REPORT TO THE TRUSTEES

October 28, 2020

The Board of Trustees Buffalo Academy of Science Charter School

Dear Trustees:

We have audited the financial statements of Buffalo Academy of Science Charter School (the School) for the year ended June 30, 2020, and have issued our report thereon dated October 28, 2020. Professional standards require that we provide you with information about our responsibilities under auditing standards generally accepted in the United States of America and Government Auditing Standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter. Professional standards also require that we communicate to you the following information related to our audit.

Significant Accounting Policies

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the School are described in note 2 to the financial statements. For the year ended June 30, 2020, the School adopted Financial Accounting Standards Board (FASB) Accounting Standards Update (ASU) 2016-18, "Statement of Cash Flows - Restricted Cash." ASU 2016-18 requires that the statements of cash flows explain the change during the period in the total of cash, cash equivalents and amounts generally described as restricted cash or restricted cash equivalents. The School also adopted FASB ASU 2018-08, "Clarifying the Scope of Accounting Guidance for Contributions Received and Contributions Made." ASU 2018-08 provides clarification for determining if grants and contracts should be considered contributions or exchange transactions, as well as guidance for determining if a contribution is conditional. We noted no transactions entered into by the School during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

The Board of Trustees Buffalo Academy of Science Charter School Page 2

Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

For the year ended June 30, 2020, we evaluated the key factors and assumptions used by management in determining that accounting estimates were reasonable in relation to the financial statements taken as a whole.

Sensitive Disclosures

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were the disclosures of bonds payable in note 8 and the contingency in note 17.

<u>Difficulties Encountered in Performing the Audit</u>

We encountered no difficulties in dealing with management in performing and completing our audit. Management and accounting personnel were very helpful in assisting us during our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. We proposed and management accepted eight adjusting journal entries amounting to \$711,182.

Disagreements with Management

For purposes of this report, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter.

The Board of Trustees Buffalo Academy of Science Charter School Page 3

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the School's financial statements or a determination of the type of auditors' opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management prior to appointment as the School's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our appointment.

Recent Accounting Standards Issued

In February 2016, the FASB issued ASU 2016-02 - "Leases (Topic 842)." ASU 2016-02 modifies the current presentation of operating leases. Currently, operating leases are not recorded on the balance sheet as obligations, rather there is a footnote disclosure that includes the expected future lease payments for operating leases. This update will now require organizations that lease assets to recognize assets and liabilities on their balance sheet for operating leases with lease terms of more than 12 months. Operating leases will be required to recognize a right-of-use asset and a lease liability, measured at the present value of the lease payment, recognize a single lease cost, generally allocating the lease over a straight-line basis and classify all cash payments within operating activities of cash flows. These changes will require expanded footnote disclosure to enhance the financial statement user's understanding of the amount, timing and uncertainty of cash flows arising from leases. The guidance is effective for fiscal years beginning after December 15, 2021, which is the fiscal year beginning July 1, 2022 for the School.

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This information is intended solely for the use of the Board of Trustees and management of Buffalo Academy of Science Charter School and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

EFPR Group, CPAS, PLLC

Financial Statements

June 30, 2020 and 2019

(With Independent Auditors' Report Thereon)

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INDEPENDENT AUDITORS' REPORT

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

Report on the Financial Statements

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

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our 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 <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the School's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

Basis for Qualified Opinion

We did not observe the taking of physical inventory at June 30, 2020 (stated at \$99,164), since that date was prior to the time we were initially engaged as auditors for the School. We were unable to obtain sufficient appropriate audit evidence about inventory quantities by other auditing procedures.

Qualified Opinion

In our opinion, except for the effects of the matter described in the Basis for Qualified Opinion paragraph, the financial statements referred to above present fairly, in all material respects, the financial position of Buffalo Academy of Science Charter School as of June 30, 2020, 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.

Prior Period Financial Statements

The financial statements of Buffalo Academy of Science Charter School as of June 30, 2019, were audited by other auditors whose report dated October 21, 2019, expressed an unmodified opinion on those statements.

Other Reporting Required by Government Auditing Standards

In accordance with <u>Government Auditing Standards</u>, we have also issued our report dated October 28, 2020, 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 <u>Government Auditing Standards</u> in considering the School's internal control over financial reporting and compliance.

EFPR Group, CPAS, PLLC

Williamsville, New York October 28, 2020

Statements of Financial Position June 30, 2020 and 2019

<u>Assets</u>	<u>2020</u>	<u>2019</u>
Current assets:		
Cash and equivalents:		
Unrestricted	\$ 238,161	555,597
Extraclassroom funds	6,151	13,212
Accounts receivable	341,801	89,883
Grants receivable	17,350	66,229
Inventory	99,164	58,360
Total current assets	702,627	783,281
Property and equipment, at cost	12,353,497	8,088,519
Less accumulated depreciation and amortization	(2,213,653)	(1,737,758)
Net property and equipment	10,139,844	6,350,761
Other assets:		
Deposits	13,158	5,480
Escrow account	76,158	76,074
Total other assets	89,316	81,554
Total assets	\$ 10,931,787	7,215,596
		(Continued)

BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL Statements of Financial Position, Continued

<u>Liabilities and Net Assets</u>	<u>2020</u>	<u>2019</u>
Current liabilities:		
Accounts payable	\$ 145,896	237,576
Accrued payroll and benefits	1,087,784	1,286,516
Extraclassroom funds	6,151	13,212
Demand note	175,000	-
Current installments of bonds payable	451,944	474,008
Current installments of notes payable	291,176	<u> </u>
Total current liabilities	2,157,951	2,011,312
Long-term liabilities:		
Bonds payable, excluding current installments and		
unamortized debt issuance costs	799,676	1,228,806
Notes payable, excluding current installments and		
unamortized debt issuance costs	2,617,220	-
Promissory note - paycheck protection program	1,250,000	-
Interest rate swap contracts	22,760	4,797
Total long-term liabilities	4,689,656	1,233,603
Total liabilities	6,847,607	3,244,915
Net assets:		
Net assets without donor restrictions	4,030,886	3,889,772
Net assets with donor restrictions	53,294	80,909
Total net assets	4,084,180	3,970,681
Total liabilities and net assets	\$ 10,931,787	7,215,596

Statement of Activities Year ended June 30, 2020 with comparative totals for 2019

	Without donor	With donor	Tot	tal
	restrictions	restrictions	2020	2019
Revenue and other support:				
Public school districts:				
Resident student enrollment	\$10,171,589	-	10,171,589	8,914,562
Students with disabilities	291,453	_	291,453	276,919
Grants and contracts:				
Special Charter School Aid	-	-	-	190,482
Federal grants	341,566	-	341,566	339,221
State grants	277,423	-	277,423	194,735
Contributions	259,845	-	259,845	256,851
Other income	42,004	-	42,004	49,111
Net assets released from restrictions	27,615	(27,615)		
Total revenue and other support	11,411,495	(27,615)	11,383,880	10,221,881
Expenses:				
Program services:				
Regular education	9,055,184	-	9,055,184	7,149,205
Special education	316,563	-	316,563	402,808
Other programs	117,310		117,310	139,122
Total program services	9,489,057	-	9,489,057	7,691,135
Supporting services - management and general	1,763,361		1,763,361	2,059,771
Total expenses	11,252,418		11,252,418	9,750,906
Nonoperating expenses - unrealized loss on				
interest rate swap contracts	17,963		17,963	33,768
Change in net assets	141,114	(27,615)	113,499	437,207
Net assets at beginning of year	3,889,772	80,909	3,970,681	3,533,474
Net assets at end of year	\$ 4,030,886	53,294	4,084,180	3,970,681

