

# Application: AECI II

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2020-2021 Annual Report

## Summary

**ID:** 0000000105

**Last submitted:** Nov 4 2021 09:12 PM (EDT)

**Labels:** Board of Regents

## Entry 1 School Info and Cover Page

**Completed** Aug 2 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

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**a. SCHOOL NAME**

(Select name from the drop down menu)

AECI II: NYC CHARTER HIGH SCHOOL FOR COMPUTER ENGINEERING AND INNOVATION 320700861154

**a1. Popular School Name**

AECI II

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

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

BOARD OF REGENTS

**c. DISTRICT / CSD OF LOCATION**

CSD # 7 - BRONX

**d. DATE OF INITIAL CHARTER**

11/2018

**e. DATE FIRST OPENED FOR INSTRUCTION**

9/2019

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

MISSION STATEMENT

AECI II: NYC Charter High School for Computer Engineering & Innovation (“AECI II”) will create an integrated, rigorous academic program that provides students with the necessary skills, knowledge and practical experience to pursue college and a career in Computer Engineering.

**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	Computer Engineering and Innovation - At AECI II, students explore careers, skills, knowledge, and practical experiences leading to college and a career in the computer engineering industry. AECI II emphasize science and math proficiency, effective communication, and critical thinking skills through a standards-based core curriculum. Students will be creators of technology rather than just consumers, engage in real world technological challenges, and gain skills that are specific to computer engineering and innovation that culminate in industry standard certifications. These skills will be transferable across disciplines and careers.
KDE 2	Strong Academic Foundations - AECI II strives on helping incoming students accelerate learning quickly and establish the strong academic foundation necessary for long-term success. In 9th grade, all students engage in double periods of English and math to help ensure that they have the language and math skills necessary for success in our project-based technology and engineering curriculum. A special bell schedule will allow students who are struggling or need additional

instructional time to receive an additional 90 minutes each week of small group tutoring with teachers. In addition, AECI II offers a Saturday Academy that meets at least 20 times throughout the school year and will provide more than 100 hours of additional instructional time for students who need additional academic support.

KDE 3

Instructional Excellence - AECI II recognizes that our students' success is directly correlated to the quality of our instructional staff. We offer a comprehensive human capital management program that includes intense recruitment of top quality educators (both new and experienced) and continuous professional growth opportunities through partnerships with Columbia University Teachers' College, TEQ, LSA Learning and Lead On, as well as other professional organizations. AECI II teachers have dedicated time in their daily schedules to engage in both content and grade level professional learning communities (PLCs) where they can engage in reflective practices. We offer a career ladder for teachers that rewards their growth and success with increased compensation and professional responsibilities. To help teachers ascend this career ladder, AECI II leadership conducts frequent observations, provides timely, meaningful teacher feedback, assigns mentors to new teachers and provides coaches to help teachers address specific areas of growth (e.g. interdisciplinary curriculum design, classroom management, and pedagogy).

KDE 4

Project-based Learning Classrooms - AECI II promotes academic rigor by emphasizing critical thinking and problem solving, through a project based learning instructional program. Students will "learn by doing." In order to support this intensive mode of hands-on learning, AECI II limits class size and conducts 47-minute class sessions (with double periods for incoming freshman in English and Math). Furthermore, classrooms are designed to foster peer-to-peer collaboration and engage in use of technology (e.g. interactive whiteboards in all

classrooms, use of Chromebooks, laptops, and TI Inspire Calculators).

KDE 5

Support for the Whole Student – AECI II students come from diverse home and prior educational environments, with a wide range of needs. Our goal is to provide each student with the full range of support that s/he needs in order to evolve into a young scholar and professional capable of success in both college and career. To this end, we assign a single guidance counselor to each cohort of new 9th grade students, and this counselor will remain with that cohort of students through graduation. The counselor serves as the central point of contact between student, parents, teachers and the administration, securing resources and support to meet the unique needs of each student.

KDE 6

Development of Young Professionals with Core Values– From our dress code to our instructional design, AECI II supports students to create and develop positive, professional experiences. Students engage in project-based learning experiences that integrate “real world” applications of academic skills, require effective peer-to-peer collaboration, culminating in public presentations, and allow for reflective learning and skill development. Students will also engage in internships where they can gain on-the-job experience and apply their academic skills in authentic professional situations. Based on AECI I staff and students’ shared commitment to four Core Values that sustain both grit and character, the AECI II community will also teach, learn and uphold the same Core Values of Perseverance, Achievement, Integrity, and Respect.

KDE 7

Intensive College Readiness Preparation – AECI II aims to prepare students to attend and graduate from quality higher educational programs. We assign each student a single counselor who will facilitate daily college advisories and hands-on support for all students. The advisor will help students: identify target colleges/universities and attend college fairs and trips; complete all

application requirements, including SAT/ACT preparation, development of college essays, and securing letters of recommendation; pursue and secure financial aid, including completing FAFSA and scholarship applications. Furthermore, through partnerships with Syracuse University Project Advance, Lehman College Now, City College Now, Bronx Community College, and Monroe College. AECI II will offer dual-enrolled credit classes for juniors and seniors. These dual-enrolled courses prepare students for the increased rigor of college classes and result in college credits that students can transfer into the college of their choice.

KDE 8

Data-Informed Teaching & Learning - AECI II supports both teachers and students to use qualitative and quantitative data to inform teaching and learning. Teachers use assessments to set benchmarks, measure student growth, make overall instructional course corrections, and individualize instruction to meet specific students' needs. Teachers provide feedback to students on a regular basis so that students understand what they need to do to improve their work and can then take those next steps. Continuous improvement through data-informed teaching and learning guide all members of the AECI II community.

KDE 9

Distributed Leadership - AECI II utilizes a distributed leadership approach that focuses on shared tasks, activities and processes among staff rather than hierarchies and positions/titles. Leadership Teams cluster around the core components of running an effective school-- instruction, curriculum, a culture of learning and professionalism, operations, student-teacher-parent relations, and accountability--and be facilitated by different members of the team as appropriate to the situation. This approach extends up to and includes the Board of Trustees, which is composed of experts in various aspects of teaching, learning, leadership and organizational management.

A Positive Culture of High Expectations and Mutual

KDE 10

Respect - Recognizing that a culture of trust and high expectations for all students starts with the school leader, the AECI II school leader consistently articulates a coherent vision for school culture and climate-positive practices that promote a growth mindset (Carol Dweck, 2007) as well as academic and social learning while valuing student diversity. The school leader and all teachers engage people, ideas, and resources to put into practice the programs that realize high expectations of achievement. The staff recognizes the contributions of diverse students when developing the school culture by implementing a culturally competent curriculum that is relevant to students' lives and backgrounds. Furthermore, following the talent management efforts and resulting successes of AECI I, AECI II prioritizes faculty diversity to create and develop a well-rounded staff that is uniquely capable of supporting AECI II students' needs and strengths. The culture of respect and fairness for students extends to a culture of respect and social learning among faculty by encouraging teachers to learn from their most effective colleagues. While the school leader is ultimately responsible for school culture, AECI II students and staff feels personally invested in maintaining a safe, deliberate, and positive environment in which student learning is the central focus.

**Need additional space for variables**

No

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

<https://aeci2charterhs.org/>

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

250

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

213

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

Check all that apply

Grades Served

9, 10

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

No

## FACILITIES INFORMATION

**m. FACILITIES**

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

No, just one site.



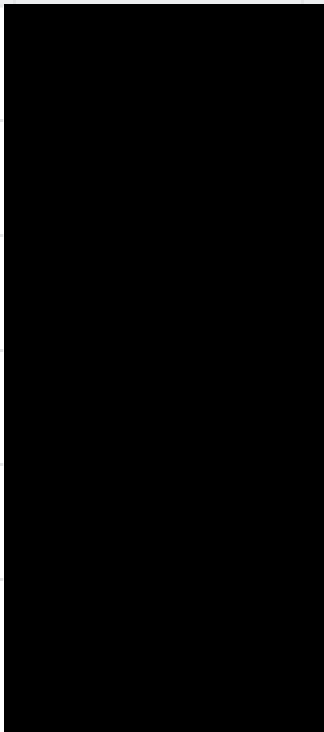
**School Site 1 (Primary)**

**m1. SCHOOL SITES**

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	423 East 138th Street, Bronx, NY 10454	646-741-7470	NYC CSD 7	9-11	No

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

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Charles Gallo	646-741-7470		<a href="mailto:gallo4@aecicharterhs.org">gallo4@aecicharterhs.org</a>
Operational Leader	Hector Rodriguez	646-400-5566		<a href="mailto:rodriguez@aecicharterhs.org">rodriguez@aecicharterhs.org</a>
Compliance Contact	Charles Gallo	646-741-7470		<a href="mailto:gallo4@aecicharterhs.org">gallo4@aecicharterhs.org</a>
Complaint Contact	Charles Gallo	646-741-7470		<a href="mailto:gallo4@aecicharterhs.org">gallo4@aecicharterhs.org</a>
DASA Coordinator	Avril Guzman	646-741-7470		<a href="mailto:guzman@aeci2.aecicharterhs.org">guzman@aeci2.aecicharterhs.org</a>
Phone Contact for After Hours Emergencies	Charles Gallo	646-741-7470		<a href="mailto:gallo4@aecicharterhs.org">gallo4@aecicharterhs.org</a>

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

Private Space

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

**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)**

[AECI 2 COO.pdf](#)

**Filename:** AECI 2 COO.pdf **Size:** 6.7 MB

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**Site 1 Fire Inspection Report**

[423 E 138 X CW 9.19.2019.pdf](#)

**Filename:** 423 E 138 X CW 9.19.2019.pdf **Size:** 355.8 kB

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**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	Derick Spaulding
Position	Chief Executive Officer
Phone/Extension	646-221-8518
Email	<a href="mailto:dspaulding@aecicharterhs.org">dspaulding@aecicharterhs.org</a>

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

**Responses Selected:**

Yes

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

**Responses Selected:**

Yes

**Signature, Head of Charter School**

A handwritten signature in black ink on a light gray background. The signature is highly stylized and cursive, consisting of several large, overlapping loops and a long, sweeping tail that ends in a sharp point.

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

A handwritten signature in black ink on a light gray background. The signature is highly stylized and cursive, featuring large, rounded loops and a long, sweeping tail that ends in a sharp point.

**Date**

Aug 2 2021

**Thank you.**



## Entry 3 Progress Toward Goals

Completed Oct 31 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.

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### 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".**

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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	Each year, 75 percent of 9 - 12 each cohort will pass the New York State Regents examinations in ELA	NYS Regents examinations in ELA	Unable to Assess	In the 2020-21 school year, students and their families chose not to take the Regents exams due to COVID-19 concerns.
Academic Goal 2	Each year, 75 percent of 9-12 each cohort will pass the New York State Regents examinations in mathematics.	NYS Regents examinations in mathematics	Unable to Assess	In the 2020-21 school year, students and their families chose not to take the Regents exams due to COVID-19 concerns.
Academic Goal 3	Each year, seventy-five percent of each student cohort will perform at or above 65 (passing grade) on the New York State Regents US History Exam	NYS Regents examinations in U.S. History	Unable to Assess	In the 2020-21 school year, students and their families chose not to take the Regents exams due to COVID-19 concerns.
Academic Goal 4	Each year, seventy-five percent of each student cohort will perform at or above 65 (passing grade) on the New	NYS Regents examinations in Global History	Unable to Assess	In the 2020-21 school year, students and their families chose not to take the Regents exams

	York State Regents Global History Exam			due to COVID-19 concerns.
Academic Goal 5	Each year, seventy-five percent of students enrolled in the school for two or more years will perform at or above 65 (passing grade) on the New York State Regents Science Exams (Living Environment and Chemistry).	NYS Regents examinations in Science	Unable to Assess	In the 2020-21 school year, students and their families chose not to take the Regents exams due to COVID-19 concerns.
Academic Goal 6	Each year, the percentage of each cohort of students passing the ELA Regents examination will place the school in the top quartile of all similar schools	NYS Regents examinations in ELA	Unable to Assess	In the 2020-21 school year, students and their families chose not to take the Regents exams due to COVID-19 concerns.
Academic Goal 7	Each year, the percentage of each cohort of students passing the Math Regents examination will place the school in the top quartile of all similar schools	NYS Regents examinations in Math	Unable to Assess	In the 2020-21 school year, students and their families chose not to take the Regents exams due to COVID-19 concerns.
Academic Goal 8	Each year, at least 80% of each student cohort graduates after five years.	School's Graduation Records	Unable to Assess	In the 2020-21 school year, AECI II only served first and second year students.
Academic Goal 9				

Academic Goal 10				
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**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	Each year, teachers will show improvement on the Danielson Framework for Teaching from the beginning of the year to the end of the year	School Records	Unable to Assess	Since the school building was open and closed due to the pandemic, it was not possible to use the Danielson Framework to measure teacher effectiveness. The school used the Danielson Framework for Remote Teaching



				which does NOT provide a rating for levels of performance.
Org Goal 2	Each year, the school will have a daily student attendance rate of at least 93 percent.	Daily Attendance Records	Met	The school finished the year with a 93% student attendance rate.
Org Goal 3	Each year, parents will express satisfaction with the school's program, based on the school's Parent Survey in which at least 80% of all parents provide a positive response to each of the survey items.	NYCDOE Parent Surveys	Met	AECE II's results on the DOE Family Survey are as follows: Inclusive Leadership - 96%; Outreach to Parents - 97%; Parent Involvement in School - 86%; Parent-Principal Trust - 96%; and Parent-Teacher Trust - 96%
Org Goal 4	Monthly, school administration will report to the Board on progress and outcomes around the Key Design Elements as exhibited in monthly Board minutes	School Records	Met	Various items such as academic progress, attendance, parent meetings, schoolwide events, teacher reports, and curriculum and instruction are discussed and reviewed for higher student outcomes. The board also has a separate academic committee meeting where curriculum and

				instruction is targeted and any gaps that are identified are addressed.
Org Goal 5	Each year, student enrollment will be within 10% of full enrollment as defined in the school's contract.	School Rosters	Met	In the 2020-21 school year, the school enrolled 224 students. The maximum approved enrollment for this time period was 250.
Org Goal 6	Each year, 86% of all students enrolled during the year will return the following September	Student Enrollment Records	Met	98% of AECE II's non-graduating students returned to the school between June 2020 and September 2020
Org Goal 7	Each year, a waiting list equal to or exceeding 10% of the school's population will be maintained	School Waiting List	Met	In the 2020-21 school year, AECE's wait list was 300 students. Thus, the wait list was over 10% of the school's enrollment.
	Each year, the school will comply with all applicable laws, rules,			AECE has generally and substantially complied with all applicable laws, rules and regulations. The Board takes legal compliance matters very seriously and has retained outside counsel to ensure

Org Goal 8	<p>regulations and contract terms including, but not limited to, the New York Charter Schools Act, the New York Freedom of Information Law, and the New York Open Meetings Law, the federal Individuals with Disabilities Education Act, and federal Family Educational Rights and Privacy Act.</p>	Board Policies and Meetings	Met	<p>compliance with all relevant laws. AECI has in place and maintains effective systems, policies, procedures and other controls for ensuring that legal and charter requirements. AECI's staff has been trained with respect to all applicable procedures and systems. The staff is empowered to identify and address any possible legal or compliance issues and to report these matters to the Board or its counsel.</p>
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				
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**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	Each year, the school will operate on a balanced budget and maintain a stable cash flow.	Monthly and weekly financial statements	Met	The school maintained a balanced budget and stable cash flow throughout the year and kept within the limits of the budget operating expenses throughout the school year.
Financial Goal 2	Annually, the school will undergo an independent financial audit that will result in an unqualified opinion and no major findings.	Independent Financial Audit Findings	Met	There were no major findings on the 2020-21 independent financial audit.
Financial Goal 3	Annually, there will be 12 Board meetings as exemplified by the	School Records	Met	In the 2020-21 school year, the board conducted 12 board

	posted Board minutes.			meetings.
Financial Goal 4	Annually, the Board will approve the Budget and other policies and procedures as necessary	School Records	Met	In the 2020-21 school year, the Board approved the Budget and other policies and procedures.
Financial Goal 5	Annually, the Board will ensure that all evaluations have been conducted and that they have conducted a self-evaluation.	School Records	Met	In the 2020-21 school year, the board ensured that all evaluations have been conducted and each board member conducted a self-evaluation.

**7. Do have more financial goals to add?**

No

**Thank you.**

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

**Completed** Oct 31 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.**

**[AECI CSN FY21 Single Audit](#)**

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

**Incomplete** Hidden from applicant

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

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

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

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

**Completed** Dec 20 2021

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

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

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

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

### [AECI II NYC CHS for Computer Engineering and Innovation\\_BEDS-320700861154\\_2020-21](#)

Filename: AECI II NYC CHS for Computer Engi XW5Fwlr.xlsx Size: 75.3 kB

## Entry 4c - Additional Financial Documents

**Completed** Nov 4 2021

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

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

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

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

## [AECI II Financial Addendum](#)

Filename: AECI II Financial Addendum.pdf Size: 2.8 MB

### Entry 4d - Financial Services Contact Information

Completed Oct 31 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
	Josh Moreau	[REDACTED]	[REDACTED]

#### 2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Ray Jacobi	[REDACTED]	[REDACTED]	2

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm

### Entry 5 - Fiscal Year 2021-2022 Budget

Completed Oct 31 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.**

## **[AECI II Final2021-2022ARBudgetTemplate FY2022 \(6\)](#)**

**Filename:** AECI II Final2021 2022ARBudgetTemp BDvYcbF.xlsx **Size:** 38.2 kB

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

Completed Aug 2 2021

### **Required of ALL Charter Schools by August 2**

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2020-2021 school year must complete a signed:

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

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

Trustees serving on an education corporation that governs more than one school are not required to complete a separate disclosure for each school governed by the **education** corporation. In the Disclosure of Financial Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation. Note: DocuSign is accepted.

## **[AECI Board Disclosures Complete](#)**

**Filename:** AECI Board Disclosures Complete ovW7ZJQ.pdf **Size:** 7.0 MB

## **Entry 7 BOT Membership Table**

Completed Aug 2 2021

## **Instructions**



# Required of All charter schools

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

## Entry 7 BOT Table

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

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

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2020-2021
1	Carlo Schiattarella	[REDACTED]	Chair	- Facilities Committee Chair -Finance Committee	Yes	3	01/01/2018	01/01/2023	12
2	Irma Zardoya	[REDACTED]	Vice Chair	Academic Committee Chair	Yes	4	10/01/2019	10/01/2024	11
				-					

3	Ricardo Cosme Ruiz		Secretary	Facilities Committee -Family Engagement Committee	Yes	2	12/12/2018	12/12/2023	11
4	Shameeka Gonzales Gamboa		Trustee/Member	- Finance Committee - Academic Committee	Yes	1	07/14/2020	07/14/2025	11
5	Alberto Villaman		Treasurer	- Finance Committee Chair - Facilities Committee	Yes	3	03/01/2019	03/01/2023	9
6	Paul Comrie		Trustee/Member	- Academic Committee -Family Engagement Committee	Yes	2	10/01/2015	10/01/2021	12
7	Robert Burton		Trustee/Member	Academic Committee	Yes	2	01/01/2018	01/01/2023	5 or less
8									

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

No

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

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

a. Total Number of BOT Members on June 30, 2021	7
b.Total Number of Members Added During 2020-2021	1
c. Total Number of Members who Departed during 2020-2021	2
d.Total Number of members, as set in Bylaws, Resolution or Minutes	7

**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 Aug 2 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.

### **AECI Complete 2020-21 Board Meeting Minutes**

Filename: AECI Complete 2020 21 Board Meeting Fb1lqNf.pdf Size: 1.5 MB

## Entry 9 Enrollment & Retention

Completed Aug 2 2021

### **Instructions for submitting Enrollment and Retention Efforts**

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

## Entry 9 Enrollment and Retention of Special Populations

### **Instructions for Reporting Enrollment and Retention Strategies**

Describe the efforts the charter school has made in 2020-2021 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners, and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2021-2022.

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### **Recruitment/Attraction Efforts Toward Meeting Targets**

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	Describe Recruitment Efforts in 2020-2021	Describe Recruitment Plans in 2021-2022
Economically Disadvantaged	<p>As in the case of AECI I, we actively recruited from CSD 7 to enroll the same or greater percentages of economically disadvantaged students. AECI2 attended nearly 20 middle school open house events, held 4 open house events, and posted our events in local community newspapers and flyers. We also sent representatives to the NYCDOE High School Fairs when held in October.</p>	<p>AECI2 will continue creating and supporting partnerships within the community. This includes middle schools, community centers, service providers and food pantries. Due to the covid-19 event, the school was unable to hold its special recruiting events and this had a direct impact on recruitment and registration. We are exploring advertising campaigns and will work with Schola to increase the number of Economically Disadvantaged Students.</p>
English Language Learners	<p>Of the 15.8% of students in CSD 7 that are designated English Language Learners 2018-2019, the vast majority speak Spanish as their primary language. In order to recruit these students, AECI2 implemented bilingual outreach efforts that included heavy advertising in sections of the district that included a wide variety of English Language Learners. This included distribution of all materials and web information in both English and Spanish, holding open house informational groups sessions in both languages, and advertising in local community newspapers including El Diario. Additionally, we prioritized clear communication in regard to the school's theme (computer engineering), that it is open, accessible, and beneficial to all students, regardless of home language.</p>	<p>In the upcoming school year, AECI2 will continue previous efforts and will reach out to community centers and after school programs to provide an awareness of what the school has to offer. More bilingual staff are being added in an effort to reach out to the non-English speaking community members and invite their children into the school. The school ended the year with 11.5% of students classified as English Language Learners. Since the district 7 average is 15.8%, AECI2 will continue its effort to meet the benchmark.</p>

<p>Students with Disabilities</p>	<p>AECI 2 followed similar strategies used by AECI I to recruit students with disabilities (SWDs), which won a bronze medal from US News and World Report in 2017 for its success in recruiting, retaining and graduating SWDs. Some of the strategies we utilized were: During the open houses and informational sessions, we promoted our success with SWDs at AECI I, signaling to parents that our school welcomes all students. When we met with parents of SWDs, we explained our enrollment process, which included a full review of the student's IEP and possible revisions in collaboration with the parents, student, and CSE to move them towards an inclusion approach. We offered two teachers in every classroom and use the Integrated Co-Teaching (ICT) approach, which provided access to the general education curriculum and specially designed instruction to meet students' individual needs. Prior to enrollment, we encouraged families to tour AECI I to see our ICT program in action.</p>	<p>AECI2 will continue all efforts utilized last year with some additions. In its first year, AECI2 enrolled and provided services for 21.2% of its students with disabilities which was in direct alignment with the NYC district average of 23.5% (2018-2019 District 7 average). For the upcoming school year, we will utilize a company Vanguard, that will mail out 10,000 open house post cards to residents of the community who have children going to high school in the fall 2020. We also contracted with another company Schola to initiate an active recruitment and enrollment campaign that will target the local community. SWD's and Ell's are encouraged to apply for admission in the upcoming school year. All materials will be translated to Spanish since this is the dominant culture of our district.</p>
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**Retention Efforts Toward Meeting Targets**

	Describe Retention Efforts in 2020-2021	Describe Retention Plans in 2021-2022
	<p>AECI2 has become known in its neighborhood due to massive outreach and advertising in the</p>	

<p>Economically Disadvantaged</p>	<p>community. We created several partnerships with community organizations such as NAICA (Neighborhood Association of Inter-Cultural Affairs), The Mercy Group, and the local community center. In the school's first year, AECI2 enrolled 120 students and 87% were classified as FRPL eligible. This is in direct line with the district average of 91%. In an effort to assist families with economic need, the school distributed uniform vouchers to all parents who registered before August 31. Parents/guardians received 2 uniform shirts and 1 gym T shirt free of charge. The school also distributed school supplies free of charge to all students during the first week of class. Students received planners, binders, loose leaf, pens, pencils, index cards, graph paper and section dividers.</p>	<p>In its third year, the school will continue to provide student school supplies at no cost to all students. This includes a planner, binder, paper, pens, pencils, index cards, and graph paper. This year will include a compass, protractor, highlighter and ruler so students taking geometry can work from home if necessary. If any parent expresses financial need, AECI2 will provide 2 uniform polo shirts and 1 gym T shirt at no cost.</p>
<p>English Language Learners</p>	<p>AECI2 hired a full time NYS certified ESL teacher in an effort to provide language skills to our English learners. This included both in class support and individual and small group support throughout the day. Various resources were provided for ELL's including a subscription</p>	<p>The school will continue providing previous services and has hired an additional NYS certified TESOL teacher for the upcoming school year. This teacher will work closely with our 10th grade English Language Learners to continue developing strong language skills and increase vocabulary capacity through various methods. ELL's will have access to online resources and will receive guidance in writing through the use of the four pillars of advanced literacy that will be utilized in the Writing and English curriculum. This includes working with engaging texts that feature</p>

	<p>to Rosetta Stone and various other online applications. These online tools included IXL, Castle Learning, Khan Academy and Quizlet.</p>	<p>big ideas and rich content, talk/discuss to build both conversational and academic language and knowledge, write to build language and knowledge, and study a small set of high-utility vocabulary words and academic language structures to build breadth and depth of knowledge (NYSED, <a href="http://www.nysed.gov/common/nysed/files/nov-8-nys_brief-1-of-8_summer_2017_adv_lit_final_2.pdf">http://www.nysed.gov/common/nysed/files/nov-8-nys_brief-1-of-8_summer_2017_adv_lit_final_2.pdf</a> accessed on 7/19/20).</p>
<p>Students with Disabilities</p>	<p>In its first year, AECI2 offered students with disabilities the ability to have two teachers in core subject classrooms. This included social studies, math, English and science. In addition to ICT co teaching, the school provided weekly after school small group sessions where all students could work together to master content. These ran every week from 3:30 to 4:30 each week so students could attend without interference to their daily schedule. AECI2 held nearly 20 IEP meetings with the district CSE, parents, students ,staff and student para’s in an effort to be in 100% compliance with students learning requirements.</p>	<p>The school will continue providing ICT services to qualified students and will implement a SETTS Resource Room for students needing additional support. In anticipation of the gaps of learning due to the covid 19 event, AECI2 will work closely with its SWD’s in an effort to bridge the learning gap created by disconnecting from human assistance due to national emergency. Students will receive both ICT, SETTS and weekly after school X-Period throughout the year.</p>

## Entry 10 - Teacher and Administrator Attrition

Completed Aug 2 2021

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



## **A. TEACH System - Employee Clearance**

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

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

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

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## **B. Emergency Conditional Clearances**

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

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

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

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

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### **Attestation**

#### **Responses Selected:**

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

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

**Completed** Aug 2 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)	0
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)	2
Total Category A: 5 or 30% whichever is less	2.0

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	4
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
<b>Total Category B: not to exceed 5</b>	<b>4.0</b>

**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)	4
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	4.0

**CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS**

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

	FTE Count
Total Category D	0

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

	FTE Count
Total Category E	12

## CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	20



Thank you.

