

# Application: Amber Charter Schools East Harlem

Mercedes Minaya - MMinaya@ambercharter.org  
2020-2021 Annual Report

## Entry 1 School Info and Cover Page

Completed Jul 27 2021

### Instructions

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

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

## Entry 1 School Information and Cover Page

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

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

## BASIC INFORMATION

### a. SCHOOL NAME

(Select name from the drop down menu)

AMBER CHARTER SCHOOL EAST HARLEM 310400860806

**a1. Popular School Name**

Amber East Harlem

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

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

SUNY BOARD OF TRUSTEES

**c. DISTRICT / CSD OF LOCATION**

CSD # 4 - MANHATTAN

**d. DATE OF INITIAL CHARTER**

6/2000

**e. DATE FIRST OPENED FOR INSTRUCTION**

9/2000

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

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

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

522

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

485

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

Check all that apply

Grades Served

K, 1, 2, 3, 4, 5

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

No

## FACILITIES INFORMATION

**m. FACILITIES**

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

No, just one site.



## School Site 1 (Primary)

### m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	220 East 106th Street New York, NY 10029	212-534-9667	NYC CSD 4	K-5	No

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

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Matthew Bull	212-534-9667		
Operational Leader	Vacant			
Compliance Contact	Kirsys Gomez	646-802-1140		
Complaint Contact	Heidi Hamilton	646-802-1140		
DASA Coordinator	Francina Yaw-Costello	212-534-9667		
Phone Contact for After Hours Emergencies	Dr. Vasthi Acosta	646-802-1140		



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

Private Space

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

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

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

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

[COO1\\_3478134732-Final - Certificate of Occupancy \(1\).pdf](#)

**Filename:** COO1\_3478134732-Final - Certificate of Occupancy (1).pdf **Size:** 32.1 kB

**Site 1 Fire Inspection Report**

**CHARTER REVISIONS DURING THE 2020-2021 SCHOOL YEAR**

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

No

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

(No response)

## ATTESTATIONS

**p. Individual Primarily Responsible for Submitting the Annual Report.**

Name	Vasthi Acosta
Position	Executive Director
Phone/Extension	646-802-1140
Email	<a href="mailto:vacosta@ambercharter.org">vacosta@ambercharter.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

Vaithi Ananta

Signature, President of the Board of Trustees

Alida

Date

Jul 27 2021

Thank you.



## Entry 3 Accountability Plan Progress Reports

Incomplete

### Instructions

### **SUNY-Authorized Charter Schools ONLY**

SUNY-authorized charter schools must download an Accountability Plan Progress Report template at [Accountability Plan Progress Report template](#). After completing, schools must upload the document into the SUNY Epicenter system by **August 16, 2021**.

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

only.

## Entry 4 - Audited Financial Statements

Completed Oct 27 2021

### Required of ALL Charter Schools

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

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

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

### AMBER CHARTER SCHOOLS AND AFFILIATES - 06

Filename: AMBER CHARTER SCHOOLS AND AFFILIATE HFahuw0.pdf Size: 494.7 kB

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

Incomplete

### Instructions - SUNY-Authorized Charter Schools ONLY

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

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

## Entry 4c - Additional Financial Documents

Incomplete Hidden from applicant

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

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

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

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

only.

## Entry 4d - Financial Services Contact Information

**Incomplete** Hidden from applicant

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

## Form for "Financial Services Contact Information"

### 1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone

### 2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm

## Entry 5 - Fiscal Year 2021-2022 Budget

**Incomplete**

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

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

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

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

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

Completed Jul 30 2021

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

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

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

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

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

### **Lindsay Long Trustee-Financial-Disclosure-Form**

**Filename:** Lindsay Long Trustee Financial Disc 67T9wfU.pdf **Size:** 240.8 kB

### **Soledad Hiciano 2021 Disclosure of Financial Interest Form**

**Filename:** Soledad Hiciano 2021 Disclosure of 3ulUljn.pdf **Size:** 367.5 kB

### **Timothy Day 2021 Disclosure Form**

**Filename:** Timothy Day 2021 Disclosure Form.pdf **Size:** 272.2 kB

### **Robyn Epps 2021-SUNY-Financial-Disclosure-Form**

**Filename:** Robyn Epps 2021 SUNY Financial Disc 2mKdnPz.pdf **Size:** 398.4 kB

### **Kelly Combs 2021-SUNY-Financial-Disclosure**

**Filename:** Kelly Combs 2021 SUNY Financial Disclosure.pdf **Size:** 657.2 kB

### **John Gutierrez 2021-SUNY-Financial-Disclosure-Form**

**Filename:** John Gutierrez 2021 SUNY Financial zenxed4.pdf **Size:** 404.8 kB

### **Miguelina German 2021-SUNY-Financial-Disclosure-Form**

**Filename:** Miguelina German 2021 SUNY Financia BrKSWEu.pdf **Size:** 398.1 kB

### **[Frank Aldridge 2021 SUNY Financial Disclosure Form](#)**

**Filename:** Frank Aldridge 2021 SUNY Financial 0xA6Bv4.pdf **Size:** 394.2 kB

### **[Brad Olsen 2021-SUNY-Financial-Disclosure-Form](#)**

**Filename:** Brad Olsen 2021 SUNY Financial Disc HH8RBnT.pdf **Size:** 397.5 kB

### **[Brian Quillin 2021-SUNY-Financial-Disclosure-Form](#)**

**Filename:** Brian Quillin 2021 SUNY Financial D IVxRaPi.pdf **Size:** 397.7 kB

### **[Amador Centeno 2021-SUNY-Financial-Disclosure Form](#)**

**Filename:** Amador Centeno 2021 SUNY Financial Fu7U3zE.pdf **Size:** 561.5 kB

### **[Jenna Pantel 2021-SUNY-Financial-Disclosure-Form](#)**

**Filename:** Jenna Pantel 2021 SUNY Financial Di KeNAsNQ.pdf **Size:** 399.9 kB

### **[Rebecca Issac Financial Disclosure Form](#)**

**Filename:** Rebecca Issac Financial Disclosure Form.pdf **Size:** 6.4 MB

### **[Li Esha Trustee-Financial-Disclosure-Form\\_LG](#)**

**Filename:** Li Esha Trustee Financial Disclosur U9JPZFg.pdf **Size:** 617.7 kB

### **[Vasthi Acosta 2021-SUNY-Financial-Disclosure-Form-1 \(1\)](#)**

**Filename:** Vasthi Acosta 2021 SUNY Financial D Ml1dRy.pdf **Size:** 402.3 kB

## **Entry 7 BOT Membership Table**

**Completed** Jul 30 2021

## **Instructions**

### **Required of All charter schools**

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

## **Entry 7 BOT Table**

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

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

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2020-2021
1	Soledad Hiciano,		Chair	Development, Education, Facilities, Executive and Finance Committee	Yes	20	12/08/2017	09/01/2022	8
2	John Gutierrez		Vice Chair	Executive and Education Committee	Yes	6	12/8/2017	11/30/2023	11
				Executive and					



3	Fra Aldridge		Treasurer	Finance Committee	Yes	9	12/8/2017	09/30/2023	9
4	Amador Centeno		Secretary	Executive and Facilities Committee	Yes	6	12/8/2017	12/31/2021	11
5	Jenna Pantel		Trustee/Member	Education and Development Committee	Yes	9	12/8/2017	12/31/2021	11
6	Brian Quillin		Trustee/Member	Education Committee	Yes	4	12/8/2017	09/01/2022	11
7	Kelly Combs		Trustee/Member	Facilities Committee	Yes	3	09/13/2018	06/30/2024	10
8	Miguelina German		Trustee/Member	Education Committee	Yes	3	10/22/2018	09/30/2021	9
9	Robyn Epps		Parent Rep	Development Committee	Yes	1	12/10/2020	09/01/2022	9

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

Yes

**1b. Current Board Member Information**

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2020-2021
10	Li'Esha Garcia		Trustee/Member	Finance Committee	Yes	1	06/30/2021	4/30/2024	5 or less
11	Rebecca Isaac		Parent Rep	Development Committee	Yes	1	07/29/2021	09/01/2022	5 or less
12	Lindsay Long		Trustee/Member	Development Committee	Yes	1	06/30/2021	05/31/2024	5 or less
13	Brad		Trustee/Member	Finance Committee	Yes	3	09/13/2018	6/30/2024	10
14	Timothy Day		Trustee/Member	Facilities Committee	Yes	1	07/29/2021	6/30/2024	5 or less
				Executive, Develop					

15	Vasth Acosta		Trustee/ Member	ment, Facilities and Finance Committee	No	6	09/01/2008	06/01/2022	11
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**1c. Are there more than 15 members of the Board of Trustees?**

No

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

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

a. Total Number of BOT Members on June 30, 2021	15
b.Total Number of Members Added During 2020-2021	4
c. Total Number of Members who Departed during 2020-2021	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	15

**3. Number of Board meetings held during 2020-2021**

11

#### 4. Number of Board meetings scheduled for 2021-2022

11

Thank you.

## Entry 8 Board Meeting Minutes

**Completed** Jul 27 2021 Hidden from applicant

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

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

### **September 2020 Board Meeting Minutes**

**Filename:** September 2020 Board Meeting Minutes.pdf **Size:** 99.3 kB

### **July 2020 Board Minutes 07**

**Filename:** July 2020 Board Minutes 07.20.20.pdf **Size:** 79.7 kB

### **October 2020 Board Meeting Minutes**

**Filename:** October 2020 Board Meeting Minutes.pdf **Size:** 95.7 kB

### **November 2020 Board Meeting Minutes**

**Filename:** November 2020 Board Meeting Minutes.pdf **Size:** 86.7 kB

### **March 2021 Board Meeting Minutes**

**Filename:** March 2021 Board Meeting Minutes.pdf **Size:** 113.7 kB

### **May 2021 Board Meeting Minutes**

**Filename:** May 2021 Board Meeting Minutes.pdf **Size:** 111.9 kB

### **June 2021 Board Meeting Minutes**

**Filename:** June 2021 Board Meeting Minutes.pdf **Size:** 119.0 kB

### **April 2021 Board Meeting Minutes**

**Filename:** April 2021 Board Meeting Minutes.pdf **Size:** 111.6 kB

### **February 2021 Board Meeting Minutes**

**Filename:** February 2021 Board Meeting Minutes.pdf **Size:** 112.1 kB

## [December 2020 Board Meeting Minutes](#)

**Filename:** December 2020 Board Meeting Minutes.pdf **Size:** 110.9 kB

## [January 2021 Board Meeting Minutes](#)

**Filename:** January 2021 Board Meeting Minutes Ab1Flwg.pdf **Size:** 118.1 kB

## [December Emergency Board Meeting Minutes](#)

**Filename:** December Emergency Board Meeting Minutes.pdf **Size:** 91.5 kB

# Entry 9 Enrollment & Retention

**Completed** Jul 30 2021

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

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

## Entry 9 Enrollment and Retention of Special Populations

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

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

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### Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2020-2021	Describe Recruitment Plans in 2021-2022
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<p>Economically Disadvantaged</p>	<p>Student recruitment efforts were focused in Amber’s communities’ which include East Harlem and Washington Heights, both low socioeconomic areas. Therefore, the majority of Amber’s applications are from families that are indigent or from low economic standing.</p>	<p>Student recruitment continues to be focused on the local communities of East Harlem, Washington Heights, Inwood, and Kingsbridge.</p>
<p>English Language Learners</p>	<p>During student recruitment, the flyers and application were translated into Spanish to attract this population to Amber. Recruitment ads were placed in the local newspapers as well as in bus shelters in strategic locations. Posters in English and Spanish were distributed throughout the community to local businesses, churches, community offices, social media outlets, and daycare centers. An electronic mailing with recruitment materials and applications was sent out to over 200 head start centers and daycare centers in Manhattan and the Bronx. The local housing projects were papered with flyers in the two languages by a street team.</p>	<p>During student recruitment, the flyers and application were translated into Spanish to attract this population to Amber. Recruitment ads were in the local weekly newspapers as well as in bus shelters in strategic locations. Posters in English and Spanish were distributed throughout the community to local businesses, churches, community offices, social media outlets, and daycare centers. A mailing with recruitment materials and applications was sent out to over 200 head start centers and daycare centers in Manhattan and the Bronx. The local housing projects were papered with flyers in all three languages by a street team. Amber East Harlem participated in charter school fairs to extend the reach to more families.</p>
	<p>As in past years, during student recruitment, the services that Amber provides for students with disabilities are publicized. Students that apply to Amber Charter School for admission to kindergarten and first grade who self-identify as having an</p>	<p>During student recruitment, the services and accommodations that Amber Charter School provides students with disabilities continue to be publicized for all schools, Amber East Harlem, Amber Kingsbridge, and Amber Inwood. Of the 44 students registered for the</p>

<p>Students with Disabilities</p>	<p>Individualized Education Plan [IEP] are given the same opportunities for admittance as other students. Once these students are chosen in the lottery they are asked to register. Of the 101 students registered for the incoming kindergarten classes for Amber East Harlem, 12 were students with IEPs. Of the 9 students registered for first grade, 1 was a student with an IEP. Of the 9 students registered for second grade, 1 had an IEP. There were 3 students registered for third grade with no IEPs. The 1 student registered for fourth grade had no IEP.</p>	<p>incoming kindergarten classes for Amber East Harlem, there are no students with IEPs, 0%. Of the 10 students registered for first grade, 2 are students with an IEP for Amber East Harlem, 20%. Of the 5 students registered for second grade, 1 student has an IEP for Amber East Harlem, 20%. Of the 7 students registered for third grade, 3 are students with an IEP for Amber East Harlem, 43% . Of the 3 students registered for fourth grade, there are no students with IEPs for Amber East Harlem, 0%. Of the 5 students registered for fifth grade, 2 are students with an IEP for Amber East Harlem, 40%.</p>
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**Retention Efforts Toward Meeting Targets**

	Describe Retention Efforts in 2020-2021	Describe Retention Plans in 2021-2022
<p>Economically Disadvantaged</p>	<p>With a 91% free and reduced lunch student population in 2020-21 for Amber East Harlem, it is clear that Amber retains this student population.</p>	<p>With 98% of the student population [not graduates] returning in 2021, we anticipate maintaining our retention of this population.</p>
	<p>In the student registration for 2020-2021, 27 students were identified from the Home Language Survey [HLS] as English Language Learners [ELLs]. Four students were tested with the New York State Identification Test for English Language Learners (NYSITELL). Of the 4 tested, none of the students passed the NYSITELL, therefore 14 students were identified as ELLs. One new</p>	

<p>English Language Learners</p>	<p>second grader that registered was identified as an ELL.</p> <p>Amber East Harlem has 7% of its student population identified as ELLs, 32 students in grades kindergarten to third. Three students moved and were discharged from the program. The breakdown per grades:</p> <p>Grade # ELL students KDG 13 1st 8 2nd 6 3rd 5</p> <p>Most Amber ELL students pass the NYSESLAT in second grade or before. There is a staff member assigned to oversee the assessment of ELLs and assignment to English as a New Language (ENL) instruction. Select faculty members are sent to outside professional development on teaching ELLs as part of the ELL Consortium. During every benchmark assessment, the progress of ELLs is monitored by administration and teachers and reported to the Board. During state testing, ELLs are given testing accommodations.</p>	<p>In the student registration for 2021-22, it was not possible to identify the students from the Home Language Survey [HLS] as possible ELLs for Amber East Harlem because of the school closure for COVID-19 acquiring these forms has been delayed. When these students are identified they will be tested in September with the NYSITELL to confirm if they are ELLs. The ELLs will be provided with pull-out ENL instruction as well as other intervention services as needed. Their progress will be monitored through their performance on benchmark and formative assessments. All efforts made during 2019-20 will also be made in the new school year.</p>
	<p>Amber East Harlem has 22% of its student population identified as students with disabilities, 77 out of a total 339 students in grades kindergarten to third. During the school year, 6 students were referred for an evaluation; 2 are currently in</p>	



<p>Students with Disabilities</p>	<p>process. The breakdown per grades:  Grade  # students with IEP's  KDG 22, 1st 21, 2nd 20, 3rd 14, 4th 17, 5th 13</p> <p>Amber East Harlem has a good history of retaining students with disabilities, as well as identifying new students that may need special services and accommodations and then acquiring those services. During the school year, for every benchmark assessment, the progress of students with disabilities was monitored by administration, teachers, and reported to the Board.</p>	<p>Amber will continue to serve all of its students with disabilities and retain a high percentage. In addition, other students may be identified in need of special services and accommodations and these students and families will be ushered through the referral process by Amber staff.</p>
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**Entry 10 - Teacher and Administrator Attrition**

Completed Jul 30 2021

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

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

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

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

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

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## **B. Emergency Conditional Clearances**

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

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

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

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

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### **Attestation**

#### **Responses Selected:**

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

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

**Incomplete** Hidden from applicant

### **Instructions**

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

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

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

## **Entry 11 Uncertified Teachers**

**School Name:**

# Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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

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

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

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

**CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS**

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

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

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

	FTE Count
Total Category D	

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

	FTE Count
Total Category E	

## CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	



Thank you.

## Entry 12 Organization Chart

**In Progress** Last edited: Jul 27 2021 Hidden from applicant

### Instructions

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

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

### ACS Organizational Chart

**Filename:** ACS Organizational Chart.pdf **Size:** 328.8 kB

## Entry 13 School Calendar

**Completed** Jul 30 2021

### Instructions for submitting School Calendar

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

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

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

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

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

## [Tentative calendar 2021-2022](#)

**Filename:** Tentative calendar 2021 2022.pdf **Size:** 197.7 kB

# Entry 14 Links to Critical Documents on School Website

**Completed** Jul 30 2021

## **Instructions**

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

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

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

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

**School Name:** Amber Charter Schools East Harlem

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

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

	Link to Documents
1. Most Recent Annual Report (i.e., 2019-20)	<a href="https://www.ambercharter.org/site/handlers/filedownload.ashx?moduleinstanceid=700&amp;dataid=1861&amp;FileName=KB%202019-2020%20Annual%20Report.pdf">https://www.ambercharter.org/site/handlers/filedownload.ashx?moduleinstanceid=700&amp;dataid=1861&amp;FileName=KB%202019-2020%20Annual%20Report.pdf</a>
2. Most recent board meeting notice, documents to be discussed at the meeting (if any)	<a href="https://www.ambercharter.org/Page/49">https://www.ambercharter.org/Page/49</a>
2a. Webcast of Board Meetings (per Governor's Executive Order)	<a href="https://www.ambercharter.org/Page/50">https://www.ambercharter.org/Page/50</a>
3. Link to NYS School Report Card	<a href="https://data.nysed.gov/profile.php?instid=800000047051">https://data.nysed.gov/profile.php?instid=800000047051</a>
4. Lottery Notice announcing date of lottery	<a href="https://ambercharterschool.schoolmint.net/welcome">https://ambercharterschool.schoolmint.net/welcome</a>
5. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY);	
6. District-wide Safety Plan	<a href="https://www.ambercharter.org/">https://www.ambercharter.org/</a>
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	<a href="https://www.ambercharter.org/">https://www.ambercharter.org/</a>
7. Authorizer-Approved FOIL Policy	<a href="https://www.ambercharter.org/Page/215">https://www.ambercharter.org/Page/215</a>
8. Subject matter list of FOIL records	<a href="https://www.ambercharter.org/Page/215">https://www.ambercharter.org/Page/215</a>

**Thank you.**



## Entry 15 Staff Roster

**Incomplete** Hidden from applicant

**[INSTRUCTIONS](#)**

**Required of Regents-Authorized Charter Schools ONLY**

Please click on [the MS Excel Staff Roster Template](#) and provide the following information for ANY and ALL instructional and non-instructional employees.

- Full name for any and all employees
- TEACH IDs for any and all employees
- Using the drop down menu, select a role/position (or the best fit) for each employee in the charter school. (Please provide additional information to the Notes Section of the Staff Roster Template as necessary)
- Date of hire and employment start dates
- Number of years each employee has had in their respective professions
- Number of years each employee has had in their current role in the charter school
- Using the drop down menu, select the correct explanation as to why a teacher is teaching outside of their certification area.



**Amber Charter School East Harlem**  
**2020-21 ACCOUNTABILITY PLAN**  
**PROGRESS REPORT**

Submitted to the SUNY Charter Schools Institute on:

August 16, 2021

By Dr. Vasthi R. Acosta

220 East 106th Street  
New York, NY 10029

212-534-9667

## 2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

Ms. Sashamani Elliott prepared this 2020-21 Accountability Progress Report on behalf of the school's board of trustees:

Trustee's Name	Board Position
Soledad Hiciano	Board Chair, Executive Committee and Ad hoc member of all board committees
Frank Aldridge	Treasurer, Executive and Finance Committee Chair
John Gutierrez	Executive Committee, Vice Chair, Education Committee; Nominating Committee Chair
Amador Centeno	Executive Committee, Secretary, Facilities Committee Chair
Kelly Combs	Member, Facilities Committee
Brian Quillin	Teacher representative, Education Committee
Brad Olsen	Member, Finance Committee
Jenna Pantel	Education Committee Chair, Development committee
Mercedes Minaya	Parent Representative, Development Committee [resigned August,2020]
Miguelina Germán	Member, Education Committee
Robyn Epps	Parent Representative, Development Committee

Lindsay Long	Member, Development Committee
Li'Esha Garcia	Member, Finance Committee
Rebecca Isaac	Member, Development Committee
Timothy Day	Member, Facilities Committee
Vasthi Acosta	Member, Ad hoc member of all board committees
Michael Stolper	General Counsel to the Board

Mr. Matthew Bull has served as the school leader since 2019.



## SCHOOL OVERVIEW

Founded in 2000, Amber's mission reads:

*Our mission - to provide our students with an academically rigorous and well-rounded education, along with strong character development, enabling them to prosper in future endeavors.*

Amber East Harlem served 489 students for the 2020-21 in grades K-5. Our students were approximately 28% African American, 67% Latino, and 5% White/Asian/Multi-racial and other, with 91% eligible for free and reduced lunch. There were 51% male and 49% female students.

This year we had 20 classes in grades K-5. The final student body count was 477 students in June.

In literacy the curriculum was *Into Reading* from Houghton Mifflin Harcourt. In math the curriculum was *Into Math* and for Science, *Fusion Science*--also from Houghton Mifflin Harcourt. The social studies curriculum entitled *New York Social Studies* is published by McGraw-Hill. In addition, Amber continued to offer specialty classes in reading intervention, technology, Spanish, visual arts, music, and physical education.

Amber continued to serve the whole child by offering virtual enrichment opportunities including blocks dedicated to Social Emotional Learning support for trauma stemming from the COVID-19. We continue to use Sanford-Harmony as our foundational SEL program. We also offered virtual book clubs, virtual lunch bunches and more.

Aware that all staff members suffered great loss and a work shift as well, we offered listening circles so staff could make connections with each other in intimate settings like before physical distancing mandates. We hosted "Unconferences" where staff dropped their professional selves to work on their personal selves in order to feel whole during a difficult time. As an organization, we held weekly community calls for the entire organization where we could shout out 'kudos' recognizing the hard work of individuals, share in celebrations, and ensure we were all still aligned to our mission. Community is a character trait of the Amber Way and it is what holds all stakeholders together.

In this unprecedented school year, we still managed to have our students accepted into top middle schools in the city, schools like East Harlem Exodus, Young Women's Leadership, Patrick Henry Preparatory School and Manhattan Arts and Sciences. They have also been accepted into preparation programs such as Prep for Prep. All our students were admitted into great charter and district middle schools--including our newest addition to the network, Amber Kingsbridge Middle School-- meeting our mission to have our students "prosper in future endeavors".

School year 2020-21 continued where school year 2019-20 left off--deeply impacted by the global COVID-19 pandemic. The communities we serve continue to be disproportionately impacted by this crisis. As an organization, we prioritize our approach to psychosocial health, systematically gathering information from our families and staff members about their challenges and concerns and working to meet their needs. Fostering and maintaining connections between students, with families and amongst our staff continues to be our focus.

Amber started the year 100% remote as we worked hard to best ensure the safety for our children, families and staff. Taking the many lessons learned from the prior school year, we were adamant about offering a robust virtual learning environment that captured the rigor and magic of our in-person instruction, yet capitalized on the technological advances education made over the past year.

Our remote schedule gave students at minimum four hours of live, synchronous instruction per day. Our children still took part in specials including physical education, art, music, technology and Spanish daily. Students with disabilities received mandated sessions for SETSS, occupational therapy, physical therapy and counseling virtually.

In March of 2021, a year after we closed our physical doors and opened virtual zoom rooms, we offered hybrid learning to our families. 181 of our Amber Stars or 38% of the population returned to our bi-weekly in-person model. Students were separated into pods to maximize physical distancing mandates and were tested weekly to keep our community safe. For the final seven weeks of school, we had no positive detections or pod closures. This is a direct result of our community keeping each other safe and is aligned with our newest mantras, “detect and protect” and “keep the lights on and keep everyone safe”.

We were aware of the sacrifice families made while working from home and assisting their virtual learners. To support them, we held over 75 virtual family town halls in English and Spanish. Topics ranged from administering the iReady assessment to parenting in a pandemic. We adjusted the topics to meet the needs of our families as they changed.

Amber once again offered a virtual summer program through Varsity Tutors. All families current and incoming have the option to partake in this free program to help mitigate summer learning loss. Students receive 1:1 tutoring with a Varsity Tutor professional at no cost to our families.

Despite the complex challenges our schools, communities, city and country faced since March 2020, and continue to endure, our leaders and teachers have learned, stretched and iterated in a variety of ways as we continue to strive to achieve our mission. We did this work daily, collaboratively, and with great intensity, throughout the spring. This summer, we continue to leverage what worked and address what did not. This has made Amber all the more prepared to serve more students, more effectively, and truly achieve our mission.



## ENROLLMENT SUMMARY

School Enrollment by Grade Level and School Year

School Year	K	1	2	3	4	5	Total
2016-17	114	91	92	76	63	60	497
2017-18	101	104	84	80	69	55	495
2018-19	117	102	92	81	69	65	526
2019-20	98	89	97	78	70	65	497
2020-21	85	86	91	89	72	66	489

## GOAL 1: ENGLISH LANGUAGE ARTS

### ELEMENTARY AND MIDDLE ENGLISH LANGUAGE ARTS

#### Goal 1: English Language Arts

All students at Amber Charter School will be proficient readers and will make strong yearly progress toward mastery of English-language reading skills.

#### BACKGROUND

Amber Charter Schools utilized Houghton Mifflin Harcourt's [INTO Reading](#) curriculum programs for core English language arts instruction. This program is Common Core State Standards and New York Learning Standards-aligned and received "meets expectations" ratings from EdReports.<sup>1</sup> Instructional staff members are familiar with the previous version of this program, Journeys, and teachers in grades 3 and 4 piloted the INTO programs during the 2019-20 school year. Additionally, in the spring of 2020, these piloting teachers received training and rolled out the HMH remote learning platform, [Ed: Your Friend in Learning](#), which was utilized across all grades, at both of our schools, starting in the fall of 2020. This was used daily during remote learning and lessons were taught digitally by teachers using this digital learning platform.

To supplement our core programs, all students engage in [Ready ELA](#) computer-based lessons, which are aligned to our IReady diagnostic assessments. [Raz Kids](#), which offers tailored and targeted learning experiences, will also continue to be utilized. Amber Charter School Kingsbridge students are familiar with both of these platforms.

<sup>1</sup>[EdReports INTO Reading 2020](#) [EdReports INTO Math 2020](#)



Professional development to the faculty was offered during our August Summer Institute as well as throughout the school year. A professional development plan is designed every school year to address the individual needs of each faculty member and ensure their professional growth. Particular attention was paid to the adjustment to virtual instruction and best practices surrounding the learning curve associated with virtual learning. We focused on first the role of our effective technology usage and then students and staff were equipped with the tools to take advantage of the digital curriculum. Additional digital platforms were used to support English Language Arts instruction like Google Classroom, Nearpod, and Google Slides.

### Method

IReady ELA diagnostics were administered within the first few weeks of the school year, as our urgency around assessing and addressing needs was even greater than ever before. The data collected from IReady was used to help tier students for learning grade level content and plan for targeted interventions, as the platform generates actionable reports for teachers. Student performance on these diagnostics also informed the personalized learning path for each student on IReady computer-based lessons. IReady assessments were also administered again in January and May.

Throughout the year, students were assessed at the beginning, midpoint, and end of each learning module. The schedule of these assessments varies according to grade, content area, standard and length of each module.

This year, we administered the September and January assessments remotely, over a two-week period, with teacher supervision, which involved live video monitoring on Zoom and the use of Go Guardian. For the May assessment we administered the assessment in person to those students who attended in-person learning, and remotely for those who remained remote for the school year.

All assessment data, including module assessments, is housed in Illuminate, our school and network-wide learning platform. Across all assessments, 80% indicates mastery of a standard. Teachers used data to adjust instruction, typically within their grades and classrooms, and this year within their hybrid and remote pods. Weekly data meetings with school-based data managers and staff developers provide protected, collaborative time to analyze and plan to meet students' needs.

**Measure 1: Each year, the school's median percent progress to Annual Typical Growth of 3<sup>rd</sup> through 8<sup>th</sup> grade students will be equal to or greater than 100%.**

Our 216 students missed this measure by 15%. Considering that the school year had significant challenges, we are happy that annual typical growth was well within their reach.

**Measure 2: Each year, the school's median percent progress to Annual Typical Growth of all 3<sup>rd</sup> through 8<sup>th</sup> grade students who were two or more grade levels below grade level in the fall will be equal to or greater than 110% by the spring assessment administration.**

Goal met. Students who were 2 or more grade levels exceeded the annual typical growth target by 2% more.

**Measure 3: Each year, the median percent progress to Annual Typical Growth of 3<sup>rd</sup> through 8<sup>th</sup> grade students with disabilities at the school will be equal to or greater than the median percent progress to Annual Typical Growth of 3<sup>rd</sup> through 8<sup>th</sup> grade general education students at the school.**

Students missed this target by 18%.

**Measure 4: Each year, 75% of 3<sup>rd</sup> through 8<sup>th</sup> grade students enrolled in at least their second year at the school will score at the *mid on-grade level* or above scale score for the year-end assessment.**

The students at Amber for 2 or more years missed this target by 42% . This is the measure that will be the most challenging to reach.

I-READY

2020-21 i-Ready ELA Assessment End of Year Results					
Measure	Subgroup	Target	Tested	Results	Met?
Measure 1: Each year, the school’s median percent progress to Annual Typical Growth of 3 <sup>rd</sup> through 8 <sup>th</sup> grade students will be equal to or greater than 100%.	All students	100%	216	85%	No
Measure 2: Each year, the school’s median percent progress to Annual Typical Growth of all 3 <sup>rd</sup> through 8 <sup>th</sup> grade students who were two or more grade levels below grade level in the fall will be equal to or greater than 110% by the spring assessment administration.	Low initial achievers	110%	54	112%	Yes
Measure 3: Each year, the median percent progress to Annual Typical Growth of 3 <sup>rd</sup> through 8 <sup>th</sup> grade students with disabilities at the school will be equal to or greater than the median percent progress to Annual Typical Growth of 3 <sup>rd</sup> through 8 <sup>th</sup> grade general education students at the school.	Students with disabilities <sup>2</sup>	88%	46	70%	No

<sup>2</sup> Schools may elect to report the aggregated data for a different subpopulation of students if the total tested number of students with disabilities is 5 or fewer, or if the school’s mission aligns to serving a different specific subpopulation. For schools that choose a different subpopulation (e.g. English language learners, homeless students, etc.), please explain the rationale in the narrative section



## 2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

Measure 4: Each year, 75% of 3 <sup>rd</sup> through 8 <sup>th</sup> grade students enrolled in at least their second year at the school will score at the <i>mid on-grade level</i> or above scale score for the year-end assessment.	2+ students	75%	211	33%	No
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### End of Year Performance on 2020-21 i-Ready ELA Assessment By All Students and Students Enrolled in At Least Their Second Year

Grades	All Students		Enrolled in at least their Second Year	
	Percent Mid-On Grade Level or Above	Number Tested	Percent Mid-On Grade Level or Above	Number Tested
3	45%	82	46%	79
4	28%	69	28%	68
5	23%	65	22%	64
All	32%	216	32%	211

### End of Year Growth on 2020-21 i-Ready ELA Assessment By All Students

Grades	Median Percent of Annual Typical Growth	Number Tested
3	92%	82
4	65%	69
5	100%	65
All	86%	216

#### Results and evaluation

We are only scratching the surface in quantifying the short-term and long-term academic impacts of COVID-19. While we plan to return 100% in person, and our teachers have gained more experience with remote learning than when the pandemic forced schools to close in Spring 2020, the collective shock we are experiencing is ongoing.