Statement of Activities Year ended June 30, 2019

	Without donor restrictions	With donor restrictions	<u>Total</u>
Revenue and other support:	restrictions	<u>restrictions</u>	<u>10tui</u>
Public school districts:			
Resident student enrollment	\$ 8,914,562	-	8,914,562
Students with disabilities	276,919	-	276,919
Grants and contracts:			
Special Charter School Aid	190,482	-	190,482
Federal grants	339,221	-	339,221
State grants	194,735	-	194,735
Contributions	175,942	80,909	256,851
Other income	49,111		49,111
Total revenue and other support	10,140,972	80,909	10,221,881
Expenses:			
Program services:			
Regular education	7,149,205	-	7,149,205
Special education	402,808	-	402,808
Other programs	139,122		139,122
Total program services	7,691,135	-	7,691,135
Supporting services - management and general	2,059,771		2,059,771
Total expenses	9,750,906		9,750,906
Nonoperating expenses - unrealized loss on			
interest rate swap contracts	33,768		33,768
Change in net assets	356,298	80,909	437,207
Net assets at beginning of year	3,533,474		3,533,474
Net assets at end of year	\$ 3,889,772	80,909	3,970,681

Statement of Functional Expenses Year ended June 30, 2020 with comparative totals for 2019

		WILII	comparative to	otals 101 2019		Supporting		
			Program	Services		Services		
						Management		
	No. of	Regular	Special	Other		and	Tot	al
	positions	<u>education</u>	<u>education</u>	<u>programs</u>	<u>Total</u>	<u>general</u>	<u>2020</u>	<u>2019</u>
Personnel services costs:								
Instructional personnel	100	\$ 4,664,169	188,988	15,250	4,868,407	-	4,868,407	4,354,593
Non-instructional personnel	26	1,295,316	-	-	1,295,316	-	1,295,316	620,218
Administrative personnel	28					819,445	819,445	933,620
Total salaries and staff	154	5,959,485	188,988	15,250	6,163,723	819,445	6,983,168	5,908,431
Fringe benefits and payroll taxes		1,122,375	47,406	-	1,169,781	110,220	1,280,001	1,105,443
Retirement		367,267	19,312	-	386,579	84,457	471,036	434,742
Legal services		-	-	-	-	48,137	48,137	23,027
Accounting and auditing fees		-	-	-	-	11,950	11,950	11,000
Other professional services		173,415	15,678	-	189,093	29,196	218,289	184,899
Repairs and maintenance		147,074	7,024	-	154,098	20,976	175,074	131,101
Insurance		60,529	2,505	-	63,034	76,783	139,817	117,324
Utilities		133,535	6,359	-	139,894	19,076	158,970	146,729
Supplies and materials		209,023	-	-	209,023	61,408	270,431	312,694
Equipment and furnishings		-	-	-	-	60,522	60,522	36,617
Professional development		81,162	-	-	81,162	33,291	114,453	111,898
Marketing and recruitment		_	-	-	_	90,856	90,856	81,210
Technology		135,096	3,183	-	138,279	95,274	233,553	230,770
Student services		51,594	-	102,060	153,654	10,815	164,469	202,988
Office expense		596	-	-	596	50,807	51,403	30,289
Travel and parking		34,630	1,549	-	36,179	21,029	57,208	58,933
Other expenses		64,359	-	-	64,359	45,574	109,933	106,692
Depreciation		399,752	19,036	-	418,788	57,107	475,895	417,694
Interest		115,292	5,523		120,815	16,438	137,253	98,425
Total expenses		\$ 9,055,184	316,563	117,310	9,489,057	1,763,361	11,252,418	9,750,906

Statement of Functional Expenses Year ended June 30, 2019

		i ear ended ju	ine 50, 2019				
			Program	Services	_	Supporting Services	
	No. of positions	Regular education	Special education	Other programs	<u>Total</u>	Management and general	<u>Total</u>
Personnel services costs:							
Instructional personnel	91	\$ 4,080,501	261,217	12,250	4,353,968	625	4,354,593
Non-instructional personnel	33	620,218	-	-	620,218	_	620,218
Administrative personnel	17	<u> </u>				933,620	933,620
Total salaries and staff	141	4,700,719	261,217	12,250	4,974,186	934,245	5,908,431
Fringe benefits and payroll taxes		760,034	76,998	977	838,009	267,434	1,105,443
Retirement		341,403	27,741	-	369,144	65,598	434,742
Legal services		-	-	-	-	23,027	23,027
Accounting and auditing fees		-	-	-	-	11,000	11,000
Other professional services		89,695	11,778	-	101,473	83,426	184,899
Repairs and maintenance		90,060	5,637	-	95,697	35,404	131,101
Insurance		80,653	4,781	-	85,434	31,890	117,324
Utilities		100,803	6,309	-	107,112	39,617	146,729
Supplies and materials		259,960	-	-	259,960	52,734	312,694
Equipment and furnishings		-	-	-	-	36,617	36,617
Professional development		98,138	-	-	98,138	13,760	111,898
Marketing and recruitment		-	-	-	-	81,210	81,210
Technology		49,641	2,608	-	52,249	178,521	230,770
Student services		61,602	-	125,895	187,497	15,491	202,988
Office expense		-	-	-	-	30,289	30,289
Travel and parking		35,330	2,142	-	37,472	21,461	58,933
Other expenses		26,780	-	-	26,780	79,912	106,692
Depreciation		376,392	-	-	376,392	41,302	417,694
Interest		77,995	3,597		81,592	16,833	98,425
Total expenses		\$ 7,149,205	402,808	139,122	7,691,135	2,059,771	9,750,906

Statements of Cash Flows Years ended June 30, 2020 and 2019

		<u>2020</u>	<u>2019</u>
Cash flows from operating activities:	Ф	112 400	427.007
Change in net assets	\$	113,499	437,207
Adjustments to reconcile change in net assets to net			
cash provided by operating activities: Depreciation		475,895	417,694
Amortization		31,609	22,814
Unrealized loss on interest rate swap contracts		17,963	33,768
Changes in:		17,703	33,700
Accounts receivable		(251,918)	50,589
Grants receivable		48,879	13,122
Inventory		(40,804)	(21,889)
Deposits		(7,678)	5,000
Accounts payable		(91,680)	52,013
Accrued payable and benefits		(198,732)	370,471
Net cash provided by operating activities		97,033	1,380,789
Cash flows from investing activities - purchase of			
property and equipment	(4,264,978)	(1,062,362)
Cash flows from financing activities:			
Proceeds from line of credit		1,310,942	1,050,000
Payments on line of credit	(1,310,942)	(1,050,000)
Proceeds from demand note		175,000	-
Principal payments on bonds payable		(474,008)	(423,576)
Proceeds from notes payable		2,974,000	-
Payments for debt issuance costs		(74,399)	-
Proceeds from promissory note - paycheck protection program		1,250,000	
Net cash provided by (used in) financing activities		3,850,593	(423,576)
Net change in cash and equivalents		(317,352)	(105,149)
Cash and equivalents at beginning of year		631,671	736,820
Cash and equivalents at end of year	\$	314,319	631,671
Supplemental disclosure of cash flow information:			
Cash paid during the year for interest	\$	105,644	83,644
Classifications of cash and equivalents:			
Unrestricted		238,161	555,597
Escrow account		76,158	76,074
	\$	314,319	631,671
See accompanying notes to financial statements			

Notes to Financial Statements June 30, 2020 and 2019

(1) Organization and Purpose

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

(2) Summary of Significant Accounting Policies

(a) Basis of Accounting

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

(b) Basis of Presentation

The School's financial statements are presented in accordance with the provisions of Accounting Standards Update (ASU) 2016-14, "Not-for-Profit Entities (Topic 958) Presentation of Financial Statements of Not-for-Profit Entities." As a result, the School reports information regarding its net assets and changes therein in the following categories: net assets without donor restrictions and net assets with donor restrictions. Net assets without donor restrictions represents resources available for the general support of the School's activities. Net assets with donor restrictions are those whose use has been limited by donor-imposed stipulations that either expire by passage of time or can be fulfilled by actions of the School or are required to be held in perpetuity.

