancy Sako	<input type="text"/>	<input type="text"/>

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Nina Bahazhevska			7

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
	Charter School Business Management	Donna Webster	237 West 35th St., Suite 301, New York, NY 10001			7

Entry 5 - Fiscal Year 2021-2022 Budget

Completed Oct 7 2021

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

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

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

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

[NYFACS FY22 DOE Budget Template \(1\)](#)

Filename: NYFACS FY22 DOE Budget Template 1.xlsx **Size:** 38.2 kB

Entry 6 - Board of Trustees Disclosure of Financial Interest Form

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.

[scan0767](#)

Filename: scan0767.pdf Size: 11.8 MB

Entry 7 BOT Membership Table

Completed Oct 7 2021

Instructions

Required of All charter schools

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

Entry 7 BOT Table

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

1. 2020-2021 Board Member Information (Enter info for each BOT member)

	Trustee	Trustee	Position	Commit	Voting	Number	Start	End	Board
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	Name	Email Address	on the Board	tee Affiliations	Member Per By-Laws (Y/N)	of Terms Served	Date of Current Term (MM/DD /YYYY)	Date of Current Term (MM/DD /YYYY)	Meeting s Attended During 2020-2021
1	Richard Ortoli		Chair	Finance & Facilities , Education Accountability	Yes	3	06/12/2021	06/12/2024	12
2	Mason Mallory		Vice Chair	Finance & Facilities ,	Yes	3	08/07/2013	08/07/2024	11
3	Dionne Beckford		Trustee/ Member	Educational Accountability	Yes	2	06/10/2014	06/30/2021	5 or less
4	Dan Vos		Treasurer	Finance & Facilities	Yes	2	06/10/2014	06/10/2024	11
5	Zohair Ghenania		Trustee/ Member	Goverance	Yes	1	07/01/2017	07/01/2023	5 or less
6	Brandi Lilly McLean ndi		Trustee/ Member	Recruitment & Goverance	Yes	1	07/16/2018	07/16/2021	9
7	Emmanuel St. Martin		Trustee/ Member	N/A	Yes	1	07/01/2019	07/01/2021	6

8	Denise MacQuir e	Trustee/ Member	N/A	Yes	1	07/01/2019	06/30/2021	11
9	Korotou mou Dembel e	Parent Rep	N/A	No	1	07/01/2019	06/30/2021	5 or less

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

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total Number of BOT Members on June 30, 2021	8
b.Total Number of Members Added During 2020-2021	0
c. Total Number of Members who Departed during 2020-2021	1
d.Total Number of members, as set in Bylaws, Resolution or Minutes	15

3. Number of Board meetings held during 2020-2021

12

4. Number of Board meetings scheduled for 2021-2022

12-

Thank you.

Entry 8 Board Meeting Minutes

Completed Oct 7 2021

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

Schools must upload a complete set of monthly board meeting minutes (July 2020-June 2021), which should match the number of meetings held during the 2020-2021 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by August 2, 2021.

[scan0768](#)

Filename: scan0768.pdf Size: 8.6 MB

Entry 9 Enrollment & Retention

Completed Oct 7 2021

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

ALL charter schools must complete this section. Describe the good faith efforts the charter school has made in 2020-2021 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2021-2022.

Entry 9 Enrollment and Retention of Special Populations

[Instructions for Reporting Enrollment and Retention Strategies](#)

Describe the efforts the charter school has made in 2020-2021 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners, and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2020-2021	Describe Recruitment Plans in 2021-2022
Economically Disadvantaged	The NY French American Charter School reached out to Day Cares like “Les Petits-Poussins” a bilingual French American Day care and other Francophone local organizations (the Senegalese, Malian, Burkina Faso, Guinee, Benin Associations. NYFACS also hosted Open-Houses to highlight its French Immersion Program). NYFACS targeted zip codes with a high bilingual population and sent postcards translated in the target language and made sure that native speakers of English/Spanish were not left out.	The NY French American Charter School will engage in many forms of outreach, promotional and communication: distribution of flyers during events, engaging family of current students to share their NYFACS experience. NYFACS will continue to mail postcards to targeted zip codes with a high population of bilingual families. Additional online outreach and promotion include efforts such as Facebook/Instagram campaigns to amplify our messages. NYFACS participates in the NYC Charter School Center’s Common Application and will provide a direct link to the public to complete the application online. The lottery information will be also posted on our website https://www.nyfacs.net/
English Language Learners		
Students with Disabilities	The NY French American Charter School contacts its Special Education Coordinator to identify high needs special education students during the registration process to provide the best services to our students.	The NY French American Charter School will continue to provide the best possible instruction and services to our special education population. We will continue our collaboration with CSE to better meet the needs of our students.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2020-2021	Describe Retention Plans in 2021-2022
Economically Disadvantaged	The NY French American Charter School offers a free after school program through NY Edge which increases the learning time and allows families to pick up their children after work. NYFACS also offers free Saturday Academy to 3rd -5th grade students, a French Immersion program on Saturdays from 8:00 am to 12 pm	The NY French American Charter School will continue to support the economically disadvantaged students. NYFACS will offer a free first uniform to all the students.
English Language Learners	ELL teachers and our Parent Coordinator meet with families to inform them of the process of English Language Learning. Our Parent Coordinator provides translation services to non-English speakers and translates all the communication sent to Parents in French. ELL teachers also meet to monitor our students' progress towards their language development goals.	NYFACS will continue to work with identified ELL students and their families to make sure they are informed about their progress
Students with Disabilities	The special education team meet with CSE to review the IEPs and to ensure that our students are well supported to meet their goals	The special education team will continue to work with identified students to make sure that their parents are aware of their progress.

Entry 10 - Teacher and Administrator Attrition

Completed Oct 7 2021

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

A. TEACH System - Employee Clearance

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

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

^[1] Employees that must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.p12.nysed.gov/psc/aboutcharterschools/lawsandregs/EmployeeFingerprintOct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospa/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 Oct 7 2021

Instructions

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

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

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

Entry 11 Uncertified Teachers

School Name:

Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	5
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	0
Total Category A: 5 or 30% whichever is less	5.0

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	6
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	0
Total Category B: not to exceed 5	6.0

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)	3
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	0
Total Category C: not to exceed 5	3.0

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	16

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	30



Thank you.

Entry 12 Organization Chart

Completed Oct 7 2021

[Instructions](#)

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

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

[2020-21 Organizational Chart](#)

Filename: 2020 21 Organizational Chart.pdf Size: 212.8 kB

Entry 13 School Calendar

Completed Oct 7 2021

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

Given these uncertain and changing times, charter schools may or may not have a school calendar ready to upload by the submission deadline this year of August 2, 2021. If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 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.

NYFACS 2021-22 Calendar

Filename: NYFACS 2021 22 Calendar.pdf **Size:** 133.7 kB

Entry 14 Links to Critical Documents on School Website

Completed Oct 7 2021

Instructions

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

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

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

Form for Entry 14 Links to Critical Documents on School Website

School Name: New York French American 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)	https://www.nyfacs.net/doe-annual-reports/
2. Most recent board meeting notice, documents to be discussed at the meeting (if any)	https://www.nyfacs.net/board-of-trustees/
2a. Webcast of Board Meetings (per Governor's Executive Order)	https://www.nyfacs.net/board-and-committee-minutes/
3. Link to NYS School Report Card	https://data.nysed.gov/profile.php?instid=800000067011
4. Lottery Notice announcing date of lottery	https://www.nyfacs.net/application/
5. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY);	https://www.nyfacs.net/parent-handbook/
6. District-wide Safety Plan	https://www.nyfacs.net/reopening-plan/
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	https://www.nyfacs.net/parent-handbook/
7. Authorizer-Approved FOIL Policy	https://www.nyfacs.net/parent-handbook/
8. Subject matter list of FOIL records	https://www.nyfacs.net/parent-handbook/

Thank you.



Observations and Recommendations

To Management of
New York French American Charter School

As a result of the audit for the year ended June 30, 2021, we want to provide you with an update on comments made in the prior year.

Debit Card Usage

The School holds a debit card that is used for purchases. These purchases bypass the standard expense payment/approval process and the cash instantly gets debited from the checking account.

While we did not come across situations with the lack of proper documentation, we recommend substituting the debit card for a credit card as it provides a method to dispute an authorized charge as the cash is not automatically withdrawn from the School's bank account. Furthermore, we recommend the School require prior approval for a predetermined threshold for purchases with the credit card. An emphasis should be put on having cardholders include all original receipt or other documentation to support the business nature of the expense and this documentation should be kept in one central location. Payments on credit cards should not be made without proper documentation to avoid paying for items that do not have a necessary and reasonable business purpose.

Follow up for fiscal year 2021: This matter still exists and we repeat our recommendation.

Operating Reserve Policy

During our prior audit we recommended that the school create a viable operating reserve with a board approved policy in compliance with NYSED guidance.

Follow up for fiscal year 2021: This matter still exists and we repeat our recommendation.

Disaster Recovery Policy

Last year we alerted you to consider adopting a plan to reduce the risk that data gets lost due to a fire, flood, terrorist attack or other natural disaster. This includes hard copy records as well as the backup of computer files. We recommended that a comprehensive plan be created that includes not only the backup of computer files, but a testing of the restoring of computer files.

In addition, because in today's environment many documents are stored via electronic means (computers, hard drives and other electronic media), software upgrades are often made that make it impossible to read files that have been created on older versions of the software. As part of a disaster recovery plan, steps should be taken to ensure that all older, stored files could be read.

In the prior year we noted that the School had an informal disaster recovery policy in place and recommended the School formalize this policy in writing.

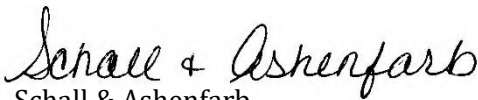
Follow up for fiscal year 2021: This matter still exists and we repeat our recommendation.

Compensation of Management

In the prior year, we informed you that the Form 990 contains a question about whether there is a formal process in place to determine compensation of the CEO, executive director, top management official and key employees. The question asks whether there is a review and approval by independent persons, based on comparability data, with the decision and basis for conclusion contemporaneously documented. The process needs to be described in an attached schedule.

Additionally, we noted in the prior year that although the compensation of the principal was documented in the minutes, a comparability analysis was not performed to determine if his compensation was fair and in line with the market. We recommended that the board document the deliberations about the decision-making process and the type of comparable data used, which should be done contemporaneously (within 60 days of the decision or before the next board meeting).

