Application: Brooklyn Prospect CS13.2

- WHargett@prospectschools.org
2020-2021 Annual Report

Entry 1 School Info and Cover Page

Completed Jun 16 2022

Instructions

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

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

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

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

INTERNATIONAL CHARTER SCHOOL OF NEW YORK (THE) 331300861079

a1. Popular School Name

ICSNY

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

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

SUNY BOARD OF TRUSTEES

c. DISTRICT / CSD OF LOCATION

CSD #13 - BROOKLYN

d. DATE OF INITIAL CHARTER

11/2014

e. DATE FIRST OPENED FOR INSTRUCTION

8/2015

h. SCHOOL WEB ADDRESS (URL)

https://brooklynprospect.org/

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

549

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

(No response)

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

Check all that apply

Grades Served	K, 1, 2, 3, 4, 5

l1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

No

FACILITIES INFORMATION

m. FACILITIES

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

	No, just one site.

School Site 1 (Primary)

m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	80Willoughby Street, Brooklyn, NY 11201	718-305-4199	NYC CSD 13	K-5	K-5

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Emily Carroll-Chocolaad	[redacted]		
Operational Leader	Adriana Ortiz			
Compliance Contact	William Hargett			
Complaint Contact	Dwight Thomas			
DASA Coordinator	Dwight Thomas			
Phone Contact for After Hours Emergencies	Adriana Ortiz			

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

Private Space

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

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

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

Site 1 Certificate of Occupancy (COO)

CofO-DT_80Willoughby.PDF

Filename: CofO-DT_80Willoughby.PDF **Size:** 206.7 kB

Site 1 Fire Inspection Report

CHARTER REVISIONS DURING THE 2020-2021 SCHOOL YEAR

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

Yes

n2. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Change/Termination of CMO Contract	On June 30, 2021 The School was merged into Brooklyn Prospect Charter School (BPCS). As the successor to ICS, BPCS assumed all operations of the school.		06/30/2021
2				
3				
4				
5				

More revisions to add?

No

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

Yes

ATTESTATIONS

p. Individual Primarily Responsible for Submitting the Annual Report.

Name	William Hargett
Position	Associate Director of Compliance
Phone/Extension	718-643-1086
Email	whargett@prospectschools.org

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

Responses Selected:

Yes

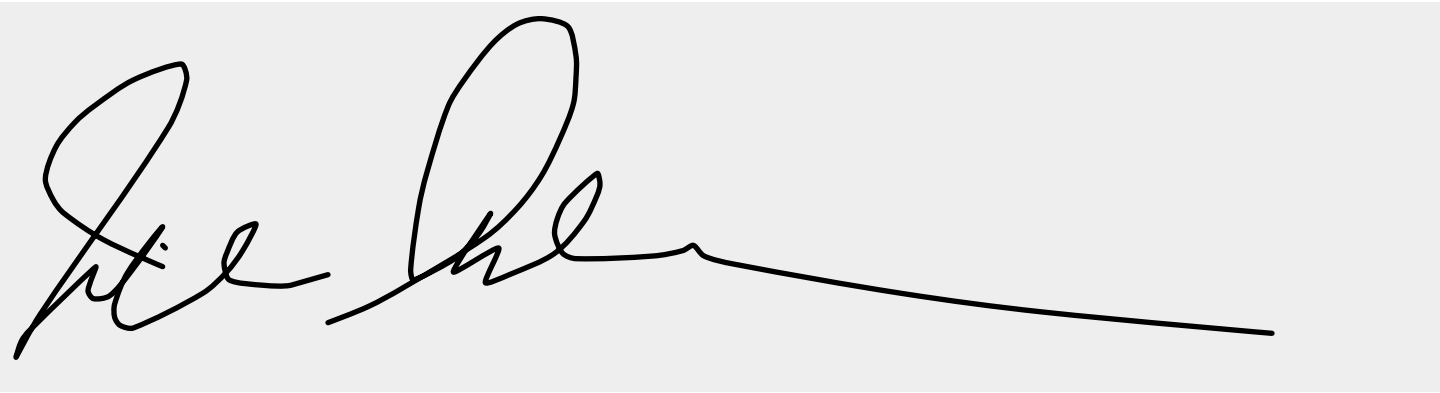
q. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws,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

Responses Selected:

Yes

Signature, Head of Charter School

Signature, President of the Board of Trustees



Date

Jun 16 2022

Thank you.

Entry 3 Progress Toward Goals

Incomplete Hidden from applicant

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

For the 2020-2021 school year, any academic or organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as "N/A". **Deadline is November 1, 2021.**

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

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

Board of Regents-authorized and NYCDOE-authorized charter schools only.

Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 2, 2021.

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1. ACADEMIC STUDENT PERFORMANCE GOALS

For the 2020-2021 school year, any academic goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as "N/A".