(c) Estimates

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

(d) Cash and Equivalents

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

(e) Concentration of Credit Risk

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

Notes to Financial Statements, Continued

(2) Summary of Significant Accounting Policies, Continued

(f) Accounts and Grants Receivable

The School uses the allowance method to account for uncollectible receivables. Management has determined that no allowance was deemed necessary as of June 30, 2020 and 2019.

(g) Inventories

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

(h) Capitalization and Depreciation

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

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

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

(i) Fair Value Measurement

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

Notes to Financial Statements, Continued

(2) Summary of Significant Accounting Policies, Continued

(i) Fair Value Measurement, Continued

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

(j) Public School District Revenue

The School receives per pupil aid passed through from each student's home public school district. The New York State Department of Education mandates the rate per pupil. The regular education per pupil rate from Buffalo City School District, the district from which the School receives its largest pass through of district revenue, was \$13,494 and \$13,350 for the years ended June 30, 2020 and 2019, respectively.

(k) Deferred Revenue and Revenue Recognition

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

(1) Promises to Give

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

(m) Marketing and Recruitment

The School uses marketing to promote recruitment and its program activities. These costs are expensed as incurred and amounted to \$90,856 and \$81,210 for the years ended June 30, 2020 and 2019, respectively.

(n) Income Taxes

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

Notes to Financial Statements, Continued

(2) Summary of Significant Accounting Policies, Continued

(o) Subsequent Events

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

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

(p) Recent Accounting Standards Issued

- In November 2016, the Financial Accounting Standards Board (FASB) issued ASU 2016-18, "Statement of Cash Flows Restricted Cash." The amendments in this update require that a statement of cash flows explain the change during the period in the total of cash, cash equivalents and amounts generally described as restricted cash or restricted cash equivalents. This guidance is effective for fiscal years beginning after December 15, 2018. These financial statements and notes reflect adoption of this new standard.
- In June 2018, the FASB issued ASU 2018-08, "Clarifying the Scope of Accounting Guidance for Contributions Received and Contributions Made." ASU 2018-08 provides clarification for determining if grants and contracts should be considered contributions or exchange transactions, as well as guidance for determining if a contribution is conditional. This guidance is effective for fiscal years beginning after December 15, 2018. These financial statements and notes reflect adoption of this new standard.
- On July 2, 2020, the School purchased certain land and improvements located at 335 Doat Street, Buffalo, New York for \$1,150,000.
- The School is in the process of refinancing all outstanding loans payable on property purchased as part of their expansion. The terms of the refinanced loan would be up to \$8,750,000 and bear interest at the five-year Treasury Constant Maturity Index rate plus 4.3%, amortized over a 25-year period. The refinanced loan would mature 60 months from the date of closing.

(q) Reclassifications

Reclassifications have been made to certain 2019 balances in order to conform them to the 2020 presentation.

Notes to Financial Statements, Continued

(3) Liquidity

The School has \$597,312 of financial assets available within one year of the balance sheet date to meet cash needs for general expenditures, consisting of \$238,161 of cash and equivalents, \$341,801 of accounts receivable and \$17,350 of grants receivable. None of these financial assets are subject to donor or contractual restrictions that make them unavailable for general expenditure within one year of the 2020 statement of financial position date. As more fully described in note 6, the School has an escrow account with a balance of \$76,158 which it can utilize in the event of an unanticipated liquidity need. Additionally, the School has available a committed line of credit which could be drawn on to fund current operations.

(4) Accounts and Grants Receivables

Accounts and grants receivable as of June 30, 2020 and 2019 are as follows:

	<u>2020</u>	<u>2019</u>
School district tuition	\$ 341,801	89,227
Other receivables		656
	<u>341,801</u>	89,883
U.S. Department of Education	-	9,638
E-rate reimbursements	<u>17,350</u>	<u>56,591</u>
	_17,350	66,229
	\$ <u>359,151</u>	156,112

(5) Property and Equipment

Property and equipment are recorded at cost. Property and equipment as of June 30, 2020 and 2019 are as follows:

	<u>2020</u>	<u>2019</u>
Land	\$ 579,518	578,308
Building and improvements	9,473,386	5,658,013
Furniture, fixtures and equipment	2,295,852	1,847,457
Vehicles	4,741	4,741
	12,353,497	8,088,519
Less accumulated depreciation	(2,213,653)	(1,737,758)
Net property and equipment	\$ 10,139,844	6,350,761

Notes to Financial Statements, Continued

(6) Escrow Account

As set forth in its charter, the School established an escrow account to be used upon school closure. The balance in the escrow account was \$76,158 and \$76,074 as of June 30, 2020 and 2019, respectively.

(7) Demand Note

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

(8) Bonds Payable

Bonds payable consists of the following at June 30, 2020 and 2019:

	<u>2020</u>	<u>2019</u>
Tax-exempt revenue bonds with the Buffalo and Erie County Industrial Land Development Corporation, due in monthly installments of approximately \$40,000 including interest at 67% of the London Inter Banks Offer Rate (LIBOR) plus 2.75% (2.87% at June 30, 2020) due April 2023. The bonds are collateralized by certain real property and the agreement is secured by an irrevocable letter of credit.	\$ 1,316,258	1,790,266
Less current installments	<u>(451,944</u>)	(474,008)
Bonds payable, excluding current installments Less unamortized debt issuance costs	864,314 (64,638)	1,316,258 (87,452)
Bonds payable, excluding current installments and unamortized debt issuance costs	\$ <u>799,676</u>	<u>1,228,806</u>
The aggregate maturity of bonds payable for the years following as follows:	June 30, 2020 a	and thereafter is
2021 2022 2023	\$ 451,944 466,332 397,982	
Total	\$ <u>1,316,258</u>	

Notes to Financial Statements, Continued

(8) Bonds Payable, Continued

The bond financing requires the School to meet certain restrictive covenants. These covenants include a requirement for the School to maintain a minimum debt service coverage ratio of not less than 1.2 to 1.0, calculated as of the end of each fiscal year. The School was in compliance with all of the covenants at June 30, 2020 and 2019.

(9) Notes Payable

Notes payable at June 30, 2020 are summarized as follows:

Note payable to KeyBank National Association (KeyBank) requiring monthly installments of \$24,926 including interest at LIBOR plus 2.50% (2.6875% at June 30, 2020) per annum, due July 1, 2027. This note is collateralized by certain real property.	\$ 1,880,000
Note payable to KeyBank requiring monthly installments of \$3,580 including interest at LIBOR plus 2.50% (2.6875% at June 30, 2020) per annum, due July 1, 2027. This note is collateralized by certain real property.	270,000
Note payable to KeyBank requiring monthly installments of \$7,995 including interest at LIBOR plus 2.50% (2.75% at June 30, 2020) per annum, due December 1, 2030. This note is collateralized by certain real property.	824,000
Notes payable Less current installments	2,974,000 (291,176)
Notes payable, excluding current installments Less unamortized debt issuance costs	2,682,824 (65,604)

The aggregate maturities for notes payable for the five years following June 30, 2020 and thereafter is as follows:

\$ <u>2,617,220</u>

Notes payable, excluding current installments and unamortized debt issuance costs

2021	\$ 291,176
2022	359,921
2023	371,239
2024	382,912
2025	394,953
Thereafter	1,173,799
	\$ 2,974,000

Notes to Financial Statements, Continued

(10) Promissory Note - Paycheck Protection Program

On April 22, 2020, the School received a Small Business Administration (SBA) loan under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) in the amount of \$1,250,000 with a 1% interest rate.

The School must pay monthly principal and interest payments on the outstanding principal balance of the loan amortized over the term of the loan, unless otherwise forgiven in whole or part in accordance with the CARES Act as described below, beginning seven months from the month this note is dated until April 22, 2022 (the maturity date) when the entire principal balance remaining unpaid, along with all accrued and unpaid interest, shall be due and payable in full. Payments of principal and interest must be made on such date as designated by the lender in the months they are due.

