

# Application: Brighter Choice Charter School for Boys

Jen Pasek - jen@pasekconsulting.com  
2022-2023 Annual Report

## Summary

ID: 0000000302

Last submitted: Nov 1 2023 09:54 AM (EDT)

Labels: Board of Regents

## Entry 1 School Info and Cover Page

Completed - Oct 31 2023

### 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 the [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 2022-2023 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, 2023**) or you may not be assigned the correct tasks.

## BASIC INFORMATION

### a. SCHOOL NAME

(Select name from the drop down menu)

BRIGHTER CHOICE CHARTER SCHOOL FOR BOYS 800000055520

**a1. Popular School Name**

BCCSB

**b. CHARTER AUTHORIZER (As of June 30th, 2023)**

Please select the correct authorizer as of June 30, 2023 or you may not be assigned the correct tasks.

BOARD OF REGENTS

**c. School Unionized**

Is your charter school unionized?

No

**d. DISTRICT / CSD OF LOCATION**

ALBANY CITY SD

**e. Date of Approved Initial Charter**

Jan 1 2001

**f. Date School First Opened for Instruction**

Aug 19 2002

#### **g. Approved School Mission and Key Design Elements**

*(Regents, NYCDOE and Buffalo BOE authorized schools only)*

The mission of Brighter Choice Charter Schools is to empower our scholars to become responsible learners competent in reading, writing and mathematics and to develop their social-emotional skills. Brighter Choice Charter Schools is committed to providing a well-rounded academic program to all scholars that will enable them to realize their highest potential.

KDE 1 An Engaging, Standards-Based Academic Program including Integrated Studies

KDE 2 Character Development Aligned to the BCCS Core Values

KDE 3 High Impact Professional Development for Educators

KDE 4 A Focus on Data to Drive Instruction

KDE 5 Parent and Community Partnerships

KDE 6 More Time for Learning through an Extended Day and Year

KDE 7 Single Gender Program

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#### **h. School Website Address**

[www.brighterchoice.org](http://www.brighterchoice.org)

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#### **i. Total Approved Charter Enrollment for 2022-2023 School Year**

325

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#### **j. Total Enrollment on June 30, 2023 - excluding Pre-K program enrollment**

237

k. Grades Served

Grades served during the 2022-2023 school year (exclude Pre-K program students):

Use the CTRL button to select multiple grades to accurately capture every grade level served.

Responses Selected:

k
1
2
3
4
5

I. Charter Management Organization

Do you have a [Charter Management Organization](#)?

No

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2023-2024?

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 previous year (K-5, 6-9, etc.)	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	116 North Lake Ave Albany NY 12206	518-694-8200	Albany	K-5	K-5	No

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

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Karen McLean	Principal	518-694-8200		<a href="mailto:kmclean@brighterchoice.org">kmclean@brighterchoice.org</a>
Operational Leader	Luke Licygiewicz	Operations Manager	518-694-8200		<a href="mailto:LLicygiewicz@brighterchoice.org">LLicygiewicz@brighterchoice.org</a>
Compliance Contact	Karen McLean	Principal	518-694-8200		<a href="mailto:kmclean@brighterchoice.org">kmclean@brighterchoice.org</a>
Complaint Contact	Karen McLean	Principal	518-694-8200		<a href="mailto:kmclean@brighterchoice.org">kmclean@brighterchoice.org</a>
DASA Coordinator	Karen Mclean	Principal	518-694-8200		<a href="mailto:kmclean@brighterchoice.org">kmclean@brighterchoice.org</a>
Phone Contact for After Hours Emergencies	Luke Licygiewicz	Operations Manager	518-603-2032		<a href="mailto:LLicygiewicz@brighterchoice.org">LLicygiewicz@brighterchoice.org</a>

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

Private Space

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

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

**Certificate of Occupancy and Fire Inspection.** Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2023.

- Fire inspection certificates must be updated annually. For the upcoming school year 2023-2024, submit a current fire inspection certificate.
- If the fire inspection certificate is dated after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2023.

### Site 1 Certificate of Occupancy (COO)

[BCCSB CO.pdf](#)

**Filename:** BCCSB CO.pdf **Size:** 31.1 kB

### Site 1 Fire Inspection Report

*This is required, marked optional for administrative purposes.*

[BCCSB Fire 08.09.2023.pdf](#)

**Filename:** BCCSB Fire 08.09.2023.pdf **Size:** 176.7 kB

### n. List of owned, rented, leased facilities not used to educate students

Separate by semi-colon (;)

N/A

## CHARTER REVISIONS DURING THE 2022-2023 SCHOOL YEAR

**o. Were there any revisions to the school's charter during the 2022-2023 school year? (Please include approved or pending material and non-material charter revisions).**

*Please note, listing the revisions here does not constitute a request. Schools are advised to seek revision requests through their authorizer directly.*

No

## ATTESTATIONS

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

Name	Jen Pasek
Position	Consultant
Phone/Extension	518-542-9810
Email	<a href="mailto:jen@pasekconsulting.com">jen@pasekconsulting.com</a>

**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

As outlined in ENTRY 10:

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.

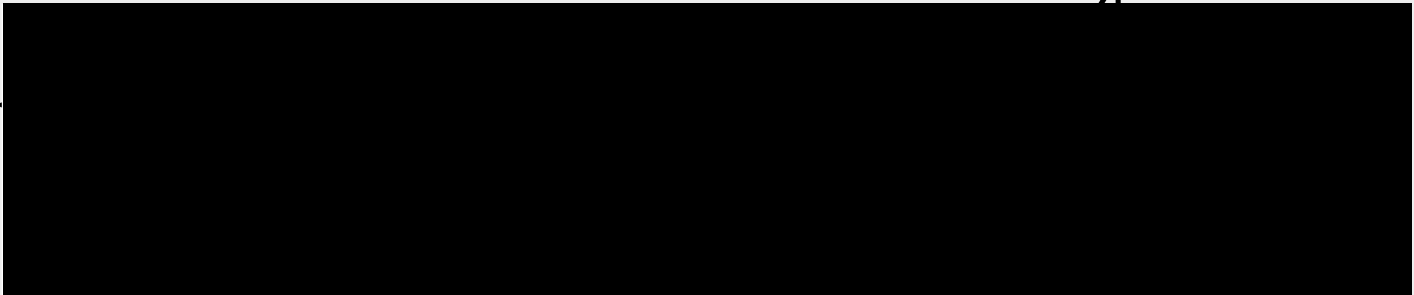
**Responses Selected:**

Yes

Signature, Head of Charter School

A large black rectangular redaction box covers the signature of the Head of Charter School. A small portion of the signature, including a loop and a vertical stroke, is visible above the redaction.

Signature, President of the Board of Trustees

A large black rectangular redaction box covers the signature of the President of the Board of Trustees. A small portion of the signature, including a loop and a vertical stroke, is visible above the redaction.

Date

Oct 31 2023



Thank you.

## Entry 2 Links to Critical Documents on School Website

Completed - Oct 31 2023

### Instructions

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

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

1. Current Annual Report (i.e., 2021-2022 Annual Report);[\[1\]](#)
2. Board meeting notices, agendas and documents;
3. New York State School Report Card;
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy **(For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)**;
5. District-wide safety plan, not a building level safety plan (as per the September 2021 [Emergency Response Plan Memo](#));
6. Authorizer-approved FOIL Policy; and
7. Subject matter list of FOIL records. (Example: See [NYSED Subject Matter List](#))

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

## Form for Entry 2 Links to Critical Documents on School Website

School Name: **Brighter Choice Charter School for Boys**

**Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item**

**4: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy**

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

[New York State Report Card](#)

[Emergency Response Plan Memo](#)

[NYSED Subject Matter List](#)

	Link to Documents
1. Current Annual Report (i.e., 2022-2023 Annual Report)	<a href="https://www.brighterchoice.org/?page_id=3845"><u>https://www.brighterchoice.org/?page_id=3845</u></a>
2. Board meeting notices, agendas and documents	<a href="https://app2.boardontrack.com/public/ZMGdjp/home"><u>https://app2.boardontrack.com/public/ZMGdjp/home</u></a>
3. New York State School Report Card	<a href="https://www.brighterchoice.org/?page_id=3845"><u>https://www.brighterchoice.org/?page_id=3845</u></a>
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	<a href="https://www.brighterchoice.org/?page_id=3845"><u>https://www.brighterchoice.org/?page_id=3845</u></a>
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo	<a href="https://www.brighterchoice.org/?page_id=3845"><u>https://www.brighterchoice.org/?page_id=3845</u></a>
6. Authorizer-approved FOIL Policy	<a href="https://www.brighterchoice.org/?page_id=3845"><u>https://www.brighterchoice.org/?page_id=3845</u></a>
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	<a href="https://www.brighterchoice.org/?page_id=3845"><u>https://www.brighterchoice.org/?page_id=3845</u></a>

Thank you.



## Entry 3 Progress Toward Goals

Completed - Oct 31 2023

## Instructions

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

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2023**.

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

## Entry 3 Progress Toward Goals

### PROGRESS TOWARD CHARTER GOALS

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

Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 1, 2023.

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#### 1. ACADEMIC STUDENT PERFORMANCE GOALS

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

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2023**.



## 2022-2023 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1	Performance Framework: NYS ELA Test Scores vs District	NYS ELA Exam	Unable to Assess	ELA BCCSB Gr 3 27% Gr 4 59% Gr 5 31% All 3-5 37%
Academic Goal 2	Performance Framework: NYS ELA Test Scores vs NYS	NYS ELA Exam	Unable to Assess	
Academic Goal 3	Performance Framework: NYS Math Test Scores vs District	NYS Math Exam	Unable to Assess	Math BCCSB Gr 3 48% Gr 4 75% Gr 5 42% All 3-5 53%
Academic Goal 4	Performance Framework: NYS Math Test Scores vs NYS	NYS Math Exam	Unable to Assess	
Academic Goal 5				
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

2. Do have more academic goals to add?

No

#### 4. ORGANIZATION GOALS

**For the 2022-2023 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.**

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## 2022-2023 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1				
Org Goal 2				
Org Goal 3				
Org Goal 4				
Org Goal 5				
Org Goal 6				
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

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

No

## 6. FINANCIAL GOALS

### 2022-2023 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1				
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

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

No

Thank you.

## Entry 3 Accountability Plan Progress Reports

Incomplete - Hidden from applicant

### Instructions

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

SUNY-authorized charter schools must download an Accountability Plan Progress Report template at [Accountability Plan Progress Report](#). After completing, SUNY-authorized charter schools must upload the document into the Annual Report Portal, **and** into the SUNY Epicenter document management system by September 15, 2023.

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

## Entry 4 - Audited Financial Statements

Completed - Oct 27 2023

Required of ALL Charter Schools

**ALL SUNY-authorized charter schools** must upload the financial statements and related documents in PDF format into the [Annual Report Portal](#) and into the SUNY Epicenter document management system no later than **November 1, 2023**. SUNY-authorized charter schools are asked to ensure that security features such as password protection are turned off.

**ALL Regents, NYCDOE, and Buffalo BOE-authorized charter schools** must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2023**. Upload the independent auditor's report, any advisory and/or management letter, and the internal controls report as one submission, combined into a PDF file, ensuring that security features such as password protections are removed from all school uploaded documents.

**PLEASE NOTE: This task appears as visible and optional task in the online portal until August 1 2023 but will be identified as a required task thereafter and due on November 1, 2023. This is a required task, and it is marked optional for administrative purposes only.**

### **BCCS - Girls and Boys - FS 2023 FINAL**

Filename: BCCS\_-\_Girls\_and\_Boys\_-\_FS\_2023\_FINAL.pdf Size: 1.4 MB

## **Entry 4a – Audited Financial Report Template (SUNY)**

Incomplete - Hidden from applicant

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

SUNY-authorized schools must download the Excel spreadsheet entitled “Audited Financial Statement Template” at <http://www.newyorkcharters.org/fiscal/>. After completing, schools must upload the document into the [Annual Report Portal](#) and into the SUNY Epicenter document management system no later than **November 1, 2023**.

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

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

Completed - Oct 31 2023

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

Regents-authorized schools must download and complete the Excel spreadsheet entitled “Audited Financial Report Template” from the online portal or the [2022-2023 Annual Reports](#) webpage. Upload the completed file in Excel format and submit by **November 1, 2023**.

**Please complete one spreadsheet at the Education Corporation level and submit the same spreadsheet for each of the schools.**

**EDUCATION CORPORATIONS WITH MORE THAN ONE SCHOOL SHOULD COMPLETE THE EXCEL SPREADSHEET FOR THE EDUCATION CORPORATION AS A WHOLE, NOT FOR THE INDIVIDUAL SCHOOLS. PLEASE SUBMIT THE SAME EXCEL SPREADSHEET FOR EACH OF THE SCHOOLS.**

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

### **BCCS - Girls and Boys 2022-23 Audit Template-NYSED and NYCDOE**

Filename: BCCS\_-\_Girls\_and\_Boys\_2022-23\_Aud\_54qlhpC.xlsx Size: 75.9 kB

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

Completed - Nov 1 2023

**Regents, NYCDOE and Buffalo BOE authorized schools** must upload financial documents and submit by **November 1, 2023**. 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. 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

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

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

### **BCCSB Escrow 1682 June 2023**

**Filename:** BCCSB\_Escrow\_1682\_June\_2023.pdf **Size:** 484.1 kB

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

**Completed** - Oct 31 2023

**Regents, NYCDOE, and Buffalo BOE authorized schools** should enter financial contact information directly into the form within the portal by **November 1, 2023**.

## **Form for "Financial Contact Information"**

### **1. School Based Fiscal Contact Information**

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Lukasz Licygiewicz	<a href="mailto:llicygiewicz@brighterchoice.org">llicygiewicz@brighterchoice.org</a>	518-694-4100

### **2. Audit Firm Contact Information**

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Cusack & Company	<a href="mailto:CPAS@CUSACKCPAS.COM">CPAS@CUSACKCPAS.COM</a>	518-786-3550	15

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
	BoostED Finance	Ingrid Casio	135 W 41st Street, 5th Floor New York, NY 10036	<a href="mailto:icasio@webosted.com">icasio@webosted.com</a>	212-786-7900	7

## Entry 5 – Fiscal Year 2023-2024 Budget

Completed - Oct 31 2023

**SUNY-authorized charter schools** should download the [2023-2024 Budget and Quarterly Report Template and the 2023-2024 Budget Narrative Questionnaire](#) from the SUNY website and upload the completed templates into the Annual Report Portal and into the Epicenter document management system. **Due November 1, 2023.**

**Regents, NYCDOE, and Buffalo BOE authorized charter schools** should upload a copy of the school's FY22 Budget using the [2023-2024 Budget Template](#) into the Annual Report Portal or from the Annual Report website. **Due November 1, 2023.**

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

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

### [BCCS Boys 2023-2024 BudgetTemplate](#)

Filename: BCCS\_Boys\_2023-2024\_BudgetTemplate.xlsx Size: 40.5 kB

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

Completed - Oct 31 2023

### Required of ALL Charter Schools

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 2022-2023 school year must complete and sign a Trustee [Disclosure of Financial Interest Form](#) is due on August 1, 2023. Acceptable signature formats include:

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

All completed forms must be collected and uploaded in .PDF format for each individual member. **The education corporation is responsible for ensuring that each member who served on the board during the 2022-2023 school year completes the form.**

Charter schools **must** submit the latest version of the form. 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 Trustee Disclosure of Financial Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation.

