

# Application: Amani Public Charter School

Philip Salmon - psalmon@amanicharter.org  
2021-2022 Annual Report

## Summary

**ID:** 0000000177  
**Status:** Annual Report Submission  
**Last submitted:** Nov 1 2022 01:07 PM (EDT)  
**Labels:** Board of Regents

## Entry 1 School Info and Cover Page

**Completed** Aug 1 2022

### [Instructions](#)

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

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

## Entry 1 School Information and Cover Page

**(New schools that were not open for instruction for the 2021-2022 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, 2022)** 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)

AMANI PUBLIC CHARTER SCHOOL 800000070172

**a1. Popular School Name**

Amani

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

Please select the correct authorizer as of June 30, 2022 or you may not be assigned the correct tasks.

BOARD OF REGENTS

**d. DISTRICT / CSD OF LOCATION**

MT VERNON SD

**e. DATE OF INITIAL CHARTER**

12/2010

**f. DATE FIRST OPENED FOR INSTRUCTION**

8/2011

**c. School Unionized**

Is your charter school unionized?

No

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

MISSION STATEMENT

The mission of the Amani Public Charter School is to provide Mount Vernon, New York students in the 5th through 8th grades with the academic skills necessary to succeed in competitive high school programs, college, and the career of their choice.

**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	Ridiculously Great Teaching: Our faculty will be the champions and the backbone of the Amani community. 1) We will employ a highly qualified faculty that will be committed to the middle school model and to teaching in an urban environment. 2) Teachers will be passionate about their content area and reflective about their practice. 3) Support the growth of master teachers with a robust embedded professional development program driven by the data on student achievement.
KDE 2	Rigorous Academic Program: A standards-based, rigorous academic program, with a strong focus on literacy and numeracy. 1) A data driven program where teachers and administrators work together to analyze student assessment data, identify

	<p>student needs and create instructional strategies to address their needs. 2) An educational program influenced by the "No Excuses" model. 3) An educational experience where students with disabilities can truly thrive. 4) A dedicated English Language Learner ("ELL") teacher with a structured ELL program. 5) A learning community focused on the advancement of the student.</p>
KDE 3	<p>Strong School Culture: In order for learning to take place, the school environment needs to be safe for both staff and students alike. 1) A structured environment with clear expectations for behavior and a consistent approach to school discipline. 2) A longer school day and year. 3) Strong parental involvement</p>
KDE 4	(No response)
KDE 5	(No response)
KDE 6	(No response)
KDE 7	(No response)
KDE 8	(No response)
KDE 9	(No response)
KDE 10	(No response)

**Need additional space for variables**

No

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

<https://www.amanicharter.org/>

**i. Total Approved Charter Enrollment for 2021-2022 School Year (exclude Pre-K program enrollment)**

355

**j. Total Enrollment on June 30, 2022 (exclude Pre-K program enrollment)**

334

**k. Grades Served during the 2021-2022 School Year (exclude Pre-K program students)**

Check all that apply

Grades Served

5, 6, 7, 8

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

No

## FACILITIES INFORMATION

**m. FACILITIES**

Will the school maintain or operate multiple sites in 2022-2023?

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	60 South 3rd Avenue, Mount Vernon, NY 10550	(914)668-2553	Mount Vernon	5-8	No

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

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Debra Stern	Executive Director	914-668-2553	646-957-1077	<a href="mailto:dstern@amanicharter.org">dstern@amanicharter.org</a>
Operational Leader	Bruce Tanner	Director of Operations	914-668-2553	347-739-5212	<a href="mailto:btanner@amanicharter.org">btanner@amanicharter.org</a>
Compliance Contact	Debra Stern	Executive Director	914-668-2553	646-957-1077	<a href="mailto:dstern@amanicharter.org">dstern@amanicharter.org</a>
Complaint Contact	Debra Stern	Executive Director	914-668-2553	646-957-1077	<a href="mailto:dstern@amanicharter.org">dstern@amanicharter.org</a>
DASA Coordinator	Kacie Anderson	Dignity Act Coordinator	914-668-2553		<a href="mailto:kanderson@amanicharter.org">kanderson@amanicharter.org</a>
Phone Contact for After Hours Emergencies	Bruce Tanner	Director of Operations	914-668-2553	347-739-5212	<a href="mailto:btanner@amanicharter.org">btanner@amanicharter.org</a>

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

Private Space

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

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

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

- **Fire inspection certificates must be updated annually. For the upcoming school year 2022-2023, the fire inspection certificate must be dated after July 1, 2021.**
- **If the fire inspection certificate is dated after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2022.**

**Site 1 Certificate of Occupancy (COO)**

[Certificate of Occupancy FY22 CO01108220220203192631 \(1\).pdf](#)

**Filename:** Certificate of Occupancy FY22 CO01108220220203192631 (1).pdf **Size:** 402.0 kB

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**Site 1 Fire Inspection Report**

[NYSED Fire Safety FY2022 Inspection.pdf](#)

**Filename:** NYSED Fire Safety FY2022 Inspection.pdf **Size:** 2.1 MB

**CHARTER REVISIONS DURING THE 2021-2022 SCHOOL YEAR**

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**n1. Were there any revisions to the school’s charter during the 2021-2022 school year? (Please include approved or pending material and non-material charter revisions).**

Yes

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## n2. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Change in organizational structure	Updated organizational structure. form original structure. Direct report to Executive Director. Principal, Director of Operations and Director of Finance.	11/8/2021	12/15/2021
2	Change in schedule/calendar	Amani's daily schedule will now state "Amani will be open early and close late to allow for increased instructional time in all subjects, but specifically in ELA and Math"	11/18/2021	12/15/2021
3				
4				
5				

### More revisions to add?

No

**o. Has your school's Board of Trustee's approved a budget for the 2021-2022 FY?**

Yes

**ATTESTATIONS**

**p. Individual Primarily Responsible for Submitting the Annual Report. (To write type in a phone number with an extension, please use this format: 123-456-7890-3. The dash and number 3 at the end of the phone number refers to the individual's phone extension. Do not type in the work extension or the abbreviation for it - just the dash and the extension number after the phone number).**

Name	Philip Salmon
Position	Director of Finance
Phone/Extension	914-668-2553
Email	<a href="mailto:psalmon@amanicharter.org">psalmon@amanicharter.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:**

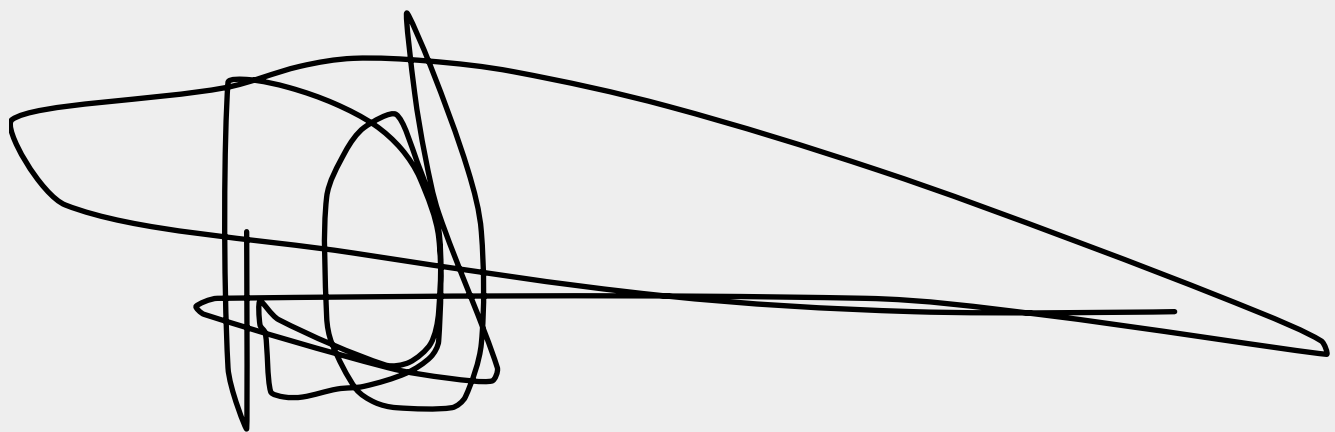
Yes

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).

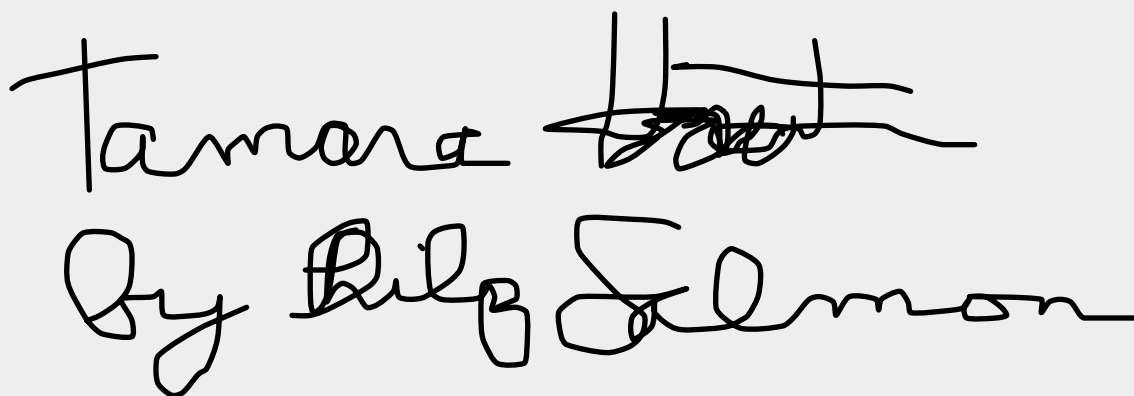
**Responses Selected:**

Yes

**Signature, Head of Charter School**

A highly stylized, cursive handwritten signature in black ink on a light gray background. The signature is long and horizontal, with a large, complex loop on the left side and a long, thin tail extending to the right.

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

Handwritten text in black ink on a light gray background. The first line reads "Tamarah ~~Scott~~" with a large, stylized signature over the name. The second line reads "By Phil Solomon" with a large, stylized signature over the name.

**Date**

Aug 1 2022



**Thank you.**

## **Entry 3 Progress Toward Goals**

**Completed** Oct 28 2022

### **Instructions**

**Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY**

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2022**.

**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**

**Regents, NYCDOE, and Buffalo BOE-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, 2022.

**AMANI PUBLIC CHARTER SCHOOL 800000070172**

## 1. ACADEMIC STUDENT PERFORMANCE GOALS

### Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2022**.

#### 2021-2022 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	Average (ELA) State scores will exceed district	ELA 5th-62% 6th-72% 7th-41% 8th-61%  District comparative scores were not available as of submission date	Unable to Assess	N/A
Academic Goal 2	Average (ELA) State scores will exceed the State	ELA 5th-62% 6th-72% 7th-41% 8th-61%  State comparative scores were not available as of submission date	Unable to Assess	N/A

Academic Goal 3	Average State (Math) scores will exceed district	Math 5th-28% 6th-21% 7th-21% 8th- 0%  District comparative scores were not available as of submission date	Unable to Assess	N/A
Academic Goal 4	Average State (Math) scores will exceed the State	Math 5th-28% 6th-21% 7th-21% 8th- 0%  State comparative scores were not available as of submission date	Unable to Assess	N/A
Academic Goal 5				
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

**2. Do have more academic goals to add?**

No

4. ORGANIZATION GOALS

**For the 2021-2022 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”.**

2021-2022 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	Attendance: Each year the school will have a daily student attendance rate of at least 95%.	Student Information System Data =93.4%	Not Met	2022 was the first full year of in-person education following the pandemic. Amani was virtual the prior year. Increased absences due to students calling out due to sickness / COVID. With the decline in cases of COIVD we expect attendance to return to pre-pandemic levels. We will continue to monitor.
	Compliance: Each year the school will			

Org Goal 2	comply with all applicable laws, rules, regulations and contract terms and have in place and maintain effective systems, policies, procedures and other controls for ensuring that legal and charter requirements are met.	Report from our Auditors	Met	
Org Goal 3	Enrollment: Each year, student enrollment will be within 10% of full enrollment as defined in the school' s contract.	End of year enrollment = 334 or 6% of our 355 enrollment under our Charter	Met	
Org Goal 4	Adherence to Charter: Amani will maintain a strong teaching and leadership team that furthers the school's mission, programs and goals.	Have a majority of empolyees employed for 3 plus years. Diversity of Leadership Team	Met	
Org Goal 5				
Org Goal 6				
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				



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

**5. Do have more organizational goals to add?**

No

**6. FINANCIAL GOALS**

**2021-2022 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	Audits: Upon completion of the school's first year of operation and every year thereafter, the school will undergo an independent financial audit which will result in no major findings.	Audited Financial Statements	Met	
Financial Goal 2	Budget and Cash Flow: Each year the school will operate on a balanced budget and maintain a stable cash flow.	Audited Financial Statements	Met	
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

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

No

Thank you.

**Entry 3 Accountability Plan Progress Reports**

**Incomplete** Hidden from applicant

## Instructions

### **SUNY-Authorized Charter Schools ONLY- Complete Template and Upload to Epicenter**

SUNY-authorized charter schools must download an Accountability Plan Progress Report template at [Accountability Plan Progress Report](#). After completing, SUNY-authorized charter schools must upload the document into the SUNY Epicenter system by **September 15, 2022**. SUNY CSI will forward to NYSED CSO.

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

## Entry 4 - Audited Financial Statements

**Completed** Oct 27 2022

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

**ALL SUNY-authorized charter schools** must upload the financial statements and related documents in PDF format into the SUNY Epicenter system no later than **November 1, 2022**. SUNY CSI will forward to NYSED CSO. **SUNY-authorized charter schools** are asked to ensure that security features such as password protection are turned off.

**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, 2022**. 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 protections are removed from all school uploaded documents.

**PLEASE NOTE: This task appears as visible and optional task in the online portal until August 1 2022 but will be identified as a required task thereafter and due on November 1, 2022. This is a required task, and it is marked optional for administrative purposes only.**

### **AMANI PUBLIC CHARTER SCHOOL - 06**

**Filename:** AMANI PUBLIC CHARTER SCHOOL 06.3 GAJaI6C.pdf **Size:** 452.9 kB

## 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 no later than **November 1, 2022**. SUNY CSI will forward to NYSED CSO.

**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** Oct 27 2022

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

Regents-authorized schools must download and complete the Excel spreadsheet entitled "Audited Financial Report Template" from the online portal or the [2021-2022 Annual Reports](#) webpage. Upload the completed file in Excel format and submit by **November 1, 2022**.

**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.**

## **APCS FY22 Audited Financial SED**

**Filename:** APCS FY22 Audited Financial SED.xlsx **Size:** 89.3 kB

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

**Completed** Oct 27 2022

**Instructions - Regents, NYCDOE and Buffalo BOE authorized schools** must upload financial documents and submit by **November 1, 2022**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a "federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold."

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

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

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

## **Entry 4c Additional Information NYSED-combined**

**Filename:** Entry 4c Additional Information NY T2DcxMa.pdf **Size:** 286.2 kB

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

**Completed** Oct 27 2022

**Regents, NYCDOE, and Buffalo BOE authorized schools** should enter financial contact information directly into the form within the portal by **November 1, 2022**.

## **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
	Philip Salmon	<a href="mailto:psalmon@amanicharter.org">psalmon@amanicharter.org</a>	914-668-2553

## 2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Jackie Lee			11

## 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 2022-2023 Budget

**Completed** Nov 1 2022

**SUNY-authorized charter schools** should download the [2022-23 Budget and Quarterly Report Template and the 2022-23 Budget Narrative Questionnaire](#) from the SUNY website and upload the completed template into Epicenter. SUNY CSI will forward to NYSED CSO. **Due November 1, 2022.**

**Regents, NYCDOE, and Buffalo BOE authorized charter schools** should upload a copy of the school's FY22 Budget using the [2022-2023 Budget Template](#) in the portal or from the Annual Report website. **Due November 1, 2022.**

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.

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

[NYSED Budget Template Amani FY23](#)

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

Completed Aug 1 2022

Due on August 1, 2022, 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 2021-2022 school year must complete and sign a [Trustee Disclosure of Financial Interest Form](#). Acceptable signature formats include:

- Digitally certified PDF signature (i.e., DocuSign)
- Manual signature (1. download to print, 2. manually sign, 3. scan signed document to PDF, and 4. upload into portal)

All completed forms must be collected and uploaded in .PDF format for each individual member. **The education corporation is responsible for completing the form for trustees who left the board during the reporting year.**

Forms completed from past years will not be accepted. **Only the latest version of the form** (updated in April, 2022) is acceptable.).

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.

### [Trustee Disclosure Forms FY22](#)

Filename: Trustee Disclosure Forms FY22.pdf Size: 9.0 MB

## Entry 7 BOT Membership Table

Completed Aug 1 2022

### Instructions

### Required of ALL charter schools

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

### Entry 7 BOT Table

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

**Authorizer:**

Who is the authorizer of your charter school?