Pursuant to the terms of the CARES Act and any implementing rules and regulations, the School may apply for the loan to be forgiven by the SBA in whole or in part. Any loan balance remaining following forgiveness by the SBA will be fully reamortized over the remaining term of the loan. The entire principal balance remaining unpaid, along with all accrued and unpaid interest, shall be due and payable on the maturity date. If there is a default without notice or demand and without giving up any of its rights, lender may require immediate payment of all amounts owing under this note; collect all amounts owing from any borrower; or file suit and obtain judgment.

(11) Interest Rate Swaps

The School uses interest rate swap contracts as cash flow hedges to eliminate the cash flow exposure of interest rate movements on variable rate debt. The School has a swap agreement with KeyBank, where a portion of the variable rate debt relating to bonds payable, is converted to fixed rates. The estimated future liability under these swap agreements as of June 30, 2020 and 2019 were \$22,760 and \$4,797, respectively.

(12) Line of Credit

The School has a line of credit with a maximum authorization of \$500,000. Advances against this line bear interest at a rate of .75% plus prime (4.0% at June 30, 2020). Any borrowings are secured by assets of the School. There were no amounts outstanding at June 30, 2020 and 2019.

Notes to Financial Statements, Continued

(13) Net Assets With Donor Restrictions

Net assets with donor restrictions related to the after school STEM program amounted to \$53,294 and \$80,909 at June 30, 2020 and 2019, respectively.

(14) Pension Expense

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

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

Employers are required to contribute at an actuarially determined rate. Rates applicable to the fiscal years ended June 30, 2020 and 2019 were 8.86% and 10.62%, respectively. The total retirement contribution expense amounted to \$471,036 and \$434,742 for the years ended June 30, 2020 and 2019, respectively.

(15) Concentration of Credit Risk

The School receives a substantial portion of its funding from school districts where students reside. One school district comprised approximately 84% and 82% of total revenue and support for the years ended June 30, 2020 and 2019, respectively.

(16) Commitments

The School leases various office equipment under operating leases that expire at various dates through September 2021. Total leasing expenses amounted to \$26,570 and \$22,807 for the years ended June 30, 2020 and 2019, respectively, and is included in the accompanying statements of functional expenses. Future minimum lease payments under these arrangements are as follows:

2021	\$ 1,919
2022	480

Notes to Financial Statements, Continued

(17) Contingency

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

(18) Functional Expenses

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

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

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

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in <u>Government Auditing Standards</u> issued by the Comptroller General of the United States, the financial statements of Buffalo Academy of Science Charter School (a nonprofit organization) (the School), which comprise the statements of financial position as of June 30, 2020, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to financial statements, and have issued our report thereon dated October 28, 2020.

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) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

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

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

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. 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 <u>Government Auditing Standards</u>.

Purpose of this Report

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

EFPR Group, CPAS, PLLC

Williamsville, New York October 28, 2020

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

	2020	2019
CURRENT ASSETS	214 210	621 671
Cash and cash equivalents	314,319	631,671
Restricted Cash - Extra Classroom Funds	17,350	66,229
Grants and contracts receivable	341,801	89,883
Accounts receivables	0	03,003
Prepaid Expenses	0	0
Contributions and other receivables	99,164	58,360
Other current assets - Inventory etc.	772,634	846,143
TOTAL CURRENT ASSETS	772,034	840,143
NON-CURRENT ASSETS		
Property, Building and Equipment, net	10,139,844	6,350,761
Restricted Cash - Student Act and escrow	6,151	13,212
Security Deposits	13,158	5,480
Other Non-Current Assets - Interest Swap Contracts etc.		0
TOTAL NON-CURRENT ASSETS	10,159,153	6,369,453
TOTAL ASSETS	10,931,787	7,215,596
CURRENT LIABILITIES		
Accounts payable and accrued expenses	145,896	239,294
Accrued payroll, payroll taxes and benefits	1,087,784	1,286,516
Current Portion of Loan Payable	451,944	436,939
Current Portion of Notes Payable	291,176 -	
Due to Related Parties - Extra Classroom Funds	6,151	0
Refundable Advances	0	0
Deferred Revenue	0	0
Other Current Liabilities - Demand Note	175,000	11,494
TOTAL CURRENT LIABILITIES	2,157,951	1,974,243
LONG-TERM LIABILITIES		
Loan Payable; Due in More than One Year	799,676	1,270,672
Notes Payable; Due in More than One Year	2,617,220	
Deferred Rent	0	0
Due to Related Party	0	0
Promissory Note	1,250,000	0
Other Long-Term Liabilities	22,760	4 270 672
TOTAL LONG-TERM LIABILITIES	4,689,656	1,270,672
TOTAL LIABILITIES	6,847,607	3,244,915
NET ASSETS		
Unrestricted	4,030,886	3,889,772
Temporarily restricted	53,294	80,909
Permanently restricted	0	0
TOTAL NET ASSETS	4,084,180	3,970,681
TOTAL LIABILITIES AND NET ASSETS	10,931,787	7,215,596

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

			2019	
	Unrestricted	2020 Temporarily Restricted	Total	Total
OPERATING REVENUE				
State and Local Per Pupil Revenue - Reg. Ed	\$ 10,171,589	¢ .	\$ 10,171,589	\$ 8,914,562
State and Local Per Pupil Revenue - SPED	291,453		291,453	
Special Charter School Aid			-	190,482
State and Local Per Pupil Facilities Revenue	-	-	-	
Federal Grants	341,566	-	341,566	339,222
State and City Grants	277,423		277,423	194,73
Other Operating Income	42,004		42,004	49,11
Net Assets released from restrictions	27,615			
Food Service/Child Nutrition Program		(=:)===	_	
TOTAL OPERATING REVENUE	11,151,650	(27,615)	11,124,035	9,965,030
EVDENICEC				
EXPENSES Dragram Sarvines				
Program Services	\$ 9,055,184	ć	\$ 9,055,184	¢ 7.140.201
Regular Education			· · · · · · · · · · · · · · · · · · ·	
Special Education	316,563		316,563	402,80
Other Programs	117,310	-	117,310	
Total Program Services	9,489,057	-	9,489,057	7,691,13
Management and general	1,763,361	-	1,763,361	2,059,77
Fundraising	47.050	-	47.000	
operating expenses - unrealized loss on interest rate swap contracts	17,963		17,963	
TOTAL EXPENSES	11,270,381	-	11,270,381	9,750,90
SURPLUS / (DEFICIT) FROM OPERATIONS	\$ (118,731)	\$ (27,615)	-146,346	214,124
SUPPORT AND OTHER REVENUE				
Interest and Other Income	\$ -	\$ -	\$ -	\$
Contributions and Grants	259,845	-	259,845	256,85
Fundraising Support	\$ -	\$ -	-	
Investments	\$ -	\$ -	-	
Donated Services	\$ -	\$ -	-	
Other Support and Revenue	\$ -	\$ -	-	
TOTAL SUPPORT AND OTHER REVENUE	259,845	_	259,845	256,85
Net Assets Released from Restrictions / Loss on Disposal of Assets	\$ -	\$ -	\$ -	\$
		,		
CHANGE IN NET ASSETS	141,114	(27,615)	113,499	470,97
NET ASSETS - BEGINNING OF YEAR	\$ 3,889,772	\$ 80,909	3,970,681	3,533,47
PRIOR YEAR/PERIOD ADJUSTMENTS		-	-	(33,768
•				
NET ASSETS - END OF YEAR	\$ 4,030,886	\$ 53,294	\$ 4,084,180	\$ 3,970,683