### [BCCS R McLaughlin 2022-23 BOT Disclosure of Financial Interest](#)

Filename: BCCS\_R\_McLaughlin\_2022-23\_BOT\_Disc\_4YU8pKf.pdf Size: 460.5 kB

### [Trudy Hanmer BCCS 2022-23 BOT Disclosure of Financial Interest](#)

Filename: Trudy\_Hanmer\_BCCS\_2022-23\_BOT\_Disc\_LSU6sHR.pdf Size: 459.1 kB

### [BCCS M Snyder 2022-23 BOT Disclosure of Financial Interest](#)

Filename: BCCS\_M\_Snyder\_2022-23\_BOT\_Disclosu\_bQDRbSz.pdf Size: 459.3 kB

### [Zoe Nelson BCCS 2022-23 BOT Disclosure of Financial Interest](#)

Filename: Zoe\_Nelson\_BCCS\_2022-23\_BOT\_Disclo\_6si9dmz.pdf Size: 457.6 kB

### [Nilsa Velilla BCCS 2022-23 BOT Disclosure of Financial Interest](#)

Filename: Nilsa\_Velilla\_BCCS\_2022-23\_BOT\_Dis\_WdmScwH.pdf Size: 457.6 kB

### [Nicole Katz BCCS 2022-23 BOT Disclosure of Financial Interest - signed](#)

Filename: Nicole\_Katz\_BCCS\_2022-23\_BOT\_Disc\_AbFsd0d.pdf Size: 458.2 kB

## Entry 7 BOT Membership Table

Completed - Oct 31 2023

## 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.

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Authorizer:

Who is the authorizer of your charter school?

Board of Regents



**1. 2022-2023 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 Completed Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2022-2023
1	Martha Snyder	[REDACTED]	Chair	Education	Yes	4	07/01/2021	06/30/2024	11
2	Trudy Hanmer	[REDACTED]	Vice Chair	Education	Yes	3	07/01/2021	06/30/2024	12
3	Zoe Nelson	[REDACTED]	Secretary	Higher Ed	Yes	5	07/01/2021	6/30/2024	10
4	Nilsa Velilla	[REDACTED]	Trustee/Member	Human Resources	Yes	6	07/01/2021	6/30/2024	8
5	Robert McLaughlin	[REDACTED]	Trustee/Member	Law	Yes	2	12/01/2021	11/30/2024	8
6	Nicole Maresca	[REDACTED]	Treasurer	Finance	Yes	1	04/01/2022	03/30/2025	5 or less
7	Patrick Romain	[REDACTED]	Trustee/Member	Higher Ed	Yes	1	04/01/2021	03/30/2024	11
8									
9									

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

No

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

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

a. Total Number of BOT Members on June 30, 2023	7
b.Total Number of Members Added During 2022-2023	0
c. Total Number of Members who Departed during 2022-2023	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	7

**3. Number of Board meetings held during 2022-2023**

12

**4. Number of Board meetings scheduled for 2023-2024**

12

**Total number of Voting Members on June 30, 2023:**

7

Total number of Voting Members added during the 2022-2023 school year:

0

Total number of Voting Members who departed during the 2022-2023 school year:

0

Total Maximum Number of Voting members in 2022-2023, as set by the board in bylaws, resolution, or minutes:

15

Total number of Non-Voting Members on June 30, 2023:

0

Total number of Non-Voting Members added during the 2022-2023 school year:

0

Total number of Non-Voting Members who departed during the 2022-2023 school year:

0

Total Maximum Number of Non-Voting members in 2022-2023, as set by the board in bylaws, resolution or minutes:

N/A

Thank you.

## Entry 8 Board Meeting Minutes

Completed - Oct 31 2023

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

Schools must upload a complete set of monthly board meeting minutes (July 2022-June 2023), which should match the number of meetings held during the 2022-2023 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by **August 1, 2023**.

### **BCCSMinutes\_22\_23**

Filename: BCCSMinutes\_22\_23.pdf Size: 2.0 MB

## Entry 9 Enrollment & Retention

Completed - Oct 31 2023

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

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

Describe the good faith efforts the charter school has made in 2022-2023 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 2023-2024.

#### **\*SUNY-authorized charter schools**

The education corporation must include a plan for the charter to meet or exceed enrollment and retention targets established by the SUNY Trustees for students with disabilities, ELLs, and students who are eligible to participate in the FRPL program. See the [enrollment and retention target calculator](#) to find specific targets.

## Entry 9 Enrollment and Retention of Special Populations

## Good Faith Efforts to Meet Recruitment Targets (Attract)

	Describe Recruitment Efforts in 2022-2023	Describe Recruitment Plans in 2023-2024
Economically Disadvantaged	<p>BCCS Scholars hired a Director of Recruitment to be more aggressive with our efforts to maintain our enrollment goals, recruit new families, build our waiting lists and employ innovative, forward-thinking practices to build and monitor our enrollment.</p> <p>We offer an incentivized attendance program for scholars with low attendance, free breakfast, lunch, and supper for all students.</p> <p>We offer free uniforms and an extended day and school year.</p> <p>We offer social and emotional health programs to support children living with effects of poverty, including a family therapy clinic in partnership with Parsons, and participation in the Albany Police Department's Handle with Care program, which supports students struggling with trauma outside of the classroom.</p> <p>Our strong marketing presence ensures that community stakeholders are correctly informed about Brighter Choice and understand the benefits of sending their children to our school.</p> <p>Initiating a parent referral program as a key piece of our marketing efforts.</p> <p>On-site and virtual information meetings that would allow prospective families to tour the school, speak with staff and scholars.</p> <p>-10, 000 direct monthly postcard mailings: March – August.</p> <p>Household targeted demographics:</p>	<p>In the 2022-23 school year, our enrollment for ED students was 93% and the local district enrolled 58% ED students in similar grades.</p> <p>Going forward we will continue with the following efforts:</p> <p>Streamline Re-registration &amp; New Family Registration Processes</p> <ul style="list-style-type: none"> <li>- BCCS created “mirrored” new family registration enrollment process and physical paperwork for boys' and girls' schools.</li> <li>- Included pre-paid return envelopes with new family registration packets to increase turn-around time of registration submissions.</li> <li>- BCCS purchased additional services in PowerSchool to streamline enrollment and allow multiple internal parties to access information and documentation needed for enrollment, operations, tracking, and finance.</li> </ul>

	<p>Ages 4 – 12; Household Income \$0 - \$75,000; Mailed to Zip Codes in Albany, Schenectady, and Troy with the highest concentration of targeted population and accessible bussing options to Brighter Choice.</p>	
English Language Learners	<p>To support ELLs, we employ a full time ESL teacher. In addition, our support staff includes two School Counselors, two Student Success Coordinators, three RtI teachers, a SPED Coordinator, and two SPED-certified teachers. In addition, our Parent Coordinator focuses on serving parents and any special family needs.</p> <p>In addition, we have an ELL community liaison position to support a connection between BCCSB and prospective families. We recruit prospective staff members who are bilingual and can support families of ELL students. We provided translation support in Spanish and Arabic at orientations, enrollment events, and at other occasions as needed. Utilizing the services of “All Language Translation Company,” we’ve been able to communicate information to the families of our ESL scholars. This year these services were utilized for academic conferences. The continued use of these services will be utilized moving forward. We have a relationship with the US Committee for Refugees and Immigrants (USCRI <a href="http://refugees.org/field-office/albany/">http://refugees.org/field-office/albany/</a>) to support current families by connecting networks of support.</p> <p>We continue to build capacity with current staff to service the needs of ELL students through professional</p>	<p>In 2022-23, we enrolled 7% English Language Learners (plus 2% former ELL) while the local district enrolled 14%. In addition to the efforts described at the left, we mail 40, 000 Postcards to target demographics highlighting BCCS accommodations of students with disabilities, English Language Learners, and free and reduced meal programs.</p>

	<p>development opportunities with CASDA and University of Albany and opportunities for collaboration with the ELL teacher at BCCS-G.</p> <p>Refining school brand to highlight services that we offer for English Language Learners.</p> <p>Joining a Title 3 consortium to allow school to collect title 3 funds to help ensure that English Language Learners (ELLs) attain English language proficiency and meet state academic standards. Identify and enlist the support of existing parents who may have access to non-English speaking communities to make potential non-English speaking families feel comfortable at our school.</p> <p>Partnering with community based organizations and distributing distribute marketing materials at local grocery stores, laundromats, restaurants, salons, parks or any location that is used as a gathering place within the community</p> <p>Attending community meetings to present our school and its ELL services and/or programming to the community</p> <p>Government Offices; reaching out to the elected officials who represent our community and generate an interest in having our school's information to share with constituents.</p>	
Students with Disabilities	<p>"We employ a Special Education Coordinator who is responsible for overseeing programs that provide educational assistance to IEP scholars as well as providing special education services to IEP scholars.</p> <p>In addition, our student support staff includes two School Counselors, two Student Success Coordinators,</p>	<p>In the 2022-23 school year, our enrollment of SWD was 9% compared to the local district's 14%.</p>

three Rtl teachers, and two SPED-certified teachers. In addition, our Parent Coordinator focuses on serving parents and any special family needs.

We are intentional about recruiting prospective staff members who are certified to serve SWD.

In 2017-18, we introduced a family mental health clinic to serve the school community and also cultivated a relationship with Families Together in New York State. Broadening media resources to include stories from parents and scholars with disabilities involved our school's program.

Refining school brand to highlight services that we offer for Students with Disabilities.

Identifying contacts at organizations that are led by and work with people with disabilities in order to identify potential families with children with IEPs. Offering financial assistance/scholarships to students with disabilities. Promote disability inclusion as an organizational value conveying the message that our organization values diversity and inclusion and that we foster a commitment to including people with disabilities at all levels of our organization.

Budget for reasonable accommodations within the school's budget.

Ensure that disability-inclusive policies are communicated to all staff members so that all are well informed and can confidently communicate and answer questions about services we have in place for students with disabilities.

Create a one page informational document that highlights services



that we offer for students with disabilities and send to the Committee of Special Education and Committee on Preschool Special Education.

-Partnered with Albany Head Start Family Coordinators to distribute information directly to Head Start families with children entering K

## Good Faith Efforts To Meet Enrollment Retention Targets

	Describe Retention Efforts in 2022-2023	Describe Retention Plans in 2023-2024
Economically Disadvantaged	We continued with the practices noted above in the ED enrollment section. During Remote Learning, we continued daily communication with families to check in about scholars success points and struggles with packets. We also reach out to check on family engagement and wellness of all our scholars.	"73% of our eligible ED students returned in the fall 2022 from the previous year. Given that we have a significant population of ED students, we have well-developed supports for this group that we will continue to implement in the upcoming school year. -We will be implementing on-line re-registration and registration accounts for BCCS returning and new families through PowerSchool to maintain up to date contact information and provide immediate access for families to enroll."
English Language Learners	We continue to build capacity with current staff to service needs of ELL students through professional development opportunities with CASDA and University of Albany and opportunities for collaboration with the ELL teacher at BCCS-G. Please refer to the ELL strategies noted in the previous section.	73% of English Language Learners returned in 2022-23. We have a robust ELL program that will continue in the 2023-24 school year in order to support the retention of this group. We have contracted 24/7 on-call interpretation services. 250 languages. -Translated notifications of acceptance and information for SMS messages.
Students with Disabilities	We employ a certified Special Education Coordinator who responsible for overseeing programs that provide educational assistance to IEP scholars as well and providing special education services to IEP scholars. In addition, our student support staff includes two School Counselors, two Student Success Coordinators, three Rtl teachers, and two SPED-certified teachers. In addition, our Parent Coordinator	The retention rate of our students with disabilities who returned in the fall of 2022 was 68%.

	<p>focuses on serving parents and any special family needs.</p> <p>We are intentional about recruiting prospective staff members who are certified to serve SWD.</p>	
--	--	--

## Entry 10 – Teacher and Administrator Attrition

Completed - Oct 31 2023

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

## A. TEACH System – Employee Clearance

### Required of ALL Charter Schools

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

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

#### 1. Emergency Conditional Clearances

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

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

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at [NYSED CSO Employee Clearance and Fingerprint Memo 10-2019](#).

<sup>[1]</sup> Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.nysed.gov/common/nysed/files/programs/charter-schools/employee-fingerprint-oct19.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.

## **B. Emergency Conditional Clearances**

### **Emergency Conditional Clearances**

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

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

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at [NYSED CSO Employee Clearance and Fingerprint Memo 10-2019](#).

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### **Attestation**

#### **Responses Selected:**

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

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

Completed - Oct 31 2023

### **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 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.

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, 2023)	5
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)	0
Total Category A: 5 or 30% whichever is less	5.0

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

	FTE Count
i. Mathematics	0
ii. Science	0
iii. Computer Science	0
iv. Technology	0
v. Career and Technical Education	0
Total Category B: not to exceed 5	0.0

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2023)	4
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)	0
Total Category C: not to exceed 5	4.0

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

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

	FTE Count
Total	9

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

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

	FTE Count
Total Category D	0

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

	FTE Count
Total Category E	9

### CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	18

Thank you.



## Entry 12 Organization Chart

Completed - Oct 31 2023

[Instructions](#)



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

Upload the 2022-2023 **Organization Chart**. The organization chart should be a graphic representation (A list will not be accepted.) and should include position titles and reporting (hierarchical) relationships. Employee names should **not** appear on the chart.

### [BCCS B Org Chart 22-23](#)

Filename: BCCS\_B\_Org\_Chart\_22-23.pdf Size: 64.3 kB

## Entry 13 School Calendar

Completed - Oct 31 2023

[Instructions for submitting School Calendar](#)

### Required of ALL Charter Schools

If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 1, 2023 submission. Charter schools must upload a final school calendar into the portal and may do so at any time but no later than **September 15, 2023**.

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

Board of Regents-authorized charter schools also are required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month (also used to align to schools with extended days/years referenced in their mission statements/key design elements). See an example of a calendar showing the requested information. Schools **must** use a calendar format and ensure there is a monthly tally of instructional days.

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

### [BCCS '23-'24 Calendar](#)

Filename: BCCS\_23-24\_Calendar\_PajUQj5.pdf Size: 96.1 kB

## Entry 14 Staff Roster

Completed - Oct 31 2023

### [INSTRUCTIONS](#)

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

Please click on the MS Excel [Faculty/Staff Roster Template](#) and provide the following information for **ANY and ALL** instructional and non-instructional employees (all faculty and staff employed by the school during the 2022-2023 school year).

**Use of the 2022-2023 Annual Report Faculty/Staff Roster Template is required. Each of the data elements, with the exception of the Notes, are required, and use of the drop-down options, when provided, is also required.**

**Reminders:** Please use the Notes section provided to add any additional information as deemed necessary. Failure to adhere to the guidelines and validations in the Faculty/Staff Roster Template will result in a resubmission of a fully corrected roster.

Here is the complete list of data elements in the roster template and an explanation of what information is required to correctly complete this task.

Roster Data Elements	Explanations
Authorizer <b>NOTE: MUST BE DONE FIRST</b>	Select your school's authorizer from the <b>drop-down list first</b> , before completing the roster.
School Name and Institution ID	Select your school's name from the <b>drop-down list</b> .
Faculty/Staff First Name	Enter the first name of the Faculty/Staff person.
Faculty/Staff Last Name	Enter the last name of the Faculty/Staff person.