We will continue to examine students; academic progress throughout the 2021-22 school year to understand how recovery and growth unfold amid an ongoing pandemic given these results are not reflective of what we historically have evaluated in the past. Thankfully, we know much more about the impact the pandemic has had on student learning than we did even a few months ago. However, that knowledge makes clear that there is work to be done to help our students get back on track.

## ADDITIONAL CONTEXT AND EVIDENCE

The measures outlined for iReady are set for typical growth and achievement in a school year that was anything but typical. We succeeded tremendously in establishing a testing program for a virtual school that turned hybrid, but unfortunately did not meet the mark. Early barriers to our fall testing included inflated scores due to family assistance, trouble acquiring technology and preserving a traditional testing environment in over 400 homes. In the spring, we adopted Go Guardian, a small group format of testing, and somewhat returned to normal testing for one-fourth of our students because they were in-person.

## SUMMARY OF THE ELEMENTARY ENGLISH LANGUAGE ARTS GOAL

Amber met one of its iReady ELA measures. Our lower initial achievers exceeded the goal. 5th graders hit 100% of median percent of annual typical growth with 3rd grade missing that mark by 8%. 4th graders made 65% of their typical annual growth. While disappointed with the results overall, it is difficult to quantify student achievement using typical measures in a year that was anything but typical. We succeeded tremendously in establishing a testing program for a virtual school that turned hybrid in March 2021, but unfortunately did not meet the mark in English Language Arts.

Early in the school year we encountered technical difficulties and learning home environments that did not serve as a traditional testing environment. As we approached our Spring diagnostic assessment we introduced Go Guardian, which supported small group format testing, and close monitoring. Also, we were able to launch our Hybrid return which allowed 42% of our students to test in person.

Our 2020 -21 iReady results will serve as a baseline for the upcoming school year as we rally to exceed the expectations set forth. [Curriculum Associates](#) has recently published reports that reflect nationally what we have seen internally--less than typical results. Over the summer, we will leverage what worked and address what did not. We are ready to launch the year with the necessary resources, with plans to develop the skills and knowledge of our teachers, and with a framework to guide us. First and foremost, we aim to improve teaching and learning, in a manner that will afford us the flexibility to be responsive to these uncertain, changing circumstances.

Regardless of the irregularities or the inconsistencies in educational environments, our staff will continue to press on as the new school year kicks off. As students return, we will continue to focus on the whole child. This will be done with care, attention, resilience and hard work as we serve the students who have endured so much over the past year.

## ACTION PLAN

Amber will continue its use of *Into Reading*. This curriculum has a strong alignment to the common core standards. The materials and instructional pacing are focused, the overview and lessons promote coherence and opportunity for both fluency and deeper understanding. The materials are comprehensive and easy to use. They provide the proper level and type of scaffolding,



differentiation, intervention, and support for a broad range of learners. In addition, response to intervention is embedded to support diverse learners.

We have dates in place for publisher recommended consultants to assist our staff with lessons learned throughout the pandemic and share new features designed to accelerate learning.

For the past six years, we have implemented station learning. Teachers begin instruction with a quick mini-lesson and then student's transition to stations where the work is tailored to their small groups' needs. Children can apply skills at their level and the teacher can adjust the stations accordingly if a student needs to be challenged or brought up to speed.

Amber will continue to use i-Ready as a diagnostic assessment. Testing will be conducted three times during the school year to measure student progress in all grades, K-5. The data from this assessment will be examined by the classroom teachers, instructional leadership, and the board. The data will drive instructional practice and academic interventions. Focal points include alignment with curriculum, other standardized assessments, comparison of in-class performance to the i-Ready assessments, and the validity of i-Ready's ability to prepare students for New York State assessment student performance.

The DRA, Developmental Reading Assessment, will continue to provide strong data for literacy student interventions. Therefore, we use this assessment to determine intervention needs for students in first, second and third grade.

The design of the school day will have students begin each morning with a predictable routine, and then a teacher-directed ELA mini-lesson, which will include the presentation of a learning standard, modeling and "we do." Students will then work independently or in small groups, initially focused on the ELA learning target and then transitioning to targeted ELA station learning, interventions, iReady and IEP-mandated and ELL services.

As in years past, we will apply a Response to Intervention framework to determine student levels of academic need, based on diagnostics administered. Academic intervention staffing at both schools remains intact, including SETSS, ESL, AIS, Tutoring, and Title I reading teachers, as well as teacher assistants in grades K-2 and Great Oak Fellows / tutors in grades 3-6. We will provide additional professional development during our August Summer Institute, this approach will afford classroom teachers and interventionists more opportunities for coordination and collaboration, and an even smaller teacher/interventionist to student ratio than our typical groupings.

ACS will continue to identify, locate and evaluate all children with disabilities, regardless of the severity of their disabilities, as we are legally required to do by Child Find. All enrolled students will be monitored closely by classroom teachers, certified special education teachers and other interventionists. Our special education coordinators at each school are charged with ensuring students are evaluated and serviced in alignment with all IEP mandates, and they work closely with our operations staff to determine whether newly enrolled students have been formerly identified with disabilities (through searching the NYC DOE's Automate the Schools system, following up with former schools, etc.).



Similarly, students who require English as a Second Language [ESL] services, determined by NYSITELL/NYSESLAT levels of proficiency, will receive this instruction during the ELA, math and intervention blocks while in school. Staff developers will work with a Manager of English Language Learner Services, to ensure ESL compliance, refine pacing calendars based on instructional priorities and sessions per week.

We have supported the psychosocial needs of our students in the past, and seek to establish a more comprehensive approach that is both preventive and responsive. We are thoughtfully considering our students' and families' experiences with COVID-19 and the additional stressors arising out of the broader pandemic experiences, as well as the decreased or complete elimination of typical developmental learning and life experiences.

We expect that our youngest students, especially our new kindergarten and first grade students, will need significant training, practice, and ongoing support to become engaged learners.

Because all of our students will be so closely monitored, we will be able to quickly identify and address stumbling blocks. For example, if an emerging reader is demonstrating difficulties with literacy lessons, teachers may decide to gather a set of authentic literature or aligned, paper-based curriculum materials and send them to the student's home.

As a school that continuously outperformed schools in our district, we look forward to working with our families, students and staff to meet the i-Ready goal measures.

## GOAL 2: MATHEMATICS

### ELEMENTARY AND MIDDLE MATHEMATICS

**Goal 2: Mathematics:** All students at Amber Charter School will become proficient in math and will make strong yearly progress toward mastery of mathematical skills.

#### BACKGROUND

*Into Math* from Houghton Mifflin Harcourt is the curriculum implemented at Amber East Harlem. This curriculum has a strong alignment to the Next Generation State Standards. This program received "meets expectations" ratings from [EdReports](#). The materials and instructional pacing are focused, the overviews and lessons promote coherence and opportunities for both fluency and deeper understanding. The materials are also comprehensive and easy to use. They provide the appropriate level and type of scaffolding, differentiation, intervention and support for a broad range of learners. In addition, response to intervention is embedded in the program to support diverse learners. Another important factor is using this program is its robust technology component called [Ed Your Friend in Learning](#). While students did receive hardcopies of curriculum materials, students engaged with their books in a digital and interactive way.



Amber East Harlem continues to partner with the [National Training Network](#) to provide professional development to teachers around best practices in mathematics instruction.

Professional development to the faculty was offered during Summer Institute as well as throughout the school year. A professional development plan is designed every school year to address the individual needs of each faculty member and ensure their professional growth. Particular attention was paid to the adjustment to virtual instruction and best practices surrounding the learning curve associated with virtual learning. We focused first on the effective roll-out of technology usage and then students and staff were equipped with the tools to take advantage of the digital curriculum.

Back in the 2019-20 school year, Amber adopted the i-Ready diagnostic assessment for the first time. Testing was conducted three times during the school year to measure student progress in all grades, K-5. The data from this assessment was examined by the classroom teachers, instructional leadership, and the board. The data drove instructional practice and academic interventions. Focal points included alignment with curriculum, other standardized assessments, comparison of in-class performance to the i-Ready assessments, and the validity of i-Ready's ability to prepare students for New York State assessment student performance. Since the initial school in March 2020, Amber continued to use i-Ready online lessons. This school year we took on the task of administering the diagnostic assessments while fully remote in September and February. During our final iteration of the diagnostic in May, we were able to offer the assessment to our hybrid students in-person and continued assessing our students who were remote full-time.

In January, Amber partnered with the Great Oaks Fellows through AmeriCorps to provide additional tutors for each of our third through fifth grade classes--each class already has part-time tutors assigned in September. Our goal was to provide high-dose tutoring for as many students as possible to accelerate learning. Most classrooms benefited from having up to three adults servicing students throughout the school day. These small group sessions were fully remote throughout the school year.

Fellows joined their cooperating teachers in virtual professional development sessions hosted by Houghton-Mifflin and Curriculum Associates as they too learned more about how to best use their assessments and curriculum remotely.

### METHOD

During 2020-21, Amber East Harlem used the i-Ready diagnostic to assess student growth and achievement in mathematics. It was administered three times (Fall, Winter, Spring). Because this assessment had not been developed for remote learning, it was heavy-lift to prepare our families and staff. We held town halls for families sharing what the i-Ready assessment is and how they could best support their children. We reiterated the importance of accurate data to assess student learning. Right away, we noticed that some student data was outside of what i-Ready labeled as typical with our youngest students considerably above the achievement norm. For the second administration, we implemented Go Guardian and organized small groups of testing that were monitored by various adults on staff. It was truly an all-hands on deck experience. For the final diagnostic, hybrid students received their diagnostic in-person--making this the first time an Amber student had taken an iReady diagnostic in a school building since March 2020.



## RESULTS AND EVALUATION

The results we observed this past school year are not reflective of the results we usually see at Amber. We are sure that the pandemic and the extreme learning curve that came along with it deeply impacted our scores. These results will serve as a baseline for the upcoming school year as we rally to exceed the expectations set forth. [Curriculum Associates](#) has recently published reports that reflect nationally what we have seen internally--less than typical results.

**Measure 1: Each year, the school's median percent progress to Annual Typical Growth of 3<sup>rd</sup> through 8<sup>th</sup> grade students will be equal to or greater than 100%.**

The annual typical growth for our students was just below 50% not meeting the target. There were many factors that we know contributed to this result. Students' initial baseline assessments were skewed by several external factors including assistance from families, the internet and the fact that the testing environments for students varied. When taking this abnormal circumstance into consideration, we were not surprised, but were disappointed in the results. Students' scores did fall as a result of Go Guardian implementation and tighter testing practices. This helped us see true student scores without the influence of help from home. We observed this in many instances.

**Measure 2: Each year, the school's median percent progress to Annual Typical Growth of all 3<sup>rd</sup> through 8<sup>th</sup> grade students who were two or more grade levels below grade level in the fall will be equal to or greater than 110% by the spring assessment administration.**

Students who were two or more grade levels below initially missed the typical measure by just 30%. These 63 students, however, made significant progress.

**Measure 3: Each year, the median percent progress to Annual Typical Growth of 3<sup>rd</sup> through 8<sup>th</sup> grade students with disabilities at the school will be equal to or greater than the median percent progress to Annual Typical Growth of 3<sup>rd</sup> through 8<sup>th</sup> grade general education students at the school.**

Our students with disabilities made just below half of the growth expected.

**Measure 4: Each year, 75% of 3<sup>rd</sup> through 8<sup>th</sup> grade students enrolled in at least their second year at the school will score at the *mid on-grade level* or above scale score for the year-end assessment.**

Students who have attended Amber for 2 or more years prior to testing also did not meet the goal.



## 2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

### 2020-21 i-Ready Mathematics Assessment End of Year Results

Measure	Subgroup	Target	Tested	Results	Met?
Measure 1: Each year, the school's median percent progress to Annual Typical Growth of 3 <sup>rd</sup> through 8 <sup>th</sup> grade students will be equal to or greater than 100%.	All students	100%	217	48%	No
Measure 2: Each year, the school's median percent progress to Annual Typical Growth of all 3 <sup>rd</sup> through 8 <sup>th</sup> grade students who were two or more grade levels below grade level in the fall will be equal to or greater than 110% by the spring assessment administration.	Low initial achievers	110%	63	71%	No
Measure 3: Each year, the median percent progress to Annual Typical Growth of 3 <sup>rd</sup> through 8 <sup>th</sup> grade students with disabilities at the school will be equal to or greater than the median percent progress to Annual Typical Growth of 3 <sup>rd</sup> through 8 <sup>th</sup> grade general education students at the school.	Students with disabilities <sup>3</sup>	56%	45	22%	No
Measure 4: Each year, 75% of 3 <sup>rd</sup> through 8 <sup>th</sup> grade students enrolled in at least their second year at the school will score at the <i>mid on-grade level</i> or above scale score for the year-end assessment.	2+ students	75%	212	13%	No

### End of Year Performance on 2020-21 i-Ready Mathematics Assessment By All Students and Students Enrolled in At Least Their Second Year

Grades	All Students		Enrolled in at least their Second Year	
	Percent Mid-On Grade Level or Above	Number Tested	Percent Mid-On Grade Level or Above	Number Tested
3	13%	82	13%	79
4	17%	70	16%	69
5	12%	65	11%	64
All	14%	217	13%	212

<sup>3</sup> Schools may elect to report the aggregated data for a different subpopulation of students if the total tested number of students with disabilities is 5 or fewer, or if the school's mission aligns to serving a different specific subpopulation. For schools that choose a different subpopulation (e.g. English language learners, homeless students, etc.), please explain the rationale in the narrative section

End of Year Growth on 2020-21 i-Ready Mathematics Assessment  
By All Students

Grades	Median Percent of Annual Typical Growth	Number Tested
3	35	82
4	65	70
5	56	65
All	52%	217

ADDITIONAL CONTEXT AND EVIDENCE

The measures outlined for iReady are set for typical growth and achievement in a school year that was anything but typical. We succeeded tremendously in establishing a testing program for a virtual school that turned hybrid, but unfortunately did not meet the mark in mathematics. Early barriers to our fall testing included inflated scores due to family assistance, trouble acquiring technology and preserving a traditional testing environment in over 400 homes. In the spring, we adopted Go Guardian, a small group format of testing and somewhat returned to normal testing for one-fourth of our students because they were in-person.

SUMMARY OF MATHEMATICS GOAL

Amber fell short of its iReady math measures in the 2020-21 school year. While disappointed with the results, it is difficult to quantify student achievement using typical measures in a year that was anything but typical. The data for this school year will serve as a baseline as we push forward towards accelerating student learning in our return to the school building. This is not data that Amber usually produces and we look forward to sharing data more reflective of our students' achievement and growth.

ACTION PLAN

Amber will continue its use of *Into Math*. This curriculum has a strong alignment to the common core standards. The materials and instructional pacing are focused, the overview and lessons promote coherence and opportunity for both fluency and deeper understanding. The materials are comprehensive and easy to use. They provide the proper level and type of scaffolding, differentiation, intervention, and support for a broad range of learners. In addition, response to intervention is embedded to support diverse learners.

We have dates in place for publisher recommended consultants to assist our staff with lessons learned throughout the pandemic and share new features designed to accelerate learning.

For many five years, we have implemented station learning. Teachers begin instruction with a quick mini-lesson and then student's transition to stations where the work is tailored to their small groups' needs. Children can apply skills at their level and the teacher can adjust the stations accordingly if a student needs to be challenged or brought up to speed.

Amber will continue to use i-Ready as a diagnostic assessment. Testing will be conducted three times during the school year to measure student progress in all grades, K-5. The data from this



assessment will be examined by the classroom teachers, instructional leadership, and the board. The data will drive instructional practice and academic interventions. Focal points include alignment with curriculum, other standardized assessments, comparison of in-class performance to the i-Ready assessments, and the validity of i-Ready's ability to prepare students for New York State assessment student performance.

Academic Intervention will continue to be provided through two SETSS teachers and After School tutoring. Part-time tutors continue to be used in the upper grades to assist with lowering teacher student ratio and provide targeted remediation. We will also continue our partnership with Great Oaks Fellows and plan to have them in-person along with our students. We will implement an intervention curriculum through our tutors and fellows to remediate any skills that need reinforcement.

Common preparation periods amongst grade teams and content areas; and focused data conversations among teachers are other methods we will use in the upcoming school year to drive student achievement.

Over the summer, we sought to leverage what worked and address what did not. We are ready to launch the year with the necessary resources, with plans to develop the skills and knowledge of our teachers and with a framework to guide us. First and foremost, we aim to improve teaching and learning, both virtually and in-person, in a manner that will afford us the flexibility to be responsive to these uncertain, changing circumstances.

All students will learn English language arts, mathematics, science, and social studies grade level content on a daily basis, whether in school or remote. Specialized instruction will be offered remotely, which includes art, music, physical education, technology, and Spanish.

Our pacing calendars and scope and sequence have all been revised to focus on the major learnings of each grade and to ensure that there is enough time to cover the material. Lesson plan requirements will shift in the upcoming school year to reflect more intellectual preparation time for teachers where formative assessments will drive instruction.

We are also aware that the data we receive from our fall iReady assessment in September may not be aligned with the assessment data presented here. We are ready to be nimble to respond to whatever needs are presented.

As a school who continuously outperformed schools in our district, we look forward to working with our families, students and staff to meet the i-Ready goal measures.

## GOAL 3: SCIENCE

### ELEMENTARY AND MIDDLE SCIENCE

#### Goal 3: Science

All students at Amber charter will become proficient in science and will make strong yearly progress toward mastery of scientific skills.

#### BACKGROUND

Amber East Harlem switched to use Science Fusion in 2017-18. Science Fusion offers students the opportunity to ask and answer questions, investigate and draw conclusions through textbook reading, digital lessons, and virtual labs. Units within each book are divided into lessons which are done weekly. Supplemental science materials used are trade books and other resources identified by the teachers to enhance the units of study covered by the curriculum. The in-house staff developer provides guidance on the implementation of the science curriculum and supplemental resources.

#### METHOD

The school administered the New York State Testing Program science assessment to students in 4th grade in spring 2019. The school converted each student's raw score to a performance level and a grade-specific scaled score. The criterion for success on this measure requires students enrolled in at least their second year to score at proficiency.

#### RESULTS AND EVALUATION

Amber East Harlem 4th grade students did extremely well on the NYS Science test with a majority scoring at the highest level. 89% of our students reached proficiency.



ADDITIONAL CONTEXT AND EVIDENCE

Grade	Percent of Charter School Students at Proficiency and Enrolled in At Least their Second Year Compared to Local District Students					
	2018-19		2019-20		2020-21	
	Charter School	District	Charter School	District	Charter School	District
4	100%	*	No Test due to COVID-19 Pandemic		89%*	*
8						
All	100%	*			89%*	*

\*District Science scores have not been made public therefore a comparison is not possible.

SUMMARY OF THE ELEMENTARY AND MIDDLE SCIENCE GOAL

Amber has met its goal in Science. It is impossible to know if Amber has met the comparative measure since district scores were not made public. Although, with 89% proficiency it is most likely that Amber met the comparative goal as well.

ACTION PLAN

Amber’s high scores on the NYS Science exam demonstrate that the curriculum and teaching methodologies used are effective. Yet with the new Science standards published by the State, Amber is researching a new curriculum for science to ensure our students learn these standards and are prepared for the new 5th grade science exam in the 2022-23 school year. The current curriculum, *Science Fusion*, has proven effective. Science Fusion is a state-of-the-art science program designed for building inquiry and STEM skills and optimized for learning in the classroom or at home, on a laptop, tablet, or using a science textbook. The digital curriculum, virtual labs, hands-on activities, and write-in science textbook develop important critical-thinking skills that prepare students for success in future science courses and in the workplace.

Each classroom has:

- Digital lessons, write-in Student Edition, and hands-on labs
- Hands-on activities and virtual labs for every lesson or every day of the week
- Leveled Readers and Video-based Projects to reinforce and enrich important concepts.

The in-house staff developer provides guidance on the implementation of the new science curriculum and supplemental resources. Going into the school year, we have revamped the

spacing to strengthen our vertical alignment and better meet the needs of the 4th and upcoming 5th grade assessment based on a year of experience. Our goal is to continue to maintain the high proficiency Amber students have demonstrated in the past years.

The Amber staff developers provide guidance on the implementation of the science curriculum and supplemental resources. Going into the school year, we have revamped the spacing to strengthen our vertical alignment and better meet the needs of the 4th and upcoming 5th grade assessment based on a year of experience. Our goal is to continue to maintain the high proficiency Amber students have demonstrated in the past years.

## GOAL 4: ESSA

Due to COVID-19 and the subsequent changes to the state’s testing, accountability, and federal reporting requirements, the 2020-21 school accountability statuses are the same as those assigned for the 2019-20 school year. The 2019-20 accountability statuses were based on 2018-19 exam results. Assigned accountability designations and further context can be found [here](#).

### Goal 7: Absolute Measure

Under the state’s ESSA accountability system, the school is in good standing: the state has not identified the school for comprehensive or targeted improvement.

### METHOD

Because *all* students are expected to meet the state's performance standards, the federal statute stipulates that various sub-populations and demographic categories of students among all tested students must meet the state standard in and of themselves aside from the overall school results. As New York State, like all states, is required to establish a specific system for making these determinations for its public schools, charter schools do not have latitude in establishing their own performance levels or criteria of success for meeting the ESSA accountability requirements. Each year, the state issues School Report Cards that indicate a school’s status under the state accountability system.

### RESULTS AND EVALUATION

Amber East Harlem is in Good Standing.

Accountability Status by Year

Year	Status
2018-19	Good Standing
2019-20	Good Standing
2020-21	Good Standing

**AMBER CHARTER SCHOOLS AND AFFILIATES**

**NEW YORK, NEW YORK**

**AUDITED CONSOLIDATED FINANCIAL STATEMENTS**

**OTHER FINANCIAL INFORMATION**

**AND**

**INDEPENDENT AUDITOR'S REPORTS**

**JUNE 30, 2021**

**(With Comparative Totals for 2020)**



**MENGEL METZGER BARR & CO. LLP**

Certified Public Accountants

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INDEPENDENT AUDITOR'S REPORT

Board of Trustees  
Amber Charter Schools and Affiliates

**Report on the Consolidated Financial Statements**

We have audited the accompanying consolidated financial statements of Amber Charter Schools and Affiliates, which comprise the consolidated statement of financial position as of June 30, 2021, and the related consolidated statements of activities and changes in net assets, functional expenses and cash flows for the year then ended, and the related notes to the consolidated financial statements.

**Management's Responsibility for the Financial Statements**

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

**Auditor's Responsibility**

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

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

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

**Opinion**

In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the financial position of Amber Charter Schools and Affiliates as of June 30, 2021, and the changes in their net assets and their cash flows for the year then ended, in accordance with accounting principles generally accepted in the United States of America.

**Report on Summarized Comparative Information**

We previously audited Amber Charter Schools and Affiliates' June 30, 2020 financial statements, and we expressed an unmodified opinion on those audited consolidated financial statements in our report dated October 16, 2020. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2020 is consistent, in all material respects, with the audited consolidated 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 25, 2021 on our consideration of Amber Charter Schools and Affiliates' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is 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 internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Amber Charter Schools and Affiliates' internal control over financial reporting and compliance.

*Mengel, Metzger, Baw & Co. LLP*

Rochester, New York  
October 25, 2021

AMBER CHARTER SCHOOLS AND AFFILIATES

CONSOLIDATED STATEMENT OF FINANCIAL POSITION

JUNE 30, 2021

(With Comparative Totals for 2020)

<u>ASSETS</u>	<u>June 30,</u>	
	<u>2021</u>	<u>2020</u>
<u>CURRENT ASSETS</u>		
Cash (including restricted cash of \$213,358 at June 30, 2021)	\$ 11,947,098	\$ 10,634,029
Grants and contracts receivable	899,130	873,198
Other receivables	-	22,337
Prepaid expenses	<u>41,432</u>	<u>149,950</u>
TOTAL CURRENT ASSETS	12,887,660	11,679,514
<u>PROPERTY AND EQUIPMENT, net</u>	11,417,038	4,515,359
<u>OTHER ASSETS</u>		
Security deposits	133,614	131,604
Deferred lease receivable	553,842	241,888
Cash in escrow	<u>153,923</u>	<u>153,398</u>
	<u>841,379</u>	<u>526,890</u>
TOTAL ASSETS	<u>\$ 25,146,077</u>	<u>\$ 16,721,763</u>
<u>LIABILITIES AND NET ASSETS</u>		
<u>CURRENT LIABILITIES</u>		
Current maturities of long-term debt, net of unamortized debt issuance costs of \$340,655 at June 30, 2021	\$ 6,664,101	\$ 170,154
Accounts payable and accrued expenses	278,747	125,556
Accrued payroll and benefits	<u>1,625,810</u>	<u>1,444,317</u>
TOTAL CURRENT LIABILITIES	8,568,658	1,740,027
<u>OTHER LIABILITIES</u>		
Deferred lease payable	2,742,689	-
Long-term debt, net of unamortized debt issuance costs of \$67,189 and \$71,524, respectively	1,998,822	1,925,468
Paycheck Protection Program note payable	<u>-</u>	<u>1,915,100</u>
	<u>4,741,511</u>	<u>3,840,568</u>
TOTAL LIABILITIES	13,310,169	5,580,595
<u>NET ASSETS</u> - without donor restrictions	<u>11,835,908</u>	<u>11,141,168</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 25,146,077</u>	<u>\$ 16,721,763</u>

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

AMBER CHARTER SCHOOLS AND AFFILIATES

CONSOLIDATED STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

YEAR ENDED JUNE 30, 2021  
(With Comparative Totals for 2020)

	Year ended June 30,	
	2021	2020
Revenue, gains and other support:		
Public school district:		
Resident student enrollment	\$ 15,232,140	\$ 14,839,444
Students with disabilities	18,640	31,170
Grants and contracts:		
State and local	73,466	70,813
Federal - Title and IDEA	615,863	514,166
Federal - other	548,733	114,597
Food service / Child nutrition program	114,881	309,002
NYC DoE Rental Assistance	1,425,645	1,354,084
After school program	-	95,668
	TOTAL REVENUE, GAINS AND OTHER SUPPORT	17,328,944
	18,029,368	17,328,944
Expenses:		
Program:		
Regular education	10,103,625	8,767,749
Special education	2,579,374	1,935,651
	TOTAL PROGRAM EXPENSES	10,703,400
	12,682,999	10,703,400
Management and general	7,389,659	4,011,044
Fundraising and special events	234,692	155,494
	TOTAL OPERATING EXPENSES	14,869,938
	20,307,350	14,869,938
(DEFICIT) SURPLUS FROM SCHOOL OPERATIONS	(2,277,982)	2,459,006
Support and other revenue:		
Contributions		
Foundations	725,500	349,000
Individuals	80,359	13,597
Corporations	110,990	6,138
Fundraising	26,041	87,002
Investment income	6,440	18,326
Paycheck Protection Program note forgiveness	1,915,100	-
Miscellaneous income	108,292	10,303
	TOTAL SUPPORT AND OTHER REVENUE	484,366
	2,972,722	484,366
CHANGE IN NET ASSETS	694,740	2,943,372
Net assets without donor restrictions at beginning of year	11,141,168	8,197,796
NET ASSETS WITHOUT DONOR RESTRICTIONS AT END OF YEAR	\$ 11,835,908	\$ 11,141,168

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

AMBER CHARTER SCHOOLS AND AFFILIATES

CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES

YEAR ENDED JUNE 30, 2021  
(With Comparative Totals for 2020)

	Year ended June 30,									
	2021					2020				
	No of Positions	Regular Education	Special Education	Sub-total	Management and general	Fundraising and special events	Sub-total	Total	Total	Total
<b>Personnel Services Costs:</b>										
Administrative staff personnel	38	\$ 684,635	\$ 105,535	\$ 790,170	\$ 2,742,844	\$ -	\$ 2,742,844	\$ 3,533,014	\$ 3,109,220	\$ 3,109,220
Instructional personnel	95	4,582,718	1,331,292	5,914,010	-	-	-	5,914,010	5,222,810	5,222,810
Non-instructional personnel	5	127,685	22,461	150,146	9,400	-	9,400	159,546	229,432	229,432
<b>Total salaries and staff</b>	<b>138</b>	<b>5,395,038</b>	<b>1,459,288</b>	<b>6,854,326</b>	<b>2,752,244</b>	<b>-</b>	<b>2,752,244</b>	<b>9,606,570</b>	<b>8,561,462</b>	<b>8,561,462</b>
Fringe benefits, payroll taxes, and retirement		1,642,282	444,881	2,087,163	833,962	-	833,962	2,921,125	2,485,025	2,485,025
Retirement		211,052	58,406	269,458	108,313	-	108,313	377,771	307,409	307,409
Professional development		120,544	23,199	143,743	24	-	24	143,767	69,541	69,541
Legal services		-	-	-	19,120	-	19,120	19,120	36,522	36,522
Accounting / audit		-	-	-	48,262	-	48,262	48,262	23,526	23,526
Financial management services		-	-	-	70,297	-	70,297	70,297	89,497	89,497
Professional services		482,610	125,041	607,651	181,327	225,800	407,127	1,014,778	968,450	968,450
Travel and conference		4,525	1,166	5,691	3,405	-	3,405	9,096	36,259	36,259
Student and staff recruitment		73,105	9,718	82,823	13,932	-	13,932	96,755	64,759	64,759
Supplies / materials		674,863	130,843	805,706	-	-	-	805,706	239,813	239,813
Office expenses		15,686	2,694	18,380	74,442	34	74,476	92,856	113,889	113,889
Food service		134,929	30,339	165,268	29,313	-	29,313	194,581	285,352	285,352
Student services		8,864	-	8,864	-	-	-	8,864	36,415	36,415
Insurance		61,864	16,950	78,814	35,662	-	35,662	114,476	112,572	112,572
Dues and subscriptions		17,817	4,708	22,525	9,112	-	9,112	31,637	37,076	37,076
Building and land rent / lease		654,747	130,480	785,227	3,071,676	-	3,071,676	3,856,903	563,945	563,945
Utilities		34,700	9,853	44,553	18,333	-	18,333	62,886	43,268	43,268
Non-capitalized equipment and furnishings		3,543	1,030	4,573	1,825	-	1,825	6,398	10,181	10,181
Technology		123,948	23,286	147,234	16,711	-	16,711	163,945	143,774	143,774
Repairs and maintenance		39,453	13,070	52,523	20,551	-	20,551	73,074	64,256	64,256
Depreciation and amortization		253,093	52,048	305,141	33,937	-	33,937	339,078	280,956	280,956
Interest expense		67,420	23,832	91,252	35,330	-	35,330	126,582	133,995	133,995
Other		83,542	18,542	102,084	11,881	8,858	20,739	122,823	161,995	161,995
		<b>\$ 10,103,625</b>	<b>\$ 2,579,374</b>	<b>\$ 12,682,999</b>	<b>\$ 7,389,659</b>	<b>\$ 234,692</b>	<b>\$ 7,624,351</b>	<b>\$ 20,307,350</b>	<b>\$ 14,869,937</b>	<b>\$ 14,869,937</b>