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

		2020								2019
				Progran	n Services			Supporting Services	s	
	No. of Positions		Regular Education	Special Education	Other Education	Total	Fundraising	Management and General	Total	Total
Personnel Services Costs			\$		\$	\$	\$	5	\$	\$
Administrative Staff Personnel	28		-		-	-	-	819,445	819,445	933,620
Instructional Personnel	100		4,664,169	188,988	15,250	4,868,407	-	-	-	4,354,593
Non-Instructional Personnel	26		1,295,316		-	1,295,316	-	-	-	620,218
Total Salaries and Staff	154.00		5,959,485	188,988	15,250	6,163,723	-	819,445	819,445	5,908,431
Fringe Benefits & Payroll Taxes			1,122,375	47,406		1,169,781		110,220	110,220	1,105,443
Retirement			367,267	19,312	-	386,579		84,457	84,457	434,742
Management Company Fees			-			-	-	-	-	-
Legal Service			-			-	-	48,137	48,137	23,027
Accounting / Audit Services			-			-	-	11,950	11,950	11,000
Other Purchased / Professional /						189,093	-	29,196	29,196	184,899
Consulti			173,415	15,678						
Building and Land Rent / Lease						-	-	-	-	-
Repairs & Maintenance		П	147,074	7,024		154,098	-	20,976	20,976	131,101
Insurance			60,529	2,505		63,034	-	76,783	76,783	117,324
Utilities			133,535	6,359		139,894	-	19,076	19,076	146,729
Supplies / Materials			209,023			209,023	-	61,408	61,408	312,694
Equipment / Furnishings						-	-	- 60,522	60,522	36,617
Staff Development						-			-	-
Travel/parking			34,630	1,549		36,179		21,029	21,029	58,933
Marketing / Recruitment		П				-	-	90,856	90,856	81,210
Technology		П	135,096	3,183		138,279	-	95,274	95,274	230,770
Food Service		П				-	-		-	-
Student Services		П	51,594		102,060	153,654	-	10,815	10,815	202,988
Office Expense		П	596			596	-	50,807	50,807	30,289
Depreciation		П	399,752	19,036		418,788	-	57,107	57,107	417,694
Interest		П	115,292	5,523		120,815		16,438		98,425
Professional Development		П	81,162			81,162		33,291	33,291	111,898
Other		П	64,359			64,359	-	45,574		106,692
Total Expenses		П	\$ 9,055,184	\$ 316,563	\$ 117,310	\$ 9,489,057	\$ -	\$ 1,763,361	\$ 1,763,361	\$ 9,750,906

Buffalo Academy of Science Charter School Statement of Cash Flows as of June 30

	2020	2019
CASH FLOWS - OPERATING ACTIVITIES		
Increase (decrease) in net assets	113,499.00	437,207
Revenues from School Districts		
Accounts Receivable	(251,918.00)	50,589.00
Due from School Districts		
Depreciation	475,895.00	417,694.00
Amortization	31,609.00	22,814.00
Grants Receivable	48,879.00	13,122.00
Due from NYS		
Grant revenues		
Prepaid Expenses		
Accounts Payable	(91,680.00)	52,013.00
Accrued Expenses	(198,732.00)	370,471.00
Accrued Liabilities		
Contributions and fund-raising activities		
Miscellaneous sources		
Deferred Revenue		
Interest payments	17,963.00	33,768.00
Inventory	(40,804.00)	(21,889.00
Deposits	(7,678.00)	5,000.00
200016	(7,070.00)	0,000.00
Payments to vendors (-)	(7,076.00)	3,000.00
•	(7,070.00)	
Payments to vendors (-)	(7,070.00)	
Payments to vendors (-) Payments to Charter School Personnel for Services Rendered (-)	97,033.00	
Payments to vendors (-) Payments to Charter School Personnel for Services Rendered (-) NET CASH PROVIDED FROM OPERATING ACTIVITIES		
Payments to vendors (-) Payments to Charter School Personnel for Services Rendered (-) NET CASH PROVIDED FROM OPERATING ACTIVITIES		1,380,789.00
Payments to vendors (-) Payments to Charter School Personnel for Services Rendered (-) NET CASH PROVIDED FROM OPERATING ACTIVITIES CASH FLOWS - INVESTING ACTIVITIES	97,033.00	1,380,789.00
Payments to vendors (-) Payments to Charter School Personnel for Services Rendered (-) NET CASH PROVIDED FROM OPERATING ACTIVITIES CASH FLOWS - INVESTING ACTIVITIES Purchase of equipment Other	97,033.00	1,380,789.00 - (1,062,361.00
Payments to vendors (-) Payments to Charter School Personnel for Services Rendered (-) NET CASH PROVIDED FROM OPERATING ACTIVITIES CASH FLOWS - INVESTING ACTIVITIES Purchase of equipment Other NET CASH PROVIDED FROM INVESTING ACTIVITIES	97,033.00	1,380,789.00 - (1,062,361.00 (1,062,361.00
Payments to vendors (-) Payments to Charter School Personnel for Services Rendered (-) NET CASH PROVIDED FROM OPERATING ACTIVITIES CASH FLOWS - INVESTING ACTIVITIES Purchase of equipment Other NET CASH PROVIDED FROM INVESTING ACTIVITIES	97,033.00 (4,264,978.00) (4,264,978.00)	1,380,789.00 (1,062,361.00 (1,062,361.00
Payments to vendors (-) Payments to Charter School Personnel for Services Rendered (-) NET CASH PROVIDED FROM OPERATING ACTIVITIES CASH FLOWS - INVESTING ACTIVITIES Purchase of equipment Other NET CASH PROVIDED FROM INVESTING ACTIVITIES CASH FLOWS - FINANCING ACTIVITIES	97,033.00 (4,264,978.00) (4,264,978.00) 1,310,942.00	1,380,789.00 (1,062,361.00 (1,062,361.00
Payments to vendors (-) Payments to Charter School Personnel for Services Rendered (-) NET CASH PROVIDED FROM OPERATING ACTIVITIES CASH FLOWS - INVESTING ACTIVITIES Purchase of equipment Other NET CASH PROVIDED FROM INVESTING ACTIVITIES CASH FLOWS - FINANCING ACTIVITIES Proceeds from Line of Credit Payments on Line of Credit	97,033.00 (4,264,978.00) (4,264,978.00) 1,310,942.00 (1,310,942.00)	1,380,789.00 (1,062,361.00 (1,062,361.00
Payments to vendors (-) Payments to Charter School Personnel for Services Rendered (-) NET CASH PROVIDED FROM OPERATING ACTIVITIES CASH FLOWS - INVESTING ACTIVITIES Purchase of equipment Other NET CASH PROVIDED FROM INVESTING ACTIVITIES CASH FLOWS - FINANCING ACTIVITIES Proceeds from Line of Credit Payments on Line of Credit Proceeds from demand note	97,033.00 (4,264,978.00) (4,264,978.00) 1,310,942.00 (1,310,942.00) 175,000.00	1,380,789.00 (1,062,361.00 (1,062,361.00 (1,050,000.00 (1,050,000.00
Payments to vendors (-) Payments to Charter School Personnel for Services Rendered (-) NET CASH PROVIDED FROM OPERATING ACTIVITIES CASH FLOWS - INVESTING ACTIVITIES Purchase of equipment Other NET CASH PROVIDED FROM INVESTING ACTIVITIES CASH FLOWS - FINANCING ACTIVITIES Proceeds from Line of Credit Payments on Line of Credit Proceeds from demand note Principal payments on bonds payable	97,033.00 (4,264,978.00) (4,264,978.00) 1,310,942.00 (1,310,942.00) 175,000.00 (474,008.00)	1,380,789.00 (1,062,361.00 (1,062,361.00 (1,050,000.00 (1,050,000.00
Payments to vendors (-) Payments to Charter School Personnel for Services Rendered (-) NET CASH PROVIDED FROM OPERATING ACTIVITIES CASH FLOWS - INVESTING ACTIVITIES Purchase of equipment Other NET CASH PROVIDED FROM INVESTING ACTIVITIES CASH FLOWS - FINANCING ACTIVITIES Proceeds from Line of Credit Payments on Line of Credit Proceeds from demand note Principal payments on bonds payable Proceeds from notes payable	97,033.00 (4,264,978.00) (4,264,978.00) 1,310,942.00 (1,310,942.00) 175,000.00 (474,008.00) 2,974,000.00	1,380,789.00 (1,062,361.00 (1,062,361.00 (1,050,000.00 (1,050,000.00
Payments to vendors (-) Payments to Charter School Personnel for Services Rendered (-) NET CASH PROVIDED FROM OPERATING ACTIVITIES CASH FLOWS - INVESTING ACTIVITIES Purchase of equipment Other NET CASH PROVIDED FROM INVESTING ACTIVITIES CASH FLOWS - FINANCING ACTIVITIES Proceeds from Line of Credit Payments on Line of Credit Proceeds from demand note Principal payments on bonds payable	97,033.00 (4,264,978.00) (4,264,978.00) 1,310,942.00 (1,310,942.00) 175,000.00 (474,008.00)	1,380,789.00 (1,062,361.00 (1,062,361.00 (1,050,000.00 (1,050,000.00
Payments to Vendors (-) Payments to Charter School Personnel for Services Rendered (-) NET CASH PROVIDED FROM OPERATING ACTIVITIES CASH FLOWS - INVESTING ACTIVITIES Purchase of equipment Other NET CASH PROVIDED FROM INVESTING ACTIVITIES CASH FLOWS - FINANCING ACTIVITIES Proceeds from Line of Credit Payments on Line of Credit Proceeds from demand note Principal payments on bonds payable Proceeds from notes payable Payments for debt issuance costs Proceeds from promissory note- PPP program	97,033.00 (4,264,978.00) (4,264,978.00) 1,310,942.00 (1,310,942.00) 175,000.00 (474,008.00) 2,974,000.00 (74,399.00) 1,250,000.00	1,380,789.00 (1,062,361.00 (1,062,361.00 (1,050,000.00 (1,050,000.00 (423,576.00
Payments to vendors (-) Payments to Charter School Personnel for Services Rendered (-) NET CASH PROVIDED FROM OPERATING ACTIVITIES CASH FLOWS - INVESTING ACTIVITIES Purchase of equipment Other NET CASH PROVIDED FROM INVESTING ACTIVITIES CASH FLOWS - FINANCING ACTIVITIES Proceeds from Line of Credit Payments on Line of Credit Proceeds from demand note Principal payments on bonds payable Proceeds from notes payable Payments for debt issuance costs Proceeds from promissory note- PPP program	97,033.00 (4,264,978.00) (4,264,978.00) 1,310,942.00 (1,310,942.00) 175,000.00 (474,008.00) 2,974,000.00 (74,399.00)	1,380,789.00 (1,062,361.00 (1,062,361.00 (1,050,000.00 (1,050,000.00 (423,576.00
Payments to vendors (-) Payments to Charter School Personnel for Services Rendered (-) NET CASH PROVIDED FROM OPERATING ACTIVITIES CASH FLOWS - INVESTING ACTIVITIES Purchase of equipment Other NET CASH PROVIDED FROM INVESTING ACTIVITIES CASH FLOWS - FINANCING ACTIVITIES Proceeds from Line of Credit Payments on Line of Credit Proceeds from demand note Principal payments on bonds payable Proceeds from notes payable Payments for debt issuance costs Proceeds from promissory note- PPP program NET CASH PROVIDED FROM FINANCING ACTIVITIES	97,033.00 (4,264,978.00) (4,264,978.00) 1,310,942.00 (1,310,942.00) 175,000.00 (474,008.00) 2,974,000.00 (74,399.00) 1,250,000.00 3,850,593.00	1,380,789.00 (1,062,361.00 (1,062,361.00 (1,050,000.00 (1,050,000.00 (423,576.00
Payments to vendors (-) Payments to Charter School Personnel for Services Rendered (-) NET CASH PROVIDED FROM OPERATING ACTIVITIES CASH FLOWS - INVESTING ACTIVITIES Purchase of equipment Other NET CASH PROVIDED FROM INVESTING ACTIVITIES CASH FLOWS - FINANCING ACTIVITIES Proceeds from Line of Credit Payments on Line of Credit Proceeds from demand note Principal payments on bonds payable Proceeds from notes payable Payments for debt issuance costs	97,033.00 (4,264,978.00) (4,264,978.00) 1,310,942.00 (1,310,942.00) 175,000.00 (474,008.00) 2,974,000.00 (74,399.00) 1,250,000.00	1,380,789.00 (1,062,361.00) (1,062,361.00)