TEACH ID	Enter the <b>7 digit TEACH ID</b> for the Faculty/Staff person.
Role in School	<b>Select</b> the best choice of role of the Faculty/Staff person from the <b>drop-down list</b> .
CPR/AED Certification Status	<b>Select</b> the appropriate choice from the <b>drop-down list</b> .
Hire Date	Enter the date that the Faculty/Staff person was hired.
Start Date	Enter the date that the Faculty/Staff person actually began employment in this school.
Total Years' Experience in this Role	Enter Total Years of Experience that the Faculty/Staff person has in their current role.
Total Years at this School	Enter the Total Years that the Faculty/Staff person has been employed in this school.
Out-of-Certification Justification	<b>Select</b> the appropriate choice from the <b>drop-down list</b> .
Subject Taught	<b>Select</b> the appropriate choice from the <b>drop-down list</b> .
Notes	Optional

### [BCCS-Boys Staff Roster](#)

Filename: BCCS-Boys\_Staff\_Roster.xlsx Size: 21.1 kB

## Optional Additional Documents to Upload (BOR)

Incomplete

***BRIGHTER CHOICE ELEMENTARY CHARTER SCHOOLS***

***FINANCIAL STATEMENTS***

***JUNE 30, 2023***

**BRIGHTER CHOICE ELEMENTARY CHARTER SCHOOLS**

**TABLE OF CONTENTS**

**JUNE 30, 2023**

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	<b><u>Page</u></b>
Independent Auditor's Report	1-3
Financial Statements	
Statement of Financial Position	4
Statement of Activities	5
Statement of Cash Flows	6
Statement of Functional Expenses - Girls School	7
Statement of Functional Expenses - Boys School	8
Notes to Financial Statements	9-19
Additional Reports Required by <i>Government Auditing Standards</i> and the Uniform Guidance	
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 <i>Government Auditing Standards</i>	20-21
Independent Auditor's Report on Compliance for Each Major Federal Program and on Internal Control Over Compliance Required by the Uniform Guidance	22-24
Schedule of Expenditures of Federal Awards	25
Notes to Schedule of Expenditures of Federal Awards	26
Schedule of Findings and Questioned Costs	27

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CERTIFIED PUBLIC ACCOUNTANTS

MEMBERS OF:  
NEW YORK STATE SOCIETY OF  
CERTIFIED PUBLIC ACCOUNTANTS

**INDEPENDENT AUDITOR'S REPORT**

To the Board of Trustees  
Brighter Choice Elementary Charter Schools  
Albany, New York

**Opinion**

We have audited the accompanying financial statements of Brighter Choice Elementary Charter Schools (a nonprofit organization), which comprise the statement of financial position as of June 30, 2023, and the related statements of activities, cash flows and functional expenses for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Brighter Choice Elementary Charter Schools (the "Schools") as of June 30, 2023, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

**Basis for Opinion**

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

**Responsibilities of Management for the Financial Statements**

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

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Schools' ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

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

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

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

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

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

### ***Other Information***

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Schools' basic financial statements. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The schedule of expenditures of federal awards is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or the basic 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 basic financial statements as a whole.

***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our reports dated October 10, 2023 on our consideration of the Schools' 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 those reports is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Schools' internal control over financial reporting or on compliance. Those reports are an integral part of an audit performed in accordance with *Government Auditing Standards* and the Uniform Guidance in considering the Schools' internal control over financial reporting and compliance.



**CUSACK & COMPANY, CPA'S LLC**

Latham, New York  
October 10, 2023

**BRIGHTER CHOICE ELEMENTARY CHARTER SCHOOLS****STATEMENT OF FINANCIAL POSITION****JUNE 30, 2023**

	<b><u>ASSETS</u></b>			
	<b><u>Girls School</u></b>	<b><u>Boys School</u></b>	<b><u>Eliminations</u></b>	<b><u>Total</u></b>
Current Assets				
Cash	\$ 4,854,951	\$ 2,351,530	\$ -	\$ 7,206,481
Contracts and Grants Receivable, Net	582,532	576,062	-	1,158,594
Due from Related School	99,935	-	(99,935)	-
Total Current Assets	<u>5,537,418</u>	<u>2,927,592</u>	<u>(99,935)</u>	<u>8,365,075</u>
Property and Equipment, Net	<u>4,741,865</u>	<u>4,958,258</u>	<u>-</u>	<u>9,700,123</u>
Other Assets				
Cash, Restricted	102,277	102,277	-	204,554
Bond Trust Accounts, Restricted	<u>775,158</u>	<u>775,158</u>	<u>-</u>	<u>1,550,316</u>
Total Other Assets	<u>877,435</u>	<u>877,435</u>	<u>-</u>	<u>1,754,870</u>
Total Assets	<u>\$ 11,156,718</u>	<u>\$ 8,763,285</u>	<u>\$ (99,935)</u>	<u>\$ 19,820,068</u>

	<b><u>LIABILITIES AND NET ASSETS</u></b>			
Current Liabilities				
Current Portion of Bonded Mortgage Payable	\$ 327,500	\$ 327,500	\$ -	\$ 655,000
Accounts Payable and Accrued Expenses	233,231	217,848	-	451,079
Accrued Payroll and Benefits	295,101	323,479	-	618,580
Unearned Revenue	7,100	5,300	-	12,400
Due to Related School	-	99,935	(99,935)	-
Total Current Liabilities	<u>862,932</u>	<u>974,062</u>	<u>(99,935)</u>	<u>1,737,059</u>
Long-Term Liabilities				
Bonded Mortgage Payable	<u>5,775,613</u>	<u>5,775,613</u>	<u>-</u>	<u>11,551,226</u>
Net Assets Without Donor Restrictions	<u>4,518,173</u>	<u>2,013,610</u>	<u>-</u>	<u>6,531,783</u>
Total Liabilities and Net Assets	<u>\$ 11,156,718</u>	<u>\$ 8,763,285</u>	<u>\$ (99,935)</u>	<u>\$ 19,820,068</u>



**BRIGHTER CHOICE ELEMENTARY CHARTER SCHOOLS****STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2023**

	<b><u>Girls School</u></b>	<b><u>Boys School</u></b>	<b><u>Total</u></b>
Revenue, Grants and Support			
Public School District			
Resident Student Enrollment	\$ 5,065,265	\$ 3,790,406	\$ 8,855,671
Special Education Services	72,567	106,879	179,446
Grants and Contracts			
Federal - Child Nutrition Program	395,901	301,699	697,600
Federal - Title I, II, IV and IDEA	555,603	621,632	1,177,235
Other	<u>89,504</u>	<u>85,812</u>	<u>175,316</u>
Total Revenue, Grants and Support	<u>6,178,840</u>	<u>4,906,428</u>	<u>11,085,268</u>
Expenses			
Program Services			
Regular Education	3,513,859	3,262,290	6,776,149
Special Education	226,609	288,148	514,757
Other Programs	<u>625,324</u>	<u>643,737</u>	<u>1,269,061</u>
Total Program Services	4,365,792	4,194,175	8,559,967
Management and General	<u>778,733</u>	<u>727,450</u>	<u>1,506,183</u>
Total Expenses	<u>5,144,525</u>	<u>4,921,625</u>	<u>10,066,150</u>
Surplus (Deficit) from School Operations	<u>1,034,315</u>	<u>(15,197)</u>	<u>1,019,118</u>
Other Revenue			
Fundraising and Contributions	6,165	7,802	13,967
Interest Income	126,962	76,289	203,251
Other Income	<u>778</u>	<u>142</u>	<u>920</u>
Total Other Revenue	<u>133,905</u>	<u>84,233</u>	<u>218,138</u>
Increase in Net Assets	1,168,220	69,036	1,237,256
Net Assets Without Donor Restrictions, Beginning of Year	<u>3,349,953</u>	<u>1,944,574</u>	<u>5,294,527</u>
Net Assets Without Donor Restrictions, End of Year	<u>\$ 4,518,173</u>	<u>\$ 2,013,610</u>	<u>\$ 6,531,783</u>

**BRIGHTER CHOICE ELEMENTARY CHARTER SCHOOLS**STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED JUNE 30, 2023

	<b><u>Girls School</u></b>	<b><u>Boys School</u></b>	<b><u>Total</u></b>
Cash Flows From Operating Activities:			
Change in Net Assets	\$ 1,168,220	\$ 69,036	\$ 1,237,256
Adjustments to Reconcile Change in Net Assets to Net Cash Provided by Operating Activities:			
Depreciation	311,232	322,763	633,995
Amortization of Deferred Financing Costs	56,401	56,401	112,802
Amortization of Bonded Mortgage Premium	(69,069)	(69,069)	(138,138)
Changes in Operating Assets and Liabilities			
Increase in Assets			
Contracts and Grants Receivable	44,093	(121,056)	(76,963)
Increase (Decrease) in Liabilities			
Accounts Payable and Accrued Expenses	(742)	(95,703)	(96,445)
Accrued Payroll and Benefits	(86,218)	(56,255)	(142,473)
Unearned Revenue	64	(402)	(338)
Net Cash Provided by Operating Activities	<u>1,423,981</u>	<u>105,715</u>	<u>1,529,696</u>
Cash Flows From Investing Activities			
Due from Related Schools	(99,935)	58,909	(41,026)
Purchase of Property and Equipment	<u>(36,743)</u>	<u>(107,387)</u>	<u>(144,130)</u>
Net Cash Used in Investing Activities	<u>(136,678)</u>	<u>(48,478)</u>	<u>(185,156)</u>
Cash Flows From Financing Activities			
Payments on Bonded Mortgage Payable	(320,000)	(320,000)	(640,000)
Net Proceeds from Bonded Trust Accounts	94,520	94,520	189,040
Due to Related Schools	<u>(58,909)</u>	<u>99,935</u>	<u>41,026</u>
Net Cash Used in Financing Activities	<u>(284,389)</u>	<u>(125,545)</u>	<u>(409,934)</u>
Increase (Decrease) in Cash	1,002,914	(68,308)	934,606
Cash, Beginning of Year	<u>3,954,314</u>	<u>2,522,115</u>	<u>6,476,429</u>
Cash, End of Year	<u>\$ 4,957,228</u>	<u>\$ 2,453,807</u>	<u>\$ 7,411,035</u>
Cash, End of Year Consists of:			
Cash	\$ 4,854,951	\$ 2,351,530	\$ 7,206,481
Cash, Restricted	<u>102,277</u>	<u>102,277</u>	<u>204,554</u>
	<u>\$ 4,957,228</u>	<u>\$ 2,453,807</u>	<u>\$ 7,411,035</u>
Supplementary Cash Flow Information			
Cash Paid During the Year for Interest	<u>\$ 218,813</u>	<u>\$ 218,813</u>	<u>\$ 437,626</u>

**BRIGHTER CHOICE ELEMENTARY CHARTER SCHOOLS**  
**STATEMENT OF FUNCTIONAL EXPENSES - GIRLS SCHOOL**  
**FOR THE YEAR ENDED JUNE 30, 2023 (WITH COMPARATIVE TOTALS FOR 2022)**

	<u>Program Services</u>			<u>Supporting Services</u>		
	<u>Regular Education</u>	<u>Special Education</u>	<u>Other Programs</u>	<u>Management and General</u>	<u>Total 2023</u>	<u>Total 2022</u>
Administrative Staff Personnel	\$ 99,403	\$ -	\$ -	\$ 403,379	\$ 502,782	\$ 516,749
Instructional Personnel	1,642,790	123,604	-	-	1,766,394	1,545,228
Non-Instructional Personnel	-	-	144,543	-	144,543	148,911
Total Salaries and Staff	1,742,193	123,604	144,543	403,379	2,413,719	2,210,888
Fringe Benefits and Payroll Taxes	332,108	23,562	27,554	76,894	460,118	497,631
Retirement	62,835	4,458	5,213	14,549	87,055	136,509
Legal Services	-	-	-	875	875	298
Accounting and Audit Services	57,879	4,106	4,802	13,402	80,189	97,035
Other Purchased, Professional and Consulting Services	57,931	4,110	4,806	13,413	80,260	92,317
Facility Interest Expense	146,918	10,423	12,189	34,017	203,547	307,745
Repairs and Maintenance	171,898	12,196	14,262	39,800	238,156	231,019
Insurance	37,423	2,655	3,105	8,665	51,848	49,772
Utilities	103,604	7,350	8,596	23,988	143,538	107,973
Supplies and Materials	97,119	6,890	8,058	22,487	134,554	99,612
Staff Development	15,550	1,103	1,290	3,601	21,544	19,641
Marketing and Recruitment	-	-	-	38,318	38,318	37,234
Technology	87,748	6,226	7,280	20,317	121,571	96,068
Food Service	-	-	360,325	-	360,325	325,139
Student Services	319,800	-	-	-	319,800	264,408
Office Expenses	50,793	3,604	4,214	11,760	70,371	80,738
Depreciation	224,643	15,938	18,638	52,013	311,232	313,364
Other	5,417	384	449	1,255	7,505	4,493
Total Expenses	<u>\$ 3,513,859</u>	<u>\$ 226,609</u>	<u>\$ 625,324</u>	<u>\$ 778,733</u>	<u>\$ 5,144,525</u>	<u>\$ 4,971,884</u>

**BRIGHTER CHOICE ELEMENTARY CHARTER SCHOOLS**  
**STATEMENT OF FUNCTIONAL EXPENSES - BOYS SCHOOL**  
**FOR THE YEAR ENDED JUNE 30, 2023 (WITH COMPARATIVE TOTALS FOR 2022)**

	<u>Program Services</u>			<u>Supporting Services</u>		
	<u>Regular Education</u>	<u>Special Education</u>	<u>Other Programs</u>	<u>Management and General</u>	<u>Total 2023</u>	<u>Total 2022</u>
Administrative Staff Personnel	\$ 99,615	\$ -	\$ -	\$ 372,247	\$ 471,862	\$ 580,684
Instructional Personnel	1,512,373	156,446	-	-	1,668,819	1,624,229
Non-Instructional Personnel	-	-	204,069	-	204,069	115,876
Total Salaries and Staff	<u>1,611,988</u>	<u>156,446</u>	<u>204,069</u>	<u>372,247</u>	<u>2,344,750</u>	<u>2,320,789</u>
Fringe Benefits and Payroll Taxes	290,358	28,180	36,758	67,050	422,346	495,807
Retirement	61,934	6,011	7,840	14,302	90,087	151,928
Legal Services	-	-	-	875	875	-
Accounting and Audit Services	65,885	6,394	8,341	15,214	95,834	111,539
Other Purchased, Professional and Consulting Services	118,060	11,458	14,946	27,262	171,726	160,131
Facility Interest Expense	139,936	13,581	17,715	32,315	203,547	307,745
Repairs and Maintenance	172,643	16,755	21,856	39,868	251,122	216,985
Insurance	35,645	3,459	4,512	8,232	51,848	49,772
Utilities	89,609	8,697	11,344	20,692	130,342	106,374
Supplies and Materials	67,568	6,558	8,554	15,603	98,283	25,368
Staff Development	8,224	798	1,041	1,899	11,962	12,416
Marketing and Recruitment	-	-	-	40,961	40,961	44,876
Technology	35,812	3,476	4,534	8,269	52,091	41,655
Food Service	-	-	267,876	-	267,876	327,088
Student Services	293,277	-	-	-	293,277	286,905
Office Expenses	43,757	4,247	5,539	10,104	63,647	61,783
Depreciation	221,896	21,535	28,091	51,241	322,763	304,949
Other	<u>5,698</u>	<u>553</u>	<u>721</u>	<u>1,316</u>	<u>8,288</u>	<u>1,963</u>
Total Expenses	<u>\$ 3,262,290</u>	<u>\$ 288,148</u>	<u>\$ 643,737</u>	<u>\$ 727,450</u>	<u>\$ 4,921,625</u>	<u>\$ 5,028,073</u>

**1. ORGANIZATION AND PURPOSE**

*Organization*

Brighter Choice Charter School for Girls (the “Girls School”) and Boys (the “Boys School”) are not-for-profit corporations formed in 2001 in order to build and operate charter schools in the City of Albany, New York (the “City”). The Brighter Choice Charter Schools for Girls and Boys (the “Schools”) were established to provide a quality educational alternative for at-risk elementary students in the City. Effective July 1, 2016, Brighter Choice Charter School for Boys was merged with and into Brighter Choice Charter School for Girls, with Brighter Choice Charter School for Girls being renamed Brighter Choice Elementary Charter Schools.