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

AMBER CHARTER SCHOOLS AND AFFILIATES

CONSOLIDATED STATEMENT OF CASH FLOWS

YEAR ENDED JUNE 30, 2021  
(With Comparative Totals for 2020)

	<u>Year ended June 30,</u>	
	<u>2021</u>	<u>2020</u>
<u>CASH FLOWS - OPERATING ACTIVITIES</u>		
Change in net assets	\$ 694,740	\$ 2,943,372
Adjustments to reconcile change in net assets to net cash provided from operating activities:		
Depreciation and amortization	339,078	280,956
Amortization of debt issuance costs included in interest expense	4,335	4,335
Bad debt expense	19,112	14,122
Paycheck Protection Program note forgiveness	(1,915,100)	-
Changes in certain assets and liabilities affecting operations:		
Grants and contracts receivable	(25,932)	(409,947)
Other receivables	3,225	(5,057)
Prepaid expenses	108,518	(56,354)
Security deposits	(2,010)	(58,726)
Deferred lease receivable	(311,954)	(241,888)
Accounts payable and accrued expenses	153,191	(99,425)
Accrued payroll and benefits	181,493	288,755
Deferred lease payable	<u>2,742,689</u>	<u>(548,460)</u>
NET CASH PROVIDED FROM OPERATING ACTIVITIES	1,991,385	2,111,683
<u>CASH FLOWS - INVESTING ACTIVITIES</u>		
Additions to property and equipment	<u>(6,966,165)</u>	<u>(683,924)</u>
NET CASH USED FOR INVESTING ACTIVITIES	(6,966,165)	(683,924)
<u>CASH FLOWS - FINANCING ACTIVITIES</u>		
Borrowings on Paycheck Protection Program note payable	-	1,915,100
Borrowings on long-term debt	6,429,548	-
Repayment of long-term debt	<u>(141,174)</u>	<u>(94,505)</u>
NET CASH PROVIDED FROM FINANCING ACTIVITIES	<u>6,288,374</u>	<u>1,820,595</u>
NET INCREASE IN CASH AND RESTRICTED CASH	1,313,594	3,248,354
Cash and restricted cash at beginning of year	<u>10,787,427</u>	<u>7,539,073</u>
CASH AND RESTRICTED CASH AT END OF YEAR	<u>\$ 12,101,021</u>	<u>\$ 10,787,427</u>

AMBER CHARTER SCHOOLS AND AFFILIATES  
CONSOLIDATED STATEMENT OF CASH FLOWS, Cont'd

YEAR ENDED JUNE 30, 2021  
(With Comparative Totals for 2020)

	Year ended June 30,	
	2021	2020
<u>SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION</u>		
Interest paid	<u>\$ 129,991</u>	<u>\$ 129,659</u>
Reconciliation of cash reported within the statement of financial position that sum to the total amounts shown in the statement of cash flows:		
Cash	\$ 11,947,098	\$ 10,634,029
Cash in escrow	<u>153,923</u>	<u>153,398</u>
Total cash and restricted cash shown in the statement of cash flows	<u>\$ 12,101,021</u>	<u>\$ 10,787,427</u>
<u>NON-CASH INVESTING AND FINANCING ACTIVITIES</u>		
Purchase of property and equipment through acquisition of long-term debt	<u>\$ 222,977</u>	<u>\$ 148,688</u>
Capitalized interest included in long-term debt and property and equipment	<u>\$ 51,615</u>	<u>\$ -</u>
Capitalized debt issuance costs included in long-term debt	<u>\$ 340,655</u>	<u>\$ -</u>

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



AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE A: THE ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Organization

Amber Charter Schools is an education corporation that has authority to operate the Charter Schools as described below. Founded by Community Association of Progressive Dominicans/Asociación Comunal de Dominicanos Progresistas, Amber was the first charter school in New York City created by a community-based organization. Amber's mission is to provide its students with an academically rigorous and well-rounded education, along with strong character development, that will enable them to prosper in future endeavors. To fulfill this mission, Amber provides students with the ability to demonstrate proficiency and/or distinction in all New York State Learning Standards. Amber's funding is primarily from per-student funding provided by New York City; additionally, Amber receives government grants and contracts and private contributions.

Amber East Harlem ("East Harlem") operates in the borough of Manhattan, New York. On April 4, 2000, the Board of Regents of the University of the State of New York granted East Harlem a provisional charter valid for a term of five years and renewable upon expiration. East Harlem obtained its latest renewal through June 30, 2025.

Amber Kingsbridge ("Kingsbridge") operates in the borough of Bronx, New York. In August 2014, the Board of Regents of the University of the State of New York granted Kingsbridge a provisional charter valid for a term of five years and renewable upon expiration. Kingsbridge obtained a renewal through July 31, 2026.

Amber Inwood ("Inwood") operates in the borough of Manhattan, New York. On June 6, 2019, the SUNY Board of Trustees' Charter School Committee approved the initial five year charter for Inwood which will open Fall 2021. The charter term expires July 31, 2026. In May 2021, Amber III ("Amber III") changed its name to Amber Inwood.

Amber Schools Foundation, Inc. ("Foundation") was organized under the laws of the State of New York as a not-for-profit under subparagraph (c)(3) of Section 501 of the Not-For-Profit Corporation law in March 2014. The Foundation is established to support the functions of, and to assist in carrying out the educational and charitable purposes of, Amber East Harlem, Amber Kingsbridge, and Amber Inwood.

Amber Charter Schools is the sole member of 652 West 187<sup>th</sup> Street, LLC ("652 West"), 3120 Corlear Avenue, LLC ("3120 Corlear") and 220 East 106<sup>th</sup> Street, LLC ("220 East") (collectively, the "LLC's"), all limited liability companies established under the laws of the state of New York. 652 West and 3120 Corlear were established to hold lease agreements with unrelated parties for the property in which Amber Kingsbridge operates. Such properties were subsequently sublet to Amber Kingsbridge. Effective June 2020, the lease held by 3120 was assigned to Kingsbridge and the sublease was terminated. 220 East is a co-borrower with Amber East Harlem on the mortgage payable and line of credit arrangement with Raza Development Fund, Inc. ("Raza").

The Foundation is the sole member of Inwood 532 West 215<sup>th</sup> Street, LLC ("532 West"), a limited liability company established under the laws of the state of New York. 532 West was established to hold the lease agreement with an unrelated party for the property in which Inwood will operate. Such property is sublet to Inwood.



AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

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

Principles of consolidation

The accompanying consolidated financial statements include the accounts of East Harlem, Kingsbridge, Inwood, Foundation, 652 West, 3120 Corlear, 220 East and 532 West, (collectively referred to as the "Organization"). Amber Charter Schools maintains an economic interest and control in the Foundation through common board membership and the ability to elect the Foundation's board members. The only activity in the LLC's during 2021 and 2020 was rental income from Amber Charter Schools and rent expense to an unrelated party as disclosed in Note D. All intercompany balances and transactions have been eliminated in the accompanying consolidated financial statements.

Classification of net assets

To ensure observance of limitations and restrictions placed on the use of resources available to the Organization, the accounts of the Organization 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.

The assets, liabilities, activities, and net assets 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 available for use in general operations and not subject to donor (or certain grantor) restrictions. The Board of Trustees has discretionary control to use these in carrying on operations in accordance with the guidelines established by the Organization.

*Net Assets With Donor Restrictions*

Net assets subject to 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. The Organization had no net assets with donor restrictions at June 30, 2021 or 2020.

Revenue and support recognition

Revenue from Exchange Transactions: The Organization 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.

AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

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

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

	June 30,	
	<u>2021</u>	<u>2020</u>
Revenues earned over time	\$ 16,740,597	\$ 16,284,758
Revenues earned at a point in time	<u>26,041</u>	<u>87,002</u>
	<u>\$ 16,766,638</u>	<u>\$ 16,371,760</u>

Public school district revenue

The Organization recognizes revenue as educational programming is provided to students throughout the year. The Organization earns public school district 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 Organization 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 Organization to each student, subject to a maximum amount based upon a set rate for each district as calculated by NYSED.

Rental assistance

Facilities rental assistance funding is provided by the New York City Dept of Education (NYCDOE) to qualifying charter schools located in the five boroughs of NYC. In order to receive rental assistance funding, a charter school must have commenced instruction or added grade levels in the 2014-15 school year or thereafter, and go through a space request process with the NYCDOE. If NYCDOE is not able to provide adequate space, the charter school can become eligible for rental assistance. Rental assistance is calculated as the lesser of 30% of the per-pupil tuition rate for NYC times the number of students enrolled, or actual total rental costs. As rental assistance is based on the number of students enrolled, revenue is recognized throughout the year as educational programming is provided to students.

AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

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

Fundraising

The Organization 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 Organization. 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 Organization. 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 Organization, 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 Organization. Special event fees collected by the Organization 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 Organization 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.

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

	June 30,		
	2021	2020	2019
Grants and other receivables	\$ -	\$ 447,807	\$ -

Contributions

The Organization 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.

Contributions and unconditional promises to give are recorded as revenue in the appropriate class of net assets depending on the existence of any donor restrictions. A contribution that is received and expended in the same period for a specific purpose is classified as revenue without donor restrictions.

Contributions are recorded as restricted if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated purpose restriction is accomplished, 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.

The Charter School Growth Fund (CSGF) supports the growth of public charter schools. The Organization was approved to receive a CSGF contribution of \$2,150,000 to be received by December 15, 2023. The Organization recognized \$300,000 of contribution revenue on the accompanying consolidated statement of activities and changes in net assets for the year ended June 30, 2021 relating to this contribution.

AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

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

Grant revenue

Some of the Organization'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 Organization 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 revenue deferred at either June 30, 2021 or 2020. The Charter School received cost-reimbursement grants of approximately \$214,846 and \$218,580 that have not been recognized at June 30, 2021 and 2020, respectively, because qualifying expenditures have not yet been incurred.

Cash

Cash balances are maintained at certain financial institutions located in New York and are insured by the FDIC up to \$250,000 at each institution. In the normal course of business, the cash account balances at any given time may exceed insured limits. However, the Organization has not experienced any losses in such accounts and does not believe it is exposed to significant risk in cash.

Cash in escrow

The Organization maintains cash in an escrow account in accordance with the terms of its charter agreements. The amount in escrow was \$153,923 and \$153,398 at June 30, 2021 and 2020, respectively.

Grants and contracts receivable and other receivables

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, 2021 or 2020.

Property and equipment

Property and equipment are recorded at cost. Depreciation and amortization are 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 thirty-five years. Leasehold improvements are amortized over the lesser of the lease term or useful life.

Major renewals and betterments are capitalized, while repairs and maintenance are charged to operations as incurred. Upon sale or retirement, the related cost and allowances for depreciation are removed from the accounts and the related gain or loss is reflected in operations.

Debt issuance costs

Debt issuance costs are stated at cost and are amortized over the term of the debt. The Organization shows debt issuance costs as a deduction from the carrying amount of the debt, net on the accompanying consolidated statement of financial position.

AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

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

Deferred lease receivable (payable)

The Organization leases two facilities. The leases contain pre-determined fixed escalation of the base rent. In accordance with GAAP, the Organization recognizes the related rent expense on a straight-line basis over the lease term and records the difference between the recognized rental expense and the amounts payable under the lease as a deferred lease receivable (payable). The amount of additional rent paid in excess of the rent expense recognized under one of the leases was approximately \$312,000 and \$790,000 for the years ended June 30, 2021 and 2020, respectively. The amount of additional rent expense recognized in excess of the rent paid under the second lease was approximately \$2,743,000 for the year ended June 30, 2021.

Tax exempt status

Amber Charter Schools and the Foundation are tax-exempt organizations under Section 501(c)(3) of the Internal Revenue Code and applicable state regulations and, accordingly, are exempt from federal and state taxes on income. Amber Charter Schools and the Foundation file Form 990 tax returns in the U.S. federal jurisdiction. In addition, the Foundation files a CHAR 500 in New York State. The LLCs are single member LLCs and are disregarded for tax purposes. The tax returns for the years ended June 30, 2018 through June 30, 2021 are still subject to potential audit by the IRS. Management of Amber Charter Schools and the Foundation believes it has no material uncertain tax positions and, accordingly it will not recognize any liability for unrecognized tax benefits.

Contributed services

The Organization receives contributed services from volunteers to develop its academic program and to serve on the Board of Trustees. In addition, the Organization received transportation services, metro cards, special education services and physical, occupational, and speech therapy for students from the local district. The Organization was unable to determine a value for these services.

The Organization did not receive any in-kind revenue for the year ended June 30, 2021 and 2020.

In-kind contributions

Gifts and donations other than cash are recorded at fair market value at the date of contribution.

Marketing and recruiting costs

The Organization expenses marketing and recruiting costs as they are incurred. Total marketing and recruiting costs approximated \$96,800 and \$64,800 for the years ended June 30, 2021 and 2020, respectively.

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.

AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

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

Reclassifications

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

Comparative information for the year ended June 30, 2020

The consolidated financial statements include certain prior year summarized comparative information in total but not by 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 Organization's financial statements for the year ended June 30, 2020 from which the summarized information was derived.

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 consolidated 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 Organization is currently evaluating the provisions of this standard to determine the impact the new standard will have on the Organization's financial position or results of operations.

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-kind 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 will be applied on a retrospective basis. The Organization is currently evaluating the provisions of this update to determine the impact it will have on the Organization's financial statements.

Subsequent events

The Organization has conducted an evaluation of potential subsequent events occurring after the statement of financial position date through October 25, 2021, which is the date the financial statements are available to be issued. No subsequent events requiring disclosure were noted.

AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE B: LIQUIDITY AND AVAILABILITY

The Organization regularly monitors liquidity required to meet its operating needs and other contractual commitments. The Organization'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 Organization considers all expenditures related to its ongoing activities of teaching, and public service as well as the conduct of services undertaken to support those activities to be general expenditures.

In addition to financial assets available to meet general expenditures over the next 12 months, the Organization operates with a surplus budget and anticipates collecting sufficient revenue to cover general expenditures not covered by donor-restricted resources. Refer to the statement of cash flows which identifies the sources and uses of the Organization's cash.

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, 2021 and 2020:

	June 30,	
	<u>2021</u>	<u>2020</u>
Cash	\$ 11,947,098	\$ 10,634,029
Grants and contracts receivable and other receivables	<u>899,130</u>	<u>895,535</u>
Total financial assets available to management within one year	12,846,228	11,529,564
Less:		
Amounts unavailable for general expenditures within one year, due to:		
Restricted cash	<u>(213,358)</u>	<u>-</u>
Total financial assets available to management for general expenditures within one year	<u>\$ 12,632,870</u>	<u>\$ 11,529,564</u>

NOTE C: RESTRICTED CASH

Restricted cash includes amounts the Organization is required to segregate in connection with the borrowing of long term debt, as described in Note F. This cash account is held at a financial institution for debt service. At June 30, 2021, the balance was \$213,358.



AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE D: SCHOOL FACILITIES

In May 2017, 3120 Corlear entered into a 35-year non-cancelable operating lease agreement with an unrelated third party for facility space, commencing in August 2017 and expiring in July 2052. On June 15, 2020, the terms of this lease were amended. The term of this amendment is for the period July 1, 2020 until June 30, 2021. Absent an agreement further amending the lease, the terms will revert back to the original 35-year lease.

The property was sublet to Kingsbridge in an agreement that commenced in August 2017 and expired in July 2019. In July 2019, a new sublease was signed that commenced July 2019 and expired June 2021. This sublease has an option to renew every two years for thirty-five years. Effective June 15, 2020, the lease held by 3120 Corlear with the unrelated third party was assigned to Kingsbridge and the sublease between 3120 Corlear and Kingsbridge was terminated. Total rental paid under the third party lease was approximately \$1,426,000 and \$1,354,000 for the years ended June 30, 2021 and 2020, respectively. In conjunction with this facility lease, 3120 Corlear paid a security deposit of \$61,573 which is included in security deposits on the accompanying consolidated statement of financial position at June 30, 2021 and 2020. There are additional security deposits of \$13,708 and \$11,698 at both June 30, 2021 and 2020, respectively, which represent deposits on electric meters and lease below.

Future expected minimum payments of this lease are approximately as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2022	\$ 972,900
2023	975,300
2024	975,300
2025	975,300
2026	975,300
Thereafter	<u>29,166,035</u>
	<u>\$ 34,040,135</u>

In May 2020, 532 West entered into a 35-year non-cancelable operating lease agreement with an unrelated third party for facility space, commencing July 2020 and expiring June 2055. 532 West did not pay any rent for this facility for the year ended June 30, 2021 as Inwood was not yet occupying the space; however, 532 West occupied the property to make property improvements during the fiscal year ended June 30, 2021. In conjunction with this facility lease, 532 paid a first installment of the security deposit in the amount of \$58,333 which is included in security deposits on the accompanying consolidated statement of financial position at June 30, 2021 and 2020. There are remaining installments of \$116,666 due in subsequent years. The lease agreement between 532 West and the third party is guaranteed by Amber Charter Schools.



AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE D: SCHOOL FACILITIES, Cont'd

Future expected minimum payments of this lease are approximately as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2022	\$ 1,255,000
2023	1,338,000
2024	2,125,000
2025	2,233,000
2026	2,305,000
Thereafter	<u>86,738,000</u>
	<u>\$ 95,994,000</u>

The property was sublet to Inwood in an agreement signed in February 2021 that commences July 2021 and expires in June 2055. In conjunction with this facility lease, Inwood is required to pay a security deposit to 532 West equal to the security deposit required by the above unrelated third party lease.

Future expected minimum lease payments of this lease are approximately as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2022	\$ 2,446,000
2023	2,770,000
2024	3,457,000
2025	3,566,000
2026	3,876,000
Thereafter	<u>149,576,000</u>
	<u>\$ 165,691,000</u>

AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE E: PROPERTY AND EQUIPMENT

Property and equipment consists of the following:

	June 30,	
	2021	2020
Land	\$ 335,000	\$ 335,000
Building	5,260,973	5,063,610
Furniture and fixtures	562,655	561,015
Computers and equipment	1,918,503	1,473,376
Software	55,860	55,860
Leasehold improvements	292,467	292,467
Construction in progress	<u>6,845,315</u>	<u>248,688</u>
	15,270,773	8,030,016
Less accumulated depreciation and amortization	<u>3,853,735</u>	<u>3,514,657</u>
	<u>\$ 11,417,038</u>	<u>\$ 4,515,359</u>

Construction in progress relates mainly to architect fees and building construction costs for the Inwood location. Construction in progress is stated at cost. No provision for amortization is made on construction in progress until such time as the relevant assets are completed and put into use. The Organization has entered into a commitment with a general contractor for approximately \$7,800,000. As of June 30, 2021, approximately \$4,700,000 was incurred relative to the general contractor. The remaining \$3,100,000 is expected to be incurred during fiscal year ending June 30, 2022.

The Organization capitalized interest costs incurred on funds used to construct property and equipment. The capitalized interest is recorded as part of the asset to which it relates and is amortized over the asset's estimated useful life. The total amount of interest that was capitalized at June 30, 2021 was \$51,615.

Depreciation expense for the years ended June 30, 2021 and 2020 was approximately \$339,000 and \$281,000, respectively.

AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE F: LONG-TERM DEBT

Amber Charter Schools had a mortgage payable to a bank dated September 29, 2011, which was collateralized by East Harlem's real estate in the city of New York. The loan was payable in monthly installments of \$17,316, including interest at 7% per annum, with a balloon payment of approximately \$2,235,000 due at maturity on October 1, 2016. In October 2016, East Harlem entered into a loan modification agreement with the bank extending the loan's maturity to December 28, 2016 under the same terms. On December 30, 2016, Amber Charter Schools, with 220 East as a co-borrower, refinanced the mortgage with the bank by entering into an amended and restated loan and security agreement.

Long-term debt is summarized as follows:

	<u>June 30,</u>	
	<u>2021</u>	<u>2020</u>
<b>Amber East Harlem:</b>		
Note payable, due in monthly installments of \$16,315, including interest at 6.04%, through December 2036. The note is collateralized by real property.	\$ 1,968,480	\$ 2,042,882
Less unamortized debt issuance costs	(67,189)	(71,524)
Capital lease, due in monthly installments of \$2,468, including interest at 5.71%, through September 2024. The lease is collateralized by certain equipment with a net book value of \$81,411 and \$107,120 at June 30, 2021 and 2020, respectively.	81,768	107,477
Capital lease, due in monthly installments of \$3,094, including interest at 0.417%, through December 2023. The lease is collateralized by certain equipment with a net book value of \$92,244 at June 30, 2021.	<u>92,308</u>	<u>-</u>
<b>Amber East Harlem Subtotal</b>	2,075,367	2,078,835
<b>Amber Kingsbridge:</b>		
Capital lease, due in monthly installments of \$394, including interest at 6.43%, through August 2024. The lease is collateralized by certain equipment with a net book value of \$12,758 and \$16,787 at June 30, 2021 and 2020, respectively.	12,758	16,787
Capital lease, due in monthly installments of \$3,138, including interest at 0.417%, through December 2023. The lease is collateralized by certain equipment with a net book value of \$93,570 at June 30, 2021.	<u>93,635</u>	<u>-</u>
<b>Amber Kingsbridge Subtotal</b>	106,393	16,787

AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE F: LONG-TERM DEBT, Cont'd

	June 30,	
	2021	2020
<b>Balance forward</b>	\$ 2,181,760	\$ 2,095,622
<b>Amber Schools Foundation Inc.:</b>		
Construction note payable for a maximum of \$12,525,000, bearing interest only payments beginning February 2021 at a rate of 4.71% until conversion date. The construction period must be completed and loan repayments shall begin on conversion date, February 1, 2022, at which point the aggregate balance will be converted into a permanent note payable. Monthly payments of principal plus interest at a fixed rate of 4.71% based on a hypothetical 25 year amortization period will be due through January 2026. Secured by the Inwood property and guaranteed by Amber Charter Schools.	5,918,130	-
Construction note payable for a maximum of \$1,000,000 bearing interest only payments beginning April 1, 2021 at a rate of 4.75% until conversion date. The construction period must be completed and loan repayments shall begin on conversion date, February 1, 2022, at which point the aggregate balance will be converted into a permanent note payable. Monthly payments of principal plus interest at a fixed rate of 4.75% based on a hypothetical 25 year amortization period will be due through January 2026. Secured by the Inwood property and guaranteed by Amber Charter Schools. Subordinate to construction note payable above.	903,688	-
Less unamortized debt issuance costs	(340,655)	-
<b>Amber Schools Foundation Inc. Subtotal</b>	<b>6,481,163</b>	<b>-</b>
	8,662,923	2,095,622
Less current portion of long-term debt	(6,664,101)	(170,154)
	<b>\$ 1,998,822</b>	<b>\$ 1,925,468</b>

AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE F: LONG-TERM DEBT, Cont'd

Future maturities of long-term debt are summarized as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2022	\$ 7,004,756
2023	188,156
2024	156,261
2025	100,029
2026	100,599
Thereafter	<u>1,520,966</u>
	<u>\$ 9,070,767</u>

532 West and Amber Charter Schools must comply with certain financial covenants relative to the construction loans. 532 West and Amber Charter Schools are in compliance with these covenants at June 30, 2021.

NOTE G: NET ASSETS

Net assets without donor restrictions are as follows:

	<u>June 30,</u>	
	<u>2021</u>	<u>2020</u>
Undesignated net assets	\$ 9,081,793	\$ 8,721,431
Invested in property and equipment, net of related debt	<u>2,754,115</u>	<u>2,419,737</u>
	<u>\$ 11,835,908</u>	<u>\$ 11,141,168</u>

NOTE H: OPERATING RESERVE

During the year ended June 30, 2013, Amber Charter Schools' board of trustees adopted an operating reserve policy to ensure the stability of Amber Charter Schools' mission. The policy requires Amber Charter Schools to establish an operating reserve fund with a minimum of \$250,000. Such funds shall be segregated from Amber Charter Schools' operating cash and shall not be used for normal operations. As of June 30, 2021, Amber Charter Schools had not yet established the operating reserve fund. However, management believes that Amber Charter Schools has adequate liquidity available, and that the segregation and restriction of such funds will not have an adverse effect on the operations of the schools.



AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE I: OPERATING LEASES AND COMMITMENTS

The Organization leases office equipment under non-cancelable lease agreements, expiring at various dates through October 2032.

The future minimum payments on these agreements are approximately as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2022	\$ 147,100
2023	63,800
2024	13,300
2025	5,200
2026	5,200
Thereafter	<u>32,000</u>
	<u>\$ 266,600</u>

NOTE J: RETIREMENT PLAN

The Organization sponsors a defined contribution 403(b) plan covering all eligible employees. The Organization contributes a percentage of compensation based on job classification, 4% for administration staff and 3% for instructional staff. Contributions on behalf of union employees are in accordance with the union agreement, which specified a 5% contribution for the years ended June 30, 2021 and 2020. The Organization made contributions of approximately \$377,800 and \$307,400 for the years ended June 30, 2021 and 2020, respectively.

NOTE K: UNION AGREEMENT

At June 30, 2021, the Organization had 138 employees, of which 42 are represented by a union. The union agreement covering these employees expired on August 31, 2018. In March 2018, the Organization entered a collective bargaining agreement with the employee union. This agreement went into effect during September 2018 and expires August 31, 2022.

NOTE L: 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 Organization. Management is of the opinion that such disallowances, if any, will not have a material effect on the accompanying consolidated financial statements. Accordingly, no amounts have been provided in the accompanying consolidated financial statements for such potential claims.

AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE M: CONCENTRATIONS

At June 30, 2021 and 2020, approximately 90% and 97%, respectively of grants and contracts receivable are due from New York State relating to certain grants.

During the years ended June 30, 2021 and 2020, 85% and 86%, respectively, of total operating revenue and support came from per-pupil funding provided by New York State. The per-pupil rate is set annually by the State based on the school district in which the Charter Schools' students are located.

NOTE N: 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. All expenses that are allocated to more than one program or supporting function are allocated on the basis of estimates of time and effort.

NOTE O: ACCOUNTING 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 Organization'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 Organization is not able to estimate the effects of the COVID-19 outbreak on its results of operations, financial condition, or liquidity for fiscal year 2022.

In response to the COVID-19 outbreak, in May 2020, the Organization applied for and was approved by a bank for a loan of \$1,915,100 through the Paycheck Protection Program established by the Small Business Administration. Due to the potential of forgiveness, the loan was reported as a long-term note payable on the accompanying statement of financial position at June 30, 2020. The loan principal and accrued interest was fully forgiven by the Small Business Administration as of March 30, 2021 and is reported as Paycheck Protection Program note forgiveness on the accompanying statement of activities and changes in net assets for the year ended June 30, 2021.

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 Organization has recognized \$191,000 of revenue relative to ESSER grants during the year ended June 30, 2021.

**AMBER CHARTER SCHOOLS AND AFFILIATES**

**OTHER FINANCIAL INFORMATION**

INDEPENDENT AUDITOR'S REPORT ON OTHER FINANCIAL INFORMATION

Board of Trustees  
Amber Charter Schools and Affiliates

We have audited the consolidated financial statements of Amber Charter Schools and Affiliates as of and for the year ended June 30, 2021, and have issued our report thereon dated October 25, 2021, which contained an unmodified opinion on those consolidated financial statements. Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The financial information hereinafter is presented for purposes of additional analysis and is not a required part of the consolidated financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the consolidated financial statements. The information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the consolidated financial statements or to the consolidated financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the consolidated financial statements for the year ended June 30, 2021, as a whole.