Buffalo Academy of Science Charter School

		emy of Science ED BUDGET F						<u>Assumptions</u>
								DESCRIPTION OF ASSUMPTIONS - Please note assumptions who
Please Note: The student enrollme		, 2020 to Jun		n in row 155. This	will nonulate the	data in row 10		applicable
Trease Note. The state it enformed	in data is entered by	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
	Total Revenue	11,371,849	558,482	213,000	160,000	383,000	12,686,331	
	Total Expenses Net Income	10,485,834 886,015	558,482	213,000	160,000	2,024,752 (1,641,752)	12,510,586 175,745	
	udent Enrollment udent Enrollment	745	68					
Total Full Off	adont Emonment	70			**********	N		
			OGRAM SERVICES		SUPPORT	SERVICES		
		REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
REVENUE		EDUCATION	EDUCATION	OTHER	TONDINAISING	a GENERAL	TOTAL	
REVENUES FROM STATE SOURCES								
Per Pupil Revenue	CY Per Pupil Rate							
BUFFALO CITY SCHOOL DISTRICT CHEEKTOWAGA CENTRAL SCHOOL DISTRICT	\$13,200.00 \$11,410.00	10,388,400 125,510	12	÷.	-	-	10,388,400 125,510	
CHEEKTOWAGA SLOAN SCHOOL DISTRICT	\$12,530.00	25,060	-	+	+	-	25,060	
CLEVELAND HILL SCHOOL DISTRICT	\$11,582.00	23,164	(-	-	-	=	23,164	
ELLICOTTVILLE SCHOOL DISTRICT GRAND ISLAND SCHOOL DISTRICT	\$12,507.00 \$11,214.00	12,507 11,214	::::		-	7.	12,507 11,214	
LACKAWANNA SCHOOL DISTRICT	\$13,211.00	52,844	-	-	-	-	52,844	
LOCKPORT SCHOOL DISTRICT	\$10,948.00	21,896	9 7	7	-	7	21,896	
NIAGARA FALLS SCHOOL DISTRICT SWEETHOME SCHOOL DISTRICT	\$11,931.00 \$13,289.00	11,931 13,289		÷,	-	-	11,931 13,289	
WEST SENECA SCHOOL DISTRICT	\$10,953.00	10,953	-	-	-	-	10,953	
	\$	10,696,768	*	-	(=)	-)	10,696,768	
Special Education Revenue		-	449,723	-	-	-	449,723	
Grants			, , , , , , , , , , , , , , , , , , , ,				, , , ,	
Stimulus		-		=	-	-	.=:	
Other Other State Revenue				5.	.=:	-	-	
TOTAL REVENUE FROM STATE SOURCES		10,696,768	449,723	= "	-	-	11,146,491	
REVENUE FROM FEDERAL FUNDING								
IDEA Special Needs		-	\$108,759	-	ie.	4	108,759	
Title I Title Funding - Title IIA		\$416,194 \$43,803	(-	-		-	416,194 43,803	
Title Funding - Title III		\$8,985	-		-	-	8,985	
Title Funding - Title IV		\$27,332					27,332	
School Food Service (Free Lunch) Grants		5	150 E	7	17.	=	:T	
Charter School Program (CSP) Planning & Implementa	ation	2	12	2.	-	2	120	
Other		2	~	4	-	Ψ)	9	
Other Federal Revenue TOTAL REVENUE FROM FEDERAL SOURCES		496,314	108,759	4)	-	-	605,073	
		490,314	100,739	-		- 1	005,075	
LOCAL and OTHER REVENUE Contributions and Donations, Fundraising					\$160,000		\$160,000	
Erate Reimbursement		\$97,580			-		\$97,580	
Interest Income, Earnings on Investments,			75.	\$8,000	-	7.	\$8,000	
NYC-DYCD (Department of Youth and Community Development Food Service (Income from meals)	opmt.)	<u>.</u>	2	2	-	¥.,	\$0 \$0	
Lease - Building		-		\$160,000			\$160,000	
Text Book		\$49,526		-		Ξ.	\$49,526	
#REF! Shared Services Agreement with BuffSci-II		\$31,661	(4)	-	*	- \$383,000	\$31,661 \$383,000	.
Other Income		\$0		45,000	-	\$303,000	\$45,000	
TOTAL REVENUE FROM LOCAL and OTHER SOURCES		178,767	15	213,000	160,000	383,000	\$934,767	
TOTAL REVENUE		11,371,849	558,482	213,000	160,000	383,000	12,686,331	
EXPENSES								List exact titles and staff FTE"s (Full time eqiuilivalent)
ADMINISTRATIVE STAFF PERSONNEL COSTS	Positions							
Executive Management Instructional Management	1.00 3.00	-	(=:	-	·	117,753 273,162		1 Executive Director 3 School Principals
Deans, Directors & Coordinators	5.00	*	-	-		273,162 359,430		3 School Principals 3 Deans, 1 Director of Curriculum, 1 Director of Guidance
CFO / Director of Finance	1.00	-	97.	7/	-	91,054	91,054	1 Chief Financial Officer
Operation / Business Manager Administrative Staff	4.00	-	27.	7	-	180,104		1 Director of HR, 1 Financial Analyst, 1 Business Office - Support, 1 Ac
TOTAL ADMINISTRATIVE STAFF	10.00	-	-	-	-	356,728 1,378,231	356,728 1,378,231	Center
						1,010,201	1,0.0,201	<u> </u>