## Entry 12 Organization Chart

Completed Aug 2 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

### [AECI 2 Organization Chart 7](#)

Filename: AECI 2 Organization Chart 7.11.2021.pdf Size: 179.5 kB

## Entry 13 School Calendar

Completed Aug 2 2021

### Instructions for submitting School Calendar

#### **Required of ALL Charter Schools**

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

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

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

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

## [AECI2 School Calendar for Website 8](#)

**Filename:** AECI2 School Calendar for Website 8 4He3b5r.pdf **Size:** 98.9 kB

### **Entry 14 Links to Critical Documents on School Website**

**Completed** Aug 2 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:** AECI II

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**Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 5: Authorizer-approved DASA policy**

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

	Link to Documents
1. Most Recent Annual Report (i.e., 2019-20)	<a href="https://aeci2charterhs.org/nysed-annual-accountability-report/">https://aeci2charterhs.org/nysed-annual-accountability-report/</a>
2. Most recent board meeting notice, documents to be discussed at the meeting (if any)	<a href="https://aeci2charterhs.org/about/board-of-trustees/">https://aeci2charterhs.org/about/board-of-trustees/</a>
2a. Webcast of Board Meetings (per Governor's Executive Order)	<a href="https://aeci2charterhs.org/about/board-of-trustees/">https://aeci2charterhs.org/about/board-of-trustees/</a>
3. Link to NYS School Report Card	<a href="https://data.nysed.gov/profile.php?instid=800000090717">https://data.nysed.gov/profile.php?instid=800000090717</a>
4. Lottery Notice announcing date of lottery	<a href="https://aeci2charterhs.org/registration/">https://aeci2charterhs.org/registration/</a>
5. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY);	<a href="https://aeci2charterhs.org/about/dignity-for-all/">https://aeci2charterhs.org/about/dignity-for-all/</a>
6. District-wide Safety Plan	<a href="https://aeci2charterhs.org/about/school-safety-plan/">https://aeci2charterhs.org/about/school-safety-plan/</a>
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	<a href="https://aeci2charterhs.org/students/handbook-bell-schedule/">https://aeci2charterhs.org/students/handbook-bell-schedule/</a>
7. Authorizer-Approved FOIL Policy	<a href="https://aeci2charterhs.org/about/freedom-of-information/">https://aeci2charterhs.org/about/freedom-of-information/</a>
8. Subject matter list of FOIL records	<a href="https://aeci2charterhs.org/about/freedom-of-information/">https://aeci2charterhs.org/about/freedom-of-information/</a>

**Thank you.**





**AECI CHARTER SCHOOLS NETWORK**

**BRONX, NEW YORK**

**SCHEDULES REQUIRED BY GOVERNMENT  
AUDITING STANDARDS AND THE UNIFORM  
GUIDANCE**

**AND**

**INDEPENDENT AUDITOR'S REPORTS**

**JUNE 30, 2021**



**MENGEL METZGER BARR & CO. LLP**

Certified Public Accountants

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INDEPENDENT AUDITOR'S 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

Board of Trustees  
AECI Charter Schools Network

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 AECI Charter Schools Network which comprise the statement of financial position as of June 30, 2021 and the related statements of activities and changes in net assets, functional expenses and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 12, 2021.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered AECI Charter Schools Network'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 AECI Charter Schools Network's internal control. Accordingly, we do not express an opinion on the effectiveness of AECI Charter Schools Network'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 Organization'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 over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. Given these limitations, during our audit we did not identify any deficiencies in internal control over financial reporting 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 AECI Charter Schools Network'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 *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 Organization'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 Organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Mengel, Metzger, Barw & Co. LLP*

Rochester, New York  
October 12, 2021

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM;  
REPORT ON INTERNAL CONTROL OVER COMPLIANCE;  
AND REPORT ON THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
IN ACCORDANCE WITH THE UNIFORM GUIDANCE

Board of Trustees  
AECI Charter Schools Network

**Report on Compliance for Each Major Federal Program**

We have audited AECI Charter Schools Network's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on AECI Charter Schools Network's major federal programs for the year ended June 30, 2021. AECI Charter Schools Network's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

**Management's Responsibility**

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

**Auditor's Responsibility**

Our responsibility is to express an opinion on compliance for AECI Charter Schools Network's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about AECI Charter Schools Network's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for the major federal program. However, our audit does not provide a legal determination on AECI Charter Schools Network's compliance.

### **Opinion on Each Major Program**

In our opinion, AECI Charter Schools Network complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2021.

### **Report on Internal Control over Compliance**

Management of AECI Charter Schools Network is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered AECI Charter Schools Network's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinion on compliance for the major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of AECI Charter Schools Network's internal control over compliance.

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

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

The purpose of this report on internal control over compliance is solely to describe the scope of our testing on internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

## Report on Schedule of Expenditures of Federal Awards in Accordance with the Uniform Guidance

We have audited the financial statements of AECI Charter Schools Network as of and for the year ended June 30, 2021, and have issued our report thereon dated October 12, 2021, which contained an unmodified opinion on those financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the financial statements as a whole.

*Mengel, Metzger, Baw & Co. LLP*

Rochester, New York  
October 12, 2021

AECI CHARTER SCHOOLS NETWORK

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

YEAR ENDED JUNE 30, 2021

	<u>Federal AL Number</u>	<u>Pass-through Grantor's Number</u>	<u>Total Federal Expenditures</u>
U.S. Department of Education:			
<u>Passed through NYS Department of Education</u>			
Title I - Grants to Local Educational Agencies	84.010	0021	\$ 416,282
Title IIA - Supporting Effective Instruction State Grants	84.367	0147	58,535
Title IV - Student Support and Academic Enrichment Program Elementary and Secondary School Emergency Relief (ESSER) Fund	84.424	0204	31,781
Charter School Program - Replication and Expansion of High-Quality Charter Schools	84.425R	84.425D	316,102
	84.282M	C403547	<u>49,950</u>
TOTAL DEPARTMENT OF EDUCATION			<u>872,650</u>
TOTAL ALL PROGRAMS			<u>\$ 872,650</u>

NOTE A: BASIS OF PRESENTATION

The accompanying schedule of federal awards (the "schedule") includes the federal grant activity AECI Charter Schools Network and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

NOTE B: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following, as applicable, the cost principles contained in Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

AECI Charter Schools Network has elected not to use the 10 percent de minimis indirect cost rate allowed under the Uniform Guidance.



AECI CHARTER SCHOOLS NETWORK

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

YEAR ENDED JUNE 30, 2021

SUMMARY OF AUDITOR'S RESULTS

---

Financial Statements

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

- Material weakness (es) identified? \_\_\_\_\_ yes  x  no
- Significant deficiency(ies) identified that are not considered to be material weaknesses? \_\_\_\_\_ yes  x  none reported

Noncompliance material to financial statements noted? \_\_\_\_\_ yes  x  no

Federal Awards

Internal control over major programs:

- Material weakness (es) identified? \_\_\_\_\_ yes  x  no
- Significant deficiency(ies) identified that are not considered to be material weaknesses? \_\_\_\_\_ yes  x  none reported

Type of auditor's report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with section 2 CFR 200.516(a)? \_\_\_\_\_ yes  x  no

Identification of major program:

*AL Number:*

84.010

*Name of Federal Program or Cluster:*

Title I - Grants to Local Educational Agencies

Dollar threshold used to distinguish between type A and type B programs:

\$750,000

Auditee qualified as low-risk auditee? \_\_\_\_\_ yes  x  no

AECI CHARTER SCHOOLS NETWORK

SCHEDULE OF FINDINGS AND QUESTIONED COSTS, Cont'd

YEAR ENDED JUNE 30, 2021

FINDING – FINANCIAL STATEMENT AUDIT

None.

FINDINGS AND QUESTIONED COSTS – MAJOR FEDERAL AWARDS PROGRAM

None.

SCHEDULE OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS

None.

## AECI II

1. Advisory and/or Management letter: Not applicable
2. Federal Single Audit: Attached
3. CSP Agreed-Upon Procedure Report: Not applicable, the education corporation did not receive CSP funds in FY21
4. Evidence of Required Escrow Account for each school: Enclosed
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations: Not applicable, the education corporation was not issued any significant deficiency or material weakness.



SIGNATURE BANK

565 Fifth Avenue, 12<sup>th</sup> Floor  
New York, NY 10017

Statement Period  
From June 01, 2021  
To June 30, 2021  
Page 1 of 2

PRIVATE CLIENT GROUP 181  
565 FIFTH AVENUE  
NEW YORK, NY 10017

AECI II: NYC CHARTER HIGH SCHOOL FOR 8-181  
COMPUTER ENGINEERING AND INNOVATION  
AECI I ESCROW  
838 BROOK AVE  
BRONX NY 10451

See Back for Important Information

Primary Account: [REDACTED] 0

THE BANK HAS CREATED COMBINED BUSINESS PRODUCT TERMS AND CONDITIONS ("TERMS") AND BUSINESS PRODUCT SCHEDULE OF FEES AND SERVICE CHARGES ("FEE SCHEDULE") CAPTURING THE UPDATED TERMS APPLICABLE TO THE BANK'S CASH MANAGEMENT SUITE OF PRODUCTS AND SERVICES ("SERVICES") AND THE FEES APPLICABLE THERETO. THE TERMS WILL GOVERN YOUR USE OF THE SERVICE AS OF, AND REPLACE ALL PRIOR TERM AGREED TO PRIOR TO, JULY 1, 2021. THE TERMS AND FEE SCHEDULE MAY BE REQUESTED AT OUR FINANCIAL CENTERS OR BY CONTACTING YOUR PRIVATE CLIENT GROUP. TERMS ARE ALSO AVAILABLE BY VISITING OUR WEBSITE AT WWW.SIGNATURENY.COM/ABOUT-US/AGREEMENTS-DISCLOSURES.

Signature Relationship Summary		Opening Bal.	Closing Bal.
BANK DEPOSIT ACCOUNTS			
[REDACTED]	MONOGRAM INSURED MMA	100,439.55	100,460.19
RELATIONSHIP TOTAL			100,460.19



SIGNATURE BANK

Statement Period
From June 01, 2021
To June 30, 2021
Page 2 of 2

PRIVATE CLIENT GROUP 181
565 FIFTH AVENUE
NEW YORK, NY 10017

AECI II: NYC CHARTER HIGH SCHOOL FOR 8-181
COMPUTER ENGINEERING AND INNOVATION
AECI I ESCROW
838 BROOK AVE
BRONX NY 10451

See Back for Important Information

Primary Account: [REDACTED] 0

MONOGRAM INSURED MMA 1503637673

Summary

Previous Balance as of June 01, 2021 100,439.55
1 Credits 20.64
Ending Balance as of June 30, 2021 100,460.19

Deposits and Other Credits

Jun 30 Interest Paid 20.64

Daily Balances

May 31 100,439.55 Jun 30 100,460.19

\*===== Interest Summary =====\*
\* Year-To-Date Interest 124.46 \*
\* Interest Paid This Period 20.64 Annual Percentage Yield Earned 0.25 % \*
\* Avg. Balance this Period 100,439.55 Days in Period 30 \*
\*=====\*



SIGNATURE BANK

565 Fifth Avenue, 12<sup>th</sup> Floor  
New York, NY 10017

Statement Period  
From June 01, 2021  
To June 30, 2021  
Page 1 of 2

PRIVATE CLIENT GROUP 181  
565 FIFTH AVENUE  
NEW YORK, NY 10017

AECI II: NYC CHARTER HIGH SCHOOL FOR 8-181  
COMPUTER ENGINEERING AND INNOVATION  
AECI II ESCROW  
838 BROOK AVE  
BRONX NY 10451

See Back for Important Information

Primary Account: [REDACTED] 0

THE BANK HAS CREATED COMBINED BUSINESS PRODUCT TERMS AND CONDITIONS ("TERMS") AND BUSINESS PRODUCT SCHEDULE OF FEES AND SERVICE CHARGES ("FEE SCHEDULE") CAPTURING THE UPDATED TERMS APPLICABLE TO THE BANK'S CASH MANAGEMENT SUITE OF PRODUCTS AND SERVICES ("SERVICES") AND THE FEES APPLICABLE THERETO. THE TERMS WILL GOVERN YOUR USE OF THE SERVICE AS OF, AND REPLACE ALL PRIOR TERM AGREED TO PRIOR TO, JULY 1, 2021. THE TERMS AND FEE SCHEDULE MAY BE REQUESTED AT OUR FINANCIAL CENTERS OR BY CONTACTING YOUR PRIVATE CLIENT GROUP. TERMS ARE ALSO AVAILABLE BY VISITING OUR WEBSITE AT WWW.SIGNATURENY.COM/ABOUT-US/AGREEMENTS-DISCLOSURES.

Signature Relationship Summary		Opening Bal.	Closing Bal.
BANK DEPOSIT ACCOUNTS			
[REDACTED]	MONOGRAM INSURED MMA	50,175.02	100,185.67
RELATIONSHIP TOTAL			100,185.67



SIGNATURE BANK

Statement Period
From June 01, 2021
To June 30, 2021
Page 2 of 2

PRIVATE CLIENT GROUP 181
565 FIFTH AVENUE
NEW YORK, NY 10017

AECI II: NYC CHARTER HIGH SCHOOL FOR 8-181
COMPUTER ENGINEERING AND INNOVATION
AECI II ESCROW
838 BROOK AVE
BRONX NY 10451

See Back for Important Information

Primary Account: [REDACTED] 0

MONOGRAM INSURED MMA [REDACTED]

Summary

Previous Balance as of June 01, 2021 50,175.02
2 Credits 50,010.65
Ending Balance as of June 30, 2021 100,185.67

Deposits and Other Credits

Jun 30 ONLINE TRANSFER CREDIT 50,000.00
ONLINE XFR FROM: XXXXXX7703
Jun 30 Interest Paid 10.65

Daily Balances

May 31 50,175.02 Jun 30 100,185.67

Interest Summary
\* Year-To-Date Interest 62.52 \*
\* Interest Paid This Period 10.65 Annual Percentage Yield Earned 0.25 % \*
\* Avg. Balance this Period 51,841.68 Days in Period 30 \*
\*=====\*

**AECI CHARTER SCHOOLS NETWORK**

**BRONX, NEW YORK**

**SCHEDULES REQUIRED BY GOVERNMENT  
AUDITING STANDARDS AND THE UNIFORM  
GUIDANCE**

**AND**

**INDEPENDENT AUDITOR'S REPORTS**

**JUNE 30, 2021**



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Independent Auditor's Report on Compliance for Each Major Federal Program; Report on Internal Control over Compliance; and Report on the Schedule of Expenditures of Federal Awards in Accordance with the Uniform Guidance	5
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INDEPENDENT AUDITOR'S 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

Board of Trustees  
AECI Charter Schools Network

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 AECI Charter Schools Network which comprise the statement of financial position as of June 30, 2021 and the related statements of activities and changes in net assets, functional expenses and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 12, 2021.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered AECI Charter Schools Network'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 AECI Charter Schools Network's internal control. Accordingly, we do not express an opinion on the effectiveness of AECI Charter Schools Network'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 Organization'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 over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. Given these limitations, during our audit we did not identify any deficiencies in internal control over financial reporting 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 AECI Charter Schools Network'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 *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 Organization'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 Organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Mengel, Metzger, Barw & Co. LLP*

Rochester, New York  
October 12, 2021

INDEPENDENT AUDITOR’S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM;  
REPORT ON INTERNAL CONTROL OVER COMPLIANCE;  
AND REPORT ON THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
IN ACCORDANCE WITH THE UNIFORM GUIDANCE

Board of Trustees  
AECI Charter Schools Network

**Report on Compliance for Each Major Federal Program**

We have audited AECI Charter Schools Network’s compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on AECI Charter Schools Network’s major federal programs for the year ended June 30, 2021. AECI Charter Schools Network’s major federal program is identified in the summary of auditor’s results section of the accompanying schedule of findings and questioned costs.

**Management’s Responsibility**

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

**Auditor’s Responsibility**

Our responsibility is to express an opinion on compliance for AECI Charter Schools Network’s major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 *U.S. Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about AECI Charter Schools Network’s compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for the major federal program. However, our audit does not provide a legal determination on AECI Charter Schools Network's compliance.

### **Opinion on Each Major Program**

In our opinion, AECI Charter Schools Network complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2021.

### **Report on Internal Control over Compliance**

Management of AECI Charter Schools Network is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered AECI Charter Schools Network's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinion on compliance for the major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of AECI Charter Schools Network's internal control over compliance.

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

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

The purpose of this report on internal control over compliance is solely to describe the scope of our testing on internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

**Report on Schedule of Expenditures of Federal Awards in Accordance with the Uniform Guidance**

We have audited the financial statements of AECI Charter Schools Network as of and for the year ended June 30, 2021, and have issued our report thereon dated October 12, 2021, which contained an unmodified opinion on those financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the financial statements as a whole.

*Mengel, Metzger, Baw & Co. LLP*

Rochester, New York  
October 12, 2021

AECI CHARTER SCHOOLS NETWORK

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

YEAR ENDED JUNE 30, 2021

	<u>Federal AL Number</u>	<u>Pass-through Grantor's Number</u>	<u>Total Federal Expenditures</u>
U.S. Department of Education:			
<u>Passed through NYS Department of Education</u>			
Title I - Grants to Local Educational Agencies	84.010	0021	\$ 416,282
Title IIA - Supporting Effective Instruction State Grants	84.367	0147	58,535
Title IV - Student Support and Academic Enrichment Program Elementary and Secondary School Emergency Relief (ESSER) Fund	84.424	0204	31,781
Charter School Program - Replication and Expansion of High-Quality Charter Schools	84.425R	84.425D	316,102
	84.282M	C403547	<u>49,950</u>
TOTAL DEPARTMENT OF EDUCATION			<u>872,650</u>
TOTAL ALL PROGRAMS			<u>\$ 872,650</u>

NOTE A: BASIS OF PRESENTATION

The accompanying schedule of federal awards (the "schedule") includes the federal grant activity AECI Charter Schools Network and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

NOTE B: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following, as applicable, the cost principles contained in Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

AECI Charter Schools Network has elected not to use the 10 percent de minimis indirect cost rate allowed under the Uniform Guidance.

AECI CHARTER SCHOOLS NETWORK

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

YEAR ENDED JUNE 30, 2021

SUMMARY OF AUDITOR'S RESULTS

---

Financial Statements

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

- Material weakness (es) identified? \_\_\_\_\_ yes   x   no
- Significant deficiency(ies) identified that are not considered to be material weaknesses? \_\_\_\_\_ yes   x   none reported

Noncompliance material to financial statements noted? \_\_\_\_\_ yes   x   no

Federal Awards

Internal control over major programs:

- Material weakness (es) identified? \_\_\_\_\_ yes   x   no
- Significant deficiency(ies) identified that are not considered to be material weaknesses? \_\_\_\_\_ yes   x   none reported

Type of auditor's report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with section 2 CFR 200.516(a)? \_\_\_\_\_ yes   x   no

Identification of major program:

*AL Number:*

84.010

*Name of Federal Program or Cluster:*

Title I - Grants to Local Educational Agencies

Dollar threshold used to distinguish between type A and type B programs:

  \$750,000  

Auditee qualified as low-risk auditee? \_\_\_\_\_ yes   x   no



AECI CHARTER SCHOOLS NETWORK

SCHEDULE OF FINDINGS AND QUESTIONED COSTS, Cont'd

YEAR ENDED JUNE 30, 2021

FINDING – FINANCIAL STATEMENT AUDIT

None.

FINDINGS AND QUESTIONED COSTS – MAJOR FEDERAL AWARDS PROGRAM

None.

SCHEDULE OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS

None.

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

**Name:**

**Carlo Schiattarella**

---

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

**AECI Charter School Network**

---

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

**Board 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 related, by blood or marriage, to any person employed by the school?