Board of Regents

**1. 2021-2022 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 2021-2022
1	Sidney Burke		Chair	Executive, Finance	Yes	3	6/14/2021	12/31/2021	5 or less
2	Tamara Houston		Vice Chair	Executive, Education and Accountability	Yes	1	11/22/2019	06/30/2022	10
3	Jim Killoran		Treasurer	Executive, Finance	Yes	3	06/08/2020	06/30/2023	6
4	Stephanie Edwards		Trustee/Member	Education and Accountability	Yes	1	06/8/2020	06/30/2023	9

5	Gene Johnson		Secretary	Executive, Education and Accountability	Yes	1	11/22/2019	06/30/2022	8
6	Patrick Smith		Trustee/Member	Finance	Yes	2	06/14/2021	06/30/2024	9
7									
8									
9									

**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, 2022	5
b. Total Number of Members Added During 2021-2022	0
c. Total Number of Members who Departed during 2021-2022	1
d. Total Number of members, as set in Bylaws, Resolution or Minutes	15



**3. Number of Board meetings held during 2021-2022**

12

**4. Number of Board meetings scheduled for 2022-2023**

12

**Total number of Voting Members on June 30, 2022:**

5

**Total number of Voting Members added during the 2021-2022 school year:**

0

**Total number of Voting Members who departed during the 2021-2022 school year:**

1

**Total Maximum Number of Voting members in 2021-2022, as set by the board in bylaws, resolution, or minutes:**

15

**Total number of Non-Voting Members on June 30, 2022:**

0

**Total number of Non-Voting Members added during the 2021-2022 school year:**

0

**Total number of Non-Voting Members who departed during the 2021-2022 school year:**

0

**Total Maximum Number of Non-Voting members in 2021-2022, as set by the board in bylaws, resolution or minutes:**

0

**Board members attending 8 or fewer meetings during 2021-2022**

3

Thank you.

## Entry 8 Board Meeting Minutes

Completed Aug 1 2022

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

Schools must upload a complete set of monthly board meeting minutes (July 2021-June 2022), which should match the number of meetings held during the 2021-2022 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 1, 2022**.

### **[Amani Board Minutes FY22](#)**

**Filename:** Amani Board Minutes FY22.pdf **Size:** 7.4 MB

## Entry 9 Enrollment & Retention

Completed Aug 1 2022

# Instructions for submitting Enrollment and Retention Efforts

## Required of ALL Charter Schools

Describe the good faith efforts the charter school has made in 2021-2022 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 2022-2023.

## Entry 9 Enrollment and Retention of Special Populations

### Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2021-2022	Describe Recruitment Plans in 2022-2023
Economically Disadvantaged	<p>Community engagement and outreach is the primary strategy for recruiting ED students. Approximately 79% of students in Mount Vernon are economically disadvantaged. Due to COVID-19 and social distancing requirements we expanded our online recruiting efforts and targeted Facebook advertisements. We advertise in targeted zip codes of Mount Vernon and the surrounding communities.</p> <p>We employed a more intentional approach to utilizing the postal mail, and we mailed out approximately 10,000 6 x 11 mailers to zip code in Mount Vernon (10550,10551,10553), Yonkers (10704) Bronx (10466) and New Rochelle (10801 and 10805). We continued with the successful strategy to use outdoor billboards to communicate, we advertised on</p>	<p>We will continue our targeted approach with direct mailing and social media targeted ads. We will continue to use billboard advertising within targeted neighborhoods and lawn signs. Lastly, with the return to</p>

	<p>two local outdoor billboards in targeted areas of Mount Vernon for six weeks. On these billboards we highlighted that the school is "Tuition Free" as this was a frequent question raised by the community. We have utilized old fashioned Lawn signs and flyers placed throughout the Mount Vernon community since the beginning of the school. We targeted areas outside of the 13 elementary schools in Mount Vernon; near local community based agencies; and specifically near institutions that offer the community free services. Our efforts paid off. In 2022, our Free Lunch percentage under the Community Eligibility Provision ("CEP") increased from 74% to 96%.</p>	<p>"normal" we will continue to have a presence at Mount Vernon community events.</p>
<p>English Language Learners</p>	<p>We continue to employ a Student with Disability Coordinator whose responsibility is support and growth of our program for SWD and ELL students. We continued to increase the breadth and depth of marketing and recruitment activities for families that speak English as a second language. Our student enrollment plan for 2021-2022 incorporated target strategies to recruit students that are English language learners. In addition, a weighted lottery was applied to student applications that checked yes to the question "is your child eligible to take English as a Second Language/English as a New Language (ESL/ENL) or bilingual classes?"</p>	<p>With the return to "normal" after the pandemic, we will participate in community activities focusing on the Spanish speaking population. We will continue to advertise on Spanish speaking radio stations and publications. New for 2022-2023, we will target areas near Mount Vernon, (With the return to "normal" after the pandemic, we will participate in community activities focusing on the Spanish speaking population. We will continue to advertise on Spanish speaking radio stations and publications. New for 2022-2023, we will target areas near Mount Vernon, (northern Bronx and New Rochelle). Bronx and New Rochelle).</p>

Students with Disabilities

Our student enrollment plan for 2021-2022 incorporated target strategies to recruit students with special education needs. In addition, a weighted lottery was applied to student applications "Does the student have an individual education plan (IEP)?". The number of applications received by SWD students were tracked on a weekly basis and compared to prior years to ensure an increase in percentage rate. Strategies were also measured for success by comparing the application rate against campaign timelines. As a family focused school, we relied on our network of parents to serve as ambassadors for our school. As such, we asked current parents of SWD to communicate their positive experiences with our school to other parents in the community in an effort to attract more SWD. Information sessions provided detailed information of our SPED program by our SPED coordinator. A Facebook promotional video was created specifically to highlight "Services for Scholars with Special Education Needs are Available", The School website was updated to include a page for "Special Education Information". The term "Special Education" was used as an ad word for a Google ads campaign. Online students' application form clearly states that Amani offers Special education services. The SPED coordinator was made available

We will continue our targeted approach similar to 2021-2022. We will continue to coordinate early with the district on SWD services. With the return to "normal" after the pandemic, we will look to hold in-person recruiting meetings.

at all information sessions and open houses to answer parents questions.

**Retention Efforts Toward Meeting Targets**

	Describe Retention Efforts in 2021-2022	Describe Retention Plans in 2022-2023
Economically Disadvantaged	<p>Amani is committed to developing partnerships with families; respecting all cultures; and employing culturally relevant pedagogical approaches. Programs such as Home Visits, Parent University and the Parent Teacher Association (“PTA”) connect parents with the school and each other in a way to support their children’s achievement of the mission of the school. Amani conducts home visits as a way to integrate families as partners in their child’s education. A member of the Culture Team visits the home of each newly admitted scholar. The purpose of the home visit is to learn about the scholar’s needs, interests and concerns, to share important information about the Amani culture, and most paramount, establish communication and rapport with the families and scholars Our Social Emotional Learning (“SEL”) team is composed of three Deans, a Social Worker, Social Worker Intern and a Guidance Counselor. The SEL team works with students, parents and staff to coordinate resources and services needed to help the student succeed.</p>	<p>Amani will continue to partner with families. We will employ two Social workers and two social worker interns. Administrative staff will undergo DEI and restorative justice training.</p>

English Language Learners	<p>We employ a certified English as a New Language (ENL) teacher and we offer a daily small group session for ELLs to work with the ENL teacher as well as push in support. The SWD Coordinator provides oversight of services for ELLs. Students who do not qualify as ELLs, but who may require additional ELA support are served through AIS or school based intervention.</p>	<p>Amani's projection of ELL students has increased to approximately 10 students. Amani will provide Professional Development raining to all staff. We will continue to conduct a communications audit to ensure that all our communications are readily available in Spanish</p>
Students with Disabilities	<p>We continue to employ a Student with Disability Coordinator whose responsibility is support and growth of our program for SWD and ELL students. The school provides a full continuum of services for students with disabilities. The school is committed to creating alignment for the CSE recommendations and to offer comparable services for all students with disabilities. All SWD and ED scholars at Amani will receive their mandated services with the support of our social worker, speech and language pathologist, special education coordinator and licensed special education teacher.</p>	<p>We will continue to coordinate services with the district and the CES. We will continue to provide Professional Development to staff.</p>

## Entry 10 - Teacher and Administrator Attrition

Completed Aug 1 2022

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

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

Charter schools must ensure that all prospective employees<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 who 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 who 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.nysed.gov/common/nysed/files/programs/charter-schools/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**

### **Emergency Conditional Clearances**

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must 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 [NYSED CSO Employee Clearance and Fingerprint Memo 10-2019](#).

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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 1 2022

### **Instructions**

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

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

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

## **Entry 11 Uncertified Teachers**

**School Name:**

# Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2022)	5
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	
Total Category A: 5 or 30% whichever is less	5.0

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

	FTE Count
i. Mathematics	4
ii. Science	1
iii. Computer Science	
iv. Technology	
v. Career and Technical Education	0
<b>Total Category B: not to exceed 5</b>	<b>5.0</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, 2022)	
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	
<b>Total Category C: not to exceed 5</b>	<b>0</b>

## TOTAL FTE COUNT OF UNCERTIFIED TEACHERS (Sum of Categories A, B AND C)

(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	10.3

## 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	10.3

## CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	20

## CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	30.3

**Thank you.**



## Entry 12 Organization Chart

Completed Aug 1 2022

## Instructions

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

Upload the 2021-2022 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should **not** appear on the chart.

### **Org Chart for 2021-2022**

**Filename:** Org Chart for 2021 2022.pdf **Size:** 106.5 kB

## Entry 13 School Calendar

**Completed** Jan 5 2023

### [Instructions for submitting School Calendar](#)

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

If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 1, 2022 submission. Charter schools must upload a final school calendar into the portal and may do so at any time but no later than **September 15, 2022**.

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 also 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. See an example of a calendar showing the requested information. Schools are encouraged to use a calendar template and ensure there is a monthly tally of instructional days.

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

### **Academic Calendar 2022-2023 with hours-combined**

**Filename:** Academic Calendar 2022 2023 with h FNQnFp2.pdf **Size:** 276.7 kB

## Entry 14 Links to Critical Documents on School Website

**Completed** Aug 1 2022

### Instructions

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

1. Current Annual Report (i.e., 2021-2022 Annual Report);[\[1\]](#)
2. Board meeting notices, agendas and documents;
3. New York State School Report Card;
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy **(For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)**;

5. District-wide safety plan, not a building level safety plan (as per the September 2021 [Emergency Response Plan Memo](#));
6. Authorizer-approved FOIL Policy; and
7. Subject matter list of FOIL records. (Example: See [NYSED Subject Matter List](#))

[1] Each charter school is required to make the Annual Report publicly available by August 1 and to post on their respective charter school website. Each school should post an updated and complete version to include accountability data and financial statements that are not or may not be available until after the August deadline (i.e., Repost when financials have been submitted in November.)

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

**School Name: Amani Public Charter School**

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**Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved DASA policy and NYSED-Approved School Discipline 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. Current Annual Report (i.e., 2021-2022 Annual Report)	<a href="https://www.amanicharter.org/nysed-annual-report/">https://www.amanicharter.org/nysed-annual-report/</a>
2. Board meeting notices, agendas and documents	<a href="https://app2.boardontrack.com/public/dA2SYd/home">https://app2.boardontrack.com/public/dA2SYd/home</a>
3. New York State School Report Card	<a href="https://data.nysed.gov/essa.php?year=2020&amp;instid=800000070172%20New%20York%20State%20School%20Report%20Card">https://data.nysed.gov/essa.php?year=2020&amp;instid=800000070172%20New%20York%20State%20School%20Report%20Card</a>
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	<a href="https://www.amanicharter.org/dasa/">https://www.amanicharter.org/dasa/</a>
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo	<a href="https://www.amanicharter.org/wp-content/uploads/2021/11/District-Wide-Safety-Plan-2021-2022.pdf">https://www.amanicharter.org/wp-content/uploads/2021/11/District-Wide-Safety-Plan-2021-2022.pdf</a>
6. Authorizer-approved FOIL Policy	<a href="http://www.amanicharter.org/wp-content/uploads/2020/05/FOIL-Policy.pdf">http://www.amanicharter.org/wp-content/uploads/2020/05/FOIL-Policy.pdf</a>
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	<a href="http://www.amanicharter.org/wp-content/uploads/2020/05/FOIL-Policy.pdf">http://www.amanicharter.org/wp-content/uploads/2020/05/FOIL-Policy.pdf</a>

Thank you.



## Entry 15 Staff Roster

Completed Jan 5 2023

### INSTRUCTIONS

**Required of Regents and NYCDOE-authorized Charter Schools ONLY**

Please click on the MS Excel [Faculty/Staff Roster Template](#) and provide the following information for **ANY**

**and ALL** instructional and non-instructional employees.

**Use of the 2021-2022 Annual Report Faculty/Staff roster template is required. Each of the data elements, with the exception of the Notes, are required, and use of the drop-down options, when provided, is also required. Reminders:** Please use the notes section provided to add any additional information as deemed necessary. Failure to adhere to the guidelines and validations in the Staff Roster Template will result in a resubmission of a fully corrected roster.

Please note the roster should include all staff employed any point from July 1, 2021 to June 30, 2022, including those employed on June 30th.

[faculty-staff-roster-template-202\\_o7MWQvX](#)

**Filename:** faculty staff roster template 202\_o7MWQvX.xlsx **Size:** 26.1 kB

## **Optional Additional Documents to Upload (BOR)**

**Completed** Oct 31 2022

[AMANI PUBLIC CHARTER SCHOOL 2021 Extension V1](#)

**Filename:** AMANI PUBLIC CHARTER SCHOOL 2021 E GmPo3gG.pdf **Size:** 123.1 kB



**AMANI PUBLIC CHARTER SCHOOL**

**MOUNT VERNON, NEW YORK**

**AUDITED FINANCIAL STATEMENTS**

**REPORT REQUIRED BY**  
**GOVERNMENT AUDITING STANDARDS**

**AND**

**INDEPENDENT AUDITOR'S REPORTS**

**JUNE 30, 2022**

**(With Comparative Totals for 2021)**

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## INDEPENDENT AUDITOR'S REPORT

Board of Trustees  
Amani Public Charter School

### **Report on the Audit of the Financial Statements**

#### ***Opinion***

We have audited the financial statements of Amani Public Charter School, which comprise the statement of financial position as of June 30, 2022, 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.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of Amani Public Charter School as of June 30, 2022, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### ***Basis for Opinion***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Amani Public Charter School and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### ***Responsibilities of Management for the Financial Statements***

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

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Amani Public Charter School's ability to continue as a going concern for one year after the date that the financial statements are available to be issued.

### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Amani Public Charter School's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Amani Public Charter School's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### ***Report on Summarized Comparative Information***

We have previously audited Amani Public Charter School's June 30, 2021 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated October 22, 2021. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2021 is consistent, in all material respects, with the audited financial statements from which it has been derived.

### ***Other Report Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated October 26, 2022 on our consideration of Amani Public Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Amani Public Charter School's internal control over financial reporting and compliance.

*Mengel, Metzger, Baw & Co. LLP*

Rochester, New York  
October 26, 2022

AMANI PUBLIC CHARTER SCHOOL  
STATEMENT OF FINANCIAL POSITION  
JUNE 30, 2022  
(With Comparative Totals for June 30, 2021)

<u>ASSETS</u>	June 30,	
	2022	2021
<u>CURRENT ASSETS</u>		
Cash and cash equivalents	\$ 500,567	\$ 2,663,822
Certificate of deposit	792,050	790,488
Grants and other receivables	1,640,210	383,249
Prepaid expenses and other current assets	111,570	176,167
TOTAL CURRENT ASSETS	3,044,397	4,013,726
<u>OTHER ASSETS</u>		
Cash in escrow	100,000	75,000
Property and equipment, net	551,181	555,610
	651,181	630,610
TOTAL ASSETS	\$ 3,695,578	\$ 4,644,336
<u>LIABILITIES AND NET ASSETS</u>		
<u>CURRENT LIABILITIES</u>		
Accounts payable	\$ 97,655	\$ 64,020
Accrued expenses	134,509	76,393
Accrued payroll and benefits	365,662	410,679
Deferred revenue	303,996	304,721
TOTAL CURRENT LIABILITIES	901,822	855,813
<u>LONG-TERM LIABILITIES</u>		
Deferred lease liability	944,183	939,233
Long-term debt	-	862,300
	944,183	1,801,533
TOTAL LIABILITIES	1,846,005	2,657,346
<u>NET ASSETS</u>		
Without donor restrictions	1,805,544	1,942,761
With donor restrictions	44,029	44,229
TOTAL NET ASSETS	1,849,573	1,986,990
TOTAL LIABILITIES AND NET ASSETS	\$ 3,695,578	\$ 4,644,336

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

AMANI PUBLIC CHARTER SCHOOL

STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

YEAR ENDED JUNE 30, 2022  
(With Comparative Totals for June 30, 2021)

	Year Ended June 30,			
	2022		2021	
	Without Donor Restrictions	With Donor Restrictions	Total	Total
Operating revenue and support:				
State and local per pupil operating revenue	\$ 6,392,206	\$ -	\$ 6,392,206	\$ 6,580,047
Governmental grants	789,946	-	789,946	382,536
Contributions	10,917	-	10,917	11,718
Contributed educational services	54,114	-	54,114	54,114
Other income	10,082	-	10,082	5,429
Paycheck Protection Program loan forgiveness	872,199		872,199	-
Net assets released from restriction	200	(200)	-	-
TOTAL OPERATING REVENUE AND SUPPORT	8,129,664	(200)	8,129,464	7,033,844
Expenses:				
Program:				
Regular education	6,566,163	-	6,566,163	5,392,520
Special education	964,274	-	964,274	813,130
Management and general	705,074	-	705,074	643,041
Fundraising and special events	31,370	-	31,370	25,279
TOTAL EXPENSES	8,266,881	-	8,266,881	6,873,970
CHANGE IN NET ASSETS	(137,217)	(200)	(137,417)	159,874
Net assets at beginning of year	1,942,761	44,229	1,986,990	1,827,116
NET ASSETS AT END OF YEAR	<u>\$ 1,805,544</u>	<u>\$ 44,029</u>	<u>\$ 1,849,573</u>	<u>\$ 1,986,990</u>