Follow up for fiscal year 2021: During the audit it was noted the compensation of the principal was reviewed and compared to the average NYC principal salary. We also noted there was discussion and deliberation of this documented in the minutes. Therefore, we consider this matter resolved.


Schall & Ashenfarb
Certified Public Accountants, LLC

October 26, 2021

NEW YORK FRENCH AMERICAN CHARTER SCHOOL

**Audited Financial Statements in Accordance
With Government Auditing Standards**

June 30, 2021

NEW YORK FRENCH AMERICAN CHARTER SCHOOL

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INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees of
New York French American Charter School

Report on the Financial Statements

We have audited the accompanying financial statements of New York French American 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.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the 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

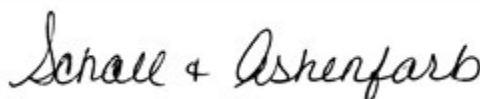
In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of New York French American Charter School as of June 30, 2021, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited the School's 2020 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated October 27, 2020. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2020 is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated October 26, 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.



Schall & Ashenfarb
Certified Public Accountants, LLC

October 26, 2021

NEW YORK FRENCH AMERICAN CHARTER SCHOOL
STATEMENT OF FINANCIAL POSITION
AT JUNE 30, 2021
(With comparative totals at June 30, 2020)

	<u>6/30/21</u>	<u>6/30/20</u>
Assets		
Cash and cash equivalents	\$1,255,110	\$1,717,973
Government grants receivable	262,036	230,077
Prepaid expenses and other receivables	55,183	38,893
Restricted cash (Note 3)	70,004	70,004
Security deposit	60,263	60,263
Fixed assets, net (Note 4)	<u>262,898</u>	<u>192,262</u>
Total assets	<u><u>\$1,965,494</u></u>	<u><u>\$2,309,472</u></u>
Liabilities and Net Assets		
Liabilities:		
Accounts payable and accrued expenses	\$927,879	\$820,664
Government grant advances - per pupil (Note 5)	7,836	1,765
Due to DOE - rent subsidy	66,000	25,093
Government grant advances	0	7,736
Deferred rent	10,255	0
Paycheck Protection Program loan (Note 6)	<u>710,000</u>	<u>710,000</u>
Total liabilities	<u>1,721,970</u>	<u>1,565,258</u>
Net assets:		
Without donor restrictions	223,642	728,332
With donor restrictions (Note 7)	<u>19,882</u>	<u>15,882</u>
Total net assets	<u>243,524</u>	<u>744,214</u>
Total liabilities and net assets	<u><u>\$1,965,494</u></u>	<u><u>\$2,309,472</u></u>

The attached notes and auditor's report are an integral part of these financial statements.

NEW YORK FRENCH AMERICAN CHARTER SCHOOL
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2021
(With comparative totals for the year ended June 30, 2020)

	Without Donor Restrictions	With Donor Restrictions	Total 6/30/21	Total 6/30/20
Public support and revenue:				
Public school district (Note 5):				
Revenue - resident student enrollment - NYC	\$4,702,257		\$4,702,257	\$4,748,956
Revenue - students with special education services - NYC	239,760		239,760	248,874
Subtotal public school district	4,942,017	0	4,942,017	4,997,830
Revenue - nonresident student enrollment			0	16,159
Total public school district	4,942,017	0	4,942,017	5,013,989
Government grants	492,638		492,638	529,597
Rent subsidy			0	56,100
Contributions and other revenue	237	4,000	4,237	26,583
Total public support and revenue	5,434,892	4,000	5,438,892	5,626,269
Expenses:				
Program services:				
Regular education	4,070,045		4,070,045	4,136,861
Special education	1,231,853		1,231,853	1,083,056
Total program services	5,301,898	0	5,301,898	5,219,917
Supporting services:				
Management and general	627,547		627,547	528,519
Fundraising	10,137		10,137	9,482
Total supporting services	637,684	0	637,684	538,001
Total expenses	5,939,582	0	5,939,582	5,757,918
Change in net assets	(504,690)	4,000	(500,690)	(131,649)
Net assets - beginning of year	728,332	15,882	744,214	875,863
Net assets - end of year	\$223,642	\$19,882	\$243,524	\$744,214

The attached notes and auditor's report are an integral part of these financial statements.

NEW YORK FRENCH AMERICAN CHARTER SCHOOL
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2021
(With comparative totals for the year ended June 30, 2020)

	Program Services			Supporting Services				
	Regular	Special	Total	Management		Total	Total	Total
	Education	Education	Program	and	Fundraising	Supporting	Expenses	Expenses
			Services	General		Services	6/30/21	6/30/20
Salaries	\$2,203,882	\$688,908	\$2,892,790	\$280,421	\$5,851	\$286,272	\$3,179,062	\$3,018,476
Fringe benefits and payroll taxes	606,561	189,603	796,164	77,181	1,610	78,791	874,955	793,781
Retirement	59,329	18,546	77,875	7,548	158	7,706	85,581	68,677
Total personnel costs	<u>2,869,772</u>	<u>897,057</u>	<u>3,766,829</u>	<u>365,150</u>	<u>7,619</u>	<u>372,769</u>	<u>4,139,598</u>	<u>3,880,934</u>
Legal fees			0	32,728		32,728	32,728	34,135
Professional fees - other	152,512	24,872	177,384	44,596	28	44,624	222,008	364,950
Recruitment			0	63,530		63,530	63,530	28,808
Supplies and materials	86,754	13,179	99,933			0	99,933	79,394
Office expenses	15,520	4,716	20,236	1,868	39	1,907	22,143	34,931
Student services	19,742	2,999	22,741			0	22,741	35,164
Travel and conferences	3,863	1,208	5,071	492	10	502	5,573	3,013
Insurance	42,545	13,299	55,844	5,414	113	5,527	61,371	67,011
Technology	52,793	16,502	69,295	6,716	141	6,857	76,152	76,949
Equipment and furniture	2,171	330	2,501	2,158		2,158	4,659	6,760
Repairs and maintenance	106,630	33,332	139,962	13,567	282	13,849	153,811	230,403
Building rent	455,806	142,480	598,286	57,997	1,210	59,207	657,493	545,656
Utilities	122,873	38,409	161,282	15,634	326	15,960	177,242	172,529
Depreciation	114,133	35,677	149,810	14,523	303	14,826	164,636	175,400
Other	24,931	7,793	32,724	3,174	66	3,240	35,964	21,881
Total other than personnel costs	<u>1,200,273</u>	<u>334,796</u>	<u>1,535,069</u>	<u>262,397</u>	<u>2,518</u>	<u>264,915</u>	<u>1,799,984</u>	<u>1,876,984</u>
Total expenses	<u><u>\$4,070,045</u></u>	<u><u>\$1,231,853</u></u>	<u><u>\$5,301,898</u></u>	<u><u>\$627,547</u></u>	<u><u>\$10,137</u></u>	<u><u>\$637,684</u></u>	<u><u>\$5,939,582</u></u>	<u><u>\$5,757,918</u></u>

The attached notes and auditor's report are an integral part of these financial statements.

NEW YORK FRENCH AMERICAN CHARTER SCHOOL
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2021
(With comparative totals for the year ended June 30, 2020)

	<u>6/30/21</u>	<u>6/30/20</u>
Cash flows from operating activities:		
Change in net assets	(\$500,690)	(\$131,649)
Adjustments to reconcile change in net assets to net cash (used for)/provided by operating activities:		
Depreciation	164,636	175,400
Changes in assets and liabilities:		
Government grants receivable	(31,959)	(94,860)
Prepaid expenses and other receivables	(16,290)	15,765
Accounts payable and accrued expenses	107,215	125,722
Government grant advances - per pupil	6,071	(834)
Due to DOE - rent subsidy	40,907	5,693
Government grant advances	(7,736)	0
Deferred rent	10,255	(46,384)
Paycheck Protection Program loan	0	710,000
Total adjustments	<u>273,099</u>	<u>890,502</u>
Net cash (used for)/provided by operating activities	<u>(227,591)</u>	<u>758,853</u>
Cash flows from investing activities:		
Purchase of fixed assets	<u>(235,272)</u>	<u>(48,338)</u>
Net cash used for investing activities	<u>(235,272)</u>	<u>(48,338)</u>
Net (decrease)/increase in cash, cash equivalents, and restricted cash	(462,863)	710,515
Cash, cash equivalents, and restricted cash - beginning of year	<u>1,787,977</u>	<u>1,077,462</u>
Cash, cash equivalents, and restricted cash - end of year	<u><u>\$1,325,114</u></u>	<u><u>\$1,787,977</u></u>
Reconciliation to statement of financial position:		
Cash and cash equivalents	\$1,255,110	\$1,717,973
Restricted cash	<u>70,004</u>	<u>70,004</u>
Total cash, cash equivalents, and restricted cash	<u><u>\$1,325,114</u></u>	<u><u>\$1,787,977</u></u>
Supplemental disclosures:		
Interest and taxes paid	<u><u>\$6,438</u></u>	<u><u>\$592</u></u>

The attached notes and auditor's report are an integral part of these financial statements.

NEW YORK FRENCH AMERICAN CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021

Note 1 - Organization and Nature of Activities

New York French American Charter School (the "School"), located in Manhattan, New York, is a not-for-profit education corporation chartered by the University of the State of New York. The School provides a full range of educational services appropriate for pre-kindergarten through seventh grade. The School completed the 2020-2021 fiscal year, with an average enrollment of approximately 292 students. The School is a publicly funded, privately managed school, which is independent of the New York City Department of Education ("NYCDOE").

The School has been operating under a charter granted by the University of the State of New York, Education Department that expires on June 30, 2022.

The School is the sole member of the New York French American Foundation, Inc. ("The Foundation") and appoints Boards of Directors of the Foundation. The Foundation was incorporated under New York State law in 2019. The Foundation had no transactions for the year ended June 30, 2021.

The School has been notified by the Internal Revenue Service that it is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code. Accordingly, no provision for income taxes has been made. The School has not been designated as a private foundation.