2020-2021 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1				
Academic Goal 2				
Academic Goal 3				
Academic Goal 4				
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 response)

2020-2021 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Meet	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 21				
Academic Goal 22				
Academic Goal 23				
Academic Goal 24				
Academic Goal 25				
Academic Goal 26				
Academic Goal 27				
Academic Goal 28				
Academic Goal 29				
Academic Goal 30				
Academic Goal 31				
Academic Goal 32				
Academic Goal 33				
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Academic Goal 61				
Academic Goal 62				
Academic Goal 63				
Academic Goal 64				
Academic Goal 65				
Academic Goal 66				
Academic Goal 67				
Academic Goal 59				
Academic Goal 60				
Academic Goal 61				
Academic Goal 62				

4. ORGANIZATION GOALS

For the 2020-2021 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2020-2021 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1				
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 response)

6. FINANCIAL GOALS

2020-2021 Progress Toward Attainment of Financial Goals

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

7. Do have more financial goals to add?

(No response)

2020-2021 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 6				
Financial Goal 7				
Financial Goal 8				
Financial Goal 9				
Financial Goal 10				

Thank you.

Entry 3 Accountability Plan Progress Reports

Incomplete

Instructions

SUNY-Authorized Charter Schools ONLY

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

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

Entry 4 - Audited Financial Statements

Incomplete

Required of ALL Charter Schools

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

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

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

only.

Entry 4a – Audited Financial Report Template (SUNY)

Incomplete

Instructions - SUNY-Authorized Charter Schools ONLY

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

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

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

Incomplete Hidden from applicant

Instructions - Regents-Authorized Charter Schools ONLY

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

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

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

Entry 4c – Additional Financial Documents

Incomplete Hidden from applicant

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

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

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

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

Entry 4d - Financial Services Contact Information

Incomplete Hidden from applicant

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

Form for "Financial Services Contact Information"

1. School Based Fiscal Contact Information

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

2. Audit Firm Contact Information

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

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm

Entry 5 – Fiscal Year 2021-2022 Budget

Incomplete

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

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

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

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

Entry 6 – Board of Trustees Disclosure of Financial Interest Form

Completed Jun 16 2022

Required of ALL Charter Schools by August 2

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

- Regents, NYCDOE, and Buffalo BOE Authorized Schools: Disclosure of Financial Interest Form
- SUNY- Authorized Charter Schools: SUNY Trustee Financial Disclosure Form

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

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

Carhart

Filename: Carhart.pdf **Size:** 440.3 kB

Eve Martinez Trustee Financial Disclosure

Filename: Eve Martinez Trustee Financial Disclosure.pdf **Size:** 225.2 kB

Juliet Culen Cheng Trustee Financial Disclosure

Filename: Juliet Culen Cheng Trustee Financi Zjoovhv.pdf **Size:** 339.4 kB

Mike Nigro

Filename: Mike Nigro.pdf **Size:** 314.9 kB

Joe Lewis

Filename: Joe Lewis.pdf **Size:** 402.7 kB

Monir Hoque Financial Disclosure

Filename: Monir Hoque Financial Disclosure.pdf **Size:** 286.4 kB

Maya Petrocelli

Filename: Maya Petrocelli.pdf **Size:** 1.1 MB

KMbonu_SUNY non disclosure

Filename: KMbonu SUNY non disclosure.pdf **Size:** 2.2 MB

Simone Narow

Filename: Simone Narow.pdf **Size:** 1.0 MB

Entry 7 BOT Membership Table

In Progress Last edited: Jun 16 2022

Instructions

Required of All charter schools

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

Entry 7 BOT Table

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

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

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2020-2021
	Ken	[redacted]							

1	n e t h M b o n u	[redacted]	Trustee/ Member	Finance	Yes	3	11/14/2014	07/01/2021	
2	M a r k C a r h a r t		Chair	Finance; Governance	Yes	2	05/02/2016	07/01/2022	
3	M o n i r H o q u e		Vice Chair	Finance	Yes	3	11/14/2021	07/01/2021	

4	Mike Nigro	[redacted]	Treasurer	Finance	Yes	1	03/12/2018	07/01/2021	
5	Joseph Lewis Jr.		Secretary	Academic	Yes	3	11/14/2014	7/1/2021	
6	Eve Martinez		Parent Rep	Finance	Yes	2	07/01/2017	07/01/2021	
7	Maya Pe		Trustee/	Governa	Yes	1	04/09/2	07/01/2	

	t r o c elli	[redacted]	Member	nce			018	021	
8	Juliet Cullen-Cheung		Trustee/ Member	Academic	Yes	1			
9	Simone Narow		Parent Rep	Academic	Yes	1			

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

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total Number of BOT Members on June 30, 2021	9
b.Total Number of Members Added During 2020-2021	2
c. Total Number of Members who Departed during 2020-2021	(No response)
d.Total Number of members, as set in Bylaws, Resolution or Minutes	9

3. Number of Board meetings held during 2020-2021

11

4. Number of Board meetings scheduled for 2021-2022

12

Thank you.