*Mengel, Metzger, Barr & Co. LLP*

Rochester, New York  
October 25, 2021

AMBER CHARTER SCHOOLS

CONSOLIDATING STATEMENT OF FINANCIAL POSITION

JUNE 30, 2021

ASSETS	Amber Charter Schools				Amber Schools Foundation Inc	Eliminations	Consolidated Total
	Amber East Harlem	Amber Kingsbridge	Amber Inwood	Total			
<b>CURRENT ASSETS</b>							
Cash (including restricted cash of \$213,358)	\$ 6,774,125	\$ 3,779,172	\$ -	\$ 10,553,297	\$ 1,393,801	\$ -	\$ 11,947,098
Grants and contracts receivable	391,025	284,033	224,072	899,130	-	-	899,130
Prepaid expenses	20,853	20,579	-	41,432	-	-	41,432
Related party receivables (payables)	1,316,243	79,577	(527,161)	868,659	(868,659)	-	-
<b>TOTAL CURRENT ASSETS</b>	<b>8,502,246</b>	<b>4,163,361</b>	<b>(303,089)</b>	<b>12,362,518</b>	<b>525,142</b>	<b>-</b>	<b>12,887,660</b>
<b>PROPERTY AND EQUIPMENT, net</b>	<b>3,910,100</b>	<b>562,299</b>	<b>613,381</b>	<b>5,085,780</b>	<b>6,331,258</b>	<b>-</b>	<b>11,417,038</b>
<b>OTHER ASSETS</b>							
Security deposits	-	73,271	-	73,271	60,343	-	133,614
Deferred lease receivable	-	553,842	-	553,842	-	-	553,842
Cash in escrow	153,923	-	-	153,923	-	-	153,923
<b>TOTAL ASSETS</b>	<b>\$ 12,566,269</b>	<b>\$ 5,352,773</b>	<b>\$ 310,292</b>	<b>\$ 18,229,334</b>	<b>\$ 6,916,743</b>	<b>\$ -</b>	<b>\$ 25,146,077</b>
<b>LIABILITIES AND NET ASSETS</b>							
<b>CURRENT LIABILITIES</b>							
Current maturities of long-term debt, net of unamortized debt issuance costs of \$340,655	\$ 141,572	\$ 41,366	\$ -	\$ 182,938	\$ 6,481,163	\$ -	\$ 6,664,101
Accounts payable and accrued expenses	155,980	44,336	-	200,316	78,431	-	278,747
Accrued payroll and benefits	952,272	660,765	12,773	1,625,810	-	-	1,625,810
<b>TOTAL CURRENT LIABILITIES</b>	<b>1,249,824</b>	<b>746,467</b>	<b>12,773</b>	<b>2,009,064</b>	<b>6,559,594</b>	<b>-</b>	<b>8,568,658</b>
<b>OTHER LIABILITIES</b>							
Deferred lease payable	-	-	-	-	2,742,689	-	2,742,689
Long-term debt, net of unamortized debt issuance costs of \$67,189	1,933,795	65,027	-	1,998,822	-	-	1,998,822
<b>TOTAL LIABILITIES</b>	<b>3,183,619</b>	<b>811,494</b>	<b>12,773</b>	<b>4,007,886</b>	<b>9,302,283</b>	<b>-</b>	<b>13,310,169</b>
<b>NET ASSETS (DEFICIENCY)</b>	<b>9,382,650</b>	<b>4,541,279</b>	<b>297,519</b>	<b>14,221,448</b>	<b>(2,385,540)</b>	<b>-</b>	<b>11,835,908</b>
<b>TOTAL LIABILITIES AND NET ASSETS (DEFICIENCY)</b>	<b>\$ 12,566,269</b>	<b>\$ 5,352,773</b>	<b>\$ 310,292</b>	<b>\$ 18,229,334</b>	<b>\$ 6,916,743</b>	<b>\$ -</b>	<b>\$ 25,146,077</b>



AMBER CHARTER SCHOOLS

CONSOLIDATING STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

YEAR ENDED JUNE 30, 2021

	Amber Charter Schools				Amber Schools Foundation Inc	Eliminations	Consolidated Total
	Amber East Harlem	Amber Kingsbridge	Amber Inwood	Total			
Revenue, gains and other support:							
Public school district:							
Resident student enrollment	\$ 7,757,646	\$ 7,474,494	\$ -	\$ 15,232,140	\$ -	\$ -	\$ 15,232,140
Students with disabilities	-	18,640	-	18,640	-	-	18,640
Grants and contracts:							
State and local	39,700	33,766	-	73,466	-	-	73,466
Federal - Title and IDEA	345,632	270,231	-	615,863	-	-	615,863
Federal - other	155,102	116,068	277,563	548,733	-	-	548,733
Food service / Child nutrition program	60,697	54,184	-	114,881	-	-	114,881
NYC DoE Rental Assistance	-	1,425,645	-	1,425,645	-	-	1,425,645
<b>TOTAL REVENUE, GAINS AND OTHER SUPPORT</b>	<b>8,358,777</b>	<b>9,393,028</b>	<b>277,563</b>	<b>18,029,368</b>	<b>-</b>	<b>-</b>	<b>18,029,368</b>
Expenses:							
Program:							
Regular education	4,811,703	5,092,950	198,972	10,103,625	-	-	10,103,625
Special education	1,609,452	969,922	-	2,579,374	-	-	2,579,374
<b>TOTAL PROGRAM EXPENSES</b>	<b>6,421,155</b>	<b>6,062,872</b>	<b>198,972</b>	<b>12,682,999</b>	<b>-</b>	<b>-</b>	<b>12,682,999</b>
Management and general	2,214,659	2,338,464	73,195	4,626,318	2,763,341	-	7,389,659
Fundraising and special events	-	-	-	-	234,692	-	234,692
<b>TOTAL OPERATING EXPENSES</b>	<b>8,635,814</b>	<b>8,401,336</b>	<b>272,167</b>	<b>17,309,317</b>	<b>2,998,033</b>	<b>-</b>	<b>20,307,350</b>
<b>(DEFICIT) SURPLUS FROM SCHOOL OPERATIONS</b>	<b>(277,037)</b>	<b>991,692</b>	<b>5,396</b>	<b>720,051</b>	<b>(2,998,033)</b>	<b>-</b>	<b>(2,277,982)</b>
Support and other revenue:							
Contributions							
Foundations	725,500	-	-	725,500	-	-	725,500
Individuals	10,099	-	-	10,099	70,260	-	80,359
Corporations	30,790	30,200	50,000	110,990	-	-	110,990
Fundraising	5,114	6,719	-	11,833	14,208	-	26,041
Investment income	-	-	-	-	6,440	-	6,440
Paycheck Protection Program note forgiveness	1,053,305	861,795	-	1,915,100	-	-	1,915,100
Miscellaneous income	107,992	300	-	108,292	-	-	108,292
<b>TOTAL SUPPORT AND OTHER REVENUE</b>	<b>1,932,800</b>	<b>899,014</b>	<b>50,000</b>	<b>2,881,814</b>	<b>90,908</b>	<b>-</b>	<b>2,972,722</b>
<b>CHANGE IN NET ASSETS</b>	<b>1,655,763</b>	<b>1,890,706</b>	<b>55,396</b>	<b>3,601,865</b>	<b>(2,907,125)</b>	<b>-</b>	<b>694,740</b>
Net assets at beginning of year	7,726,887	2,650,573	242,123	10,619,583	521,585	-	11,141,168
<b>NET ASSETS (DEFICIENCY) AT END OF YEAR</b>	<b>\$ 9,382,650</b>	<b>\$ 4,541,279</b>	<b>\$ 297,519</b>	<b>\$ 14,221,448</b>	<b>\$ (2,385,540)</b>	<b>\$ -</b>	<b>\$ 11,835,908</b>

AMBER EAST HARLEM

STATEMENT OF FUNCTIONAL EXPENSES BY CHARTER

YEAR ENDED JUNE 30, 2021

	No of Positions	Program Services			Supporting Services		Total
		Regular Education	Special Education	Sub-total	Management and general	Sub-total	
<b>Personnel Services Costs:</b>							
Administrative staff personnel	18	\$ 277,021	\$ 66,334	\$ 343,355	\$ 1,373,420	\$ 1,373,420	\$ 1,716,775
Instructional personnel	50	2,288,622	849,871	3,138,493	-	-	3,138,493
Non-instructional personnel	2	54,411	13,029	67,440	-	-	67,440
Total salaries and staff	70	2,620,054	929,234	3,549,288	1,373,420	1,373,420	4,922,708
Fringe benefits and payroll taxes		811,107	287,669	1,098,776	425,178	425,178	1,523,954
Retirement		105,208	37,313	142,521	55,150	55,150	197,671
Professional development		69,295	16,593	85,888	-	-	85,888
Legal services		-	-	-	2,260	2,260	2,260
Accounting / Audit		-	-	-	15,650	15,650	15,650
Financial Management Services		-	-	-	38,242	38,242	38,242
Professional services		266,311	88,551	354,862	112,756	112,756	467,618
Student and staff recruitment		18,386	5,945	24,331	7,018	7,018	31,349
Travel and conference		1,704	604	2,308	893	893	3,201
Supplies / Materials		385,991	92,428	478,419	-	-	478,419
Office expenses		5,909	1,415	7,324	29,296	29,296	36,620
Food service		55,919	19,832	75,751	29,313	29,313	105,064
Student services		5,786	-	5,786	-	-	5,786
Insurance		29,746	10,550	40,296	15,592	15,592	55,888
Dues and subscriptions		7,450	2,642	10,092	3,905	3,905	13,997
Utilities		18,912	6,707	25,619	9,914	9,914	35,533
Non-capitalized equipment and furnishings		2,080	738	2,818	1,090	1,090	3,908
Technology		64,032	15,333	79,365	8,818	8,818	88,183
Repairs and maintenance		33,520	11,888	45,408	17,571	17,571	62,979
Depreciation and amortization		172,954	41,415	214,369	23,818	23,818	238,187
Interest expense		66,912	23,731	90,643	35,075	35,075	125,718
Other		70,427	16,864	87,291	9,700	9,700	96,991
		\$ 4,811,703	\$ 1,609,452	\$ 6,421,155	\$ 2,214,659	\$ 2,214,659	\$ 8,635,814

AMBER KINGSBRIDGE

STATEMENT OF FUNCTIONAL EXPENSES BY CHARTER

YEAR ENDED JUNE 30, 2021

	No of Positions	Program Services			Supporting Services		Total
		Regular Education	Special Education	Sub-total	Management and general	Sub-total	
Personnel Services Costs:							
Administrative staff personnel	18	\$ 294,785	\$ 39,201	\$ 333,986	\$ 1,335,945	\$ 1,335,945	\$ 1,669,931
Instructional personnel	45	2,294,096	481,421	2,775,517	-	-	2,775,517
Non-instructional personnel	2	70,924	9,432	80,356	-	-	80,356
Total salaries and staff	65	2,659,805	530,054	3,189,859	1,335,945	1,335,945	4,525,804
Fringe benefits and payroll taxes		788,889	157,212	946,101	396,237	396,237	1,342,338
Retirement		105,844	21,093	126,937	53,163	53,163	180,100
Professional development		49,674	6,606	56,280	-	-	56,280
Legal services		-	-	-	7,923	7,923	7,923
Accounting / Audit		-	-	-	15,601	15,601	15,601
Financial Management Services		-	-	-	32,055	32,055	32,055
Professional services		210,525	36,490	247,015	64,347	64,347	311,362
Student and staff recruitment		21,506	3,773	25,279	6,914	6,914	32,193
Travel and conference		2,821	562	3,383	1,417	1,417	4,800
Supplies / Materials		288,872	38,415	327,287	-	-	327,287
Office expenses		9,615	1,279	10,894	43,574	43,574	54,468
Food service		79,010	10,507	89,517	-	-	89,517
Student services		3,078	-	3,078	-	-	3,078
Insurance		32,118	6,400	38,518	16,132	16,132	54,650
Building and Land Rent / Lease		654,747	130,480	785,227	328,861	328,861	1,114,088
Dues and subscriptions		10,367	2,066	12,433	5,207	5,207	17,640
Utilities		15,788	3,146	18,934	7,930	7,930	26,864
Non-capitalized equipment and furnishings		1,463	292	1,755	735	735	2,490
Technology		59,806	7,953	67,759	7,529	7,529	75,288
Repairs and maintenance		5,933	1,182	7,115	2,980	2,980	10,095
Depreciation and amortization		79,962	10,633	90,595	10,066	10,066	100,661
Interest expense		508	101	609	255	255	864
Other		12,619	1,678	14,297	1,593	1,593	15,890
		\$ 5,092,950	\$ 969,922	\$ 6,062,872	\$ 2,338,464	\$ 2,338,464	\$ 8,401,336

AMBER INWOOD

STATEMENT OF FUNCTIONAL EXPENSES BY CHARTER

YEAR ENDED JUNE 30, 2021

	No of Positions	Program Services			Supporting Services		Total
		Regular Education	Special Education	Sub-total	Management and general	Sub-total	
Personnel Services Costs:							
Administrative staff personnel	2	\$ 112,829	\$ -	\$ 112,829	\$ 33,479	\$ 33,479	\$ 146,308
Non-instructional personnel	1	2,350	-	2,350	9,400	9,400	11,750
Total salaries and staff	3	115,179	-	115,179	42,879	42,879	158,058
Fringe benefits and payroll taxes		42,286	-	42,286	12,547	12,547	54,833
Professional development		1,575	-	1,575	24	24	1,599
Legal services		-	-	-	4,427	4,427	4,427
Accounting / Audit		-	-	-	9,350	9,350	9,350
Professional services		5,774	-	5,774	3,404	3,404	9,178
Student and staff recruitment		33,213	-	33,213	-	-	33,213
Office expenses		162	-	162	-	-	162
Technology		110	-	110	364	364	474
Depreciation and amortization		177	-	177	53	53	230
Other		496	-	496	147	147	643
		\$ 198,972	\$ -	\$ 198,972	\$ 73,195	\$ 73,195	\$ 272,167

**AMBER CHARTER SCHOOLS AND AFFILIATES**

**NEW YORK, NEW YORK**

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

**AND**

**INDEPENDENT AUDITOR'S REPORTS**

**JUNE 30, 2021**



**MENGEL METZGER BARR & CO. LLP**

Certified Public Accountants



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

Board of Trustees  
Amber Charter Schools and Affiliates

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the consolidated financial statements of Amber Charter Schools and Affiliates which comprise the consolidated statement of financial position as of June 30, 2021 and the related consolidated statements of activities and changes in net assets, functional expenses and cash flows for the year then ended, and the related notes to the consolidated financial statements, and have issued our report thereon dated October 25, 2021.

**Internal Control over Financial Reporting**

Management of Amber Charter Schools and Affiliates is responsible for establishing and maintaining effective internal control over financial reporting. In planning and performing our audit of the consolidated financial statements, we considered Amber Charter Schools and Affiliates' internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the consolidated financial statements, but not for the purpose of expressing an opinion on the effectiveness of Amber Charter Schools and Affiliates' internal control. Accordingly, we do not express an opinion on the effectiveness of Amber Charter Schools and Affiliates' internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. However as described in the accompanying schedule of findings and questioned costs, we did identify a certain deficiency in internal control over financial reporting that we consider to be a material weakness.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Organization's consolidated financial statements will not be prevented, or detected and corrected on a timely basis. We consider the deficiency described in the accompanying schedule of findings and questioned costs as item 2021-001 to be a material weakness.

### **Compliance and Other Matters**

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

### **Amber Charter Schools and Affiliates' Response to Findings**

Amber Charter Schools and Affiliates' response to the finding identified in our audit is described in the accompanying Schedule of Findings and Questioned Costs. Amber Charter Schools and Affiliates' response was not subjected to the auditing procedures applied in the audit of the consolidated financial statements and, accordingly, we express no opinion on it.

### **Purpose of this Report**

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

*Mengel, Metzger, Baw & Co. LLP*

Rochester, New York  
October 25, 2021

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

Board of Trustees  
Amber Charter Schools and Affiliates

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

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

**Management's Responsibility**

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

**Auditor's Responsibility**

Our responsibility is to express an opinion on compliance for Amber Charter Schools and Affiliates' major federal programs based on our audit of the types of compliance requirements referred to above.

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

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

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

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

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

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

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

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

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



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

We have audited the consolidated financial statements of Amber Charter Schools and Affiliates as of and for the year ended June 30, 2021, and have issued our report thereon dated October 25, 2021, which contained an unmodified opinion on those consolidated financial statements. Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the consolidated financial statements. The information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the consolidated financial statements or to the consolidated financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the consolidated financial statements as a whole.

*Mengel, Metzger, Baw & Co. LLP*

Rochester, New York  
October 25, 2021

AMBER CHARTER SCHOOLS AND AFFILIATES

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

YEAR ENDED JUNE 30, 2021

	<u>Federal AL Number</u>	<u>Pass-through Grantor's Number</u>	<u>Total Federal Expenditures</u>
U.S. Department of Education:			
<u>Passed through NYS Department of Education</u>			
Title I - Grants to Local Educational Agencies	84.010	0021	\$ 469,142
Title IIA - Improving Teacher Quality	84.367	0147	49,682
Title IV - Student Support and Academic Enrichment Charter Schools Program - Replication and Expansion of High-Quality Charter Schools	84.424	0204	32,867
COVID-19 Charter Schools Program	84.282M	C403547	243,172
Elementary and Secondary School Emergency Relief (ESSER) Fund	84.282		49,950
	84.425D	5890	<u>191,428</u>
TOTAL DEPARTMENT OF EDUCATION			1,036,241
U.S. Department of Agriculture:			
<u>Passed through NYS Department of Education</u>			
<i>Child Nutrition Cluster</i>			
Summer Food Service Program	10.559	1000001406	<u>112,047</u>
TOTAL DEPARTMENT OF AGRICULTURE			<u>112,047</u>
TOTAL ALL PROGRAMS			<u>\$ 1,148,288</u>

NOTE A: BASIS OF PRESENTATION

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

NOTE B: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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

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

AMBER CHARTER SCHOOLS AND AFFILIATES  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED JUNE 30, 2021

SUMMARY OF AUDITOR'S RESULTS

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Financial Statements

Type of auditor's report issued:	Unmodified		
Internal control over financial reporting:			
• Material weakness (es) identified?	<u>  x  </u>	yes	<u>      </u> no
• Significant deficiency(ies) identified that are not considered to be material weaknesses?	<u>      </u>	yes	<u>  x  </u> none reported
Noncompliance material to financial statements noted?	<u>      </u>	yes	<u>  x  </u> no

Federal Awards

Internal control over major programs:			
• Material weakness (es) identified?	<u>      </u>	yes	<u>  x  </u> no
• Significant deficiency(ies) identified that are not considered to be material weaknesses?	<u>      </u>	yes	<u>  x  </u> none reported
Type of auditor's report issued on compliance for major programs:	Unmodified		
Any audit findings disclosed that are required to be reported in accordance with section 2 CFR 200.516(a)?	<u>      </u>	yes	<u>  x  </u> no

Identification of major program:

*AL Number:*

84.010

*Name of Federal Program or Cluster:*

Title I - Grants to Local Educational Agencies

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

  \$750,000  

Auditee qualified as low-risk auditee?	<u>      </u>	yes	<u>  x  </u>	no
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AMBER CHARTER SCHOOLS AND AFFILIATES  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS, Cont'd  
YEAR ENDED JUNE 30, 2021

FINDINGS – FINANCIAL STATEMENT AUDIT

**Finding 2021-001**

*Statement of condition*

During our 2021 audit, we noted certain statement of financial position balances were understated for Amber Schools Foundation, Inc. and specifically Inwood 532 West 215<sup>th</sup> Street, LLC.

According to accounting principles generally accepted in the United States of America, interest incurred on debt during a construction renovation project is capitalized as part of the construction in progress and amortized over the life of the building renovations or the remaining term of the lease when the construction is complete and the building is placed into service.

In addition, costs incurred as part of the debt issuance are capitalized as debt issuance costs and amortized over the term of the debt incurred.

Lastly, the Organization did not record the funding of the debt service reserve cash account which was funded as part of the debt borrowing.

As a result of the above findings, restricted cash, property and equipment, debt issuance costs, and long-term debt were understated at June 30, 2021. This resulted in a significant audit adjustment of approximately \$213,000 to restricted cash, \$51,600 to property and equipment, \$341,000 to debt issuance costs and \$605,600 to long-term debt.

*Criteria and effect of conditions*

According to accounting principles generally accepted in the United States of America, the Organization should capitalize interest incurred on debt related to building renovations. These costs will be amortized over the life of the building or the remaining term of the lease when the construction is complete and the building is placed into service. Also, according to accounting principles generally accepted in the United States of America, costs incurred as part of the debt issuance are capitalized as debt issuance costs and amortized over the term of the debt incurred. Lastly, all reserve accounts related to debt incurred which are subsequently funded should be recorded.

*Recommendation*

We recommend the Organization review all debt agreements and ensure balances are recorded in accordance with accounting principles generally accepted in the United States of America.

AMBER CHARTER SCHOOLS AND AFFILIATES

SCHEDULE OF FINDINGS AND QUESTIONED COSTS, Cont'd

YEAR ENDED JUNE 30, 2021

Management response

For context, these reporting oversights were made as part of Amber Charter Schools' largest construction project (Inwood) occurring over this past year during COVID. The Amber Charter Schools is in the process of disaffiliating (legally and fiscally) with the Amber Schools Foundation (with Inwood LLC being an entity under the foundation) also over this past year. As such, we have two fiscal teams working with our lender team and a complex set of closing documents. Moving forward:

1. We acknowledge our responsibility for the design, implementation and maintenance of internal controls to increase communication and oversight of consolidated financial statements.
2. We acknowledge the need to review all debt agreements and ensure balances are recorded in accordance with US GAAP principles going forward. Incurred interest on debt related to building renovations will be capitalized. These costs will be amortized over the life of the building or the remaining term of the lease upon construction completion. Additional costs incurred as part of debt issuance will be capitalized as debt issuance costs and amortized over the term of the debt. Lastly, the debt reserve account will be reconciled monthly going forward.

FINDINGS AND QUESTIONED COSTS – MAJOR FEDERAL AWARDS PROGRAM

None.



AMBER CHARTER SCHOOLS AND AFFILIATES

SCHEDULE OF FINDINGS AND QUESTIONED COSTS, Cont'd

YEAR ENDED JUNE 30, 2021

SCHEDULE OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS

**Finding 2020-001**

*Statement of condition*

During our 2020 audit, we noted certain professional consulting fees were overstated. According to accounting principles generally accepted in the United States of America, certain architect and construction costs should be capitalized as construction in progress as part of the cost of the building renovations and amortized over the life of the building renovations or the remaining term of the lease when the construction is complete and the building is placed into service. Management had expensed these items. This resulted in a significant audit adjustment of approximately \$249,000 to capitalize these items as construction in progress.

During our audit, we noted rent expense was overstated. According to accounting principles generally accepted in the United States of America, a rental lease agreement which includes escalation clauses should be recognized on a straight-line basis over the term of the agreement. Effective July 1, 2019, a first amendment to the lease agreement with the third party had been signed, changing the amount of the lease for the period July 1, 2019 through June 30, 2021. Management did not take this amendment into consideration when calculating the straight-line basis of the lease agreement. This resulted in a material audit adjustment to record a reduction in rent expense of approximately \$976,000.

*Criteria and effect of conditions*

According to accounting principles generally accepted in the United States of America, the Organization should capitalize all architect fees and construction costs as part of the cost of the building renovations. These costs will be amortized over the life of the building or the remaining term of the lease when the construction is complete and the building is placed into service. Also, according to accounting principles generally accepted in the United States of America, the Organization should recognize rent expense on a straight-line basis and record the difference between the recognized rental expense and the amounts paid under the lease as a deferred lease receivable (liability).

*Recommendation*

We recommend the Organization review all professional consulting fees and ensure that all architect and construction costs are properly capitalized in accordance with accounting principles generally accepted in the United States of America. Further, we recommend the Organization review all rental lease agreements and ensure the expense is recorded in accordance with accounting principles generally accepted in the United States of America.

*Management response*

Management agrees with the adjustment of the architect cost from professional consulting fees to capitalize the cost as construction is in progress. Management has reviewed the Element of Cost (U.S. GAAP) 360 Property, Plant and Equipment to ensure all associated construction costs are booked properly.

Management agrees with the rent expense adjustments. Management will ensure the lease amendments are reviewed and accounted for on the straight-line basis before closing the fiscal year.

*Status*

See Finding 2021-001.



October 25, 2021

Corrective Action Plan – Year ended June 30, 2021

Finding 2021-001

Statement of Condition

During our 2021 audit, we noted certain statement of financial position balances were understated for Amber Schools Foundation and specifically Inwood 532 West 215<sup>th</sup> Street, LLC.

According to accounting principles generally accepted in the United States of America, interest incurred on debt during a construction renovation project is capitalized as part of the construction in progress and amortized over the life of the building renovations or the remaining term of the lease when the construction is complete and the building is placed into service.

In addition, costs incurred as part of the debt issuance are capitalized as debt issuance costs and amortized over the term of the debt incurred.

Lastly, the Organization did not record the funding of the debt service reserve cash account which was funded as part of the debt borrowing.

As a result of the above findings, restricted cash, property and equipment, debt issuance costs, and long-term debt were understated at June 30, 2021. This resulted in a significant audit adjustment of approximately \$213,000 to restricted cash, \$51,600 to property and equipment, \$341,000 to debt issuance costs and \$605,600 to long-term debt.

Corrective Action Plan

For context, these reporting oversights were made as part of Amber Charter Schools' largest construction project (Inwood) occurring over this past year during COVID. The Amber Charter Schools is in the process of disaffiliating (legally and fiscally) with the Amber Schools Foundation (with Inwood LLC being an entity under the foundation) also over this past year. As such, we have two fiscal teams working with our lender team and a complex set of closing documents. Moving forward:

1. We acknowledge our responsibility for the design, implementation and maintenance of internal controls to increase communication and oversight of consolidated financial statements.
2. We acknowledge the need to review all debt agreements and ensure balances are recorded in accordance with US GAAP principles going forward. Incurred interest on debt related to building renovations will be capitalized. These costs will be amortized over the life of the building or the remaining term of the lease upon construction completion. Additional costs incurred as part of debt issuance will be capitalized as debt issuance costs and amortized over the term of the debt. Lastly, the debt reserve account will be reconciled monthly going forward.

  
Joey Gustafson

Managing Director

Amber Schools Foundation



Kirsys A Gomez

Chief Administration & Finance Officer

Amber Charter Schools

**AMBER CHARTER SCHOOLS AND AFFILIATES**

**ADVISORY COMMENT LETTER**

**JUNE 30, 2021**



MENGEL METZGER BARR & CO. LLP

Certified Public Accountants

October 25, 2021

Board of Trustees  
Amber Charter Schools and Affiliates

In planning and performing our audit of the consolidated financial statements of Amber Charter Schools and Affiliates (the “Organization”) as of and for the year ended June 30, 2021, in accordance with auditing standards generally accepted in the United States of America, we considered the Organization’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 consolidated financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization’s internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization’s internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses and therefore material weaknesses may exist that were not identified. However, as discussed below, we identified a certain deficiency in internal control that we consider to be a material weakness.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the Organization’s consolidated 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.

We consider the following deficiency in the Organization’s internal control to be a material weakness:



**Audit adjustments**

During our 2021 audit, we noted certain statement of financial position balances were understated for Amber Schools Foundation, Inc. and specifically Inwood 532 West 215th Street, LLC.

According to accounting principles generally accepted in the United States of America, interest incurred on debt during a construction renovation project is capitalized as part of the construction in progress and amortized over the life of the building renovations or the remaining term of the lease when the construction is complete and the building is placed into service.

In addition, costs incurred as part of the debt issuance are capitalized as debt issuance costs and amortized over the term of the debt incurred.

Lastly, the Organization did not record the funding of the debt service reserve cash account which was funded as part of the debt borrowing.

As a result of the above findings, restricted cash, property and equipment, debt issuance costs, and long-term debt were understated at June 30, 2021. This resulted in a significant audit adjustment of approximately \$213,000 to restricted cash, \$51,600 to property and equipment, \$341,000 to debt issuance costs and \$605,600 to long-term debt.

**Recommendation**

We recommend the Organization review all debt agreements and ensure balances are recorded in accordance with accounting principles generally accepted in the United States of America.

\* \* \* \* \*

This communication is intended solely for the information and use of Management and the Board of Trustees and is not intended to be and should not be used by anyone other than these specified parties.

We appreciate the outstanding cooperation from your staff that our personnel received during the audit of the Organization's consolidated financial statements. Should you have any questions or comments, please contact Michelle Cain or Kate VanBramer.

Very truly yours,



MENGEL, METZGER, BARR & CO. LLP





**Transmittal Form**  
**Annual Financial Statement Audit Report**  
*for SUNY Authorized Charter Schools*

Charter School Name:	Amber Charter School East Harlem
Audit Period:	2020-21
Prior Period:	2019-20
Report Due Date:	Monday, November 1, 2021
School Fiscal Contact Name:	Kirsys Gomez
School Fiscal Contact Email:	[REDACTED]
School Fiscal Contact Phone:	[REDACTED]
School Audit Firm Name:	Mengel, Metzger, Barr & Co. LLP
School Audit Contact Name:	Michelle Cain
School Audit Contact Email:	[REDACTED]
School Audit Contact Phone:	[REDACTED]

**SUNY CHARTER SCHOOLS INSTITUTE - Reporting Requirements:**

Online Portal: <https://my.epicenternow.org/>

**Required 8 Items:**

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

**And, if applicable:**

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. If not applicable enter "N/A."

	<i>If not included, state the reason(s) below. Or, if not applicable fill in "N/A":</i>
4) Management Letter	Included
5) Management Letter Response	Included
6) Form 990; or Extension Form 8868	Extension Form 8868
7) Federal Single Audit/ Uniform Guidance in 2 CFR Part 200, Subpart F	Included
8) Corrective Action Plan	Included

**AMBER CHARTER SCHOOL EAST HARLEM**  
**Statement of Financial Position**  
**as of June 30, 2021**

<u>ASSETS</u>	<u>2020-21</u>	<u>2019-20</u>
<b><u>CURRENT ASSETS</u></b>		
Cash and cash equivalents	\$ 10,553,297	\$ 8,775,088
Grants and contracts receivable	899,130	873,198
Accounts receivables		22,337
Prepaid expenses	41,432	149,950
Contributions and other receivables	868,659	1,376,045
<b>TOTAL CURRENT ASSETS</b>	<b>12,362,518</b>	<b>11,196,618</b>
<b><u>PROPERTY, BUILDING AND EQUIPMENT, net</u></b>	<b>5,085,780</b>	<b>4,515,359</b>
<b><u>OTHER ASSETS</u></b>	<b>781,036</b>	<b>468,557</b>
<b>TOTAL ASSETS</b>	<b>18,229,334</b>	<b>16,180,534</b>
<b><u>LIABILITIES AND NET ASSETS</u></b>		
<b><u>CURRENT LIABILITIES</u></b>		
Accounts payable and accrued expenses	\$ 200,316	\$ 105,912
Accrued payroll and benefits	1,625,810	1,444,317
Deferred Revenue	-	-
Current maturities of long-term debt	182,938	104,171
Short Term Debt - Bonds, Notes Payable	-	-
Other	-	-
<b>TOTAL CURRENT LIABILITIES</b>	<b>2,009,064</b>	<b>1,654,400</b>
<b><u>LONG-TERM LIABILITIES</u></b>		
Deferred Rent	-	-
All other long-term debt and notes payable, net current maturities	1,998,822	3,906,551
<b>TOTAL LONG-TERM LIABILITIES</b>	<b>1,998,822</b>	<b>3,906,551</b>
<b>TOTAL LIABILITIES</b>	<b>4,007,886</b>	<b>5,560,951</b>
<b><u>NET ASSETS</u></b>		
Without Donor Restrictions	14,221,448	10,619,583
With Donor Restrictions	-	-
<b>TOTAL NET ASSETS</b>	<b>14,221,448</b>	<b>10,619,583</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>18,229,334</b>	<b>16,180,534</b>

CK - Should be zero

-

-

**AMBER CHARTER SCHOOL EAST HARLEM**

**Statement of Activities  
as of June 30, 2021**

	2020-21			2019-20
	Without Donor Restrictions	With Donor Restrictions	Total	Total
<b>REVENUE, GAINS AND OTHER SUPPORT</b>				
Public School District				
Resident Student Enrollment	\$ 7,757,646	\$ -	\$ 7,757,646	\$ 8,007,455
Students with disabilities	-	-	-	-
Grants and Contracts				
State and local	39,700	-	39,700	38,296
Federal - Title and IDEA	345,632	-	345,632	257,665
Federal - Other	432,665	-	432,665	15,569
Other	-	-	-	95,668
NYC DoE Rental Assistance	-	-	-	-
Food Service/Child Nutrition Program	60,697	-	60,697	179,554
<b>TOTAL REVENUE, GAINS AND OTHER SUPPORT</b>	<b>8,636,340</b>	<b>-</b>	<b>8,636,340</b>	<b>8,594,207</b>
<b>EXPENSES</b>				
Program Services				
Regular Education	\$ 5,010,675	\$ -	\$ 5,010,675	\$ 4,463,895
Special Education	1,609,452	-	1,609,452	1,305,069
Other Programs	-	-	-	-
Total Program Services	6,620,127	-	6,620,127	5,768,964
Management and general	2,287,854	-	2,287,854	1,980,337
Fundraising	-	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>8,907,981</b>	<b>-</b>	<b>8,907,981</b>	<b>7,749,301</b>
<b>SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS</b>	<b>(271,641)</b>	<b>-</b>	<b>(271,641)</b>	<b>844,906</b>
<b>SUPPORT AND OTHER REVENUE</b>				
Contributions				
Foundations	\$ 725,500	\$ -	\$ 725,500	\$ 500
Individuals	60,099	-	60,099	8,317
Corporations	30,790	-	30,790	1,118
Fundraising	5,114	-	5,114	10,840
Interest income	-	-	-	-
Miscellaneous income	1,161,297	-	1,161,297	9,312
Net assets released from restriction	-	-	-	-
<b>TOTAL SUPPORT AND OTHER REVENUE</b>	<b>1,982,800</b>	<b>-</b>	<b>1,982,800</b>	<b>30,087</b>
<b>CHANGE IN NET ASSETS</b>	<b>1,711,159</b>	<b>-</b>	<b>1,711,159</b>	<b>874,993</b>
NET ASSETS BEGINNING OF YEAR	7,969,010	-	7,969,010	6,851,894
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-
<b>NET ASSETS END OF YEAR</b>	<b>\$ 9,680,169</b>	<b>\$ -</b>	<b>\$ 9,680,169</b>	<b>\$ 7,726,887</b>

**AMBER CHARTER SCHOOL EAST HARLEM**  
**Statement of Cash Flows**  
**as of June 30, 2021**

	<u>2020-21</u>	<u>2019-20</u>
<b>CASH FLOWS - OPERATING ACTIVITIES</b>		
Increase (decrease) in net assets	\$ 694,740	\$ 2,943,372
Revenues from School Districts	-	-
Accounts Receivable	(308,729)	(246,945)
Due from School Districts	-	-
Depreciation	343,413	285,291
Grants Receivable	(25,932)	(409,947)
Due from NYS	-	-
Grant revenues	(1,915,100)	-
Prepaid Expenses	108,518	(56,354)
Accounts Payable	153,191	(99,425)
Accrued Expenses	-	-
Accrued Liabilities	181,493	288,755
Contributions and fund-raising activities	-	-
Miscellaneous sources	2,742,689	(548,460)
Deferred Revenue	-	-
Interest payments	-	-
Bad debt expense	19,112	14,122
Security Deposits	(2,010)	(58,726)
<b>NET CASH PROVIDED FROM OPERATING ACTIVITIES</b>	<b>\$ 1,991,385</b>	<b>\$ 2,111,683</b>
<b>CASH FLOWS - INVESTING ACTIVITIES</b>		
Purchase of equipment	(6,966,165)	(683,924)
Other	-	-
<b>NET CASH PROVIDED FROM INVESTING ACTIVITIES</b>	<b>\$ (6,966,165)</b>	<b>\$ (683,924)</b>
<b>CASH FLOWS - FINANCING ACTIVITIES</b>		
Principal payments on long-term debt	(141,174)	(94,505)
Other	6,429,648	1,915,100
<b>NET CASH PROVIDED FROM FINANCING ACTIVITIES</b>	<b>\$ 6,288,474</b>	<b>\$ 1,820,595</b>
<b>NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS</b>	<b>\$ 1,313,694</b>	<b>\$ 3,248,354</b>
Cash at beginning of year	10,787,427	7,539,073
<b>CASH AND CASH EQUIVALENTS AT END OF YEAR</b>	<b>\$ 12,101,121</b>	<b>\$ 10,787,427</b>





**AMBER CHARTER SCHOOLS AND AFFILIATES**

**NEW YORK, NEW YORK**

**AUDITED CONSOLIDATED FINANCIAL STATEMENTS**

**OTHER FINANCIAL INFORMATION**

**AND**

**INDEPENDENT AUDITOR'S REPORTS**

**JUNE 30, 2021**

**(With Comparative Totals for 2020)**



**MENGEL METZGER BARR & CO. LLP**

Certified Public Accountants

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INDEPENDENT AUDITOR'S REPORT

Board of Trustees  
Amber Charter Schools and Affiliates

**Report on the Consolidated Financial Statements**

We have audited the accompanying consolidated financial statements of Amber Charter Schools and Affiliates, which comprise the consolidated statement of financial position as of June 30, 2021, and the related consolidated statements of activities and changes in net assets, functional expenses and cash flows for the year then ended, and the related notes to the consolidated financial statements.