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

AMANI PUBLIC CHARTER SCHOOL

STATEMENT OF FUNCTIONAL EXPENSES

YEAR ENDED JUNE 30, 2022  
 (With Comparative Totals for June 30, 2021)

	Year ended June 30, 2022							Year Ended June 30, 2021 Total	
	No. of positions	Program Services			Supporting Services				
		Regular Education	Special Education	Sub-total	Management and general	Fundraising and special events	Sub-total		Total
Personnel Service Costs:									
Administrative Staff	10	\$ 865,682	\$ 145,559	\$ 1,011,241	\$ 358,422	\$ 29,814	\$ 388,236	\$ 1,399,477	\$ 1,223,473
Instructional Personnel	48	2,199,829	559,202	2,759,031	891	15	906	2,759,937	2,291,772
Non-instructional Personnel	12	134,818	24,386	159,204	67,998	19	68,017	227,221	191,890
Total Salaries and Wages	70	3,200,329	729,147	3,929,476	427,311	29,848	457,159	4,386,635	3,707,135
Fringe benefits & payroll taxes		913,609	51,910	965,519	72,154	519	72,673	1,038,192	992,684
Legal service		-	-	-	21,220	-	21,220	21,220	5,700
Accounting / Audit services		-	-	-	112,555	-	112,555	112,555	102,455
Other Purchased / Professional / Consulting services		337,725	24,759	362,484	4,243	71	4,314	366,798	219,442
Building and land rent / Lease		947,188	73,144	1,020,332	31,573	526	32,099	1,052,431	1,052,431
Repairs and maintenance		121,304	9,367	130,671	4,043	67	4,110	134,781	63,212
Insurance		44,256	3,407	47,663	7,108	24	7,132	54,795	46,378
Utilities		116,620	9,006	125,626	3,887	65	3,952	129,578	67,730
Supplies / Materials		85,930	6,097	92,027	-	-	-	92,027	60,872
Equipment / Furnishings		4,649	359	5,008	155	3	158	5,166	3,064
Staff development		91,840	6,840	98,680	1,723	29	1,752	100,432	55,660
Marketing / Recruitment		37,073	2,747	39,820	618	10	628	40,448	33,117
Technology		138,412	10,575	148,987	4,011	67	4,078	153,065	115,048
Food service		150,068	10,647	160,715	-	-	-	160,715	19,247
Student services		125,449	8,900	134,349	-	-	-	134,349	41,168
Office expense		106,523	8,226	114,749	3,551	59	3,610	118,359	112,049
Depreciation and amortization		101,420	5,763	107,183	8,010	58	8,068	115,251	106,602
Other		43,768	3,380	47,148	2,912	24	2,936	50,084	69,976
		<u>\$ 6,566,163</u>	<u>\$ 964,274</u>	<u>\$ 7,530,437</u>	<u>\$ 705,074</u>	<u>\$ 31,370</u>	<u>\$ 736,444</u>	<u>\$ 8,266,881</u>	<u>\$ 6,873,970</u>

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

AMANI PUBLIC CHARTER SCHOOL

STATEMENT OF CASH FLOWS

YEAR ENDED JUNE 30, 2022  
(With Comparative Totals for June 30, 2021)

	<u>Year Ended June 30,</u>	
	<u>2022</u>	<u>2021</u>
<u>CASH FLOWS - OPERATING ACTIVITIES</u>		
Change in net assets	\$ (137,417)	\$ 159,874
Adjustments to reconcile change in net assets to net cash (used for) provided from operating activities:		
Depreciation and amortization	115,251	106,602
Loss on disposal of property and equipment	22,000	-
Paycheck Protection Program loan forgiveness	(862,300)	-
Changes in certain assets and liabilities affecting operations:		
Grants and other receivables	(1,256,961)	(41,058)
Prepaid expenses and other current assets	64,597	(166,079)
Accounts payable	33,635	20,880
Accrued expenses	58,116	(12,121)
Accrued payroll and benefits	(45,017)	92,481
Deferred revenue	(725)	3,217
Deferred lease liability	<u>4,950</u>	<u>35,458</u>
NET CASH (USED FOR) PROVIDED FROM OPERATING ACTIVITIES	(2,003,871)	199,254
<u>CASH FLOWS - INVESTING ACTIVITIES</u>		
Purchase of certificate of deposit	(1,562)	(3,312)
Purchases of property and equipment	<u>(132,822)</u>	<u>(177,503)</u>
NET CASH USED FOR INVESTING ACTIVITIES	<u>(134,384)</u>	<u>(180,815)</u>
NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS AND RESTRICTED CASH	(2,138,255)	18,439
Cash and cash equivalents and restricted cash at beginning of year	<u>2,738,822</u>	<u>2,720,383</u>
CASH AND CASH EQUIVALENTS AND RESTRICTED CASH AT END OF YEAR	<u>\$ 600,567</u>	<u>\$ 2,738,822</u>
<u>SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION</u>		
<u>NON-CASH OPERATING ACTIVITIES</u>		
Contributions of educational services	<u>\$ 54,114</u>	<u>\$ 54,114</u>

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



AMANI PUBLIC CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2022

(With Comparative Totals for June 30, 2021)

NOTE A: THE SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Charter School

Amani Public Charter School (“the Charter School”) is an educational corporation that operates as a charter school in Mount Vernon, New York. On December 14, 2010, the Board of Regents of the University of the State of New York granted the Charter School a provisional charter valid for a term of five years and renewable upon expiration. The Charter was renewed for the second time in April 2019 for a term of three years through June 30, 2022. The Charter was renewed for the third time in April 2022 for a term of four years through June 30, 2026. The Charter School was established to provide its students in grades 5-8 with the academic skills necessary to succeed in competitive high school programs, college and career of their choice.

Basis of accounting

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

Classification of net assets

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

Net assets, revenues, gains, and losses are classified based on the existence or absence of donor or grantor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

*Net Assets Without Donor Restrictions*

Net assets over which the Governing Board has discretionary control to use in carrying on the Charter School’s operations in accordance with the guidelines established by the Charter School.

*Net Assets With Donor Restrictions*

Net assets resulting from contributions and other inflows of assets whose use by the Charter School is limited by donor (or certain grantor) imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both.

Revenue recognition

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

AMANI PUBLIC CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for June 30, 2021)

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

The Charter School records revenues both over time and at a point in time as follows:

	June 30,	
	2022	2021
Revenues earned over time	\$ 6,426,271	\$ 6,611,074
Revenues earned at a point in time	1,431	-
	<u>\$ 6,427,702</u>	<u>\$ 6,611,074</u>

State and local per pupil revenue

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

The following table summarizes contract balances at their respective statement of financial position dates:

	June 30,		
	2022	2021	2020
Receivables relating to Per Pupil funding	\$ 1,154,853	\$ 99,760	\$ 113,374
Deferred revenues	\$ 303,996	\$ 304,721	\$ 301,504

Contributions

The Charter School recognizes contributions when cash, securities or other assets, an unconditional promise to give, or a notification of a beneficial interest is received. Conditional promises to give, that is, those with a measurable performance or other barrier, and a right of return, are not recognized until the conditions on which they depend have been substantially met.

AMANI PUBLIC CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for June 30, 2021)

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

Contributions, including unconditional promises to give, are recognized as revenues in the period received. A contribution that is received and expended in the same year for a specified purpose is classified as revenue without donor restrictions. Contributions are recorded as restricted support if they are received with donor stipulations that limit the use of the donated assets. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities and changes in net assets as net assets released from restrictions.

Special events

The Charter School conducts special events in which a portion of the gross proceeds paid by the participant represents payment for the direct cost of the benefits received by the participant at the event - the exchange component, and a portion represents a contribution to the Charter School. Unless a verifiable objective means exists to demonstrate otherwise, the fair value of meals and entertainment provided at special events is measured at the actual cost to the Charter School. The contribution component is the excess of the gross proceeds over the fair value of the direct donor benefit. The direct costs of the special events, which ultimately benefit the donor rather than the Charter School, are recorded as fundraising expense in the statement of functional expenses. The performance obligation is delivery of the event. The event fee is set by the Charter School. Special event fees collected by the Charter School in advance of its delivery are initially recognized as liabilities (deferred revenue) and recognized as special event revenue after delivery of the event. For special event fees received before year-end for an event to occur after year-end, the Charter School follows AICPA guidance where the inherent contribution is conditioned on the event taking place and is therefore treated as a refundable advance along with the exchange component.

Grant revenue

Some of the Charter School's revenue is derived from cost-reimbursable federal and state contracts and grants, which are conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when the Charter School has incurred expenditures in compliance with specific contract or grant provisions. Certain grants are subject to audit and retroactive adjustments by its funders. Any changes resulting from these audits are recognized in the year they become known. Qualifying expenditures that have been incurred but are yet to be reimbursed are reported as grants receivable in the accompanying statement of financial position. Amounts received prior to incurring qualifying expenditures are reported as deferred revenue in the accompanying statement of financial position. There was no deferred revenue relating to cost-reimbursement grants at June 30, 2022 or 2021. The Charter School was awarded cost-reimbursement grants of approximately \$507,875 and \$1,500 that have not been recognized at June 30, 2022 and 2021, respectively, because qualifying expenditures have not yet been incurred.

Cash and cash equivalents

Cash and cash equivalents are maintained at financial institutions located in Mount Vernon, New York and are insured by the FDIC up to \$250,000 at each institution. The Charter School considers all highly liquid instruments purchased with a maturity of three months or less to be cash equivalents. Cash equivalents consist of money market accounts. In the normal course of business, the cash account balances at any given time may exceed insured limits. However, the Charter School has not experienced any losses in such accounts and does not believe it is exposed to significant risk in cash and cash equivalents.

AMANI PUBLIC CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for June 30, 2021)

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

The following table provides a reconciliation of cash and cash equivalents and restricted cash reported within the statement of financial position that sum to the total of the same such amounts shown in the statements of cash flows:

	<u>June 30,</u>	
	<u>2022</u>	<u>2021</u>
Cash and cash equivalents	\$ 500,567	\$ 2,663,822
Cash in escrow	<u>100,000</u>	<u>75,000</u>
	<u>\$ 600,567</u>	<u>\$ 2,738,822</u>

Certificate of deposit

The Charter School maintains its certificate of deposit with a financial institution. The balance is insured at the financial institution up to \$250,000 by the FDIC. At times the Charter School's balance may exceed federally insured limits. The Charter School has not experienced any losses in such account and does not believe it is exposed to any significant risk. The CD matured in February 2022 and was renewed through August 2022. The Charter School did not renew the CD upon maturity.

Cash in escrow

The Charter School maintained cash in an escrow account in accordance with the terms of its Charter agreement.

Grants and other receivables

Grants and other receivables are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts based on its assessment of the current status of individual receivables from grants, agencies and others. Balances that are still outstanding after management has used reasonable collection efforts are written off against the allowance for doubtful accounts. There was no allowance for doubtful accounts at June 30, 2022 and 2021.

Property and equipment

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

Deferred lease liability

The Charter School leases its facility. The lease contains pre-determined fixed escalations of the base rent. In accordance with GAAP, the Charter School recognizes the related rent expense on a straight-line basis and records the difference between the recognized rental expense and the amounts payable under the lease as a deferred lease liability.

AMANI PUBLIC CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for June 30, 2021)

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

Deferred revenue

The Charter School records grant revenue as deferred revenue until it is expended for the purpose of the grant, at which time it is recognized as revenue.

Tax exempt status

The Charter School is a tax-exempt organization under section 501(c)(3) of the Internal Revenue Code and applicable state regulations and, accordingly, is exempt from federal and state taxes on income. The Charter School has filed for and received income tax exemptions in the jurisdictions where it is required to do so.

The Charter School files Form 990 tax returns in the U.S. federal jurisdiction. The tax returns for the years ended June 30, 2019 through June 30, 2022 are still subject to potential audit by the IRS. Management of the Charter School believes it has no material uncertain tax positions and, accordingly it has not recognized any liability for unrecognized tax benefits.

Contributed services

The Charter School receives contributed services from volunteers to develop its academic program and to serve on the Board of Trustees. These services are not valued in the financial statements because they do not require "specialized skills" and would typically not be purchased if they were not contributed.

Marketing and recruiting costs

The Charter School expenses marketing and recruiting costs as they are incurred. Total marketing and recruiting costs approximated \$40,000 and \$33,000 for the years ended June 30, 2022 and 2021, respectively.

Accounting/Audit services

Accounting/Audit services is made up of expenses for financial management services as well as professional service expenses related to the annual financial statement audit.

Other purchased/professional/consulting services

Other purchased/professional/consulting services primarily consists of professional service expenses related to technology, security, regular and special education consultants, and payroll services.

Reclassifications

Certain prior year amounts have been reclassified to conform with the current year presentation.

Use of estimates in the preparation of financial statements

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

AMANI PUBLIC CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for June 30, 2021)

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

Comparatives for year ended June 30, 2021

The financial statements include certain prior year summarized comparative information in total but not by net asset class or functional classification. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the Charter School's financial statements for the year ended June 30, 2021, from which the summarized information was derived.

Adoption of new accounting standard - gifts-in-kind

In September 2020, the FASB issued a new accounting update to improve transparency in the reporting of contributed nonfinancial assets, also known as gifts-in-kind. The update requires not-for-profit entities to present contributed nonfinancial assets separately on the statement of activities, apart from contributions of cash and other financial assets. In addition, the update requires not-for-profit entities to disclose in the notes to the financial statements a breakout of the different types of gifts-in-kinds recognized, any donor restrictions associated with the gift, the valuation technique(s) used to arrive at the fair value measure, whether or not the gift-in-kind was monetized, and any policies on monetization. The update is effective for fiscal years beginning after June 15, 2021 and is being applied on a retrospective basis. The Charter School adopted this standard during the year ended June 30, 2022. See Note B.

New accounting pronouncements - leases

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

Subsequent events

The Charter School has conducted an evaluation of potential subsequent events occurring after the statement of financial position date through October 26, 2022, which is the date the financial statements are available to be issued. No subsequent events requiring disclosure were noted.

AMANI PUBLIC CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for June 30, 2021)

NOTE B: GIFTS-IN-KIND

The Charter School received contributed educational services of approximately \$54,000 which are included in the accompanying statements of activities and changes in net assets for each of the years ended June 30, 2022 and 2021. These educational services are valued at the estimated fair value based on current rates for similar educational services. There were no associated donor restrictions with the contributed services. See the table below for program utilization:

<u>Program or Supporting Service</u>	<u>Year ended June 30,</u>	
	<u>2022</u>	<u>2021</u>
Regular education	\$ 48,703	\$ 48,703
Special education	3,761	3,761
Management and general	1,623	1,623
Fundraising	<u>27</u>	<u>27</u>
Total	<u>\$ 54,114</u>	<u>\$ 54,114</u>

NOTE C: LIQUIDITY AND AVAILABILITY

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

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

Due to a strong focus on improving educational quality, the Charter School's Board of Trustees has approved an annual budget for the fiscal year ending June 30, 2023 with a deficit of approximately \$149,000. This deficit is anticipated to be funded through existing financial assets. In addition, the Charter School has a \$400,000 line of credit available for use if necessary.

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the statement of financial position date, comprise the following at June 30, 2022 and 2021:

AMANI PUBLIC CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for June 30, 2021)

NOTE C: LIQUIDITY AND AVAILABILITY, Cont'd

	<u>June 30,</u>	
	<u>2022</u>	<u>2021</u>
Cash and cash equivalents	\$ 500,567	\$ 2,663,822
Certificate of deposit	792,050	790,488
Grants and other receivables	<u>1,640,210</u>	<u>383,249</u>
Total financial assets available within one year	2,932,827	3,837,559
Less:		
Amounts unavailable for general expenditures within one year due to:		
Restricted by donors with purpose restrictions	<u>(44,029)</u>	<u>(44,229)</u>
Total financial assets available to management for general expenditures within one year	<u>\$ 2,888,798</u>	<u>\$ 3,793,330</u>

NOTE D: SCHOOL FACILITY

Beginning September 1, 2014, the Charter School leases its facilities from T & Z Partners, Inc. through August 30, 2029 with the option to renew for an additional 15 years. Current monthly rental payments are \$89,240. Other expenses in excess of the first year's base costs will be paid for by the Charter School. Starting April 1, 2016, base rent will increase every year by the Per Pupil Funding rate increase up to 3%, as indicated by the New York State Education Department. In years where the Per Pupil Funding is below 3% the remaining amount will be deferred to a period where the rate is above 3% and be included in base rent for that lease year. Total rent expense for both of the years ended June 30, 2022 and 2021 was approximately \$1,052,000. Total approximate square footage usage for all facilities as of June 30, 2022 and 2021 was 45,000.