Entry 8 Board Meeting Minutes

Completed Jun 16 2022 Hidden from applicant

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

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

01

Filename: 01.11.2021.pdf **Size:** 76.6 kB

02

Filename: 02.09.2021.pdf **Size:** 86.5 kB

03

Filename: 03.09.2021.pdf **Size:** 81.0 kB

07

Filename: 07.15.2020.pdf **Size:** 88.2 kB

08

Filename: 08.18.2020.pdf **Size:** 87.1 kB

04

Filename: 04.12.2021.pdf **Size:** 79.8 kB

09

Filename: 09.15.2020.pdf **Size:** 83.4 kB

10

Filename: 10.13.2020.pdf **Size:** 82.5 kB

10

Filename: 10.23.2020 Generalpdf.pdf **Size:** 66.8 kB

12

Filename: 12.08.2020.pdf **Size:** 83.6 kB

11

Filename: 11.11.2020.pdf **Size:** 83.0 kB

Entry 9 Enrollment & Retention

Completed Jun 16 2022

Instructions for submitting Enrollment and Retention Efforts

ALL charter schools must complete this section. Describe the good faith efforts the charter school has made in 2020-2021 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), and students who are

economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2021-2022.

Entry 9 Enrollment and Retention of Special Populations

Instructions for Reporting Enrollment and Retention Strategies

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

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2020-2021	Describe Recruitment Plans in 2021-2022
Economically Disadvantaged	Our admissions policy provides for lottery preference for incoming families eligible for free and reduced-price lunch. ICS provides subsidy for FRL families for extracurriculars as needed. The school has updated the accessibility and functionality of our website based on community feedback.	Our admissions policy provides for lottery preference for families eligible for free and reduced-price lunch. We will set aside 50% of our open seats for economically disadvantaged applicants. Recruitment will occur throughout neighborhoods surrounding the schools and in the local district that have high percentages of families receiving free and reduced-price lunch. We have updated our website based on community input, questions, and feedback to be more user-friendly. School policy

		provides subsidy for F/R families for extracurriculars as needed.
English Language Learners	The school website, phone menu and application are available in multiple languages. (English, French, German, Russian, Mandarin and Spanish) Spanish translation is offered at our admissions information sessions, with other languages available upon request. Additional outreach is provided by multilingual staff throughout the year and on an as-needed basis. All marketing, school materials and communications are available in Spanish and English - and translated frequently as needed.	Our application is available in multiple languages (English and Spanish). Spanish translation is offered at our admissions information sessions. Mandarin translation is provided, as needed, by staff. Brochures are distributed in Spanish and English. We provide outreach by multi-lingual staff and in immigrant communities. Advertising and school materials and communications are translated frequently, as needed. Admissions policy includes preferences for transient students who are new to NYC and qualify as ELLs.
Students with Disabilities	ICS offers ICT classes at each grade level, as well as specialized therapists for OT, PT and Speech. This information is presented on our website, in parent resource materials and at parent information sessions The ILT reaches out to each family with an IEP to understand the nature of the mandated services before the student enrolls to begin building supports prior to the SY. ICS corresponds with the directors of pre K programs that specialize in serving children with disabilities to encourage families who benefit from our programs.	Admissions information sessions are held, including a presentation on our robust Special Education program and Collaborative Team Teaching model. We have a full special education department ('Student Support Services') which is advertised on our website, along with team bios. Our percentage of students with IEPs is on par with the district average and has grown based primarily on word of mouth and the quality of our program.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2020-2021	Describe Retention Plans in 2021-2022
Economically Disadvantaged	ICS expanded its efforts to retain FRL families in the 20-21 SY. The School increased funding for after school program scholarships. During COVID, the school provided digital devices and tech assistance to all of our families. Professional development for school leaders and staff was expanded in the Spring, resulting in the formation of teacher and board-led diversity committees. Staff also contributed to workshops aimed at addressing inequity in the school culture and curriculum.	Brooklyn Prospect has a staff member dedicated to recruitment and support of FRPL families. This staff member is charged with ensuring that the families are supported once the student is enrolled. We have provided outreach by multi-lingual staff and in immigrant communities. Funding is available on a needs basis for field trips, after-school programming, and other programs that have fees.
English Language Learners	Staff continue to address families in their preferred language and support ELLs through small group instruction and targeted interventions as needed. ICS staffs an ELL specialist that provides targeted instruction as well as verbal and written translation support to families. Additionally, the school partners with the ELL Consortium for resources and PD. Spanish translation is offered at our admissions information sessions, with other languages available upon request. Additional outreach is provided by multilingual staff throughout the year and on an as-needed	Multiple language translations on our school communications and outreach by multi-lingual staff in immigrant communities. A full-time ELL specialist is on staff to work with teachers and families. Recruitment of staff dedicated to supporting ELL families by ensuring that the families are supported once the student is enrolled.