Each charter school, authorized by Article 56 of the New York State Charter Schools Act of 1998, is an independent public school and, in accordance with their charter and bylaws, each school has a Board of Trustees and is an independent, discreet operating entity.

The Schools provide a broad and rigorous liberal arts education, including instruction on phonics-based reading, traditional mathematics, science, visual and performing arts, American and world history, and physical education. Students benefit from a longer school day and school year, which will provide them with an equivalent of two years of academic instruction over each of their elementary years.

The New York State Education Department has issued the Schools a five year charter valid until June 30, 2026. During the year ended June 30, 2023, the Girls School had enrollment of approximately 322 students (291 students, June 30, 2022) and the Boys School had enrollment of approximately 242 students (263 students, June 30, 2022) serving kindergarten through 5<sup>th</sup> grade.

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

*Accounting Policies and Financial Statement Presentation*

The following summarizes the significant accounting policies consistently applied in the preparation of the Schools’ financial statements, with reference to the Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) where applicable.

*Basis of Accounting*

The financial statements have been prepared using the accrual basis of accounting, whereby revenue is recognized when earned and expenses are recognized when incurred. This basis of accounting is in accordance with accounting principles generally accepted in the United States of America.

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)***Allowance of Doubtful Accounts*

Contacts and grants receivable are carried at original invoice amount less an estimate made for doubtful receivables based on a review of all outstanding amounts on a monthly basis. Management determines the allowance for doubtful accounts by identifying troubled accounts and by using historical experience applied to an aging of accounts. Contracts and grants receivable are written off when deemed uncollectible. Recoveries of accounts previously written off are recorded when received. A receivable is considered past due if any portion of the receivable balance is outstanding for more than 90 days. Interest is not charged on outstanding accounts receivable. The allowance for doubtful accounts was \$43,953 for the Girls School and \$0 for the Boys School at June 30, 2023.

*Property and Equipment*

Property and equipment are stated at cost, net of accumulated depreciation. Donations of property and equipment are recorded as support at their estimated fair values on the date of donation. Expenditures for acquisitions, renewals, and betterments are capitalized, whereas maintenance and repair costs are expensed as incurred. When equipment is retired or otherwise disposed of, the appropriate accounts are relieved of costs and accumulated depreciation, and any resultant gain or loss is credited or charged to the change in net assets.

Long-lived assets to be held and used are tested for recoverability whenever events or changes in circumstances indicate that the related carrying amount may not be recoverable.

Depreciation is computed using the straight-line method over the following estimated useful lives of 40 years for buildings and improvements and 3-10 years for furniture and equipment.

*Net Assets*

The financial statements report net assets and changes in net assets in two classes that are based upon the existence or absence of restrictions on use that are placed by its donors, as follows:

Net Assets Without Donor Restrictions

Net assets without donor restrictions are resources available to support operations. The only limits on the use of net assets without donor restrictions are the broad limits resulting from the nature of the Schools.

Net Assets With Donor Restrictions

Purpose restricted net assets are resources that are restricted by a donor for use for a particular purpose or in a particular future period.

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

*Net Assets (Continued)*

Net Assets With Donor Restrictions (Continued)

When a donor's restriction is satisfied, either by using the resources in the manner specified by the donor or by the passage of time, the expiration of the restriction is reported in the financial statements by reclassifying the net assets from net assets with donor restrictions to net assets without donor restrictions. The Schools have no purpose restricted net assets at June 30, 2023.

Perpetually restricted net assets are resources whose use by the School are limited by donor imposed restrictions that neither expire by being used in accordance with a donor's restriction nor by the passage of time. The Schools have no perpetually restricted net assets at June 30, 2023.

*Recognition of Income*

Revenue from contracts with customers is recognized in accordance with a five-step model as follows:

- Identify the contract with the customer
- Identify the performance obligation(s) in the contract
- Determine the transaction price
- Allocate the transaction price to the performance obligation(s) in the contract
- Recognize revenue when earned or as performance obligation(s) are satisfied

Contract Assets

Amounts related to services provided to customers which have not been billed and that do not meet the conditions of an unconditional right to payment at the end of the reporting period are contract assets. Contract asset balances consist primarily of services provided to customers who are still receiving services at the end of the year. There were no contract assets at June 30, 2023.

Contract Liabilities

Contract liabilities represent revenue that has been deferred for the funds advanced by third party payors for the Schools' contracts received related to services that have not yet been provided to customers. Contract liabilities consist of payments made by funding and other sources for the Schools' contracts for services not yet performed that are expected to be performed within the next fiscal year. Contract liabilities were \$12,400 for the year ended June 30, 2023.

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

*Public School District Fees*

A substantial portion of the Schools' revenue and related receivables are derived from its arrangement with the local School Districts, which reimburse the Schools based on per capital enrollment. These revenues are recognized ratably over the related school year during which they are earned.

*Grants and Contracts*

Revenue from other governmental sources generally represents various entitlements and is recognized as earned when allowable expenditures are incurred.

*Contributions*

Contributions received are recorded as with or without donor restrictions depending on the existence and/or nature of any donor imposed restrictions.

*Allocation of Expenses*

Directly identifiable expenses are charged to program and supporting services. Expenses related to more than one function are charged to program and supporting services using specific allocation methods. Management and general expenses include those expenses that are not directly identifiable with any other specific function but provide for the overall support and direction of the Schools.

*Use of Estimates*

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

*Accounting for Uncertainty in Income Taxes*

The Accounting Standards Codification requires entities to disclose in their financial statements the nature of any uncertainty in their tax position. The Schools have not recognized any benefits or liabilities from uncertain tax positions in 2023 and believes they have no uncertain tax positions for which it is reasonably possible that will significantly increase or decrease net assets. Generally, federal and state authorities may examine the Schools' tax returns for three years from the date of filing; consequently, income returns for years prior to 2020 are no longer subject to examination by tax authorities.



**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)***Income Taxes*

The Schools are exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code, and the Schools are exempt from state income tax. The Schools have been classified as a publicly-supported organization that is not a private foundation under Section 509(a) of the Code.

*Fair Value*

The Accounting Standards Codification requires expanded disclosures about fair value measurements and establishes a three-level hierarchy for fair value measurements based on the observable inputs to the valuation of an asset or liability at the measurement date. Fair value is defined as the price that the Schools would receive upon selling an asset or pay to transfer a liability in an orderly transaction between market participants. It prioritizes the inputs to the valuation techniques used to measure fair value by giving the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to measurements involving significant unobservable inputs (Level 3 measurements).

The following methods and assumptions were used to estimate the fair value of each class of financial instrument for which it is practicable to estimate that value:

*Cash, contracts and grants receivable, accounts payable and accrued expenses and unearned revenue* - The carrying amounts approximate fair value because of the short maturity of these instruments.

*Property and equipment* - No attempt has been made to determine the fair value of property and equipment.

*Mortgage payable* - The fair value of the mortgage payable is estimated based on current rates offered to the Schools for debt of the same remaining maturity. At June 30, 2023, the fair value of the mortgage payable approximates the amount recorded in the financial statements.

*Subsequent Events*

The Schools have evaluated subsequent events or transactions as to any potential material impact on operations or financial position that existed at the date of the financial statements through October 10, 2023, the date the financial statements were available to be issued. In July 2023, the Schools received \$1,123,061 (\$431,526 Girls School and \$691,535 Boys School) in Employee Retention Credits (amounts are net of related consultant costs), which will be recognized as revenue in the year ending June 30, 2024. The Girls School is still due approximately \$160,000 in employee retention credits.

**BRIGHTER CHOICE ELEMENTARY CHARTER SCHOOLS***NOTES TO FINANCIAL STATEMENTS (CONTINUED)*JUNE 30, 2023

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**3. CASH, RESTRICTED**

As part of the charter agreement, charter schools agree to establish an escrow account of no less than a set dollar amount as determined by the New York State Education Department ("NYSED"). This amount is established to pay for legal and audit expenses that would be associated with a dissolution should it occur. Each school has established an interest bearing escrow account for \$100,000 as required by the NYSED.

**4. BOND TRUST ACCOUNTS - RESTRICTED**

The Schools have entered into a custody agreement with Wilmington Trust Company as Custodian and as Trustee. Debt service reserve represents funds held by Wilmington Trust Company in the name of the Schools. The Schools will direct educational aid payments to be deposited with the Custodian. The Custodian will pay the Trustee, for deposit in the Debt Service Fund, an amount equal to a proportionate share of the next interest and principal payment on the Bonds for which funds have not already been provided. Any funds remaining with the Custodian following such transfers will be transferred to the Schools.

In connection with the bonded mortgage with the City of Albany Industrial Development Agency (IDA), the Schools are required to maintain bond trust accounts which are administered by Wilmington Trust Company. The underlying investments in the bond trust accounts at June 30, 2023 consist of money market funds.

Bond trust accounts consist of the following:

	<b><u>Girls School</u></b>	<b><u>Boys School</u></b>	<b><u>Total</u></b>
Reserve Fund	\$ 545,150	\$ 545,150	\$ 1,090,300
Bond Fund	179,419	179,419	358,838
Repair and Replacement Fund	50,589	50,589	101,178
	<u>\$ 775,158</u>	<u>\$ 775,158</u>	<u>\$ 1,550,316</u>

The Schools have entered into a collateral agreement for bond trust accounts not covered under federal deposit insurance. Cash is fully insured and collateralized under the bond trust accounts as of June 30, 2023.

**BRIGHTER CHOICE ELEMENTARY CHARTER SCHOOLS***NOTES TO FINANCIAL STATEMENTS (CONTINUED)*

JUNE 30, 2023

**5. CONTRACTS AND GRANTS RECEIVABLE, NET**

Contracts and grants receivable, net consists of the following:

	<b><u>Girls School</u></b>	<b><u>Boys School</u></b>	<b><u>Total</u></b>
Due from Other Districts	\$ 66,766	\$ 13,790	\$ 80,556
Grant Receivable	559,719	562,272	1,121,991
Allowance for Doubtful Accounts	<u>(43,953)</u>	<u>-</u>	<u>(43,953)</u>
Contracts and Grants Receivable, Net	<u><u>\$ 582,532</u></u>	<u><u>\$ 576,062</u></u>	<u><u>\$ 1,158,594</u></u>

**6. PROPERTY AND EQUIPMENT, NET**

Property and equipment consists of the following:

	<b><u>Girls School</u></b>	<b><u>Boys School</u></b>	<b><u>Total</u></b>
Land	\$ 110,000	\$ 110,000	\$ 220,000
Building and Improvements	7,850,235	8,067,795	15,918,030
Furniture and Equipment	<u>934,554</u>	<u>963,721</u>	<u>1,898,275</u>
Total at Cost	8,894,789	9,141,516	18,036,305
Less Accumulated Depreciation	<u>(4,152,924)</u>	<u>(4,183,258)</u>	<u>(8,336,182)</u>
Property and Equipment, Net	<u><u>\$ 4,741,865</u></u>	<u><u>\$ 4,958,258</u></u>	<u><u>\$ 9,700,123</u></u>

Depreciation expense was \$311,232 and \$322,763 for the Girls and Boys School, respectively, for the year ended June 30, 2023.

**7. BONDED MORTGAGE PAYABLE**

The Schools' facilities are jointly owned by the two Schools. The facilities were acquired through financing provided by the IDA in March 2008. The IDA issued taxable and tax-exempt Civic Facility Revenue Bonds totaling \$18,490,000 to acquire and renovate the facilities of the two Schools. The Schools acquired the facilities from the IDA through an installment sale agreement which provides for the Schools to make installment purchase payments in amounts sufficient to pay the principal and interest on the bonds when due. Under the installment sale agreement, each School is jointly and severally obligated to make the installment purchase payments. The installment sale agreement is collateralized by a first mortgage lien and security interest in the land, buildings and equipment of the Schools' facilities.

**BRIGHTER CHOICE ELEMENTARY CHARTER SCHOOLS***NOTES TO FINANCIAL STATEMENTS (CONTINUED)*

JUNE 30, 2023

**7. BONDED MORTGAGE PAYABLE (CONTINUED)**

At June 30, 2023, Bonded Mortgage Payable consisted of the following:

	<b><u>Girls Total</u></b>	<b><u>Boys Total</u></b>	<b><u>Total</u></b>
Total Bonded Mortgage Payable	\$ 5,762,500	\$ 5,762,500	\$11,525,000
Current Portion of Bonded Mortgage Payable	(327,500)	(327,500)	(655,000)
Unamortized Premiums	554,204	554,204	1,108,408
Unamortized Financing Costs	(213,591)	(213,591)	(427,182)
Long-Term Bonded Mortgage Payable	<u>\$ 5,775,613</u>	<u>\$ 5,775,613</u>	<u>\$11,551,226</u>

The following is a summary of maturing debt service requirements:

	<b><u>Girls School</u></b>	<b><u>Boys School</u></b>	<b><u>Total</u></b>
2024	\$ 327,500	\$ 327,500	\$ 655,000
2025	340,000	340,000	680,000
2026	350,000	350,000	700,000
2027	362,500	362,500	725,000
2028	372,500	372,500	745,000
Thereafter	<u>4,010,000</u>	<u>4,010,000</u>	<u>8,020,000</u>
	<u>\$ 5,762,500</u>	<u>\$ 5,762,500</u>	<u>\$ 11,525,000</u>

Total interest expense was \$203,547 and \$203,547 for the Girls and Boys School, respectively, for the year ended June 30, 2023.

