



CHARTER SCHOOL OFFICE
ROOM 5N EB Mezzanine, 89 WASHINGTON AVENUE, ALBANY NY, 12234
Tel. 518/474-1762; Fax 518/474-7558; charterschools@nysed.gov

To: School District in which the Charter School is located and the Public and Nonpublic Schools in the Same Geographic Area as the Charter School. See Charter School and District(s) below.

From: NYSED Charter School Office (on behalf of the NYS Board of Regents)

Re: Notice of Receipt of and Pending Action on Charter School Revision

Date: January 6, 2017

Name of Charter School:	Brilla College Preparatory Charter School at Highbridge
BEDS Code:	320900861106
District of Location:	New York City Geographic District #9
Type of Request:	Merger
Charter Term:	August 14, 2017 to July 31, 2022
Management Company:	N/A
Partner(s):	N/A
Grades Served:	Opening in 2017
Current Maximum Approved Enrollment:	K-5 540 Students
Proposed Revision:	Seeking to Merge with Brilla College Preparatory Charter School, authorized by the Board of Regents. Also seeking to modify the maximum approved enrollment by commencing with Kindergarten only in 2017-2018, and growing by one grade each year through the end of the charter term. This will lead to a grade span of K-4 and a maximum approved enrollment of 450 students in the 2021-2022 academic year.

The application of this school is being reviewed for possible action at an upcoming Board of Regents meeting.

Please note that pursuant to Education Law §2857(1) and 8 NYCRR §119.4 (available at <http://www.p12.nysed.gov/psc/law.html>), the school district of location is required to hold a public hearing to solicit comments from the community in connection with the foregoing revision. These hearings, which are required to be held within the community that is potentially impacted by the charter school, must be held within 30 days of your receipt of this letter.

Please provide the following required documentation:

1. A copy of the public hearing notice must be provided to the Charter School Office at the time of dissemination.
2. Written confirmation that this hearing was held must be sent to the Charter School Office no later than the next business day following the hearing.
3. Copies of any and all written records or comments generated from this hearing must be sent to the Charter School Office within 15 business days after the hearing.

All documentation listed above must be submitted electronically to charterschools@nysed.gov. The subject line of the email should read “[Name of Charter School] Public Hearing.”

In addition, the Board of Regents welcomes your comments on the proposed charter school, including those related to the programmatic and fiscal impact of the proposed charter school or other public and non-public schools in the area. Comments should be submitted to charterschools@nysed.gov or the physical address in the letterhead of this memo. The subject line of the email should read: “School District Response to [Name of Charter School] Revision.”

If you have any questions, please contact the New York State Education Department Charter School Office at (518) 474-1762.