	basis.	
Students with Disabilities	ICS communicates regularly with all parents via email, phone, parent teacher conferences and school events. Special meetings with parents of children with special needs (to discuss issues such as placement, changes of services, and progress) provide additional opportunities for faculty and staff to gauge parental satisfaction and respond to any concerns before they escalate to the point of a student’s withdrawal. With additional leadership and teacher support staffing, our Director of Learning Supports has increased capacity to communicate and advocate for families, especially as it relates to the CSE. In addition, we have increased the availability of SETSS through the dedication of extra staffing hours.	We have a full special education department ('Student Support Services') which is centralized across our organization and readily available on our website. Further, we offer a range of services, including ICT, SETSS, and 12:1 programming. Our percentage of students with IEPs has grown based primarily on word of mouth and the quality of our program.

Entry 10 – Teacher and Administrator Attrition

Completed Jun 16 2022

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

A. TEACH System – Employee Clearance

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

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

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

B. Emergency Conditional Clearances

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

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

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at http://www.p12.nysed.gov/psc/aboutcharterschools/lawsandregs/EmployeeFingerprintOct19.pdf.

Attestation

Responses Selected:

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

Entry 11 Percent of Uncertified Teachers

Incomplete Hidden from applicant

Instructions

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

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

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

Entry 11 Uncertified Teachers

School Name:

Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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

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

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

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

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

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

	FTE Count
Total Category D	

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	

Thank you.

Entry 12 Organization Chart

Incomplete Hidden from applicant

Instructions

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

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

Entry 13 School Calendar

Completed Jun 16 2022

Instructions for submitting School Calendar

Required of ALL Charter Schools

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

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

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

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

Prospect-Schools-Calendar-of-Important-Dates-2021-2022-PUBLIC-CALENDAR

Filename: Prospect Schools Calendar of Impor fC4LY1X.pdf **Size:** 257.9 kB

Entry 14 Links to Critical Documents on School Website

Completed Jun 16 2022

Instructions

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

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

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

Form for Entry 14 Links to Critical Documents on School Website

School Name: Brooklyn Prospect CS13.2

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

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

	Link to Documents
1. Most Recent Annual Report (i.e., 2019-20)	https://www.brooklynprospect.org/about-us/governance/
2. Most recent board meeting notice, documents to be discussed at the meeting (if any)	https://www.brooklynprospect.org/about-us/governance/
2a. Webcast of Board Meetings (per Governor's Executive Order)	https://www.brooklynprospect.org/about-us/governance/
3. Link to NYS School Report Card	https://www.brooklynprospect.org/about-us/governance/
4. Lottery Notice announcing date of lottery	https://www.brooklynprospect.org/about-us/governance/
5. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY);	https://docs.google.com/document/d/1B-UETXch4R6OBWqmsWe8J6zpbFjrh4Q1zcliQB0IIHc/edit#heading=h.gjdgxs
6. District-wide Safety Plan	https://www.brooklynprospect.org/about-us/governance/
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	https://docs.google.com/document/d/1B-UETXch4R6OBWqmsWe8J6zpbFjrh4Q1zcliQB0IIHc/edit#heading=h.gjdgxs
7. Authorizer-Approved FOIL Policy	https://docs.google.com/document/d/1B-UETXch4R6OBWqmsWe8J6zpbFjrh4Q1zcliQB0IIHc/edit#heading=h.gjdgxs
8. Subject matter list of FOIL records	https://docs.google.com/document/d/1B-UETXch4R6OBWqmsWe8J6zpbFjrh4Q1zcliQB0IIHc/edit#heading=h.gjdgxs

Thank you.

Entry 15 Staff Roster

Incomplete Hidden from applicant

INSTRUCTIONS

Required of Regents-Authorized Charter Schools ONLY

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

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

SUNY Charter Schools Institute
The State University of New York

FOR INSTITUTE USE ONLY
FILING FOR SCHOOL YEAR: _____
DATE RECEIVED: _____

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

1. Name of education corporation: International Charter School of New York
2. Trustee's name (print): Mark Carhart
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): Chairman

[redacted]

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

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

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

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

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

Please write "None" if applicable. Do not leave this space blank.