Note 2 - Significant Accounting Policies

a. Basis of Accounting

The financial statements have been prepared on the accrual basis of accounting which is the process of recognizing revenue and expenses when earned or incurred rather than received or paid.

b. Basis of Presentation

The School reports information regarding their financial position and activities according to the following classes of net assets:

- *Net Assets Without Donor Restrictions* – represents those resources for which there are no restrictions by donors as to their use.
- *Net Assets With Donor Restrictions* – represents those resources, the uses of which have been restricted by donors to specific purposes or the passage of time and/or must remain intact, in perpetuity. The release from restrictions results from the satisfaction of the restricted purposes specified by the donor.

c. Revenue Recognition

The School follows the requirements of the Financial Accounting Standards Board's ("FASB") Accounting Standards Codification ("ASC") 958-605 for recording contributions, which are recorded at the earlier of when cash is received or at the time a pledge becomes unconditional in nature. Contributions are recorded in one the classes of net assets described above, depending on the existence and/or nature of any donor-imposed restrictions.

When a restriction expires, that is, when a stipulated time restriction ends, or purpose restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions. If donor restricted contributions are satisfied in the same period they were received, they are classified as without donor restrictions.

Contributions may be subject to conditions which are defined as both a barrier to entitlement and a right of return of payments, or release from obligations, and are recognized as income once the conditions have been substantially met.

The School's public-school district revenue and other government grants are primarily conditional, non-exchange transactions and fall under ASC 958-605. Revenue from these transactions is recognized based on rates established by the School's funding sources and when performance related outcomes are achieved as well as other conditions under the agreements are met. The difference between cash received and revenue recognized is reflected as government grants receivable or refundable advances

Contributions and grants that are due within one year are recorded at net realizable value. Long-term pledges are recorded at fair value, using risk-adjusted present value techniques.

Management assesses the collectability of all outstanding receivables based upon historical trends and experience with donors and grantors. Based on that review, management has concluded that all receivables are expected to be collected within one year. As such, no allowance for uncollectible accounts was deemed necessary at June 30, 2021 and 2020.

d. Cash and Cash Equivalents

The School considers all liquid instruments with an initial maturity of three months or less to be cash and cash equivalents.

The School follows FASB ASC Topic 230, *Statement of Cash Flows: Restricted Cash*. This requires that restricted cash and cash equivalents be included as components of total cash and cash equivalents as presented on the statement of cash flows.

e. Concentration of Credit Risk

Financial instruments, which potentially subject the School to concentration of credit risk, consist of cash accounts, which have been placed with a financial institution that management deems to be creditworthy. At year end and at various times throughout the year, balances were in excess of federally insured amounts. However, the School has not experienced any losses due to bank failure.

f. Fixed Assets and Capitalization Policy

Furniture, equipment, and leasehold improvements are stated at cost or at fair value on the date of the gift, if donated. The School capitalizes fixed assets in excess of pre-defined amounts that have a useful life of more than one year. Depreciation is computed using the straight-line method over the estimated useful life of the respective assets as follows:

Office equipment – 5 years

Computer equipment – 3 years

Furniture and fixtures – 7 years

Leasehold improvements – Life of lease

g. Deferred Rent

Rent expense is recorded on the straight-line basis over the life of the lease. Rent expense recognized in excess of cash payments is reflected as deferred rent. As future payments exceed the annual expense recognized, deferred rent will be reduced to zero by the end of the lease term.

h. Donated Services

Donated services are recognized in circumstances where those services create or enhance non-financial assets or require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased, if not provided in-kind.

Board members and other individuals volunteer their time and perform a variety of tasks that assist the School. These services do not meet the criteria outlined above and have not been recorded in the financial statements.

i. Functional Allocation of Expenses

The costs of providing various programs and other activities have been summarized on a functional basis in the accompanying financial statements. Accordingly, certain costs have been allocated among the programs and supporting services benefited. Allocations are determined by management on an equitable basis.

The expenses that are allocated include the following:

Expense	Method of Allocation
Salaries	Time and effort, student FTE
Fringe benefits and payroll taxes	Salary allocation
Retirement	Salary allocation
Professional fees – other	Salary allocation, student Full-Time Equivalent (“FTE”)
Supplies and materials	Student FTE
Office expenses	Salary allocation, Student FTE
Student services	Student FTE
Travel and conferences	Salary allocation
Insurance	Salary allocation
Technology	Salary allocation
Equipment and furniture	Student FTE
Repairs and maintenance	Salary allocation

Building rent	Salary allocation
Utilities	Salary allocation
Depreciation	Salary allocation
Other	Salary allocation

All other expenses have been charged directly to the applicable program or supporting services.

j. Use of Estimates

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

k. Summarized Comparative Information

The financial statements include certain prior year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the School's financial statements for the year ended June 30, 2020, from which the summarized information was derived.

l. Accounting for Uncertainty of Income Taxes

The School does not believe its financial statements include any material, uncertain tax positions. Tax returns for periods ending June 30, 2018 and later are subject to examination by applicable taxing authorities.

m. New Accounting Pronouncements

FASB issued Accounting Standards Update ("ASU") No. 2020-07, *Presentation and Disclosures by Not-for-Profit Entities for Contributed Nonfinancial Assets*, which becomes effective for the June 30, 2022 year with early adoption permitted. This ASU focuses on improving transparency in the reporting of contributed nonfinancial assets and requires a separate line-item presentation on the statement of activities and additional disclosures.

FASB issued ASU No. 2016-02, *Leases*. The ASU, which becomes effective for the June 30, 2023 year, requires the full obligation of long-term leases to be recorded as a liability with a corresponding "right to use asset" on the statement of financial position.

Management is in the process of evaluating the impact these standards will have on future financial statements.

Note 3 - Restricted Cash

An escrow account has been established to meet the requirement of NYCDOE. The purpose of this account is to ensure sufficient funds are available for an orderly dissolution or transition process in the event of termination of the charter or school closure.

Note 4 - Fixed Assets

At year end, fixed assets consist of the following:

	<u>6/30/21</u>	<u>6/30/20</u>
Leasehold improvements	\$1,006,690	\$950,556
Furniture and equipment	<u>492,788</u>	<u>313,650</u>
	1,499,478	1,264,206
Less: accumulated depreciation	<u>(1,236,580)</u>	<u>(1,071,944)</u>
Fixed assets, net	<u>\$262,898</u>	<u>\$192,262</u>

Note 5 - Government Grant Advances - Per Pupil

	<u>6/30/21</u>	<u>6/30/20</u>
Beginning (advance payable)/receivable	(\$1,765)	(\$2,599)
Payments recovered	1,765	2,599
Funding based on allowable FTEs	4,942,017	4,997,830
Advances received	<u>(4,949,853)</u>	<u>(4,999,595)</u>
Ending advance payable	<u>(\$7,836)</u>	<u>(\$1,765)</u>

Note 6 - Paycheck Protection Program Loan

During the year ended June 30, 2020 the School obtained a loan from the SBA in the amount of \$710,000 through the Paycheck Protection Program. Terms of the loan indicate that if certain conditions are met, which include maintaining average work forces during periods subsequent to receipt of the loan funds that are not less than pre-determined historical periods, that the loan, or a portion thereof, will be forgiven. Portions that are not forgiven will be payable over a five-year period, with a six-month deferral of payments and interest will accrue at 1%. The loan forgiveness amount has not been determined as of the date of these financial statements.

The Center treats the PPP proceeds consistent with ASC 958-605, as it is considered to have traits similar to a conditional contribution. Under this treatment, the proceeds from the loan will remain a liability until all conditions have been met, including notification that the loan is forgiven by the SBA.

Note 7 - Net Assets With Donor Restrictions

At year end, net assets were restricted by donors for the following purposes:

	<u>6/30/21</u>	<u>6/30/20</u>
Purchase of smartboards	\$9,868	\$9,868
Music	3,126	3,126
Italian Language Tutoring	2,888	2,888
French Language Remedial	<u>4,000</u>	<u>0</u>
Total	<u>\$19,882</u>	<u>\$15,882</u>

Note 8 - Significant Concentrations

The School is dependent upon grants from the NYCDOE to carry out its operations. Approximately 91% and 90% of the School's total support and revenue was from NYCDOE for the years ended June 30, 2021 and 2020, respectively.

Note 9 - Retirement Plan

The School sponsors a 401(k)-profit sharing plan. Employees that were employed on January 1, 2011 or who have completed at least 1,000 hours of work and are employed on the last day of the plan year are eligible to participate. Eligible employees may designate a percentage of their salaries, subject to regulatory limits, to be contributed to the plan on a pre-tax basis. The plan provides for discretionary employer matching contributions on an annual basis for eligible employees. In September 2013, the School reached an agreement with the United Federation of Teachers ("UFT") and agreed to match up to 5% effective September 1, 2014. Employer contributions were \$85,581 and \$68,677 for the years ended June 30, 2021 and 2020, respectively.

Note 10 - Commitments and Contingencies

- a. Government contracts are subject to audit by the grantor. Management does not anticipate any material disallowances to result from those audits and has not established any reserves. Any disallowances will be expensed when a liability becomes probable of requiring a payout.
- b. Under the agreement referred to earlier with UFT, the School recognizes UFT as the exclusive collective bargaining representative of the school faculty. Although the agreement expired September 30, 2018, the School entered into a new agreement with UFT in February 2019 effective for the period July 1, 2018 through August 2022. Approximately 83% and 80% of employees were subject to the collective bargaining agreement for the year ended June 30, 2021 and June 30, 2020, respectively.
- c. The School had an operating lease for classroom space and administrative offices that expired in June 2020. The lease was renewed for an additional five years through June 2025, with an option to extend the lease for another five years. Additionally, in September 2021, the School entered into an agreement with the Police Athletic League, Inc. to use Harlem Center from September 1, 2021 through June 30, 2022 for \$93,000. Total rent expense was \$657,493 and \$545,656 for the years ended June 30, 2021 and June 30, 2020, respectively.

Future minimum lease payments are as follows:

Year ending:	June 30, 2022	\$730,758
	June 30, 2023	650,513
	June 30, 2024	650,513
	June 30, 2025	<u>663,523</u>
Total		<u>\$2,695,307</u>

- d. In the normal course of business, the School is involved in proceedings, lawsuits, and other claims. These matters are subject to many uncertainties, and outcomes are not predictable with a high degree of assurance. Consequently, the ultimate aggregate amount of monetary liability or financial impact with respect to these matters as of June 30, 2021 cannot be ascertained. Management believes that the final outcome of these matters will not have a material impact on the financial statements of the School.

Note 11 - Availability and Liquidity

The School maintains cash on hand to be available for its general expenditures, liabilities, and other obligations for on-going operations. As part of its liquidity management plan, the School operates its programs within a board approved budget and relies on earned income and contributions to fund its operations and program activities.