Net deferred financing costs consist of bond closing costs incurred in connection with the refunding of the tax-exempt and taxable Civic Facility Revenue Bonds issued by the IDA. Bond closing costs are being amortized using the interest rate method over the term of the obligation. Net deferred financing costs consist of the following:

	<b><u>Girls School</u></b>	<b><u>Boys School</u></b>	<b><u>Total</u></b>
Bond Closing Costs	\$ 280,631	\$ 280,631	\$ 561,262
Less: Accumulated Amortization	<u>(67,040)</u>	<u>(67,040)</u>	<u>(134,080)</u>
Net Deferred Financing Costs	<u>\$ 213,591</u>	<u>\$ 213,591</u>	<u>\$ 427,182</u>
Amortization Expense	<u>\$ 56,401</u>	<u>\$ 56,401</u>	<u>\$ 112,802</u>

**BRIGHTER CHOICE ELEMENTARY CHARTER SCHOOLS***NOTES TO FINANCIAL STATEMENTS (CONTINUED)**JUNE 30, 2023***7. BONDED MORTGAGE PAYABLE (CONTINUED)**

Bond premiums received in connection with tax-exempt and taxable Civic Facility Revenue Bonds issued by the IDA are amortized using the effective interest method over the term of the obligation as follows:

	<u><b>Girls School</b></u>	<u><b>Boys School</b></u>	<u><b>Total</b></u>
Bond Premium Received	\$ 647,830	\$ 647,830	\$ 1,295,660
Less: Accumulated Amortization	<u>(93,626)</u>	<u>(93,626)</u>	<u>(187,252)</u>
Net Bond Premium	<u>\$ 554,204</u>	<u>\$ 554,204</u>	<u>\$ 1,108,408</u>
Amortization Expense	<u>\$ 69,069</u>	<u>\$ 69,069</u>	<u>\$ 138,138</u>

The Schools are subject to debt covenants which are calculated using information aggregated from both Schools. The covenants are as follows:

	<u><b>Minimum Requirement</b></u>	<u><b>Actual</b></u>
Debt Service Coverage Ratio	1.10	
Days Cash on Hand	45	

The debt service coverage ratio is calculated as follows:

Increase in Net Assets	\$ 1,237,256	
Add Back: Interest Expense	407,094	
Depreciation	<u>633,995</u>	
Net Revenues Available for Debt Service	<u>\$ 2,278,345</u>	
Debt Service Payments		
Interest Expense	\$ 407,094	
Principal	<u>640,000</u>	
Total Current Debt Service	<u>\$ 1,047,094</u>	
		= <u>2.18</u>
Net Revenues Available for Debt Service	<u>\$ 2,278,345</u>	
Total Current Debt Service	<u>\$ 1,047,094</u>	

**BRIGHTER CHOICE ELEMENTARY CHARTER SCHOOLS***NOTES TO FINANCIAL STATEMENTS (CONTINUED)**JUNE 30, 2023*

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**7. BONDED MORTGAGE PAYABLE (CONTINUED)**

The days cash on hand is calculated as follows:

Total Expenses	\$ 10,066,150	
Less: Depreciation	(633,995)	
Net Amortization	<u>25,336</u>	
Net Expenses	9,457,491	
Days	<u>365</u>	
Cash Used Per Day	<u>\$ 25,911</u>	
Cash at Year End	\$ 7,206,481	= <u>278</u>
Cash Used Per Day	\$ 25,911	

**8. EMPLOYEE RETIREMENT PLAN**

The Schools have a 403(b) tax-deferred annuity retirement plans, which are funded by contributions from both the Schools and its employees. The Schools' contribution ranges from 2% to 6% of eligible employees' salaries based on years of service. Retirement plan expense was \$87,055 and \$90,087 for the Girls and Boys School, respectively, for the year ended June 30, 2023.

**9. COMMITMENTS AND CONTINGENCIES**

The Schools maintain cash balances in a financial institution located in the northeast. Accounts at this institution are insured, up to certain limits, by the Federal Deposit Insurance Corporation (FDIC). At June 30, 2023, the Schools have bank deposits of approximately \$314,000 in excess of amounts insured by the FDIC.

In the normal course of business, the Schools are, from time to time, subject to allegations that may or do result in litigation. The Schools have general liability insurance to cover potential claims. Based upon the advice of counsel, it is the opinion of management that any liability that may arise from such actions would not result in losses that would materially affect the financial position of the Schools or their change in net assets.

The Schools are subject to audits and reviews of reimbursable costs by various governmental agencies. The outcome of the audits and reviews may have the effect of retroactively increasing or decreasing revenue from various sources. These changes, if any, will be recognized in accordance with the rules and guidelines established by the various funding sources.

**BRIGHTER CHOICE ELEMENTARY CHARTER SCHOOLS**

*NOTES TO FINANCIAL STATEMENTS (CONTINUED)*

*JUNE 30, 2023*

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**10. CONCENTRATION OF RISK**

The Schools receive a substantial portion of their funding from school districts where the Schools' students reside as well as federal funding sources. One school district constituted approximately 55% of total revenue and support for the year ended June 30, 2023 (56% at June 30, 2022).

**11. LIQUIDITY**

The Schools' liquidity management policy is to structure its financial assets to be available as its general expenditures, liabilities and other obligations come due.

The Schools have financial assets available within one year of the statement of financial position date to meet cash needs for general expenditures, liabilities and other obligations of:

Cash	\$ 7,206,481
Contracts and Grants Receivable	<u>1,158,594</u>
Financial Assets Available to Meet Cash Needs within One Year	<u>\$ 8,365,075</u>

None of the financial assets are subject to donor or other contractual restrictions that make them unavailable for general expenditure within one year of the statement of financial position date.

**ADDITIONAL REPORTS REQUIRED BY  
*GOVERNMENT AUDITING STANDARDS*  
AND THE UNIFORM GUIDANCE**



**CUSACK & COMPANY**  
**Certified Public Accountants LLC**  
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MEMBERS OF:  
AMERICAN INSTITUTE OF  
CERTIFIED PUBLIC ACCOUNTANTS

MEMBERS OF:  
NEW YORK STATE SOCIETY OF  
CERTIFIED PUBLIC ACCOUNTANTS

**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***

To the Board of Trustees of  
Brighter Choice Elementary Charter Schools  
Albany, New York

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Schools (a nonprofit organization) (the "Schools"), which comprise the statement of financial position as of June 30, 2023, and the related statements of activities, cash flows and functional expenses for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 10, 2023.

**Internal Control Over Financial Reporting**

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

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

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

## **Compliance and Other Matters**

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

## **Purpose of this Report**

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

  
03

**CUSACK & COMPANY, CPA'S LLC**

Latham, New York  
October 10, 2023

**CUSACK & COMPANY**  
**Certified Public Accountants LLC**  
7 AIRPORT PARK BOULEVARD  
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**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR  
FEDERAL PROGRAM AND ON INTERNAL CONTROL OVER  
COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE**

To the Board of Trustees  
Brighter Choice Elementary Charter Schools  
Albany, New York

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

***Opinions on Each Major Federal Program***

We have audited Brighter Choice Elementary Charter Schools' (the "Schools") compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the Schools' major federal program for the year ended June 30, 2023. The Schools' major federal program is identified in the summary of auditor's results section on the accompanying schedule of findings and questioned costs.

In our opinion, the Schools complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2023.

***Basis for Opinions on Each Major Federal Program***

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 Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Schools and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the Schools' compliance with the compliance requirements referred to above.

### ***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the Schools' federal programs.

### ***Auditor's Responsibilities for the Audit of Compliance***

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Schools' compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting a material noncompliance resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Schools' compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Schools' compliance with the compliance requirements referred to above and performing such other procedures as we consider necessary in the circumstances.
- Obtain an understanding of the Schools' internal control over compliance, relevant to the audit in order to design audit procedures that are appropriate in the circumstances 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 the Schools' internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

### **Report on 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 a 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 Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as described above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of 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.



**CUSACK & COMPANY, CPA'S LLC**

Latham, New York  
October 10, 2023

**BRIGHTER CHOICE ELEMENTARY CHARTER SCHOOLS**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**JUNE 30, 2023**

<u>Federal Grantor/Pass-Through Grantor/Program or Cluster Title</u>	<u>Assistance Listing/CFDA Number</u>	<u>Pass Through Identifying Number Girls School</u>	<u>Pass Through Identifying Number Boys School</u>	<u>Passed Through to Subrecipients</u>	<u>Girls School</u>	<u>Boys School</u>	<u>Total Federal Expenditures</u>
US Department of Agriculture Passed Through NYS Education Department							
Food Service P-EBT (COVID)	10.649	N/A	N/A	\$ -	\$ 628	\$	1,256
Child Nutrition Cluster							
National School Breakfast Program	10.553	N/A	N/A	-	80,717	79,143	159,860
National School Lunch Program	10.555	N/A	N/A	-	214,154	162,253	376,407
National School Snack Program	10.555	N/A	N/A	-	52,787	35,481	88,268
Summer Food Service Program for Children	10.555	N/A	N/A	-	6,817	6,818	13,635
Reimbursement Program - COVID							
Total US Department of Agriculture Passed Through NYS Education Department				-	355,103	284,323	639,426
Passed Through NYS Department of Health: Child and Adult Care Food Program	10.558	N/A	N/A	-	40,798	17,376	58,174
Total US Department of Agriculture				-	395,901	301,699	697,600
US Department of Education Passed Through NYS Education Department							
ESEA Title I, Basic Grant	84.010A	0021-22-4015	0021-22-4010	-	114,773	119,282	234,055
Title II A, Improving Teacher Quality	84.367A	0147-22-4015	0147-22-4010	-	19,288	19,839	39,127
Title IV, Student Support and Enrichment	84.424A	0204-22-4015	0204-22-4010	-	10,000	10,000	20,000
Charter Schools (COVID)	54.282	N/A	N/A	-	24,975	24,975	49,950
Education Stabilization Fund Under the Coronavirus Response Relief Supplemental Appropriations Act (COVID-ESSER II)	84.425D	5891-21-4015	5891-21-4010	-	191,343	198,569	389,912
Education Stabilization Fund Under the American Rescue Plan Act (COVID-ARP ESSER)	84.425U	588-21-4015	5880-21-4010	-	195,224	248,967	444,191
Total US Department of Education Passed Through NYS Education Department				-	555,603	621,632	1,177,235
Total Federal Awards Expended				\$ -	\$ 951,504	\$ 923,331	\$ 1,874,835

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

*General*

The accompanying Schedule of Expenditures of Federal Awards presents all activity of all federal award programs of Brighter Choice Elementary Charter Schools. All federal awards received directly from federal agencies, as well as federal awards passed through from other governmental agencies, are included in the schedule. The information is presented in accordance with the requirements of the Uniform Guidance.

*Basis of Accounting*

The accompanying Schedule of Expenditures of Federal Awards is presented using the accrual basis of accounting, which is described in the notes to Brighter Choice Elementary Charter Schools' financial statements.

**2. SCOPE OF THE AUDIT PURSUANT TO THE UNIFORM GUIDANCE**

Brighter Choice Elementary Charter Schools is a tax-exempt organization. All federal grant operations of Brighter Choice Elementary Charter Schools are included in the scope of the Single Audit.

**3. INDIRECT COST RATE**

Brighter Choice Elementary Charter Schools did not elect to use the 10% de minimis indirect cost rate.

**4. SUBRECIPIENTS**

Brighter Choice Elementary Charter Schools did not have any subrecipients.

**5. LOANS AND LOAN GUARANTEES**

Brighter Choice Elementary Charter Schools did not receive any federal assistance in the form of loans or loan guarantees.

**BRIGHTER CHOICE ELEMENTARY CHARTER SCHOOLS**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**

**FOR THE YEAR ENDED JUNE 30, 2023**

**SECTION I — SUMMARY OF AUDITOR'S RESULTS**

*Financial Statements*

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

- Material weakness(es) identified?      Yes   X   No
- Significant deficiency(ies) identified?      Yes   X   None reported
- Noncompliance material to financial statements noted?      Yes   X   No

*Federal Awards*

Internal control over major programs:

- Material weakness(es) identified?      Yes   X   No
- Significant deficiency(ies) identified?      Yes   X   No

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

Any audit findings disclosed that are required to be reported in accordance with section 2 CFR §200.516(a)?      Yes   X   No

Identification of major programs:

CFDA Number(s)

84.425D

84.425U

Name of Federal Program or Clusters

Education Stabilization Fund Under the Coronavirus Response and Relief Supplemental Appropriations Act (COVID-ESSER II)

Education Stabilization Fund Under the American Rescue Plan Act (COVID-ARP ESSER)

Dollar threshold used to distinguish between type A and type B programs: \$ 750,000

Auditee qualified as low-risk auditee?   X   Yes      No

**Section II - Financial Statement Findings**

There were no current year recommendations.

**Section III - Federal Award Findings and Questioned Costs**

No findings or matters were reported.

**Section IV - Resolution of Prior Year Audit Findings**

No findings or matters were reported.



99 Park Avenue, 12th Floor  
New York, NY 10016

**RETURN SERVICE REQUESTED**

BRIGHTER CHOICE ELEMENTARY CHARTER  
SCHOOLS  
250 CENTRAL AVE  
ALBANY NY 12206-2610

## Statement Ending 06/30/2023

BRIGHTER CHOICE ELEMENTARY

Page 1 of 2

Statement Number: [REDACTED]

### Managing Your Accounts

	Banking Center	Park Avenue Banking Center
	Banking Center	212-365-6700
	Mailing Address	99 Park Avenue New York, NY 10016
	Online Banking	www.MCBankNY.com

### Summary of Accounts

Account Type	Account Number	Ending Balance
BOYS RESERVE	[REDACTED]	\$102,277.10

### BOYS RESERVE-XXXXXXXX1682

#### Account Summary

Date	Description	Amount
06/01/2023	Beginning Balance	\$101,871.01
	1 Credit(s) This Period	\$406.09
	0 Debit(s) This Period	\$0.00
06/30/2023	Ending Balance	\$102,277.10

#### Interest Summary

Description	Amount
Annual Percentage Yield Earned	4.96%
Interest Days	30
Interest Earned	\$406.09
Interest Paid This Period	\$406.09
Interest Paid Year-to-Date	\$2,257.37

#### Account Activity

Post Date	Description	Debits	Credits	Balance
06/01/2023	Beginning Balance			\$101,871.01
06/30/2023	INTEREST PAID 6/01 THROUGH 6/30		\$406.09	\$102,277.10
06/30/2023	Ending Balance			\$102,277.10

#### Daily Balances

Date	Amount
06/30/2023	\$102,277.10

#### Overdraft and Returned Item Fees

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

Online Banking  
www.MCBankNY.com

#### Mobile Banking Apps



**In case of errors or questions about your account telephone us at: 212-365-6700 or write us at: Metropolitan Commercial Bank, 99 Park Avenue, 12th Floor, New York, NY 10016**

As soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer listed on the statement or receipt:

1. Tell us your name and account number.
2. Describe the error or transfer you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
3. Tell us the dollar amount of the suspected error.

We must hear from you no later than 60 days after we sent you the FIRST statement on which the problem appeared.