Signature

6/10/2021

Date

Form Revised November 16, 2015

PROSPECT SCHOOLS

2021-2022 CALENDAR OF IMPORTANT DATES (PUBLIC CALENDAR)

* = *Indicates difference from the NYCDOE Calendar*

*September 1-3	Student Intake / Advisory Conferences[1]
September 3	New Student Orientation
September 6	Labor Day – School closed.
September 7-8	Rosh Hashanah – School closed.
*September 9	First Day of Classes
September 16	Yom Kippur – School closed.
October 11	Indigenous Peoples' Day – School closed.
November 2	Election Day. School-based Professional Development for faculty & staff. NO STUDENTS IN ATTENDANCE, asynchronous work.[2] SCHOOL OFFICE OPEN.
November 11	Veterans Day – School closed.
November 24	~~Half-day. 1:00 Dismissal~~. **School closed for Thanksgiving Break**.
November 24-26	Thanksgiving Break – School closed.
November 29	Classes resume.
December 23	~~Half-day. 1:00 Dismissal.~~ **School closed for Winter Break**.
December 24 - 31	Winter Break – School closed.
January 3	Professional Development for faculty & staff. NO STUDENTS IN ATTENDANCE. SCHOOL OFFICE OPEN.
January 4	Classes resume.
January 17	Martin Luther King, Jr. Day – School closed.
January 24-28	Regents Administration (HS only).
January 31	Professional Development for faculty & staff. NO STUDENTS IN ATTENDANCE. SCHOOL OFFICE OPEN.
February 1	Lunar New Year – School closed.
February 21	Presidents' Day – School closed.
February 22-25	Mid-Winter Break – NO STUDENTS IN ATTENDANCE. SCHOOL OFFICE OPEN.
*March 8	Professional Development for faculty & staff. NO STUDENTS IN ATTENDANCE. SCHOOL

[1] Schedules determined by individual schools

[2] Election day will be a remote, asynchronous instructional day for all students and a professional development day for teachers. The decision to provide remote, asynchronous instruction on Election Day is subject to change pending additional guidance from NYSED.

	OFFICE OPEN.
March 29-31	Grades 3-8 ELA State Assessment.
April 15-22	Spring Break – NO STUDENTS IN ATTENDANCE. SCHOOL OFFICE OPEN.
April 25	Classes resume.
April 26-28	Grades 3-8 Math State Assessment.
May 2	Eid al-Fitr – School closed.
May 3-19	IBDP Exam Days.
May 30	Memorial Day – School closed.
***June 7**	Regular school day (DOE District Schools closed).
June 9	Professional Development for faculty & staff. NO STUDENTS IN ATTENDANCE. SCHOOL OFFICE OPEN.
June 15-24	NYS Regents Administration Days.
June 20	Juneteenth observed – School closed.
***June 23**	Last day of school for ES/MS Students (early dismissal)

In the event of any school cancellations, additional days may be added to this calendar.

* = *Indicates difference from the NYCDOE Calendar*

CALENDARIO DE FECHAS IMPORTANTES 2021-2022 (CALENDARIO PÚBLICO)

***** = *Indica la diferencia con el calendario NYCDOE*

* 1-3 de septiembre	Conferencias de asesoría / admisión de estudiantes[1]
3 de septiembre	Orientación para estudiantes nuevos
6 de septiembre	Día del Trabajo - Escuela cerrada.
7-8 de septiembre	Rosh Hashaná - Escuela cerrada.
* 9 de septiembre	Primer día de clases
16 de septiembre	Yom Kippur - Escuela cerrada.
11 de octubre	Día de los Pueblos Indígenas - Escuela cerrada.
2 de noviembre	Día de elección. Desarrollo profesional basado en la escuela para profesores y personal. NO HAY ESTUDIANTES EN ASISTENCIA, trabajo asincrónico.[2] OFICINA DE LA ESCUELA ABIERTA.
11 de noviembre	Día de los Veteranos - Escuela cerrada.
24 de noviembre	~~Medio día. 1:00 Salida~~. Escuela cerrada por vacaciones de Acción de Gracias .
24-26 de noviembre	Vacaciones de Acción de Gracias - Escuela cerrada.
29 de noviembre	Se reanudan las clases.
23 de diciembre	~~Medio día. 1:00 Salida~~. Escuela cerrada por vacaciones de invierno
24 - 31 de diciembre	Vacaciones de invierno - Escuela cerrada.
3 de enero	Desarrollo profesional para profesores y personal. NO HAY ESTUDIANTES EN ASISTENCIA. OFICINA ESCOLAR ABIERTA.
4 de enero	Se reanudan las clases.
17 de enero	Día de Martin Luther King, Jr. - Escuela cerrada.
24-28 de enero	Administración de Regentes (solo HS).
enero 31	Desarrollo profesional para profesores y personal. NO HAY ESTUDIANTES EN ASISTENCIA. OFICINA ESCOLAR ABIERTA.
01 de febrero	Año Nuevo Lunar - Escuela cerrada.
21 de febrero	Día de los presidentes - Escuela cerrada.
22-25 de febrero	Vacaciones de mitad de invierno - NO HAY ESTUDIANTES EN ASISTENCIA. OFICINA ESCOLAR ABIERTA.
*8 de marzo	Desarrollo profesional para profesores y personal. NO HAY ESTUDIANTES EN ASISTENCIA. OFICINA ESCOLAR ABIERTA.