Financial assets at year-end:

Cash and cash equivalents	\$1,255,110	
Government grants receivable	<u>262,036</u>	
Total financial assets		\$1,517,146
Less amounts not available for general expenditures - donor-imposed restrictions		<u>(19,882)</u>
Financial assets available to meet cash needs for general expenditures within one year		<u>\$1,497,264</u>

As of June 30, 2021, there are no internal or external limits imposed on the School's financial assets.

Note 12 - Subsequent Events

Subsequent events have been evaluated through October 26, 2021, the date the financial statements were issued. The School has concluded that no other material events have occurred that are not accounted for in the accompanying financial statements or disclosed in the accompanying notes.

Note 13 - Other Matters

On January 30, 2020, the World Health Organization declared the coronavirus outbreak a "Public Health Emergency of International Concern" and on March 10, 2020, declared it to be a pandemic. Actions taken around the world to help mitigate the spread of the coronavirus include restrictions on travel, quarantines in certain areas, and forced closures for certain types of public places and businesses. The coronavirus and actions taken to mitigate it have had and are expected to continue to have an impact on the economies and financial markets of many countries, including the geographical area in which the School operates. As of the date of these financial statements, many of the travel restrictions and stay at home orders have been lifted, however, supply chains remain impacted. Management continues to monitor the outbreak; however, as of the date of these financial statements, the potential impact cannot be quantified

**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 Auditor's Report

To the Board of Trustees of
New York French American 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 New York French American 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 26, 2021.

Internal Control over Financial Reporting

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



Schall & Ashenfarb
Certified Public Accountants, LLC

October 26, 2021

**NEW YORK FRENCH AMERICAN CHARTER SCHOOL
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
JUNE 30, 2021**

Current Year:

None

Prior Year:

None

**Bank**

America's Most Convenient Bank®

E

STATEMENT OF ACCOUNT**Go paperless.**Scan the QR code to
opt in to paperless
statements.NEW YORK FRENCH AMERICAN CHARTER SCHOOL
311 W 120TH ST
NEW YORK NY 10027-6192Page: 1 of 2
Statement Period: Aug 01 2021-Aug 31 2021
Cust Ref #:
Primary Account #:**Overdraft Policy Change Effective August 6, 2021**

The following change applies only to Commercial and Small Business Checking Accounts and Money Market Accounts with check access: TD is making changes to reduce Customer overdraft fees: Instead of charging an overdraft fee if you overdraw your account by greater than \$5, you may now overdraw your account by up to \$10 without TD charging you an overdraft fee.

Overdraft fees apply to a maximum of five (5) items per day per account and this will remain unchanged. For Business Checking accounts on Account Analysis Billing, all overdrafts, regardless of volume, are billed through Account Analysis. Please contact your Treasury Management Officer for further details.

TD Business Convenience Plus

NEW YORK FRENCH AMERICAN CHARTER SCHOOL

Account # _____

ACCOUNT SUMMARY

Beginning Balance	70,003.97	Average Collected Balance	70,003.97
		Interest Earned This Period	0.00
Ending Balance	70,003.97	Interest Paid Year-to-Date	0.00
		Annual Percentage Yield Earned	0.00%
		Days in Period	31

DAILY ACCOUNT ACTIVITY

No Transactions this Statement Period

Call 1-800-937-2000 for 24-hour Bank-by-Phone services or connect to www.tdbank.com

How to Balance your Account

Page:

2 of 2

Begin by adjusting your account register as follows:

- Subtract any services charges shown on this statement.
- Subtract any automatic payments, transfers or other electronic withdrawals not previously recorded.
- Add any interest earned if you have an interest-bearing account.
- Add any automatic deposit or overdraft line of credit.
- Review all withdrawals shown on this statement and check them off in your account register.
- Follow instructions 2-5 to verify your ending account balance.

1. Your ending balance shown on this statement is:
2. List below the amount of deposits or credit transfers which do not appear on this statement. Total the deposits and enter on Line 2.
3. Subtotal by adding lines 1 and 2.
4. List below the total amount of withdrawals that do not appear on this statement. Total the withdrawals and enter on Line 4.
5. Subtract Line 4 from 3. This adjusted balance should equal your account balance.

1	Ending Balance		70,003.97
2	Total Deposits	+	
3	Sub Total		
4	Total Withdrawals	-	
5	Adjusted Balance		

2	DEPOSITS NOT ON STATEMENT	DOLLARS	CENTS
	Total Deposits		2

4	WITHDRAWALS NOT ON STATEMENT	DOLLARS	CENTS

	WITHDRAWALS NOT ON STATEMENT	DOLLARS	CENTS
	Total Withdrawals		4

FOR CONSUMER ACCOUNTS ONLY — IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC FUNDS TRANSFERS:

If you need information about an electronic fund transfer or if you believe there is an error on your bank statement or receipt relating to an electronic fund transfer, telephone the bank immediately at the phone number listed on the front of your statement or write to:

TD Bank, N.A., Deposit Operations Dept, P.O. Box 1377, Lewiston, Maine 04243-1377

We must hear from you no later than sixty (60) calendar days after we sent you the first statement upon which the error or problem first appeared. When contacting the Bank, please explain as clearly as you can why you believe there is an error or why more information is needed. Please include:

- Your name and account number.
- A description of the error or transaction you are unsure about.
- The dollar amount and date of the suspected error.

When making a verbal inquiry, the Bank may ask that you send us your complaint in writing within ten (10) business days after the first telephone call.

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

INTEREST NOTICE

Total interest credited by the Bank to you this year will be reported by the Bank to the Internal Revenue Service and State tax authorities. The amount to be reported will be reported separately to you by the Bank.

FOR CONSUMER LOAN ACCOUNTS ONLY — BILLING RIGHTS SUMMARY

In case of Errors or Questions About Your Bill:

If you think your bill is wrong, or if you need more information about a transaction on your bill, write us at P.O. Box 1377, Lewiston, Maine 04243-1377 as soon as possible. We must hear from you no later than sixty (60) days after we sent you the FIRST bill on which the error or problem appeared. You can telephone us, but doing so will not preserve your rights. In your letter, give us the following information:

- Your name and account number.
- The dollar amount of the suspected error.
- Describe the error and explain, if you can, why you believe there is an error. If you need more information, describe the item you are unsure about.

You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your bill that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.

FINANCE CHARGES: Although the Bank uses the Daily Balance method to calculate the finance charge on your Moneyline/Overdraft Protection account (the term "ODP" or "OD" refers to Overdraft Protection), the Bank discloses the Average Daily Balance on the periodic statement as an easier method for you to calculate the finance charge. The finance charge begins to accrue on the date advances and other debits are posted to your account and will continue until the balance has been paid in full. To compute the finance charge, multiply the Average Daily Balance times the Days in Period times the Daily Periodic Rate (as listed in the Account Summary section on the front of the statement). The Average Daily Balance is calculated by adding the balance for each day of the billing cycle, then dividing the total balance by the number of Days in the Billing Cycle. The daily balance is the balance for the day after advances have been added and payments or credits have been subtracted plus or minus any other adjustments that might have occurred that day. There is no grace period during which no finance charge accrues. Finance charge adjustments are included in your total finance charge.

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

Name:

Denise MacQuire

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

New York French American Charter School

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

None

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

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

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

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

No

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

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

No

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

No

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

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

☐ Yes ☒ No

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


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

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


Signature

09/17/2020
Date

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



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

Name:

Brandi Lilly McLean

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

NGFACS

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

Vice President

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 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.

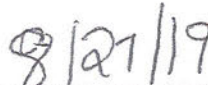
4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the 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>			

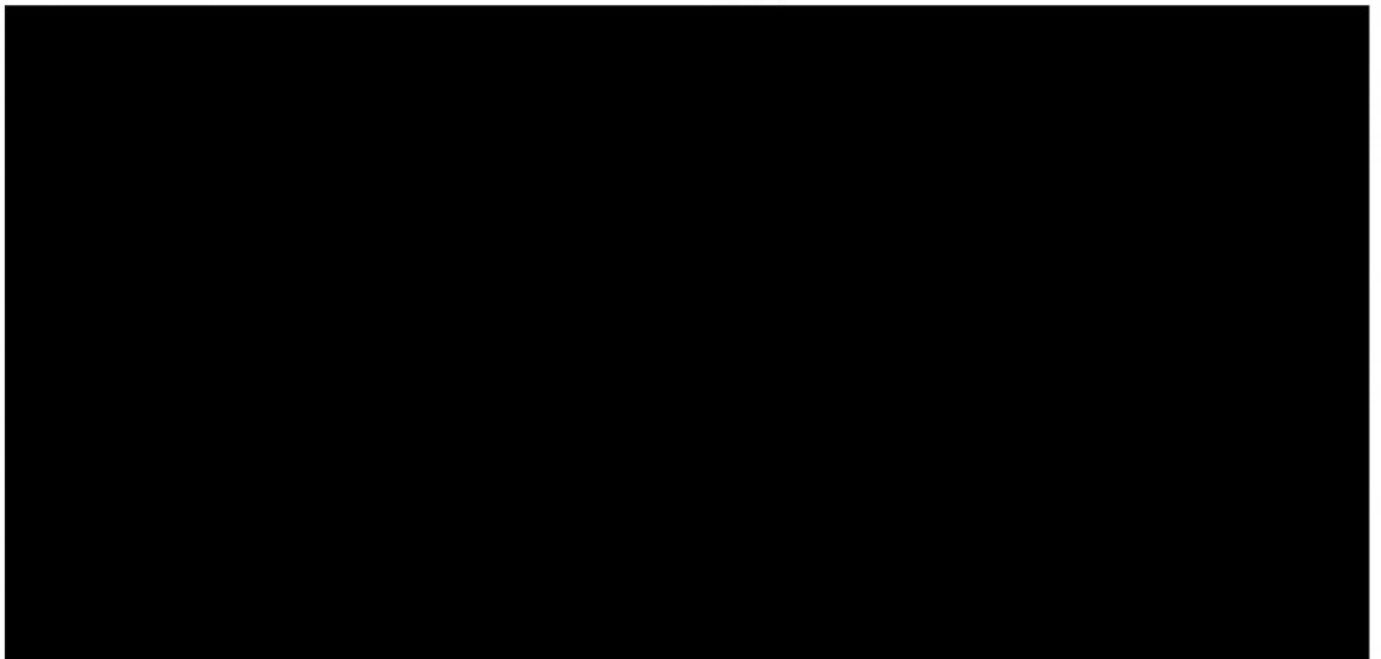
5. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation 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
Please write "None" if applicable. Do not leave this space blank.				