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

#### AN EASY GUIDE FOR BALANCING YOUR ACCOUNT

1. Enter the last balance shown on this statement here.	\$	
2. Compare the deposits and additions shown on this statement with your records. If a recent deposit does not show on this statement, enter the amount(s) here.	\$	
3. Total of lines 1 & 2.	\$	
4. Enter the total from the checks/withdrawals in <b>Section 4a</b> .	\$	
5. Subtract line 4 from line 3. This should be your present balance.	\$	

USE THIS AREA FOR YOUR COMPUTATIONS

**4a.** List the checks / withdrawals which have been written or made, but have not been charged to your account.

CHECKS/WITHDRAWALS	AMOUNT		CHECKS/WITHDRAWALS	AMOUNT	
	\$			\$	
	\$			\$	
	\$			\$	
	\$			\$	
	\$			\$	
	\$			\$	
	\$			\$	
	\$			\$	
	\$			\$	
	\$			\$	
	\$			\$	
TOTAL to be entered in <b>Section 4</b> above.				\$	

<b>Disclosure of Financial Interest by a Current or Former Trustee</b>
--

**Trustee Name:**

Robert McLaughlin

---

**Name of Charter School Education Corporation:**

Robert McLaughlin

---

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

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

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

☒ **None**

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

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

**Business Telephone:**

[REDACTED]

**Business Address:**

[REDACTED]

**E-mail Address:**

[REDACTED]

**Home Telephone:**

[REDACTED]

**Home Address:**

[REDACTED]

[REDACTED]

07/03/2023

**Signature**

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*

<b>Disclosure of Financial Interest by a Current or Former Trustee</b>
--

**Trustee Name:**

Trudy J. Hanmer

---

**Name of Charter School Education Corporation:**

Brighter Choice Charter School Education Corporation

---

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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



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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

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

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

☒ **None**

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

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**Business Telephone:**

[REDACTED]

**Business Address:**

N/A

**E-mail Address:**

[REDACTED]

**Home Telephone:**

[REDACTED]

**Home Address:**

[REDACTED]

[REDACTED]

07/22/2023

**Signature**

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*

<b>Disclosure of Financial Interest by a Current or Former Trustee</b>
--

**Trustee Name:**

Martha Snyder

---

**Name of Charter School Education Corporation:**

Brighter Choice Charter School Education Corporation

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

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

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☒ **None**

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



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**Business Telephone:**

[REDACTED]

**Business Address:**

[REDACTED]

**E-mail Address:**

[REDACTED]

**Home Telephone:**

[REDACTED]

**Home Address:**

[REDACTED]

[REDACTED]

07/07/2023

**Signature**

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*

<b>Disclosure of Financial Interest by a Current or Former Trustee</b>
--

**Trustee Name:**

Zoe Nelson

---

**Name of Charter School Education Corporation:**

Brighter Choice Charter Elementary Schools

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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☒ **None**

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☒ **None**

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[REDACTED]

**Business Address:**

[REDACTED]

**E-mail Address:**

[REDACTED]

**Home Telephone:**

[REDACTED]

**Home Address:**

[REDACTED]

[REDACTED]  
23 16:59 EDT)

06/27/2023

**Signature**

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*

<b>Disclosure of Financial Interest by a Current or Former Trustee</b>
--

**Trustee Name:**

Nilsa Velilla

---

**Name of Charter School Education Corporation:**

Brighter Choice Charter School Education Corporation

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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☐ Yes ☒ No

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



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☒ **None**

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[REDACTED] \_\_\_\_\_

**Business Address:**

[REDACTED] \_\_\_\_\_

**E-mail Address:**

[REDACTED] \_\_\_\_\_

**Home Telephone:**

[REDACTED] \_\_\_\_\_

**Home Address:**

[REDACTED] \_\_\_\_\_

[REDACTED]  
14:13 EDT)

06/27/2023

**Signature**

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*

<b>Disclosure of Financial Interest by a Current or Former Trustee</b>
--

**Trustee Name:**

Nicole Katz

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**Name of Charter School Education Corporation:**

Nicole Katz

---

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

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

☐ Yes ☒ No

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☒ **None**

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☒ **None**

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**Business Telephone:**

[REDACTED]

**Business Address:**

NA

**E-mail Address:**

[REDACTED]

**Home Telephone:**

[REDACTED]

**Home Address:**

[REDACTED]

[REDACTED]  
08:00 EDT)

06/27/2023

**Signature**

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*





## Brighter Choice Charter Schools

### Minutes

#### Board Meeting

---

##### **Date and Time**

Thursday July 14, 2022 at 9:15 AM

##### **Location**

Meeting will be held virtually. Please email [llicygiewicz@brighterchoice.org](mailto:llicygiewicz@brighterchoice.org) for log in details

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##### **Trustees Present**

M. Snyder (remote), N. Maresca (remote), P. Romain (remote), R. McLaughlin (remote), T. Hanmer (remote)

##### **Trustees Absent**

N. Velilla, Z. Nelson

---

#### **I. Opening Items**

##### **A. Record Attendance**

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

M. Snyder called a meeting of the board of trustees of Brighter Choice Charter Schools to order on Thursday Jul 14, 2022 at 9:06 AM.

##### **C. Approve Minutes**

R. McLaughlin made a motion to approve the minutes from Annual Board Meeting on 06-16-22.

T. Hanmer seconded the motion.

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

#### **II. Governance**

##### **A. Governance Committee Report Out**

M. Snyder provided a report out on the Governance Committee meeting and referenced the snapshots provided by the school principals. The report out included updates on enrollment and staffing for the upcoming school year.

### **III. Finance**

#### **A. Finance Committee Report Out**

N. Marcesa provided an update from the finance committee. Financials are updated through May and are ahead of budget. Able to approve merit pay, etc. Working on year end wrap up. Audit scheduled for mid-September. Anticipate increased pricing in transportation.

### **IV. Other Business**

#### **A. BCCS 20th Celebration Update**

P. Romain provided an update on the 20th celebration. Venue is secured. Deposit needs to be made. Invites will go out by August.

#### **B. Brighter Choice Emergency Plan**

General emergency plan needs to be submitted to SED each year. Needs to be updated with contact information.

### **V. Closing Items**

#### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:34 AM.

Respectfully Submitted,  
M. Snyder



# Brighter Choice Charter Schools

## Minutes

### Board Meeting

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#### Date and Time

Thursday August 11, 2022 at 9:00 AM

#### Location

This meeting will be held virtually. For information please contact Luke Licygiewicz  
[llicygiewicz@brighterchoice.org](mailto:llicygiewicz@brighterchoice.org)

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#### Trustees Present

M. Snyder (remote), N. Velilla (remote), P. Romain (remote), R. McLaughlin (remote), T. Hanmer (remote), Z. Nelson (remote)

#### Trustees Absent

N. Maresca

#### Guests Present

K. Ford (remote), K. Mclean (remote), L. Licygiewicz (remote)

---

### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

M. Snyder called a meeting of the board of trustees of Brighter Choice Charter Schools to order on Thursday Aug 11, 2022 at 9:09 AM.

#### C. Approve Minutes

R. McLaughlin made a motion to approve the minutes from Board Meeting on 07-14-22.  
T. Hanmer seconded the motion.  
The board **VOTED** unanimously to approve the motion.

## II. Governance

### A. Governance Committee Report Out

Martha Snyder reported on the enrollment numbers, school staffing updates, school safety updates discussed at the committee meeting.

## III. Other Business

### A. BCCS 20th Celebration Update

N. Velilla and P. Romain reported on the progress made on the 20th Anniversary planning. The committee has been meeting regularly. We are close to finalizing the details and invitation. P. Romain recommended that any residual money could be used as a scholarship.

### B. Brighter Choice School Safety Plan

L. Licygiewicz discussed the overall safety plan for both schools, but does not go into the finer details of step by step activities. The plan must be sent to the State Dept of Education with the updates (including staffing).

T. Hanmer made a motion to Accept and submit the updated plan to the State Education Department.

P. Romain seconded the motion.

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

## IV. Closing Items

### A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:18 AM.

Respectfully Submitted,  
Z. Nelson



## Brighter Choice Charter Schools

### Minutes

#### Board Meeting

---

##### **Date and Time**

Thursday September 8, 2022 at 8:30 AM

##### **Location**

The meeting will be held virtually. For log in information, please contact  
[llicygiewicz@brighterchoice.org](mailto:llicygiewicz@brighterchoice.org)

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##### **Trustees Present**

M. Snyder (remote), P. Romain (remote), T. Hanmer (remote), Z. Nelson (remote)

##### **Trustees Absent**

N. Maresca, N. Velilla, R. McLaughlin

##### **Guests Present**

K. Ford (remote), L. Licygiewicz (remote), Mary Kolb (remote)

---

#### **I. Opening Items**

##### **A. Record Attendance**

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

M. Snyder called a meeting of the board of trustees of Brighter Choice Charter Schools to order on Thursday Sep 8, 2022 at 8:30 AM.

##### **C. Approve Minutes**

## II. Governance

### A. Governance Committee Report Out

M. Snyder discussed enrollment, staffing, COVID impacts, and events for the schools based on the Governance reports presented by the school leaders.

K. Ford noted the continued search for full time nursing coverage at the Boys' school.

## III. Finance

### A. Boost Ed Contract

P. Romain made a motion to approve the renewal of the Boost Ed contract for another year.

T. Hanmer seconded the motion.

The Finance committee recommends approval of the contract that includes a 2% annual increase.

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

## IV. Other Business

### A. BCCS 20th Celebration Update

P. Romain noted that we have hired a DJ and photographer and that invitations are out. L. Licygiewicz noted that a press release went out to announce the block party with the hopes we get press coverage. P. Romain reported that the proclamation would be wrapped up soon.

## V. Closing Items

### A. Adjourn Meeting

Z. Nelson made a motion to adjourn.

T. Hanmer seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:00 AM.

Respectfully Submitted,

Z. Nelson



## Brighter Choice Charter Schools

### Minutes

#### Board Meeting

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##### **Date and Time**

Thursday October 20, 2022 at 9:00 AM

##### **Location**

250 Central Ave. Albany NY 12206

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##### **Trustees Present**

M. Snyder (remote), N. Velilla, P. Romain, T. Hanmer, Z. Nelson

##### **Trustees Absent**

N. Maresca, R. McLaughlin

##### **Guests Present**

K. Ford, K. Mclean, L. Licygiewicz

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#### **I. Opening Items**

##### **A. Record Attendance**

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

M. Snyder called a meeting of the board of trustees of Brighter Choice Charter Schools to order on Thursday Oct 20, 2022 at 9:03 AM.

##### **C. Approve Minutes**

T. Hanmer made a motion to approve the minutes from Board Meeting on 09-08-22.

P. Romain seconded the motion.

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

#### **D. Board resolution- Martha Snyder**

Z. Nelson made a motion to allow Martha Snyder to attend Board meetings virtually.

P. Romain seconded the motion.

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

#### **E. Board Resolution- Jada Schmidt**

P. Romain made a motion to provide Jada Schmidt with a \$500 stipend in appreciation for her dedicated service in planning the 20th anniversary celebrations.

T. Hanmer seconded the motion.

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

### **II. Governance**

#### **A. Governance Committee Report Out**

M. Snyder, K. Ford and K. McLean provided brief updates on enrollment, staffing, events and low COVID numbers after a spike in Sept.

K. McLean went into more details about enrollment, and behavioral improvements in scholars with positive interventions. K. McLean continues to fill a 1st grade classroom while a permanent teacher is found. She described some new teachers successfully transitioning to their new classrooms and coaching roles.

M. Snyder followed up about Mary Kolb joining the board and future planning. The board will reach out to our networks to seek additional members.

The building leaders will meet about the staff handbook changes and then the board will vote on accepting the changes.

### **III. Other Business**

#### **A. S&P Ratings Call Update**

L. Licygiewicz hoped to have more information prior to this meeting, so we will push this discussion to the next meeting.

The auditors were here and we are awaiting the report. The leaders reported that the midsummer SED visit was very positive. There was one recommendation about fingerprinting that we are committed to following.

### **IV. Closing Items**

#### **A. Adjourn Meeting**

P. Romain made a motion to adjourn.

T. Hanmer seconded the motion.



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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:30 AM.

Respectfully Submitted,  
Z. Nelson



## Brighter Choice Charter Schools

### Minutes

#### Board Meeting

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##### **Date and Time**

Thursday November 10, 2022 at 9:00 AM

##### **Location**

250 Central Avenue, Albany, NY

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##### **Trustees Present**

M. Snyder (remote), N. Velilla, P. Romain, T. Hanmer, Z. Nelson

##### **Trustees Absent**

N. Maresca, R. McLaughlin

##### **Guests Present**

K. Ford, K. Mclean, Ken Claflin (remote), L. Licygiewicz, Paul Augello (remote)

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#### **I. Opening Items**

##### **A. Record Attendance**

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

M. Snyder called a meeting of the board of trustees of Brighter Choice Charter Schools to order on Thursday Nov 10, 2022 at 9:00 AM.

##### **C. Approve Minutes**

T. Hanmer made a motion to approve the minutes from Board Meeting on 10-20-22.

P. Romain seconded the motion.

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

##### **D. Audit Review**

Ken Claflin, auditor, reported on the financial statements and tax returns. K. Claflin reported that we have a clean single audit, which includes overview of federal fund use. Key takeaways are an increased liquidity ratio and increased strength of the organization year-to-year.

## **II. Governance**

### **A. Governance Committee Report Out**

M. Snyder reported that K. Ford and K. McLean gave their principal reports during the committee meeting. The reports covered enrollment, teacher recruitment/retention and sustainable and supportive staffing models. The board will be convening a subcommittee to look forward to what actions we can take to address these issues in a proactive way.

## **III. Finance**

### **A. Finance Committee Report Out**

M. Snyder reported with P. Augello that we are closing out October financials in a day. Paul reported that net revenue across the schools is on target and we are on track for the first three months. There was a discussion about the construction project at the Girls' school. Paul also reported that we can consider engaging with a new bank with a higher savings interest rate, beginning with a portion of the current account balances.

## **IV. Other Business**

### **A. Board Committee Reorganization**

The board discussed a shift in committee membership to ensure even distribution of members and responsibility.

T. Hanmer made a motion to Accept the new committee structure.

P. Romain seconded the motion.

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

## **V. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:55 AM.

Respectfully Submitted,

Z. Nelson

P. Romain made a motion to adjourn.

T. Hanmer seconded the motion.

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



## Brighter Choice Charter Schools

### Minutes

#### Board Meeting

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##### **Date and Time**

Thursday December 8, 2022 at 9:00 AM

##### **Location**

250 Central Ave., Albany, NY 12206

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##### **Trustees Present**

N. Velilla, P. Romain, R. McLaughlin, T. Hanmer, Z. Nelson

##### **Trustees Absent**

M. Snyder, N. Maresca

##### **Guests Present**

K. Ford, K. Mclean (remote), L. Licygiewicz

---

#### **I. Opening Items**

##### **A. Record Attendance**

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

T. Hanmer called a meeting of the board of trustees of Brighter Choice Charter Schools to order on Thursday Dec 8, 2022 at 9:02 AM.

##### **C. Approve Minutes**

P. Romain made a motion to approve the minutes from Board Meeting on 11-10-22.

N. Velilla seconded the motion.

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

## **II. Governance**

### **A. Governance Committee Report Out**

Kristina Ford – quick snapshot of enrollment

Discussed reorganization of boys' school enrollment

Girls school enrollment coordinator will also oversee the boys' school

## **III. Other Business**

### **A. Merit Pay Review**

L. Licygiewicz gave (2021-22 Merit Awards Overview)

If merit is approved, will be paid out with the upcoming payroll

K-2 1% merit

Testing grades – additional 2%

Remaining merit determined by student learning results

### **B. Merit Pay Vote**

P. Romain made a motion to approve the merit pay as presented.

N. Velilla seconded the motion.

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

## **IV. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:22 AM.

Respectfully Submitted,

T. Hanmer



## Brighter Choice Charter Schools

### Minutes

#### Board Meeting

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##### **Date and Time**

Thursday January 12, 2023 at 10:00 AM

##### **Location**

250 Central Ave., Albany, NY

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##### **Trustees Present**

M. Snyder, N. Velilla, P. Romain, R. McLaughlin, T. Hanmer, Z. Nelson

##### **Trustees Absent**

N. Maresca

##### **Guests Present**

K. Ford, K. Mclean, L. Licygiewicz

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#### **I. Opening Items**

##### **A. Record Attendance**

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

M. Snyder called a meeting of the board of trustees of Brighter Choice Charter Schools to order on Thursday Jan 12, 2023 at 9:46 AM.