29-31 de marzo	Evaluación estatal de ELA para los grados 3-8.
15-22 de abril	Vacaciones de primavera - NO HAY ESTUDIANTES EN ASISTENCIA. OFICINA ESCOLAR ABIERTA.
25 de abril	Se reanudan las clases.
26-28 de abril	Evaluación Estatal de Matemáticas para Grados 3-8.
2 de Mayo	Eid al-Fitr - Escuela cerrada.
3-19 de mayo	Días de examen del IBDP.
30 de mayo	Día de los Caídos - Escuela cerrada.
*** 7 de junio**	Día escolar regular (las escuelas del distrito del DOE están cerradas).
9 de junio	Desarrollo profesional para profesores y personal. NO HAY ESTUDIANTES EN ASISTENCIA . OFICINA ESCOLAR ABIERTA.
15-24 de junio	Días de administración de los regentes del estado de Nueva York.
20 de junio	June 19th observó - Escuela cerrada.
*** 23 de junio**	Último día de clases para estudiantes de ES / MS (salida temprana)

En caso de cancelaciones de la escuela, se pueden agregar días adicionales a este calendario.

***** = *Indica la diferencia con el calendario NYCDOE***

International Charter School of New York

Minutes of a Meeting of the Board of Trustees

January 11, 2021

Trustees Present Via Zoom	*Others Present Via Zoom*
Mark Carhart (MC) Monir Hoque – Vice Chair (MH) Mike Nigro – Treasurer (MN) Kenneth Mbonu (KM) Juliet Cullen-Cheung (JCC) Simone Narow (SN) Eve Simonson Martinez (ES) Maya Petrocelli ***Trustees not Present*** Joseph Lewis	Emily Carroll Chocolaad (EC) Mathew Levey (ML) Lindsay Malanga (LM) Anna Corpron Lee Ilan Caroline Coke Neot Doron Repa Melissa Duphiney

1. ***Call to Order***	Meeting was called to order at 5:32 pm. MC chaired the meeting.
2. ***Approval of Agenda***	Adoption of the agenda as stated. Unanimously approved
3. ***Approval of Minutes***	The Dec 8th, 2020 Meeting minutes were review. JCC moved; Maya seconded. The Dec 8th Minutes were unanimously approved.
4. ***Committee Reports***	***Finance committee:*** MN reported. In terms of projections for next year the finance committee is going to use the original budget for months that have not occurred. Lines that are less certain will be treated differently. As it stands, we are looking at a surplus for the year as enrollment remains strong. ***Academic Committee:*** LM reported. The Committee met and compared ELA, iReady and math assessments from beginning of the year and middle of the year. In many instances' proficiency is going up. ***Governance committee:*** The governance committee met but does not have anything to report
5. ***Principals' Q&A***	ECC reported. For the middle of the year iReady Diagnostic: The school grew overall in both math and ELA. But for grades 4 and 5 ELA scores dropped. Overall math scores are higher than ELA. K continues to be very high which might indicate parental support and ECC wonders how to fully assess independent virtual learning. For iReady minutes per week are not happening consistently especially in the upper grades. ECC plan to implement steps to get students to complete their iReady minutes.

	Next steps for teachers is to zoom in on students that need assistance improving their mastery of key content. Teachers will be conducting midyear reflections and check-ins on goals. There will be Leader 360 surveys for all leaders. There will be another school wide survey on school climate. On average scores have increase on the school climate survey, although work/life balance and DEI continues to be a grow. We have 2 new hires. Jaime White, and instructional coach focusing on math and a social worker. Jose Perez, the culture coach, has left ICS.
6. ED Q&A	ML reported. ICS has a draft agreement with SLA to return our security deposit and funds for leasehold improvement. ICS is seeing less enrollment demand, ML and ECC will have virtual information sessions for families for the months of January through March. After the announcement of the merger with Brooklyn Prospect we have seen a lot of demand among fourth grade families. City changes in middle and high school admissions policies. Water was tested at 9 Hanover and is at a safe level for human consumption. Teachers are now eligible to receive the COVID-19 vaccine. The NYC Dept of Ed held a legally required meeting. There was a speaker from the district 15 community education council at the meeting who opposed the merger with Brooklyn Prospect. Two ICS parents attended and one parent sent in a written statement. Discussions continue with Brooklyn Prospect concerning real estate and combining K-5 in one building next year.
7. Other Business	none
8. Public Comments	none
9. Adjournment	MP made a motion to adjourn, which was seconded by JCC and passed. At 5:55 pm the meeting adjourned.