**Management's Responsibility for the Financial Statements**

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

**Auditor's Responsibility**

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

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

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

**Opinion**

In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the financial position of Amber Charter Schools and Affiliates as of June 30, 2021, and the changes in their net assets and their cash flows for the year then ended, in accordance with accounting principles generally accepted in the United States of America.

**Report on Summarized Comparative Information**

We previously audited Amber Charter Schools and Affiliates' June 30, 2020 financial statements, and we expressed an unmodified opinion on those audited consolidated financial statements in our report dated October 16, 2020. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2020 is consistent, in all material respects, with the audited consolidated 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 25, 2021 on our consideration of Amber Charter Schools and Affiliates' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is 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 internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Amber Charter Schools and Affiliates' internal control over financial reporting and compliance.

*Mengel, Metzger, Baw & Co. LLP*

Rochester, New York  
October 25, 2021

AMBER CHARTER SCHOOLS AND AFFILIATES  
CONSOLIDATED STATEMENT OF FINANCIAL POSITION

JUNE 30, 2021  
(With Comparative Totals for 2020)

<u>ASSETS</u>	June 30,	
	2021	2020
<u>CURRENT ASSETS</u>		
Cash (including restricted cash of \$213,358 at June 30, 2021)	\$ 11,947,098	\$ 10,634,029
Grants and contracts receivable	899,130	873,198
Other receivables	-	22,337
Prepaid expenses	41,432	149,950
TOTAL CURRENT ASSETS	12,887,660	11,679,514
<u>PROPERTY AND EQUIPMENT, net</u>	11,417,038	4,515,359
<u>OTHER ASSETS</u>		
Security deposits	133,614	131,604
Deferred lease receivable	553,842	241,888
Cash in escrow	153,923	153,398
	841,379	526,890
TOTAL ASSETS	\$ 25,146,077	\$ 16,721,763
<u>LIABILITIES AND NET ASSETS</u>		
<u>CURRENT LIABILITIES</u>		
Current maturities of long-term debt, net of unamortized debt issuance costs of \$340,655 at June 30, 2021	\$ 6,664,101	\$ 170,154
Accounts payable and accrued expenses	278,747	125,556
Accrued payroll and benefits	1,625,810	1,444,317
TOTAL CURRENT LIABILITIES	8,568,658	1,740,027
<u>OTHER LIABILITIES</u>		
Deferred lease payable	2,742,689	-
Long-term debt, net of unamortized debt issuance costs of \$67,189 and \$71,524, respectively	1,998,822	1,925,468
Paycheck Protection Program note payable	-	1,915,100
	4,741,511	3,840,568
TOTAL LIABILITIES	13,310,169	5,580,595
<u>NET ASSETS</u> - without donor restrictions	11,835,908	11,141,168
TOTAL LIABILITIES AND NET ASSETS	\$ 25,146,077	\$ 16,721,763

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



AMBER CHARTER SCHOOLS AND AFFILIATES

CONSOLIDATED STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

YEAR ENDED JUNE 30, 2021  
 (With Comparative Totals for 2020)

	Year ended June 30,	
	2021	2020
Revenue, gains and other support:		
Public school district:		
Resident student enrollment	\$ 15,232,140	\$ 14,839,444
Students with disabilities	18,640	31,170
Grants and contracts:		
State and local	73,466	70,813
Federal - Title and IDEA	615,863	514,166
Federal - other	548,733	114,597
Food service / Child nutrition program	114,881	309,002
NYC DoE Rental Assistance	1,425,645	1,354,084
After school program	-	95,668
	TOTAL REVENUE, GAINS AND OTHER SUPPORT	17,328,944
	18,029,368	17,328,944
Expenses:		
Program:		
Regular education	10,103,625	8,767,749
Special education	2,579,374	1,935,651
	TOTAL PROGRAM EXPENSES	10,703,400
	12,682,999	10,703,400
Management and general	7,389,659	4,011,044
Fundraising and special events	234,692	155,494
	TOTAL OPERATING EXPENSES	14,869,938
	20,307,350	14,869,938
(DEFICIT) SURPLUS FROM SCHOOL OPERATIONS	(2,277,982)	2,459,006
Support and other revenue:		
Contributions		
Foundations	725,500	349,000
Individuals	80,359	13,597
Corporations	110,990	6,138
Fundraising	26,041	87,002
Investment income	6,440	18,326
Paycheck Protection Program note forgiveness	1,915,100	-
Miscellaneous income	108,292	10,303
	TOTAL SUPPORT AND OTHER REVENUE	484,366
	2,972,722	484,366
	CHANGE IN NET ASSETS	2,943,372
	694,740	2,943,372
Net assets without donor restrictions at beginning of year	11,141,168	8,197,796
	NET ASSETS WITHOUT DONOR RESTRICTIONS AT END OF YEAR	\$ 11,141,168
	\$ 11,835,908	\$ 11,141,168

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

AMBER CHARTER SCHOOLS AND AFFILIATES

CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES

YEAR ENDED JUNE 30, 2021  
(With Comparative Totals for 2020)

	Year ended June 30,									
	2021					2020				
	No of Positions	Regular Education	Special Education	Sub-total	Management and general	Fundraising and special events	Sub-total	Total	Total	Total
<b>Personnel Services Costs:</b>										
Administrative staff personnel	38	\$ 684,635	\$ 105,535	\$ 790,170	\$ 2,742,844	\$ -	\$ 2,742,844	\$ 3,533,014	\$ 3,109,220	\$ 3,109,220
Instructional personnel	95	4,582,718	1,331,292	5,914,010	-	-	-	5,914,010	5,222,810	5,222,810
Non-instructional personnel	5	127,685	22,461	150,146	9,400	-	9,400	159,546	229,432	229,432
<b>Total salaries and staff</b>	<b>138</b>	<b>5,395,038</b>	<b>1,459,288</b>	<b>6,854,326</b>	<b>2,752,244</b>	<b>-</b>	<b>2,752,244</b>	<b>9,606,570</b>	<b>8,561,462</b>	<b>8,561,462</b>
Fringe benefits, payroll taxes, and retirement		1,642,282	444,881	2,087,163	833,962	-	833,962	2,921,125	2,485,025	2,485,025
Retirement		211,052	58,406	269,458	108,313	-	108,313	377,771	307,409	307,409
Professional development		120,544	23,199	143,743	24	-	24	143,767	69,541	69,541
Legal services		-	-	-	19,120	-	19,120	19,120	36,522	36,522
Accounting / audit		-	-	-	48,262	-	48,262	48,262	23,526	23,526
Financial management services		-	-	-	70,297	-	70,297	70,297	89,497	89,497
Professional services		482,610	125,041	607,651	181,327	225,800	407,127	1,014,778	968,450	968,450
Travel and conference		4,525	1,166	5,691	3,405	-	3,405	9,096	36,259	36,259
Student and staff recruitment		73,105	9,718	82,823	13,932	-	13,932	96,755	64,759	64,759
Supplies / materials		674,863	130,843	805,706	-	-	-	805,706	239,813	239,813
Office expenses		15,686	2,694	18,380	74,442	34	74,476	92,856	113,889	113,889
Food service		134,929	30,339	165,268	29,313	-	29,313	194,581	285,352	285,352
Student services		8,864	-	8,864	-	-	-	8,864	36,415	36,415
Insurance		61,864	16,950	78,814	35,662	-	35,662	114,476	112,572	112,572
Dues and subscriptions		17,817	4,708	22,525	9,112	-	9,112	31,637	37,076	37,076
Building and land rent / lease		654,747	130,480	785,227	3,071,676	-	3,071,676	3,856,903	563,945	563,945
Utilities		34,700	9,853	44,553	18,333	-	18,333	62,886	43,268	43,268
Non-capitalized equipment and furnishings		3,543	1,030	4,573	1,825	-	1,825	6,398	10,181	10,181
Technology		123,948	23,286	147,234	16,711	-	16,711	163,945	143,774	143,774
Repairs and maintenance		39,453	13,070	52,523	20,551	-	20,551	73,074	64,256	64,256
Depreciation and amortization		253,093	52,048	305,141	33,937	-	33,937	339,078	280,956	280,956
Interest expense		67,420	23,832	91,252	35,330	-	35,330	126,582	133,995	133,995
Other		83,542	18,542	102,084	11,881	8,858	20,739	122,823	161,995	161,995
<b>Total</b>		<b>10,103,625</b>	<b>2,579,374</b>	<b>12,682,999</b>	<b>7,389,659</b>	<b>234,692</b>	<b>7,624,351</b>	<b>20,307,350</b>	<b>14,869,937</b>	<b>14,869,937</b>

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

AMBER CHARTER SCHOOLS AND AFFILIATES

CONSOLIDATED STATEMENT OF CASH FLOWS

YEAR ENDED JUNE 30, 2021  
(With Comparative Totals for 2020)

	<u>Year ended June 30,</u>	
	<u>2021</u>	<u>2020</u>
<u>CASH FLOWS - OPERATING ACTIVITIES</u>		
Change in net assets	\$ 694,740	\$ 2,943,372
Adjustments to reconcile change in net assets to net cash provided from operating activities:		
Depreciation and amortization	339,078	280,956
Amortization of debt issuance costs included in interest expense	4,335	4,335
Bad debt expense	19,112	14,122
Paycheck Protection Program note forgiveness	(1,915,100)	-
Changes in certain assets and liabilities affecting operations:		
Grants and contracts receivable	(25,932)	(409,947)
Other receivables	3,225	(5,057)
Prepaid expenses	108,518	(56,354)
Security deposits	(2,010)	(58,726)
Deferred lease receivable	(311,954)	(241,888)
Accounts payable and accrued expenses	153,191	(99,425)
Accrued payroll and benefits	181,493	288,755
Deferred lease payable	<u>2,742,689</u>	<u>(548,460)</u>
NET CASH PROVIDED FROM OPERATING ACTIVITIES	1,991,385	2,111,683
<u>CASH FLOWS - INVESTING ACTIVITIES</u>		
Additions to property and equipment	<u>(6,966,165)</u>	<u>(683,924)</u>
NET CASH USED FOR INVESTING ACTIVITIES	(6,966,165)	(683,924)
<u>CASH FLOWS - FINANCING ACTIVITIES</u>		
Borrowings on Paycheck Protection Program note payable	-	1,915,100
Borrowings on long-term debt	6,429,548	-
Repayment of long-term debt	<u>(141,174)</u>	<u>(94,505)</u>
NET CASH PROVIDED FROM FINANCING ACTIVITIES	<u>6,288,374</u>	<u>1,820,595</u>
NET INCREASE IN CASH AND RESTRICTED CASH	1,313,594	3,248,354
Cash and restricted cash at beginning of year	<u>10,787,427</u>	<u>7,539,073</u>
CASH AND RESTRICTED CASH AT END OF YEAR	<u>\$ 12,101,021</u>	<u>\$ 10,787,427</u>

AMBER CHARTER SCHOOLS AND AFFILIATES  
CONSOLIDATED STATEMENT OF CASH FLOWS, Cont'd

YEAR ENDED JUNE 30, 2021  
(With Comparative Totals for 2020)

	Year ended June 30,	
	2021	2020
<u>SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION</u>		
Interest paid	<u>\$ 129,991</u>	<u>\$ 129,659</u>
Reconciliation of cash reported within the statement of financial position that sum to the total amounts shown in the statement of cash flows:		
Cash	\$ 11,947,098	\$ 10,634,029
Cash in escrow	<u>153,923</u>	<u>153,398</u>
Total cash and restricted cash shown in the statement of cash flows	<u>\$ 12,101,021</u>	<u>\$ 10,787,427</u>
<u>NON-CASH INVESTING AND FINANCING ACTIVITIES</u>		
Purchase of property and equipment through acquisition of long-term debt	<u>\$ 222,977</u>	<u>\$ 148,688</u>
Capitalized interest included in long-term debt and property and equipment	<u>\$ 51,615</u>	<u>\$ -</u>
Capitalized debt issuance costs included in long-term debt	<u>\$ 340,655</u>	<u>\$ -</u>

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

AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE A: THE ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Organization

Amber Charter Schools is an education corporation that has authority to operate the Charter Schools as described below. Founded by Community Association of Progressive Dominicans/Asociación Comunal de Dominicanos Progresistas, Amber was the first charter school in New York City created by a community-based organization. Amber's mission is to provide its students with an academically rigorous and well-rounded education, along with strong character development, that will enable them to prosper in future endeavors. To fulfill this mission, Amber provides students with the ability to demonstrate proficiency and/or distinction in all New York State Learning Standards. Amber's funding is primarily from per-student funding provided by New York City; additionally, Amber receives government grants and contracts and private contributions.

Amber East Harlem ("East Harlem") operates in the borough of Manhattan, New York. On April 4, 2000, the Board of Regents of the University of the State of New York granted East Harlem a provisional charter valid for a term of five years and renewable upon expiration. East Harlem obtained its latest renewal through June 30, 2025.

Amber Kingsbridge ("Kingsbridge") operates in the borough of Bronx, New York. In August 2014, the Board of Regents of the University of the State of New York granted Kingsbridge a provisional charter valid for a term of five years and renewable upon expiration. Kingsbridge obtained a renewal through July 31, 2026.

Amber Inwood ("Inwood") operates in the borough of Manhattan, New York. On June 6, 2019, the SUNY Board of Trustees' Charter School Committee approved the initial five year charter for Inwood which will open Fall 2021. The charter term expires July 31, 2026. In May 2021, Amber III ("Amber III") changed its name to Amber Inwood.

Amber Schools Foundation, Inc. ("Foundation") was organized under the laws of the State of New York as a not-for-profit under subparagraph (c)(3) of Section 501 of the Not-For-Profit Corporation law in March 2014. The Foundation is established to support the functions of, and to assist in carrying out the educational and charitable purposes of, Amber East Harlem, Amber Kingsbridge, and Amber Inwood.

Amber Charter Schools is the sole member of 652 West 187<sup>th</sup> Street, LLC ("652 West"), 3120 Corlear Avenue, LLC ("3120 Corlear") and 220 East 106<sup>th</sup> Street, LLC ("220 East") (collectively, the "LLC's"), all limited liability companies established under the laws of the state of New York. 652 West and 3120 Corlear were established to hold lease agreements with unrelated parties for the property in which Amber Kingsbridge operates. Such properties were subsequently sublet to Amber Kingsbridge. Effective June 2020, the lease held by 3120 was assigned to Kingsbridge and the sublease was terminated. 220 East is a co-borrower with Amber East Harlem on the mortgage payable and line of credit arrangement with Raza Development Fund, Inc. ("Raza").

The Foundation is the sole member of Inwood 532 West 215<sup>th</sup> Street, LLC ("532 West"), a limited liability company established under the laws of the state of New York. 532 West was established to hold the lease agreement with an unrelated party for the property in which Inwood will operate. Such property is sublet to Inwood.

AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

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

Principles of consolidation

The accompanying consolidated financial statements include the accounts of East Harlem, Kingsbridge, Inwood, Foundation, 652 West, 3120 Corlear, 220 East and 532 West, (collectively referred to as the "Organization"). Amber Charter Schools maintains an economic interest and control in the Foundation through common board membership and the ability to elect the Foundation's board members. The only activity in the LLC's during 2021 and 2020 was rental income from Amber Charter Schools and rent expense to an unrelated party as disclosed in Note D. All intercompany balances and transactions have been eliminated in the accompanying consolidated financial statements.

Classification of net assets

To ensure observance of limitations and restrictions placed on the use of resources available to the Organization, the accounts of the Organization 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.

The assets, liabilities, activities, and net assets 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 available for use in general operations and not subject to donor (or certain grantor) restrictions. The Board of Trustees has discretionary control to use these in carrying on operations in accordance with the guidelines established by the Organization.

*Net Assets With Donor Restrictions*

Net assets subject to 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. The Organization had no net assets with donor restrictions at June 30, 2021 or 2020.

Revenue and support recognition

Revenue from Exchange Transactions: The Organization 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.



AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

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

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

	June 30,	
	<u>2021</u>	<u>2020</u>
Revenues earned over time	\$ 16,740,597	\$ 16,284,758
Revenues earned at a point in time	<u>26,041</u>	<u>87,002</u>
	<u>\$ 16,766,638</u>	<u>\$ 16,371,760</u>

Public school district revenue

The Organization recognizes revenue as educational programming is provided to students throughout the year. The Organization earns public school district 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 Organization 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 Organization to each student, subject to a maximum amount based upon a set rate for each district as calculated by NYSED.

Rental assistance

Facilities rental assistance funding is provided by the New York City Dept of Education (NYCDOE) to qualifying charter schools located in the five boroughs of NYC. In order to receive rental assistance funding, a charter school must have commenced instruction or added grade levels in the 2014-15 school year or thereafter, and go through a space request process with the NYCDOE. If NYCDOE is not able to provide adequate space, the charter school can become eligible for rental assistance. Rental assistance is calculated as the lesser of 30% of the per-pupil tuition rate for NYC times the number of students enrolled, or actual total rental costs. As rental assistance is based on the number of students enrolled, revenue is recognized throughout the year as educational programming is provided to students.

AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

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

Fundraising

The Organization 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 Organization. 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 Organization. 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 Organization, 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 Organization. Special event fees collected by the Organization 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 Organization 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.

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

	June 30,		
	2021	2020	2019
Grants and other receivables	\$ -	\$ 447,807	\$ -

Contributions

The Organization 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.

Contributions and unconditional promises to give are recorded as revenue in the appropriate class of net assets depending on the existence of any donor restrictions. A contribution that is received and expended in the same period for a specific purpose is classified as revenue without donor restrictions.

Contributions are recorded as restricted if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated purpose restriction is accomplished, 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.

The Charter School Growth Fund (CSGF) supports the growth of public charter schools. The Organization was approved to receive a CSGF contribution of \$2,150,000 to be received by December 15, 2023. The Organization recognized \$300,000 of contribution revenue on the accompanying consolidated statement of activities and changes in net assets for the year ended June 30, 2021 relating to this contribution.

AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

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

Grant revenue

Some of the Organization'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 Organization 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 revenue deferred at either June 30, 2021 or 2020. The Charter School received cost-reimbursement grants of approximately \$214,846 and \$218,580 that have not been recognized at June 30, 2021 and 2020, respectively, because qualifying expenditures have not yet been incurred.

Cash

Cash balances are maintained at certain financial institutions located in New York and are insured by the FDIC up to \$250,000 at each institution. In the normal course of business, the cash account balances at any given time may exceed insured limits. However, the Organization has not experienced any losses in such accounts and does not believe it is exposed to significant risk in cash.

Cash in escrow

The Organization maintains cash in an escrow account in accordance with the terms of its charter agreements. The amount in escrow was \$153,923 and \$153,398 at June 30, 2021 and 2020, respectively.

Grants and contracts receivable and other receivables

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, 2021 or 2020.

Property and equipment

Property and equipment are recorded at cost. Depreciation and amortization are 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 thirty-five years. Leasehold improvements are amortized over the lesser of the lease term or useful life.

Major renewals and betterments are capitalized, while repairs and maintenance are charged to operations as incurred. Upon sale or retirement, the related cost and allowances for depreciation are removed from the accounts and the related gain or loss is reflected in operations.

Debt issuance costs

Debt issuance costs are stated at cost and are amortized over the term of the debt. The Organization shows debt issuance costs as a deduction from the carrying amount of the debt, net on the accompanying consolidated statement of financial position.

AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

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

Deferred lease receivable (payable)

The Organization leases two facilities. The leases contain pre-determined fixed escalation of the base rent. In accordance with GAAP, the Organization recognizes the related rent expense on a straight-line basis over the lease term and records the difference between the recognized rental expense and the amounts payable under the lease as a deferred lease receivable (payable). The amount of additional rent paid in excess of the rent expense recognized under one of the leases was approximately \$312,000 and \$790,000 for the years ended June 30, 2021 and 2020, respectively. The amount of additional rent expense recognized in excess of the rent paid under the second lease was approximately \$2,743,000 for the year ended June 30, 2021.

Tax exempt status

Amber Charter Schools and the Foundation are tax-exempt organizations under Section 501(c)(3) of the Internal Revenue Code and applicable state regulations and, accordingly, are exempt from federal and state taxes on income. Amber Charter Schools and the Foundation file Form 990 tax returns in the U.S. federal jurisdiction. In addition, the Foundation files a CHAR 500 in New York State. The LLCs are single member LLCs and are disregarded for tax purposes. The tax returns for the years ended June 30, 2018 through June 30, 2021 are still subject to potential audit by the IRS. Management of Amber Charter Schools and the Foundation believes it has no material uncertain tax positions and, accordingly it will not recognize any liability for unrecognized tax benefits.

Contributed services

The Organization receives contributed services from volunteers to develop its academic program and to serve on the Board of Trustees. In addition, the Organization received transportation services, metro cards, special education services and physical, occupational, and speech therapy for students from the local district. The Organization was unable to determine a value for these services.

The Organization did not receive any in-kind revenue for the year ended June 30, 2021 and 2020.

In-kind contributions

Gifts and donations other than cash are recorded at fair market value at the date of contribution.

Marketing and recruiting costs

The Organization expenses marketing and recruiting costs as they are incurred. Total marketing and recruiting costs approximated \$96,800 and \$64,800 for the years ended June 30, 2021 and 2020, respectively.

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.

AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

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

Reclassifications

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

Comparative information for the year ended June 30, 2020

The consolidated financial statements include certain prior year summarized comparative information in total but not by 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 Organization's financial statements for the year ended June 30, 2020 from which the summarized information was derived.

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 consolidated 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 Organization is currently evaluating the provisions of this standard to determine the impact the new standard will have on the Organization's financial position or results of operations.

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-kind 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 will be applied on a retrospective basis. The Organization is currently evaluating the provisions of this update to determine the impact it will have on the Organization's financial statements.

Subsequent events

The Organization has conducted an evaluation of potential subsequent events occurring after the statement of financial position date through October 25, 2021, which is the date the financial statements are available to be issued. No subsequent events requiring disclosure were noted.

AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE B: LIQUIDITY AND AVAILABILITY

The Organization regularly monitors liquidity required to meet its operating needs and other contractual commitments. The Organization'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 Organization considers all expenditures related to its ongoing activities of teaching, and public service as well as the conduct of services undertaken to support those activities to be general expenditures.

In addition to financial assets available to meet general expenditures over the next 12 months, the Organization operates with a surplus budget and anticipates collecting sufficient revenue to cover general expenditures not covered by donor-restricted resources. Refer to the statement of cash flows which identifies the sources and uses of the Organization's cash.

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, 2021 and 2020:

	June 30,	
	<u>2021</u>	<u>2020</u>
Cash	\$ 11,947,098	\$ 10,634,029
Grants and contracts receivable and other receivables	<u>899,130</u>	<u>895,535</u>
Total financial assets available to management within one year	12,846,228	11,529,564
Less:		
Amounts unavailable for general expenditures within one year, due to:		
Restricted cash	<u>(213,358)</u>	<u>-</u>
Total financial assets available to management for general expenditures within one year	<u>\$ 12,632,870</u>	<u>\$ 11,529,564</u>

NOTE C: RESTRICTED CASH

Restricted cash includes amounts the Organization is required to segregate in connection with the borrowing of long term debt, as described in Note F. This cash account is held at a financial institution for debt service. At June 30, 2021, the balance was \$213,358.



AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE D: SCHOOL FACILITIES

In May 2017, 3120 Corlear entered into a 35-year non-cancelable operating lease agreement with an unrelated third party for facility space, commencing in August 2017 and expiring in July 2052. On June 15, 2020, the terms of this lease were amended. The term of this amendment is for the period July 1, 2020 until June 30, 2021. Absent an agreement further amending the lease, the terms will revert back to the original 35-year lease.

The property was sublet to Kingsbridge in an agreement that commenced in August 2017 and expired in July 2019. In July 2019, a new sublease was signed that commenced July 2019 and expired June 2021. This sublease has an option to renew every two years for thirty-five years. Effective June 15, 2020, the lease held by 3120 Corlear with the unrelated third party was assigned to Kingsbridge and the sublease between 3120 Corlear and Kingsbridge was terminated. Total rental paid under the third party lease was approximately \$1,426,000 and \$1,354,000 for the years ended June 30, 2021 and 2020, respectively. In conjunction with this facility lease, 3120 Corlear paid a security deposit of \$61,573 which is included in security deposits on the accompanying consolidated statement of financial position at June 30, 2021 and 2020. There are additional security deposits of \$13,708 and \$11,698 at both June 30, 2021 and 2020, respectively, which represent deposits on electric meters and lease below.

Future expected minimum payments of this lease are approximately as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2022	\$ 972,900
2023	975,300
2024	975,300
2025	975,300
2026	975,300
Thereafter	<u>29,166,035</u>
	<u>\$ 34,040,135</u>

In May 2020, 532 West entered into a 35-year non-cancelable operating lease agreement with an unrelated third party for facility space, commencing July 2020 and expiring June 2055. 532 West did not pay any rent for this facility for the year ended June 30, 2021 as Inwood was not yet occupying the space; however, 532 West occupied the property to make property improvements during the fiscal year ended June 30, 2021. In conjunction with this facility lease, 532 paid a first installment of the security deposit in the amount of \$58,333 which is included in security deposits on the accompanying consolidated statement of financial position at June 30, 2021 and 2020. There are remaining installments of \$116,666 due in subsequent years. The lease agreement between 532 West and the third party is guaranteed by Amber Charter Schools.

AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE D: SCHOOL FACILITIES, Cont'd

Future expected minimum payments of this lease are approximately as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2022	\$ 1,255,000
2023	1,338,000
2024	2,125,000
2025	2,233,000
2026	2,305,000
Thereafter	<u>86,738,000</u>
	<u>\$ 95,994,000</u>

The property was sublet to Inwood in an agreement signed in February 2021 that commences July 2021 and expires in June 2055. In conjunction with this facility lease, Inwood is required to pay a security deposit to 532 West equal to the security deposit required by the above unrelated third party lease.

Future expected minimum lease payments of this lease are approximately as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2022	\$ 2,446,000
2023	2,770,000
2024	3,457,000
2025	3,566,000
2026	3,876,000
Thereafter	<u>149,576,000</u>
	<u>\$ 165,691,000</u>

AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE E: PROPERTY AND EQUIPMENT

Property and equipment consists of the following:

	June 30,	
	2021	2020
Land	\$ 335,000	\$ 335,000
Building	5,260,973	5,063,610
Furniture and fixtures	562,655	561,015
Computers and equipment	1,918,503	1,473,376
Software	55,860	55,860
Leasehold improvements	292,467	292,467
Construction in progress	<u>6,845,315</u>	<u>248,688</u>
	15,270,773	8,030,016
Less accumulated depreciation and amortization	<u>3,853,735</u>	<u>3,514,657</u>
	<u>\$ 11,417,038</u>	<u>\$ 4,515,359</u>

Construction in progress relates mainly to architect fees and building construction costs for the Inwood location. Construction in progress is stated at cost. No provision for amortization is made on construction in progress until such time as the relevant assets are completed and put into use. The Organization has entered into a commitment with a general contractor for approximately \$7,800,000. As of June 30, 2021, approximately \$4,700,000 was incurred relative to the general contractor. The remaining \$3,100,000 is expected to be incurred during fiscal year ending June 30, 2022.

The Organization capitalized interest costs incurred on funds used to construct property and equipment. The capitalized interest is recorded as part of the asset to which it relates and is amortized over the asset's estimated useful life. The total amount of interest that was capitalized at June 30, 2021 was \$51,615.

Depreciation expense for the years ended June 30, 2021 and 2020 was approximately \$339,000 and \$281,000, respectively.

AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE F: LONG-TERM DEBT

Amber Charter Schools had a mortgage payable to a bank dated September 29, 2011, which was collateralized by East Harlem's real estate in the city of New York. The loan was payable in monthly installments of \$17,316, including interest at 7% per annum, with a balloon payment of approximately \$2,235,000 due at maturity on October 1, 2016. In October 2016, East Harlem entered into a loan modification agreement with the bank extending the loan's maturity to December 28, 2016 under the same terms. On December 30, 2016, Amber Charter Schools, with 220 East as a co-borrower, refinanced the mortgage with the bank by entering into an amended and restated loan and security agreement.