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

NO

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

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

NO

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

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

NO

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

Yes  No

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

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

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>NONE.</i>			

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

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

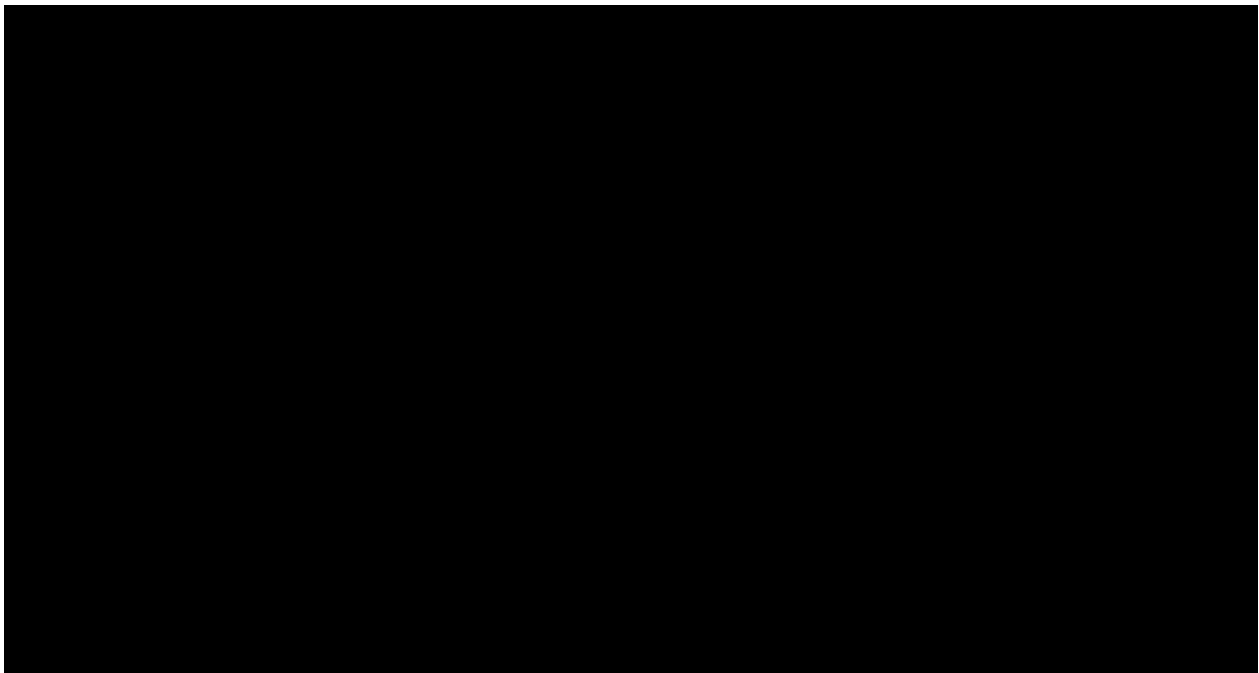
*Carlo Schiattarella*

July 26th, 2021

Signature

Date

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



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

**Name: Alberto Villaman**

---

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

---

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

**Treasurer, Finance Committee Chair, Facilities Committee.**

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

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

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

No

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

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

No

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

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

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

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

Yes  No

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

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

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>None</i>			

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real

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

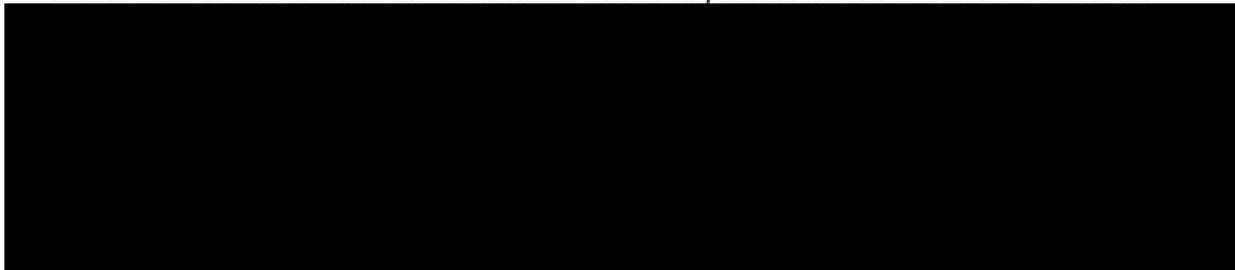
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps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

  
Signature

07/23/2021

Date

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







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

**Name:**

**Irma Zardoya**

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

**AECI Charter Network**

---

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

**I am currently the Vice Chairperson on the Board and have also served as the Board Chair previously.**

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

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

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

**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**

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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.

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

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

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

*Lana Zandoya*  
Signature

*July 8, 2021*  
Date

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



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

**Name:** Paul Comrie

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

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative). Parent Representative, Academic Committee, Grievance Committee, Fund Raising Committee.

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?

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.</i>	<i>None</i>	<i>Do not leave</i>	<i>this space blank.</i>
<i>N/A</i>	<i>None</i>	<i>None</i>	<i>None</i>

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

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

  
 \_\_\_\_\_  
 Signature

July 17, 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.*





**AECI CHARTER SCHOOLS NETWORK (AECI Network)**

*New York City Charter High School for Architecture,  
Engineering and Construction Industries (AECI)*

*AECI II: NYC Charter High School for  
Computer Engineering and Innovation (AECI II)*

**Annual Conflict of Interest Disclosure Form**

1. Trustee/Officer/Key Person Name (print) Paul Comrie \_\_\_\_\_
2. Home Address 3022 Tiemann Ave. Bronx New York , 10469 \_\_\_\_\_
3. Business Address \_\_\_\_\_
4. Daytime Phone 1 (718)-696-9924 \_\_\_\_\_
5. E-Mail Address pcomrie24@hotmail.com \_\_\_\_\_
6. List all positions held on the AECI Network Board or with or related to AECI Network, AECI and/or AECI II (e.g., Trustee, chair, treasurer, parent representative, Principal):  
Parent Representative, Academic Committee, Grievance Committee, Fund Raising Committee \_\_\_\_\_  
\_\_\_\_\_
7. Identify any entity of which you or your Relative\* is an officer, director, trustee, member, owner or employee and with which AECI Network, AECI and/or AECI II has a relationship:  
None \_\_\_\_\_  
\_\_\_\_\_
9. Identify any Financial Interest\*\* you or your Relative has in any corporation, organization, partnership or other entity which provides professional or other goods or services to AECI Network, AECI and/or AECI II for a fee or other compensation:  
None \_\_\_\_\_  
\_\_\_\_\_
10. Identify any position or other material relationship you or your Relative may have with any not-for-profit corporation with which AECI Network, AECI and/or AECI II has a business relationship:  
None \_\_\_\_\_  
\_\_\_\_\_

- \* "Relative" means a spouse or domestic partner as defined in section 2994-A of the New York Public Health Law, ancestors, brothers and sisters (whether whole or half-blood), children (whether natural or adopted), grandchildren, great-grandchildren, and spouses or domestic partners of brothers, sisters, children, grandchildren, and great-grandchildren.
- \*\* A person has a "Financial Interest" if such person would receive an economic benefit, directly or indirectly, from any transaction, agreement, compensation agreement, including direct or indirect remuneration as well as gifts or favors that are not insubstantial or other arrangement involving AECL Network, AECL and or AECL II.

**Agreement and Acknowledgment**

The undersigned acknowledges and agrees that (i) the above information is true and correct as of the date hereof; (ii) he/she has received, has read and understands the AECL Network Conflict of Interest Policy applicable to Trustees, Officers and Key Persons and employees; and (iii) he/she agrees to comply with such Conflict of Interest Policy.

Paul Comrie



7/17/2021

Print Name

Signature

Date

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

Name:

ROBERT BURTON

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

AECI

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

TRUSTEE

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

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

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

NO

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

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

NO

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

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

NO

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

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

Yes  No

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

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

NONE

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

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

NONE

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in	Steps taken to avoid

2



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

Name:

Ricardo Cosme Ruiz

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

AECT Charter Schools Network

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

Member

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

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

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

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

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

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

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

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

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

Yes  No

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

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

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<p><i>Please write "None" if applicable. Do not leave this space blank.</i></p> <p style="font-size: 2em; color: blue; text-align: center;">None</p>			



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

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

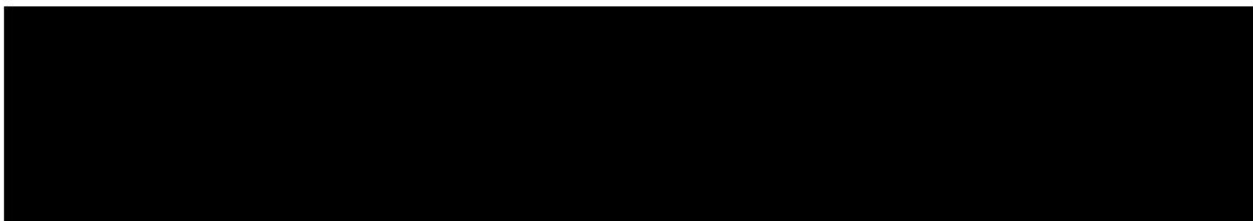
*Rosemary*

Signature

7/12/2021

Date

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





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

**Name:**

Shameeka M Gonzalez

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

\_\_\_\_\_

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

Parent representative

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

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

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

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

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

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

I have two sons that attend AECI2. My children do not directly benefit from my Board participation; rather all the children in the AECI Network benefit since I bring a different perspective as a parent of children that attend.

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
None	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
<p style="text-align: center;"><i>Please write "None" if applicable. Do not leave this space blank.</i></p> <p style="font-size: 2em; font-weight: bold;">None</p>				


07/26/2021

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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.*



**AECI CHARTER SCHOOL NETWORK  
838 BROOK AVENUE  
BRONX, NEW YORK**

**ORGANIZATIONAL MEETING**

Date: Tuesday, July 14, 2020  
Time: 6:00 pm  
Location: 838 Brook Avenue, Bronx, New York 10451

1. Welcome Role Call: Present were Carlo Schiattarella, Alberto Villaman, Paul Comrie, Shameeka Gonzalez , Ricardo Cosme Ruiz

CEO:	Derick Spaulding
Principal AECI I:	Colin Healy
Principal AECI II:	Dr. Charles Gallo
BoostEd:	Joshua Moreau
Counsel:	Flora Edwards, Esq
Guest: UAG	James Palace

2. Approval of Minutes of June 8, 2020

Moved by `Alberto Villaman and seconded by Pauk Comrie to approve the Minutes of AECI I and AECI 2. Approved unanimously

3. Post-Merger Resolution

**WHEREAS**, on or about May 4, 2020, the Board of Regents of The University of the State of New York (the “Board of Regents”) approved the merger of New York City Charter High School for Architecture, Engineering and Construction Industries (“AECI”) with and into AECI II: NYC Charter High School for Computer Engineering and Innovation (“AECI II”), with AECI II as the surviving education corporation under the amended name “AECI Charter Schools Network”; and

**WHEREAS**, in accordance with the approval from the Board of Regents, the merger became effective on July 1, 2020; and

**WHEREAS**, in accordance with the approval from the Board of Regents and the Agreement and Plan of Merger signed by AECI and AECI II, the surviving corporation, AECI Charter Schools Network, must now take all necessary corporate actions in order to effectuate the merger and administer the educational operations and purposes of both schools.

**NOW, THEREFORE BE IT RESOLVED**, that the following persons are elected or re-elected, as applicable, to the Board of Trustees (“Board of Trustees”) of AECI Charter Schools

Network to serve until such person’s successor is elected and qualified, or until such person’s earlier resignation or removal, in accordance with the First Amended and Restated Bylaws of AECI Charter Schools Network:

Paul Comrie  
Ricardo Cosme Ruiz  
Shameeka Gonzales  
Carlo Schiattarella  
Alberto Villaman  
Irma Zardoya

**BE IT FURTHER RESOLVED**, that the First Amended and Restated By-Laws of AECI Charter Schools Network, attached hereto as Exhibit A, are hereby adopted and approved;

**BE IT FURTHER RESOLVED**, that the following persons are elected or re-elected, as applicable, to the designated offices set forth below, to serve until the next annual meeting of the Board of Trustees and until such person’s successor is elected and qualified, or until such person’s earlier resignation or removal, in accordance with the First Amended and Restated Bylaws of AECI Charter Schools Network:

Chairperson	Carlo Schiattarella
Vice Chairperson	Irma Zardoya
Treasurer	Alberto Villaman
Secretary	Ricardo Cosme Ruiz

**BE IT FURTHER RESOLVED**, that the following persons are elected or re-elected, as applicable, to the designated committees set forth below, to serve until the next annual meeting of the Board of Trustees and until such person’s successor is elected and qualified, or until such person’s earlier resignation or removal, in accordance with the First Amended and Restated Bylaws of AECI Charter Schools Network:

Executive Committee: Carlo Schiattarella (chair),  
Paul Comrie  
Ricardo Cosme Ruiz  
Shameeka Gonzalez  
Alberto Villaman  
Irma Zardoya

Finance Committee: Alberto Villaman (Chair)  
Shameeka Gonzalez  
Carlo Schiattarella



Facilities Committee: Carlo Schiattarella (Chair)  
Alberto Villaman  
Ricardo Cosme Ruiz

Academic Committee: Irma Zardoya , Chair  
Shameeka Gonzalez  
Paul Comrie

**BE IT FURTHER RESOLVED**, that a Committee on Family Engagement and Outreach be created and that the following persons are elected to serve until the next annual meeting of the Board of Trustees and until such person's successor is elected and qualified, or until such person's earlier resignation or removal, in accordance with the First Amended and Restated Bylaws of AECI Charter Schools Network:

Paul Comrie, Chair  
Ricardo Cosme Ruiz

**BE IT FURTHER RESOLVED**, that the following policies reviewed by the Board of Trustees and attached hereto are adopted as the policies of AECI Charter Schools Network:

1. Code of Ethics Exhibit B
2. Conflict of Interest Policy and Disclosure Form Exhibit C
3. Grievance Policy Exhibit D
4. Whistleblower Policy Exhibit E
5. Freedom of Information Law Policy Exhibit F
6. Financial Policies and Procedures Exhibit G
7. AECI I Admissions and Enrollment Policy Exhibit H
8. AECI II Admissions and Enrollment Policy Exhibit I
9. Discipline Policy and Code of Conduct Exhibit J
10. AECI Network Board Meeting Calendar Exhibit K
11. AECI Network Organizational Chart Exhibit L
12. AECI Network Public Comment Policy Exhibit M

**BE IT FURTHER RESOLVED**, that any and all prior actions taken by AECI and AECI II, or proper officers or trustees of AECI and AECI II, in connection with carrying out the purposes and intent of the Agreement and Plan of Merger by and between AECI and AECI II, are hereby ratified, confirmed, approved and authorized in all respects;

**BE IT FURTHER RESOLVED**, that the Officers and Trustees of AECI Charter Schools Network be, and each of them hereby is, individually or together, authorized and directed, in the name and on behalf of AECI Charter Schools Network, to take any and all actions to file any and all necessary or appropriate notices, applications or other forms or certificates and to execute any and all documents, agreements, certificates, notices, applications and instruments deemed necessary or appropriate in order to effectuate the merger and consummate the transactions contemplated by the Agreement and Plan of Merger;

**BE IT FURTHER RESOLVED**, that any Officer or Trustee of AECI Charter Schools Network be, and each of them individually hereby is, authorized to appoint any person as agent of AECI Charter Schools Network to do and carry out any or all of those actions and activities as are permitted to be done and carried out by such Officer or Trustee in connection with the execution and delivery of the documents necessary to fully carry out the foregoing resolutions and the purposes and intent thereof, and the same hereby are approved in all respects.

Moved by Paul Comrie seconded by Shameeka Gonzalez. Approved Unanimously

4. Establishment of Bank Accounts

Moved by Alberto Villaman and Seconded by Paul Comrie that the AECI Network establish in its name one or more accounts with SIGNATURE BANK on such terms and conditions as may be agreed with said financial institutions, and that the officers of the Corporation are authorized to execute any resolutions required by said financial institutions for such accounts and to designate the person or persons authorized to write checks on such accounts on behalf of the Corporation. Approved unanimously

5. Budget 2020-21 - Resolution

a. Moved by Alberto Villaman. seconded by Shameeka Gonzalez to ratify the budget for AECI I for the 2020-21 school year as approved on June 8, 2020. Approved unanimously

b. Moved by Paul Comrie, seconded by Shameeka Gonzalez to ratify budget for AECI II for the 2020-21 school year as approved on June 8, 2020. Approved unanimously

6. Principal's Report - AECI I

a. There are 466 students enrolled with 704 applications for 2020-21.

- b. The Graduation Caravan ran from June 18-26. Ninety-Six diplomas were hand delivered to each of our 96 graduating seniors and their families A graduation ceremony was held remotely on June 26.
- c. Graduation Rate is 98% with 30 advanced diplomas.
- d. 60% of the graduating students met the criteria for College readiness with 59% of the students earning college credits
- e. 36 graduating seniors attending 4 year colleges, including Albany, Alfred State, Brockport, Buffalo State, Delhi, FIT, Purchase, Stony Brook, Mercy, NYIT, St. Francis College, Syracuse, Utica, Hobart and William Smith, University of Hartford, Baruch, City College, City Tech, John Jay, Lehman, York, Herkimer.
- f. There are 57 students enrolled in summer school. Students are required to engage in live instruction and each student is assigned to one teacher/mentor who assists each student with all courses needed to be made up.
- g. Plans to resume on-site instruction in response to COVID-19 are as follows:
  - i. In order to ensure social distancing students will follow a split schedule. Half of students will attend in person on Monday/Wednesday and half of students will attend in person on Tuesday/ Thursday. Friday will be in person for lowest third students and for students who take Syracuse University classes. When students are not in the school in person they will be engaged in remote learning.
  - ii Students with special needs will receive live instruction when they are at home while other students will receive videoed lessons.
  - iii. All assignments will be submitted using Google Classroom with plans to go to an almost paperless school.
  - iv. Saturday Instruction will be both virtual and live for students who need to make up credit or need extra help.
  - v. Health and Safety Protocol is as follows:  
  
All who enter the building will be fever scanned.  
Students who have a fever will be immediately placed in isolation.  
Staggered schedules to reduce number of students in the building at one time  
Schedules and rooms reorganized to reduce the distance students travel between periods.

No more than 12 students per classroom, spaced 6 feet apart  
 Everyone must wear masks.  
 All office desks will have shields.  
 PPE purchasing may include classroom thermal room disinfectants.

7. Principal's Report - AECI II

- a. There are 104 students enrolled in grade 10. 84 students have list noticed for grade 9 with 6 in process and 10 8th grade students in process . A proposal to engage Schola to implement a school campagin to increase entrollment and registration is is recommended.
- b. Student outcomes for the 2019-20 school years are as follows:
  - 89% of general educaton students passed all classes
  - 83% of ELL's passed all classes
  - 50% of SWD's passed all classes
  - 86% of grade 9 students earned 11 or more credits compared to the Citywide average of 85% and the benchmark for the Bronx of 81%
- c. Aattendance for the 2019-2020 year was 91%
- d. 22 students are enrolled in summer school.
- e. Construction on first floor has begun.
- f. PPE is available for all visitors to the school (masks and gloves) and all hand sanitizers have been filled and are located at this time.

8. New Business

- a. Selection of Insurance Providers

Moved by Shameeka Gonzalez and seconded by Paul Comrie to authorize the Chair to enter in agreements for the following insurance policies for the period July 1, 2020 - June 30, 2021

Description of Coverage	Carrier	<u>Annual Premium</u>
General Liability	Markel	\$32,382.00
Employee Benefit Liability	Markel	(included)
Hired Non-Owned Auto	Markel	\$1,880.00
Sexual Abuse/Molestation	Markel	\$3,110.00

Educators Legal Liability	Markel	\$13,080.00
Law Enforcement Liability	Markel	included
Excess Legal Liability	Markel	\$5,000.00
Property: Bldg. & Contents	Markel	\$12,124.00
Flood	Markel	(included in property)
Equipment Breakdown	Markel	\$190.00
EDP Equipment	Markel	\$686.00
Worker's Compensation	Hartford	\$69,138.00
Fiduciary	Hudson	\$1,000.00
Crime	Hiscox	\$1,572.00
Student Accident	United States Fire	\$5,677.00
Security Risk Management	Houston	\$2,013.00
Cyber	Lloyd's	\$2,112.00
Excess Liability	Merchant's	\$15,000.
ERISA	Hiscox	\$50.00

Approved unanimously.

b. Presentation by Urban Atelier Group

c. Appointment of General Counsel

Moved by Paul Comrie seconded by Alberto Villaman to retain Flora Edwards Esq. as General Counsel for the period July 1, 2020 - June 30,2021 at a cost not to exceed \$35,000.

d. Engagement of Cohen Schneider , Esq.

Moved by Alberto Villaman seconded by Shameeka Gonzalez to authorize the Chair to enter into an agreement with Cohen Schneider to provide legal services required to support the Network with NYSED compliance at an hourly rate as required. Approved unanimously

e. AECI Network Mission Statement - Discussion

f. AECI I

i. New Hires

Moved by Shameeka Gonzalez seconded by Paul Comrie to hire the following teachers for the 2020-21 school year. Approved unanimously

Melissa Rooney      Chemistry  
Krysta Manayon      ELA Teacher

g.      AECI II

i.      Schola , Inc.

Moved by Alberto Villaman seconded by Shameeka Gonzalez to authorize the Principal to enter into a contract with Schola, Inc. to develop and implement a student recruitment campaign at a cost not to exceed \$15,000 plus a per lead cost not to exceed \$60 per lead.    Approved unanimously.

ii.     Noor Staffing Group, LLC

Moved by Paul Comrie, seconded by Alberto Villamanto authorize the Principal to enter into a contract with Noor Staffing Group, LLC for recruitment and referral of qualified teachers for the 2020-21 school year at a cost not to exceed \$4,500 per successful referral. Approved unanimously.

iii.    New Hires

Moved by Shammeka Gonzalez, seconded by Paul Comrie to hire the following teachers for the 2020-21 school year. Approved unanimously

Stephanie Rengifo	Assistant Principal
Kate Sanford	TESOL/Writing Teacher
Douglas Gallager	Math Teacher
Rachael Richard	Social Studies Teacher
Carolyn Lucey	English Teacher

9.      Executive Session

Moved by Paul Comrie seconded by Shameeka Gonzalez at 8:44 pm to go into Executive Session to discuss real estate. Approved unanimously.

Moved by Paul Comrie, seconded by Shameeka Gonzalez at 9:00pm to return to the record at 9:05pm. Approved unanimously.

10.     Moved by Alberto Villaman seconded by Shameeka Gonzalez to authorize payment of a one-time leadership stipend not to exceed \$6,000.00 to Dr. Charles Gallo, Principal of AECI II and Colin Healy, Principal of AECI I. Approved unanimously

10. Adjournment. Moved by Shameeka Gonzalez seconded by Alberto Villaman to adjourn at 9:10pm. Approved unanimously.

**AECI CHARTER SCHOOL NETWORK  
838 BROOK AVENUE  
BRONX, NEW YORK**

**MEETING OF THE BOARD**

Date: Tuesday, August 11, 2020  
Time: 6:pm  
Location: VIA REMOTE VIDEO CONFERENCE

1. Welcome Role Call: Present were Carlo Schiattarella, Ricardo Cosme Ruiz, Paul Comrie, Shameeka Gonzalez, Irma Zardoya

CEO: Derick Spaulding  
Principal AECI I: Colin Healy  
Principal AECI II: Dr. Charles Gallo  
Counsel: Flora Edwards, Esq  
Josh Moreau, BoostEd

Guests: INOA - Murat Mutlu, Aamer Islam  
PFA - Stephen Grasso, Rainer Schrom  
KSS - Matthew McChesney, Jason Chmura, Mournir Tawadrous  
Michael Graves - Joe Furey, Tom Rowe, Karen Nichols, Dodie Colavecchio  
JCJ - Peter Bachmann, George Chin, Larry Sassi, Jeff Elliott,  
Emily Czarnecki, Desmond Green, Jennifer Krein, Barbara  
Hubbard, Craig Moreau

2. Approval of the Minutes of Organizational Meeting July 14 2020

Moved by Shameeka Gonzalez seconded by Ricardo Cosme Ruiz to approve the minutes of the Organizational Meeting July 14, 2020 as corrected. Approved unanimously.

3. Approval of the Minutes of the Special Meeting July 31, 2020

Moved by Shammeka Gonzalez seconded by Ricardo Cosme Rui to approve the minutes of the Organizational Meeting July 31, 2020. Approved unanimously.

3. Reopening Plans - September , 2020

WHEREAS, the surveys received to date reflect a desire on the part of the parents to continue with remote instruction; and

WHEREAS, a primary objective of the Network is to ensure the safety of the students entrusted to our charge,; and,



IT IS HEREBY RESOLVED that the reopening plan be adjusted to provide full remote learning until October 1<sup>st</sup>.

Moved by Paul Conrie and seconded by Ricardo Cosme Ruiz. Approved unanimously. Four in favor with 1 abstention.