International Charter School of New York

Minutes of a Meeting of the Board of Trustees

Feb 9, 2021

Trustees Present Via Zoom	***Others Present Via Zoom***
Mark Carhart (MC) Monir Hoque – Vice Chair (MH) Mike Nigro – Treasurer (MN) Kenneth Mbonu (KM) Juliet Cullen-Cheung (JCC) Simone Narow (SN) Eve Simonson Martinez (ES) Maya Petrocelli (MP) ***Trustees not Present*** Joseph Lewis	Emily Carroll Chocolaad (EC) Mathew Levey (ML) Lindsay Malanga (LM) Anna Corpron Lee Ilan (LL) Caroline Coke Neot Doron Repa Melissa Duphiney Esther DeVito (ED)

1. ***Call to Order***	Meeting was called to order at 5:33 pm. MC chaired the meeting.
2. ***Approval of Agenda***	Adoption of the agenda as stated. Unanimously approved
3. ***Approval of Minutes***	The January 2021 Meeting minutes were review. MH moved; EM seconded. The January 2021 Minutes were unanimously approved.
4. ***Committee Reports***	***Finance committee:*** MN reported. • The school continues to be in good financial shape for the year. • Instead of the school finishing the year at the loss, it will end at gain due to strong enrollment. • The PPP loan forgiveness process underway and is likely to be successful. ***Academic Committee:*** LM reported. • The school is providing additional live teaching for remote students. The feedback was gathered from surveys and feedback from parents. The school continues to focus on improving remote instruction. • The school leadership will be doing teach evaluations before the end of the year. ***Governance committee:*** The governance committee met but does not have anything to report. ED evaluation will be discussed in Executive Session.
5. ***Social Justice Committee Report***	JL gave a summary of the recommendations of the social justice committee: • Establish a social justice standing group made up of teachers, parents and administrators.

	• Provide ongoing training to for the ICS community. • Sponsor periodic mixers for so families and teachers are able to interact with one another. ***The board is asked to make the following commitments:*** • Allocate $20,000 to support initiatives. • Update both the board and executive director reviews to include Social Justice. JCC made motion to accept the recommendation of the social justice committee, SN second. The motion was unanimously approved.
6. Principals' Q&A	ECC reported. • Brooklyn prospect visited ICS. They interviewed students and teachers. They provided feedback on culture and operations. The final report is coming within the next week. • School is finishing up mid-year reviews. ECC shared Brooklyn prospect feedback with teachers as part of ongoing dialogue. • The school continues to use feedback from parents to improve remote instruction. • MC asked about vaccine. ECC highlighted that the school is supportive of the decisions made by teachers on whether to get the vaccine. A portion of the staff will get it, but others are not. ICS is not mandating that teachers get it.
7. ED Q&A	ML reported. • ICS continues to collaborate with Brooklyn Prospect on enrollment for the coming year. • JL highlighted an article in the Economist magazine about enrollment. However, ML pointed out that ICS enrollment continues to be strong. • JCC asked about whether there will be capital improvements to the new building. ML confirmed that ICS and Brooklyn prospect are working together to develop a full plan for consolidating the schools.
8. Other Business	None
9. Public Comments	LL provide the following comments: • Appreciate the board support of the social justice work. • Recent developments regarding the bylaw are not inclusive or transparent. There are changes being made in a speedy fashion. MC responded that the Parent FO is not in purview of the Board. ED asked for clarification about 5th graders moving back to Hybrid. ECC responded that ICS is working through staffing challenges and hope to have 5th graders on the same schedule as other grades.

10. Executive Session	At 6:35 pm a motion was made to go into Executive Session to discuss matters covered under Public Officers Law, Article 7, Section 105(f). MN motioned; EM approved. Unanimously approved. At 7:15 a motion was made to end the Executive Session and return to regular session.
11. Adjournment	MP made a motion to adjourn, which was seconded by JCC and passed. At 7:35 pm the meeting adjourned.

International Charter School of New York

Minutes of a Meeting of the Board of Trustees

Mar 9, 2021

Trustees Present Via Zoom	***Others Present Via Zoom***
Mark Carhart (MC) Monir Hoque – Vice Chair (MH) Mike Nigro – Treasurer (MN) Joseph Lewis, Jr. – Secretary (JL) Kenneth Mbonu (KM) Juliet Cullen-Cheung (JCC) Simone Narow (SN) Eve Simonson Martinez (ES) ***Trustees not Present***	Emily Carroll Chocolaad (EC) Mathew Levey (ML) Anna Corpron Neot Doron Repa

1. ***Call to Order***	Meeting was called to order at 5:33 pm. MC chaired the meeting.
2. ***Approval of Agenda***	Adoption of the agenda as stated. Unanimously approved
3. ***Approval of Minutes***	The February 2021 Meeting minutes were review. SN moved; JCC seconded. The February 2021 Minutes were unanimously approved.
4. ***Committee Reports***	***Finance committee:*** MN reported. • The school continues to be in a strong financial position. There is a material surplus. ***Academic Committee:*** JCC reported. • iReady data showed improvement in math. ELA was roughly flat overall. • Writing snapshot did not show acceptable growth. ICS administrators are looking for ways to put additional writing into the curriculum. ***Governance committee:*** Did not meet this month