Signature


Date

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



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

Name:

RICHARD ORTOLI

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

NEW YORK FRENCH AMERICAN CHARTER SCHOOL

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

PRESIDENT / CHAIR

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

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

3. Are you 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 X No

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

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

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

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

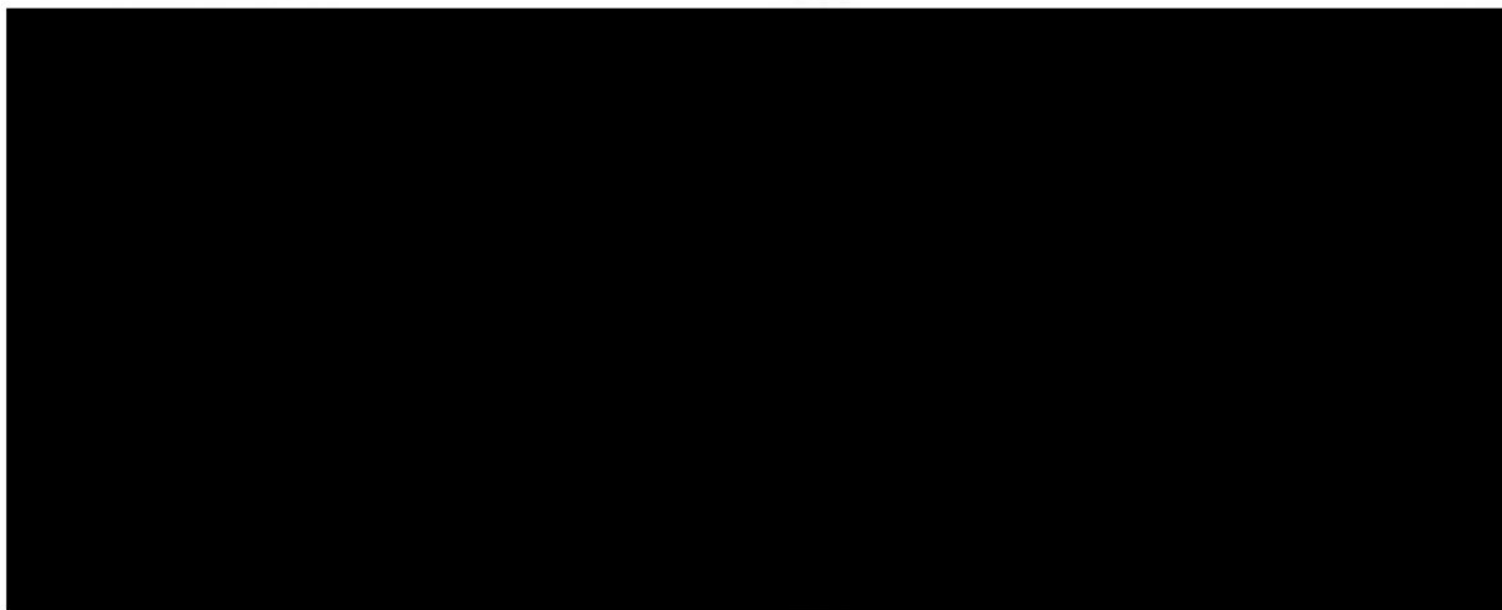
None

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

Signature 

Date 08/27/19

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



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

Name: Mason Mallory

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

New York French American 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?

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.

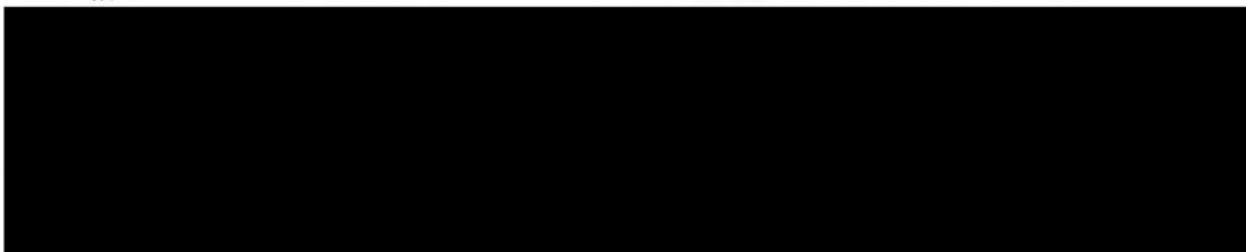
Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>Please write "None" if applicable. Do not leave this space blank.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

Signature Mason Malley Date 8/31/2021

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.







**Department of
Education**

Chancellor Richard A. Carranza

STATEMENT OF ASSURANCE

I, Mason Mallory (name of board member applicant) state that I am the applicant for board member approval and I have read the questionnaire and any supporting documents and know the contents thereof; that the same is true to my knowledge except as to the matters therein stated to be alleged upon information and belief, and as to those matters I believe it to be true and further acknowledge that I am aware of the fact that, pursuant to Penal Law §175.30, a person who knowingly offers a false instrument for filing to a public official or public servant is guilty of Offering a False Instrument for Filing in the 2nd Degree, a Class A Misdemeanor.

Mason Mallory
Signature
8/31/21
Date

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

Name:

Daniel Vos

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

New York French American Charter School

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

Vice-chair, Treasurer

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

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

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

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

No

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

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

No

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

No

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

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

___ Yes X No

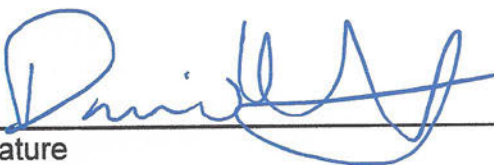
If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

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

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

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

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


Signature

8/30/21
Date

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

Name:

ZOHAR GHENANIA

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

NEW YORK FRENCH AMERICAN 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.

ECONOMICS TEACHER at the LYCEE FRANCAIS
de NEW YORK since 08/01/2006

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

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

NO

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

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


NO

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

NO

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."

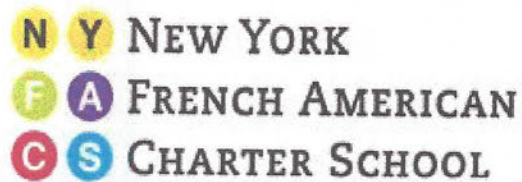
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps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


Signature

08/30/2021
Date

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





June 2021 Board Meeting

Location: Virtual via Zoom

Date: June 8th, 2021

Start Time: 6:30PM

Attendance:

Richard Ortolì

Daniel Vos

Denise MacQuire

Brandi Lily-McLean

Mason Mallory

Zohair Ghenania

Call to Order

1. Motion to approve the June 2021 meeting agenda. Motion to approve the May 2021 minutes.

None opposed

Motion passed

2. Teacher Representatives:

- No representative present

2. PTO Updates:

- Family game night at the end of May was a success
- Parents interested in joining PTO for the 2021-22 school year, can submit bio via the PTO email

3. Administrative Dashboard:

- Virtual charter school visit was a success.
- End of year graduation will take place at the Police Athletic League on June 22nd and 23rd
- Summer school will be held from July 8th – August 5th. As NY Edge did not receive DYCD funding this year, the board will work with administration to allocate funds to provide an extended day program for students.
- The Police Athletic League has allocated 20-25 applications for NYFACS students
- Current enrollment is 297 students

Discussion:

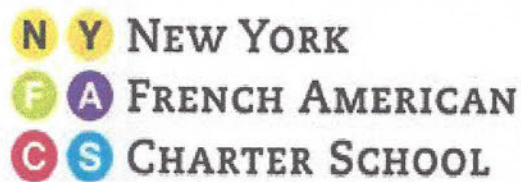
- Special board meeting will be held at the of the year to finalize and approve FY22 budget.
- New principal has been selected: Bertrand Tchoumi. Salary was determined using the following metrics: Guidestar 2020 Compensation Report, 2018-19 NYC Charter School Compensation Survey, Council of School Supervisors & Administrators 2018-19 Salary Schedule
- School is actively looking for an Assistant Principal

4. Motion to conclude board meeting and begin executive session. Next board meeting – 7/13/21

None opposed

Motion passed

5. Meeting Adjourned



May 2021 Board Meeting

Location: Virtual via Zoom

Date: May 11th, 2021

Start Time: 6:30PM

Attendance:

Richard Ortoli

Daniel Vos

Mason Mallory

Denise MacQuire

Emmanuel Saint-Martin

Brandi Lily-McLean

Call to Order

1. Motion to approve the May 2021 meeting agenda. Motion to approve the April 2021 minutes.

None opposed

Motion passed

2. Teacher Representatives:

- No representative present

2. PTO Updates:

- PTO will be hosting an end of year virtual book fair in June
- Parents would like more information regarding graduation plans for Prek, K, 5th, and 8th Grade

3. Administrative Dashboard:

- 4th iReady Assessment will be administered the 3rd and 4th week of May. As a result, in person instruction will be cancelled
- 2 positive cases since re-opening, but Administration took every precaution to ensure the safety of the community
- Parent have mentioned the imbalance in having access to teachers for students who are 100% remote. Administration is planning to hire additional staff
- Graduation committee met on 5/10/21 to discuss the Prek, K, 5th, and 8th grade graduation. Graduation will be held at the Police Athletic League

Discussion:

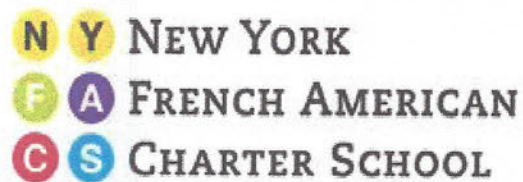
- Principal search committee is active. 2nd rounds have begun. Process should end in the next few weeks
- The board's intention is to re-open school fully in September 2021

4. Motion to conclude board meeting and begin executive session. Next board meeting – 6/8/21

None opposed

Motion passed

5. Meeting Adjourned



February Board Meeting

Location: Virtual via Zoom

Date: April 13th, 2021

Start Time: 6:30PM

Attendance:

Richard Ortoli

Daniel Vos

Mason Mallory

Denise MacQuire

Emmanuel Saint-Martin

Zohair Genanhian

Call to Order

1. Motion to approve the April 2021 meeting agenda. Motion to approve the March 2021 minutes.

None opposed

Motion passed

2. Teacher Representatives:

- Teachers are excited to return to school. Finalizing re-opening plan with Board and Union

2. PTO Updates:

- Parents wanted a parent/teacher conference after report cards were distributed
- Parents need updates on Pre-k, K, 5th, and 8th grade graduation
- Parents would like an end of the year celebration to honor the students, staff, community members

3. Administrative Dashboard:

- Board and Administration are working with the union to solidify reopening plan. Students and staff will be testing on 4/16/21. Prek-2 plan to re-opening on 4/19/21. Grade 3-8 expected to return on 4/26/21
- UFT HVAC Inspection will occur on 4/15/21
- 33% of the in-person learning population will be required to test on the weekly basis, per the UFT agreement
- Standardized testing will be optional this year, and NYFACS will not require students to participate. Instead, we will administer a 4th iReady assessment in June
- Graduation will occur outdoors in the park

Discussion:

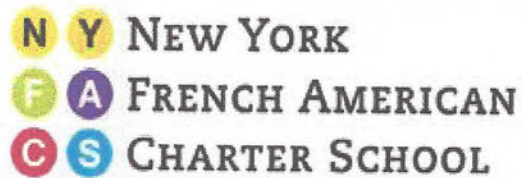
- Parents would like to know what the reopening schedule will be
- Parents would like to know the procedure for the daily in-person learning: the daily survey, testing procedure, in person schedule ,etc.