The future minimum payments on these agreements, assuming a 3% increase per year, are as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2023	1,078,907
2024	1,111,275
2025	1,144,613
2026	1,178,951
2027	1,214,320
Thereafter	<u>2,758,528</u>
	<u>\$ 8,486,594</u>



AMANI PUBLIC CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for June 30, 2021)

NOTE E: PROPERTY AND EQUIPMENT

Property and equipment consist of the following:

	<u>June 30,</u>	
	<u>2022</u>	<u>2021</u>
Furniture and fixtures	\$ 303,108	\$ 290,911
Office equipment	449,697	392,043
Leasehold improvements	<u>769,984</u>	<u>729,013</u>
	1,522,789	1,411,967
Less accumulated depreciation and amortization	<u>971,608</u>	<u>856,357</u>
	<u>\$ 551,181</u>	<u>\$ 555,610</u>

NOTE F: LINE OF CREDIT

The Charter School has a \$400,000 line of credit with a maturity date of February 5, 2023. The line of credit provides for interest at .5% over the Prime Rate (effective rate of 5.25% as of June 30, 2022). As of June 30, 2022 and 2021, there were no outstanding balances. The line is secured by all assets of the Charter School.

NOTE G: COMMITMENTS

The Charter School leases office equipment under lease agreements that expire at various dates through August 2027. The future minimum payments on these agreements are approximately as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2023	\$ 116,000
2024	116,000
2025	65,000
2026	65,000
2027	65,000
Thereafter	<u>11,000</u>
	<u>\$ 438,000</u>

The Charter School's landlord is currently making leasehold improvements to the Charter School's facility. In accordance with the terms of the lease, once construction is complete, the School will be required to reimburse the landlord for the leasehold improvements. The lease agreement calls for reimbursement of up to \$3,000,000 plus any additional changes approved by the Charter School. The Charter School is unable to estimate the amount due. Upon completion, the School expects to repay the landlord in monthly payments over 15 years plus interest at 7%. The amount and terms of the note have not yet been finalized.

AMANI PUBLIC CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for June 30, 2021)

NOTE H: RETIREMENT PLAN

The Charter School sponsors a 401(k) retirement plan (the "Plan") for its employees. All employees of the Charter School are eligible to participate. The Plan allows for a discretionary employer match contribution. The Charter School made contributions of approximately \$52,000 and \$59,000 for the years ended June 30, 2022 and 2021, respectively.

NOTE I: CONTINGENCY

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

NOTE J: CONCENTRATIONS

At June 30, 2022 approximately 18% of grants and other receivables were due from the New York State Department of Education, relating to certain grants. At June 30, 2021 approximately 49% of grants and receivables were due from the New York State Department of Education.

During the years ended June 30, 2022 and 2021, 79% and 94% of total operating revenue and support came from per-pupil funding provided by New York State, respectively. The per-pupil rate is set annually by the State based on the school district in which the Charter School's students reside.

NOTE K: FUNCTIONAL EXPENSES

The financial statements report certain categories of expenses that are attributed to more than one program or supporting function. Therefore, expenses require allocation on a reasonable basis that is consistently applied. Expenses (including salaries, benefits, payroll taxes, purchased services, rent, repairs, insurance, utilities, supplies, and depreciation) which are attributable to more than one program or supporting function are allocated on the basis of estimates of time, effort, and usage.

NOTE L: NET ASSETS

Net assets without donor restrictions are as follows:

	June 30,	
	<u>2022</u>	<u>2021</u>
Undesignated	\$ 1,254,363	\$ 1,387,151
Invested in property and equipment	<u>551,181</u>	<u>555,610</u>
	<u>\$ 1,805,544</u>	<u>\$ 1,942,761</u>

AMANI PUBLIC CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for June 30, 2021)

NOTE L: NET ASSETS, Cont'd

Net assets with donor restrictions are as follows:

	June 30,	
	<u>2022</u>	<u>2021</u>
Subject to expenditure for specified purpose:		
Latin scholarship fund	\$ 4,800	\$ 5,000
21st Century library fund	22,350	22,350
Student travel fund	16,879	16,879
	<u>\$ 44,029</u>	<u>\$ 44,229</u>

NOTE M: LONG-TERM DEBT

In response to the COVID-19 outbreak, in May 2020, the Charter School applied for and was approved by a bank for a loan of \$862,300 through the Paycheck Protection Program established by the Small Business Administration. The loan had a maturity of 2 years and an interest rate of 1%. The loan had the potential for forgiveness provided certain requirements were met by the Charter School. The loan was funded on May 6, 2020. The loan was forgiven in full on August 5, 2021.

NOTE N: FINANCIAL IMPACT OF COVID-19 OUTBREAK

On January 30, 2020, the World Health Organization (“WHO”) announced a global health emergency because of a new strain of coronavirus (the “COVID-19 outbreak”) and the risks to the international community as the virus spreads globally beyond its point of origin. In March 2020, the WHO classified the COVID-19 outbreak as a pandemic, based on the rapid increase in exposure globally. The full impact of the COVID-19 outbreak continues to evolve as of the date of this report. As such, it is uncertain as to the full magnitude that the pandemic will have on the Charter School’s financial condition, liquidity, and future results of operations. Management is actively monitoring the global situation on its financial condition, liquidity, operations, suppliers, industry, and workforce. Given the daily evolution of the COVID-19 outbreak and the global responses to curb its spread, the Charter School is not able to estimate the effects of the COVID-19 outbreak on its results of operations, financial condition, or liquidity for fiscal year 2023.

In response to the COVID-19 outbreak, the Federal Government passed several COVID relief acts which include funding for elementary and secondary education. The Elementary and Secondary School Emergency Relief Fund (ESSER Fund) was established to award grants to state and local educational agencies. The Charter School has recognized \$258,813 and \$78,317 of revenue relative to the ESSER grants during the years ended June 30, 2022 and 2021, respectively. As of June 30, 2022, the Charter School has \$507,875 of ESSER grants still available through September 30, 2024.

**AMANI PUBLIC CHARTER SCHOOL**

**REPORT REQUIRED BY GOVERNMENT AUDITING STANDARDS**

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  
Amani Public Charter School

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Amani Public Charter School, which comprise the statement of financial position as of June 30, 2022, 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 26, 2022.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Amani Public Charter School’s internal control over financial reporting (internal control) as a basis for designing 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 Amani Public Charter School’s internal control. Accordingly, we do not express an opinion on the effectiveness of Amani Public Charter School’s internal control.

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

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

### **Compliance and Other Matters**

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

### **Purpose of This Report**

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

*Mengel, Metzger, Baw & Co. LLP*

Rochester, New York  
October 26, 2022

**AMANI PUBLIC CHARTER SCHOOL**

**ADVISORY COMMENT LETTER**

**JUNE 30, 2022**

October 26, 2022

To the Board of Trustees  
Amani Public Charter School

In planning and performing our audit of the financial statements of Amani Public Charter School as of and for the year ended June 30, 2022, in accordance with auditing standards generally accepted in the United States of America, we considered Amani Public Charter School's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we do not express an opinion on the effectiveness of Amani Public Charter School's internal control.

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

- *Reasonably possible.* The chance of the future event or events occurring is more than remote but less than likely.
- *Probable.* The future event or events are likely to occur.

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

\* \* \* \* \*



This communication is intended solely for the information and use of Management, Board Members, others within the organization, and governmental authorities and is not intended to be, and should not be, used by anyone other than these specified parties.

The purpose of this communication is solely to describe the scope of our testing of internal control over financial reporting and the results of that testing. This communication is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Amani Public Charter School's internal control over financial reporting. Accordingly, this communication is not suitable for any other purpose.

We appreciated the cooperation from your staff that our personnel received during the audit of Amani Public Charter School's financial statements. Should you have any question or comments, please contact Jackie Lee or Kurt Button.

Very truly yours,

A handwritten signature in black ink that reads "Mengel, Metzger, Barr & Co. LLP". The signature is written in a cursive, flowing style.

MENGEL, METZGER, BARR & CO. LLP

# EXTENSION FILING INSTRUCTIONS

FORM 8868 FOR FORM 990

FOR THE YEAR ENDING

JUNE 30, 2022

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**PREPARED FOR:**

MRS. DEBRA STERN  
AMANI PUBLIC CHARTER SCHOOL  
60 SOUTH 3RD AVENUE  
MOUNT VERNON, NY 10550

---

**PREPARED BY:**

MENGEL, METZGER, BARR & CO. LLP  
100 CHESTNUT STREET, SUITE 1200  
ROCHESTER, NY 14604

---

**AMOUNT DUE:**

NOT APPLICABLE

---

**MAIL CHECK PAYABLE TO:**

NOT APPLICABLE

---

**MAIL EXTENSION AND (CHECK IF APPLICABLE) TO:**

NOT APPLICABLE

---

**EXTENSION MUST BE MAILED ON OR BEFORE:**

NOT APPLICABLE

---

**SPECIAL INSTRUCTIONS:**

THE EXTENSION FOR FORM 990 HAS QUALIFIED FOR ELECTRONIC FILING. FORM 8868 EXTENDS THE DUE DATE OF THE ORGANIZATION'S FORM 990 RETURN UNTIL MAY 15, 2023. THE EXTENSION HAS BEEN TRANSMITTED ELECTRONICALLY TO THE IRS AND NO FURTHER ACTION IS REQUIRED.

# Application for Automatic Extension of Time To File an Exempt Organization Return

Department of the Treasury  
Internal Revenue Service

▶ **File a separate application for each return.**  
▶ **Go to [www.irs.gov/Form8868](http://www.irs.gov/Form8868) for the latest information.**

**Electronic filing (e-file).** You can electronically file Form 8868 to request a 6-month automatic extension of time to file any of the forms listed below with the exception of Form 8870, Information Return for Transfers Associated With Certain Personal Benefit Contracts, for which an extension request must be sent to the IRS in paper format (see instructions). For more details on the electronic filing of this form, visit [www.irs.gov/e-file-providers/e-file-for-charities-and-non-profits](http://www.irs.gov/e-file-providers/e-file-for-charities-and-non-profits).

**Automatic 6-Month Extension of Time.** Only submit original (no copies needed).

All corporations required to file an income tax return other than Form 990-T (including 1120-C filers), partnerships, REMICs, and trusts must use Form 7004 to request an extension of time to file income tax returns.

<b>Type or print</b>	Name of exempt organization or other filer, see instructions. <b>AMANI PUBLIC CHARTER SCHOOL</b>	Taxpayer identification number (TIN) <div style="background-color: black; width: 100px; height: 20px;"></div>
File by the due date for filing your return. See instructions.	Number, street, and room or suite no. If a P.O. box, see instructions. <b>60 SOUTH 3RD AVENUE</b>	
	City, town or post office, state, and ZIP code. For a foreign address, see instructions. <b>MOUNT VERNON, NY 10550</b>	

Enter the Return Code for the return that this application is for (file a separate application for each return) 0 | 1

Application Is For	Return Code	Application Is For	Return Code
Form 990 or Form 990-EZ	01	Form 1041-A	08
Form 4720 (individual)	03	Form 4720 (other than individual)	09
Form 990-PF	04	Form 5227	10
Form 990-T (sec. 401(a) or 408(a) trust)	05	Form 6069	11
Form 990-T (trust other than above)	06	Form 8870	12
Form 990-T (corporation)	07		

**AMANI PUBLIC CHARTER SCHOOL & CSBM**

- The books are in the care of ▶ **60 SOUTH 3RD AVENUE - MOUNT VERNON, NY 10550**

Telephone No. ▶ **914-668-6450** Fax No. ▶ \_\_\_\_\_

- If the organization does not have an office or place of business in the United States, check this box
- If this is for a Group Return, enter the organization's four digit Group Exemption Number (GEN) \_\_\_\_\_. If this is for the whole group, check this box . If it is for part of the group, check this box  and attach a list with the names and TINs of all members the extension is for.

**1** I request an automatic 6-month extension of time until **MAY 15, 2023**, to file the exempt organization return for the organization named above. The extension is for the organization's return for:

- ▶  calendar year \_\_\_\_\_ or
- ▶  tax year beginning **JUL 1, 2021**, and ending **JUN 30, 2022**.

**2** If the tax year entered in line 1 is for less than 12 months, check reason:  Initial return  Final return  Change in accounting period

<b>3a</b> If this application is for Forms 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions.	<b>3a</b>	\$	0.
<b>b</b> If this application is for Forms 990-PF, 990-T, 4720, or 6069, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit.	<b>3b</b>	\$	0.
<b>c Balance due.</b> Subtract line 3b from line 3a. Include your payment with this form, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions.	<b>3c</b>	\$	0.

**Caution:** If you are going to make an electronic funds withdrawal (direct debit) with this Form 8868, see Form 8453-TE and Form 8879-TE for payment instructions.



## Annual Financial Statement Audit Report

for Board of Regents Authorized Charter Schools

School Name:	Amani Public Charter School
Date (Report is due Nov. 1):	November 1, 2022
Primary District of Location (If NYC select NYC DOE):	Mount Vernon City School District
If located in NYC DOE select CSD:	-
School Fiscal Contact Name:	Harold Salmon
School Fiscal Contact Email:	[REDACTED]
School Fiscal Contact Phone:	[REDACTED]
School Audit Firm Name:	Mengel Metzger Barr
School Audit Contact Name:	Jacqueline B. Lee, CPA
School Audit Contact Email:	[REDACTED]
School Audit Contact Phone:	[REDACTED]
Audit Period:	2021-22
Prior Year:	2020-21

**The following items are required to be included:**

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

The additional items listed below should be included if applicable. Please explain the reason(s) if the items are not included. Examples might include: a written management letter was not issued; the school did not expend federal funds in excess of the Single Audit Threshold of \$750,000; the management letter response will be submitted by the following date (should be no later than 30 days from the submission of the report); etc.

Item	If not included, state the reason(s) below (if not applicable fill in N/A):
Management Letter	ACL included
Management Letter Response	N/A
Form 990	Not yet filed
Federal Single Audit (A-133)	N/A
Corrective Action Plan	N/A

**Amani Public Charter School**  
**Statement of Financial Position**  
**as of June 30**

	<u>2022</u>	<u>2021</u>
<b><u>CURRENT ASSETS</u></b>		
Cash and cash equivalents	\$ 500,567	\$ 2,663,822
Grants and contracts receivable	1,640,210	383,249
Accounts receivables	-	-
Prepaid Expenses	111,570	176,167
Contributions and other receivables	-	-
Other current assets	792,050	790,488
<b>TOTAL CURRENT ASSETS</b>	<b>3,044,397</b>	<b>4,013,726</b>
<b><u>NON-CURRENT ASSETS</u></b>		
Property, Building and Equipment, net	\$ 551,181	\$ 555,610
Restricted Cash	100,000	75,000
Security Deposits	-	-
Other Non-Current Assets	-	-
<b>TOTAL NON-CURRENT ASSETS</b>	<b>651,181</b>	<b>630,610</b>
<b>TOTAL ASSETS</b>	<b><u>3,695,578</u></b>	<b><u>4,644,336</u></b>
<b><u>CURRENT LIABILITIES</u></b>		
Accounts payable and accrued expenses	\$ 232,164	\$ 140,413
Accrued payroll, payroll taxes and benefits	365,662	410,679
Current Portion of Loan Payable	-	-
Due to Related Parties	-	-
Refundable Advances	-	-
Deferred Revenue	303,996	304,721
Other Current Liabilities	-	-
<b>TOTAL CURRENT LIABILITIES</b>	<b>901,822</b>	<b>855,813</b>
<b><u>LONG-TERM LIABILITIES</u></b>		
Loan Payable; Due in More than One Year	\$ -	\$ -
Deferred Rent	944,183	939,233
Due to Related Party	-	-
Other Long-Term Liabilities	-	862,300
<b>TOTAL LONG-TERM LIABILITIES</b>	<b>944,183</b>	<b>1,801,533</b>
<b>TOTAL LIABILITIES</b>	<b><u>1,846,005</u></b>	<b><u>2,657,346</u></b>
<b><u>NET ASSETS</u></b>		
Unrestricted	\$ 1,805,544	\$ 1,942,761
Temporarily restricted	-	-
Permanently restricted	44,029	44,229
<b>TOTAL NET ASSETS</b>	<b><u>1,849,573</u></b>	<b><u>1,986,990</u></b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b><u>3,695,578</u></b>	<b><u>4,644,336</u></b>