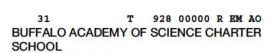
Buffalo Academy of Science Charter School

		ED BUDGET F	e Charter Sch					<u>Assumptions</u>
								DESCRIPTION OF ASSUMPTIONS - Please note assumptions when
		, 2020 to June						applicable
Please Note: The student enrollm		REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
	Total Revenue Total Expenses	11,371,849 10,485,834	558,482	213,000	160,000	383,000 2,024,752	12,686,331 12,510,586	
	Net Income	886,015	558,482	213,000	160,000	(1,641,752)	175,745	
	Student Enrollment Student Enrollment	745	68				150	
Total Fald C	Student Enrollment		3			N		
		PR	OGRAM SERVICES		SUPPORT	SERVICES		
		REGULAR	SPECIAL			MANAGEMENT		
		EDUCATION	EDUCATION	OTHER	FUNDRAISING	& GENERAL	TOTAL	
INSTRUCTIONAL PERSONNEL COSTS	·	F		963	υ	2		
Teachers - Regular	46.00	2,393,647	-	7	•	7-		3 1st Grade t., 3 2nd Grade t., 3 3rd Grade t., 3 4th Grade t., 3 Algebra t., 1 Chemistry t, 1 Earth Science t, 8 ELA t, 1 Geometry t., 2 Global t., 4 Kindergarten t., 1 Living Environment t., 4 Math t., 2 Math Specialist, 1 PiG/Econ t., 2 Reading Specialist, 4 Science t., 2 Social studies t, 1 US
Teachers - SPED	11.00	485,362		2	*		485 362	History t 11 Special Ed Teachers
Substitute Teachers	4.00	110,598	-	_		_		4 Building Substitutes
Teaching Assistants	13.00	368,900	~	-	-	-		13 Support Teachers
Specialty Teachers	17.00	748,370	No.	2		-	10.000-000-000-000-000-000-000-000-000-0	2 Art Teacher, 1Basketball Coach, 3 Computer teacher, 1 Creative Expressions, 4 ESL Teacher, 1 Music teacher, 3 Phys. Ed. teacher, 2 Spanish teacher, 2 STEM, 2 Turkish Teacher
Aides	5.00	123,093	(=)	-	.=:	-		4 Teacher Aid, 2 Support Teacher
Therapists & Counselors Other	7.00	307,722	: T		*	-	20	2 Guidance Counselors, 2 ISS, 1 School Psychologist, 3 Social Workers 2 IT specialists, 1 Instructional Technology Coordinator, 1 IT Systems
\$65000 A COMPA	6.00	302,592	·*	.	S.7.5	≅.	302,592	Administrator, 1 District Data Coordinator, 1 PSR teacher
TOTAL INSTRUCTIONAL	109	4,840,284		-		·	4,840,284	
NON-INSTRUCTIONAL PERSONNEL COSTS	94							
Nurse	3.00	133,600	-	-		-		3 School Nurse
Librarian Custodian	1.00	42,313	-			272,059	THE PARTY NAMED IN COLUMN 2 IN	1 L brarian 10 Custodians
Security	5.00	-	(-)	-	3-0	118,033		5 Hall monitors
Other	1.00	-		-	-	15,000		1 Boiler Engineer
TOTAL NON-INSTRUCTIONAL	20	175,913	×*:			405,092	581,005	
SUBTOTAL PERSONNEL SERVICE COSTS	153	5,016,197	12°	ē	-	1,783,323	6,799,520	
PAYROLL TAXES AND BENEFITS		544.400					544 400	
Payroll Taxes Fringe / Employee Benefits		511,496 1,242,422	(=	-	: * :	+	511,496 1,242,422	
Retirement / Pension		656,858	-	-	-	-	656,858	
TOTAL PAYROLL TAXES AND BENEFITS		2,410,775	3. .	-		-	2,410,775	
TOTAL PERSONNEL SERVICE COSTS		7,426,972		÷	-	1,783,323	9,210,295	
CONTRACTED SERVICES								
Accounting / Audit		₩ .	120	-	34	15,253	15,253	
Legal Management Company Fee		2	~	*	*	12,500	12,500	
Nurse Services		*	(#)		*	1,500	1,500	
Food Service / School Lunch				-		-	1,000	
Payroll Services		2		-	3.5.4	51,451	51,451	
Special Ed Services		-	972)	7	-	7.	-	
Titlement Services (i.e. Title I) Other Purchased / Professional / Consulting		138,688		-	=	45,000	183,688	
TOTAL CONTRACTED SERVICES		138,688	-	-		125,704	264,391	
SCHOOL OPERATIONS								
Board Expenses		=	(ex	-	:#X	5,000	5,000	
Classroom / Teaching Supplies & Materials		141,736	3.53	7	-	7.	141,736	
Special Ed Supplies & Materials		7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7	-	-	-	-	0.4.505	
Textbooks / Workbooks Supplies & Materials other		84,526	7	7.		7	84,526	
Equipment / Furniture		161,614	2	2	-	2	161,614	
Telephone		95,661	44	-	743	=1	95,661	
Technology		32,982	122	-		¥)	32,982	
Student Testing & Assessment Field Trips		13,249	~	-	Sec. 1	Ψ.	13,249	
Transportation (student)		13,249 58,148	(*)		*	-	13,249 58,148	
Student Services - other		65,955		-		-	65,955	
Office Expense		7.		-	-	76,725	76,725	
Staff Development		25,000	970	7.	7.	7.	25,000	