##### **C. Approve Minutes**

N. Velilla made a motion to approve the minutes from Board Meeting on 12-08-22.

T. Hanmer seconded the motion.

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

## II. Governance

### A. Governance Committee Report

The Governance Committee provided standard updates on enrollment on academic assessment data and staffing. The other item is a continued focus on understanding and setting goals for enrollment that will support the desired instructional model. There was an announcement of a new Director of Enrollment working with both schools.

## III. Finance

### A. Finance Committee Report

Overall both schools are trending on par and we will have a mid year budget amendment in a couple weeks. There are a couple districts with increasing accounts receivable. The committee decided to learn more about applying to the IRS for Economic Recovery Credit (ERC).

## IV. Other Business

### A. Goals

The short and long term goals of the organization are continued to be discussed. A long term goal being to grow academic excellence. The goal is reliant on enrollment to support the ideal staffing structure being decided by the school leaders.

The board is looking ahead to when CARES funding is phasing out and being able to continue to support the academic program.

## V. Closing Items

### A. Adjourn Meeting

R. McLaughlin made a motion to Adjourn.

N. Velilla seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:30 AM.

Respectfully Submitted,

Z. Nelson



## Brighter Choice Charter Schools

### Minutes

#### BCCS Board Meeting

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##### **Date and Time**

Friday February 17, 2023 at 8:30 AM

##### **Location**

250 Broadway, Albany NY

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##### **Trustees Present**

M. Snyder (remote), P. Romain, R. McLaughlin, T. Hanmer (remote), Z. Nelson

##### **Trustees Absent**

N. Maresca, N. Velilla

##### **Guests Present**

K. Ford (remote), K. Mclean (remote), L. Licygiewicz (remote)

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#### **I. Opening Items**

##### **A. Record Attendance**

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

M. Snyder called a meeting of the board of trustees of Brighter Choice Charter Schools to order on Friday Feb 17, 2023 at 8:33 AM.

##### **C. Approve Minutes**

R. McLaughlin made a motion to approve the minutes from Board Meeting on 01-12-23.



P. Romain seconded the motion.

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

## II. Governance

### A. Governance Committee Report

### B. ARP (COVID Grant) Public Comment

There was no public comment

## III. Finance

### A. Finance Committee Report

The Committee met with Paul A. to go through the mid year budget adjustments including staffing changes and needs. The Board reviewed the amended budget.

T. Hanmer made a motion to accept the amended budget as presented.

P. Romain seconded the motion.

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

### B. 403b Plan Amendment

The flings have been made and fees for late payments have also been made. There are two amendments to the plan.

Change the name to Brighter Choice Elementary Charter Schools 403b Plan.

Amend the plan to continue to give employees 2% match only if they open a plan.

P. Romain made a motion to Change the name of the 403B plan to Brighter Choice Elementary Charter Schools 403B Retirement Plan.

R. McLaughlin seconded the motion.

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

R. McLaughlin made a motion to Amend the Brighter Choice Elementary Charter Schools 403B Retirement Plan to give employees the 2% match only if the employee opens a plan.

P. Romain seconded the motion.

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

## IV. Other Business

### A. ERP

The schools will receive funding for the Employee Retention Program.

## V. Closing Items

### A.

### **Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:08 AM.

Respectfully Submitted,  
Z. Nelson



## Brighter Choice Charter Schools

### Minutes

#### Board Meeting

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##### **Date and Time**

Friday March 10, 2023 at 9:00 AM

##### **Location**

BCCS-Boys' 116 North Lake Ave., Albany, NY 12206

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##### **Trustees Present**

M. Snyder, N. Velilla, P. Romain, T. Hanmer (remote), Z. Nelson

##### **Trustees Absent**

N. Maresca, R. McLaughlin

##### **Guests Present**

K. Ford, K. Mclean (remote), L. Licygiewicz

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#### **I. Opening Items**

##### **A. Record Attendance**

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

M. Snyder called a meeting of the board of trustees of Brighter Choice Charter Schools to order on Friday Mar 10, 2023 at 9:01 AM.

##### **C. Approve Minutes**

P. Romain made a motion to approve the minutes from BCCS Board Meeting on 02-17-23.

T. Hanmer seconded the motion.

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

## **II. Governance**

### **A. Governance Committee Report**

We heard from the school leaders with updates on both Boys and Girls schools. We discussed enrollment (239 Boys, 321 Girls) and upcoming enrollment for next year. We discussed recruitment efforts to bring new scholars to the schools. We discussed staffing openings and changes as well as staff searches.

The Principals reviewed interim assessment data using past exam questions and standards, which are trending in a positive direction. Scholars are making measurable growth. The schools can focus on the specific standards that scholars are struggling with prior to the state tests. Intervention staff and classroom teachers are working together to address those skills that need improvement.

Z. Nelson made a motion to approve the 2023-2024 school calendar with 190 school days.

P. Romain seconded the motion.

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

### **B. ARP (COVID Grant) Public Comment**

No public comment.

## **III. Finance**

### **A. Finance Committee Report**

The committee heard from Paul Augello for the monthly budget update. January financials are on track with the amended budget. We are meeting all of our compliance requirements. Our account has moved to Metropolitan bank with a better interest rate.

Billing has gone out to districts and most of it has come in.

The Office of the State Comptroller is auditing the schools and will be located in the schools for at least 6 weeks working on a report.

Both schools have been approved to receive the Employee Retention Tax Credit which will provide significant one-time funding for the schools.

There is a janitorial bid out as well as a food service bid going out in April or May.

## **IV. Other Business**

### **A. Executive Session**

T. Hanmer made a motion to enter into executive session to discuss personnel matters at the schools.

P. Romain seconded the motion.

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

T. Hanmer made a motion to approve the recommended salaries for the schools' principals and Operations Manager based on their evaluations starting July1, 2023.

P. Romain seconded the motion.

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

## **V. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:41 AM.

Respectfully Submitted,

Z. Nelson

P. Romain made a motion to adjourn.

T. Hanmer seconded the motion.

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



## Brighter Choice Charter Schools

### Minutes

#### Board Meeting

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##### **Date and Time**

Thursday April 20, 2023 at 9:00 AM

##### **Location**

116 North Lake Ave, Albany, NY

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##### **Trustees Present**

M. Snyder (remote), P. Romain, R. McLaughlin (remote), T. Hanmer (remote), Z. Nelson

##### **Trustees Absent**

N. Maresca, N. Velilla

##### **Trustees who arrived after the meeting opened**

T. Hanmer

##### **Guests Present**

K. Ford, K. Mclean, L. Licygiewicz

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#### **I. Opening Items**

##### **A. Record Attendance**

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

M. Snyder called a meeting of the board of trustees of Brighter Choice Charter Schools to order on Thursday Apr 20, 2023 at 9:00 AM.

### **C. Approve Minutes**

P. Romain made a motion to approve the minutes from Board Meeting on 03-10-23.

R. McLaughlin seconded the motion.

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

T. Hanmer arrived.

## **II. Governance**

### **A. Governance Committee Report**

The Committee discussed the school leaders' reports and received the school snapshots in advance. Enrollment and enrollment coordinator were discussed and the potential requirements for staffing. Enrollment is looking strong for next year. The committee discussed discipline issues and consistent family communication. Benchmarking information was shared.

M. Snyder shared that the Comptroller audit is nearly complete and we are awaiting the final report. An update was shared regarding the hiring of a data consultant as well as a change to other consulting services.

### **B. ARP (COVID Grant) Public Comment**

There was no public comment.

## **III. Finance**

### **A. Finance Committee Report**

The Finance Committee will be meeting later this month. The schools' health insurance will be discussed.

## **IV. Other Business**

### **A. BCECS Purchase Process Procedure- Needs vote to adopt**

L. Licygiewicz reported that based on the recommendations from the NYS Office of the State Comptroller's audit, there are new purchase procedures which he described to the board. The new procedure was also discussed at the Governance committee meeting.

### **B. BCECS Purchase Process Procedure Vote**

Z. Nelson made a motion to formally adopt the new purchase process procedure as reported by L. Licygiewicz.

T. Hanmer seconded the motion.

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

### **C. Janitorial Bid Recommendation**

K. McLean recused herself from this discussion due to a family conflict.

L. Licygiewicz reported on the janitorial bid process for janitorial services for the schools. After a due process and review by L. Licygiewicz and K. Ford, their recommendation is to award the bid to ACTS for a three year contract.

#### **D. Janitorial Bid Vote**

T. Hanmer made a motion to Award ACTS the 3 year bid for janitorial services at the schools.

P. Romain seconded the motion.

K. McLean recused herself from this process and subsequent vote.

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

#### **V. Closing Items**

##### **A. Adjourn Meeting**

Prior to adjourning, P. Romain asked the school leaders to discuss the strategy for making sure the staff is least impacted by the health insurance increases. They are working hard with Paul Augello to manage the impacts.

T. Hanmer made a motion to adjourn.

P. Romain seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:00 AM.

Respectfully Submitted,

Z. Nelson





## Brighter Choice Charter Schools

### Minutes

#### Board Meeting

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##### Date and Time

Thursday May 11, 2023 at 9:00 AM

##### Location

250 Central Ave. Albany, NY 12206

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##### Trustees Present

M. Snyder (remote), N. Velilla (remote), P. Romain, R. McLaughlin, T. Hanmer (remote)

##### Trustees Absent

Z. Nelson

##### Guests Present

K. Ford, K. Mclean (remote), L. Licygiewicz

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#### I. Opening Items

##### A. Record Attendance

##### B. Call the Meeting to Order

M. Snyder called a meeting of the board of trustees of Brighter Choice Charter Schools to order on Thursday May 11, 2023 at 9:02 AM.

##### C. Approve Minutes

T. Hanmer made a motion to approve the minutes from Board Meeting on 04-20-23.

P. Romain seconded the motion.

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

## **II. Governance**

### **A. Governance Committee Report**

Committee did not have quorum but did meet with Karen and Kristina to discuss enrollment, staffing and academic updates of the school.

Pasek will adjust current contract to reflect revisions to activities.

### **B. ARP (COVID Grant) Public Comment**

## **III. Finance**

### **A. Committee Report**

Both schools are on track/trending stronger than projected, mostly due to increased revenues. Enrollment, grants, interest income and higher food revenue. Utilities were higher than budgeted for both schools.

Planning for next years budget has begun. May need to make adjustments to anticipated (higher) enrollments next year. Per pupil increases were higher than what anticipated. Looking forward we need to plan for beyond FY 2025 when federal ESSER dollars run out.

## **IV. Other Business**

### **A. 403b Amendment**

Staff will continue to receive the 6% contribution from the school but removes the automatic contribution from the school. Effect of this is 7 staff on the boys school not contributing anything to retirement accounts. 8 staff on the girls side.

T. Hanmer made a motion to Approve the amendment to school's 403b contribution plan.

P. Romain seconded the motion.

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

### **B. Health Insurance Discussion**

Health Insurance rates will increase by 13% and deductible will increase by \$200. These increases are currently budgeted in next year's budget but will require longer term discussion and strategy for continued increased costs and financial implications.

## **V. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:35 AM.

Respectfully Submitted,  
M. Snyder



## Brighter Choice Charter Schools

### Minutes

#### Board Meeting

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##### Date and Time

Thursday June 8, 2023 at 9:30 AM

##### Location

250 Broadway, Albany, NY 12207

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##### Trustees Present

M. Snyder (remote), N. Velilla, R. McLaughlin, T. Hanmer, Z. Nelson

##### Trustees Absent

N. Maresca, P. Romain

##### Guests Present

K. Ford, L. Licygiewicz

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#### I. Opening Items

##### A. Record Attendance

##### B. Call the Meeting to Order

M. Snyder called a meeting of the board of trustees of Brighter Choice Charter Schools to order on Thursday Jun 8, 2023 at 9:22 AM.

##### C. Approve Minutes

R. McLaughlin made a motion to approve the minutes from Board Meeting on 05-11-23.

T. Hanmer seconded the motion.

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

## **II. Governance**

### **A. Governance Committee Report**

The Governance committee had a strong report from the Girls' school about improvements in both reading and math, and we will be receiving a report from K. McLean on the Boys' school at the next meeting.

The board will need to vote to approve the food service bid from A'viands

### **B. ARP (COVID Grant) Public Comment**

No public comment

## **III. Finance**

### **A. Finance Committee Report**

The Finance committee met earlier this week. In advance of the meeting, Paul Augello provided updates to the budget and there were no material changes as we move to adopt Through April we are tracking strongly according to Paul Augello and that puts us in a good position to begin the coming year with no anticipated issues.

Paul produced a one page summary about the coming year's budget based on projected enrollments in both schools, to be closely monitored through August. CARES funding will end in 2025, however interest income has increased. The staffing model is based on the needs of the school leaders and scholar needs as closely as possible. Health insurance costs continue to increase. This budget does not include the promised Employee Retention Credit because we have not received the funds yet.

## **IV. Other Business**

### **A. Adopt SY23-24 Budget**

Z. Nelson made a motion to approve the SY 23-24 budget as presented.

T. Hanmer seconded the motion.

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

### **B. Child Nutrition Vote**

T. Hanmer made a motion to Approve A'viands as our child nutrition provider.

N. Velilla seconded the motion.

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

## **V. Closing Items**

### **A. Adjourn Meeting**

Z. Nelson made a motion to adjourn.

N. Velilla seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:37 AM.

Respectfully Submitted,

Z. Nelson



## Brighter Choice Charter Schools

### Minutes

#### Annual Board meeting

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##### **Date and Time**

Thursday June 22, 2023 at 9:00 AM

##### **Location**

250 Central Ave, Albany, NY 12206

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##### **Trustees Present**

M. Snyder (remote), N. Velilla, P. Romain, R. McLaughlin (remote), T. Hanmer, Z. Nelson

##### **Trustees Absent**

*None*

##### **Guests Present**

L. Licygiewicz

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#### **I. Opening Items**

##### **A. Record Attendance**

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

M. Snyder called a meeting of the board of trustees of Brighter Choice Charter Schools to order on Thursday Jun 22, 2023 at 9:05 AM.

##### **C. Approve Minutes**

P. Romain made a motion to approve the minutes from Board Meeting on 06-08-23.

N. Velilla seconded the motion.

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

## **II. Annual Report**

### **A. Audit report**

Motion to Motion to approve audit.

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

## **III. Health insurance**

### **A. Update**

Luke reported on health insurance possibilities.