**Amani Public Charter School**  
**Statement of Activities**  
**as of June 30**

	<b>2022</b>			<b>2021</b>
	<b>Unrestricted</b>	<b>Temporarily Restricted</b>	<b>Total</b>	<b>Total</b>
<b>OPERATING REVENUE</b>				
State and Local Per Pupil Revenue - Reg. Ed	\$ 6,392,206	\$ -	\$ 6,392,206	\$ 6,580,047
State and Local Per Pupil Revenue - SPED	-	-	-	-
State and Local Per Pupil Facilities Revenue	-	-	-	-
Federal Grants	789,946	-	789,946	382,536
State and City Grants	-	-	-	-
Other Operating Income	10,082	-	10,082	5,429
Food Service/Child Nutrition Program	-	-	-	-
<b>TOTAL OPERATING REVENUE</b>	<b>7,192,234</b>	<b>-</b>	<b>7,192,234</b>	<b>6,968,012</b>
<b>EXPENSES</b>				
Program Services				
Regular Education	\$ 6,566,163	\$ -	\$ 6,566,163	\$ 5,392,520
Special Education	964,274	-	964,274	813,130
Other Programs	-	-	-	-
Total Program Services	7,530,437	-	7,530,437	6,205,650
Management and general	705,074	-	705,074	643,041
Fundraising	31,370	-	31,370	25,279
<b>TOTAL EXPENSES</b>	<b>8,266,881</b>	<b>-</b>	<b>8,266,881</b>	<b>6,873,970</b>
<b>SURPLUS / (DEFICIT) FROM OPERATIONS</b>	<b>(1,074,647)</b>	<b>-</b>	<b>(1,074,647)</b>	<b>94,042</b>
<b>SUPPORT AND OTHER REVENUE</b>				
Interest and Other Income	\$ -	\$ -	\$ -	\$ -
Contributions and Grants	10,917	-	10,917	11,718
Fundraising Support	-	-	-	-
Investments	-	-	-	-
Donated Services	54,114	-	54,114	54,114
Other Support and Revenue	872,199	-	872,199	-
<b>TOTAL SUPPORT AND OTHER REVENUE</b>	<b>937,230</b>	<b>-</b>	<b>937,230</b>	<b>65,832</b>
<b>Net Assets Released from Restrictions / Loss on Disposal of Assets</b>	<b>\$ 200</b>	<b>\$ (200)</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CHANGE IN NET ASSETS</b>	<b>(137,217)</b>	<b>(200)</b>	<b>(137,417)</b>	<b>159,874</b>
<b>NET ASSETS - BEGINNING OF YEAR</b>	<b>\$ 1,942,761</b>	<b>\$ 44,229</b>	<b>\$ 1,986,990</b>	<b>\$ 1,827,116</b>
<b>PRIOR YEAR/PERIOD ADJUSTMENTS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET ASSETS - END OF YEAR</b>	<b>\$ 1,805,544</b>	<b>\$ 44,029</b>	<b>\$ 1,849,573</b>	<b>\$ 1,986,990</b>

**Amani Public Charter School  
Statement of Cash Flows**

**as of June 30**

	<u>2022</u>	<u>2021</u>
<b>CASH FLOWS - OPERATING ACTIVITIES</b>		
Increase (decrease) in net assets	\$ (137,417)	\$ 159,874
Revenues from School Districts	-	-
Accounts Receivable	-	-
Due from School Districts	-	-
Depreciation	115,251	106,602
Grants Receivable	(1,256,961)	(41,058)
Due from NYS	-	-
Grant revenues		
Prepaid Expenses	64,597	(166,079)
Accounts Payable	33,635	20,880
Accrued Expenses	58,116	(12,121)
Accrued Liabilities	(45,017)	92,481
Contributions and fund-raising activities	-	-
Miscellaneous sources	(862,300)	-
Deferred Revenue	(725)	3,217
Interest payments	-	-
Other - Loss on Disposal of Property and Equipment	22,000	-
Other - Deferred Lease Liability	4,950	35,458
<b>NET CASH PROVIDED FROM OPERATING ACTIVITIES</b>	<b>\$ (2,003,871)</b>	<b>\$ 199,254</b>
<b>CASH FLOWS - INVESTING ACTIVITIES</b>	<b>\$</b>	<b>\$</b>
Purchase of equipment	(132,822)	(177,503)
Other	(1,562)	(3,312)
<b>NET CASH PROVIDED FROM INVESTING ACTIVITIES</b>	<b>\$ (134,384)</b>	<b>\$ (180,815)</b>
<b>CASH FLOWS - FINANCING ACTIVITIES</b>	<b>\$</b>	<b>\$</b>
Principal payments on long-term debt	-	-
Other	-	-
<b>NET CASH PROVIDED FROM FINANCING ACTIVITIES</b>	<b>\$ -</b>	<b>\$ -</b>
<b>NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS</b>	<b>\$ (2,138,255)</b>	<b>\$ 18,439</b>
Cash at beginning of year	2,738,822	2,720,383
<b>CASH AND CASH EQUIVALENTS AT END OF YEAR</b>	<b>\$ 600,567</b>	<b>\$ 2,738,822</b>

**Amani Public Charter School  
Statement of Functional Expenses  
as of June 30**

		2022							2021	
		Program Services			Supporting Services			Total		
No. of Positions		Regular Education	Special Education	Other Education	Total	Fundraising	Management and General	Total	Total	
		\$	\$	\$	\$	\$	\$	\$	\$	
Personnel Services Costs										
Administrative Staff Personnel	10.00	865,682	145,559	-	1,011,241	29,814	358,422	388,236	1,399,477	
Instructional Personnel	48.00	2,199,829	559,202	-	2,759,031	15	891	906	2,759,937	
Non-Instructional Personnel	12.00	134,818	24,386	-	159,204	19	67,998	68,017	227,221	
<b>Total Salaries and Staff</b>	<b>70.00</b>	<b>3,200,329</b>	<b>729,147</b>	<b>-</b>	<b>3,929,476</b>	<b>29,848</b>	<b>427,311</b>	<b>457,159</b>	<b>4,386,635</b>	
Fringe Benefits & Payroll Taxes		913,609	51,910	-	965,519	519	72,154	72,673	1,038,192	
Retirement		-	-	-	-	-	-	-	-	
Management Company Fees		-	-	-	-	-	-	-	-	
Legal Service		-	-	-	-	-	21,220	21,220	21,220	
Accounting / Audit Services		-	-	-	-	-	112,555	112,555	112,555	
Other Purchased / Professional / Consulting Services		337,725	24,759	-	362,484	71	4,243	4,314	366,798	
Building and Land Rent / Lease		947,188	73,144	-	1,020,332	526	31,573	32,099	1,052,431	
Repairs & Maintenance		121,304	9,367	-	130,671	67	4,043	4,110	134,781	
Insurance		44,256	3,407	-	47,663	24	7,108	7,132	54,795	
Utilities		116,620	9,006	-	125,626	65	3,887	3,952	129,578	
Supplies / Materials		85,930	6,097	-	92,027	-	-	-	92,027	
Equipment / Furnishings		4,649	359	-	5,008	3	155	158	5,166	
Staff Development		91,840	6,840	-	98,680	29	1,723	1,752	100,432	
Marketing / Recruitment		37,073	2,747	-	39,820	10	618	628	40,448	
Technology		138,412	10,575	-	148,987	67	4,011	4,078	153,065	
Food Service		150,068	10,647	-	160,715	-	-	-	160,715	
Student Services		125,449	8,900	-	134,349	-	-	-	134,349	
Office Expense		106,523	8,226	-	114,749	59	3,551	3,610	118,359	
Depreciation		101,420	5,763	-	107,183	58	8,010	8,068	115,251	
OTHER		43,768	3,380	-	47,148	24	2,912	2,936	50,084	
<b>Total Expenses</b>		<b>\$ 6,566,163</b>	<b>\$ 964,274</b>	<b>\$ -</b>	<b>\$ 7,530,437</b>	<b>\$ 31,370</b>	<b>\$ 705,074</b>	<b>\$ 736,444</b>	<b>\$ 8,266,881</b>	<b>\$ 6,873,970</b>






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

### **Amani Public Charter School**

1. Advisory and/or Management letter
  - Combined with Audited Financial Statement and submitted with Entry 4
2. Federal Single Audit
  - Was not required because the school did not expend federal fund more than the \$750,000 threshold
3. CSP Agreed-Upon Procedure Report
  - Not applicable
4. Evidence of Required Escrow Account for each school
  - Attached bank statement
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations
  - Not applicable

AMANI PUBLIC CHARTER SCHOOL  
 C/O DEBRA STERN  
 60 S 3RD AVE  
 MOUNT VERNON NY 10550-3313

**Contact Us**

	Client Services	855.762.7500
	Mailing Address	360 Hamilton Avenue, 7th Fl White Plains, NY 10601
	Online Access	<a href="https://www.snb.com">https://www.snb.com</a>

**SUMMARY OF ACCOUNTS**

ACCOUNT TYPE	ACCOUNT NUMBER	ENDING BALANCE
COMMERCIAL CHECKING WITH ANALYSIS	██████████	\$100,000.00

**COMMERCIAL CHECKING WITH ANALYSIS - ██████████**
**Account Summary**

Date	Description			
08/01/2022	<b>Beginning Balance</b>	<b>\$100,000.00</b>	Average Ledger Balance	\$100,000.00
	0 Debit(s) this period	\$0.00	Average Available Balance	\$100,000.00
	0 Credit(s) this period	\$0.00		
08/31/2022	<b>Ending Balance</b>	<b>\$100,000.00</b>		

**Transaction Activity**

Transaction Date	Description	Debits	Credits	Balance
08/01/2022	Beginning Balance			\$100,000.00
	No activity this statement period			
08/31/2022	Ending Balance			\$100,000.00

**Daily Balances**

Date	Amount
07/31/2022	\$100,000.00

**Overdraft and Returned Item Fees**

	Total for this period	Total year-to-date
Total Returned Item Fees	\$0.00	\$0.00
Total Overdraft Fees	\$0.00	\$0.00

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## Part I: General Information and Fire/Life Safety History

---

Inspection Date

**Note : Please insert the date the actual inspection took place.**  
*The Inspection Date cannot be earlier than 45 days before the Due Date.*

---

1. Please indicate the primary use of this facility:

- INSTRUCTIONAL
- ADMINISTRATIVE
- BUS MAINTENANCE
- BUS STORAGE ONLY
- LEASED FACILITY OFF SCHOOL GROUNDS
- MAINTENANCE
- OTHER

Please Specify:

- PUBLIC LIBRARY
- STORAGE
- VACANT

2. Is there a fire sprinkler system in this facility?  YES  NO

If 'yes', is the sprinkler alarm connected with the building alarm?  YES  NO

3. Is there a fire hydrant system for facility protection?  YES  NO

If 'yes', indicate ownership of system (select one):

- Public owned
- School owned
- Other

Please Specify:

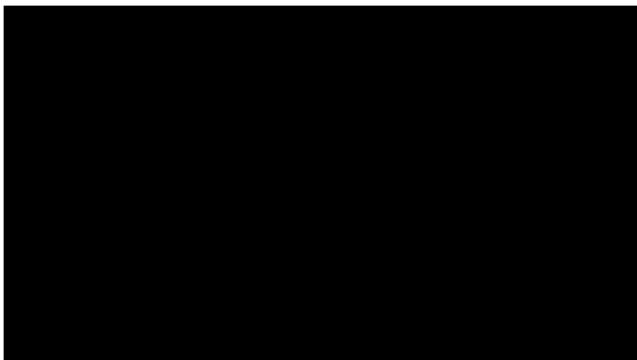
4. Indicate the ownership of this facility

- Leased
- Owned

a. If the building is not District Owned, provide the name and address of Landlord or Building Owner:

Name \*

T#Z Partners



5. Does the District lease the building or spaces within the building to others?  YES  NO

a. If yes, indicate the tenant(s):

Name \*

Address \*

Telephone # \*

6. What is the current gross square footage of this facility?

nearest whole ten feet



7. If this Facility is vacant, skip the remaining questions and go to Section #2 Non-Conformance and report any non-conformances for Items #25A-1 through #26A-3



If this facility is used for instruction, complete (a) - (g); otherwise go to question 9.

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

b. Provide dates of twelve fire and emergency drills required by Section 807 of Education Law held between September 1 and June 30 of the previous school year:  YES  NO

### FIRE & EMERGENCY DRILLS

**NOTE** Eight (8) are required between September 1, and December 31  
Eight (8) drills are required to be evacuation drills Four (4) drills are required to be lockdown drills

	Date	Evacuation	Lockdown
1	12/14/20	✓	<input type="radio"/>
2	2/4/21	✓	<input type="radio"/>
3	2/25/21	✓	<input type="radio"/>
4	3/15/21	<input type="radio"/>	✓
5	4/20/21	✓	<input type="radio"/>
6	5/27/21	✓	<input type="radio"/>
7	6/11/21	✓	<input type="radio"/>
8	6/17/21	<input type="radio"/>	✓
9	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
10	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
11	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
12	<input type="text"/>	<input type="radio"/>	<input type="radio"/>

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

School was virtual only from Sept. 20 - Nov. 20.

8d. Average time to evacuate facility was:

minutes  seconds

8e. Arson and fire prevention instruction was provided in accordance with section 808 of the Education Law (revised 9/1/05) which requires every school in New York State to provide a minimum of 45 minutes of instruction in arson, fire prevention, injury prevention, and life safety for each month school is in session.  YES  NO

8f. Employee fire prevention, evacuation, and fire safety training was provided, and records maintained, in accordance with Section F406 of the NYS Fire Code  YES  NO

9. If the fire alarm system was activated, was the fire department immediately notified?  YES  NO

10. Have there been any fires in this facility since the last annual fire inspection report?  YES  NO

a. If 'yes', indicate: Number of fires                      Number of injuries                      Total cost of property damage

**Part II: Public School Fire and Building Safety Non-Conformance Report Sheet**

School District Amani Public Charter  
 Facility # \_\_\_\_\_

Building Name Amani

Part II-A (to be completed for public schools only - except "Big 4")					Part II-B					Part II-B					Part II-B					
Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		
01A-2					08A-2					13A-2					19E-1					
01B-1					08B-2					13B-2					19F-1					
01C-1					08C-2										19G-1					
01D-1					08D-2					14A-2					19H-2					
01E-1					08E-2					14B-2										
					09A-2					14C-2					20A-1					
02A-2					09B-2					14D-1					20B-1					
02B-1					09C-1					14E-1					20C-1					
02C-3					09D-1					15A-2					21A-3					
02D-1					09F-2					15B-1					22A-3					
02E-2					09G-2					15C-2					22B-3					
02F-3					10A-2					15D-2					22C-3					
02G-2					10B-2					15E-1					23A-1					
					10C-1					16A-2					23B-1					
03A-3					10D-1					16B-2					23C-1					
03B-1										16C-2					23D-2					
					11A-2					16D-2					24A-3					
04A-2					11B-1					17A-3					25A-1					
04B-2					11C-2					17B-2					25B-1					
04C-1					11D-2					17C-2					25C-1					
					11E-1					17D-2										
05A-3										17E-1										
05B-2					12A-1					17F-3										
05C-2					12B-3					17G-1										
					12C-2					17H-2										
06A-1					12D-2					17I-2										
06B-1					12E-1					17J-1										
06C-1					12F-1					17K-1										
06D-2					12G-1					17L-1										
06E-3					12H-1					18A-2										
06F-1					12I-1					18B-2										
06G-1					12J-1					18C-2										
06H-2					12K-1					18D-2										
					12L-1					19A-3										
07A-3					12M-1					19B-2										
07B-2					12N-1					19C-1										
07C-2					12O-2					19D-1										

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

\_\_\_\_\_

\_\_\_\_\_

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

Yes  No

All schools complete Section 8 only if the building has electrically-operated folding partitions.

**Initial Inspection:**  
 Fire Safety Inspector: **Bruce J. Bingham**  
 2677 Clarendon Avenue  
 Bellmore, NY 11710  
 (516) 221-9353  
 NYS Registration 0588-7201 B

Registry # \_\_\_\_\_ (26E-4)

Registry # \_\_\_\_\_ (26F-4)

Am

PROJEC

Jul

Please Note: The student enrollment data is entered

Total Revenue  
 Total Expenses  
 Net Income  
 Actual Student Enrollment  
 Total Paid Student Enrollment



**EXPENSES**

**ADMINISTRATIVE STAFF PERSONNEL COSTS**

No. of Positions

Executive Management	1.00
Instructional Management	4.00
Deans, Directors & Coordinators	2.00
CFO / Director of Finance	1.00
Operation / Business Manager	4.00
Administrative Staff	3.00
<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>15</b>

**INSTRUCTIONAL PERSONNEL COSTS**

Teachers - Regular	22.00
Teachers - SPED	5.00
Substitute Teachers	-
Teaching Assistants	-
Specialty Teachers	5.00
Aides	-
Therapists & Counselors	3.00
Saturday School	1.00
<b>TOTAL INSTRUCTIONAL</b>	<b>36</b>

**NON-INSTRUCTIONAL PERSONNEL COSTS**

Nurse	1.00
Librarian	0.75
Custodian	4.00
Security	-
Food Service Worker	1.00
<b>TOTAL NON-INSTRUCTIONAL</b>	<b>7</b>

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## Amani Public Charter School

### Minutes

#### Board Meeting

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**Date and Time**

Monday July 12, 2021 at 4:30 PM

**Location**

Amani Public Charter School

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**Directors Present**

G. Johnson (remote), J. Killoran (remote), P. Smith (remote), S. Burke (remote), S. Edwards (remote)

**Directors Absent**

T. Houston

**Ex Officio Members Present**

D. Stern

**Non Voting Members Present**

D. Stern

**Guests Present**

B. Tanner, J. Scott, P. Salmon

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**I. Opening Items****A. Record Attendance****B. Call the Meeting to Order**

S. Burke called a meeting of the board of directors of Amani Public Charter School to order on Monday Jul 12, 2021 at 4:32 PM.

## **II. Governance**

### **A. Board on Track Training**

Brianna Stuczynski, a governance coach from Board on Track, presented to the Board regarding the services and online tools provided by Board on Track. Members of the Board asked various questions, which were answered.

## **III. ED Report**

### **A. Discussion Items**

Mrs. Stern discussed with the Board the School's Pathway 1 (a summer outdoor learning/enrichment program).

She also noted that there had been one positive COVID test for a student in summer school, requiring the cohort to quarantine and get tested. Members of the Board asked various questions, which were answered.

She also discussed with the Board goals and setting priorities for the upcoming school year, and the timeline for the School's charter renewal application.