Buffalo Academy of Science Charter School

Витаю Асао	emy of Science	ce Charter So	chool				
PROJECT	ED BUDGET	FOR 2020-20	21				<u>Assumptions</u>
July 1, 2020 to June 30, 2021							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered be	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue Total Expenses	11,371,849 10,485,834	558,482	213,000	160,000	383,000 2,024,752	12,686,331 12,510,586	
Net Income Actual Student Enrollment	886,015	558,482	213,000	160,000	(1,641,752)	175,745	
Total Paid Student Enrollment	745	68				-	
	P	ROGRAM SERVICE	S	SUPPORT	SERVICES		
	REGULAR	SPECIAL			MANAGEMENT		
	EDUCATION	EDUCATION	OTHER	FUNDRAISING	& GENERAL	TOTAL	
Staff Recruitment			*	:+:	-	-	
Student Recruitment / Marketing	*	(*)	-	; - -	÷	-	
School Meals / Lunch		-	=		-	40.00	
Travel (Staff) Fundraising	12,500	-	5	-	=	12,500	
Other	244,642	972 983	7.	15.00 15.00	34,000	278,642	
TOTAL SCHOOL OPERATIONS	936,014		(1)		115,725	1,051,739	
FACILITY OPERATION & MAINTENANCE					September 1		
Insurance	109,212	-	-		-	109,212	
Janitorial	36,050		-		-	36,050	
Building and Land Rent / Lease	753,678	-	π		=	753,678	
Repairs & Maintenance	319,501		-	ST.	7	319,501	
Equipment / Furniture		270	7	1.77	7		
Security	5,000 207,420	979	7		7.	5,000 207,420	
Utilities TOTAL FACILITY OPERATION & MAINTENANCE	1,430,861	-	-	-	-	1,430,861	
DEPRECIATION & AMORTIZATION	553,300					553,300	
DISSOLUTION & AMOUNT ATTOM DISSOLUTION ESCROW & RESERVES / CONTIGENCY	333,300	-	-	*	-	555,500	
TOTAL EXPENSES	10,485,834		ē.	-	2,024,752	12,510,586	
NET INCOME	886,015	558,482	213,000	160,000	(1,641,752)	175,745	
		323,322	2.0,000		(1,011,102)	,	
ENROLLMENT - *School Districts Are Linked To Above Entries*	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED				
BUFFALO CITY SCHOOL DISTRICT	719	68	787				
CHEEKTOWAGA SLOAM SCHOOL DISTRICT	11		11				
CHEEKTOWAGA SLOAN SCHOOL DISTRICT CLEVELAND HILL SCHOOL DISTRICT	2		2				
ELLICOTTVILLE SCHOOL DISTRICT	1		1				
GRAND ISLAND SCHOOL DISTRICT	1		1				
LACKAWANNA SCHOOL DISTRICT	4		4				
LOCKPORT SCHOOL DISTRICT NIAGARA FALLS SCHOOL DISTRICT	2		1				
SWEETHOME SCHOOL DISTRICT	1		1				
WEST SENECA SCHOOL DISTRICT	1		1				
TOTAL ENROLLMENT	745	68	813				
REVENUE PER PUPIL	15,264	8,213	262	9			
EXPENSES PER PUPIL	14,075	9,2,3					
	17,010			S			





190 FRANKLIN ST

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Key Business Silver Money Market Svgs BUFFALO ACADEMY OF SCIENCE CHARTER SCHOOL	Beginning balance 9-30-20 Interest paid	\$76,162.07 +1.29
	Ending balance 10-31-20	\$76,163.36

Interest		
earned		
	Annual percentage yield (APY) earned	0.02%
	Number of days this statement period	31
	Interest paid 10-30-20	\$1.29
	Interest earned this statement period	\$1.29
	Interest paid year-to-date	\$24.31

2 of 2

CUSTOMER ACCOUNT DISCLOSURES

The following disclosures apply only to accounts covered by the Federal Truth in Lending Act or the Federal Electronic Funds Transfer Act, as amended, or similar state laws.

IN CASE OF ERROR OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS:

Call us at the phone number indicated on the first page of this statement, OR write us at the address listed below, as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer listed on the statement or receipt. We must hear from you no later than sixty (60) days after we sent you the FIRST statement on which the problem or error appeared.

Customer Disputes NY 31 55 0228 555 Patroon Creek Blvd Albany, NY 12206

- Tell us your name and Account number;
- Describe the error or transfer that you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information:
- Tell us the dollar amount of the suspected error.

If you tell us orally, we may require that you send us your complaint or question in writing within ten (10) business days

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 recredit your account for the amount you think is in error, so that you will have use of the money during the time it takes us to complete our investigation.

COMMON ELECTRONIC TRANSACTION DESCRIPTIONS:

XFER TO SAV XFER FROM SAV XFER TO CKG XFER FROM CKG PMT TO CR CARD ADV CR CARD

Transfer to Savings Account Transfer from Savings Account Transfer to Checking Account Transfer from Checking Account Payment to Credit Card Advance from Credit Card

Preauthorized Credits: If you have arranged to have direct deposits made to your Account at least once every sixty (60) days from the same person or company, you can call us at the number indicated on the reverse side to find out whether or not the deposit has been made.

IMPORTANT LINE OF CREDIT INFORMATION

What To Do If You Think You Find A Mistake on Your Statement: If you think there is an error on your statement, write us at: KeyBank N.A., P.O Box 93885, Cleveland, OH 44101 4825

In your letter, give us the following information:

- Account Information: Your name and account number.
- Dollar Amount: The dollar amount of the suspected error.

 Description of the Problem: If you think there is an error on your bill, describe what you believe is wrong and why you believe it was a mistake.

You must contact us within 60 days after the error appeared on your statement. You must notify us of any potential errors in writing. You may call us, but if you do we are not required to investigate any potential errors and you may have to pay the amount in question.

While we investigate whether or not there has been an error, the following are true:

- We cannot try to collect the amount in question, or report you as delinquent on
- The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
- While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
- We can apply any unpaid amount against your credit limit

Explanation of Finance Charge: Your Finance Charge attributable to interest (hereinafter referred to as interest) is computed using the Average Daily Balance method.

Average Daily Balance method (Balance Subject to Interest Rate): Your interest is computed on all purchases and cash advances (collectively "advances") from the date each advance is posted until we receive payment in full (there is no grace period). We figure the interest on your line of credit by multiplying the daily periodic rate by the "Average Daily Balance" of your line of credit (including current transactions) and multiplying by the number of days in the billing cycle. To get the Average Daily Balance we take the beginning balance of your line of credit each day, add any new advances or debits, and subtract any payments and credits, any non financed fees and unpaid interest. This gives us the daily balance. Then we add up all of your daily balances in the billing cycle and divide this total by the number of days in the billing cycle to get your Average Daily Balance.

CREDIT INFORMATION: If you believe we have reported inaccurate information about your account to a credit reporting agency, you may contact the credit reporting agency or write to us at:

Key Credit Research Department P.O. Box 94518 Cleveland, Ohio 44101 4518

Please include your account number, a copy of your credit report reflecting the inaccurate information, name, address, city, state, and zip code, and an explanation of why you believe the information is inaccurate.

BALANCING YOUR ACCOUNT

Please examine your statement and paid check information upon receipt. Erasures, alterations or irregularities should be reported promptly in accordance with your account agreement. The suggested steps below will help you balance your account.

INSTRUCTIONS

 Verify and check off in your check register each deposit, check or other transaction shown on this statement.

Enter into your check register and SUBTRACT:

- Checks or other deductions shown on our statement that you have not already entered.
- The "Service charges", if any, shown on your statement.

Enter into your check register and ADD:

- · Deposits or other credits shown on your statement that you have not already entered.
- · The "Interest earned" shown on your statement, if any.

4	List from your check register any checks or other deductions that are <i>not</i> shown on your statement.			6	List any deposits from your check register that are <i>not</i> shown on your statement.			
Check # or Date		Amount	Amount		Date	Amount		
Of Date								
- Z.						i.		
				то	TAL →	\$		
S S					<i>q</i>			
				0	6 Enter ending balance shown on your statement.			
				\$				
				0	Add 5 and 6 and enter total here.			
				\$				
				S Enter total from 4.				
				\$				
			-			1/2020000 2		100
				Subtract 8 from 7 and enter difference here.				
				\$				
TOTAL → \$				This amount should agree with your check register balance.				