## **IV. Election of Officers**

### **A. Trudy made the motion to reappoint Martha Snyder as President for 23-24 school year.**

T. Hanmer made a motion to Reelect Martha Snyder as Chair.

Z. Nelson seconded the motion.

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

M. Snyder made a motion to Reelect Trudy Hanmer as Vice Chair.

N. Velilla seconded the motion.

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

P. Romain made a motion to Reelect Zoe Nelson as Secretary.

T. Hanmer seconded the motion.

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

## **V. Closing Items**

### **A. Adjourn Meeting**

P. Romain made a motion to adjourn.

T. Hanmer seconded the motion.

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

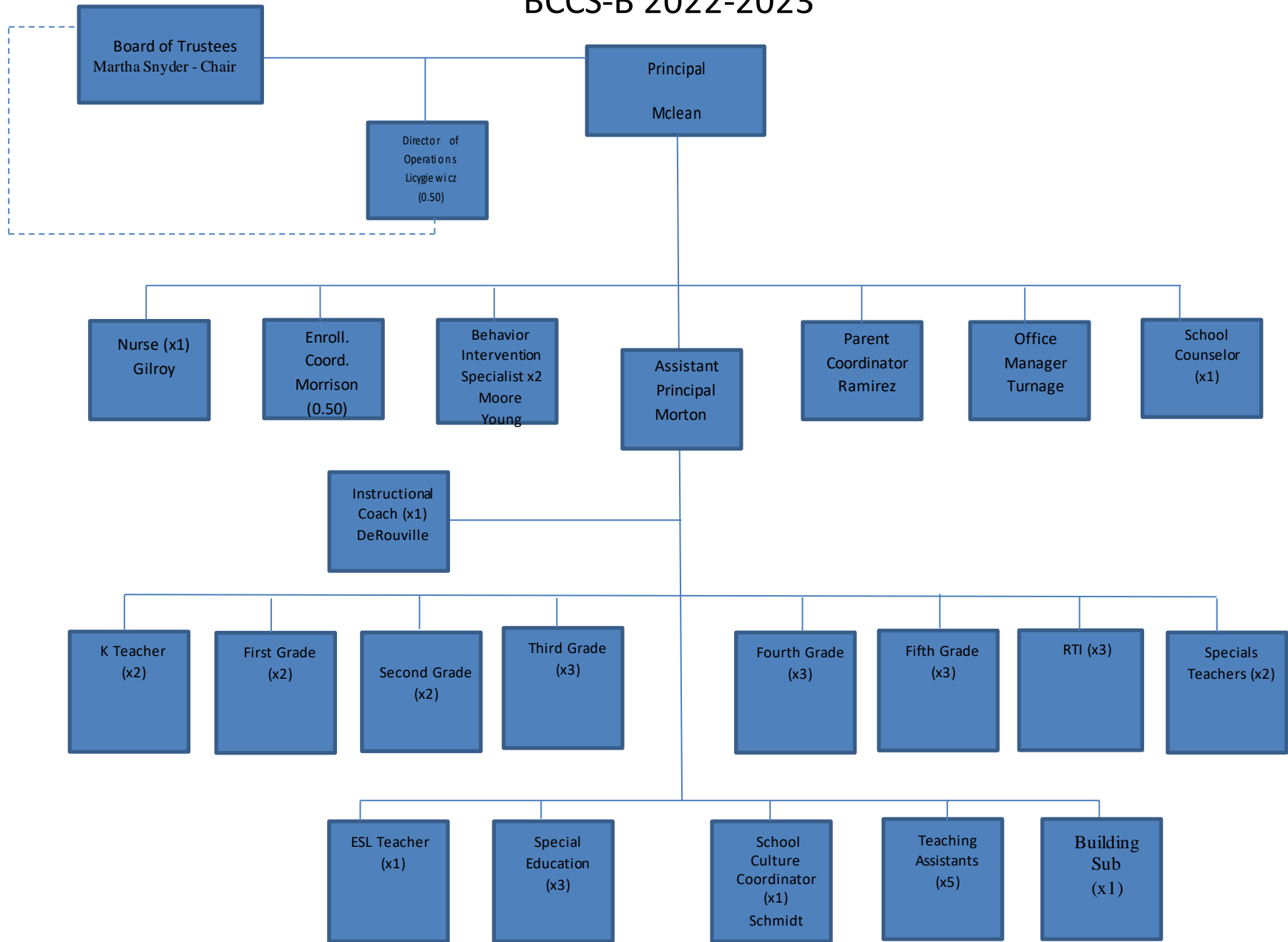
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:19 AM.

Respectfully Submitted,

Z. Nelson



# BCCS-B 2022-2023



# Brighter Choice 2023-24 School Calendar

<div>17-18 New Staff Report</div> <div>21- All Staff Report</div> <div>31 K camp</div> <div>Aug- 1 Instructional Day</div>	<div>August 2023</div> <table><tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr><tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr><tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr><tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr><tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr><tr><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td></tr></table>	S	M	T	W	Th	F	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			<div>SEPTEMBER 2023</div> <table><tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr><tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr><tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr><tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr><tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr><tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr></table> <div>1 K-Camp</div> <div>4- No School Labor Day</div> <div>5- First Day of School; Beginning of Trimester 1</div> <div>Sept- 20 Instructional Days</div>	S	M	T	W	Th	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
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<div>TBD Emergency EARLY RELEASE</div> <div>9 No School – Indigenous People Day</div> <div>Oct- 21 Instructional Days</div>	<div>OCTOBER 2023</div> <table><tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr><tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr><tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr><tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr><tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr><tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr></table>	S	M	T	W	Th	F	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					<div>NOVEMBER 2023</div> <table><tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr><tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr><tr><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td></tr><tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr><tr><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td></tr><tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>1</td><td>2</td></tr></table> <div>10 No School – Veteran’s Day</div> <div>22-24 No School – Thanksgiving Break</div> <div>24- End of Trimester 1</div> <div>27- Start of Trimester 2</div> <div>Nov- 18 Instructional Days</div>	S	M	T	W	Th	F	S				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	1	2
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Scholar Days: 190  
Teacher Days: 198  
District Days: 187

### NONPUBLIC FIRE AND BUILDING SAFETY REPORT

Per NYS Education Law 807-A(1) All school buildings containing classroom, dormitory, laboratory, physical education, dining or recreational facilities for student use, which are owned, operated, or leased by nonpublic schools must be inspected at least annually for hazards which may endanger the lives of students, teachers and employees therein and for compliance with applicable sections of 8NYCRR155 Regulations of the Commissioner of Education and for compliance with the 2020 Building Code of New York State, 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.

#### NONPUBLIC SCHOOL BEDS CODE#

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#### School Name

B	r	i	g	h	t	e	r		c	h	o	i	c	e		C	S		B	o	y	s			
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#### Facility/Building Name

B	r	i	g	h	t	e	r		C	h	o	i	c	e		C	S		B	o	y	s			
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#### Street Address (NO PO Box Numbers)

1	1	6		N		L	a	k	e		A	v	e											
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#### City/Town/Village

#### Zip Code

A	l	b	a	n	y		N	Y										1	2	2	0	5	
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#### Name of Municipality Responsible for Local Code Enforcement

C	i	t	y		o	f		A	l	b	a	n	y											
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### INSTRUCTIONS

- Read the “*Manual for Nonpublic School Facility - Fire & Building Safety Inspections*” prior to inspecting the facility and complete a separate report for each facility/building and location.
- **Part I:** General Information. School officials must complete this section annually.
- **Part II:**
  - Items 08A-2 through 08E-2 on the Non-Conformance Report Sheet – Must be completed for facilities with electrically operated partitions per Regulations of the Commissioner 155.25
  - Items 09A-2 through 26 on the Non-Conformance Report Sheet – Must be completed for all facilities per 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.
- **Part III (A, B, C & D) Certifications** -To be completed by individuals as indicated.

A copy of this form must be kept on file at the school for three years and must be available for public review.

**Part I: General Information and Fire/Life Safety History** (complete annually)

Inspection Date

2023

**Note: Please insert the date the actual inspection took place.**

*Inspections shall be performed between July 1<sup>st</sup> and December 1<sup>st</sup> of the current school year.*

1. Please indicate the primary use of this facility:

☒ STUDENT INSTRUCTION

☐ OTHER STUDENT USE

Please Specify:

2. Is there a fire sprinkler system in this facility?

☒ YES ☐ NO

If 'yes', is the sprinkler alarm connected with the building alarm?

☒ YES ☐ NO

3. Is there a fire hydrant system for facility protection?

☒ YES ☐ NO

If YES, indicate ownership of system (select one):

Yes

public owned

school owned

other (please specify)

4. Indicate the ownership of this facility

☐ LEASED

☒ OWNED

5. What is the current gross Square footage of this facility?

45320

(to the nearest whole ten feet)

6. Fire and Emergency Drills

a. Per Section 807, paragraph 2 of the New York State Education Law entitled Fire and Emergency Drills, confirm that a copy of Section 807 has been printed and distributed as guidance to teaching staff as required ☒ YES ☐ NO

b. Provide dates of twelve fire and emergency drills required by Section 807 of Education Law held between September 1<sup>st</sup> and June 30<sup>th</sup> of the previous school year:

**FIRE & EMERGENCY DRILLS**

**NOTE** Eight (8) are required between September 1, and December 31

Eight (8) drills are required to be evacuation drills.

Four (4) drills are required to be lockdown drills

	Date	Evacuation	Lockdown
1	9-13-22	Average 3.01	
2	9-20-22	Average 2.58	
3	9-22-22	lock down	10am
4	9-27-22	Average 2.35	
5	9-29-22	Average 2.30	
6	10-4-22	Average 2.22	
7	10-11-22	Average 2.45	
8	11-15-22	Lock down	9.51am
9	5-9-23	Lock down	10.15am
10	5-10-23	Lock down	10.51am
11	5-18-23	Average 2.52	
12	6-1-23	Average 2.38	

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

d. Average time to evacuate this facility was: 2 minutes 18 seconds

e. Confirm that arson and fire prevention instruction was provided in accordance with Section 808 of the Education Law (revised 9/1/05) which requires every school in New York State to provide a minimum of 45 minutes of instruction in arson and fire prevention; injury prevention and life safety for each month that school is in session.

Yes \_\_\_\_\_ YES \_\_\_\_\_ NO \_\_\_\_\_

f. Confirm that employee fire prevention, evacuation and fire safety training was provided and records maintained are being maintained in accordance with Section F406 of the NYS Fire Code

Yes \_\_\_\_\_ YES \_\_\_\_\_ NO \_\_\_\_\_

7. Have there been any fires in this facility since the last annual fire safety inspection report?

\_\_\_\_\_ YES \_\_\_\_\_ X No \_\_\_\_\_ NO

a. If YES, indicate: \_\_\_\_\_ total number of fires

b. \_\_\_\_\_ total number of injuries

c. \_\_\_\_\_ total cost of property damage

8. If the fire alarm system was activated since the last fire safety inspection, was the fire department immediately notified in accordance with Section F401.3.2 of the NYS Fire Code?

Yes \_\_\_\_\_ YES \_\_\_\_\_ NO \_\_\_\_\_

**Part II: Nonpublic School Fire & Building Safety Non-Conformance Report Sheet**

School Name \_\_\_\_\_ Building Name \_\_\_\_\_

Item #	Non-Conformance	Date Corrected
08A-2		
08B-2		
08C-2		
08D-2		
08E-2		
09A-2		
09B-2		
09C-1		
09D-1		
09F-2		
09G-2		
10A-2		
10B-2		
10C-1		
10D-1		
11A-2		
11B-1		
11C-2		
11D-2		
11E-1		
12A-1		
12B-3		
12C-2		
12D-2		
12E-1		
12F-1		
12G-1		
12H-1		
12I-1		
12J-1		
12K-1		
12L-1		
12M-1		
12N-1		
12O-2		
13A-2		
13B-2		

Item #	Non-Conformance	Date Corrected
14A-2		
14B-2		
14C-2		
14D-1		
14E-1		
15A-2		
15B-1		
15C-2		
15D-2		
15E-1		
16A-2		
16B-2		
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17F-3		
17G-1		
17H-2		
17I-2		
17J-1		
17K-1		
17L-1		
18A-2		
18B-2		
18C-2		
18D-2		
19A-3		
19B-2		
19C-1		
19D-1		
19E-1		
19F-1		
19G-1		
19H-2		

Item #	Non-Conformance	Date Corrected
20A-1		
20B-1		
20C-1		
21A-3		
22A-3		
22B-3		
22C-3		
23A-1		
23B-1		
23C-1		
23D-2		
24A-3		
25A-1		
25B-1		
25C-1		
26A-3		

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Inspector**

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

Yes \_\_\_\_\_ No \_\_\_\_\_

**Part III: NonPublic School Certifications**

**All sections are required to be completed: Section III-A; III-B III-C & III-D**

**Section III-A Fire Inspection Method**

Which method(s) did the school authorities use to complete the annual fire safety inspection for this building?

Check appropriate box or boxes

- ☒ Inspection by the **fire department** of the city, town, village or **fire district** in which the building is located
- ☐ Inspection by a **fire corporation** whose territory includes the school building
- ☐ Inspection by the **county fire coordinator**, or the officer performing the powers and duties of a county fire coordinator pursuant to a local law, of the county in which the building is located
- ☐ Inspection by a **fire inspector (Building Safety Inspector or Code Enforcement Official)** who holds a valid certification

*For additional information regarding these methods, please see: <https://www.nysenate.gov/legislation/laws/EDN/807-A>*

**Section III-B-Fire Inspection by Local Fire Department, Fire District, Fire Corporation, County Fire Coordinator and/ or Fire Inspector (Building Safety Inspector or Code Enforcement official) who holds a valid certification.**

The individual noted below inspected this building on 8/9/23 (date) and the information in this Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to 19 NYCRR 1208-3.1.

Inspector's Name: Nicholas DELBALSO Title: FF/INV/CEO

Signature: [Redacted] Date: 8/9/23

Inspector's Organization: ALBANY FIRE DEPARTMENT

Inspector's Telephone #: 518-229-5447 Inspector's Email: ndelbalso@albany.ny.gov

Inspector's Code Enforcement Certification # 0322-0113  
(as assigned by the NYS Department of State)

**Section III-C Contact info for the Authority-Having-Jurisdiction [AHJ] Local Municipality, Town or Village**

Name of Local/Municipal Code Enforcement Office : \_\_\_\_\_

Address: \_\_\_\_\_

Name of contact person : \_\_\_\_\_ Title: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Email address: \_\_\_\_\_

**Section III-D School or Building Administrator, Director, or Headmaster**

The individual noted below certifies that this building was inspected as indicated in Section III-A above and hereby submits this fire inspection report on behalf of the Board of Trustees and certifies that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Nonpublic School Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. Violations which were not corrected immediately shall be corrected within an accepted period of time as approved by the Commissioner.

Name: Luke Licygiewitz Title: Director of operations

Signature: [Redacted] Telephone #: (518) 694-4100 x4201

Email: llicygiewitz@brightchoice.org





**City of Albany**  
**Department of Public Safety**  
**Division of Building and Codes**

BCI Construction, Inc.  
20 Loudonville Road  
Albany, NY 12204

**Certificate of Occupancy**

Address: 116 North Lake Avenue

Permit 37960

Parcel 14504

This is to Certify that the building located at 116 North Lake Avenue in the City of Albany, NY has been inspected and found to be in compliance with the plans on file and with permit application for renovations and addition for a elementary charter school known as Brighter Choice.

The following occupancy is permitted at this location:

Area	Use	Uniform Code Classification
Cellar/Basement	School	E
First Floor	School	E
Second Floor	School	E
Third Floor	School	E
Other Floors		

No change in the nature of this parcel, building or use is allowed without a permit and the issuance of a new Certificate of Occupancy.

Zoning District at time of Issuance R-2A

Issuance Recommended By:

Vincent J. DiBiase  
Sr. Building Inspector

Nicholas A. DiLello, Director

Issue Date: Monday, July 02, 2007