## **IV. Finance**

### **A. Enrollment**

Mr. Salmon provided an update to the Board regarding the School's enrollment. Members of the Board asked various questions, which were answered. He noted that the school is building an informal partnership with a local elementary school to help enhance recruitment efforts.

## **V. Operations**

### **A. HVAC Update**

Mr. Tanner provided an update to the Board regarding the School's planned HVAC renovations.

## **VI. Instruction**

### **A. Summer School Update**

Mr. Scott provided an update to the Board regarding the School's summer extended learning programs.

### **B. Staffing**

Mrs. Stern and Mr. Scott provided an update to the Board regarding staffing and planned hiring for the upcoming school year.

### **C. Data Report**

Mr. Scott reported to the Board regarding the School's Eagle Academy, attendance data, senior week, and graduation. He also provided an analysis of

recent iReady ELA and Math data. Members of the Board asked various questions regarding the academic data, which were answered. Mr. Scott explained to the Board how the School was adjusting its schedule/program in response to this data.

## **VII. Committee Reports and Next Meetings**

### **A. Fundraising Committee**

Mrs. Stern and Mr. Killoran provided a report to the Board regarding fundraising, including a planned opening day celebration and strategic planning regarding fundraising goals.

### **B. Facilities Committee**

The facilities committee is scheduled to meet next Monday.

### **C. Finance Committee**

## **VIII. Matters for approval**

### **A. Approve Minutes**

Motion to approve the minutes from the 6/14/21 annual meeting and 6/28/21 special meeting of the Board.

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

### **B. Meeting Time for Regular Meetings**

Motion to schedule regular Board meetings at 6pm (with the dates of the meetings remaining unchanged).

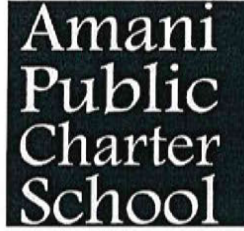
The board **VOTED** unanimously to approve the motion.

## **IX. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:00 PM.

Respectfully Submitted,  
S. Burke



# Amani Public Charter School

## Board Meeting/Annual Retreat

Published on July 25, 2022 at 10:20 AM EDT

### Date and Time

Wednesday August 25, 2021 at 5:30 PM EDT

### Location

Edith Macy Conference Center  
550 Chappaqua Rd, Briarcliff Manor, NY 10510

### Agenda

	Purpose	Presenter	Time
<b>I. Governance</b>			<b>5:30 PM</b>
<b>A. Annual Board Retreat</b>	FYI	Rachel Ksenyak	60 m
<p>Time to take stock of how the board has done this year as a team; to examine how each trustee has contributed.</p> <p>The goals of the board retreat is to develop actionable board goals and a system for holding the board accountable.</p>			
<b>II. Opening Items</b>			<b>6:30 PM</b>
<b>A. Record Attendance</b>			1 m
<b>B. Call the Meeting to Order</b>			
<b>C. Approve Minutes</b>	Approve Minutes		1 m
<b>III. ED Report</b>			<b>6:32 PM</b>
<p>Opening Report Renewal Narrative</p>			
<b>A. Discussion Items</b>	FYI	Debra Stern	30 m



**Opening Report**  
**Renewal Narrative**  
**Covid Response**

**Purpose    Presenter    Time**

**IV. Upcoming Events and Meetings**

**Staff Retreat**  
**Thursday, August 26**  
**8 am - 5 pm**  
**Edith Macy Conference Center**

**Orientation Week**  
**Monday, August 30 - Friday, August 27**

**First Day of Instruction**  
**Wednesday, September 8**

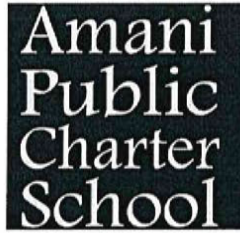
**Next Board Meeting**  
**Monday, September 13**

**V. Closing Items**

**A. Adjourn Meeting**

**Vote**

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## Amani Public Charter School

### Minutes

#### Board Meeting

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**Date and Time**

Monday September 20, 2021 at 6:00 PM

**Location**

Amani Public Charter School

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**Directors Present**

G. Johnson (remote), J. Killoran (remote), S. Burke (remote), S. Edwards (remote), T. Houston (remote)

**Directors Absent**

P. Smith

**Ex Officio Members Present**

D. Stern (remote)

**Non Voting Members Present**

D. Stern (remote)

**Guests Present**

P. Salmon

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**I. Opening Items****A. Record Attendance****B. Call the Meeting to Order**

S. Burke called a meeting of the board of directors of Amani Public Charter School to order on Monday Sep 20, 2021 at 6:12 PM.

## II. CEO Support And Eval

### A. Goal Review and Next Steps

Debra reviewed goals and priorities developed during the August Board retreat  
Assigned goals development and timeline to Board members

- Governance - Executive Committee
- ED Evaluation - T. Houston
- Fundraising - J. Killoran
- Board Expansion - S. Burke

### B. ED Evaluation and Next Steps

- Debra completed first step.
- Next step is Board and Senior Staff input

### C. Return to In Person Instruction

Update to COVID Plan (Return to In-person Learning)  
Added N. Jorge (Nurse) as a 2nd COVID coordinator along with B. Tanner  
Reviewed NYS COVID Reporting process related to K-12 Schools

## III. Instruction

### A. Diagnostic and data collection

Reviewed i-Ready reading and MATH Diagnostic and assessment plan and schedule

### B. Grading policy

Discussed grading policy  
Classwork 40%  
Homework 10%  
Assessments 50%

### C. Staffing update

Addition of the Teacher Assistant / Building Aide position

### D. Teacher tracker

### E. Algebra Boot Camp Updates

## IV. Operations

### A. HVAC

Submitted plans to NYSED the week of 9/13

### B. Flooding

### C.

## Chromebook Distribution

### V. Finance/HR

#### A. Review 6/30/21 Budget to actual and status of 2021 Audit

Reviewed finalized 6/30/21 actuals to budget.

#### B. Deferred COLA

J. Killoran made a motion to To approve payment of deferred 3% cost of living adjustment for the 2020-2021 academic school year. Total approximately \$100,000.

T. Houston seconded the motion.

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

#### C. CD

S. Burke made a motion to Ratify the renewal of CD for 6 month period. Amount \$790,643.97, Interest rate .2%, Maturity February 2021.

J. Killoran seconded the motion.

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

#### D. American Rescue Plan ("ARP") Funding

S. Burke made a motion to Approve the American Rescue Plan ("ARP") funding application.

T. Houston seconded the motion.

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

#### E. Approve Minutes

#### F. Enrollment Update

### VI. Closing Items

#### A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:30 PM.

Respectfully Submitted,

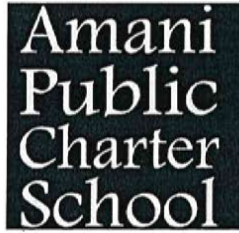
P. Salmon

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### Documents used during the meeting

- \_Amani Board Retreat\_8.25.21.pdf
- Budget vs. Actuals FY20-21 Board Approved Budget - FY21 P&L .pdf
- FY2022 ARP Budget.pptx

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## Amani Public Charter School

### Minutes

#### Board Meeting

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**Date and Time**

Monday October 18, 2021 at 6:00 PM

**Location**

Amani Public Charter School

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**Directors Present**

G. Johnson (remote), P. Smith (remote), S. Burke (remote), S. Edwards (remote), T. Houston (remote)

**Directors Absent**

J. Killoran

**Directors who arrived after the meeting opened**

G. Johnson, S. Edwards

**Ex Officio Members Present**

D. Stern

**Non Voting Members Present**

D. Stern

**Guests Present**

B. Tanner (remote), J. Scott (remote), P. Salmon

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**I. Opening Items****A. Record Attendance****B.**

## Call the Meeting to Order

S. Burke called a meeting of the board of directors of Amani Public Charter School to order on Monday Oct 18, 2021 at 6:15 PM.

## II. Executive Director's Report

### A. Charter Renewal Timeline

D. Stern reviewed the Charter renewal timeline. Key dates:

1. Public Hearing - 10.26.21
2. Site visit (virtual) - November 1st and 2nd

Young @ Arts and Sing for Hope fundraiser November 13. Amani Scholars will participate

## III. Operations

### A. Building updates

D. Tanner gave a building update

1. HVAC Project - NYSED requested 5-year capital plan; building considered a Historical Site
2. Classroom flooring project - soliciting bids for project. Funding through reserves. B. Tanner to present recommendation to Board during the November Board meeting

S. Edwards arrived.

## IV. Finance/HR

### A. Review and Approval of 6.30.21 Audited Financial Statements

G. Johnson arrived.

J. Lee and K. Burton from Mengel Metzger Barr (external auditors) joined. Donna Webster from Charter School Business Management ("CSMB") (accounting consultants) joined.

J. Lee reviewed the 6.30.21 Audited Financial Statements including the footnotes

1. Unqualified clean opinion

K. Burton reviewed the Required Communications Letter and the Advisory Letter.

1. No advisory comments

S. Burke made a motion to Accept the 2021 Audit.

S. Edwards seconded the motion.

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

S. Burke made a motion to approve the minutes from Board Meeting on 09-20-21.

G. Johnson seconded the motion.

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

## V. Closing Items

### A.

### **Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:30 PM.

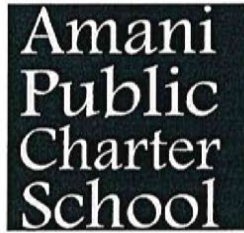
Respectfully Submitted,  
P. Salmon

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### **Documents used during the meeting**

- 2021\_09\_20\_board\_meeting\_minutes (1).pdf
- AMANI PUBLIC CHARTER SCHOOL - 06.30.2021 - FS - PORTAL DRAFT #2 (1).pdf
- Classrooms Flooring Proposal.pdf
- Redline Material Revision - Sample Daily Class Schedule.pdf
- Organizational Chart Material Changes (1).pdf

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## Amani Public Charter School

### Minutes

#### Board Meeting

---

**Date and Time**

Monday November 8, 2021 at 6:00 PM

**Location**

Amani Public Charter School

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**Directors Present**

G. Johnson (remote), J. Killoran (remote), P. Smith (remote), S. Edwards (remote), T. Houston (remote)

**Directors Absent**

S. Burke

**Directors who arrived after the meeting opened**

S. Edwards

**Guests Present**

B. Tanner (remote), J. Scott (remote), P. Salmon (remote)

---

**I. Opening Items****A. Record Attendance****B. Call the Meeting to Order**

T. Houston called a meeting of the board of directors of Amani Public Charter School to order on Monday Nov 8, 2021 at 6:05 PM.

**II. CEO Support And Eval****A. ED Evaluation and Next Steps**



T. Houston gave an update. Working with BoardOn Track for ED Review. Working on memo with D. Stern to distribute Board members regarding the process.

### **III. Operations**

#### **A. Building updates**

J. Killoran made a motion to Approve 2021-2022 School Emergency Response Plan.

G. Johnson seconded the motion.

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

J. Killoran made a motion to Approve the selection of TF Andrew for classroom flooring.

T. Houston seconded the motion.

Bruce reviewed bid pricing from flooring vendors and recommended TF Andrew.

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

### **IV. Finance/HR**

#### **A. Financial Report**

#### **B. Approve Minutes**

T. Houston made a motion to approve the minutes from Board Meeting on 10-18-21.

J. Killoran seconded the motion.

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

### **V. Instruction**

#### **A. Diagnostic and data collection**

S. Edwards arrived.

#### **B. Staffing update**

### **VI. Governance**

#### **A. Draft DEI policy**

Postpone discussion of EDI to the December Board meeting.

#### **B. Material Changes**

J. Killoran made a motion to Adopt the presented Organizational Chart and submit as a material Charter change.

S. Edwards seconded the motion.

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

J. Killoran made a motion to Amani's daily schedule will now state "Amani will be open early and close late to allow for increased instructional time in all subjects, but specifically in ELA and Math" and submit as a material Charter change.

S. Edwards seconded the motion.

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

### **VII. Other Business**

#### **A.**

### **Regent Visit**

Discussion around NYSED recent visit.

## **VIII. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:53 PM.

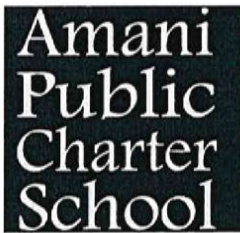
Respectfully Submitted,  
P. Salmon

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### **Documents used during the meeting**

- 10.18.21 Minutes Draft.pdf
- School Emergency Response Plan- revised 2021-2022.pdf
- Classroom Flooring Replacement Comparison - Google Docs.pdf
- APCS September 2021 Financials (1).pdf
- DEI - DRAFT (1) (1).pdf
- Organizational Chart Material Changes (1) (1) (1).pdf
- Redline Material Revision - Sample Daily Class Schedule (1) (1).pdf

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## Amani Public Charter School

### Minutes

#### Board Meeting

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#### **Date and Time**

Monday December 13, 2021 at 6:30 PM

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#### **Directors Present**

G. Johnson (remote), S. Burke, S. Edwards (remote), T. Houston

#### **Directors Absent**

J. Killoran, P. Smith

#### **Ex Officio Members Present**

D. Stern

#### **Non Voting Members Present**

D. Stern

#### **Guests Present**

B. Tanner, J. Scott, P. Salmon

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### **I. Opening Items**

#### **A. Call the Meeting to Order**

S. Burke called a meeting of the board of directors of Amani Public Charter School to order on Monday Dec 13, 2021 at 6:38 PM.

#### **B. Approve Minutes**

S. Burke made a motion to approve the minutes from Board Meeting on 11-08-21.  
T. Houston seconded the motion.  
The board **VOTED** unanimously to approve the motion.

#### **C.**

Mount Vernon Charter School Board Meeting Minutes Monday, December 14, 2021 at 8:00 PM

## Record Attendance

### II. Educational Accountability

#### A. School wide Data

J. Scott reviewed response to I-Ready diagnostic.

- scholars 3> grade levels will enroll in WIN (What I Need) - 2 days a week of intervention (ELA & Math)
- utilize varsity tutors

Reviewed Interim Exam results

Discussed Saturday School

### III. Facility

#### A. Flooring

B. Tanner provide update of flooring project. Expect to have floors installed over holiday break

### IV. Finance

#### A. October 2021 Financials

P. Salmon reviewed financials. Cash of \$4.3 million in bank

343 students. Expect attrition down to 338 FTE (full time equivalent)

Received 6 months of per pupil funding from Mount Vernon School District

Answered questions

### V. Governance

#### A. DEI

D. Stern gave an overview of DEI policy

Board members will review and vote on policy at January Board meeting

#### B. Vaccination Policy

D. Stern introduced conversation regarding vaccine mandate for all employees

- Reviewed employee survey regarding vaccinations
- Discussion on employee mandate for all staff including after-school and athletic department (coordinator and coaches)
- Discussed vaccination policy for students engaged in after-school and athletic programs
- School will develop a vaccine mandate with timing and communication strategy for employees

### VI. Other Business

#### A. Upcoming Events - Regent Frances Wills Visit

Visit is scheduled for 12/16.

Dedication of Sing-for-Hope piano

Highlight after-school program and the arts

## **VII. Closing Items**

### **A. Adjourn Meeting**

Sid is stepping down as Board Chair

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:30 PM.

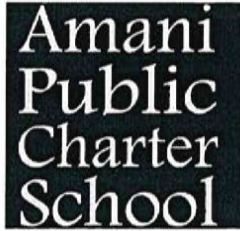
Respectfully Submitted,  
P. Salmon

---

## **Documents used during the meeting**

- APCS October 2021 Financials.pdf

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## Amani Public Charter School

### Minutes

#### Board Meeting

---

**Date and Time**

Monday January 10, 2022 at 6:00 PM

**Location**

Amani Public Charter School

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**Directors Present**

G. Johnson (remote), P. Smith (remote), S. Edwards (remote), T. Houston (remote)

**Directors Absent**

J. Killoran

**Ex Officio Members Present**

D. Stern (remote)

**Non Voting Members Present**

D. Stern (remote)

**Guests Present**

B. Tanner (remote), J. Scott (remote), P. Salmon (remote)

---

**I. Opening Items****A. Record Attendance**

J. Scott discussed plan for computer based testing practice exam, scheduled for 1/13

Plans to update curriculum (ELA, Math Social Studies and Science)

Plans for Saturday School - virtually

Plans to incorporate vendor Varsity Tutor into daytime program

**B.**

## **Call the Meeting to Order**

T. Houston called a meeting of the board of directors of Amani Public Charter School to order on Monday Jan 10, 2022 at 6:06 PM.

## **II. Educational Accountability**

### **A. Update**

J. Scott discussed plan for computer based testing practice exam, scheduled for 1/13

Plans to update curriculum (ELA, Math Social Studies and Science)

Plans for Saturday School - virtually

Plans to incorporate vendor Varsity Tutor into daytime program

## **III. Facility**

### **A. Building**

Completion of flooring project over holiday break

Installation of two NYSED Grant (National School Lunch program) refrigerators

## **IV. Finance**

### **A. Enrollment**

No change in current financial position

Current enrollment = 343

Started recruitment efforts. Two billboards in Mount Vernon for 2 months.