4. Motion to conclude board meeting and begin executive session. Next board meeting – 5/11/21

None opposed

Motion passed

5. Meeting Adjourned



March Board Meeting

Location: Virtual via Zoom

Date: March 9th, 2021

Start Time: 6:30PM

Attendance:

Richard Ortoli

Daniel Vos

Mason Mallory

Brandi Lilly-McLean

Denise MacQuire

Call to Order

1. Motion to approve the March 2021 meeting agenda. Motion to approve the February 2021 minutes.

None opposed

Motion passed

2. Teacher Representatives:

- More teachers are being vaccinated each day. Some are still having issues securing an appointment
- Teachers would like a better understanding of the reopening plan

2. PTO Updates:

- PTO held a book fair from 3/1/21 – 3/14/21
- Next PTO meeting – 3/26/21 6:30PM

3. Administrative Dashboard:

- Board and Administration are working with the union to solidify reopening plan
- In person learning can begin as early as Mid-April

Discussion:

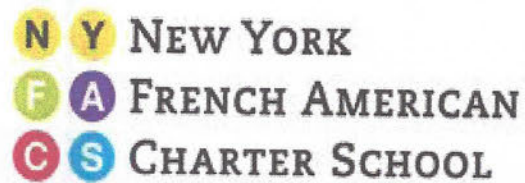
- Parents would like to see results of I-Ready assessment and a copy of the student's annual syllabus.

4. Motion to conclude board meeting and begin executive session. Next board meeting – 4/13/21

None opposed

Motion passed

5. Meeting Adjourned



February Board Meeting

Location: Virtual via Zoom

Date: February 9th, 2021

Start Time: 6:30PM

Attendance:

Richard Ortoli

Daniel Vos

Emmanuel Saint-Martin

Denise MacQuire

Mason Mallory

Zohair Ghenania

Brandi Lilly-McLean

Call to Order

1. Motion to approve February 2021 meeting agenda. Motion to approve the January 2021 minutes.

None opposed

Motion passed

2. Teacher Representatives:

- Teachers are trying to schedule vaccines but mostly unsuccessful through the portal. They will continue to try on a daily basis
- Teachers discussed re-opening plan with Principal and school staff during weekly staff meeting
- Teachers believe hybrid model will be very difficult with travel time and the existing teaching schedule
- Teachers will like a better understanding of the testing structure that will be in place if teachers & students will return to the building

2. PTO Updates:

- Mme Nagate Salah (Grade 3-5 FLE Teacher), with the support of the PTO, has volunteered to provide remedial French instruction on the weekends
- Some parents are providing cooking lessons for students
- Next PTO Meeting – 2/26/21

- PTO newsletter – Includes weekly highlights of African-American trailblazers for Black History Month

3. Administrative Dashboard:

- Based on recent iReady diagnostic assessments administered week of 1/25/21, students have shown much improvements in ELA skills
- Teacher schedule will potentially be modified to increase more math instruction.
- Reopening Plan – anticipating student's return to the building sometime in Mid-April
- Board and Marc Maurice will work with UFT to have K-2 students & staff to return to the building.

Discussion:

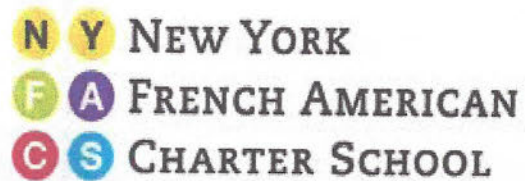
- A parent is concerned about the transition to more ELA/Math instruction, in lieu of students learning French. Marc Maurice will not remove French instruction, but will add additional remedial math instruction for certain student groups.
- A parent is interested in after school French lessons
- A parent is concerned about the pace of the remote learning instruction

4. Motion to conclude board meeting and begin executive session. Next board meeting – 3/9/21

None opposed

Motion passed

5. Meeting Adjourned



January Board Meeting

Location: Virtual via Zoom

Date: January 12th, 2020

Start Time: 6:30PM

Attendance:

Richard Ortoli

Daniel Vos

Zohair Ghenania

Emmanuel Saint-Martin

Denise MacQuire

Brandi McLean

Mason Mallory

Call to Order

1. Motion to approve January 2021 meeting agenda. Motion to approve the December 2020 minutes.

None opposed

Motion passed

2. Teacher Representatives:

- Miles Trager (UFT Teacher Representative) is working with other schools to actively re-open schools
- Union is waiting to receive a proposition from the school regarding the re-opening plan
- Teachers thank community for support

2. PTO Updates:

- Holiday Party – 12/23/20 was a success; Immense gratitude to Administration and Ms. Vanessa Senior and her afterschool team (NY Edge Program Director)

3. Administrative Dashboard:

- Current enrollment – 305 students, includes PreK; School is actively working on enrolling more students

Discussion:

- Current Principal, Marc Maurice, will not return for the following school year and may stay on board in some capacity
- School will remain remote as we track infection rates in NYC

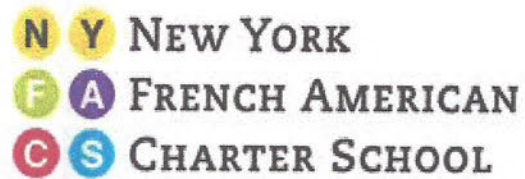
- Board is actively searching for a new Principal. DRG (recruitment firm) is spearheading the project.

4. Motion to conclude board meeting and begin executive session. Next board meeting – 2/9/21

None opposed

Motion passed

5. Meeting Adjourned



November Board Meeting

Location: Virtual via Zoom

Date: December 8th, 2020

Start Time: 6:30PM

Attendance:

Richard Ortoli

Daniel Vos

Mason Mallory

Denise MacQuire

Call to Order

1. Motion to approve December 2020 meeting agenda. Motion to approve the November 2020 minutes.

None opposed

Motion passed

2. PTO Updates:

- Next meeting on 12/18/20 6:30PM
- Holiday Party – 12/23/20

3. Administrative Dashboard:

- School is working with Teacher's Union to have PreK-2 students return to the building in January 2021
- Last month we had 312 students, and currently 303 students
- Per exit interviews, many families have left the city or attending schools closer to home

Discussion:

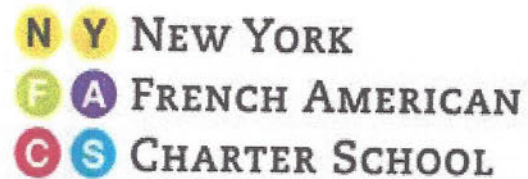
- Parents would like a definitive reopening date
- Parents want a better understanding of what teachers need to feel comfortable returning & teaching in the building
- Next Board Meeting – 1/12/21

4. Motion to conclude board meeting and begin executive session. Next board meeting – 1/12/21

None opposed

Motion passed

5. Meeting Adjourned



November Board Meeting

Location: Virtual via Zoom

Date: November 10th, 2020

Start Time: 6:30PM

Attendance:

Richard Ortoli

Daniel Vos

Mason Mallory

Emmanuel Saint-Martin

Denise MacQuire

Call to Order

1. Motion to approve November 2020 meeting agenda. Motion to approve the September and October 2020 minutes.

None opposed

Motion passed

We have a commitment for a contribution of somewhere between 500-550k. It will go to the foundation, and enable NYFACS to make a contribution towards the purchase of the building.

2. Teacher Representative Updates – Francois Petit-Perrin

- Teachers are grateful for Mr. Matlala's return
- Teachers want to underline 2 challenges to blended learning: Covid cases are increasing over the city, and the size of the building

3. PTO Updates:

- 2 successful events: NYFACS Got Talent and Fall Festival
- PTO Newsletter has improved communication between administration and parents
- Some parents are still experiencing issues with new devices, but overall parents are satisfied with the remote learning model

4. Administrative Dashboard:

- Parent Teacher Conference occurred week of 10/26/20 and follow up week of 11/2/20
- Principal stated we are on track with academic plan

- NYFACS MS debate team created and organized by Noah Simmons (MS Teacher) – 20 students signed up
- Sarah Guillen (MS Teacher) is helping students organize plans to enroll in High Schools
- Francois Petit-Perrin (ES Teacher) will begin the Lycee Francais de New York Entrance Prep Exam soon
- Blended learning expected to begin 12/7/20
- Principal spoke to Union Representative, Miles Trager, regarding teacher's concerns on returning to the building

Discussion:

- Do students have to wear uniforms if they return to the building?
- Mamadou Ba reminded parents via email to have a complete immunization by 11/11/20, especially if the students are to return to the building.
- Teachers would like an on site testing center or means to test students and staff – School Based Testing

Committee Updates – Finance

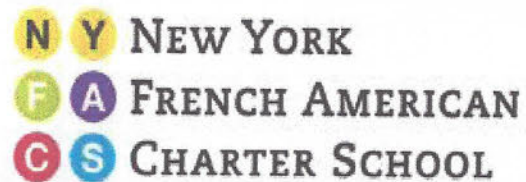
- Covid crisis has put a financial burden on the school. Finance & Facilities Committee will work with administration to determine a short-term solution
- Next Board Meeting – 12/8/20

5. Motion to conclude board meeting and begin executive session

None opposed

Motion passed

6. Meeting Adjourned



October Board Meeting

Location: Virtual via Zoom

Date: October 13th, 2020

Start Time: 6:30PM

Attendance:

Richard Ortoli

Daniel Vos

Mason Mallory

Brandi Lilly-McLean

Zohair Ghenania

Denise MacQuire

Call to Order

1. Motion to approve October meeting agenda

None opposed

Motion passed

2. PTO Updates:

- Teacher Absences – parents would like to be notified in advance
- Parents have expressed gratitude for new chrome books and educational materials for students
- PTO Newsletter launches this month
- 1st Event – NYFACS Got Talent on 10/24/20
- PTO will collaborate to host an event to celebrate NYFACS 10 year anniversary

3. Administrative Dashboard:

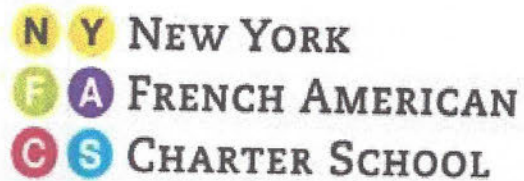
- Parents who had issues with their new devices were allowed to exchange it immediately
- Diagnostic tests (I-Ready) were administered to 90% of student population. Results show 15% of students are on or above grade level. Teachers modified objectives and created individualized academic student plans based on analysis
- Absent students receive daily phone calls from administrative staff and teachers
- NY Edge (After School Program) has received funding to provide academic support and afterschool activities to NYFACS students from 2:30PM – 5:30PM. Program to begin 10/26/20
- Principal would like to hire permanent sub who will have dual role as art/music teacher
- Principal met with DOE to discuss reopening plan
- Survey will be distributed again to parents to gauge interest on remote learning vs. blended learning

4. Motion to conclude board meeting and begin executive session

None opposed

Motion passed

5. Meeting Adjourned



September 15, 2020 Board Meeting

Location: NYFACS, 311 W. 120th Street, NY, NY 10027

Date: September, 2020

4:00pm-6:00pm

Attendance:

Richard Ortoli

Daniel Vos

Dionne Beckford

Brandi Lilly-McLean

Charmaine Lucate

Denize M.

Mason Mallory

PTO Updates:

- Had parent teacher meeting last week
- Will have a parent meet and greet 9/17
- NYFACS got talent
 - Talent competition open to NYFACS community

Need a way to promote events

Many parents would like to have children be at the school (as long as school is adhering to the guidelines)

Administrative Dashboard

- In June teachers did PD on remote learning practices
- Students received Chrome book, math textbook and workbook, other materials online, new email address for each student
- The daily schedule include more live interaction with students
- Had meeting with teachers about communication with parents
- There were some technical difficulties with some families with the Chromebooks
- Have not reached 95% participation yet
- Contacting parents who have not picked up materials
- We have only 11 pre k students currently; some parents felt that distance learning would not be best for their child
- Currently have 335 students
- Looking to have teachers come into the school building and want to have cameras to stream the teachers teaching from school
- Received grant for \$4000 for the French Project

- Looking to have students come back to the school; want to do hybrid model

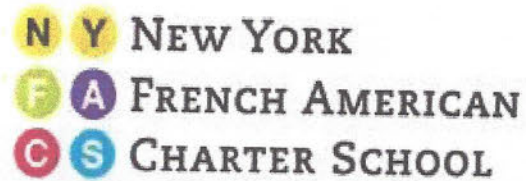
Charter Capital

- Waiting to see enrollment numbers based on what work has been done
- They are requiring more information from the school in order to proceed with some things

Committee Updates

Marketing: need to come up with various ways to advertise the school;

Next Board Meeting: **October 13, 2020**



August 2020 Board Meeting

Location: NYFACS, 311 W. 120th Street, NY, NY
10027

Date: August 6, 2020

4:00pm-6:00pm

Attendance:

Richard Ortoli

Daniel Vos

Dionne Beckford

Brandi Lilly-McLean

Charmaine Lucate

Denize M.

Call to Order

1) Motion to approve the July Board meeting minutes and August Board meeting agenda with addition to agenda about the class schedule in the Fall

None opposed

Motion passed

2) Motion: The school will begin the school year with all remote learning

None opposed

Motion passed

3) Teacher updates:

- Teachers are more comfortable with the remote learning option (although it is difficult)
- Teachers have been meeting about how to improve remote learning
- More live instruction is better for the students; more workbooks to avoid too much screen time
- Need more technical support for teachers and families

4) PTO Updates:

- Trying to assist with reopening plan
- Trying to get a chance for parents to meet with teachers through zoom before school starts (maybe in August)
- Looking to support parents to have an easy reopening

5) Administrative dashboard

- Help meeting with parents about the fall and we will plan to start with remote learning in September
- Know that it is challenging to not have kids in school for learning and socializing
- Will revisit decision based on the status of the pandemic
- Will provide training for teachers
- Schedule similar to the end of school
- Will have more teacher student interaction
- Discussed adding more paperwork to get students off of screen
- Students will receive workbooks and textbooks the last week of August
- Developing plans to address the social emotional needs of students

Enrollment

- We have 349 students in the system
- Charter goal is 360
- Enrollment is still ongoing
 - Charter Capital: Do not have information yet on their influence

6) Committee Updates

Development:

- Charter Capital put together information on the web that is up to date (Facebook, Instagram)

Next Board meeting: September 15, 2020

Meeting Adjourned

NYFACS Board Meeting Minutes

July 23, 2020

4:00 PM

Zoom Meeting

Present:

Richard Ortoli
Mason Mallory
Emmanuel St. Martin
Brandi Lilly McClean
Denize MacQuire

1. Discussion regarding opening of school.

M. Maurice proposed that attendance should be staggered one week out of two.

François Petit-Perrin said that 70% of teachers said that they had concerns regarding possible infection because of poor ventilation, etc. They also had concerns regarding public transportation, and if they don't want to use public transportation, there is a lack of parking, etc.

The administration sent out a survey to the parents to understand their preferences:

112 parents responded.

68% prefer in person teaching.

The Charter Center has given us until July 31 to decide:

Hybrid Model:

A class would be in school on Monday

B class would in school on Tuesday

New York French American Charter School

311 West 120th Street
New York, NY 10027
212-666-4134

Marc Maurice, Principal
Mamadou Ba, Parent Liaison

Cons:

Logistically difficult

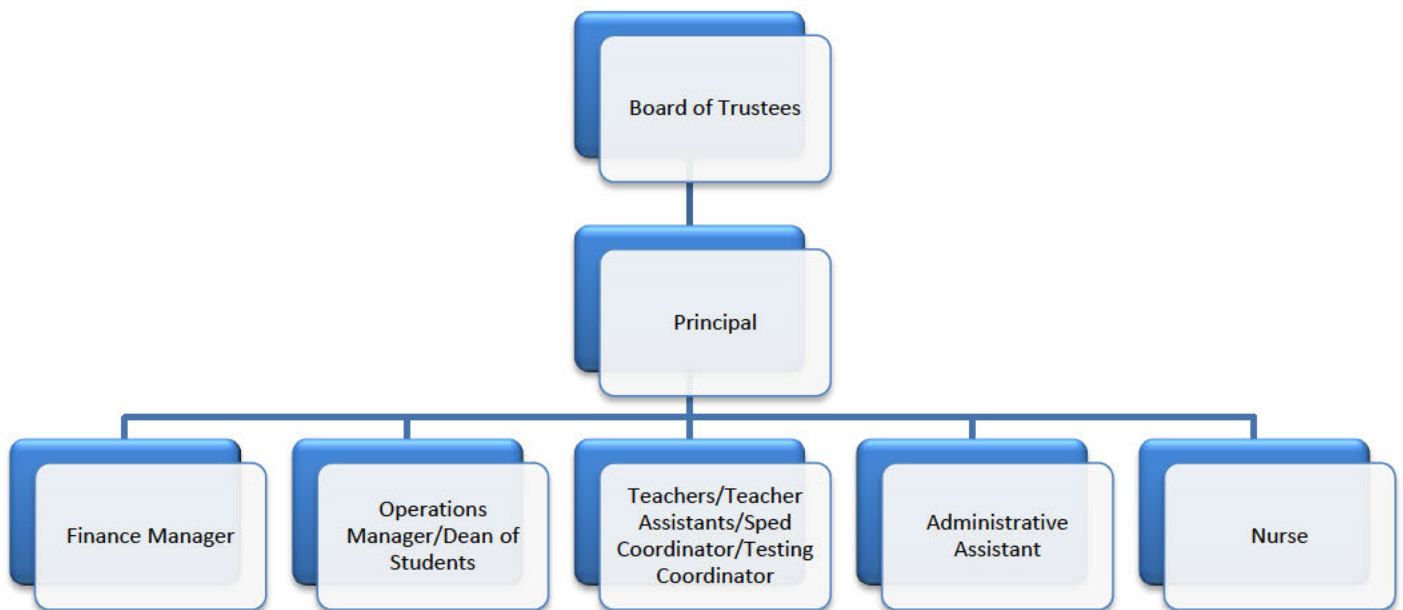
Pros:

More effective

Continue with remote learning:

2. Charter School Capital Contract:

Brandi discussed what CSC is going to do (increase social media presence, new and enhanced website, advertising, etc.).



NYC Department of Education School Year Calendar

2021–2022

This is the 2021–22 school year calendar for all K–12 NYCDOE public schools. If your child attends a private, parochial, or charter school, please contact your child’s school for information about their calendar. Please note the following reminders:

- November 2, Election Day, will be a fully remote, asynchronous instructional day for all students.
- On “Snow days” or days when school buildings are closed due to an emergency, all students and families should plan on participating in remote learning.
- Parent-teacher conference dates are the citywide defaults; individual school dates might differ from those below. Your child’s teacher will work with you to schedule your conference.