4. Principal's Report - AECI I

- a. There are 474 students enrolled with 704 applications for 2020-21.
- b. Summer School ends this week
- c. Preservice sessions for new staff will be on August 25th and will focus on a combination of in person and digital training.
- d. Plans for information meetings for parents and staff are in progress.
- e. Remote learning for students will begin on September 8th, with hybrid learning to begin on October 5th

5. Principals' Report - AECI II

- a. There are 216 students currently enrolled for the fall term with more applications are coming in through the school and the website.
- b. Summer school session was successful. Of the 22 students enrolled, only two students did not pass their classes.
- c. Renovations completed on 7th and 8th floors.
- d. Classrooms being set up for 15 students in each with desks six feet apart.
- e. Painting, floor polishing, and other facility upgrades are underway
- f. First floor additional space should be ready by Friday, August 14
- g. Internet and phones are being installed this week on first floor

6. New Hires - AECI I

Moved by Shameeka Gonzalez seconded by Ricardo Cosme Ruiz to hire the following:

Alexandra Somerville	Teacher of Special Education
Carlos Acevedo	Physical Education Teacher
Bridget Walsh	Special Education Teacher

Approved unanimously

7. New Hires AECI II

Moved by Shameeka Gonzalez seconded by Ricardo Cosme Ruiz to hire the following teachers:

Edward De La Cruz	Computer Science
Tiffany Cea	Special Education Teacher
Zenel Hudson	Physical Education Teacher
Chris Derek Martin	Science Teacher
Gina Resto	Spanish Foreign Language Teacher
Jessica Cuevas	School Aide
Reynaldo Gomez Checo	Mathematics Teacher

Approved Unanimously

8. Presentations in Response to Request for Proposals for Architectural Services

- a. INOA
- b. PFA
- c. KSS
- d. Michael Graves
- e. JCJ

9. Moved by Shameeka Gonzalez seconded by Paul Comrie to adjourn at 10:30pm.

Approved unanimously

**AECI CHARTER SCHOOL NETWORK  
838 BROOK AVENUE  
BRONX, NEW YORK**

**SPECIAL MEETING OF THE BOARD**

Date: Tuesday, August 26, 2020  
Time: 6:pm  
Location: VIA REMOTE VIDEO CONFERENCE

1. Welcome Role Call: Present were Carlo Schiattarella, Ricardo Cosme Ruiz, Shameeka Gonzalez, Irma Zardoya, Alberto Villaman, Paul Comrie

CEO: Derick Spaulding  
Counsel: Flora Edwards, Esq

2. Moved by Ricardo Cosme Ruiz seconded by Shameeka Gonzalez to authorize the chair to enter into a contract with JCJ Architecture subject to approval of counsel to provide basic architectural services for the construction of a new building at a cost not to exceed \$1,626,250.00. Approved unanimously.
3. Moved by Ricardo Cosme Ruiz seconded by Paul Comrie to authorize the chair to enter into a contract subject to approval of counsel with JAGS Consulting, LLC to provide services of an Owner's Representative for construction of a new building for a period not to exceed 36 months at a cost not to exceed \$12,500.00 per month. Approved unanimously.
4. Moved by Irma Zardoya seconded by Ricardo Cosme Ruiz to adjourn at 7:15 pm..

**AECI CHARTER SCHOOL NETWORK  
838 BROOK AVENUE  
BRONX, NEW YORK**

**SPECIAL MEETING OF THE BOARD**

Date: Friday, August 31, 2020  
Time: 9:00 am  
Location: VIA REMOTE VIDEO CONFERENCE

1. Welcome Role Call: Present were Carlo Schiattarella, Irma Zardoya, Ricardo Cosme Ruiz, Alberto Villaman, Paul Comrie, Shameeka Gonzalez

CEO: Derick Spaulding  
Principal AECI I: Colin Healy  
Principal AECI II: Dr. Charles Gallo  
Counsel: Flora Edwards, Esq

2. Reopening Plan 2020-21

**WHEREAS**, the COVID-19 pandemic has required our schools to make adjustments to the delivery of educational services quickly; and

**WHEREAS**, ensuring the health and safety of students and staff is the most important concern of the AECI Charter School Network and

**WHEREAS**, students need predictability to feel safe, secure, and hopeful about the future and need a quality education to be ready for college, careers, and citizenship; and

**WHEREAS**, the foremost challenge for the AECI Charter School Network in the COVID-19 era is implementing appropriate measures to mitigate health risks to a reasonable extent while delivering effective instruction to all students, and

**WHEREAS**, the Board of Trustees of the AECI Charter School Network has reviewed the reopening plans for AECI I and AECI II which address the mandatory health requirements, statutory education requirements, and additional expectations, as identified by the New York State Department of Education Guidance to Reopen State Schools issued on July 16, 2020;

**NOW, THEREFORE BE IT RESOLVED**, that the Reopening Plans for the 2020-2021 school year for the New York City Charter High School for Architecture Engineering and the Construction Industries (“AECI I” and The New York City Charter High School for Computer Engineering & Innovation (“AECI II”) is hereby adopted; and

**BE IT FURTHER RESOLVED** that the the Reopening Plans for the 2020-21 school year be posted on the website for AECI I and AECI II two weeks prior to the reopening of school; and

**BE IT FURTHER RESOLVED** that, in recognition of the fact that the circumstances related to reopening schools safely are mutable, and the reopening plan requires monitoring and possible revision, the Chief Executive Officer be directed to monitor and update the reopening plan throughout the 2020-2021 year, and present any updated plan to the Board of Trustees as required.

Moved by Shameeka Gonzalez Seconded by Irma Zardoya. Approved unanimously.

2. Approval of Cleaning Services

A. AECI I Cleaning Services

Moved by Ricardo Cosme Ruiz. Seconded by Shameeka Gonxalez to authorize the Chair of the Board to enter into two contracts with ABC Janitorial Services to provide cleaning services to AECI I at a cost not to exceed \$11,040 per month for cleaning services and \$5,520 per month for custodial services at a total cost not to exceed \$16,650 per month subject to approval by counsel. Approved Unanimously

B. AECI II Cleaning Services

Moved by Ricardo Cosme Ruiz. Seconded by Shameeka Gonzalez to authorize the Chair of the Board to enter into two contracts with ABC Janitorial Services to provide cleaning services to AECI II at a cost not to exceed \$5,520 per month for cleaning services and \$5,520 per month for custodial services at a total cost not to exceed \$11,040 per month subject to approval by counsel subject to approval by counsel. Approved Unanimously

3. Moved by Shameeka Gonzalez. Seconded by Irma Zardoya to adjourn at 9:45 am.

**AECI CHARTER SCHOOL NETWORK  
838 BROOK AVENUE  
BRONX, NEW YORK**

**MEETING OF THE BOARD**

Date: Tuesday, September 8, 2020  
Time: 6:pm  
Location: VIA REMOTE VIDEO CONFERENCE

1. Welcome Role Call: Present were Carlo Schiattarella, Ricardo Cosme Ruíz, Shameeka González, Irma Zardoya, Paul Comrie, Alberto Villaman

CEO: Derick Spaulding  
Principal AECI I: Colin Healy  
Principal AECI II: Dr. Charles Gallo  
Counsel: Flora Edwards, Esq  
Guest: Josh Moreau, BoostEd  
Guest: Robert Burton

2. Approval of the Minutes of Meeting of August 11, 2020 as corrected

Moved by Ricardo Cosme Ruiz seconded by Shameeka González to approve the minutes of the Organizational Meeting August 11, 2020 as corrected. Approved unanimously.

3. Approval of the Minutes of the Special Meeting August 26, 2020

Moved by Paul Comrie seconded by Ricardo Cosme Ruíz to approve the minutes of the Organizational Meeting August 26, 2020 as corrected. Approved unanimously.

4. COVID - Update

Web sites have been updated to reflect COVID preparations at each school with contact information for parents and students to ask questions and receive additional information,

5. Principal's Report - AECI I

- a. There are 476 students enrolled which includes 120 freshmen.
- b. Three virtual information meetings and one in person meeting were held for parents. 212 parents attended the virtual meeting with 15 parents in attendance at the in person meeting.

- c. Preservice sessions for new staff was held on August 25th with 42 staff members in attendance for training was a combination of virtual and in person sessions. Topics included AECI's Equity Platform, Zoom, Nearpod, and Google Classroom Training, New Lesson Plan Format, and First Week Lesson Plan Peer Feedback.
  - d. Orientation for students and their families was held with more than 100 students and their families in attendance. Students engaged in an ice breaker activity to get to know their teachers and classmates. Students worked in groups to create attributes they want the Class of 2024 to be known for. Parents picked up technology and met with the principal and assistant principals to understand school expectations.
  - e. Remote learning began on September 8th, with hybrid learning to begin on October 5<sup>th</sup>.
  - f. All safety procedures have been implemented with a full complement of PPE, temperature scanners, UV lights, HEPA filters in every room, daily questionnaires, and COVID policies.
  - g. Summer school ended with 92% of the students achieving 10 or more credits.
  - h. The provision of sufficient laptops for students is presenting a challenge due to the fact that supply is very limited in comparison to demand.
6. Principals' Report - AECI II
- a. There are 224 students currently enrolled for the fall term with 122 students in the 9th grade and 102 students in the 10th grade. More applications are coming in through Schola via the extended enrollment campaign.
  - b. There is a full complement of teaching staff with the exception of 10th grade computer science.
  - c. Summer school session was successful with had 95% of the students receiving 11 or more credits in grade 9 compared to the Citywide average for 2019 which was approximately 86%.
  - d. A staff reopening meeting was held on August 11 with all staff present. Parent and staff Zoom Meetings for reopening plan were held on August 13 with 24 parents in attendance, August 18 with 32 parents in attendance, and August 20 with 38 parents in attendance.

f. School Facilities Report

- I. Renovations are complete on 7th and 8th floors.
- ii. Classrooms are set up for 15 students in each with desks 6 feet apart
- iii. Painting, floor polishing, and other facility upgrades are completed
- iv. The Certificate of Occupancy has expired. The landlord has been contacted and will counsel will follow up.
- v. First floor additional space was ready by Wednesday, September 2.
- vi. Student lockers and remaining furniture is being delivered this week.
- vii. Sneeze guard shields have not yet come in but have been ordered.
- viii. Internet and phones are being installed the week of September 15 in new first floor building.
- ix. PPE items are available for all staff and visitors

7. New Hires - AECI II

Moved by Ricardo Cosme Ruíz seconded by Shameeka González to hire the following:

Randee Bershad                      Teacher of Special Education

Approved unanimously

8. Finance Committee

a. AECI I

Moved by Irma Zardoya seconded by Ricardo Cosme Ruíz to authorize the purchase of 275 split guard table stands with legs at a unit price of \$65 from Aurora General Construction, LLC, at a cost not to exceed \$17,875,00. This was the lowest of three competitive quotes. Approved unanimously.

b. AECI II

Moved by Alberto Villaman seconded by Paul Comrie to authorize the purchase of 150 Samsung Chromebooks 4 and 150 licenses from CDW at a cost not to exceed \$37,200.00. Of the three vendors solicited CDW was the only vendor able to promise delivery. Approved unanimously.

9. Moved by Shameeka González seconded by Alberto Villaman to go into executive session at 7:45 pm to discuss real estate. Approved unanimously.

Moved by Alberto Villaman seconded by Ricardo Cosme Ruíz to return to the record at 8:45 pm. Approved unanimously.



10. New Business

- a Moved by Ricardo Cosme Ruíz seconded by Shameeka González to authorize the chair to enter into an Agreement with Pitta Bishop & DeGiorno, LLC at a cost not to exceed \$5,000 per month. Approved unanimously.
- b Moved by Alberto Villaman seconded by Shameeka González to authorize the chair to enter into an Agreement with Philip Habib & Associates to prepare a traffic safety plans for selected sites at a cost not to exceed \$12,500. Approved unanimously.

11. Moved by Irma Zardoya seconded by Ricardo Cosme Ruíz to adjourn at 9:00 pm.  
Approved unanimously

**AECI CHARTER SCHOOL NETWORK  
838 BROOK AVENUE  
BRONX, NEW YORK**

**SPECIAL MEETING OF THE FACILITIES COMMITTEE**

Date: Tuesday, September 23, 2020  
Time: 5:30 pm  
Location: VIA REMOTE VIDEO CONFERENCE

1. Welcome Role Call: Present were Carlo Schiattarella, Ricardo Cosme Ruíz, Shameeka González, Irma Zardoya, Alberto Villaman

CEO: Derick Spaulding  
Counsel: Flora Edwards, Esq  
Guest: Josh Moreau, BoostEd

2. Moved by Ricardo Cosme Ruiz seconded by Alberto Villaman to go into executive session at 5:35 pm to discuss real estate. Approved unanimously.

Moved by Shameeka González seconded by Alberto Villman, to return to the record at 6:10 pm. Approved unanimously.

3. New Business

Moved by Shameeka González seconded by Ricardo Cosme Ruiz to authorize the chair to enter into an Agreement with JCJ to perform preliminary site studies at a cost not to exceed \$28,000.00 preliminary site studies. Approved unanimously.

- 4.. Moved by Shameeka González seconded by Ricardo Cosme Ruíz to adjourn at 6:15 pm. Approved unanimously

**AECI CHARTER SCHOOL NETWORK  
838 BROOK AVENUE  
BRONX, NEW YORK**

**SPECIAL MEETING OF THE FACILITIES COMMITTEE**

Date: Wednesday, October 7, 2020  
Time: 6:00 pm  
Location: VIA REMOTE VIDEO CONFERENCE

1. Welcome Role Call: Present were Carlo Schiattarella, Ricardo Cosme Ruíz, Irma Zardoya, Alberto Villaman

CEO: Derick Spaulding  
Counsel: Flora Edwards, Esq  
Guest: Josh Moreau, BoostEd

2. New Business

- a. Moved by Ricardo Cosme Ruíz seconded by Irma Zardoya to authorize the chair to enter into an Agreement with PVE to prepare a Phase I environmental report at a cost not to exceed \$3,000.00.. Approved unanimously.
- b. Moved by Ricardo Cosme Ruíz seconded by Irma Zardoya to authorize the chair to enter into an Agreement with Metropolis Title to conduct a title search at a cost not to exceed \$750.00. Approved unanimously

- 3.. Moved by Ricardo Cosme Ruiz seconded by Irma Zardoya to adjourn at 5:45 pm.  
Approved unanimously

**AECI CHARTER SCHOOL NETWORK  
838 BROOK AVENUE  
BRONX, NEW YORK**

**MEETING OF THE BOARD**

Date: Tuesday, October 13, 2020  
Time: 6:pm  
Location: VIA REMOTE VIDEO CONFERENCE

1. Welcome Role Call: Present were Carlo Schiattarella, Ricardo Cosme Ruíz, Shameeka González, Paul Comrie, Alberto Villaman

CEO: Derick Spaulding  
Principal AECI I: Colin Healy  
Principal AECI II: Dr. Charles Gallo  
Counsel: Flora Edwards, Esq  
Guest: Josh Moreau, BoostEd  
Guest: Robert Burton

2. a. Approval of the Minutes of Meeting of September 6, 2020

Moved by Alberto Villaman seconded by Ricardo Cosme Ruiz to approve the minutes of the meeting of September 6, 2020 as corrected. Approved unanimously.

- b. Approval of the Minutes of the Special Meeting September 23, 2020

Moved by Ricardo Cosme Ruiz seconded by Alberto Villaman to approve the minutes of the special meeting of September 23, 2020. Approved unanimously.

- c. Approval of the Minutes of the Special Meeting meeting October 7, 2020.

Moved by Ricardo Cosme Ruiz seconded by Shameeka Gonzalez to approve the minutes of the special meeting of October 7, 2020. Approved unanimously.

3. Principal's Report - AECI I

- a. There are 446 students enrolled which includes 116 freshmen.

- b. Remote learning took place September 8 - October 7, 2020. The Hybrid model began on October 5, 2020 with 84 students receiving in person instruction on Monday, Wednesday and Friday; 81 students receiving in person instruction on Tuesdays and Thursdays; 8 students receiving in-person instruction every day with the remaining 297 students receiving instructions remotely. Attendance is 95.2%

- c. COVID preparations for in person instruction include: All desks outfitted with desk shields, hand sanitizers, and wipes. All rooms, offices, and bathrooms outfitted with HEPA filters. New student and teacher movement in the building is controlled to ensure distancing. Two staff members are working remotely due to accommodations. All students who needed laptops were provided with them. Water bottles, masks, and earphones provided to all students. There is an increased focus on wellness checks and positive shoutouts in the school and on social media.

3. Principals' Report - AECI II

- a. There are 212 students currently enrolled for the fall term. The school continues to receive applications through Schola. The enrollment campaign for fall, 2021 has begun.
- b. There is a full complement of teaching staff with the exception of 10th grade computer science. A teacher has been identified and we are waiting for the required fingerprinting clearance which has been pending for three weeks..
- c. Blended learning began on October 5. Students were divided into 3 separate cohorts as follows:

Cohort A 77 students with disabilities and English Language Learners. This cohort attends school on Mondays/ Wednesdays, and Fridays for in school instruction and Tuesdays and Thursdays when home for live synchronous instruction. On the days when they are at home, the special ed teachers log in for one-on-one support.

Cohort B- Contains 51 students who attend school on Tuesdays and Thursdays. This cohort logs in on Mon/Weds/ Fridays for live synchronous instruction

Cohort C- Contains 81 students who stay at home until covid 19 ends. This group logs in 5 days per week for online synchronous instruction.

- d. Attendance has been an issue as many parents sent their children out of the country to avoid the covid pandemic. Many have now returned and our attendance for October is nearing 87%..
- e. Student progress reports will be distributed this with grades representing online instruction.
- f. Parent outreach in September focused on attendance, connectivity, and cohort identification.
- g. All students have now received new chromebooks and hot spots.

- h. Additional first floor space is open and in use. The area contains a teacher lounge, 1 classroom, office for parent visits and student enrollment, and a large area for gym and cafeteria. Internet and phones were set up during the week of September 28 and are fully functional.
- i. Signage and vinyl wall decorations have been ordered and will be delivered by next month.
- j. All classrooms are set up for 15 students, desks 6 feet apart, and clear trifold shields on each desk.
- k. Every classroom is equipped with 15 chromebooks in every room for student use. This eliminates the use of paper during the COVID pandemic.
- l. NYC Building Department came in on Tuesday October 6 for an inspection. No violations were found and the school was commended as to all the precautions taken and equipment utilized

4. Grants

The network is working on various grants and has applied for three scholarships for students in grade 10 for the Fordham University online STEM program.

Five laptops have been donated by Board member Shameeka Gonzalez. Additional funds are being solicited in order to increase the number of laptops which can be donated to students as a reward for high performance.

5. School Safety Plans

Moved by Alberto Villaman and seconded by Ricardo Cosme Ruiz to adopt the Safety Plans for AECI I and AECI II. Approved unanimously

6. Resolution - Patricia Martin

Moved by Alberto Villaman seconded by Ricardo Cosme Ruiz

**Whereas** PATRICIA MARTIN has faithfully served as a member of the Board of the New York City Charter School for Architecture Engineering and the Construction Industries (AECI I) since 2010, and

**Whereas**, Patricia Martin has indicated to the Board that she wishes to resign as a member of the Board,

**It Is Hereby Resolved That** the Board of the AECI Charter School Network regretfully accepts PATRICIA MARTIN'S resignation, with the thanks of the entire Board for her dedicated service and with best wishes for all her future endeavors. Approved unanimously.

7. New Hires - AECI I

Moved by Ricardo Cosme Ruíz seconded by Alberto Villaman to hire the following:

Carlton Glassford                      Social Studies Teacher/Tutor

Approved unanimously

8. New Board Member - Robert Burton

Moved by Shameeka Gonzalez seconded by Ricardo Cosme Ruiz

The NYC CHARTER SCHOOL NETWORK (formerly New York City Charter High School for Computer Engineering & Innovation) Board of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED, and having discovered no State or federal criminal history, or having provided information regarding such history to NYSED, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, and having reviewed the application in its entirety, has voted to select ROBERT BURTON as a member to its Board of Trustees, with a term expiring on October 12, 2025, pending approval by NYSED. The resolution approving ROBERT BURTON is adopted upon NYSED's approval.

Approved unanimously.

9. Finance Committee

Moved by Alberto Villaman seconded by Shameeka Gonzalez to accept the audit report for AECI I and AECI II for the 2019-20 fiscal year

10. Facilities Committee

- a. There was a flood at AECI II which was caused by another tenant in the building. The Landlord was contacted and the matter addressed.

- b. The Certificate of Occupancy at the AECI II site is expired. The landlord and its counsel has been notified and advises that permit applications have been filed and reviewed and await DOB action.

11. Academic Committee

The Committee met on October 5, 2020 to discuss the scheduling of future Academic Committee meetings. Effective transmission of information to the Board was discussed. Standards for teachers, administrators and standards to guide the work of the CEO for the use of the Board in the evaluation process.

12. Moved by Ricardo Cosme Ruiz seconded by Alberto Villaman to go into Executive Session at 7:50 pm to discuss real estate. Approved unanimously.

Moved by Ricardo Cosme Ruiz seconded by Shameeka Gonzalez at 8:00 pm to return to the record Approved unanimously

13. Moved by Alberto Villaman seconded by Ricardo Cosme Ruíz to adjourn at 8:15 pm. Approved unanimously



**AECI CHARTER SCHOOL NETWORK  
838 BROOK AVENUE  
BRONX, NEW YORK**

**MEETING OF THE BOARD**

Date: Tuesday, November 10, 2020  
Time: 6:pm  
Location: VIA REMOTE VIDEO CONFERENCE

1. Welcome Role Call: Present were Carlo Schiattarella, Irma Zardoya, Ricardo Cosme Ruíz, Alberto Villaman, Shameeka Gonzalez, Paul Comrie

CEO: Derick Spaulding  
Principal AECI I: Colin Healy  
Principal AECI II: Dr. Charles Gallo  
Counsel: Flora Edwards, Esq  
Guest: Josh Moreau, BoostEd

2. (a) Approval of the Minutes of Meeting of October 13, 2020

Moved by Ricardo Cosme Ruiz seconded by Alberto Gonzalez to approve the minutes of the meeting of October 13, 2020 as corrected. Approved unanimously.

- 
- (b) Approval of the Minutes of the Special Meeting of October 7, 2020

Moved by Irma Zardoya seconded by Ricardo Cosme Ruiz to approve the minutes of the special meeting of October 7, 2020. Approved unanimously.

3. COVID Report

On November 4, 2020, AECI II a student tested positive for COVID. Additionally it was reported that a teacher's spouse had tested positive. As a result, the teacher was sent home for testing and quarantine and the school initiated the COVID protocol plan as follows:

- a. DOH was contacted. A case number was assigned and they now will follow up with contract tracing and recommendations for quarantine amongst any close contacts
- b. Effective November 5, 2020 all classes will be via remote learning until December 1, 2020.
- c. All families were notified yesterday through an official email, phone blast and mailed letter.

- d. A staff meeting was held at which the Principal addressed all staff members as to the protocol and its implementation.
  - e. The AECI II website was updated to reflect emergency response
  - f. All students have a chrome book and access to wifi to continue remote instruction
  - g. All staff are being asked to get tested.
4. Principal's Report - AECI I
- a. There are 469 students enrolled which includes 116 freshmen.
  - b. Remote learning took place September 8 - October 7, 2020. The Hybrid model began on October 5, 2020 with 65 students receiving in person instruction on Monday, Wednesday and Friday; 8 students receiving in-person instruction every day with the remaining students receiving instructions remotely. Attendance is 94.8%
  - c. Yondr (the cell phone pouch) was introduced to parents at a PTO meeting and via letter and to students at an assembly.
  - d. Assemblyman Burgos visited the school on November 2, 2020. The visit provided an opportunity for the Assemblyman to meet with students and staff and for the school to explain how AECI is responding to delivery of instruction while responding to the required COVID protocols to ensure the safety of students and staff,
  - e. Clubs including Cooking, Video Games, Drones, Black Pearl, Meditation & Mindfulness are provided through a blend of hybrid and in person offerings.
  - f. The Discipline Code is being reviewed as to alternatives to suspension in light of COVID protocols.
5. Principal's Report - AECI II
- a. There are 213 students currently enrolled for the fall term. More applications are being received through Schola and the recruitment campaign has begun for the lottery in April. 2021.
  - b. Attendance for beginning of November was 93% against a goal of 95%.
  - c. Student report cards will be distributed the week of November 16, 2020.
  - d. Parent outreach has continued to be focused on issues at home that are affecting

their child's mental health. School counselors have been conducting one to one sessions with students in an effort to help them understand the covid pandemic and develop an action plan to move forward for success.