## **V. Governance**

### **A. Vaccination Policy**

Discussed 100% Vaccinated Community Initiative

T. Houston made a motion to Accept the 100% Vaccinated Community Initiative presented at meeting.

S. Edwards seconded the motion.

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

#### **Roll Call**

P. Smith Aye

J. Killoran Absent

T. Houston Aye

G. Johnson Abstain

S. Edwards Aye

### **B. DEI**

### **C. Board Recruitment**

## **VI. Closing Items**

### **A. Approve Minutes**

T. Houston made a motion to approve the minutes from Board Meeting on 12-13-21.

G. Johnson seconded the motion.

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

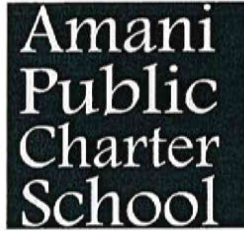
**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:44 PM.

Respectfully Submitted,  
P. Salmon



APPROVED



## Amani Public Charter School

### Minutes

#### Board Meeting

---

**Date and Time**

Monday February 14, 2022 at 6:00 PM

**Location**

Amani Public Charter School

---

**Directors Present**

P. Smith (remote), S. Edwards (remote), T. Houston (remote)

**Directors Absent**

G. Johnson, J. Killoran

**Ex Officio Members Present**

D. Stern (remote)

**Non Voting Members Present**

D. Stern (remote)

**Guests Present**

B. Tanner (remote), P. Salmon (remote)

---

**I. Opening Items****A. Record Attendance****B. Call the Meeting to Order**

T. Houston called a meeting of the board of directors of Amani Public Charter School to order on Monday Feb 14, 2022 at 6:08 PM.

**C.**

### **Approve Minutes**

T. Houston made a motion to approve the minutes from Board Meeting on 01-10-22.

S. Edwards seconded the motion.

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

## **II. CEO Support And Eval**

### **A. Regents Visit Report**

D. Stern recapped Board of Regents visit. Shared thank-you email.

### **B. Shift from Pandemic to Endemic**

- Report and discussion around updated processes.
- Ms. Stern recommendation to use mask until the end of the school year. Will wait for updated guidance from NYS and Westchester County
- COVID testing program. Receive test kits from NYS. Distributed to students prior to winter break. Students will test at home before return from winter break
- Restart athletic programs - high impact sports will require testing
- Move lunch from in classroom to cafeteria - normalizing school day.
- S. Edwards inquired about staff and teachers felling's going from pandemic to endemic
- Wellness space proposal/ Serenity room and Student Sensory Awareness Room. Social and emotional well being of staff and students.

### **C. Staffing Updates**

- Pressure points. Unexpected staff attrition and new hires. Need 8th grade regents biology teacher.
- Substitute incentive program proposal.

## **III. Facility**

### **A. HVAC**

- B. Tanner gave update. NYSED approved HVAC project
- Invited four bidders to walk through on Wednesday 2.16.21
- Expect bids back at the end of March

## **IV. Finance**

### **A. Financial Update**

- Discussed student applications for next year and reviewed comparisons to prior years. Reviewed mailer student marketing campaign
- Discuss current enrollment and projected enrollment for current school year. Lost four student from December due to families moves out of State (GA, SC, CT).
- P. Salmon reviewed the 2023 Budget process
- Reviewed cash position and YTD (12/3/21) budget-to-actuals.

## **V. Governance**

### **A. New Board Members**

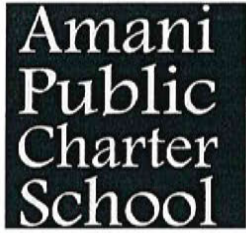
- Discussed Board recruiting and potential new Board members.

## **VI. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:44 PM.

Respectfully Submitted,  
T. Houston



Amani Public Charter School

**Minutes**

Board Meeting

---

**Date and Time**

Monday March 21, 2022 at 6:00 PM

**Location**

Amani Public Charter School

---

**Directors Present**

G. Johnson (remote), P. Smith (remote), S. Edwards (remote), T. Houston (remote)

**Directors Absent**

J. Killoran

**Ex Officio Members Present**

D. Stern (remote)

**Non Voting Members Present**

D. Stern (remote)

**Guests Present**

B. Tanner (remote), J. Scott (remote), P. Salmon (remote)

---

**I. Opening Items**

**A. Record Attendance**

**B. Call the Meeting to Order**

T. Houston called a meeting of the board of directors of Amani Public Charter School to order on Monday Mar 21, 2022 at 6:04 PM.

**C.**

### Approve Minutes

T. Houston made a motion to approve the minutes from Board Meeting on 02-14-22.

G. Johnson seconded the motion.

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

## II. Educational Accountability

### A. Instruction

157 Scholars failing four subjects  
Saturday School - Starts April 2

NYS Exam -  
It will be paper-based  
ELA - Week of March 29th.

Friday, April 22  
Relay  
Filming Jamell for Exemplar Video

Question from T.Houston -  
Is this number consistent, higher or lower post pandemic.  
Comments on the details of the DDI model to attack curve

Staffing Updates - Fully Staffed

## III. HVAC updates

### A. Bids in house

Opening bids on Wednesday, March 23 - Architect  
Review bids with Director of Operations on Thursday, March 24

## IV. Finance

### A. Approval of 2020 IRS Form 990

T. Houston made a motion to Approve the 990 Form.  
S. Edwards seconded the motion.  
The board **VOTED** unanimously to approve the motion.  
Recruitment Efforts

158 Applications

75 - 5th Grade

Last year - 134

## V. Governance

### A. Board Member Recruitment

### B. Site Visit Report

### C. Pandemic to Endemic

G. Johnson made a motion to Amend the calendar to include the dates Monday, April 11 Tuesday, April 12 Monday, June 20 As official closed days.

S. Edwards seconded the motion.

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

## VI. Closing Items

### A. Adjourn Meeting

T. Houston made a motion to Adjourn.

S. Edwards seconded the motion.

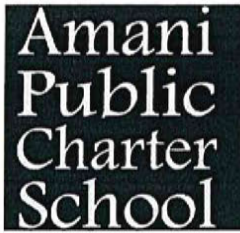
The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:30 PM.

Respectfully Submitted,

P. Salmon

**APPROVED**



## Amani Public Charter School

### Minutes

#### Board Meeting

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**Date and Time**

Monday April 25, 2022 at 6:00 PM

**Location**

Amani Public Charter School

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**Directors Present**

J. Killoran (remote), P. Smith (remote), S. Edwards (remote), T. Houston (remote)

**Directors Absent**

G. Johnson

**Ex Officio Members Present**

D. Stern (remote)

**Non Voting Members Present**

D. Stern (remote)

**Guests Present**

J. Scott (remote)

---

**I. Opening Items****A. Record Attendance****B. Call the Meeting to Order**

T. Houston called a meeting of the board of directors of Amani Public Charter School to order on Monday Apr 25, 2022 at 6:09 PM.

**C.**

### **Approve Minutes**

Motion to approve the minutes from Jim Board Meeting on 07-12-21.

J. Killoran seconded the motion.

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

J. Killoran made a motion to approve the minutes from Board Meeting on 03-21-22.

T. Houston seconded the motion.

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

## **II. Educational Accountability**

### **A. Saturday School/ Scholar Supports**

Saturday School presentation from Jamell

Building on Saturdays began April 2nd and will run through April 30.

T. Houston

Clarification about the two different sessions available on Saturdays.

Clarifying that we have contracted with Varsity Tutors to provide the Algebra and Living Environment Sections

Clarifying question about staffing.

### **B. Regents Prep**

Regent prep for Algebra begins Saturday, May 1

Regent prep for Living Environment begins Saturday

24 out of 44 signed up for Algebra

The entire 8th Grade will be invited for Living Environment.

### **C. Math State Exam**

Report on upcoming state exam.

## **III. Executive**

### **A. Renewal Decision**

Granted four Year

Funding Issues to help move us forward

Phases to check-in

## **IV. Closing Items**

### **A. Adjourn Meeting**



There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:44 PM.

Respectfully Submitted,  
T. Houston

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Tamara Houston

---

**Name of Charter School Education Corporation:**

Amani Public Charter School

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1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).  
Vice-Chair, Educational Accountability Committee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

5. 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.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

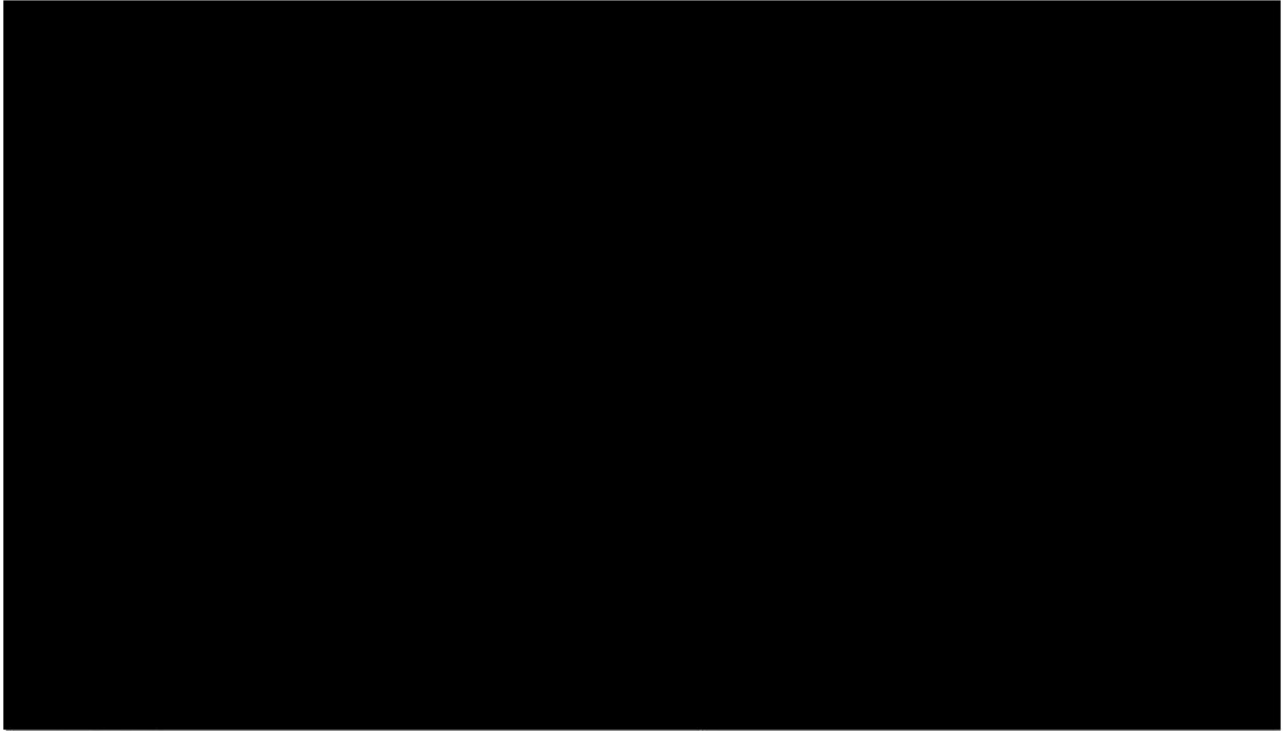
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. 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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

**None**

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

*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. The personal contact information provided below will be redacted.*



A handwritten signature in black ink, consisting of several loops and a long horizontal stroke at the end, positioned above a horizontal line.

7/28/2022

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Gene Johnson

---

**Name of Charter School Education Corporation:**

Amani Public Charter School

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1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Vice Chair

Secretary

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

5. 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.

Dean of Scholars and Families 7/2013 - 8/2017



6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

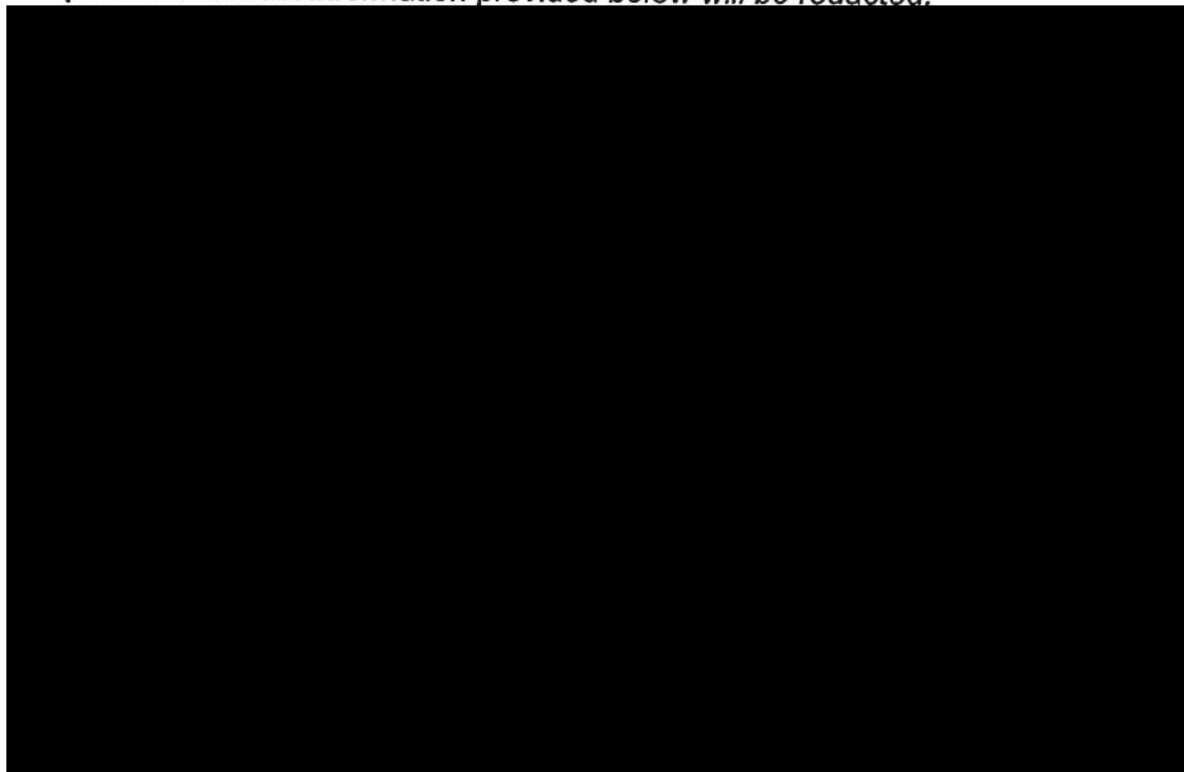
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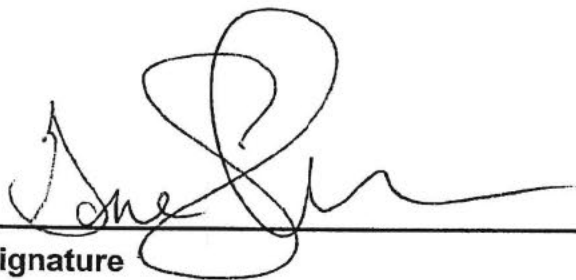
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**None**

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

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Signature

7/28/2022

Date

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*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Stephanie Edwards

---

**Name of Charter School Education Corporation:**

Amani Charter school

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Secretary

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

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Yes  No

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

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**None**

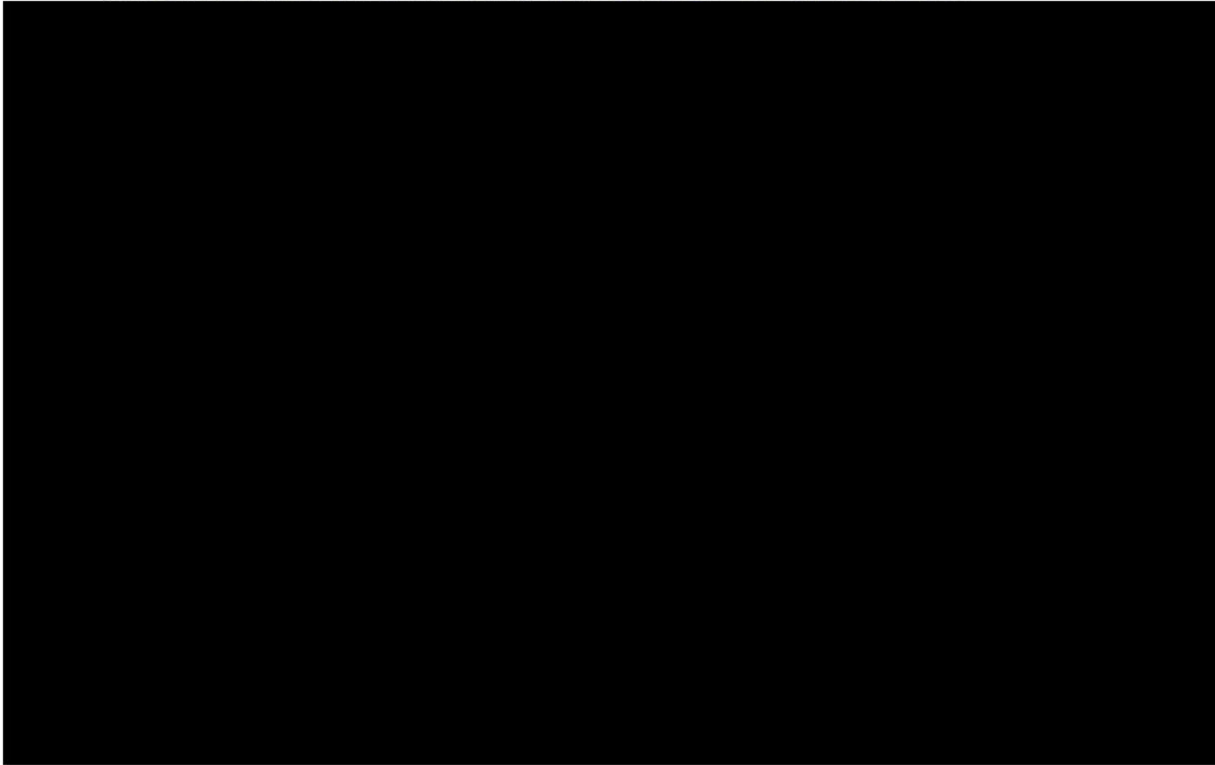
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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**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