DATE	WEEKDAY	EVENT
September 13	Monday	First day of school for students
September 16	Thursday	Yom Kippur, schools closed
October 11	Monday	Italian Heritage Day/Indigenous Peoples’ Day, schools closed
November 2	Tuesday	Election Day, fully remote, asynchronous instructional day
November 3	Wednesday	Evening parent-teacher conferences for elementary schools and K–8 schools.
November 4	Thursday	Afternoon parent-teacher conferences for elementary schools and K–8 schools; students in these schools dismissed three hours early.
November 10	Wednesday	Evening parent-teacher conferences for high schools, K–12, and 6–12 schools.
November 11	Thursday	Veterans Day, schools closed
November 12	Friday	Afternoon parent-teacher conferences for high schools, K–12, and 6–12 schools; students in these schools dismissed three hours early.
November 17	Wednesday	Evening parent-teacher conferences for middle schools and District 75 school programs.
November 18	Thursday	Afternoon Conferences for middle schools and District 75 school programs; students in these schools dismissed three hours early.
November 25–26	Thursday–Friday	Thanksgiving Recess, schools closed
December 24–31	Friday–Friday	Winter Recess, schools closed
January 17	Monday	Rev. Dr. Martin Luther King Jr. Day, schools closed
January 25–28	Tuesday–Friday	Regents Administration

DATE	WEEKDAY	EVENT
January 31	Monday	Professional Development day for 9–12 and 6–12 schools, students in these schools do not attend
February 1	Tuesday	Lunar New Year, schools closed
February 2	Wednesday	Spring Term begins for semester-based schools
February 21–25	Monday–Friday	Midwinter Recess, schools closed
March 2	Wednesday	Evening parent-teacher conferences for elementary schools and K–8 schools.
March 3	Thursday	Afternoon parent-teacher conferences for elementary schools and K–8 schools; students in these schools dismissed three hours early.
March 9	Wednesday	Evening parent-teacher conferences for middle schools and district 75 schools and programs.
March 10	Thursday	Afternoon parent-teacher conferences for middle schools and district 75 schools and programs; students in these schools dismissed three hours early.
March 16	Wednesday	Evening parent-teacher conferences for high schools, K–12, and 6–12 schools.
March 18	Friday	Afternoon parent-teacher conferences for high schools, K–12, and 6–12 schools; students in these schools dismissed three hours early.
March 29–31	Tuesday–Thursday	3–8 ELA Assessment administration
April 15–22	Friday–Friday	Spring Recess (includes Good Friday and Passover), schools closed
April 26–28	Tuesday–Thursday	3–8 Math Assessment administration
May 2	Monday	Eid al-Fitr, schools closed
May 30	Monday	Memorial Day, schools closed
June 7	Tuesday	Clerical Day, K–5, K–6, 6–8, and K–12 schools and D75 programs, students in these schools do not attend
June 9	Thursday	Anniversary Day, Chancellor’s Conference Day for staff development, students do not attend
June 15–24	Wednesday–Friday	Regents Administration
June 20	Monday	Juneteenth (observed), schools closed
June 27	Monday	Last day of school for students



NEW YORK CITY DEPARTMENT OF HEALTH AND MENTAL HYGIENE
125 WORTH ST, 3RD FLOOR, NEW YORK, NY 10013 PHONE - 646-632-6100 FAX - 347-396-8054
DIVISION OF ENVIRONMENTAL HEALTH
GROUP CHILD CARE SERVICE INSPECTION REPORT

RESPONDENT: New York French American Charter School
DBA: New York French American Charter School
ADDRESS: 311 WEST 120 STREET ZIP CODE: 10027 BOROUGH: MANHATTAN
TEL. NO: 212-666-4134 PERMIT NO: 104024 DC ID NO: DC35609 ACCELA NO: 50061358
INSPECTION DATE: 03/06/2019 START TIME: 03/06/2019 08:11:09 END TIME: 03/06/2019 10:29:42
INSPECTION TYPE: Initial Inspection INSPECTION RESULT: Minor Violations

COMPLAINT REPORT

OPERATOR NAME: N Sako
OPERATOR SIGNATURE:

OPERATOR TITLE: Admin staff

I ACKNOWLEDGE THAT I HAVE RECEIVED A COPY OF THIS INSPECTION REPORT AND INSTRUCTIONS FOR RESPONDING.
DOHMH NAME/ID: DAVID ALPHONSO DOHMH TITLE: PHS
DOHMH SIGNATURE:

I, AN EMPLOYEE OF THE DEPARTMENT OF HEALTH AND MENTAL HYGIENE, AFFIRM THAT I PERSONALLY OBSERVED THE COMMISSION OF THE VIOLATION(S) CHARGED ABOVE.

DEPARTMENT OF HEALTH AND MENTAL HYGIENE EMPLOYEES MUST SHOW IDENTIFICATION. FALSIFICATION OF ANY STATEMENTS MADE HEREIN IS AN OFFENCE PUNISHABLE BY A FINE OF NOT MORE THAN \$500.00 OR NOT MORE THAN 60 DAYS IMPRISONMENT OR BOTH. NYC ADMINISTRATIVE CODE 10-154.



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Staff Violations

***** NO VIOLATIONS *****

OPERATOR NAME: N Sako

OPERATOR SIGNATURE:

OPERATOR TITLE: Admin staff

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BOROUGH: MANHATTAN

DC ID NO: DC35609 ACCELA NO: 50061358

INSPECTION RESULT: Minor Violations

Child Violations

***** NO VIOLATIONS *****

OPERATOR NAME: N Sako

OPERATOR SIGNATURE:

OPERATOR TITLE: Admin staff

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BOROUGH: MANHATTAN

DC ID NO: DC35609 ACCELA NO: 50061358

INSPECTION RESULT: Minor Violations

Program Violations

***** NO VIOLATIONS *****

OPERATOR NAME: N Sako

OPERATOR SIGNATURE:

OPERATOR TITLE: Admin staff

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START TIME: 03/06/2019 08:11:09 END TIME: 03/06/2019 10:29:42

INSPECTION TYPE: Initial Inspection

INSPECTION RESULT: Minor Violations

Room Violations

- 1) Regulation: NYCHC131.09(a) Adequate natural or artificial lighting provided through out commercial building. (General)
- Violation: At the time of inspection the cited regulation was observed not in compliance in that 5 non-functional emergency lights located throughout 1st floor main hallway.
- Exists In: Office Floor: 1
- Status: New Issue Date: 03/06/2019 Compliance Date: 04/05/2019
- 2) Regulation: NYCHC43.17 (c) Enrolled children have periodic medical exam at 3 4 and 5 years of age (Critical)
- Violation: At the time of inspection the cited regulation was observed not in compliance in that missing medicals for students; [REDACTED]
- Exists In: Office Floor: 1
- Status: Corrected Issue Date: 02/06/2018 Compliance Date: 03/08/2018

OPERATOR NAME: N Sako
OPERATOR SIGNATURE:

OPERATOR TITLE: Admin staff

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END TIME: 03/06/2019 10:29:42

FIELD NOTES

Field Inspection Notes:

Primary and secondary egresses unobstructed. Adequate heating and supervision; staff to child ratio. Head of School Ms Maurice on site. IFA normal, fire extinguishers charged with current tags punched Nov 2018, fire drill log up to date. Emergency lights functional and exit signs lighted. DOHMH School Nurse Ms Sumitani on site. Sample of children's medicals on file, current with vision, hearing, blood lead test/lead risk assessment. Flu shots compliant. Hot and cold water provided. Classroom windows guarded. Teaching staff cleared under TEACH. Medicals on file. Safety and Emergency plan on file.

Staff Field Notes:

***** No Staff Field Notes *****

Child Field Notes:

***** No Child Field Notes *****

Room Field Notes:

***** No Room Field Notes *****

OPERATOR NAME: N Sako

OPERATOR SIGNATURE:

OPERATOR TITLE: Admin staff

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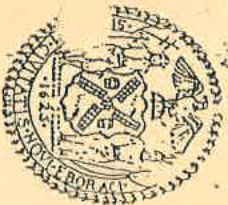
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Don't litter, please!

THE CITY OF NEW YORK NB 101148278

148278



DEPARTMENT OF BUILDINGS CERTIFICATE OF OCCUPANCY

[Signature]

BOROUGH MANHATTAN DATE: DEC 28 2000 NO. 101148278 ZONING DISTRICT R7-2

This certificate supersedes C.O. NO. ~~XXXXXXX~~ building—premises located at Block 1945 Lot 51

441 MANHATTAN AVENUE
CONFORMS SUBSTANTIALLY TO THE APPROVED PLANS AND SPECIFICATIONS AND TO THE REQUIREMENTS OF ALL APPLICABLE LAWS, RULES, AND REGULATIONS FOR THE USES AND OCCUPANCIES SPECIFIED HEREIN.

PERMISSIBLE USE AND OCCUPANCY

STORY	LIVE LOAD LBS. PER SQ. FT.	MAXIMUM NO. OF PERSONS PERMITTED	ZONING DWELLING OR ROOMING LIMITS	BUILDING CODE HABITABLE ROOMS	ZONING USE GROUP	BUILDING CODE OCCUPANCY GROUP	DESCRIPTION OF USE
-------	----------------------------------	---	--	--	---------------------	--	--------------------

(CONTINUED)

OPEN SPACE USES

(SPECIFY—PARKING SPACES, LOADING BERTHS, OTHER USES, NONE)

G.

NO CHANGES OF USE OR OCCUPANCY SHALL BE MADE UNLESS
A NEW AMENDED CERTIFICATE OF OCCUPANCY IS OBTAINED
SPECIFICATIONS NOTED ON THE REVERSE SIDE.

BOROUGH SUPERINTENDENT

Acting Commissioner

M-9

ORIGINAL

OFFICE COPY DEPARTMENT OF BUILDINGS

COPY

Certificate of Occupancy

CO Number: 120443895F

This certifies that the premises described herein conforms substantially to the approved plans and specifications and to the requirements of all applicable laws, rules and regulations for the uses and occupancies specified. No change of use or occupancy shall be made unless a new Certificate of Occupancy is issued. *This document or a copy shall be available for inspection at the building at all reasonable times.*

A. Borough: Manhattan Address: 311 WEST 120TH STREE Building Identification Number (BIN): 1059142	Block Number: 01947 Lot Number(s): 23 Building Type: Altered	Certificate Type: Final Effective Date: 12/19/2011
This building is subject to this Building Code: 1968 Code		
<i>For zoning lot metes & bounds, please see BISWeb.</i>		
B. Construction classification: 1-A (1968 Code designation) Building Occupancy Group classification: E (2008 Code) Multiple Dwelling Law Classification: None		
No. of stories: 4 Height in feet: 65 No. of dwelling units: 0		
C. Fire Protection Equipment: Fire alarm system, Sprinkler system		
D. Type and number of open spaces: None associated with this filing.		
E. This Certificate is issued with the following legal limitations: None		
Borough Comments: None		



Borough Commissioner



Commissioner

Certificate of Occupancy

CO Number: 120443895F

Permissible Use and Occupancy

All Building Code occupancy group designations below are 2008 designations.

Floor From To	Maximum persons permitted	Live load lbs per sq. ft.	Building Code occupancy group	Dwelling or Rooming Units	Zoning use group	Description of use
END OF SECTION						



Borough Commissioner



Commissioner

END OF DOCUMENT