- e. Heat has been repaired in the new first floor area.
- f. The elevator, which was out of service fo several days in October, has been repaired and is working.
- g. Signage and vinyl wall decorations have been ordered and will be delivered and installed by next month.
- h. The building has been cleaned and had a deep disinfecting treatment on Friday, November 6. This process is performed weekly and is said to be highly effective in preventing the spread of the corona virus.
- I. Student data on hot spots has been extended to unlimited data. All students in need of devices have them.
- j. The school is assisting families with school supplies at no charge.
- k. Work continues on the development of new grants.

6. New Hires

Moved by Shameeka Gonzalez; seconded by Irma Zardoya to ratify the appointment of:

Benjamin S. Fields                      Computer Science Teacher

Approved unanimously

7. Facilities Committee

- a. The Certificate of Occupancy at the AECI II site is expired. The landlord and its counsel has been notified and advises that permit applications have been filed and reviewed and await DOB action.
- b. Programming requirements for the new facility are being reviewed with the architect.

8. Academic Committee

The Committee met to consider the following topics:

- a. Administrator and teacher performance standards
- b. Student and Teacher Attendance
- c. Grading Policy
- d. Revision of charter goals for both schools
- e. Promotion
- f. Student Enrichment
- g. Student Assessment

The Committee identified Administrator and Teacher Performance Standards, Grading Policy, Revision of Charter Goals and Student Enrichment as the focus for the 2020-21 school year. The first topic for consideration is the revision of charter goals in light of the SED Performance Framework.

9. Finance Committee Meeting

The Committee met to review targets for the budget. The budgets for both schools, which include COVID related expenses are on target. Projections for FY 2021-22 are being developed. Plans for development of grant funding was discussed.

10. Moved by Irma Zardoya seconded by Shameeka Gonzalez to go into Executive Session at 8:00 pm to discuss real estate. Approved unanimously.

Moved by Shameeka Gonzalez, seconded by Irma Zardoya at 9:00 pm to return to the record Approved unanimously

11. Moved by Ricardo Cosme Ruiz seconded by Alberto Villaman to adjourn at 9:00 pm. Approved unanimously

**AECI CHARTER SCHOOL NETWORK  
838 BROOK AVENUE  
BRONX, NEW YORK**

**SPECIAL MEETING OF THE BOARD**

Date: Tuesday, November 21, 2020

Time: 6:pm

Location: VIA REMOTE VIDEO CONFERENCE

1. Welcome Role Call: Present were Carlo Schiattarella, Irma Zardoya, Ricardo Cosme Ruíz, Alberto Villaman, Robert Burton

CEO: Derick Spaulding  
Counsel: Flora Edwards, Esq

2. Moved by Robert Burton seconded by Irma Zardoya to go into Executive Session at 4:40 pm to discuss real estate. Approved unanimously.

Moved by Robert Burton seconded by Irma Zardoya at 5:40 pm to return to the record  
Approved unanimously

3. RESOLUTION

WHEREAS, in order to fulfill the educational objectives of the network schools a permanent facility is required which reflects the philosophy and programmatic requirements of each school, and

WHEREAS, following an exhaustive search of available sites in the area served by AECI, it has been determined that the site at 600 East 138th Street, Bronx, New York, meets the requirements for the construction of a permanent facility

BE IT HEREBY RESOLVED, that the Chair of the Board be and hereby is authorized to enter into a contract with 774 Broadway, Inc. for the purchase of the property known as 600 East 138th Street, Bronx, NY in and amount not to exceed \$12,500,000, and

BE IT FURTHER RESOLVED, that the Chair of the Board be and hereby is authorized enter into an Assignment Agreement to purchase the rights of Dollar Stores for the balance of the lease term on the above property in an amount not to exceed \$500,000, and

BE IT FURTHER RESOLVED, that the Chair of the Board be and hereby is authorized to enter into an Assignment Agreement to purchase the rights of Bargain

Center, Inc. for the balance of the lease term on the above property in an amount not to exceed \$650,000.

Moved by Alberto Villaman Seconded by Robert Burton. Approved unanimously.

4. Adjournment

Moved by Alberto Villaman seconded by Irma Zardoya to adjourn at 5:44 pm.

**AECI CHARTER SCHOOL NETWORK  
838 BROOK AVENUE  
BRONX, NEW YORK**

**MEETING OF THE BOARD**

Date: Tuesday, December 8, 2020  
Time: 6:pm  
Location: VIA REMOTE VIDEO CONFERENCE

1. Welcome Role Call: Present were Carlo Schiattarella, Irma Zardoya, Ricardo Cosme Ruíz, Shameeka Gonzalez, Paul Comrie, Robert Burton

CEO: Derick Spaulding  
Principal AECI I: Colin Healy  
Principal AECI II: Dr. Charles Gallo  
Counsel: Flora Edwards, Esq  
Guest: Josh Moreau, BoostEd

2. (a) Approval of the Minutes of Meeting of November 10, 2020

Moved by Robert Burton seconded by Irma Zardoya to approve the minutes of the meeting of October 13, 2020 as corrected. Approved unanimously.

- 
- (b) Approval of the Minutes of the Special Meeting of November 23, 2020

Moved by Robert Burton seconded by Irma Zardoya to approve the minutes of the special meeting of November 23, 2020. Approved unanimously.

3. Principal's Report - AECI I

- a. There are 469 students enrolled which includes 116 freshmen. Attendance is at 94.8%

- b. First Quarter statistics are as follows:

The 75% pass rate compares to the 80%-82% with in class instruction but shows improvement over earlier statistics for remote and hybrid learning. Syracuse University college credit classes (SUPA) are doing very well. There are 105 students registered for SUPA comprised of Juniors and Seniors.

- c. Instructional Initiatives include the following:
    - I. Increasing Engagement in the Virtual Classroom
    - ii. Defining co-teaching and co-planning
    - iii. Admin Mentor Program returns
    - iv. Tutoring
  - d. Winter Wonderland Celebration Scheduled for 12/23:

The activity is planned Outside with Social distancing and masks required. There will be four separate activities which will include take-out food for students, families, Games, activities, raffles, and prizes.
  - e. Reopening plans were discussed including Guidance for re-opening is forthcoming depending on whether the city COVID response permits whether or not we can open with hybrid instruction.
4. Principal's Report - AECI II
- a. There are 214 students currently enrolled for the fall term. The recruitment campaign has begun for the lottery in April, 2021. Virtual Open House tours are being coordinated for possible incoming students. December 4, December 12, and January 9. A Virtual tour video is available on our schools website.
  - b. Guidance for re-opening is forthcoming depending on whether the city COVID response permits whether or not we can open with hybrid instruction.
  - c. All cohorts are logging in from home and are on full remote. Parent letters were sent out both by email and USPS.
  - d. Attendance for beginning of November was 93.5% which represents an increase of 5.5% as compared to October.
  - e. Student report cards were mailed home and emailed to all parents and guardians during the week of November 13. Scholarship report indicates a slightly lower pass rate due to students not submitting assignments.
  - f. Virtual online parent teacher conferences were held on November 18 from 2-4:00 pm and 6-8:00pm. 77 parents attended the afternoon session and 54 attended the evening session for a total of 131 parents out of 214 (61% of the total population).
  - g. The school has partnered with the Lehman College Now Program affording 10th



graders an opportunity to apply for college courses in the spring. Students are applying for the two available courses that will be full remote: English 111 Composition and MAT 126, Quantitative Reasoning. In order to qualify students must have an overall GPA of 80+, in math and r social studies classes. A grade of C or higher will receive 3 undergraduate college credits free of charge. There are approximately 40 eligible students for this program out of 109. School counselor Ms. Guzman is holding three Saturday sessions from 11 to 1 :00 to assist students in completing and submitting the application.

- h. Ms . Castellano is holding Saturday sessions for college readiness. These will include Time Management, Study Skills, Social Media, Networking and Sel-Regulation.
  - I. The Facility has been cleaned and disinfected and is ready for use. We have not received a Certificate of Occupancy. No assembly permit has been issued as of yet. The landlord has been contacted for an update.
5. Facilities Committee
- a. The Certificate of Occupancy at the AECI II site is expired. The landlord and its counsel has been notified and advises that permit applications have been filed and reviewed and await DOB action.
  - b. Tours of the Courthouse and St. Luke’s are scheduled for tomorrow at 10 am
6. Academic Committee
- The Committee held a meetings on December 7 ,2020 regarding the following:
- a. reviewed charter school performance framework and benchmarks
  - b. reviewed key design elements for each school to establish goals. A draft will be reviewed at the next Committee meeting in January.
7. Finance Committee
- a. Last week the Committee met to review the budget in light of enrollment reports. The AEC II budget is conservatively projected at 212 for the Spring. This figure may be adjusted in light of more recent data in January.
  - b. The projected per pupil allocations should be available by January. The budget is being prepared for 2020-21 and in anticipation of bond financing.
  - c. PPA full forgiveness is anticipated.

8. New Business

A. Reimbursement Resolution

**WHEREAS**, AECI Charter School Network (the “Charter School”), an educational corporation organized and existing under the laws of the State of New York, intends to form a “Friends of” Corporation (the “Corporation”) to facilitate the acquisition, construction, improvement and equipping of public charter school facilities, as described in Appendix A attached hereto (the “Project”); and

**WHEREAS**, the Corporation, in which the Charter School is the sole member (for purposes of this resolution and the Treasury Regulations either entity referenced herein, the “Borrower”) expects to pay certain expenditures (the “Temporary Advances”) prior to the issuance of indebtedness on behalf of the Borrower for the purpose of financing costs associated with the Project on a long-term basis;

**WHEREAS**, pursuant to the budgetary and financial policies and practices of the Charter School, the Temporary Advances are not available to fund the Project on a long-term basis; and

**WHEREAS**, it is expected that the Temporary Advances will be reimbursed from the proceeds of a borrowing not later than 18 months after the later of the date the Temporary Advances are paid or the date on which the Project is placed in service or abandoned (but in no event more than 3 years after the Temporary Advances are paid); and

**WHEREAS**, except for architectural, engineering and similar preliminary expenditures incurred prior to the acquisition or commencement of construction of the Project (but not including land acquisition, site preparation and other similar costs incident to the acquisition or commencement of construction of the Project), this Resolution is being adopted prior to or within 60 days after payment of the original expenditure for the Project;

**WHEREAS**, the Charter School Board of Directors (the “Board”) reasonably expects that debt obligations in an amount not expected to exceed \$65,000,000 will be issued on behalf of the Borrower in order to finance the Project, and that certain of the proceeds of such debt obligations will be used to reimburse the Temporary Advances; and

**WHEREAS**, the Board has determined that the financing of the Project is in the best Interests of the Charter School;

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

Section 1. The Board hereby finds and determines that the above recitals are true.

Section 2. For purposes of establishing compliance with the requirements of Treasury Regulation Section 1.150-2, the Board hereby declares its official intent to use proceeds of

indebtedness to reimburse the Charter School or the Borrower for Temporary Advances. This declaration does not bind the Borrower to make any expenditures, incur any indebtedness, or proceed with the Project.

Section 3: The officers, employees and agents of the Borrower, including Robert W. Baird & Co. Incorporated, the underwriter engaged for the proposed financing, are hereby authorized and directed to prepare proceedings culminating in the authorization, sale and issuance of indebtedness and the loan of proceeds to the Borrower, and to do any and all things which may deem necessary or advisable in order to carry out, give effect to, and comply with the terms and intent of this Resolution, provided that this Board shall be presented with and shall approve the financing documents prepared for the purpose.

Section 4. The Borrower hereby authorizes the payment of any expenses incurred in connection with the preparation of proceedings for the issuance of said indebtedness on behalf of the Borrower and the lease of the Project, including legal and financial consulting expenses.

Section 5. This resolution shall take effect from and after its adoption.

Moved by Robert Burton Seconded by Ricardo Cosme Ruiz. Approved unanimously

**B. Engagement Agreement - Goldman Harris**

Moved by Robert Burton Seconded by Ricardo Cosme Ruiz to engage Goldman Harris to prepare and make a presentation for DOT Bronx Commissioner and the School Streets division of DOT to ascertain their receptivity to a charter school and to represent AECI in pre-application discussion with the staff of the NYC Board of Standards and Appeals regarding such an application at a cost not to exceed \$6,000.00.

Moved by Ricardo Cosme Ruiz. Seconded by Shameeka Gonzalez.

Approved Unanimously.

**C. Engagement of Counsel to Prepare Access Agreements**

Moved by Shameeka Gonzalez Seconded by Paul Comrie to engage Harris Beach PLLC to prepare access agreements as required by NY Build at a fee not to exceed \$450 per hour not to exceed \$35,000. Approved unanimously

**D. Review of Logo Designs for AECI I and AECI II**

- E. Establishment of Friends of AECI to comply with NYC requirements. Composition and purpose of the new entity was discussed.
9. Moved by Robert Burton seconded by Shameeka Gonzalez to adjourn at 8:13 pm. Approved unanimously.

**AECI CHARTER SCHOOL NETWORK  
838 BROOK AVENUE  
BRONX, NEW YORK**

**MEETING OF THE BOARD**

Date: Tuesday, January 12, 2021  
Time: 6:00 pm  
Location: VIA REMOTE VIDEO CONFERENCE

1. Welcome Role Call: Present were Carlo Schiattarella, Irma Zardoya, Shameeka González, Alberto Villaman, Paul Comrie, Ricardo Cosme Ruíz

CEO: Derick Spaulding  
Principal AECI I: Colin Healy  
Principal AECI II: Dr. Charles Gallo  
Counsel: Flora Edwards, Esq  
Guest: Josh Moreau, BoostEd

Vice Chairperson Irma Zardoya chaired the meeting at the request of the Chair.

2. Approval of the Minutes of Meeting of December 8, 2021

Moved by Alberto Villaman seconded by Shameeka Gonzalez to approve the minutes of the meeting of December 8, 2021. Approved unanimously.

3. Principal's Report - AECI I

- a. There are 469 students enrolled which includes 116 freshmen. Attendance is at 94.6%
- b. A 95% graduation rate is projected.
- c. More than 1,000 applications to college have already been submitted. There is a marked increase in 4-yr college and private college applications including one early acceptance to NYU.
- d. Saturday Academy starts Saturday, January 16th. Twenty teachers have made the commitment to come in for the next three Saturdays.
- e. COVID testing will be available for students/parents requesting tests. Additional tutoring and counselling sessions have been scheduled. If the environment permits

a full summer session could be planned to engage students following the restrictions imposed due to the COVID pandemic,

- f. Students have been coming to the building for a quiet place to work. More students are coming each week.
  - g. Winter Wonderland Celebration was held on December 23, 2020 with 140 students in attendance and received a very positive response from parents. Activities included games, smores, raffles, holiday music.
  - h. Recruitment activities for the 2021-22 school year include outreach to middle schools and virtual school visits and a recruitment video.
  - i. An esports program has been initiated which involves competitive video gaming playing high schools across the city.
4. Principal's Report - AECI II
- a. There are 215 students currently enrolled for the fall term. The recruitment campaign has begun for the lottery in April, 2021. As of this date there are 160 applications for the Freshman class. Virtual Open House tours are being coordinated for possible incoming students on January 9 and 15. A Virtual tour video is available on our schools website.
  - b. Student progress reports were mailed out on December 15. The pass rate is approximately 72.3%.
  - c. Attendance is at 93.8% which represents an increase of 5% compared to last month.
  - d. Small groups of students have been selected for additional support. As of Monday January 11, students who have expressed the need for a quiet place to learn will be coming into the school building and will log in to complete their online assignments. Chromebooks and headsets will be provided to each student. All PPE safeguards will be in place for staff and students. Food services will provide a light breakfast and cold lunch for all participants.
  - e. Because the school is located in a yellow zone, 20% of the students and staff will be selected for random COVID testing. AECI2 has partnered with Brook Avenue Associates to help provide COVID 19 testing for all students and staff. The medical provider offers full service for the community and has informed us that parents will not be charged any fees for their COVID tests performed.
  - f. Lehman College Now Program has accepted 10 students in grade 10 for their upcoming spring session. Ten students will take either MAT126 or English III for college credit.

This is the first time 10th grade students were permitted to apply,

- g. Facilities
  - i. The Certificate of Occupancy and Assembly Permit are still pending
  - ii. The Facility is cleaned and disinfected daily.
  - iii. The First floor entry has been enhanced by use of various vinyl wraps.
- h. A grant application has been submitted to T Mobile to reduce the cost of chrome books and hot spots.

5. Academic Committee Report

The Academic Committee held a meeting on Monday, January 11, 2021. The committee continued to review the current key design elements in the charter of both schools and decided to identify five categories for key design elements that aligned to the State's Performance Framework Benchmarks. The goal is to develop some uniform key design elements that both schools share in common while also identifying key design elements that are particular to each school and their theme. The identified areas are:

- a. Teaching & Learning which include (i) Curriculum, (ii) Instruction and (iii) Student Assessment
- b. Supportive Environment for Student Growth & Development
- c. Culture, Climate and Family Engagement
- d. College Readiness
- e. Support for Diversified Learners

The principals will draft each school's planned response to the key design elements and will report back to the Committee.

6. Finance Committee

The Committee met on January 11, 2021, the budget is on target. Budget planning for 2021-22 continues. Meetings will be held with the principals at the beginning of February to continue planning for next year pending an update on the per pupil rate.

7. Facilities Committee

Programming requirements for the new facility was reviewed. The Facility Committee is

scheduled to meet Friday, January 5, 2021 to review the space requirements of the instructional program and academic and student support services as well as the possibility of on-site parking.

8. The New Logo for the AECI Network was discussed. Different designs were reviewed.
9. Moved by Shameeka Gonzalez at 7:55 pm seconded by Paul Comrie to go into Executive Session to discuss real estate. Approved unanimously.

Moved by Shameeka Gonzalez at 8:30pm seconded by Carlo Schiattarella to return to the record. Approved unanimously

10. New Business
  - a. Moved by Paul Comrie and seconded by Shameeka Gonzalez that the Chair of the Board represent the AECI Charter School Network on the Board of Friends of AECI. Approved unanimously.
  - b. Moved by Alberto Villaman and seconded by Shameeka Gonzalez to authorize the Chair to execute a Contract with Mueser Rutledge Consulting Engineers PLLC for engineering services in connection with a subsurface investigation to meet NYCTC requirements at a cost not to exceed \$33,500.
  - c. Moved by Shameeka Gonzalez and seconded by Paul Comrie to authorize the Chair to execute a Contract with Big Apple Testing to take the borings in order to meet the NYCTC requirements at an amount not to exceed \$38,000. Approved Unanimously
  - d. Moved by Paul Comrie and seconded by Shameeka Gonzalez to authorize the Chair to execute a Contract with PVE Engineering for Phase I and Phase II geotechnical services at an amount not to exceed \$29,064.00. Approved unanimously.
  - e. Moved by Shameeka Gonzalez and seconded by Carlo Schiattarella to authorize the Chair to execute a Contract with PVE Engineering for supplemental research at a cost not to exceed \$18,796.85
11. Moved by Alberto Villaman seconded by Shameeka Gonzalez adjourn at 9:00pm. Approved unanimously.



**AECI CHARTER SCHOOL NETWORK  
838 BROOK AVENUE  
BRONX, NEW YORK**

**MEETING OF THE BOARD**

Date: Tuesday, February 9, 2021  
Time: 6:00 pm  
Location: VIA REMOTE VIDEO CONFERENCE

1. Welcome Role Call: Present were Carlo Schiattarella, Irma Zardoya, Shameeka González, Paul Comrie, Ricardo Cosme Ruíz, Robert Burton

CEO: Derick Spaulding  
Principal AECI I: Colin Healy  
Principal AECI II: Dr. Charles Gallo  
Counsel: Flora Edwards, Esq  
Guests: Josh Moreau, BoostEd  
Peter Bachman, JCJ Architecture

2. The Chair reviewed the AECI Meeting Norms which were adopted at the last Board Retreat which include the following:
  - a. Be present; phone on vibrate.
  - b. Be respectful of the opinions of others.
  - c. Be considerate of others when they do not meet expectations.
  - d. School and students should be the only consideration (no personal agendas)
  - e. Encourage communication so that all voices get to be heard,
  - f. Committees should be functional and meet regularly.

The development of an Agenda for the next Board Retreat was discussed.

3. Approval of the Minutes of Meeting of January 12, 2021

Moved by Irma Zardoya seconded by Robert Burton to approve the minutes of the meeting of January 12, 2021. Approved unanimously.

4. Principal's Report - AECI I
  - a. There are 468 students enrolled which includes 119 freshmen. Attendance is at 94.1%

- b. The 4 year graduation rate is projected at 95% .
  - c. Update on Class of 2021 and 2022 was provided. The end of term pass rate was 79% which reflects an improvement from 76% at the end of Quarter 1. Of the class of 2021, 49% of the graduating class cohort are on track for completing college credits which is a improvement over the past year.
  - d. AECI I continues to be in good standing in accordance with NYSED Guidelines as follows:
    - I. 4 Year Graduation Rate: 95%
    - ii. College and Career Rating: 4 out of 4
    - iii. All Regents Exceeded State Average Except Chemistry
  - e. Saturday Academy has been running in person sessions for three straight Saturdays with 20 Teachers and 94 Students.
  - f. Reopening Plan & COVID Update
    - I. A survey was distributed to parents regarding reopening in March. Based on results received to date (91 responses) , 36% of the parents want in person instruction.
    - ii, Approximately 50% of the staff have received the COVID vaccine,
  - g. Recruitment activities for the 2021-22 school year include outreach to middle schools and virtual school visits and a recruitment video, which was shown at the meeting, and a radio spot.
5. Facilities Committee

The Committee met on February 8., 2021. The Concept Design Report for the new facility was disseminated and reviewed by the Committee which recommends that JCJ be authorized to proceed with schematic drawings consistent with the Concept Design Report.

Presentation by Peter Bachmann, JCJ Architecture of the Concept Design Report.

Moved by Ricardo Cosme Ruiz seconded by Paul Comrie to approve the Concept Design Report and authorize JCJ Architecture to proceed with development of schematic drawings consistent with the Concept Design Report. Approved unanimously.

6. Principal's Report - AECI II

- a. There are 267 lottery applications for the fall term. Virtual Open House tours continued this month. The dates for February were February 6th. More open house events are scheduled for March. Open House tours are being performed both online and in person by appointment.
- b. Student report cards were mailed out February 4 to all parents and guardians.
- c. Scholarship report indicates an average pass rate of 80% which reflects performance during Covid.
- d. Midterm exams and mock regents exams were held during the week of February. Daily average attendance for these exams was 97%. Data from the exams will be examined and utilized for planning instruction for the spring semester.
- e. Daily attendance was 94% for the month of January. This is an 8% increase as compared with last January 2020. Total attendance for the year is 91.3%.
- f. Transitional planning has been implemented for all students in an effort to raise awareness of career opportunities. Several online events are in planning stages that will provide students with exposure to career planning and the colleges that provide undergraduate degrees in selected fields.
- g. Home visits were held for 10th grade students who were either excessively absent and had multiple failures. Grade 9 visits will take place this coming week.
- h. For the past month, AECI2 had 15-20 students have been coming to the building and each day to work in a quiet and connected room. Most of them made up missing work and were happy to be in a quiet environment. This will continue through March 15 when we reopen as parents have supported this initiative and it is producing student success.
- I. AECI2 staff have been advised to set up an appointment online to receive the covid vaccine.
- j. Lehman College Now has accepted 10 students in grade 10 for their upcoming spring session. Ten students have registered and are in the program. Dr. Gallo met with them online on February 4 and congratulated them for their dedication to academic excellence. This is the first time 10th grade students were permitted to apply.

k. Facilities

- I. The Certificate of Occupancy and Assembly Permits are still pending
- ii. The Facility is cleaned and disinfected daily.
- iii. Internet and phone service on the first floor is a problem.