Long-term debt is summarized as follows:

	<u>June 30,</u>	
	<u>2021</u>	<u>2020</u>
<b>Amber East Harlem:</b>		
Note payable, due in monthly installments of \$16,315, including interest at 6.04%, through December 2036. The note is collateralized by real property.	\$ 1,968,480	\$ 2,042,882
Less unamortized debt issuance costs	(67,189)	(71,524)
Capital lease, due in monthly installments of \$2,468, including interest at 5.71%, through September 2024. The lease is collateralized by certain equipment with a net book value of \$81,411 and \$107,120 at June 30, 2021 and 2020, respectively.	81,768	107,477
Capital lease, due in monthly installments of \$3,094, including interest at 0.417%, through December 2023. The lease is collateralized by certain equipment with a net book value of \$92,244 at June 30, 2021.	<u>92,308</u>	<u>-</u>
<b>Amber East Harlem Subtotal</b>	2,075,367	2,078,835
<b>Amber Kingsbridge:</b>		
Capital lease, due in monthly installments of \$394, including interest at 6.43%, through August 2024. The lease is collateralized by certain equipment with a net book value of \$12,758 and \$16,787 at June 30, 2021 and 2020, respectively.	12,758	16,787
Capital lease, due in monthly installments of \$3,138, including interest at 0.417%, through December 2023. The lease is collateralized by certain equipment with a net book value of \$93,570 at June 30, 2021.	<u>93,635</u>	<u>-</u>
<b>Amber Kingsbridge Subtotal</b>	106,393	16,787

AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE F: LONG-TERM DEBT, Cont'd

	June 30,	
	2021	2020
<b>Balance forward</b>	\$ 2,181,760	\$ 2,095,622
<b>Amber Schools Foundation Inc.:</b>		
Construction note payable for a maximum of \$12,525,000, bearing interest only payments beginning February 2021 at a rate of 4.71% until conversion date. The construction period must be completed and loan repayments shall begin on conversion date, February 1, 2022, at which point the aggregate balance will be converted into a permanent note payable. Monthly payments of principal plus interest at a fixed rate of 4.71% based on a hypothetical 25 year amortization period will be due through January 2026. Secured by the Inwood property and guaranteed by Amber Charter Schools.	5,918,130	-
Construction note payable for a maximum of \$1,000,000 bearing interest only payments beginning April 1, 2021 at a rate of 4.75% until conversion date. The construction period must be completed and loan repayments shall begin on conversion date, February 1, 2022, at which point the aggregate balance will be converted into a permanent note payable. Monthly payments of principal plus interest at a fixed rate of 4.75% based on a hypothetical 25 year amortization period will be due through January 2026. Secured by the Inwood property and guaranteed by Amber Charter Schools. Subordinate to construction note payable above.	903,688	-
Less unamortized debt issuance costs	(340,655)	-
<b>Amber Schools Foundation Inc. Subtotal</b>	<b>6,481,163</b>	<b>-</b>
	8,662,923	2,095,622
Less current portion of long-term debt	(6,664,101)	(170,154)
	<b>\$ 1,998,822</b>	<b>\$ 1,925,468</b>

AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE F: LONG-TERM DEBT, Cont'd

Future maturities of long-term debt are summarized as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2022	\$ 7,004,756
2023	188,156
2024	156,261
2025	100,029
2026	100,599
Thereafter	<u>1,520,966</u>
	<u>\$ 9,070,767</u>

532 West and Amber Charter Schools must comply with certain financial covenants relative to the construction loans. 532 West and Amber Charter Schools are in compliance with these covenants at June 30, 2021.

NOTE G: NET ASSETS

Net assets without donor restrictions are as follows:

	<u>June 30,</u>	
	<u>2021</u>	<u>2020</u>
Undesignated net assets	\$ 9,081,793	\$ 8,721,431
Invested in property and equipment, net of related debt	<u>2,754,115</u>	<u>2,419,737</u>
	<u>\$ 11,835,908</u>	<u>\$ 11,141,168</u>

NOTE H: OPERATING RESERVE

During the year ended June 30, 2013, Amber Charter Schools' board of trustees adopted an operating reserve policy to ensure the stability of Amber Charter Schools' mission. The policy requires Amber Charter Schools to establish an operating reserve fund with a minimum of \$250,000. Such funds shall be segregated from Amber Charter Schools' operating cash and shall not be used for normal operations. As of June 30, 2021, Amber Charter Schools had not yet established the operating reserve fund. However, management believes that Amber Charter Schools has adequate liquidity available, and that the segregation and restriction of such funds will not have an adverse effect on the operations of the schools.



AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE I: OPERATING LEASES AND COMMITMENTS

The Organization leases office equipment under non-cancelable lease agreements, expiring at various dates through October 2032.

The future minimum payments on these agreements are approximately as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2022	\$ 147,100
2023	63,800
2024	13,300
2025	5,200
2026	5,200
Thereafter	<u>32,000</u>
	<u>\$ 266,600</u>

NOTE J: RETIREMENT PLAN

The Organization sponsors a defined contribution 403(b) plan covering all eligible employees. The Organization contributes a percentage of compensation based on job classification, 4% for administration staff and 3% for instructional staff. Contributions on behalf of union employees are in accordance with the union agreement, which specified a 5% contribution for the years ended June 30, 2021 and 2020. The Organization made contributions of approximately \$377,800 and \$307,400 for the years ended June 30, 2021 and 2020, respectively.

NOTE K: UNION AGREEMENT

At June 30, 2021, the Organization had 138 employees, of which 42 are represented by a union. The union agreement covering these employees expired on August 31, 2018. In March 2018, the Organization entered a collective bargaining agreement with the employee union. This agreement went into effect during September 2018 and expires August 31, 2022.

NOTE L: 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 Organization. Management is of the opinion that such disallowances, if any, will not have a material effect on the accompanying consolidated financial statements. Accordingly, no amounts have been provided in the accompanying consolidated financial statements for such potential claims.

AMBER CHARTER SCHOOLS AND AFFILIATES

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE M: CONCENTRATIONS

At June 30, 2021 and 2020, approximately 90% and 97%, respectively of grants and contracts receivable are due from New York State relating to certain grants.

During the years ended June 30, 2021 and 2020, 85% and 86%, respectively, of total operating revenue and support came from per-pupil funding provided by New York State. The per-pupil rate is set annually by the State based on the school district in which the Charter Schools' students are located.

NOTE N: 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. All expenses that are allocated to more than one program or supporting function are allocated on the basis of estimates of time and effort.

NOTE O: ACCOUNTING 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 Organization'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 Organization is not able to estimate the effects of the COVID-19 outbreak on its results of operations, financial condition, or liquidity for fiscal year 2022.

In response to the COVID-19 outbreak, in May 2020, the Organization applied for and was approved by a bank for a loan of \$1,915,100 through the Paycheck Protection Program established by the Small Business Administration. Due to the potential of forgiveness, the loan was reported as a long-term note payable on the accompanying statement of financial position at June 30, 2020. The loan principal and accrued interest was fully forgiven by the Small Business Administration as of March 30, 2021 and is reported as Paycheck Protection Program note forgiveness on the accompanying statement of activities and changes in net assets for the year ended June 30, 2021.

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 Organization has recognized \$191,000 of revenue relative to ESSER grants during the year ended June 30, 2021.

**AMBER CHARTER SCHOOLS AND AFFILIATES**

**OTHER FINANCIAL INFORMATION**

INDEPENDENT AUDITOR'S REPORT ON OTHER FINANCIAL INFORMATION

Board of Trustees  
Amber Charter Schools and Affiliates

We have audited the consolidated financial statements of Amber Charter Schools and Affiliates as of and for the year ended June 30, 2021, and have issued our report thereon dated October 25, 2021, which contained an unmodified opinion on those consolidated financial statements. Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The financial information hereinafter is presented for purposes of additional analysis and is not a required part of the consolidated financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the consolidated financial statements. The information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the consolidated financial statements or to the consolidated financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the consolidated financial statements for the year ended June 30, 2021, as a whole.

*Mengel, Metzger, Barr & Co. LLP*

Rochester, New York  
October 25, 2021

AMBER CHARTER SCHOOLS

CONSOLIDATING STATEMENT OF FINANCIAL POSITION

JUNE 30, 2021

ASSETS	Amber Charter Schools				Amber Schools Foundation Inc	Eliminations	Consolidated Total
	Amber East Harlem	Amber Kingsbridge	Amber Inwood	Total			
<b>CURRENT ASSETS</b>							
Cash (including restricted cash of \$213,358)	\$ 6,774,125	\$ 3,779,172	\$ -	\$ 10,553,297	\$ 1,393,801	\$ -	\$ 11,947,098
Grants and contracts receivable	391,025	284,033	224,072	899,130	-	-	899,130
Prepaid expenses	20,853	20,579	-	41,432	-	-	41,432
Related party receivables (payables)	1,316,243	79,577	(527,161)	868,659	(868,659)	-	-
<b>TOTAL CURRENT ASSETS</b>	<b>8,502,246</b>	<b>4,163,361</b>	<b>(303,089)</b>	<b>12,362,518</b>	<b>525,142</b>	<b>-</b>	<b>12,887,660</b>
<b>PROPERTY AND EQUIPMENT, net</b>	<b>3,910,100</b>	<b>562,299</b>	<b>613,381</b>	<b>5,085,780</b>	<b>6,331,258</b>	<b>-</b>	<b>11,417,038</b>
<b>OTHER ASSETS</b>							
Security deposits	-	73,271	-	73,271	60,343	-	133,614
Deferred lease receivable	-	553,842	-	553,842	-	-	553,842
Cash in escrow	153,923	-	-	153,923	-	-	153,923
	153,923	627,113	-	781,036	60,343	-	841,379
<b>TOTAL ASSETS</b>	<b>\$ 12,566,269</b>	<b>\$ 5,352,773</b>	<b>\$ 310,292</b>	<b>\$ 18,229,334</b>	<b>\$ 6,916,743</b>	<b>\$ -</b>	<b>\$ 25,146,077</b>
<b>LIABILITIES AND NET ASSETS</b>							
<b>CURRENT LIABILITIES</b>							
Current maturities of long-term debt, net of unamortized debt issuance costs of \$340,655	\$ 141,572	\$ 41,366	\$ -	\$ 182,938	\$ 6,481,163	\$ -	\$ 6,664,101
Accounts payable and accrued expenses	155,980	44,336	-	200,316	78,431	-	278,747
Accrued payroll and benefits	952,272	660,765	12,773	1,625,810	-	-	1,625,810
<b>TOTAL CURRENT LIABILITIES</b>	<b>1,249,824</b>	<b>746,467</b>	<b>12,773</b>	<b>2,009,064</b>	<b>6,559,594</b>	<b>-</b>	<b>8,568,658</b>
<b>OTHER LIABILITIES</b>							
Deferred lease payable	-	-	-	-	2,742,689	-	2,742,689
Long-term debt, net of unamortized debt issuance costs of \$67,189	1,933,795	65,027	-	1,998,822	-	-	1,998,822
	1,933,795	65,027	-	1,998,822	2,742,689	-	4,741,511
<b>TOTAL LIABILITIES</b>	<b>3,183,619</b>	<b>811,494</b>	<b>12,773</b>	<b>4,007,886</b>	<b>9,302,283</b>	<b>-</b>	<b>13,310,169</b>
<b>NET ASSETS (DEFICIENCY)</b>	<b>9,382,650</b>	<b>4,541,279</b>	<b>297,519</b>	<b>14,221,448</b>	<b>(2,385,540)</b>	<b>-</b>	<b>11,835,908</b>
<b>TOTAL LIABILITIES AND NET ASSETS (DEFICIENCY)</b>	<b>\$ 12,566,269</b>	<b>\$ 5,352,773</b>	<b>\$ 310,292</b>	<b>\$ 18,229,334</b>	<b>\$ 6,916,743</b>	<b>\$ -</b>	<b>\$ 25,146,077</b>

AMBER CHARTER SCHOOLS

CONSOLIDATING STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

YEAR ENDED JUNE 30, 2021

	Amber Charter Schools				Amber Schools Foundation Inc	Eliminations	Consolidated Total
	Amber East Harlem	Amber Kingsbridge	Amber Inwood	Total			
Revenue, gains and other support:							
Public school district:							
Resident student enrollment	\$ 7,757,646	\$ 7,474,494	\$ -	\$ 15,232,140	\$ -	\$ -	\$ 15,232,140
Students with disabilities	-	18,640	-	18,640	-	-	18,640
Grants and contracts:							
State and local	39,700	33,766	-	73,466	-	-	73,466
Federal - Title and IDEA	345,632	270,231	-	615,863	-	-	615,863
Federal - other	155,102	116,068	277,563	548,733	-	-	548,733
Food service / Child nutrition program	60,697	54,184	-	114,881	-	-	114,881
NYC DoE Rental Assistance	-	1,425,645	-	1,425,645	-	-	1,425,645
<b>TOTAL REVENUE, GAINS AND OTHER SUPPORT</b>	<b>8,358,777</b>	<b>9,393,028</b>	<b>277,563</b>	<b>18,029,368</b>	<b>-</b>	<b>-</b>	<b>18,029,368</b>
Expenses:							
Program:							
Regular education	4,811,703	5,092,950	198,972	10,103,625	-	-	10,103,625
Special education	1,609,452	969,922	-	2,579,374	-	-	2,579,374
<b>TOTAL PROGRAM EXPENSES</b>	<b>6,421,155</b>	<b>6,062,872</b>	<b>198,972</b>	<b>12,682,999</b>	<b>-</b>	<b>-</b>	<b>12,682,999</b>
Management and general	2,214,659	2,338,464	73,195	4,626,318	2,763,341	-	7,389,659
Fundraising and special events	-	-	-	-	234,692	-	234,692
<b>TOTAL OPERATING EXPENSES</b>	<b>8,635,814</b>	<b>8,401,336</b>	<b>272,167</b>	<b>17,309,317</b>	<b>2,998,033</b>	<b>-</b>	<b>20,307,350</b>
<b>(DEFICIT) SURPLUS FROM SCHOOL OPERATIONS</b>	<b>(277,037)</b>	<b>991,692</b>	<b>5,396</b>	<b>720,051</b>	<b>(2,998,033)</b>	<b>-</b>	<b>(2,277,982)</b>
Support and other revenue:							
Contributions							
Foundations	725,500	-	-	725,500	-	-	725,500
Individuals	10,099	-	-	10,099	70,260	-	80,359
Corporations	30,790	30,200	50,000	110,990	-	-	110,990
Fundraising	5,114	6,719	-	11,833	14,208	-	26,041
Investment income	-	-	-	-	6,440	-	6,440
Paycheck Protection Program note forgiveness	1,053,305	861,795	-	1,915,100	-	-	1,915,100
Miscellaneous income	107,992	300	-	108,292	-	-	108,292
<b>TOTAL SUPPORT AND OTHER REVENUE</b>	<b>1,932,800</b>	<b>899,014</b>	<b>50,000</b>	<b>2,881,814</b>	<b>90,908</b>	<b>-</b>	<b>2,972,722</b>
<b>CHANGE IN NET ASSETS</b>	<b>1,655,763</b>	<b>1,890,706</b>	<b>55,396</b>	<b>3,601,865</b>	<b>(2,907,125)</b>	<b>-</b>	<b>694,740</b>
Net assets at beginning of year	7,726,887	2,650,573	242,123	10,619,583	521,585	-	11,141,168
<b>NET ASSETS (DEFICIENCY) AT END OF YEAR</b>	<b>\$ 9,382,650</b>	<b>\$ 4,541,279</b>	<b>\$ 297,519</b>	<b>\$ 14,221,448</b>	<b>\$ (2,385,540)</b>	<b>\$ -</b>	<b>\$ 11,835,908</b>



AMBER EAST HARLEM

STATEMENT OF FUNCTIONAL EXPENSES BY CHARTER

YEAR ENDED JUNE 30, 2021

	No of Positions	Program Services			Supporting Services		Total
		Regular Education	Special Education	Sub-total	Management and general	Sub-total	
Personnel Services Costs:							
Administrative staff personnel	18	\$ 277,021	\$ 66,334	\$ 343,355	\$ 1,373,420	\$ 1,373,420	\$ 1,716,775
Instructional personnel	50	2,288,622	849,871	3,138,493	-	-	3,138,493
Non-instructional personnel	2	54,411	13,029	67,440	-	-	67,440
Total salaries and staff	70	2,620,054	929,234	3,549,288	1,373,420	1,373,420	4,922,708
Fringe benefits and payroll taxes		811,107	287,669	1,098,776	425,178	425,178	1,523,954
Retirement		105,208	37,313	142,521	55,150	55,150	197,671
Professional development		69,295	16,593	85,888	-	-	85,888
Legal services		-	-	-	2,260	2,260	2,260
Accounting / Audit		-	-	-	15,650	15,650	15,650
Financial Management Services		-	-	-	38,242	38,242	38,242
Professional services		266,311	88,551	354,862	112,756	112,756	467,618
Student and staff recruitment		18,386	5,945	24,331	7,018	7,018	31,349
Travel and conference		1,704	604	2,308	893	893	3,201
Supplies / Materials		385,991	92,428	478,419	-	-	478,419
Office expenses		5,909	1,415	7,324	29,296	29,296	36,620
Food service		55,919	19,832	75,751	29,313	29,313	105,064
Student services		5,786	-	5,786	-	-	5,786
Insurance		29,746	10,550	40,296	15,592	15,592	55,888
Dues and subscriptions		7,450	2,642	10,092	3,905	3,905	13,997
Utilities		18,912	6,707	25,619	9,914	9,914	35,533
Non-capitalized equipment and furnishings		2,080	738	2,818	1,090	1,090	3,908
Technology		64,032	15,333	79,365	8,818	8,818	88,183
Repairs and maintenance		33,520	11,888	45,408	17,571	17,571	62,979
Depreciation and amortization		172,954	41,415	214,369	23,818	23,818	238,187
Interest expense		66,912	23,731	90,643	35,075	35,075	125,718
Other		70,427	16,864	87,291	9,700	9,700	96,991
		\$ 4,811,703	\$ 1,609,452	\$ 6,421,155	\$ 2,214,659	\$ 2,214,659	\$ 8,635,814

AMBER KINGSBRIDGE

STATEMENT OF FUNCTIONAL EXPENSES BY CHARTER

YEAR ENDED JUNE 30, 2021

	No of Positions	Program Services			Supporting Services		Total
		Regular Education	Special Education	Sub-total	Management and general	Sub-total	
Personnel Services Costs:							
Administrative staff personnel	18	\$ 294,785	\$ 39,201	\$ 333,986	\$ 1,335,945	\$ 1,335,945	\$ 1,669,931
Instructional personnel	45	2,294,096	481,421	2,775,517	-	-	2,775,517
Non-instructional personnel	2	70,924	9,432	80,356	-	-	80,356
Total salaries and staff	65	2,659,805	530,054	3,189,859	1,335,945	1,335,945	4,525,804
Fringe benefits and payroll taxes		788,889	157,212	946,101	396,237	396,237	1,342,338
Retirement		105,844	21,093	126,937	53,163	53,163	180,100
Professional development		49,674	6,606	56,280	-	-	56,280
Legal services		-	-	-	7,923	7,923	7,923
Accounting / Audit		-	-	-	15,601	15,601	15,601
Financial Management Services		-	-	-	32,055	32,055	32,055
Professional services		210,525	36,490	247,015	64,347	64,347	311,362
Student and staff recruitment		21,506	3,773	25,279	6,914	6,914	32,193
Travel and conference		2,821	562	3,383	1,417	1,417	4,800
Supplies / Materials		288,872	38,415	327,287	-	-	327,287
Office expenses		9,615	1,279	10,894	43,574	43,574	54,468
Food service		79,010	10,507	89,517	-	-	89,517
Student services		3,078	-	3,078	-	-	3,078
Insurance		32,118	6,400	38,518	16,132	16,132	54,650
Building and Land Rent / Lease		654,747	130,480	785,227	328,861	328,861	1,114,088
Dues and subscriptions		10,367	2,066	12,433	5,207	5,207	17,640
Utilities		15,788	3,146	18,934	7,930	7,930	26,864
Non-capitalized equipment and furnishings		1,463	292	1,755	735	735	2,490
Technology		59,806	7,953	67,759	7,529	7,529	75,288
Repairs and maintenance		5,933	1,182	7,115	2,980	2,980	10,095
Depreciation and amortization		79,962	10,633	90,595	10,066	10,066	100,661
Interest expense		508	101	609	255	255	864
Other		12,619	1,678	14,297	1,593	1,593	15,890
		\$ 5,092,950	\$ 969,922	\$ 6,062,872	\$ 2,338,464	\$ 2,338,464	\$ 8,401,336

AMBER INWOOD

STATEMENT OF FUNCTIONAL EXPENSES BY CHARTER

YEAR ENDED JUNE 30, 2021

	No of Positions	Program Services			Supporting Services		Total
		Regular Education	Special Education	Sub-total	Management and general	Sub-total	
Personnel Services Costs:							
Administrative staff personnel	2	\$ 112,829	\$ -	\$ 112,829	\$ 33,479	\$ 33,479	\$ 146,308
Non-instructional personnel	1	2,350	-	2,350	9,400	9,400	11,750
Total salaries and staff	3	115,179	-	115,179	42,879	42,879	158,058
Fringe benefits and payroll taxes		42,286	-	42,286	12,547	12,547	54,833
Professional development		1,575	-	1,575	24	24	1,599
Legal services		-	-	-	4,427	4,427	4,427
Accounting / Audit		-	-	-	9,350	9,350	9,350
Professional services		5,774	-	5,774	3,404	3,404	9,178
Student and staff recruitment		33,213	-	33,213	-	-	33,213
Office expenses		162	-	162	-	-	162
Technology		110	-	110	364	364	474
Depreciation and amortization		177	-	177	53	53	230
Other		496	-	496	147	147	643
		\$ 198,972	\$ -	\$ 198,972	\$ 73,195	\$ 73,195	\$ 272,167



**DISCLOSURE OF FINANCIAL INTEREST  
BY A NOT-FOR-PROFIT CHARTER SCHOOL  
EDUCATION CORPORATION TRUSTEE**

- Name of education corporation: Amber Charter Schools
- Trustee's name (print): LiEsha Garcia
- Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): \_\_\_\_\_

4. Ho \_\_\_\_\_

5. Bus \_\_\_\_\_

6. Day \_\_\_\_\_

7. E-m \_\_\_\_\_

- Is Trustee an employee of the education corporation? \_\_\_Yes.  No. If you checked yes, please provide a description of the position you hold, your salary and your start date.  
\_\_\_\_\_

- Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None."* Please note that if you answered yes to Question 8, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
<p>NONE</p> <p><i>Please write "None" if applicable. Do not leave this space blank.</i></p>			

10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please write "None."

Entity Conducting Business with the Education Corporation	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest	Steps Taken to Avoid Conflict of Interest
<p style="text-align: center;">NONE</p> <p style="text-align: center;"><i>Please write "None" if applicable. Do not leave this space blank.</i></p>				



\_\_\_\_\_  
Signature

4/14/2021

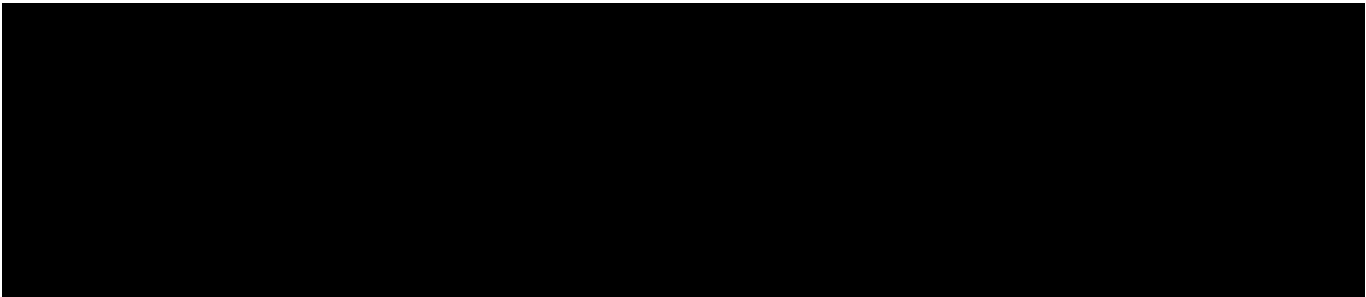
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Date



<b>FOR INSTITUTE USE ONLY</b>
FILING FOR SCHOOL YEAR: _____
DATE RECEIVED: _____

**DISCLOSURE OF FINANCIAL INTEREST  
BY A NOT-FOR-PROFIT CHARTER SCHOOL  
EDUCATION CORPORATION TRUSTEE**

- Name of education corporation: Amber Charter Schools
- Trustee’s name (print): Lindsay Frances Long
- Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): \_\_\_\_\_



8. Is Trustee an employee of the education corporation? \_\_\_Yes. XNo. If you checked yes, please provide a description of the position you hold, your salary and your start date.

9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None."* Please note that if you answered yes to Question 8, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
<b>NONE</b>			

10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write "None."*

Entity Conducting Business with the Education Corporation	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest	Steps Taken to Avoid Conflict of Interest
NONE				



\_\_\_\_\_  
Signature

May 15, 2021

\_\_\_\_\_  
Date



**DISCLOSURE OF FINANCIAL INTEREST  
BY A NOT-FOR-PROFIT CHARTER SCHOOL  
EDUCATION CORPORATION TRUSTEE**

1. Name of education corporation: Amber Charter School
2. Trustee's name (print): Rebecca Isaac
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): EH Parent Representative



8. Is Trustee an employee of the education corporation? Yes  No . If you checked yes, please provide a description of the position you hold, your salary and your start date.

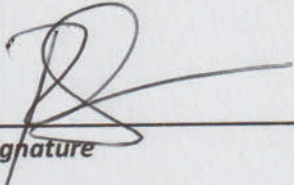
9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None."* Please note that if you answered yes to Question 8, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
NONE	NONE	NONE	NONE
<i>Please write "None" if applicable. Do not leave this space blank.</i>			



10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please write "None."

Entity Conducting Business with the Education Corporation	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest	Steps Taken to Avoid Conflict of Interest
NONE	NONE	NONE	NONE	NONE
<i>Please write "None" if applicable. Do not leave this space blank.</i>				

  
 \_\_\_\_\_  
 Signature

7/17/21  
 \_\_\_\_\_  
 Date



## Board Member Bio

Name: Rebecca Isaac

Position Title: Parent Representative – East Harlem

School(s) & Degree(s): The City College – BA Liberal Arts

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I am a board member at Amber because: I am a parent of an East Harlem student entering first grade. Before deciding to enroll my child at Amber, I attended a board meeting. At the board meeting I saw an amazing group of passionate people. Everyone seemed genuinely invested in ensuring a well-rounded education for all Amber students. Experiencing the board's dynamic confirmed my decision to enroll my child at Amber.

### Previous Relevant Experience

I currently work for local government as a Director for NYC's Municipal ID program. I manage the supervisory team, and the program's operations. I also develop policies and procedures regarding enrollment applications and maintain relationships with external partners. My background also includes advocacy for homeless and formerly homeless individuals and families.

When I am not at Amber I ...

BAKE! My son is allergic to dairy, eggs, nuts and fish. He has inspired me to create "Austin Safe" treats and launch my home-based business, She Baked That Cake.

Twitter Handle: \_\_\_\_\_

Follow us @AmberCharter

"Like Us" on Facebook [facebook.com/AmberCharterSchool](https://www.facebook.com/AmberCharterSchool)

Please fill out and email completed form with a head shot of yourself to Mercedes Minaya at [mminaya@ambercharter.org](mailto:mminaya@ambercharter.org)

## 2021 DISCLOSURE OF FINANCIAL INTEREST FORM

Disclosure of financial interest by a not-for-profit charter school education corporation trustee  
For the school year ended June 30, 2021

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	Amber Charter Schools
Name of trustee (print):	Kelly Combs Thomas
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	Trustee
Email Address:	[REDACTED]

Home Address	
Please complete with <i>changes</i> only:	
Street:	[REDACTED]
City, State Zip:	[REDACTED]
Phone:	[REDACTED]

Business Address	
Please complete with <i>changes</i> only:	
Business Name:	
Street:	
City, State Zip:	
Phone:	

Questions	
1) Are you, or have you been during the last school year (July 1-June 30), an employee of the education corporation? [If you check <b>yes</b> , answer 1a), 1b), and 1c)].	<input type="radio"/> Yes <input checked="" type="radio"/> No
1a) Description of the position:	
1b) Salary:	
1c) Start date:	
2) Are you related, by blood, marriage, or legal adoption/guardianship, to, or do you cohabitate with, any person (any of the foregoing being an "interested person") who is, or, during the last school year (July 1-June 30), was employed by the education corporation, or who could otherwise benefit from your being a trustee? If yes, please identify each interest/transaction (and provide the requested information) that you ("self") or any interested persons have held or engaged in with the education corporation during the prior school year.	

None

Name and Relationship	Nature of Financial Interest/Transaction	Approximate Value of the Business Conducted	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Date of Transaction(s) or "Ongoing"

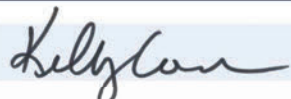
**3)** Identify each individual, business, corporation, union association, firm, partnership, committee, proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or an interested person had a financial interest or other relationship. If you or an interested person are a member, director, officer, or employee of an organization doing business with the education corporation through a management, shared services, or other services agreement, you need not list every transaction between such entity and the education corporation; rather, please identify only the name of the entity, the applicable position in the entity as well as the relationship between such entity and the education corporation.

None

Name and Relationship	Entity Conducting Business with the Education Corporation	Nature of the Person's Interest in the Entity	Nature of Business Conducted	Approximate Value of the Business Conducted	Steps Taken to Avoid Conflict of Interest	Date of Transaction(s) or "Ongoing"

**Trustee Signature**

Signature:



By signing this Disclosure of Financial Interest Form, the trustee certifies that the information contained in this disclosure is true and accurate to the best of his or her knowledge.





## 2021 DISCLOSURE OF FINANCIAL INTEREST FORM

Disclosure of financial interest by a not-for-profit charter school education corporation trustee  
For the school year ended June 30, 2021

### Education Corporation, Trustee Name and Position(s)

Name of education corporation: **AMBER CHARTER SCHOOL**

Name of trustee (print): **TIMOTHY DAY**  
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.): **BOARD MEMBER**

Email Address

Home Address

Business Address

Please complete with *changes* only:

Please complete with *changes* only:

Street

City,

Phone

### Questions

1) Are you, or have you been during the last school year (July 1-June 30), an employee of the education corporation? [If you check **Yes**, answer 1a), 1b), and 1c)]. O Yes  No

1a) Description of the position:

1b) Salary:

1c) Start date:

2) Are you related, by blood, marriage, or legal adoption/guardianship, to, or do you cohabitate with, any person (any of the foregoing being an "interested person") who is, or, during the last school year (July 1-June 30), was employed by the education corporation, or who could otherwise benefit from your being a trustee? If yes, please identify each interest/transaction (and provide the requested information) that you ("self") or any interested persons have held or engaged in with the education corporation during the prior school year.

None



## Amber Charter School April Board Minutes April 14, 2021

### MEETING CHAIR:

Soledad Hiciano

### MEETING SCRIBE:

Mercedes Minaya

### MEETING HELD VIA ZOOM

### ATTENDANCE:

**Board:** Soledad Hiciano, Amador Centeno, Kelly Combs, Jenna Pantel, Robyn Epps, Brian Quillin, Dr. John Gutierrez, Dr. Miguelina German, Brad Olsen, Frank Aldridge

**Staff:** Vasthi Acosta, Kirsys Gomez, Christine Ganey, Veronica Almedina, Sasha Elliott, Rose Castillo, Ana Vargas, Matt Bull, Gina Mellusi, Francina Yaw-Costello, Karen Drezner, Mercedes Minaya

**Guests:** Li'Esha Garcia, Trustee Candidate, Rebecca Isaac, Parent of Kindergartner at EH

### Call to Order

Ms. Hiciano called the meeting to order at 6:05pm.