*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. The personal contact information provided below will be redacted.*



*Steph. J. J.* 7/21/2022  
**Signature** **Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF



**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Sidney Burke

---

**Name of Charter School Education Corporation:**

Amani Public Charter School

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1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).  
Through 12/31/21: Trustee and Chair of the Board

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

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Yes  No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

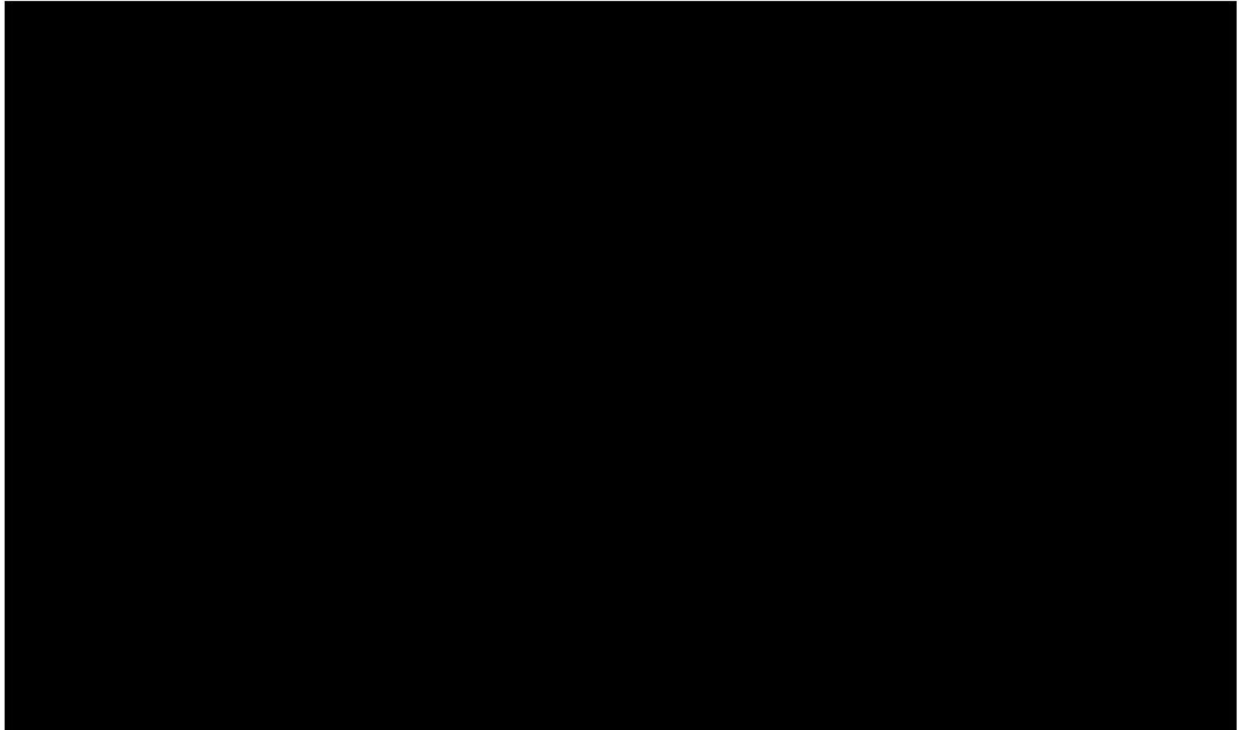
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**None**

<b>Organization conducting business with the school(s)</b>	<b>Nature of business conducted</b>	<b>Approximate value of the business conducted</b>	<b>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</b>	<b>Steps taken to avoid conflict of interest</b>
DLA Piper LLP (US) ("DLA")	DLA has served as pro bono counsel to the School on certain matters.	DLA does not charge for its services, but may be reimbursed for out-of-pocket expenses.	I am a partner at DLA.	Disclosed potential conflict of interest and did not vote on decision to engage DLA.

*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. The personal contact information provided below will be redacted.*



A handwritten signature in blue ink, appearing to read "Sidney Burke", is written over a horizontal line.

7/20/22

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Jim Killoran

---

**Name of Charter School Education Corporation:**

Amani Public Charter School

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).  
Board Member, Finance Committee and Treasurer

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

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Yes  No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**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

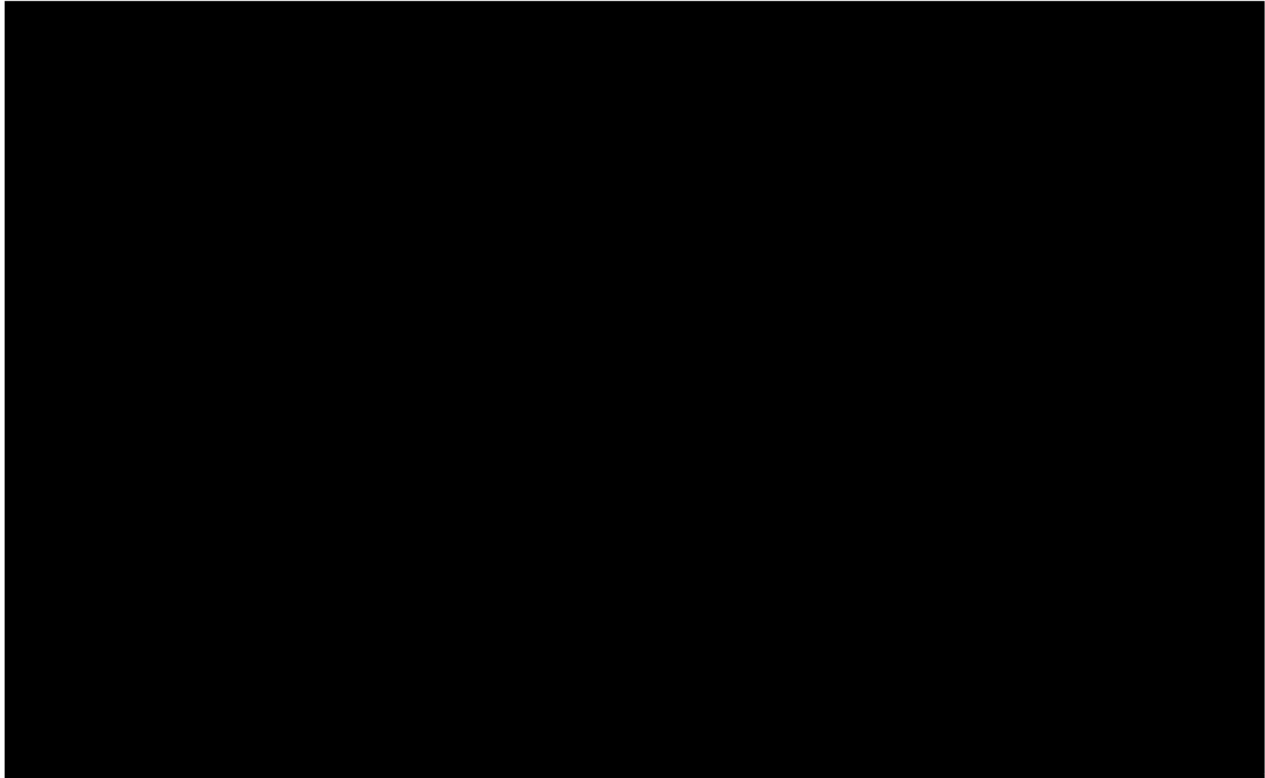


7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation 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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

**None**

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

*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. The personal contact information provided below will be redacted.*



**Signature** Jim Killoran Treasurer **Date** 7/20/2022

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Patrick Smith

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**Name of Charter School Education Corporation:**

Amani Public Charter School

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1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).  
Board Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

5. 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.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with 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 months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

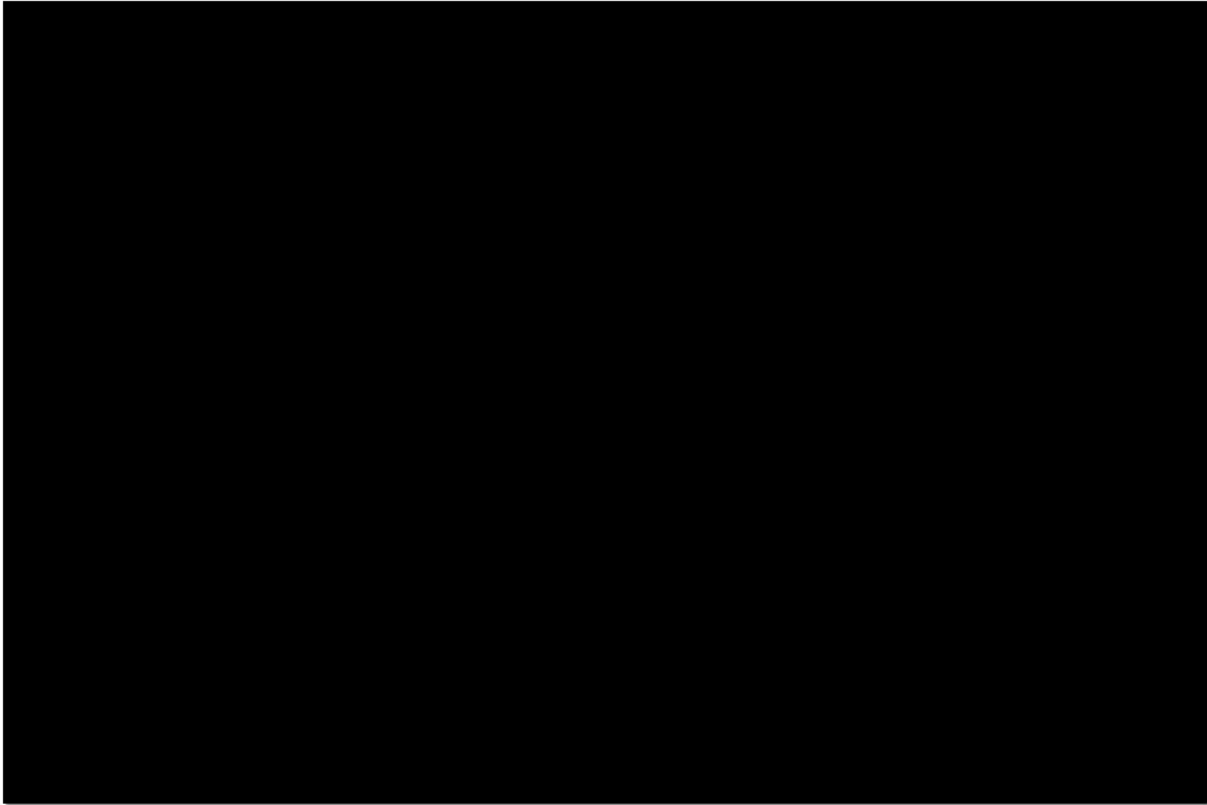
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. 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) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or 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, check **None**.

**None**

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

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PSalmon signed on behalf of Patrick <sup>SMITH</sup> 8/1/2022  
**Signature** **Date**

Acceptable signature formats include:

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- Print form, manually sign, scan to PDF

*last revised 04/2022*

# AMANI PUBLIC CHARTER SCHOOL | 2022-2023 CALENDAR

AUGUST '22						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

29 First day of school

21h, 30m

2

FEBRUARY '23						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

20-24 Winter Break

106h, 50m

15

SEPTEMBER '22						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

5 Labor Day  
26 Rosh Hashanah

142h

20

MARCH '23						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

163h, 30m

23

OCTOBER '22						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

10 Columbus Day

142h

20

APRIL '23						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

3-7 Spring Break  
9 Easter Sunday

106h, 50m

NOVEMBER '22						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

11 Veterans Day  
24-25 Thanksgiving Day

135h, 30m

19

MAY '23						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

29 Memorial Day

156h, 20m

22

DECEMBER '22						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

12/26-1/2 Christmas Break

121h, 10m

17

JUNE '23						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

19 Juneteenth  
23 Last Day of School

114h

16

JANUARY '22						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

1 New Year's Day  
2 New Year's day  
Observed  
16 M.L. King Day

142h

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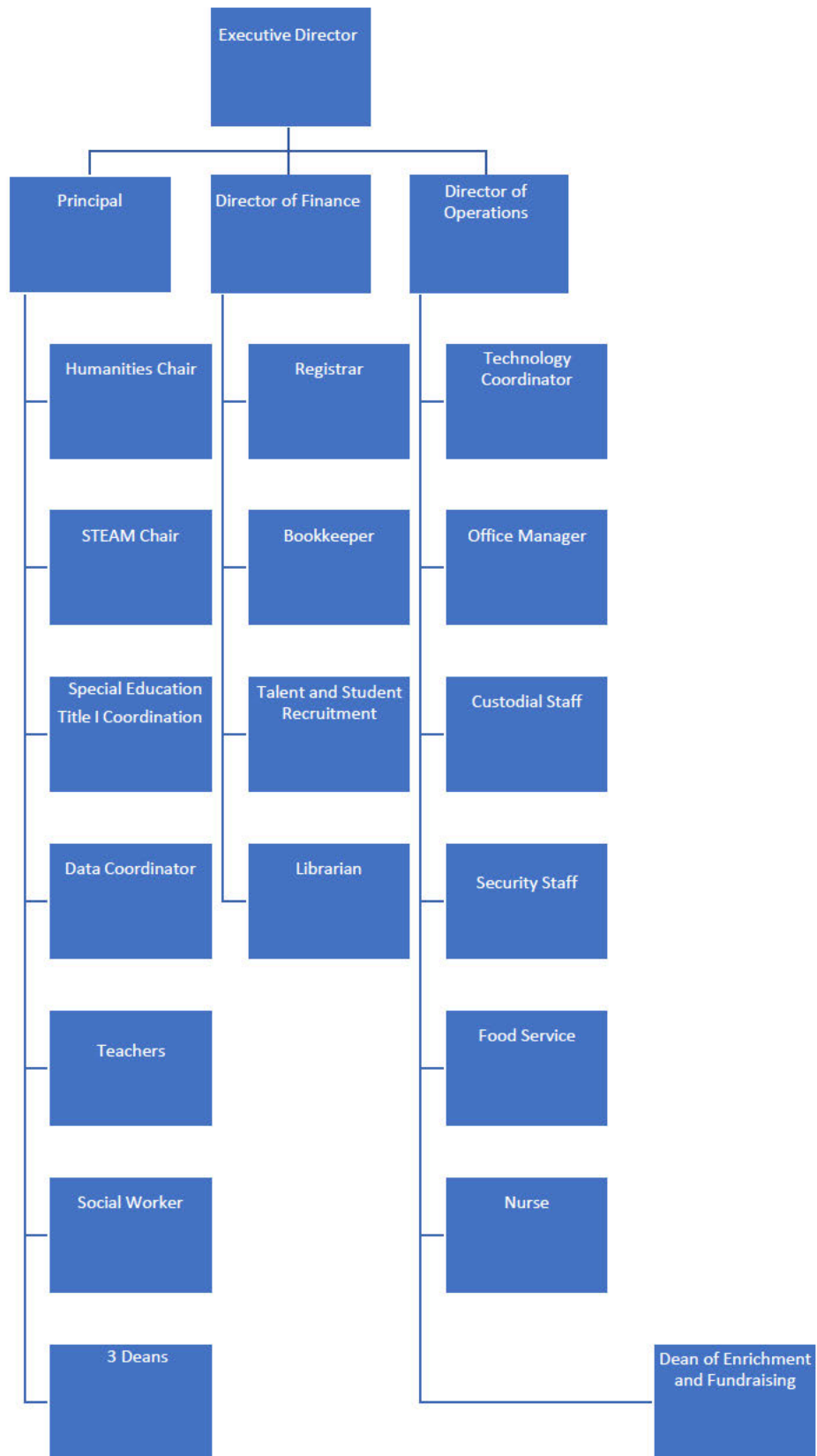
JULY '23						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

4 Independence Day

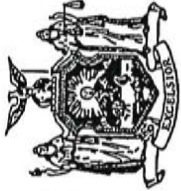
TOTAL SCHOOL DAYS: 190



**Amani Public Charter School  
Organizational Chart (2021-2022)**



University of the  
Education



State of New York  
Department

CERTIFICATE OF OCCUPANCY

VALID FOR FACILITY:  
AMANI PUBLIC CHARTER SCHOOL  
60 S THIRD AVE  
MOUNT VERNON, NEW YORK 10550

Building ID: 660900868003

DISTRICT:  
AMANI PUBLIC CHARTER SCHOOL  
DEBRA STERN  
60 S 3RD AVE  
MOUNT VERNON, NEW YORK 10550

Issuance Date: January 28, 2022  
Effective Date: February 01, 2022  
Expiration Date: February 01, 2023

  
Commissioner of Education

OBTAIN FIRE SAFETY REPORT FROM DISTRICT OFFICE

THIS CERTIFICATE VOIDS ANY PREVIOUSLY ISSUED