- l. A grant application has been submitted to T Mobile to reduce the cost of chrome books and hot spots.

7. Academic Committee Report

The Academic Committee held a meeting on Monday, February 8, 2021. Present were: Colin Healy, Charles Gallo, Derick Spaulding, Irma Zardoya

The team continued to discuss the key design elements for both schools and collaboratively developed a draft explaining our vision for teaching and learning. Each principal will now prepare a draft for their schools using the teaching and learning vision to describe the key design elements of curriculum, instruction and student assessment. They will share their drafts at the next Academic Committee Meeting.

There was discussion about student assessment and how we best assess our students in the absence of NYS Regent's Exams. We will start with the development of a pilot end of year assessment in one or two subjects. Teachers from both schools will work collaboratively to develop this summative assessment to be administered to students in both schools attending the course. We believe that the teacher collaboration between the two schools will foster sharing of curriculum, sharing of best practices and identification of assessment strategies.

8 . Finance Committee

The Committee met on February 8, 2021, meetings are being scheduled with both AECI I and AECI II to refine budget projections for the current year and to inform budget planning for the 2021-22 year. Based on current information available, per pupil funding is projected to remain the same for the coming year. Based on the existing parameters the Committee will consider various approaches to compensation for both instructional and non-instructional personnel and funding for training for non instructional personnel.

9. New Business

a. AECI I - new camera system

Moved by Shameeka Gonzalez seconded by Irma Zardoya to authorize the Chair to enter into a 36 month lease with CDC Government for a new camera system at a cost not to exceed \$45,547.70 which was the lowest of three qualified quotes. Approved

unanimously.

- b. AECI II - purchase of Chromebooks, Google platform licenses and hot spots

Moved by Shameeka Gonzalez seconded by Ricardo Cosme Ruiz to authorize the purchase of 200 Chromebooks, including Google platform licenses, hot spots, and unlimited data for 1 year from KBS Mobility at a cost not to exceed \$54,173.00 which was the lowest of three quotes for all equipment and internet services.

- 10. Moved by Robert Burton at 8:11 pm seconded by Ricardo Cosme Ruiz to go into Executive Session to discuss personnel and real estate. Approved unanimously.

Moved by Irma Zardoya at 9:20pm seconded by Paul Comrie to return to the record. Approved unanimously

- 11. Moved by Robert Burton seconded by Irma Zardoya to adjourn at 9:30pm. Approved unanimously.

**AECI CHARTER SCHOOL NETWORK  
838 BROOK AVENUE  
BRONX, NEW YORK**

**MEETING OF THE BOARD**

Date: Tuesday, March 9, 2021  
Time: 6:00 pm  
Location: VIA REMOTE VIDEO CONFERENCE

1. Welcome Role Call: Present were Carlo Schiattarella, Irma Zardoya, Shameeka González, Paul Comrie, Robert Burton

CEO: Derick Spaulding  
Principal AECI I: Colin Healy  
Principal AECI II: Dr. Charles Gallo  
Counsel: Flora Edwards, Esq  
Guests: Josh Moreau, BoostEd  
Peter Bachmann, JCJ Architecture  
George Chin, JCJ Architecture

2. Approval of the Minutes of Meeting of February 9, 2021

Moved by Roberr Burton seconded by Irma Zardoya to approve the minutes of the meeting of February 9, 2021. Approved unanimously.

3. Moved by Robert Burton seconded by Paul Comrie at 6:21pm to go into Executive Session to discuss real estate. Approved unanimously

Moved by Robert Burton seconded by Irma Zardoya at 7:46pm to return to the record. Approved unanimously.

4. Principal's Report - AECI I

- a. There are 468 students enrolled which includes 119 freshmen. Attendance is at 94.3%. There are 320 applications for the coming year.

- b. Reopening Plan & COVID Update

- i. Targeted Campaign
- ii. Family Expectation Meeting

- iii. COVID Testing
  - c. Instructional
    - i. 88% of students are on track for graduation.
    - ii. co-teaching
    - iii. Saturday Academy
    - iv. Remediation Plan
    - v. Regents Update
  - d. Events
    - i. Alumni Panel for Juniors and Seniors
    - ii. Upcoming SAT Day - April 12, 2021 (in-person)
    - iii. Senior Events
- 5. Principal's Report - AECI II
  - a. There are 215 students currently enrolled with 400 applications for the fall term. Virtual Open House tours continued this month. The February 6th Open House event brought 15 parents into the school for a tour. Open House tours continue both online and in person by appointment only through April 9th,
  - b. COVID Reopening
    - i. Parent surveys were sent out the last weeks of February for their choice of either Blended or Remote learning for their child. Grade 9 has 52 students in Blended and 57 in Remote learning and Grade 10 has 57 in Blended and 49 in Remote learning.
    - ii. Reopening plan reminder letters went out to all parents reminding them of our reopening date of March 15.
    - iii. All necessary arrangements for bussing and food services have been scheduled and parents notified.
    - iv. AECI2 staff are continuing vaccinations as many are getting their second shot this week.
    - v. Facility is ready for reopening. Classrooms have all desks and chairs at 6 feet apart with sneeze guards on every student desk, hand sanitizer and Lysol wipes.
  - c. Student Progress Reports will be mailed home this week as it was the end of the 3rd quarter. The school's pass rate is 80% which is the same as it was on February 2<sup>nd</sup>
  - d. Parent Teacher conferences will be held virtually online from 2-4:00 and from 6-8:00

p.m. on Thursday March 18. Conferences will be the same as last semester via Zoom

- e. Daily attendance was 91 % for the month of February. This is a 0.9% decrease as compared with last February 2020.
- f. All home visits for excessively absent students were completed. Parents had various issues at home and most agreed to supervise their child to log on and attend class. Parents were strongly advised to send their child back to the building rather than remain at home on full remote.
- g. AECI2 held its second student award ceremony on February 23 from 6:00 to 7:00 pm. The ceremony honored academic achievement and core value awards. There were 90 parents, students, and faculty who attended the event.
- h. An online course in Computing for College and Careers will be offered to all 10<sup>th</sup> grade students beginning next week through Edmentum online platform. A teacher will be available once a week to assist students as needed.
- i. Facilities  
  
The Certificate of Occupancy and Assembly Permit are still pending. Internet and telephone service on the first floor have not been resolved despite assurances from the landlord that the problems would be addressed.
- j. Grants and Funding
  - i. Dollar General Literacy Grant has been submitted for a summer reading program. If approved, the funds will provide instruction in literacy skills for up to 20 ninth and tenth grade students for up to 8 weeks.
  - ii. Open Funding Opportunity Grant to provide programs to support Black, Latino, and low-income students to build literacy skills.

## 6. Facilities Committee

The Committee met on March 8., 2021. The preliminary schematic design for the new facility was disseminated and reviewed by the Committee. The concept blocking was reviewed and suggestions for modification were made. The next schematic design will be circulated and reviewed by the Board.

## 7. Academic Committee Report



The Committee met on March 8, 2021 and reviewed the key design elements. The principals will work on completing a draft for the April Academic Committee meeting. The principals met with teachers to discuss the collaborative work between the two schools to develop a draft end of year common assessment in social studies.

Draft CEO leadership standards have been developed and an evaluation rubric is currently being designed. The goal is to eventually include these and the principal leadership standards and evaluation rubric in the charter. .

8. Finance Committee

- i. Meetings were held with AECI I and AECI II to refine budget projections for the current year and to inform budget planning for the 2021-22 year. As funding parameters become more clear, the Committee will consider various approaches to compensation for both instructional and non-instructional personnel and funding for training for non instructional personnel as well as facility financing requirements.

- ii. BoostEd Contract Extension

Moved by Irma Zardoya seconded by Paul Comrie to extend the BoostEd contract for the provision of financial support services for AECI I and II through June 30, 2022 at a combined cost of \$230,463. Approved Unanimously

9. New Business

- a. Architect's Contract - Addition to Scope of Work

Moved by Irma Zardoya seconded by Paul Comrie to authorize an increase in the JCJ Contract for Architectural Services by \$17,100 for the following services: a site Feasibility Study for \$9,600 and the services of a vertical transportation consultant for \$7,500. Approved unanimously.

- 10. Moved by Robert Burton seconded by Irma Zardoya to adjourn at 9:07pm. Approved unanimously.

**AECI CHARTER SCHOOL NETWORK  
838 BROOK AVENUE  
BRONX, NEW YORK**

**SPECIALMEETING OF THE BOARD**

Date: Tuesday, March 25, 2021  
Time: 6:00 pm  
Location: VIA REMOTE VIDEO CONFERENCE

1. Welcome Role Call: Present were Carlo Schiattarella, Irma Zardoya, Ricardo Cosme Ruiz, Paul Comrie,

CEO: Derick Spaulding  
Counsel: Flora Edwards, Esq  
Guests: Josh Moreau, BoostEd

2. Facilities

- a. Moved by Ricardo Cosme Ruiz and seconded by Paul Comrie that \$10,000 of the good faith money shall be non-refundable in exchange for an extension of the due diligence periods for an additional thirty (30) days or until April 30, 2021 and October 26, 2021 respectively. Approved unanimously.

3. Moved by Paul Comrie seconded by Ricardo Cosme Ruiz at 6:55pm to go into Executive Session to discuss real estate and litigation. Approved unanimously

Moved by Paul Comrie seconded by Irma Zardoya at 7:11pm to return to the record. Approved unanimously.

4. Moved by Ricardo Cosme Ruiz seconded by Irma Zardoya to adjourn at 7:13pm. Approved unanimously.

**AECI CHARTER SCHOOL NETWORK  
838 BROOK AVENUE  
BRONX, NEW YORK**

**MEETING OF THE BOARD**

Date: Tuesday, April 13, 2021  
Time: 6:00 pm  
Location: VIA REMOTE VIDEO CONFERENCE

1. Welcome Role Call: Present were Carlo Schiattarella, Irma Zardoya, Alberto Villaman, Paul Comrie, Shameeka Gonzalez, Robert Burton

CEO: Derick Spaulding  
Principal AECI I: Colin Healy  
Principal AECI II: Dr. Charles Gallo  
Counsel: Flora Edwards, Esq  
Guests: Josh Moreau, BoostEd

2. Approval of the Minutes of Meeting of March 9, 2021

Moved by Irma Zardoya seconded Alberto Villaman to approve the minutes of the meeting of March 9, 2021. Approved unanimously.

3. Approval of the Minutes of the Special Meeting of March 25, 2021

Moved by Irma Zardoya seconded by Alberto Villaman to approve the minutes of the special meeting of March 25, 2021. Approved unanimously

4. Principal's Report - AECI I

- a. There are 468 students enrolled which includes 119 freshmen. Attendance is at 93.3%. There are 515 9<sup>th</sup> grade applications of a total of 565 applications for 120 seats for the coming year. The lottery will be held on April 15, 2021.

- b. In-Person Learning Progress

There is an average of 108 students in the building each day. Concerns about COVID are major factors in person attendance. The Instructional Models, including

co-teaching are a major factor in encouraging in person attendance. The challenge of managing expectations for both remote and in-class learning is being addressed.

c. Events

- i. Community Officer Town Hall
- ii. Open House
- iii. SAT Day was held on April 13, 2021 with 85 students took the exam  
Senior Events include a meeting with parents regarding the activities and include Tie Dye, Senior BBQ scheduled for June, the Prom is scheduled for June 3 2021, and Graduation is scheduled for June 25, 2021. Students and staff need to be tested for COVID before attending the events and must wear masks.

d. College Applications and Acceptances

Three students have been accepted for the Oppnet Program which provides college preparation activities beginning with the Sophomore Year and through the college acceptance process. There are 90 slots citywide. Three AECI I students have been accepted to the program,

A list of colleges and universities to which graduating seniors have applied was distributed. As of this date, 3 students have been accepted to Syracuse, 1 student to Temple, 3 students to NYU, 1 student to Carnegie Mellon, and 1 student to Pratt University with more acceptances expected in the coming months.

5. Principal's Report - AECI II

- a. There are 215 students currently enrolled with 579 applications for the fall term.
  - Both virtual and in person Open House tours continued through April 9. The February Open House event brought 15 parents into the school for a tour. Many parents knew the school's reputation and gave positive feedback regarding their opinion of the school and its staff. The lottery drawing is scheduled for April 16 at 6:00 pm and will take place live on the first floor building. The event will be recorded and uploaded to the school's website. Attendance is at 92.5%.
- b. Instruction
  - i. NYSED Parent survey links were sent out to parents, teachers, and students for the past 6 weeks. No data has become available as of yet.
  - ii. In-Person/Blended Learning: Grade 9 has 52 students in Blended and 57 in Remote learning. Grade 10 has 51 in Blended and 55 in Remote learning A number of parents switched from one in person cohort (Mon/Wed and

Tues/Thurs) to accommodate changes in work schedule and/or daycare at home. Parents have expressed their appreciation regarding the school's accommodating their request to switch.

- iii. The School counselor is reaching out to parents of students who were failing 2 or more classes and are remaining at home. We discussed the fact that their child needs in person support and highly encouraged them to send their child in for 2 days per week. Some agreed and others said they will wait until report cards come out next week to decide. On Saturday, April 10 teachers were available online for 4 hours to help struggling students get help with 35 students in attendance. A schedule was created and students were mandated to attend the Zoom session. Parents were notified by regular mail and phone outreach that we need their child to attend one or more of these Saturday sessions. In addition the School counselor, Ashley Castellon, contacted the home of student who failed to attend a session.
- iv. The third quarter marking period ends on April 16. Student report cards will go out the week of April 19.
- v. AECI2 staff are continuing vaccinations. So far, only 1 student has tested positive Because the building was closed for spring break it was not necessarily to suspend classes. The Situation Room was notified and any staff and student who was in proximity of the student was notified in writing.
- vi. AECI2 applied to become part of the Syracuse Project Advance Program for fall 2021. The SUPA classes provide college credit to students earning a grade of C or higher in the online course. This would enable AECI2 to expose students to higher rigor course work and earn college credit prior to graduating.
- vii. In preparing for the upcoming school year, additional equipment to the computer science program will include modular Pi-Tops and robotics equipment for grade 11.

c. Facilities

There was a flood on the first floor building on Tuesday April 6. The building was shut down and students were relocated to the upper floors of the school until the floor dried out.

Neither the Certificate of Occupancy nor the Assembly Permit have been issued.

A new line was installed on the first floor and Internet service has been restored.

d. Grants and Funding

A Dollar General Summer Reading Grant submitted for review. Decisions is anticipated on May 13, 2021.

6. Facilities Committee

The Committee met on April 12, 2021 to review the status of due diligence for the new facility and to discuss future interim space requirements.

7. Academic Committee Report

The Committee met on April 12, 2021.

a. The Committee continued discussion of the development of the key design elements. Five major categories were identified and work continues to articulate the network's vision for each category. The principals of each school developed draft statement of the applicability of each of the key design elements to the school. The Committee is reviewing the drafts and plans to present them at the June board meeting,

b. The pilot network assessment in History has begun. Teachers and administrators of both schools are working together in designing and administering an end of year common assessment in June. This pilot will lead to other network assessments being developed in other subject areas.

8. Finance Committee

a. A Meeting was held on April 13, 2021 to refine budget projections for the current year and to inform budget planning for the 2021-22 year. .

9. New Business

a. AECII

I. Purchase of Chrome Books

Moved by Alberto Villaman seconded by Shameeka Gonzalez to approve the purchase of 500 Chromebooks from CDW, the lowest of three quotes, at a cost not to exceed \$117,500. Approved unanimously.

ii. New Hire

Moved by Irma Zardoya seconded by Shameeka Gonzalez to hire Ryan Brogan to teach mathematics. Approved unanimously.

b. AECI II

Purchase of PiTops and Robotics Accessories

Moved by Irma Zardoya seconded by Robert Burton to authorize the purchase of a new modular design Pi Tops and Robotics accessories for student use from Tequipment, Inc. at a cost not to exceed \$22,867.50 which includes \$20,117.50 in materials and \$1,750.00 in professional development and training. Because of the proprietary nature of the equipment, Tequipment, Inc. is the sole source authorized distributor in the region and therefore there were no other quotes. Approved unanimously.

10. Moved by Robert Burton and seconded by Irma Zardoya at 7:15pm to go into executive session to discuss contracts and real estate.

Moved by Irma Zardoya seconded by Robert Burton at 9:24pm to return to the record

11. New Business - Salary Increases for Instructional Staff

WHEREAS, the Board is committed to supporting its teachers and counselors and social workers to the best of its financial ability; and

WHEREAS, the Board recognizes the hard work and effort of the AECI community in promoting the education progress of our students,

BE IT HEREBY RESOLVED that the CEO be and hereby is authorized to implement salary increases which are as competitive as possible with prevailing salaries based on years of experience and level of educational attainment.

Moved by Irma Zardoya seconded Robert Burton. Approved unanimously

12. Moved by Robert Burton seconded by Alberto Villaman to adjourn at 9:30pm. Approved unanimously.

**AECI CHARTER SCHOOL NETWORK  
838 BROOK AVENUE  
BRONX, NEW YORK**

**MEETING OF THE BOARD**

Date: Tuesday, May 11, 2021  
Time: 6:00 pm  
Location: VIA REMOTE VIDEO CONFERENCE

1. Welcome Role Call: Present were Carlo Schiattarella, Irma Zardoya, Alberto Villaman, Ricardo Cosme Ruiz, Paul Comrie

CEO: Derick Spaulding  
Principal AECI I: Colin Healy  
Principal AECI II: Dr. Charles Gallo  
Counsel: Flora Edwards, Esq  
Guests: Josh Moreau, BoostEd

2. Approval of the Minutes of Meeting of April 13, 2021

Moved by Paul Comrie seconded Irma Zardoya to approve the minutes of the meeting of April 13, 2021. Approved unanimously.

3. Principal's Report - AECI I

- a. There are 468 students enrolled which includes 119 freshmen. Attendance is at 92.5%. There are 130 Freshman Registered. There are no openings at this time for grades 10-12.
- b. 94% of our students are on track for graduation.
- c. In-Person Learning Progress

There is an average of 134 students in the building each day which is an increase over last month's attendance of 108 students.

- c. Quarter 3 Extension Progress = students will be required to apply to extend the 3<sup>rd</sup> Quarter deadline and will be required to work with their teacher to make up the work. Only one class can be made-up at a time.
- d. SAT Results - Of 120 students - 90 students sat for the exam. SAT Results show a 924 average which is the same as last year. A summer SAT program is planned for the summer.



- e. Planning has started for summer school. The plans are to combine trips with summer classes and assignments in two-week sessions.
  - f. Events
    - I. Club/Trips - Senior trip Dorney Park, New Jersey. To be eligible for the trip Senior must be on track for graduation.
    - ii. Prom -
    - iii. Senior Trip
    - iv. Graduation - Graduation scheduled for June 25, 2021 at the closing. We will be closing the block off to accommodate guests and students. The rain date is June 26th.
  - g. The proposed school calendar was reviewed.
- 4.. Principal's Report - AECI II
- a. There are 213 students currently enrolled. The lottery was drawn on April 16 live. The student recruitment program resulted in 582 Applications received after the lottery will be added to the wait list. There are 110 9th grade students who are currently either in process or fully registered
  - b. Attendance is at 94%.
  - c. Academics
    - I. The 3rd Quarter ended on April 16 and report cards were mailed on April 19 with letters in English and Spanish explaining the grades. Requirements and the blended learning platform.
    - ii. Progress to Graduation reports indicate that 85% of ninth grade students are on track to graduate (passing all classes) and 81% of tenth grade students are on track to graduate (passing all classes) .
    - iii. Saturday Academy began on May 1 for students who failed in January and would not receive credit.
    - iv. Students are currently taking online courses by Edmentum in English, Algebra 1, Global History, Living Environment, and Geometry. Teachers and administration are available online to assist students with any assistance

they need regarding course content or login issues. Progress is monitored and counselors are online to call the homes of students who are not logging in.

- v. Mock (practice) regents exams are scheduled for the week of May 17 and the Mock Regents examinations will be administered on May 18-20. Advance notice will be sent to parents this week. The examination will be scored by faculty and the data will be used to focus on student strengths and weaknesses.

d. Grants and Funding

The Dollar General Summer Reading Grant has been submitted for review. Decisions are anticipated on May 13, 2021.

6. Academic Committee

The Committee met on May 11, 2021. The following topics were addressed:

- a. The Committee discussed the draft of the KDE's for the network as it each school and reviewed the implementation of each KDE in each school as presented by the Principals. The benefits of including the KDE's in each school's literature and website was considered. In addition, the implication of the workshop model and its components was discussed as well the implications for use with ELL students as applied to content language development.
- b. The progress of the collaborative new social studies assessment as administered in both schools was discussed.
- c. The administration of Regents exams and our communication with parents and students was reviewed.

7. Finance Committee

A Meeting was held on May 10, 2021 to review the budget projections for 2021-22. A budget for the 2021-22 academic year will be presented to the Board for approval at its June meeting.

8. Facilities Committee

The Committee met on May 3, 2021 to review the status of due diligence for the new facility and to discuss future interim space requirements.

9. Moved by Alberto Villaman and seconded by Irma Zardoya at 7:40pm to go into executive session to discuss contracts and real estate.

Moved by Irma Zardoya seconded by Ricardo Cosme Ruiz at 8:42pm to return to the record

10. New Business

a. St Peters & St. Paul's Lease

Moved Irma Zardoya and seconded by Alberto Villaman to authorize the Chair of the Board to enter into a lease with the Archdiocese of NY for a three year term commencing July 1, 2021 through June 30, 2024 for the entire premises at 838 Brook Avenue at a cost not to exceed \$569,360 for the period July 1, 2021 - June 30, 2022; \$580,747 for the period July 1, 2022 through June 30, 2023 ; and \$592, 362 for the period July 1, 2023 through June 30, 2024, subject to approval of counsel. Approved unanimously.

b. Food Service Administration

WHEREAS, proper nutrition is essential to the continued academic achievement of students, and

WHEREAS, AECI Charter School Network is committed to providing healthy, appetizing lunches for our students; and

WHEREAS, in order to have the flexibility and control required to provide our students with an improved lunchtime experience, AECI will be required to become an authorized School Food Authority and comply with all SED requirements for the administration of a food service program;

IT IS THEREFORE RESOLVED THAT

The chair of the board be authorized to enter in a contract, subject to counsel approval, for the engagement of School Food Solutions to provide ((I) start-up services which include preparation of the School Food authority application to the NYSED and assistance and guidance in vendor selection and conduct compliant small purchase/micro-purchase procurement process for Point of Sale; (ii) development of the Type II IFB specifications that best annual set-up; (iii) assist in

the preparation of the Community Eligibility Provision (CEP) application as set forth in the School Food Solutions proposal dated April 28, 2021 at a cost not to exceed \$35,000.

Moved by Irma Zardoya seconded by Ricardo Cosme Ruiz. Approved unanimously.

c. 2021-22 School Calendar

Moved by Irma Zardoya seconded by Ricardo Cosme Ruiz as amended, to approve the calendar for the 2021-22 school year. Approved unanimously.

d. Board Retreat

A Board Retreat regarding the vision and the plan for the future of the Network is tentatively scheduled for July 31, 2021. An agenda will be presented for discussion at the next board meeting.

11. Adjournment

Moved by Irma Zardoya seconded by Ricardo Cosme Ruiz to adjourn at 8:52pm. Approved unanimously.

**AECI CHARTER SCHOOL NETWORK  
838 BROOK AVENUE  
BRONX, NEW YORK**

**MEETING OF THE BOARD**

Date: Tuesday, June 8, 2021  
Time: 6:00 pm  
Location: VIA REMOTE VIDEO CONFERENCE

1. Welcome Role Call: Present were Carlo Schiattarella, Irma Zardoya, Ricardo Cosme Ruiz, Paul Comrie

CEO: Derick Spaulding  
Principal AECI I: Colin Healy  
Principal AECI II: Dr. Charles Gallo  
Counsel: Flora Edwards, Esq  
Guests: Josh Moreau, BoostEd  
Lauren Quigley, College Counselor  
Rustin Godfrey, Gallagher Insurance  
Anthony Birch, Tri-Net

2. Approval of the Minutes of Meeting of May 11, 2021

Moved by Irma Zardoya, seconded Ricardo Cosme Ruiz to approve the minutes of the meeting of May 11, 2021. Approved unanimously.