### I. Check-In

Board members and staff checked in.

### II. Introduction of new board trustee candidate: Li'Esha Garcia: Ms. Hiciano and Dr. Acosta introduced the new candidate. Ms. Hiciano gave Ms. Garcia a moment to share her thoughts on joining the board.

#### Motion to voting of new board member Li'Esha Garcia

- Move: Jenna Pantel
- Second: Amador Centeno
- Aye: All

- Nay: None
- Abstain: None

### **III. SEL Survey Data: Reported by Sasha Elliott**

- Results from the most recent SEL survey given at the end of February and first week of March that included open-ended questions.
- Survey showed there are highs and lows about learning at home.
- Last survey iteration will be given in June.
- Discussion ensued on several data points.

### **IV. Executive Director Report: Reported by Dr. Vasthi R. Acosta**

- The PPP federal government loan from last year for \$1.9m was fully forgiven.
- The per pupil fee was raised by 4.4%.
- The federal government passed a package of aid for Title One Schools and it is estimated about \$3500 per student.
- The NYS ELA test will be next week and the NYS math test will be two weeks later.
- For these NYS tests we have made the decision to test only one day and those students that are in person.
- Robin Hood Foundation conducted a virtual site visit at both schools and we got positive feedback.
- Dr. Acosta, Ms. Almedina, and Ms. Elliott are participating in the AF Leadership Accelerator program which involves full days of training and will roll out priority work in the coming year.
- Monthly calls with Kathy Hamel of the Charter School Growth Fund. Ms. Hamel shares lots of resources that are really helpful on these calls.
- Free and reduced lunch has increased in East Harlem from the low 80's to 91% and in Kingsbridge from the high 70's it has risen to 83%. This indicates the struggles our families are experiencing.
- Our virtual lottery ran last week and went well. EH took the biggest hit with a reduction of almost 65% in student applications and KB with a reduction of 28%. Other charter schools are reporting a reduction of 40% across the board.
- 329 families for all three schools have accepted our offer so far. We will continue to accept applications through to September.
- Dr. Acosta presented the ACS growth plan and the projected forecasts for the next few years.
- Ms. Almedina presented an update on the hybrid in person learning.

### **V. ACS Inwood Principal Report: Reported by Ms. Ana Vargas**

- Ms. Vargas was able to attend the lottery last week and it was exciting.
- 31 families have accepted seats at Inwood so far.



- Hired the Director of Operations for Inwood. This is the one role that is slated to start prior to the beginning of the school year.
- Collaborating with Ms. Ganey's student enrollment team by conducting registration videos to registered families in English and Spanish.

**VI. ACS East Harlem Principal Report:** Reported by Mr. Matthew Bull.

- Mr. Bull reported that they are winding down on the Parent Teacher Conferences and teachers are still reaching out to parents.
- Teachers were excited about their visit from the Robin Hood Foundation.
- Third & Fourth graders are finally in the building.

**VII. ACS Kingsbridge Principal Report:** Reported by Ms. Gina Mellusi

- Ms. Mellusi reported that KB had their virtual parent teacher conferences on March 12th.
- PTC are at 98% and they continue to reach out to those parents that haven't participated.
- Robin Hood Foundation also visited KB.
- Finished the month of March will all hybrid students in the building.
- KB had its first school-wide virtual assembly.

**VIII. Board Chair Report:** Reported by Ms. Soledad Hiciano

- Ms. Hiciano reported on ACS' relationship with the Robin Hood Foundation.
- Ms. Hiciano reported on the virtual fundraiser event taking place on Thursday, April 15th. Ms. Ganey reported that 35 tickets were sold and shared a preview of what will happen during the event.

**IX. Motion on the naming of Amber Inwood**

- Move: Amador Centeno
- Second: Dr. John Gutierrez
- Aye: All
- Nay: None
- Abstain: Soledad Hiciano

**X. Motion to approve the March meeting minutes**

- Move: Jenna Pantel
- Second: Brian Quillin
- Aye: All
- Nay: None
- Abstain: Brad Olsen and Frank Aldridge

**XI. Motion to adjourn the meeting**

- Move: Jenna Pantel
- Second: John Gutierrez
- Aye: All
- Nay: None
- Abstain: None

Meeting adjourned at 7:45pm



## Amber Charter School Board Minutes December 9th, 2020

**MEETING CHAIR:**

John Gutierrez

**MEETING SCRIBE:**

Mercedes Minaya

**MEETING HELD VIA ZOOM**

**ATTENDANCE:**

**Board:** Amador Centeno, Kelly Combs, Brad Olsen, Jenna Pantel, Robyn Epps, Brian Quillin, Miguelina German, John Gutierrez

**Staff:** Dr. Vasthi Acosta, Veronica Almedina, Matthew Bull, Sasha Elliott, Christine Ganey, Kirsys Gomez, Heidi Hamilton, Gina Mellusi, Ana Vargas, Karen Drezner, Francina Yaw-Costello, Mia Thomas, Rose Castillo, and Mercedes Minaya

**Guest:** Joey Gustafson

**Absent:** Frank Aldridge, Soledad Hiciano

**Call to Order**

Mr. Gutierrez called the meeting to order at 6:05pm.

**Motion to start meeting**

- Move: Jenna Pantel
- Second: Brian Quillin
- Aye: All
- Nay: None

**I. Check In**

Board Members checked in.



## **II. Development Committee:**

- Ms. Ganey reported that the parents at East Harlem raised \$5,114, Kingsbridge parents raised \$6,719 and the board raised \$4,441 for a total of \$16,274. Ms. Combs got an additional \$358 online donation on the Give Lively campaign and Ms. Minaya got a \$5,000 donation from Loews Hotels with the Giving Tuesday email campaign.
- Ms. Ganey reported a total of \$34,678 for the fiscal year, almost reaching the \$50,000 goal.

## **III. Executive Director's Report**

- Dr. Acosta reported that the SST conducted their winter retreat with a half day to kick off summer planning and review the positions to be added in the coming year.
- Dr. Acosta shared that she attended a few meetings with the Community Board 12, which is where Inwood is located. In November, she attended the Youth and Education Committee meeting and presented at the December meeting on the 7th. She along with Veronica and Ana attended the Traffic and Transportation Committee meeting in December.
- Dr. Acosta stated that ACS was contacted by the Department of Transportation regarding the opening of ACS Inwood. She had a meeting with the Borough Commissioner which went well.
- Dr. Acosta reported that Ms. Hamilton is working on closing the loan for Inwood this month to start renovations. ACS switched owners rep from DBI to Matter Real Estate and the transition has been smooth.
- Ms. Elliott put together an Unconference on the last working day before the Thanksgiving break for the staff and faculty which included a DJ from California and it was a success.
- Dr. Acosta reported that she was invited to be a panelist on the Moonshot School Leaders Conference, an organization in Colorado that prepares leaders who want to open charter schools.
- The Amber Foundation hired Ms. Gustafson full time as Managing Director for another year.
- Ms. Drezner and Ms. Vargas are working on getting the Great Oaks Tutors, which we got through a grant that Ms. Gustafson wrote, on board. There will be nine tutors for each school serving grades 3-5.
- Dr. Acosta reported that the Charter School Growth Fund has accepted ACS and will be funding ACS over four years. An onboarding meeting is scheduled for December 16th after their board approval on December 15th.
- Dr. Acosta presented the decision to delay launching hybrid learning. Enrollment at East Harlem is on target and we are over enrolled at Kingsbridge. Attendance has been in the high 90s. A survey was sent out to parents and 83% were satisfied with remote learning at both schools. Dr. Acosta proposed delaying hybrid until the first week of March due

to the rise of the infection rate in both neighborhoods and to minimize the disruption to families. It would be a phased approach starting with kindergarten and first grades to go into the building and then with the students who are struggling with remote learning. The faculty was also surveyed and there is concern about returning to the buildings. Ms. German shared her thoughts and agreed that this is the right plan to delay until March. A robust discussion took place.

#### **IV. Motion to extend remote learning to early March**

- Move: John Gutierrez
- Second: Amador Centeno
- Aye: All
- Nay: None
- Abstain: None

#### **V. ACS Inwood Principal Report**

- Ms. Vargas reported that they were welcomed with open arms at one of the community meetings they attended and it was an amazing feeling. With the second community group, she will need to address some of their concerns.
- Ms. Vargas shared that will be launching and welcoming the Great Oaks fellows next week and they will be a great asset for our network.

#### **VI. ACS Kingsbridge Principal Report**

- Ms. Mellusi thanked Ms. Yaw-Costello and Ms. Thomas for their Giving Tuesday project with the students. The students created beautiful images on what gratitude means to them which were shared on social media
- Ms. Mellusi reported that they did their first round of virtual assemblies to celebrate the Amber character trait of responsibility.
- Ms. Mellusi shared that they will be conducting their first board virtual open house next week.

#### **VII. ACS East Harlem Principal Report**

- Mr. Bull reported that they had their virtual parent teacher conferences and had 98% of the families participate.
- Mr. Bull shared that the students from both schools attended a virtual film festival at the El Barrio Film Festival.
- Mr. Bull reported that they had a great assembly celebrating responsibility and that they will be having the virtual open house on December 15th.

#### **VIII. Board Chair Report**

- Mr. Gutierrez encouraged everyone to sign up for the virtual board open house.

- Mr. Gutierrez reported on the governance and expansion of the board for new members. He has received a number of good candidates and will be having conversations with them soon. Mr. Gutierrez thanked those who referred the candidates. The deadline to refer someone is December 15th.

**IX. Motion to approve the November meeting minutes**

- Move: Jenna Pantel
- Second: Kelly Combs
- Aye: All
- Nay: None
- Abstain: None

**X. Motion to adjourn the meeting**

- Move: Jenna Pantel
- Second: Brian Quillin
- Aye: All
- Nay: None
- Abstain: None

Meeting adjourned at 7:39pm



## Amber Charter School Emergency Board Minutes December 21st, 2020

### MEETING CHAIR:

Soledad Hiciano

### MEETING SCRIBE:

Mercedes Minaya

### MEETING HELD VIA ZOOM

### ATTENDANCE:

**Board:** Soledad Hiciano, Amador Centeno, Kelly Combs, Brad Olsen, Jenna Pantel, Robyn Epps, Brian Quillin, John Gutierrez

**Staff:** Vasthi Acosta, Kirsys Gomez, Heidi Hamilton, and Mercedes Minaya

**Guests:** Erik Seltzer, Lisa Holtzmuller

**Absent:** Miguelina German

### Call to Order

Ms. Hiciano called the meeting to order at 5:02pm.

- Ms. Hamilton reported that there is a possibility that we may close on the loan before the end of the year and will need to have authorization to close on the loan. The loan documents are being drafted and edited.
- Ms. Hamilton introduced Ms. Lisa Holtzmuller, who is a corporate law attorney, specializing in charter school education law, and specifically in the financing of major construction projects.
- Ms. Holtzmuller provided information on the sub lease deal and the resolution up for approval.

- Ms. Pantel asked if this project is similar to Kingsbridge, and Ms. Hamilton shared that they are different. For Kingsbridge they worked directly with the landlord, however, with Inwood it is more complicated because we are dealing with various entities and more money is involved.
- Mr. Olsen inquired if the entity is being required to have a debt service coverage ratio and if the entity produces financials. Mr. Seltzer explained that it doesn't produce audited financials and it is not anticipated.
- Ms. Lisa Holtzmuller explained that Ms. Hiciano serves on the Amber Foundation Board as well as on the Amber school board and this creates a conflict. Ms. Hiciano will need to recuse herself from the vote to approve the resolution.
- Ms. Hiciano left the zoom meeting and waited in a breakout room.

**Motion to bring resolution to the floor:**

- Move: John Gutierrez
- Second: Frank Aldridge
- Aye: All
- Nay: None
- Abstain: None

Ms. Hiciano returned to the meeting and called for a vote to adjourn the meeting.

**Motion to adjourn the meeting**

- Move: Jenna Pantel
- Second: Frank Aldridge
- Aye: All
- Nay: None
- Abstain: None

Meeting adjourned at 5:28pm





## Amber Charter School February Board Minutes February 10, 2021

### MEETING CHAIR:

John Gutierrez

### MEETING SCRIBE:

Mercedes Minaya

### MEETING HELD VIA ZOOM

### ATTENDANCE:

**Board:** Amador Centeno, Kelly Combs, Brad Olsen, Jenna Pantel, Robyn Epps, Brian Quillin, John Gutierrez, Miguelina German, Frank Aldridge

**Staff:** Vasthi Acosta, Kirsys Gomez, Heidi Hamilton, Christine Ganey, Veronica Almedina, Sasha Elliott, Rose Castillo, Ana Vargas, Matt Bull, Gina Mellusi, Mercedes Minaya

**Guests:** Eric Seltzer, Joey Gustafson

**Absent:** Soledad Hiciano

### Call to Order

Dr. Gutierrez called the meeting to order at 6:03pm.

### I. Check-In

Board members and staff checked in.

### II. Facilities & Finance Committees

- Mr. Seltzer and Ms. Hamilton presented the new resolution that addressed reserving the right to claim expenses on the renovation for Inwood when refinancing the loan at a later date. After discussion the resolution was brought to a vote.

### Motion to bring resolution to the floor:

- Move: Brad Olsen



- Second: Jenna Pantel
- Aye: All
- Nay: None
- Abstain: None

### **III. Development Committee**

- Ms. Ganey presented the choices on the upcoming virtual fundraisers events to meet the annual fundraising goal of \$50,000.
  - Non-alcoholic fundraisers events - Virtual Paint Night or Virtual Wellness/Self-Care Session
  - Alcohol involved events - Virtual Craft Beer Tasting or Virtual Whiskey Tasting
- Dr. Gutierrez shared that due to the high prices of the alcoholic events, it would be difficult for him to find participants in his network that would be interested. Ms. Pantel also expressed concerns about the ticket prices.
- Mr. Olsen suggested that a virtual magician show would be fun and interactive to do.
- Ms. Epps shared her concerns about the whiskey fundraiser pricing. She also mentioned that the paint night is a good option.
- Ms. Combs shared that she is inclined to vote on the paint night option.
- Dr. Acosta confirmed that based on everyone's concerns about the alcohol options, we would be having the paint night and wellness fundraisers. The board's goal is to do two events to raise \$15,000, one in March and the other in May.
- Ms. Combs suggested that it can be a compilation of different activities and knows a pilates instructor who would participate in the wellness event.
- Dr. Gutierrez directed the development committee to try and find some other ideas for the second fundraiser.

### **IV. Executive Director Report**

- Dr. Acosta thanked Mr. Centeno and Ms. Hamilton for the sub- sub-lease for Inwood. She also thanked Mr. Aldrige, Mr. Olsen, Ms. Hamilton, & Ms. Gomez for their work on the loan closing.
- Dr. Acosta expressed her gratitude to Dr. German for inviting her colleague Dr. Sybil Hodgson to present a webinar to the ACS faculty and staff on the COVID vaccine.
- Student applications continue to be a concern. Both Inwood and East Harlem continue to be low in the number of student applications received.
- ACS is partnering with Soledad's daycare centers to conduct recruitment for Inwood.
- Dr. Acosta reported that Uncommon Charter Schools has reached out to learn how ACS does family engagement for the schools. Charter School Growth Fund also reached out to learn how we establish school culture.
- Ms. Almedina shared the plans to launch hybrid learning at Kingsbridge in March. Plans to launch hybrid learning at East Harlem are tentative as they continue to negotiate with the UFT.

- Ms. Elliott reported that ACS received a grant of over \$60,000 and will be able to provide 120 students in grades K through 2 with one-to-one tutoring provided by Varsity tutors. Each teacher nominated five to six students they believed would benefit the most for this intense tutoring.

#### **V. ACS Inwood Principal Report**

- Ms. Vargas reported that they are continuing to interview for the Director of Operations. All the Inwood SLT positions are now posted. Currently screening for the Assistant Principal position and have begun with internal candidates.
- Working to look for after school programs that will offer best options for Inwood families.

#### **VI. ACS East Harlem Principal Report**

- Mr. Bull reported that 99% of the students have completed the math and ELA i-Ready assessments.
- EH is continuing partnership with Highlander.
- Mr. Bull shared that they had the honesty celebrations last week as well as celebrated the 100th day of school.

#### **VII. ACS Kingsbridge Principal Report**

- Ms. Melussi reported that 96% of the students completed the math and ELA i-Ready assessments.
- The HEAL committee hosted two live classes to learn how to make smoothies.
- Kingsbridge also celebrated the honesty assemblies and 100th day of school.

#### **VIII. Board Chair Report**

- Dr. Gutierrez reported that he has interviewed prospective board candidates and asked the board members one final time to think of possible board candidates of color they could recommend.

#### **IX. Motion to approve the January meeting minutes**

- Move: Kelly Combs
- Second: Jenna Pantel
- Aye: All
- Nay: None
- Abstain: None
- Dr. Gutierrez called for the adjournment of the meeting after asking if there was any other new business. Vote to adjourn the meeting:

#### **X. Motion to adjourn the meeting**

- Move: Jenna Pantel

- Second: Amador Centeno
- Aye: All
- Nay: None
- Abstain: None

Meeting adjourned at 7:42pm.



## Amber Charter School January Board Minutes January 13, 2021

### MEETING CHAIR:

Soledad Hiciano

### MEETING SCRIBE:

Mercedes Minaya

### MEETING HELD VIA ZOOM

### ATTENDANCE:

**Board:** Soledad Hiciano, Amador Centeno, Kelly Combs, Brad Olsen, Jenna Pantel, Robyn Epps, Brian Quillin, John Gutierrez, Miguelina German, Frank Aldridge

**Staff:** Vasthi Acosta, Kirsys Gomez, Heidi Hamilton, Christine Ganey, Veronica Almedina, Sasha Elliott, Rose Castillo, Ana Vargas, Matt Bull, Gina Mellusi, Karen Drezner, Mercedes Minaya

**Guests:** Lisa Holtzmuller

### Call to Order

Ms. Hiciano called the meeting to order at 6:10pm.

### I. Check-In

Board members checked in.

### II. Facilities & Finance Committees

- Mr. Centeno reported that we are close to getting all permits for Inwood. The target date for completion is the end of July. Mr. Centeno reviewed the sub-lease and is comfortable with what was included in the document.
- Mr. Olsen stated that he reviewed the documents and has been touching base with Kirsys regarding the financial covenants.

- Ms. Lisa Holtzmuller explained that the LLC owned by the foundation is going to be taking out a large loan from Civic and Lisc to do construction and Amber Charter Schools will be guaranteeing that loan.
- Ms. Lisa Holtzmuller explained that at the last meeting there was a misstep in which Dr. Acosta who serves on the Amber Foundation Board needed to step out of the meeting during the vote for the signature resolution along with Ms. Hiciano who also serves on the Amber Foundation Board and the Amber school board. Because of the conflict of interest for both Ms. Hiciano and Dr. Acosta, per Ms. Holtzmuller, the board members will vote on the resolution to give authorization to Mr. Centeno and Dr. Gutierrez to sign the appropriate documents.
- Ms. Hiciano reported that Dr. Gutierrez's term on the board needed to be renewed. She asked for a motion.

**Motion to renew Dr. Gutierrez's term for three years:**

- Move: Amador Centeno
  - Second: Jenna Pantel
  - Aye: All
  - Nay: None
  - Abstain: None
- 
- Ms. Hiciano and Dr. Acosta left the meeting and was placed in the waiting room.
  - The resolution was presented by Ms. Holtzmuller.
  - Mr. Gutierrez asked about the Unitranche loan and requested clarification if it's the name of the firm or the type of loan. Ms. Hamilton explained that it is an entity that was partnered to serve as the bank for the funds that are being distributed.
  - Dr. German asked about the types of loans and interest rates. Ms. Gomez reported that it is two loans, one with FIF for up to \$12.8M with an interest rate of 4.7% and the other with LISC for \$1.5M with an interest rate of 5.5%. Ms. Hamilton stated that the LISC loan is a bridge loan.
  - Ms. Pantel asked if there are any areas of concern that the board needs to be aware of. Ms. Hamilton reported that in addition to the financial cash covenants, there are other requirements that the organization agreed to and one of them is the academic performance and the reporting ACS will have to do and make sure they are kept up to standard.
  - Mr. Olsen asked if there is an option to not spend the \$13M. Ms. Hamilton reported that it is not an option since it is needed for the construction.
  - Mr. Olsen reported that when the finance committee is comfortable with the projection and assumptions then he will be ready to sign off and move forward. Ms. Hamilton stated that their recommendation is for the board to authorize the execution of the resolution pending the finance committee's final approval and review of the financial documents.
  - Mr. Aldridge stated that the board should move forward with approving the resolution with the finance committee giving an update once all of the documents are reviewed and signed.

- Ms. German stated that she is comfortable in voting for the resolution pending final review and approval by the finance committee.
- Ms. Holtzmuller stated that if the board is approving the resolution subject to the finance committee approval, then the finance committee will need to have another meeting. Ms. Hamilton reported that the finance committee will need to meet by Friday.
- Ms. Hamilton restated the resolution to the board, authorizing the execution of the resolution and giving Dr. Gutierrez and Mr. Centeno the authority to execute on all loan and sub lease documents pending review and approval by the finance committee.
- Dr. Gutierrez suggested that it would be beneficial to put an executive summary together for any future projects. Ms. Hamilton shared that we will add the presentation that was shown to the Executive Committee to the dropbox.
- Mr. Centeno stated that as there are concerns around enrollment and now that we are contemplating another middle school, it would be a good idea to review enrollment in future board meetings so people can understand.

**Motion to bring resolution to the floor:**

- Move: Miguelina German
  - Second: Frank Aldridge
  - Aye: All
  - Nay: None
  - Abstain: None
- Ms. Hiciano and Dr. Acosta returned to the meeting.

**III. Education Committee**

- Ms. Drezner reported on the Great Oaks fellows partnership that has a total of 18 fellows, nine at each school working with third through fifth graders. They will be serving the students remotely from now until June.

**IV. Executive Director Report**

- Dr. Acosta reported on the Kingsbridge renewal approval in December and the expansion to eighth grade. Dr. Acosta gave a big shout out to Ms. Almedina and Ms. Mellusi for their hard work in getting this renewal and expansion in grades.
- Continued Work towards a March 1st hybrid launch.
- Notified and encouraged teachers and staff of the opportunity to get vaccinated.
- Dr. Acosta reported that she, along with Ms. Almedina and Ms. Elliott, continues to participate in the AF accelerator leadership program.
- The ACS growth model with accompanying positions were shared with the staff. There are 70 positions to be filled.



- Dr. Acosta participated in a call with Senator Schumer where he shared the plans that they have in the coming year. The event was sponsored by the Hispanic Federation which ACS is an affiliate.
- Dr. Acosta reported that they are starting with the mid-year reviews and every staff member meets with their supervisors and to go over their strengths and challenges.
- Student recruitment has been a challenge. Ms. Ganey reported that applications are 50% lower than last year, however, in the last couple of days there has been an uptick of 20 applications for Kindergarten at EH and KB. Hoping to see a rise in applications as the DOE application deadlines are December 10th through January 19th. She reported efforts in advertisements, Spotify ads, as well as doing a raffle starting in February for any referrals through our current Amber families. Postcard mailings to all NYCHA housings and MailChimp campaigns will also be conducted. School mint, a website where families across the city apply to charter schools, confirmed that they are seeing a decline across the nation.
- Mr. Centeno asked what is the percentage of students accepted from the applications received. Ms. Ganey reported that for EH they need five applications for one seat and for KB it is two applications for one seat.
- Dr. Acosta reported that in talking to the Latino Charter Leaders Roundtable, they are also experiencing a similar dip in their student recruitment.

#### **V. ACS Inwood Principal Report**

- Ms. Vargas shared some highlights with Great Oaks and posting of positions for the new school.

#### **VI. ACS Kingsbridge Principal Report**

- Ms. Mellusi reported that the students participated in a winter wonderland themed SEL class. Hosted a staff spotlight PD and teachers shared tools and resources that have been helpful during remote learning. Ms. Sandra did an art activity for the staff and taught how to blend the primary colors and make a beautiful picture. The third graders participated in the virtual Three Kings Day Parade.

#### **VII. ACS East Harlem Principal Report**

- Mr. Bull reported EH had their PD which followed the unconference. The Columbia Social Work Field Workers had the opportunity to share some best practices. The kids loved the Three Kings Day virtual parade.

#### **VIII. Board Chair Report**

- Ms. Hiciano reported on the CSI renewal of Kingsbridge and was very proud to be in the presence of Ms. Elliott, Ms. Almedina, and Dr. Acosta during the meeting.
- Ms. Hiciano reported on the Charter Schools Growth Fund and explained that they are similar to CSI and want to see how ACS is performing.

**IX. Motion to approve the December meeting minutes**

- Move: Jenna Pantel
- Second: Brian Quillin
- Aye: All
- Nay: None
- Abstain: Frank Aldridge, Soledad Hiciano, Miguelina German

**X. Motion to adjourn the meeting**

- Move: Jenna Pantel
- Second: Frank Aldridge
- Aye: All
- Nay: None
- Abstain: None

Meeting adjourned at 7:56pm



## Amber Charter School Board Minutes July 20, 2020

**MEETING CHAIR:**

Soledad Hiciano

**MEETING SCRIBE:**

Natalie Chaparro

**MEETING HELD VIA ZOOM**

**ATTENDANCE:**

**Board:** Frank Aldridge, Amador Centeno, Kelly Combs, Miguelina German, John Gutierrez, Soledad Hiciano, Shawnte Lorick, Mercedes Minaya, Brad Olsen, Jenna Pantel, and Brian Quillin

**Absent:** Elena Goldberg Velasquez

**Staff:** Vasthi Acosta, Veronica Almedina, Matthew Bull, Natalie Chaparro, Karen Drezner, Sasha Elliott, Christine Ganey, Kirsys Gomez, Heidi Hamilton, Gina Mellussi, and Ana Vargas

**Call to Order**

Ms. Hiciano called the meeting to order at 1:07pm.

**I. Check In**

Board Members checked in.

**II. Motion to Approve the June 10 Minutes:**

- Move: Jenna Pantel
- Second: Kelly Combs
- Aye: All

- Nay: None
- Abstain: Amador Centeno

**III.** Ms. Ganey spoke with the board members regarding a Double Good Popcorn pop up shop to go live on July 21st. She explained to the board members how to set up their shops and how to share. The pop-up shop is set to end on July 25th. Target to sell \$500 each trustee.

**IV.** Dr. Acosta reminded the board members to submit their conflict of interest forms to the executive assistant for SUNY Annual Report.

**V.** Ms. Hiciano expressed her gratitude towards the team and said thank you for all their hard work during these uncertain times.

**VI. Motion to go into Executive Session to discuss Executive Director's Final Evaluation:**

- Move: John Gutierrez
- Second: Jenna Pantel
- Aye: All
- Nay: None
- Abstain: None

**VII. Motion to close Executive Session:**

- Move: Jenna Pantel
- Second: Brad Olsen
- Aye: All
- Nay: None
- Abstain: None

**VIII. Motion to adjourn:**

- Move: Jenna Pantel
- Second: Kelly Combs
- Aye: All
- Nay: None
- Abstain: None



## Amber Charter School May Board Minutes June 9, 2021

### MEETING CHAIR:

Soledad Hiciano

### MEETING SCRIBE:

Mercedes Minaya

### MEETING HELD VIA ZOOM

### ATTENDANCE:

**Board:** Soledad Hiciano, Amador Centeno, Jenna Pantel, Robyn Epps, Brian Quillin, Dr. John Gutierrez, Dr. Miguelina German, Brad Olsen, Frank Aldridge, Li'Esha Garcia, Lindsay Long, Kelly Combs

**Staff:** Dr. Vasthi Acosta, Kirsys Gomez, Christine Ganey, Veronica Almedina, Sasha Elliott, Rose Castillo, Ana Vargas, Matt Bull, Gina Mellusi, Francina Yaw-Costello, Karen Drezner, Mia Thomas, Yahaira Degro, Masie Reyes-Weiss, Liliana Sanchez, Mercedes Minaya

**Guests:** Trustee Candidates, Rebecca Isaac, Timothy Day

### Call to Order

Ms. Hiciano called the meeting to order at 6:05 pm.

### I. Check-In

Board members and staff checked in.

**II. Introduction of new board trustee candidate: Rebecca Isaac & Timothy Day:** Dr. Gutierrez introduced the new Trustee candidates. Dr. Gutierrez gave Ms. Isaac and Mr. Day a moment to introduce themselves to the board. Ms. Isaac and Mr. Day were placed in the waiting room during the vote. After the vote they were welcomed back to the meeting.



**Vote for new board member Rebecca Isaac**

- Move: Dr. John Gutierrez
- Second: Jenna Pantel
- Aye: All
- Nay: None
- Abstain: None

**Vote for new board member Timothy Day**

- Move: Kelly Combs
- Second: Jenna Pantel
- Aye: All
- Nay: None
- Abstain: None

**III. Executive Director Report: Reported by Dr. Vasthi R. Acosta**

- Dr. Acosta reported that there have been no pod closures in seven weeks. No school exposures at all in both schools since launching hybrid.
- Dr. Acosta gave a shout out to Ms. Ganey, Ms. Gomez, and Ms. Minaya for their support in the Amber Foundation event, Prescreening of *In the heights*.
- Kingsbridge is fully enrolled, however, East Harlem still needs a full kindergarten class and Inwood needs at least one kindergarten class and two first grade classes.
- Christine's team attended a recruiting event at Washington Heights this past Saturday to get more student applications.
- Inwood construction is moving along and will open in September. The first through third floors will be ready by August 16th for the students and staff. The full construction will be completed by the end of October.
- Ms. Elliott reported on the I-Ready Assessment Data & SUNY CSI Accountability Measures.
- Ms. Almedina reported on hybrid in person learning and the end of year celebrations for East Harlem and Kingsbridge.
- Ms. Sanchez, KB Dean, and Ms. Degro, EH Dean, presented on student incident data for the year for both schools.

**IV. Finance Committee: Reported by Frank Aldridge**

- Mr. Aldridge & Ms. Gomez presented the revisions to the Fiscal Procedures Manual.

**Vote to approve the revisions on the Fiscal Procedures Manual**

- Move: Frank Aldridge
- Second: Jenna Pantel
- Aye: All
- Nay: None
- Abstain: None



**V. ACS Inwood Principal Report:** Reported by Ms. Ana Vargas

- Ms. Vargas reported on the festival she attended with the enrollment team.
- The talent team has interviewed approximately 45 more candidates.
- Received Inwood's DBN number two weeks ago.

**VI. ACS East Harlem Principal Report:** Reported by Mr. Matthew Bull.

- Mr. Bull reported on the iReady assessments and 98% of the students have completed it.
- Completed the EH Leadership retreat on May 21st.
- Students completed their community service project.
- Career day was a success.

**VII. ACS Kingsbridge Principal Report:** Reported by Ms. Gina Mellusi

- Ms. Mellusi reported on the iReady spring diagnostics, 98% of students have completed it.
- KB Leadership retreat was on May 14th.
- Students participated on career week and community service day.
- Ms. Mellusi presented a video made by 4th graders that honored the board members.

**VIII. Board Chair Report:** Reported by Ms. Soledad Hiciano

- Ms. Hiciano reported on the Amber Fund Event "*In The Heights*".
- The Board Retreat will be held on July 19th.