3. Presentation by Anthony Burch, Tri-Net Health Insurance Renewal
4. Rustin Godfrey, Gallagher Insurance Renewal Presentation
5. Principal's Report - AECI I

- a. There are 468 students enrolled which includes 119 freshmen. Attendance is at 91.8%. There are 130 Freshman Registered. There are no openings at this time for grades 10-12.
- b. AECI I College Counselor, Lauren Quigley, made a presentation on post secondary plans of the graduating class. There is a 10% increase in was focus on increase in 4 year college enrollment as compared to the prior year. 50% of our students will be attending 4 year schools, with 18 students attending private schools including Carnegie Mellon with three students attending NYU all with scholarships. 30% of our students are going to 2 year colleges.

- c. Plans for the summer program were reviewed. The incorporation of trips into the summer curriculum was discussed.
6. Principal's Report - AECI II
- a. There are 368 students enrolled for the fall terms with 143 students currently enrolled in grade 9, 11 students enrolled in grade 10, and 114 students added to grade 11.
  - b. Attendance is at 96%.
  - c. Academics
    - I. 89.8% of our students are FRPL eligible,
    - ii. Students will be working on make up work for missing/incomplete assignments from June 7 through June 16.
    - iii. Students who are on track and have no makeup work will be provided with enrichment projects/ peer tutoring.
    - iv. On Saturday, May 22<sup>nd</sup>, 51 students came for in person instructions and work on submitting missing and incomplete assignments.
    - v. Summer school will begin on July 6 and ends on August 6
    - vi. Parents were notified if their child was in danger of not being promoted and advised as to the need for their child to possibly attend the summer session if they do not make up missing work.
    - vii. Regents examinations are scheduled from June 17-24. Examinations will be administered in English, Algebra, Living Environment and Earth Science. Approximately 20 students are scheduled to take one or more exams. Parent outreach continues in an effort to keep parents up to date with each student's progress.
    - viii. AECI 2 has joined the community council of ASPIRA NY and is planning an End of Year Fiesta on June 24, from 3:00-5:30 at the BEAM Campus located at 345 Brook Avenue. AECI2 will invite 40 students from grades 9 and 10 to come and join in on the food, fun, and games that will be held at the event. This community event will include MS 224, MS 343, ICHS, and AECI2.
    - ix. This year twelve 10<sup>th</sup> grade students participated in the Lehman College Now Program and received college credits in MAT126, PSY166, and English111.

- x. Students have applied for the summer classes at Lehman and we are waiting for acceptance and wait list notification.
  - xi. AECI2 is proud to celebrate Gay Pride month by decorating the main office, classrooms and administrative offices with Gay Pride decals, decorations and banners.
- d. Facilities
- I. The certificate of occupancy has expired and has not been renewed.
  - ii. There is no assembly permit for first floor
  - iii. FDNY inspected the HVAC units on the roof and informed us of violations on the building

## 11. New Business

### a. AECI I

#### I. Smartboards

Moved by Irma Zardoya seconded by Paul Comrie to authorize a contract for the labor and materials for the installation of six (6) smartboards 6065S with interactive display and iQ and SMART Learning Suite to Tequipment, Inc. at a cost not to exceed \$32,094.00 subject to attorney review. Because of the proprietary nature of the system, Tequipment was the sole bidder. Approved unanimously.

#### ii Replacement of Second Floor Doors

Moved by Irma Zardoya seconded by Paul Comrie to authorize a contract to Guy-Weld Iron Works, the lowest of three bidders for labor and materials for the removal and replacement of 7 wooden doors at a cost with fire rated doors not to exceed \$14,800.00 subject to attorney review. Approved unanimously.

#### iii. Installation of Lockers

Moved by Irma Zardoya seconded by Ricardo Cosme Ruiz to authorize a contract to Salbury Industries for labor and materials for the installation of 53 standard metal lockers at a cost not to exceed \$28,257.99 subject to approval of counsel. Salbury, the second of three bidders was selected due to the single shipment and to insure consistency with the other lockers in the building which are provided by the same vendor. Approved unanimously

- iv. Moved by Paul Comrie seconded by Irma Zardoya to authorize a personal services contract to Tandra Birkett for coaching services for AECI I in an amount not to exceed \$32,000 for the period July 1, 2021 - June 30, 2022. Approved unanimously.
- v. Moved by Irma Zardoya seconded by Ricardo Cosme Ruiz to authorize a personal services contract to Richard Trauner for consulting services in the area of Special Education compliance for AECI I in an amount not to exceed \$15,000 for the period July 1, 2021 - June 30, 2022. Approved unanimously.
- vi. Moved by Irma Zardoya seconded by Ricardo Cosme Ruiz to authorize a personal services contract to Gary Bergman for consulting services for AECI I in an amount not to exceed \$10,400 for the period July 1, 2021 - June 30, 2022. Approved unanimously.
- vii. NEW AP POSITION

WHEREAS there is a need to provide additional support to incoming students so that they make a successful transition to high school, it is hereby

RESOLVED that a position of Assistant Principal dedicated to ensuring students' successful transition into high school be created.

Moved by Irma Zardoya. Seconded by Ricardo Cosme Ruiz. Approved unanimously.

- ix. Moved by Ricardo Cosme Ruiz seconded Paul Comrie to appoint Dennis Class as Assistant Principal.

b. AECI II

- I. Moved by Irma Zardoya seconded by Paul Comrie to authorize a personal services contract to Gary Bergman for Power School consulting services for AECI II in an amount not to exceed \$19,760 for the period July 1, 2021 - June 30, 2022. Approved unanimously.
- ii. Moved by Irma Zardoya seconded by Paul Comrie to authorize a personal services contract with Teachers College CPET for professional development and coaching services in the area of English Language Arts and Writing for the period July 1, 2021- June 30, 2022 in an amount not to exceed \$53,970.00. Approved unanimously.



- iii. Moved by Irma Zardoya seconded by Paul Comrie to authorize a personal services contract with Schola for recruitment support for the period July 1, 2021- June 30, 2022 in an amount not to exceed \$35,000.00
- iv. Moved by Irma Zardoya seconded by Paul Comrie to authorize a personal services contract with Shared Space for professional development and coaching services in the area of Mathematics and Social Studies for the period July 1, 2021- June 30, 2022 in an amount not to exceed \$67,200.00. Approved unanimously
- v. Moved by Irma Zardoya seconded by Paul Comrie to authorize a personal services contract to Richard Trauner for consulting services in the area of Special Education compliance for AECI II in an amount not to exceed \$126,650 for the period July 1, 2021 - June 30, 2022. Approved unanimously
- vi. Moved by Irma Zardoya seconded by Paul Comrie to authorize a personal services contract to Boost Edit for consulting services in the area of internet services and telephone services AECI II in an amount not to exceed \$24,000 for the period July 1, 2021 - June 30, 2022. Approved unanimously.
- vii. Moved by Irma Zardoya seconded by Paul Comrie to authorize the purchase of 20 Microsoft Surface Pro Laptops for teacher and staff use from the Microsoft Store at a cost not to exceed \$29,701.03 the lowest of two bidders with supply in stock. Approved Unanimously
- viii. Moved by Irma Zardoya seconded by Paul Comrie to authorize the purchase of 12 Microsoft Hololens for student use at a cost of \$42,000 from the from the Microsoft Store the only bidder with supply in stock Approved Unanimously
- ix. Moved by Irma Zardoya seconded by Paul Comrie to authorize the purchase of 150 TI Nspire CX2 Color Calculators for student use at a cost of \$22,925.70 from Wards Science the lowest of three bidders. Approved Unanimously.
- x. Moved by Irma Zardoya seconded by Paul Comrie to authorize the purchase of 20 TI 84 Plus CE Calculators for student use in the AP Statistics Course at a cost of \$4,604.96 from Wards Science the only bidder with a supply in stock. Approved Unanimously
- xi. Moved Irma Zardoya and seconded Paul Comrie to authorize the issuance of a contract to Simply Moving the lower of three bidders, subject to approval of counsel in an amount not to exceed \$12,495.00. Approved unanimously

xii. New Hires:

Moved by Ricardo Cosme Ruiz seconded by Irma Zardoya to hire the following for the 2021-22 school year:

Chantel Chevalier	Teacher	Social Studies, US History
Carlos Constante	Teacher	Mathematics, Algebra
Allison Corbie	Teacher	Special Education
Michael Epperson	Teacher	English 10
Rachel Falisi	Teacher	English 10
Tiffany Joa	Counselor	
Ines Carrera Junco	Teacher	Spanish
Mohamed Kamara	Coordinator Student Services	Counseling
Emily Moscaritolo	Support Services	ESL
Diane Vasquez	Security Guard	

12. Adjournment

Moved by Irma Zardoya seconded by Paul Comrie to adjourn at 8:40pm. Approved unanimously.

**AECI CHARTER SCHOOL NETWORK  
838 BROOK AVENUE  
BRONX, NEW YORK**

**SPECIAL MEETING OF THE BOARD**

Date: Wednesday, June 9, 2021  
Time: 6:00 pm  
Location: VIA REMOTE VIDEO CONFERENCE

1. Welcome Role Call: Present were Carlo Schiattarella, Irma Zardoya, Ricardo Cosme Ruiz, Paul Comrie . Alberto Villaman

CEO: Derick Spaulding  
Counsel: Flora Edwards, Esq  
Guests: Josh Moreau, BoostEd

2. Finance Committee

- a. Moved by Alberto Villaman seconded by Irma Zardoya to approve the budget for the 2021-22 school year. Approved unanimously.
- b. Moved by Irma Zardoya seconded by Ricardo Cosme Ruiz to authorize the Chair of the Board to engage the CPA Firm of Mengal Metzger & Barr & Co. to perform the 2020-21 annual audit and the 990 Report as set forth in the Engagement Letter dated May 15, 2021 at a cost not to exceed \$40,050. Approved Unanimously

- 3 Facilities Committee

- a. Walker Memorial Baptist Church Lease

Moved Alberto Villaman and seconded by Paul Comrie to authorize the Chair of the Board to enter into a lease with the Walker Memorial Baptist Church for a three year term commencing July 15, 2021 through July 14, 2024 for the premises at 116 East 169th Street Bronx, New York (Block 2466, Lot 11, Bronx County) at a cost not to exceed the following:

<u>DATE</u>	<u>MONTHLY</u>	<u>ANNUALLY</u>
July 15, 2021 – July 14, 2022	\$ 97,500.00	\$1,170,000.00
July 15, 2022 – July 14, 2023	\$ 99,450.00	\$1,193,400.00
July 15, 2023 – July 14, 2024	\$101,439.00	\$1,217,268.00

Approved unanimously.

4. Moved by Ricardo Cosme Ruiz seconded Irma Zardoya to authorize counsel to initiate lease termination notice with Towne Partners due to the deficiencies in the facility which, despite repeated notice, have not been corrected. Approved unanimously.

5. Board Retreat

The date for the Board retreat is confirmed for August 7, 2021.

6. Adjournment

Moved by Alberto Villaman seconded by Irma Zardoya to adjourn at 6:24pm.  
Approved unanimously

**AECI CHARTER SCHOOL NETWORK  
838 BROOK AVENUE  
BRONX, NEW YORK**

**SPECIAL MEETING OF THE BOARD**

Date: Wednesday, June 11, 2021  
Time: 3:45 pm  
Location: VIA REMOTE VIDEO CONFERENCE

1. Welcome Role Call: Present were Carlo Schiattarella, Irma Zardoya, Shameeka Gonzalez, Alberto Villaman

CEO: Derick Spaulding  
Counsel: Flora Edwards, Esq

2. Finance Committee

Moved by Irma Zardoya seconded by Alberto Villama to approve the renewal of the insurance policies as set forth on the attached schedule at a cost not to exceed \$181,522.00.

3. Adjournment

Moved by Alberto Villaman seconded by Irma Zardoya to adjourn at 4:11pm. Approved unanimously

## Premium Summary

The estimated program cost for the options are outlined in the following table:

LINE OF COVERAGE	EXPIRING PROGRAM			PROPOSED PROGRAM	
		CARRIER	EXPIRING COST	CARRIER	ESTIMATED COST
<b>Package</b>	Premium	Markel Insurance Company	\$45,281.00	American Family Home Insurance Company (Munich Re America Corporation Group)	\$63,012.00
	Total Fees		-		\$57.09
	<b>Estimated Cost</b>		<b>\$45,281.00</b>		<b>\$63,069.09</b>
	Annualized Cost		-		N/A
	TRIA Premium		-		\$0.00
<b>Hired/Non-owned Auto</b>	Premium	Markel Insurance Company	\$1,888.00	American Family Home Insurance Company (Munich Re America Corporation Group)	\$914.00
	<b>Estimated Cost</b>		<b>\$1,888.00</b>		<b>\$914.00</b>
	Annualized Cost		N/A		N/A
	TRIA Premium		-		-
<b>Excess Liability - \$10M</b>	Premium	Markel Insurance Company	\$5,000.00	American Family Home Insurance Company (Munich Re America Corporation Group)	\$17,254.00
	<b>Estimated Cost</b>		<b>\$5,000.00</b>		<b>\$17,254.00</b>
	Annualized Cost		-		N/A
	TRIA Premium		-		Included
<b>Educators Legal Liability</b>	Premium	Markel Insurance Company	\$13,080.00	American Family Home Insurance Company (Munich Re America Corporation Group)	\$11,993.00
	<b>Estimated Cost</b>		<b>\$13,080.00</b>		<b>\$11,993.00</b>
	Annualized Cost		-		N/A
	TRIA Premium		-		-
<b>Cyber Liability</b>	Premium	Underwriters at Lloyd's, London (Underwriters at Lloyd's, London)	\$2,562.00	Underwriters at Lloyd's, London (Underwriters at Lloyd's, London)	\$5,900.00
	Taxes		\$92.23		\$231.86
	Total Fees		\$4.36		\$250.00
	<b>Estimated Cost</b>		<b>\$2,658.59</b>		<b>\$6,381.86</b>
	Annualized Cost		-		N/A
	TRIA Premium		-		\$0.00

LINE OF COVERAGE		EXPIRING PROGRAM		PROPOSED PROGRAM	
		CARRIER	EXPIRING COST	CARRIER	ESTIMATED COST
<b>Crime</b>	Premium	Hiscox Insurance Company Inc. (Hiscox Insurance Company (Guernsey) Ltd)	\$1,572.00	Hiscox Insurance Company Inc. (Hiscox Insurance Company (Guernsey) Ltd)	\$1,707.00
	<b>Estimated Cost</b>		<b>\$1,572.00</b>		<b>\$1,707.00</b>
	Annualized Cost		-		N/A
	TRIA Premium		-		-
<b>ERISA Policy</b>	Premium	Lloyd's Syndicate 3624 Hiscox Syndicates Limited (Lloyd's Syndicate 3624 Hiscox Syndicates Limited)	\$50.00	Lloyd's Syndicate 3624 Hiscox Syndicates Limited (Lloyd's Syndicate 3624 Hiscox Syndicates Limited)	\$50.00
	Taxes		\$1.80		\$1.80
	Total Fees		\$0.09		\$0.09
	<b>Estimated Cost</b>		<b>\$51.89</b>		<b>\$51.89</b>
	Annualized Cost		N/A		N/A
	TRIA Premium	-	-		
<b>Student Accident</b>	Premium	United States Fire Insurance Company (Fairfax Financial (USA) Group)	\$5,677.00	United States Fire Insurance Company (Fairfax Financial (USA) Group)	\$5,278.88
	Total Fees		\$114.00		\$106.00
	<b>Estimated Cost</b>		<b>\$5,791.00</b>		<b>\$5,384.88</b>
	Annualized Cost		-		N/A
	TRIA Premium	-	-		
<b>Security Risk Management and Workplace Violence</b>	Premium	Houston Specialty Insurance Company (IIC Group)	\$2,013.00	Houston Specialty Insurance Company (IIC Group)	\$2,214.00
	Taxes		\$65.42		\$71.95
	Total Fees		\$100.00		\$100.00
	<b>Estimated Cost</b>		<b>\$2,178.42</b>		<b>\$2,385.95</b>
	Annualized Cost		-		N/A
	TRIA Premium	-	-		
<b>Workers' Compensation</b>	Premium	Hartford Underwriters Insurance Company (Hartford Financial Services Group)	\$58,530.00	Hartford Underwriters Insurance Company (Hartford Financial Services Group)	\$63,459.00
	Srchrg & Asmnt		-		\$7,771.00
	<b>Estimated Cost</b>		<b>\$58,530.00</b>		<b>\$71,230.00</b>
	Annualized Cost		-		N/A
	TRIA Premium	-	-	Included	
<b>Fiduciary Liability</b>	Premium	Hudson Insurance Company (Fairfax Financial (USA))	\$1,000.00	Hudson Insurance Company (Fairfax Financial (USA))	\$1,000.00

LINE OF COVERAGE	EXPIRING PROGRAM		PROPOSED PROGRAM	
	CARRIER	EXPIRING COST	CARRIER	ESTIMATED COST
Total Fees	Group)	\$100.00	Group)	\$150.00
<b>Estimated Cost</b>		<b>\$1,100.00</b>		<b>\$1,150.00</b>
Annualized Cost		N/A		
TRIA Premium		-		
<b>Total Estimated Program Cost</b>		<b>\$0.00</b>		<b>\$0.00</b>

Quote from Hartford Underwriters Insurance Company (Hartford Financial Services Group) is valid until 7/1/2021

Quote from American Family Home Insurance Company (Munich Re America Corporation Group) is valid until 6/17/2021

Quote from American Family Home Insurance Company (Munich Re America Corporation Group) is valid until 6/17/2021

Quote from American Family Home Insurance Company (Munich Re America Corporation Group) is valid until 6/17/2021

Quote from Hiscox Insurance Company Inc. (Hiscox Insurance Company (Guernsey) Ltd) is valid until 5/27/2021

Quote from American Family Home Insurance Company (Munich Re America Corporation Group) is valid until 6/17/2021

Quote from Lloyd's Syndicate 3624 Hiscox Syndicates Limited (Lloyd's Syndicate 3624 Hiscox Syndicates Limited) is valid until 6/3/2021

Quote from Underwriters at Lloyd's, London (Underwriters at Lloyd's, London) is valid until 6/9/2021

Quote from Houston Specialty Insurance Company (IIC Group) is valid until 7/1/2021

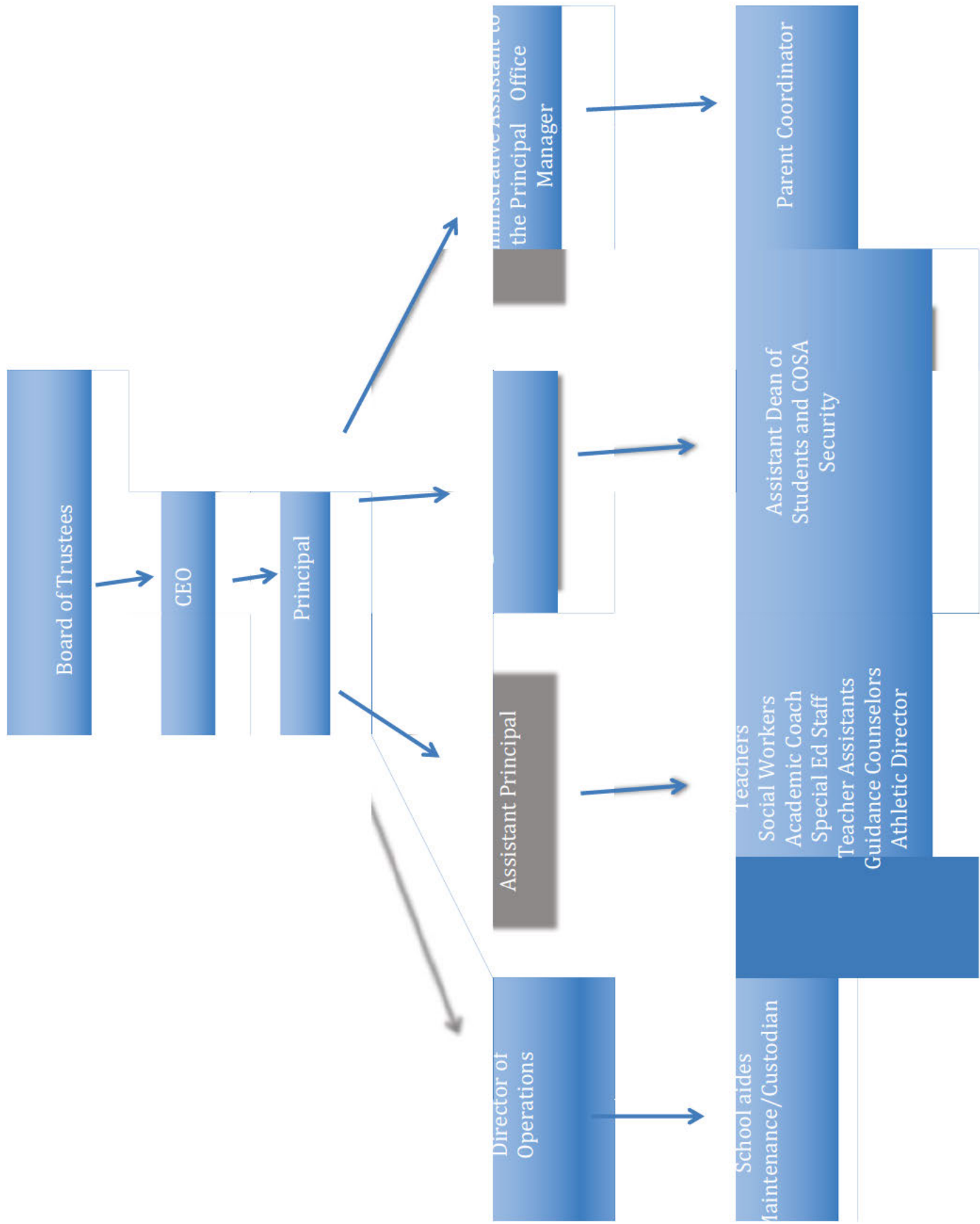
Quote from United States Fire Insurance Company (Fairfax Financial (USA) Group) is valid until XX/XX/XXXX

Gallagher is responsible for the placement of the following lines of coverage:

- Package
- Hired/Non-owned Auto
- Excess Liability - \$10M
- Educators Legal Liability
- Cyber Liability
- Crime
- ERISA Policy
- Student Accident
- Security Risk Management and Workplace Violence
- Workers' Compensation

It is understood that any other type of exposure/coverage is either self-insured or placed by another brokerage firm other than Gallagher. If you need help in placing other lines of coverage or covering other types of exposures, please contact your Gallagher representative.







Dr. Charles Gallo, Principal  
 Carlo Schiattarella, Board Chairperson  
 Derick Spaulding, CEO

## SCHOOL CALENDAR 2020-2021

<b>2020</b>			
<i>August</i>	<i>26-4</i>	<i>Wednesday-Friday</i>	<i>Pre-Service for all staff</i>
<i>September</i>	<i>7</i>	<i>Monday</i>	<i>Labor Day (school closed)</i>
<i>September</i>	<i>8</i>	<i>Tuesday</i>	<i>School begins for all students. ONLINE ONLY</i>
<i>September</i>	<i>28</i>	<i>Monday</i>	<i>Yom Kippur (school closed)</i>
<i>October</i>	<i>12</i>	<i>Monday</i>	<i>Columbus Day (school closed)</i>
<i>October</i>	<i>14</i>	<i>Wednesday</i>	<i>PSAT Test Day (Tentative)</i>
<i>November</i>	<i>3</i>	<i>Tuesday</i>	<i>Election Day- Network PD Day ( No students in attendance)</i>
<i>November</i>	<i>11</i>	<i>Wednesday</i>	<i>Veteran's Day (school closed)</i>
<i>November</i>	<i>18</i>	<i>Wednesday</i>	<i>Parent Teacher Conferences (Wednesday afternoon 2-4:00 pm and evening from 6-8:00 pm. Early dismissal @12:00.</i>
<i>November</i>	<i>26-27</i>	<i>Thursday-Friday</i>	<i>Thanksgiving Recess (school closed)</i>
<i>December</i> <i>January</i>	<i>24-</i> <i>1</i>	<i>Thursday-Friday</i>	<i>Winter Recess (school closed)</i>
<b>2021</b>			
<i>January</i>	<i>4</i>	<i>Monday</i>	<i>School resumes. Full day of instruction</i>
<i>January</i>	<i>18</i>	<i>Monday</i>	<i>Dr. Martin Luther King Jr. Day (school closed)</i>
<i>January</i>	<i>26-29</i>	<i>Tuesday-Friday</i>	<i>NYS Regents Exams (Tentative). Student final exams</i>
<i>February</i>	<i>1</i>	<i>Monday</i>	<i>Clerical Day (no students in attendance)</i>
<i>February</i>	<i>12</i>	<i>Friday</i>	<i>Lunar New Year (school closed)</i>
<i>February</i>	<i>15 –</i> <i>19</i>	<i>Monday – Friday</i>	<i>Midwinter Recess (school closed)</i>
<i>March</i>	<i>18</i>	<i>Thursday</i>	<i>Parent-Teacher Conferences (Thursday afternoon 2-4:00 pm and evening session 6-8:00 pm). Early dismissal 12:00.</i>
<i>March-April</i>	<i>29-5</i>	<i>Monday-Monday</i>	<i>Spring Recess (school closed)</i>
<i>May</i>	<i>13</i>	<i>Thursday</i>	<i>Eid al-Fitr (school closed)</i>
<i>May</i>	<i>31</i>	<i>Monday</i>	<i>Memorial Day (school closed)</i>
<i>June</i>	<i>17-24</i>	<i>Thursday -Thursday</i>	<i>Regents Exams</i>
<i>June</i>	<i>18</i>	<i>Friday</i>	<i>Juneteenth Holiday Observed</i>
<i>June</i>	<i>25</i>	<i>Friday</i>	<i>Last day for students. Report cards and summer session schedules distributed.</i>





# FIRE DEPARTMENT

9 METROTECH CENTER BROOKLYN, N.Y. 11201-3857

## BUREAU OF FIRE PREVENTION

Public Buildings Unit

DATE: 09.17.2019.

### PREMISES

The New York City Charter School for Computer Engineering  
423 East 138<sup>th</sup> Street  
Bronx NY 10454

The New York City Charter School for Computer Engineering  
423 East 138<sup>th</sup> Street  
Bronx NY 10454

To Whom It May Concern:

The New York City Fire Department ("FDNY"), Bureau of Fire Prevention, Public Buildings Unit conducted an inspection of the above-referenced premises on **08.15.2019**.

~~XXX~~ The inspection did not reveal any violations that FDNY's Public Buildings Unit is authorized to inspect and enforce.

**Note: Re-inspection conducted on 08.29.2019 resulted in dismissal of violation orders E542692 , E542693 and E542694 issued on 08.15.2019.**

\_\_\_\_\_ The inspection resulted in issuance of violations of the Fire Code or other laws, rules or regulations that FDNY's Public Buildings Unit is authorized to inspect and enforce.

\_\_\_\_\_ As of XXXXXXXX documents were submitted to FDNY as proof of correction, and such correction was deemed acceptable to FDNY

\_\_\_\_\_ The inspection, and a review of premises records, has disclosed that the premises may not be in compliance with the lawful occupancy established by the New York City Department of Buildings.

This letter shall not be construed to be a permit for, or an approval of the premises. FDNY does not certify that the premises is free from any violation for which it has not inspected, in accordance with its standard inspection protocols. This letter shall not prevent FDNY from inspecting the premises at a later date, requiring the correction of any deficiencies its finds at the premises, and/or issuing violations against the premises for conditions that do not comply with the Fire Code or other laws, rules or regulations.

Examined by: \_\_\_\_\_  
Tomasz Korbas, Supervising Inspector, PBU

*Certificate of Occupancy*

**CO Number: 200153671T032**

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.*

<b>A.</b>	<b>Borough:</b> Bronx	<b>Block Number:</b> 02283	<b>Certificate Type:</b> Temporary
	<b>Address:</b> 423 EAST 138 STREET	<b>Lot Number(s):</b> 88	<b>Effective Date:</b> 02/18/2020
	<b>Building Identification Number (BIN):</b> 2101568	<b>Building Type:</b> New	<b>Expiration Date:</b> 04/03/2020
<i>For zoning lot metes &amp; bounds, please see BISWeb.</i>			
<b>B.</b>	<b>Construction classification:</b>	1-A	(1968 Code)
	<b>Building Occupancy Group classification:</b>	E	(1968 Code)
	<b>Multiple Dwelling Law Classification:</b>	None	
	<b>No. of stories:</b> ■	<b>Height in feet:</b> ■	<b>No. of dwelling units:</b> 0
<b>C.</b>	<b>Fire Protection Equipment:</b> Fire alarm system, Sprinkler system		
<b>D.</b>	<b>Type and number of open spaces:</b> None associated with this filing.		
<b>E.</b>	<b>This Certificate is issued with the following legal limitations:</b> None		
<b>Outstanding requirements for obtaining Final Certificate of Occupancy:</b>			
There are 19 outstanding requirements. Please refer to BISWeb for further detail.			
<b>Borough Comments:</b>			
OK TO RENEW TCO FOR 45 DAYS			



Borough Commissioner



Commissioner

*Certificate of Occupancy*

CO Number: 200153671T032

**Permissible Use and Occupancy**

All Building Code occupancy group designations are 1968 designations, except RES, COM, or PUB which are 1938 Building Code occupancy group 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



Borough Commissioner



Commissioner

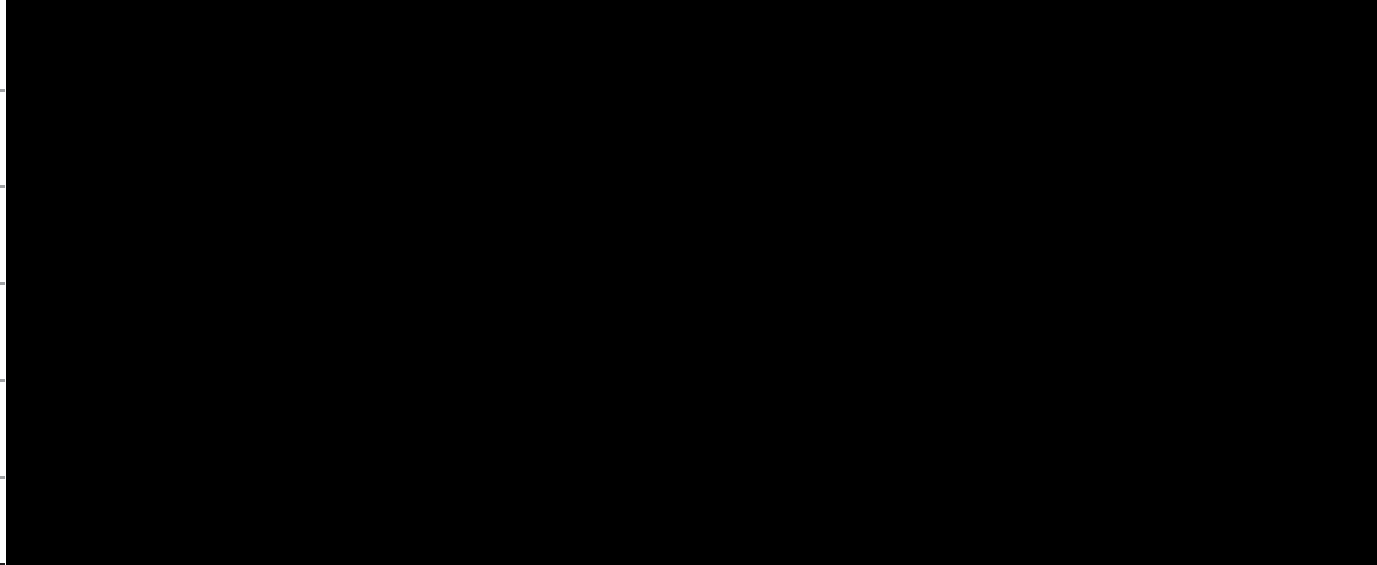
# Certificate of Occupancy

CO Number: 200153671T032

## Permissible Use and Occupancy

All Building Code occupancy group designations are 1968 designations, except RES, COM, or PUB which are 1938 Building Code occupancy group 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
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Borough Commissioner

Commissioner



PW7: Certificate of Occupancy / Letter of Completion Folder Review Request

Must be typewritten

DEPT BLDGS Job No. 200153671



1 Location Information

House No(s) 423 Street Name East 138 Street Work Proposed on Floor No(s) C-8
Borough Bronx Block 2283 Lot 88 BIN 2101568 CB No. 209

2 Requestor Information

Individual's Relationship to Job (example: applicant, owner filing representative)
Last Name Montoya/Watkis First Name Mark/Robert Middle Initial
Business Name Michael Depasquale Architects Business Telephone (914) 662-4570
Business Address 438 Fifth Avenue Business Fax
City Pelham State NY Zip 10803 Mobile Telephone
E-Mail License Number 1634

3 Type of Request Choose one.

- Letter of Completion (Directive 14 or Non-Directive 14)
TCO - Temporary Certificate of Occupancy (Borough Commissioner's Office may be required. All requirements must be fulfilled before a TCO will be issued) 3A
[X] Renewal of TCO - Temporary Certificate of Occupancy (Borough Commissioner's Office approval may be required. All requirements must be fulfilled before a TCO will be issued) 3A
Final Certificate of Occupancy 3A
3A Change of address, block/lot, metes and bounds only (28-118.16.2)

4 Comments If additional space is required, write "see A1-1" here and submit a completed A1-1 form with this request.

We respectfully request 90 day TCO with the previous stated TCO items (1)-(5). We have subsequently uploaded the Electrical Letter and TR1 for PA sign off, pending inspection request.

5 Statements and Signatures

By signing below, I understand that all the information provided is true to the best of my knowledge and that falsification of any statement is a misdemeanor under § 26-124 of the NYC Administrative Building Code and punishable by a fine or imprisonment, or both. It is unlawful to give to a city employee, or for a city employee to accept, any benefit, monetary or otherwise, either as a gratuity for properly performing the job or in exchange for special consideration. Violation is punishable by imprisonment or fine, or both.

Requestor Signature Date 7/27/2020

Borough Commissioner's Office TCO Authorization Do not write in this section.

Comments:
Authorized Name (please print) Approved Denied
Authorization Signature (if approved only) Date: 08/31/2020

Disapproval Reasons Review request cannot be processed for the following reasons:

- Fees unpaid Open ECB/DOB Violation(s) Incomplete PAA Audit Conditions Pending / Job on Hold
Missing inspection Sign-off(s): Construction Plumbing Electrical Other:
Missing Required item(s): TR-1 Error(s):
Form(s) missing/incomplete: Form(s) Section(s)/Reason(s)
Other:



MICHAEL DEPASQUALE, P.C.  
Architects and Planners

438 Fifth Avenue, Pelham, NY 10803 914-755-9476 [depas4@aol.com](mailto:depas4@aol.com)

July 27, 2020

Deputy Borough Commissioner,  
Raymond Plumey, FAIA Emeritus, RMHF Laureate  
The City of New York Department of Buildings  
Borough of the Bronx  
1932 Arthur Avenue  
Bronx, New York. 10457

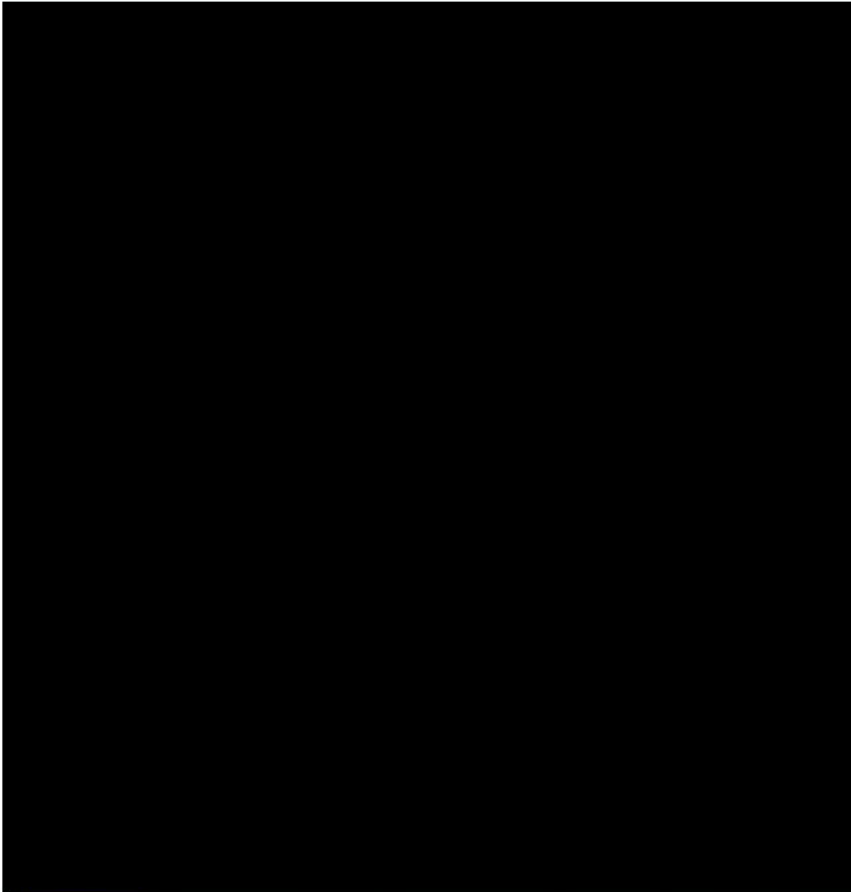
Re: 423 East 138<sup>th</sup> Street  
NB Application 200153671

Dear Commissioner,

I, Michael DePasquale am the current applicant of record for NB Application 200153671, and as per your request dated April 28, 2020 an outlined schedule shall be submitted for obtaining a Final Certificate of Occupancy (FCO) for said application. I respectfully submit that to the best of my knowledge there are currently 5 open applications that were filed in conjunction with the New Building Application. These applications were filed by other applicants and I have been working along with my client towards having these subsequent applicants obtain sign offs and/or Letter(s) of Completion for their respective applications. I am aware that we have obtained a considerable amount of Temporary Certificate of Occupancy (TCO) for this application, however, this is an unusual time and period we are facing under the current situation of this pandemic, and I can submit to you that we are trying our best to resolve these outstanding items. We have been successful and have made significant attempts over the past year in obtaining Letter(s) of Completion for quite a few applications. There are also open ECB(18)& DOB(3) violations that require resolving prior to the issuance of a Final Certificate of Occupancy, and over the years we have relied on your understanding that an active TCO must be maintained to avoid receiving additional violations that hinder the process of obtaining a Final Certificate of Occupancy. This 8 Story building is mainly a Charter School, with portions of the building occupied with a Pharmacy, a Laundromat, a Medical Clinic and a Daycare Facility, all essential services to the community. I can safely say we would need at least an additional 12 months to complete and satisfy all outstanding issues to proceed in obtaining a Final Certificate of Occupancy. On these matters I respectfully request that a 90 Day TCO be granted for application 200153671, as outlined in the attached PW7 submittal.

Michael Depasquale R.A.





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(+) N = Can be received by clerical staff; T = Can only be received by a plan examiner  
 Some items may not be required for your specific work filing.

**Enter Criteria for Required Item Display.**

Display Items Required Prior To:

- Approval
- Permit
- Signoff

Which Items Should Be Displayed?

- All Items
- Open Items Only

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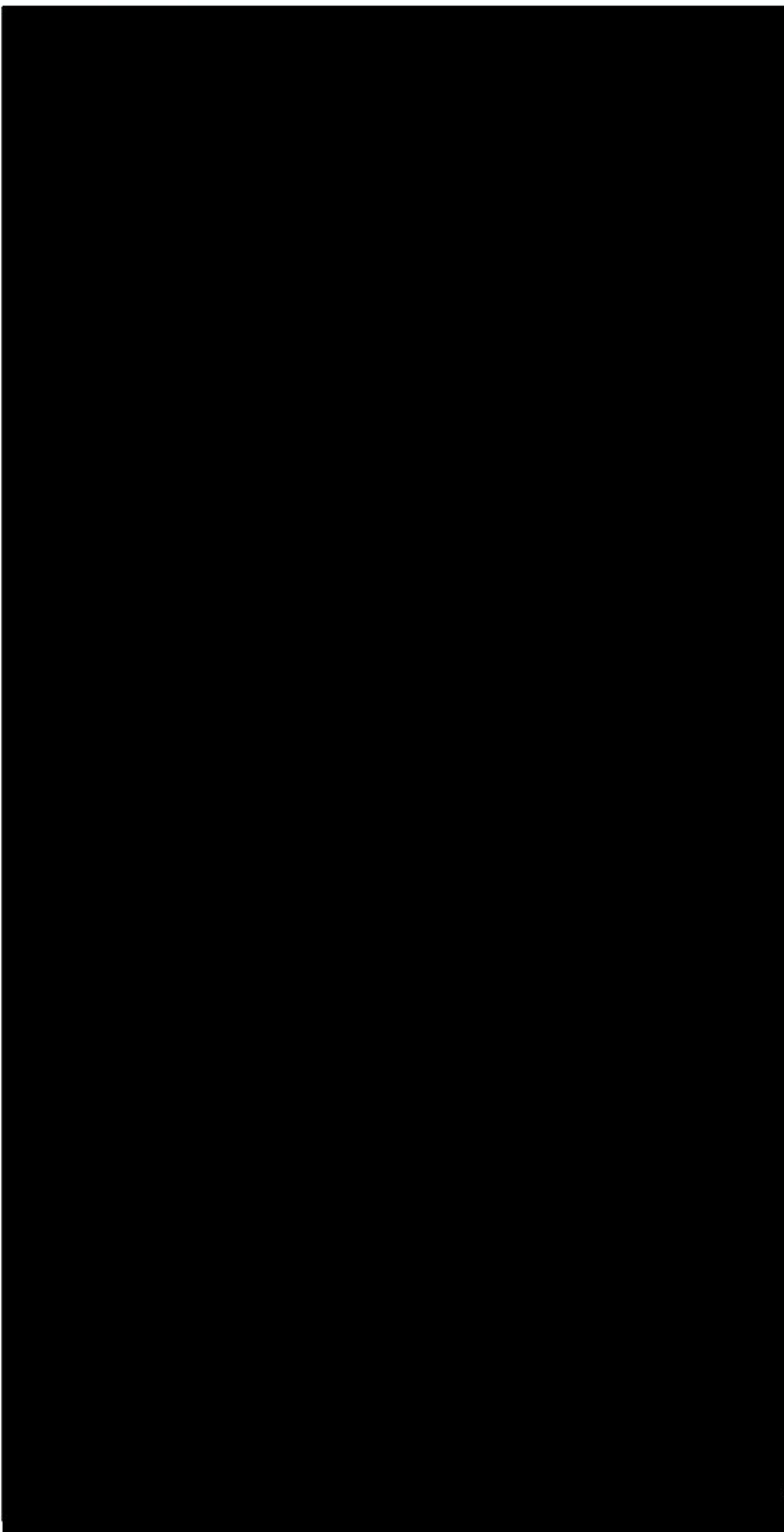
[CLICK HERE TO SIGN UP FOR BUILDINGS NEWS](#)

NYC Department of Buildings  
B-SCAN List of Required Items

Premises: 423 EAST 138 STREET BRONX  
BIN: 2101568 Block: 2283 Lot: 88

Job No: 200153671

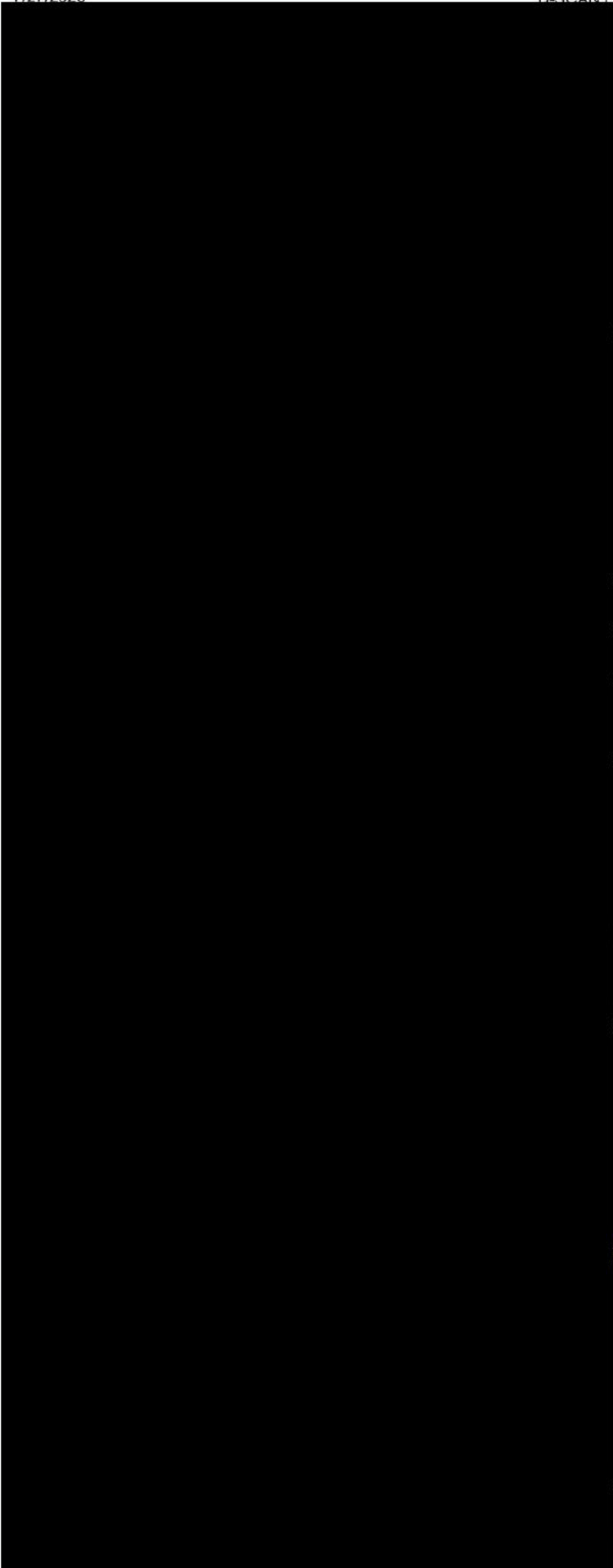
Job Type: NB - NEW BUILDING



WHO RECV <sup>+</sup>	PRI TO	REQUIRED DATE	RECEIVED DATE	DATE CERTIFIED	WAIVED
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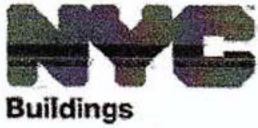
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## Express Cashier - TEMPORARY CERTIFICATE OF OCCUPANCY FEE Payment Receipt

Premises: 423 EAST 138 STREET BRONX  
BIN: 2101568 Block: 2283 Lot: 88

Job No: 200153671 Doc: 01  
Job Type: NB - NEW BUILDING

### Location Information (Filed At)

<b>Borough</b>	<b>House Number</b>	<b>Street Name</b>
BRONX	423	EAST 138 STREET

### Receipt Details

**Date Issued**  
04/16/2020

**Method of Payment**  
E

**Payment Type**  
E15 - TEMPORARY CERTIFICATE OF OCCUPANCY FEE

<b>Invoice Number</b>	<b>Amount Paid</b>
██████████	\$100.00
<b>Account Ending in</b>	<b>Transaction ID</b>
██████████	██████████

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