**IX. Election to renew terms of Board Trustees**

- Ms. Hiciano presented the motion to renew Mr. Brad Olsen and Ms. Kelly Combs terms to serve on the board until 2024.
- **Vote to approve the term renewal for Mr. Brad Olsen**
  - **Move:** Dr. Miguelina German
  - **Second:** Jenna Pantel
  - **Aye:** All
  - **Nay:** None
  - **Abstain:** None
- **Vote to approve the term renewal for Ms. Kelly Combs**
  - **Move:** Dr. John Gutierrez
  - **Second:** Dr. Miguelina German
  - **Aye:** All
  - **Nay:** None
  - **Abstain:** None

**X. Motion to approve the May board meeting minutes**

- Move: Jenna Pantel
- Second: Dr. John Gutierrez
- Aye: All
- Nay: None
- Abstain: Soledad Hiciano & Kelly Combs

**XI. Announcements**

- Dr. Vasthi Acosta announced that she is retiring in June of 2022.

**XII. Motion to adjourn the meeting**

- Move: Jenna Pantel
- Second: Dr. John Gutierrez
- Aye: All
- Nay: None
- Abstain: None

Meeting adjourned at 8:06 pm



## **Amber Charter School March Board Minutes March 10, 2021**

### **MEETING CHAIR:**

Soledad Hiciano

### **MEETING SCRIBE:**

Mercedes Minaya

### **MEETING HELD VIA ZOOM**

### **ATTENDANCE:**

**Board:** Soledad Hiciano, Amador Centeno, Kelly Combs, Jenna Pantel, Robyn Epps, Brian Quillin, John Gutierrez, Miguelina German,

**Staff:** Vasthi Acosta, Kirsys Gomez, Heidi Hamilton, Christine Ganey, Veronica Almedina, Sasha Elliott, Rose Castillo, Ana Vargas, Matt Bull, Gina Mellusi, Mercedes Minaya

**Guests:** Joey Gustafson, Rebecca Isaac, Parent of Kindergartner at EH

**Absent:** Brad Olsen, Frank Aldridge

### **Call to Order**

Ms. Hiciano called the meeting to order at 6:05pm.

### **I. Check-In**

Board members and staff checked in.

### **II. I-Ready Winter Assessment Report**

- Ms. Elliott, Mr. Bull, and Ms. Mellusi reported on the I-ready winter assessment report.
- Ms. Elliott shared that 98% of the students took the ELA assessment and 99% of the students completed the math assessment. The numbers are up from the last time the students took the assessments in the fall.
- The teachers are using a program called Go Guardian with the students which helps monitor the students while they take the assessment and limits any parent help..

- Ms. Hiciano thanked the administration and teachers from both schools on their hard work.
- Ms. Pantel mentioned that it would be interesting to see if parents will have their children opt-out from taking the state tests.
- Dr. Gutierrez shared that it would be a good idea to inform the parents that they have a right to opt-out of the tests.

### **III. Development Committee**

- Ms. Ganey presented the choices on the upcoming virtual fundraiser events to meet the annual fundraising goal of \$50,000. The total left to raise is \$10,000.
- A poll was conducted with three choices, and the virtual paint night and virtual DJ party with a dance lesson were the top two choices. The virtual party will be held in April and the paint night will be held in either May or the beginning of June if necessary to close the gap.

### **IV. Executive Director Report**

- Dr. Acosta reported that the Governor has signed an executive order demanding that teachers must report whether or not they received the COVID vaccine. However, it is currently on hold by the Department of Health in NYC.
- The United States Department of Education sent out a memo deciding not to grant any state a waiver on state assessments. They did give allowances on how the test can be administered, it can be a shorter test, or give extended time. Per Dr. Acosta, ACS is waiting for guidance from the State Department on what the state tests are going to look like. She expects to get more information from the Board of Regents' meeting next Monday.
- Remote testing will not happen in NY because we do not have the technological infrastructure, unlike New Jersey. Although the federal government has given the states permission to do it, NY will not be able to.
- Dr. Acosta reported that there will be an Amber Education Fund Board meeting next week and will probably be voting a new member into the Finance Advisory Committee.
- There is a concern with the number of student applications that is lower than any other year. ACS has done more recruitment this year than any year prior. The deadline is in two weeks on April 1st. However, ACS will continue to receive applications past the deadline. We may not need to do a lottery for Inwood, as we will be able to accept every single application. We will run a lottery for East Harlem and Kingsbridge, however, it will impact our budget in the coming year as well as the number of classes that we will have per grade if we don't meet our enrollment goal. Our plan is to continue enrolling students through the summer and probably into September to meet our goal.
- Dr. German shared that it would be helpful to talk about finance and understand the implications of the debt. Dr. Acosta shared that we will have a better sense once the budget has been drafted. The budget will be ready by May.

- Dr. Acosta shared that they have reached an agreement with the East Harlem UFT and are able to launch hybrid.
- Ms. Almedina shared the timeline of the reopening plans for in-person learning. At Kingsbridge, by March 25th, Kindergarten through fifth will have been in school for in-person learning. At East Harlem, pod A, Kindergarten and first grade will start in-person learning on March 22nd & 23rd. Pod B, Kindergarten and first grade will start on March 24th and 25th. It was done this way so that they all had the opportunity to start before the spring break. The rest of the grades will phase in after the break.

#### **V. ACS Inwood Principal Report**

- Ms. Vargas thanked Ms. Hiciano for extending her support in recruiting students and making our presence known in the community.
- Continuing to work with the talent team to solidify the Senior Leadership Team for Inwood.

#### **VI. ACS East Harlem Principal Report**

- Mr. Bull reported that spirit week was exciting. Students and families completed the SEL surveys.

#### **VII. ACS Kingsbridge Principal Report**

- Ms. Melussi reported that they had their winter SEL student surveys completed by students. For spirit week one of the themes was pajama day and teachers thought it was fun seeing their students with their pajamas on screen.
- It was great welcoming the pioneer team back to the building at the end of spirit week.
- Ms. Melussi shared that they had 37 children on their first day of hybrid last week.

#### **VIII. Board Chair Report**

- Ms. Hiciano presented the board goals and reviewed how the board is progressing to meet those goals.
- Dr. Gutierrez shared that there is a scheduled interview with a prospective candidate next week and another candidate the following week to bring to the next board meeting for possible approval.
- He requested that trustees please continue to send candidate recommendations to him.
- Ms. Hiciano shared that we are still missing a parent representative for East Harlem and are hoping to find a parent willing to join us.

#### **IX. Motion to approve the February meeting minutes**

- Move: Jenna Pantel
- Second: Amador Centeno
- Aye: All
- Nay: None
- Abstain: Soledad Hiciano

**X. Motion to adjourn the meeting**

- Move: Jenna Pantel
- Second: John Gutierrez
- Aye: All
- Nay: None
- Abstain: None

Meeting adjourned at 8:12pm





## Amber Charter School May Board Minutes May 12, 2021

### MEETING CHAIR:

Dr. John Gutierrez

### MEETING SCRIBE:

Mercedes Minaya

### MEETING HELD VIA ZOOM

### ATTENDANCE:

**Board:** Amador Centeno, Jenna Pantel, Robyn Epps, Brian Quillin, Dr. John Gutierrez, Dr. Miguelina German, Brad Olsen, Frank Aldridge, Li'Esha Garcia

**Staff:** Vasthi Acosta, Kirsys Gomez, Christine Ganey, Veronica Almedina, Sasha Elliott, Rose Castillo, Ana Vargas, Matt Bull, Gina Mellusi, Francina Yaw-Costello, Karen Drezner, Mercedes Minaya

**Guests:** Trustee Candidate, Lindsay Long

**Absent:** Soledad Hiciano, Kelly Combs

### Call to Order

Dr. Gutierrez called the meeting to order at 6:06 pm.

### I. Check-In

Board members and staff checked in.

- ### II. Introduction of new board trustee candidate: Lindsay Long:
- Dr. Gutierrez introduced the new candidate. Dr. Gutierrez gave Ms. Long a moment to introduce herself to the board. Ms. Long was placed in the waiting room during the vote. After the vote she was welcomed back to the meeting.

### Vote for new board member Lindsay Long

- Move: Jenna Pantel

- Second: Amador Centeno
- Aye: All
- Nay: None
- Abstain: None

### III. Finance Committee Presentation: Reported by Frank Aldridge

- Reviewed the budget for the ACS network for the school year 2021-2022.
- The per pupil funding increased 4.4% from last year.
- Big concern is getting bodies in the seats and making sure to not only recruit incoming kindergarten and first grade students, but also retain students in higher level grades.
- East Harlem, and Kingsbridge forecast continues to be profitable.
- Capital investments are being completed at the schools especially at East Harlem.

#### Vote to approve the budget

- Move: Frank Aldridge
- Second: Jenna Pantel
- Aye: All
- Nay: None
- Abstain: None
- Ms. Gomez reported on the 990 tax form and Charter 500 forms. The Charter 500 form gets signed by Dr. Acosta and Mr. Aldridge and submitted to the Department of Law.

### IV. Executive Director Report: Reported by Dr. Vasthi R. Acosta

- Dr. Acosta reported about a charter school founder and leader that was arrested for stealing money from the organization. She ensured the trustees that ACS has fiscal internal controls that would never allow that to happen. The fiscal procedural manual has been under review and will be presented next month with some updates to reflect the use of digital platforms.
- ACS is completing state testing with 46 students at East Harlem and 60 students at Kingsbridge tested for ELA. For math, 33 students at Kingsbridge, and 25 students at East Harlem with another 35 being tested today. Tests were recycled as some children were able to identify passages from previous years.
- CSI had a pre visit call with us on the opening of our Inwood school. They will visit in August. Working on putting together documents before the school opens.
- Full steam ahead in regards to hiring and we are about 50% hired on the school based positions, but still more to go.
- The Black Latinx Asian Charter Collaborative is sponsoring a mayoral forum on May 20th.
- Pleased to announce that we had no pod closures this last month in either school.
- Kingsbridge is fully enrolled, and still working hard on East Harlem and Inwood.
- Ms. Ganey reported on the enrollment, waitlist, and families who have accepted or declined the offer.

- The enrollment team will be attending a street fair on June 5th to market ACS along with Ms. Vargas and Ms. Henry.
- Have partnered with the Harlem Jets Lacrosse and they gave our students a free clinic last Saturday. 60 students were signed up, but unfortunately, only 15 showed up due to the rain.
- Continue to see applications trickling in and hopefully will continue to enroll throughout the summer.

**V. ACS Inwood Principal Report:** Reported by Ms. Ana Vargas

- Ms. Vargas reported on joining the talent team and hosting a LinkedIn event and screened candidates for initial interviews.
- Joined Ms. Hamilton and other members of the team in a walk through of the school.

**VI. ACS Kingsbridge Principal Report:** Reported by Ms. Gina Mellusi

- Ms. Mellusi reported that KB has been busy due to the state testing of third through fifth grade students.
- Kindergarten, first, and second grades had their publishing parties last week.
- Had a school wide assembly to celebrate the character trait “Community”.
- Our heal committee has been busy trying to keep our students active and engaged with an African dance, yoga, boxing, and zoom class.

**VII. ACS East Harlem Principal Report:** Reported by Mr. Matthew Bull.

- Mr. Bull reported that the DOE has released the middle school acceptances.
- Have been in full swing with the reopening for a few weeks.
- Concluding our work with Highlander.

**VIII. Board Chair Report:** Reported by Dr. Gutierrez

- Dr. Gutierrez gave kudos to the principals, leaders, and teachers at Amber for all of their hard work this year.
- Dr. Gutierrez thanked Ms. Minaya for getting a \$5,000 grant from the Loews Tisch Foundation.
- There are still a few board members who have not met their give/get. Board members will receive a notice from Ms. Ganey to let them know where they currently are with their give/get.
- Ms. Ganey reported that they have sold 45 tickets for the “In The Heights” AEF Fundraiser on May 25th.

**IX. Motion to approve the April board meeting minutes**

- Move: Jenna Pantel
- Second: Miguelina German
- Aye: All
- Nay: None

- Abstain: None

**XI. Motion to adjourn the meeting**

- Move: Jenna Pantel
- Second: Migueline German
- Aye: All
- Nay: None
- Abstain: None

Meeting adjourned at 7:40 pm



## Amber Charter School Board Minutes November 18th, 2020

**MEETING CHAIR:**

Soledad Hiciano

**MEETING SCRIBE:**

Mercedes Minaya

**MEETING HELD VIA ZOOM**

**ATTENDANCE:**

**Board:** Frank Aldridge, Amador Centeno, Kelly Combs, John Gutierrez, Soledad Hiciano, Brad Olsen, Jenna Pantel, Robyn Epps, and Brian Quillin

**Staff:** Dr. Vasthi Acosta, Veronica Almedina, Matthew Bull, Sasha Elliott, Christine Ganey, Kirsys Gomez, Heidi Hamilton, Gina Mellusi, Ana Vargas, Karen Drezner, Francina Yaw-Costello, Mia Thomas, and Mercedes Minaya

**Absent:** Miguelina German

**Call to Order**

Ms. Hiciano called the meeting to order at 6:05pm.

**I. Check In**

Board Members checked in.

**II. Development Committee:**

- Ms. Hiciano reported that we are doing another popcorn fundraiser
- Ms. Ganey reported that the fundraiser for the parents will start on Wednesday, November 25th and the board fundraiser will begin on Tuesday, December 1st.



### **III. Executive Director's Report**

- Dr. Acosta reported that the audit from last month was submitted to the state.
- The Amber Education Fund is continuing to work on the separation from the school.
- Amber received two grants, a donation from the Henry Kimmelman Foundation of \$8000 an increase of \$3000 from last year. Thank you Ms. Karen Drezner for the contact. We also received a grant from UnidosUS for \$25,000 for a program called Padres Comprometidos that works with parents and SEL.
- Dr. Acosta shared that they attended a Community Board 12 Youth and Education Committee meeting this month. Ms. Vargas and Ms. Almedina will be presenting to them as well as the Traffic and Transportation Committee on the plans for Amber Inwood.
- Amber presented to the Charter School Growth Fund via zoom. It went very well and will have a follow-up conversation on Friday, November 20th.
- Ms. Almedina reported that the attendance rates are at 93% at East Harlem and 95% at Kingsbridge for full remote learning.
- A family town hall meeting was held to teach parents best practices in reading their I-Ready results as well as best practices to prepare for parent-teacher conferences.
- Ms. Ganey encouraged families to get the popcorn sales up.
- Ms. Almedina shared that parents have learned how to sign up for parent-teacher conferences through the parent square app.
- Ms. Elliott reported along with Ms. Mellusi, Mr. Bull, Ms. Yaw Costello, and Ms. Thomas the I-Ready assessment results and SEL student survey reports.

### **IV. ACS Inwood Principal Report**

- Ms. Vargas reported that they have a total of 14 applications. Inwood has received a furniture donation from Wesbuilt since they are transitioning to a new office.
- A posting for the founding DOO position was done and the Amber Inwood website page went live.

### **V. ACS Kingsbridge Principal Report**

- Ms. Mellusi reported that they celebrated election day and prepped teachers on how to approach it with the students.
- Third - Fifth grades held their first virtual publishing parties.
- Ms. Mellusi shared that they distributed 100 Chromebooks and thanked Ms. Gomez for acquiring them.

### **VI. ACS East Harlem Principal Report**

- Mr. Bull shared that it was exciting having the teachers in the school to set up their classrooms..

### **VII. Board Chair Report**



- Ms. Hiciano expressed her gratitude towards the team and how she is amazed at how everyone works together.
- Ms. Hiciano reported on acquiring new members for the board's succession planning.
- Mr. Gutierrez reminded the trustees of the email he sent on board recruitment and the need to grow the board. The deadline to refer candidates is December 15th.
- Ms. Hiciano shared that for the board meeting on December 9th she would like for the board to stay on for half an hour after the meeting to celebrate the holidays together.

**VIII. Motion to approve the October meeting minutes**

- Move: Jenna Pantel
- Second: Kelly Combs
- Aye: All
- Nay: None
- Abstain: None

**IX. Motion to move into Executive session**

- Move: Jenna Pantel
- Second: John Gutierrez
- Aye: All
- Nay: None
- Abstain: None

**X. Discussion in the Executive Session focused on fundraising.**

**XI. Motion to exit Executive session**

- Move: Jenna Pantel
- Second: John Gutierrez
- Aye: All
- Nay: None
- Abstain: None

**XII. Motion to adjourn**

- Move: Jenna Pantel
- Second: John Gutierrez
- Aye: All
- Nay: None
- Abstain: None

Meeting adjourned at 8:01pm



## Amber Charter School Board Minutes October 21, 2020

### MEETING CHAIR:

Soledad Hiciano

### MEETING SCRIBE:

Mercedes Minaya

### MEETING HELD VIA ZOOM

### ATTENDANCE:

**Board:** Frank Aldridge, Amador Centeno, Kelly Combs, Miguelina German, John Gutierrez, Soledad Hiciano, Brad Olsen, Jenna Pantel, Robyn Epps, and Brian Quillin

**Staff:** Dr. Vasthi Acosta, Veronica Almedina, Matthew Bull, Sasha Elliott, Christine Ganey, Kirsys Gomez, Heidi Hamilton, Gina Mellussi, Ana Vargas, and Mercedes Minaya

**Guests:** Joey Gustafson, James Byrne, Michelle Cain

### Call to Order

Ms. Hiciano called the meeting to order at 6:07pm.

### I. Check In

Board Members checked in.

### II. Approval of new Trustee

- Ms. Hiciano introduced Ms. Epps to the Board of Trustees as a prospective Kingsbridge Parent Board Member. Ms. Epps is the parent of a 1st and 4th grade student at the Amber Kingsbridge school. She works as a Program Specialist at James J Peters VAMC.
- Ms. Hiciano asked for a motion to approve Ms. Epps as a Board Trustee
  - **Move:** Jenna Pantel
  - **Second:** Miguelina German

- **Aye:** All
- **Nay:** None
- **Abstain:** None

### **III. Facilities Committee: Inwood Construction Presentation**

- Mr. Centeno introduced James Byrne, Estimator with Wesbuilt
- Mr. Byrne shared how he was referred to Amber Charter Schools, and provided information on his company. Mr. Byrne presented a 3D scan model presentation of the Inwood school building and shared what the plans will be on the construction of the school.

### **IV. Finance Committee: Audit presentation**

- Ms. Gomez introduced Michelle Cain from MMB
- Ms. Cain thanked everyone for their efforts and went over the high level of the audit and shared the audited financial statements. Ms. Cain reported that the most important part of the report is that the audit is clean and unmodified.

### **V. Executive Director's Report**

- Dr. Acosta reported on the decision to stay remote until January 11, 2021 and presented what was shared with the parents on how the school year is divided into phases and when decisions will be made.
- Ms. German asked Dr. Acosta what is needed in order to go Hybrid in January. Dr. Acosta mentioned that having a clear testing program is important and is hoping to make a decision on the testing company soon.
- Dr. Acosta reported that the buildings are 85% ready and will have the teachers go into the schools to deconstruct the classrooms and will go back the following week to set up the classrooms for January. The schools have the thermal cameras and signage already in place. Dr. Acosta thanked all of the trustees and reported that she met with everyone in the annual one on one meetings with trustees. She also thanked John, Amador, Soledad, and Jenna for their participation in the interview by SUNY CSI for the renewal of Kingsbridge. They demonstrated how well prepared and active board members are. Dr. Acosta reported that the Amber Education Fund did their first virtual fundraiser, a pre-screening of the HBO movie "Siempre Luis" and raised \$9000. Dr. Acosta reported that they are in the final stages with the Charter School Growth Fund and are in the process of final interviews with some key staff members and Board chair, Ms. Hiciano.
- Ms. Almedina reported the attendance rate at East Harlem and Kingsbridge which is in the high 90's. She also shared the different ways students are participating in their classrooms.



- Ms. Sasha reported on the recent IReady diagnostics assessment that was conducted. 96% of students at East Harlem and 98% of students at Kingsbridge completed the IReady assessment.

#### **VI. ACS Inwood Principal Report**

- Ms. Vargas reported that she and Ms. Almedina met with the Inwood coalition of neighbors to listen to their concerns regarding the size of the school and the traffic it may produce. She will be meeting with the community board traffic committee in the coming months to create partnerships. Ms. Vargas reported that they have received a total of four applicants for the school already.

#### **VII. ACS Kingsbridge Principal Report**

- Ms. Mellusi reported that SUNY CSI met with the board, SST, and parents in which Ms. Robyn was part of the parent focus group. They also interviewed Dr. Acosta as well as teachers where they did a focus group interview. Ms. Mellusi shared the glows and grows that were provided by SUNY CSI on their renewal site visit. Overall it was a great learning experience and very hopeful and confident that we'll get the five year renewal.

#### **VIII. ACS East Harlem Principal Report**

- Mr. Bull reported that the Columbia fieldworkers and the school counseling program has been a success. Mr. Bull shared that teachers are very creative in creating virtual, like a fish tank, which makes students excited and happy to talk about.

**IX.** Ms. Hiciano reported on a popcorn fundraiser. Dr. Vasthi shared that we ran our first popcorn fundraiser in July and are looking to run another four day fundraiser December 1st - 4th.

#### **X. Motion to approve the September meeting minutes**

- Move: Jenna Pantel
- Second: John Gutierrez
- Aye: All
- Nay: None
- Abstain: None

#### **XI. Motion to adjourn:**

- Move: Jenna Pantel
- Second: Brian Quillin
- Aye: All
- Nay: None
- Abstain: None

Meeting adjourned at 7:51pm



## **Amber Charter School Board Minutes September 9, 2020**

### **MEETING CHAIR:**

Soledad Hiciano

### **MEETING SCRIBE:**

Mercedes Minaya

### **MEETING HELD VIA ZOOM**

### **ATTENDANCE:**

**Board:** Frank Aldridge, Amador Centeno, Kelly Combs, Miguelina German, John Gutierrez, Soledad Hiciano, Brad Olsen, Jenna Pantel, and Brian Quillin

**Staff:** Dr. Vasthi Acosta, Veronica Almedina, Matthew Bull, Sasha Elliott, Christine Ganey, Kirsys Gomez, Heidi Hamilton, Gina Mellussi, Ana Vargas, and Mercedes Minaya

**Guests:** Michael Stolper, Joey Gustafson

### **Call to Order**

Ms. Hiciano called the meeting to order at 6:07pm.

### **I. Check In**

Board Members checked in.

### **II. Introductions of Amber Education Fund**

- Ms. Hiciano introduced Michael Stolper & Joey Gustafson. Mr. Stolper announced that the Amber Foundation has changed its name to Amber Education Fund. The organization was created to be a fundraising source for the schools. The main focus recently has been grant writing from which to date the fund has raised over \$335,000. Ms. German asked Ms. Gustafson to provide more information on the grant Amber Charter Schools received from Robin Hood Foundation. The project is called "The



Recovery Lab”, an opportunity to support COVID relief actions and ongoing support for the schools.

### III. Resignation of Board Members

- Ms. Hiciano reported that we are meeting via the virtual platform for the next 10 months. Ms. Hiciano announced the resignation of Mercedes Minaya as the Parent Board Representative of Kingsbridge who has now joined the Amber Charter Schools team as the Executive Assistant to Dr. Vasthi Acosta. Ms. Hiciano also announced the resignation of Shawnte Lorick, the Parent Board Representative of East Harlem whose son was accepted into a private school. Board Trustee Elena Goldberg Velasquez became a judge in Yonkers last June and has resigned because in her new position she can no longer serve on a Board.

### IV. Election to renew terms of Board Officers

- Ms. Hiciano presented the motion to renew Mr. Aldridge, term to serve on the board until 2023.
- **Vote to approve the term renewal for Mr. Frank Aldridge**
  - **Move:** Jenna Pantel
  - **Second:** John Gutierrez
  - **Aye:** All
  - **Nay:** None
  - **Abstain:** None

### V. Election of the Executive Board members

- Ms. Hiciano presented the motion of the election of the Executive Board namely, Mr. Gutierrez, Vice President, Mr. Centeno, Secretary, and Mr. Aldridge, Treasurer.
- **Vote to approve the election of Executive Board members**
  - **Move:** Jenna Pantel
  - **Second:** Miguelina German
  - **Aye:** All
  - **Nay:** None
  - **Abstain:** None

### VI. Announcement of current committee chairs

Ms. Hiciano announced the appointment of the committee chairs.

- a. Facilities - Mr. Amador Centeno
- b. Finance - Mr. Frank Aldridge
- c. Development - Vacant

- d. Education - Ms. Jenna Pantel

#### **VII. Confirmation of Committee Dates and Times:**

- Ms. Hiciano confirmed the committee dates and times for the year. Dr. Vasthi informed that October's Board Meeting will be held on October 21st, which is a different date than usual as it was made later in the month so that the auditors can present the audit.

**VIII.** Ms. Hiciano discussed that due to the circumstances this year, there will be no open houses for the board members. The summer retreat on July 20, 2021 will most likely be virtually the same as last year.

#### **IX. Review of Board Goals:**

- Ms. Hiciano reviewed the board goals that were set for this year.
  - a. Board Goals meet or exceed 2020-2021 developmental goal of \$50K
  - b. Opening of the third site, Amber Inwood
  - c. Recruitment plan for the board and committees
  - d. Succession plan for the leadership of the organization
- Ms. Hiciano discussed that we are looking for more board members with expertise in development, real estate, technology & education. Mr. Gutierrez pointed out the importance of diversifying the racial composition of the board and with Shawnte gone, there is no African American representation on the board. It's an important issue for us to have a board that looks like our student body.

#### **X. Approval of Board Meeting notices via email:**

- Move: Jenna Pantel
- Second: Brad Olsen
- Aye: All
- Nay: None
- Abstain: None

#### **XI. Amber Charter School Presentation to the Board**

- Dr. Acosta thanked Ms. Hiciano for her participation at the Summer Institute Kickoff as well as Ms. German for presenting and moderating a training session to the staff on how trauma affects their work and the children, which was very well received. Dr. Acosta presented the following:
  - a. Facilities work done at Kingsbridge & East Harlem
  - b. School buildings preparation
  - c. Hybrid model needs
  - d. Safety monitoring
  - e. Safety containment

- f. Contact tracing
- g. Communications
- h. Summer school debrief
- i. Summer institute debrief
- j. Other items
- k. Remote attendance policy
- l. Analytics
- m. Amber Inwood signage

## **XII. Approval of new Remote Attendance Policy**

- Move: Jenna Pantel
- Second: Kelly Combs
- Aye: All
- Nay: None
- Abstain: None

## **XIII. ACS Inwood Principals Report Review**

- Ms. Vargas thanked Mr. Centeno and Ms. Hamilton for their communications and the decisions and background work they've done during this process to secure the school building.

## **XIV. ACS Kingsbridge Principal Report Review**

- Ms. Mellusi reported that although they are not physically in the building, they can feel the excitement on the first day of school. SUNY is coming for the renewal site visit where they will be evaluating the school starting Tuesday, September 29th - Thursday October 1st. Ms. Mellusi also shared that one of the founding teachers in Washington Heights, Ms. Liliana Sanchez, has been promoted to Staff Developer. Ms. Alex Pichardo who started as the school safety, later promoted to the Building Manager is now the new Director of Operations. Ms. Melussi praised the work that the teachers are putting in and how they are working hard to give the children an amazing Amber experience.

## **XV. ACS EH Principal Report Review**

- Mr. Bull reported that Ms. Kara who was a fifth grade teacher returned to Amber and joined as a Staff Developer. Ms. Olu was promoted from Teacher Assistant to Kindergarten teacher and Ms. Khalidah who was a tutor is now a Teacher's Assistant.

**XVI.** Ms. Hiciano asked if they've encountered any teachers who have small children that are working from home and also taking care of their children at the same time and how that has affected the teachers and what guidance have they been given to help them. Ms. Sasha reported that one of the things they've focused on is "staff love" at the end of the week to



make sure they are bridging the gap. Ms. Gina informed that it's important to provide the staff an opportunity to be open and honest. Encouraging the teachers and teaching assistants to build a strong partnership so they can support each other.

**XVII. Motion to Approve the July meeting Minutes**

- Move: John Gutierrez
- Second: Jenna Pantel
- Aye: All
- Nay: None
- Abstain: None

**XVIII. Motion to adjourn:**

- Move: Jenna Pantel
- Second: Brian Olsen
- Aye: All
- Nay: None
- Abstain: None

Meeting adjourned at 8:19pm



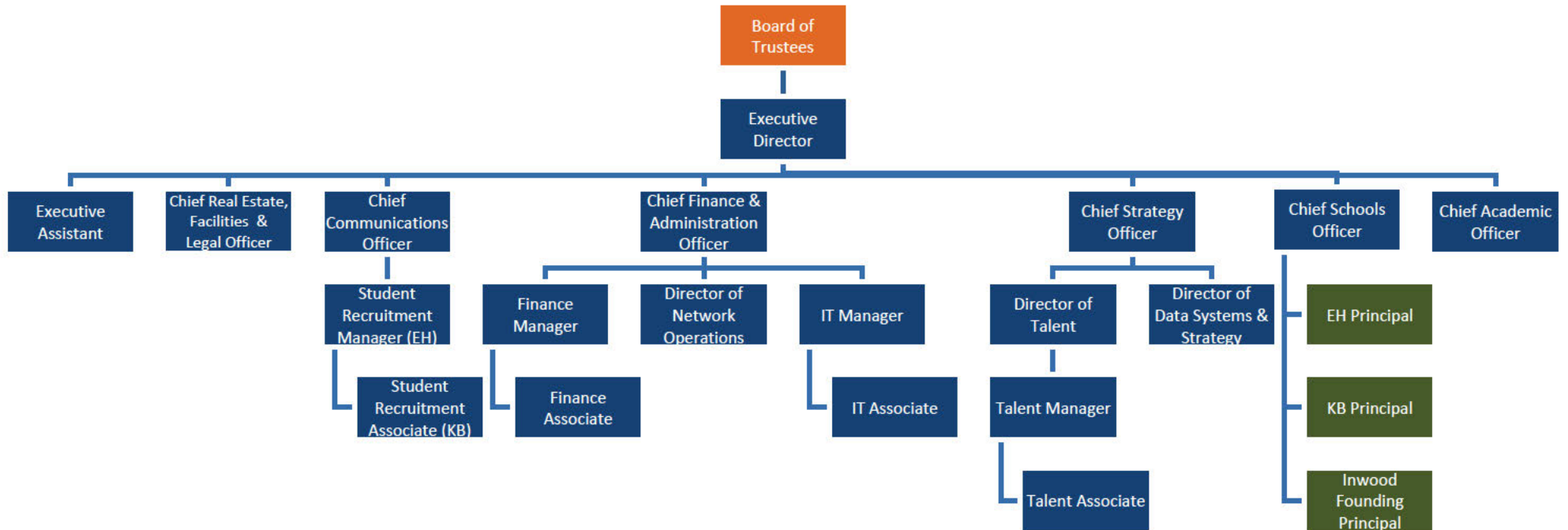
## **TENTATIVE** **School Year Calendar** **2021 - 2022**

August 16-20		Summer Institute (New staff)
August 23-31		Summer Institute (All staff)
September 1		<b>1<sup>st</sup> day of classes</b>
6		Labor Day (No classes)
7		Rosh Hashanah (No classes)
October 11		Columbus Day (No classes)
November 11		Veteran's Day (No classes)
25 & 26		Thanksgiving Recess (No classes)
Dec. – Jan. 1		Holiday Break (No classes)
<b>January 2022</b>		
	Students return	
17		MLK Jr. Day (No classes)
February 21 - 25		Winter Break (No classes)
April 15 -		
April		Spring Break (No classes)
May 0		Memorial Day (No classes)
June 21		Last day of classes (½ day)





## Shared Support Team Organizational Chart 2020-21





## School-Based Organizational Chart 2020-21