5. Principals' Q&A	ECC reported. • ECC provide an overview summary. • The school is using surveys to find data on how to improve the school. • Afternoon rotating lessons are being incorporate into the school day to increase the amount of instruction students receive. • Hybrid is being expanded. Currently 62% of students are in hybrid.
6. ED Q&A	ML reported. • Enrollment continues to increase. • Fewer applicants for the lottery compared to last year. However, the school will be able to achieve the desired class sizes. • Plans to move into 80 Willoughby . • JCC asked about changing class sizes due to merger. ML expects no changes to class size but the number of sections could be adjusted in the future. ECC noted PS has a 30-student target.
7. Other Business	None
8. Public Comments	None
9. Executive Session	At 6:35 pm a motion was made to go into Executive Session to discuss matters covered under Public Officers Law, Article 7, Section 105(f). MN motioned; EM approved. Unanimously approved. At 7:15 a motion was made to end the Executive Session and return to regular session. During the Executive Session the Trustees voted unanimously to increase the bonus pool by $400,000 in light of the school's extraordinary performance this year. Individual distributions to be made by the ED in consultation with the Board Treasurer, who will reflect the sense of the Trustees.
10. Adjournment	MP made a motion to adjourn, which was seconded by JCC and passed. At 7:35 pm the meeting adjourned.

International Charter School of New York

Minutes of a Meeting of the Board of Trustees

April 13 2021

Trustees Present Via Zoom	***Others Present Via Zoom***
Mark Carhart (MC) Monir Hoque – Vice Chair (MH) Mike Nigro – Treasurer (MN) Kenneth Mbonu (KM) Juliet Cullen-Cheung (JCC) Simone Narow (SN) Eve Simonson Martinez (ES) Maya Petrocelli (MP) ***Trustees not Present*** Joseph Lewis, Jr. – Secretary	Emily Carroll Chocolaad (EC) Mathew Levey (ML) Lindsay Malanga (LM) Carolyn Coke Anna Copron Neot Doron Repa Musiki Glover Shamala Bennett Lee Ilan

1. ***Call to Order***	Meeting was called to order at 5:34 pm. MC chaired the meeting.
2. ***Approval of Agenda***	Adoption of the agenda as stated. Unanimously approved
3. ***Approval of Minutes***	The March 2021 Meeting minutes were review. SN moved; MH seconded. The March 2021 Minutes were unanimously approved.
4. ***Committee Reports***	***Finance committee:*** MN reported financial status continues to be strong and increasingly certain as we approach June. PPP Loan was forgiven, our lease at 9 Hanover was resolved and Friends of will likely contribute another $300-$400k to the school before year end. ***Academic Committee:*** LM reported on plans for administering the State tests and the protocol for evaluating the ELA curriculum. State tests will take place on one day this year vs two or three typically. Curriculum review examined Expeditionary Learning (EL), the program Prospect uses. Aligning would allow ICS to compare academic assessment results and engage in joint PD. JCC asked about the extent to which EL retains ICS commitment to history, literature and building background knowledge. ***Governance committee:*** Did not meet this month

5. Principal's Q&A	ECC reported on state testing, the process for assessing and adopting the EL curriculum, the process of inviting teachers to return for next year, teacher leadership opportunities in the year ahead, Orby's travels to Asia, and the progress on preparing 80 Willoughby for ICS's arrival in September. There were no questions for the Principal
6. ED Q&A	ML reported on the signing of the occupancy agreement with Crown for the 9 Hanover building, the return of funds to the school for the security deposit and reimbursement of renovations, the forgiveness of the PPP Loan and the enrollment of new families for Kindergarten and other grades with openings. He expressed confidence in reaching the target of 56 new kindergarten students given the nearly 200 applications and the excitement of ICS's merger with Prospect. JCC asked if the upcoming Family Town Hall would cover the shared use of th 80 Willoughby building and which floors ICS would occupy. ML confirmed ICS will be on the lower floors. MC asked ML to elaborate on the announcement that Trisha Ward was selected as the new CEO of Prospect Schools. She will start work on June 2, and is meeting staff and families and planning the transition with Dan and Penny.
7. Other Business	None
8. Public Comments	Musiki Glover asked about disruptions to remote learning when in-person instruction shifted due to COIVD cases. It was disruptive to remote families and her hope was this would be minimized in the future. She also asked about how to complain about the FO, and what plans Prospect had for communicating wit the FO leadership more broadly in the transition. ML explained that Shai Lamden from Prospect was scheduling a meeting with the FO leadership to introduce everyone to the Propsect system. He will send an invitation/ Lee Ilan asked that safety data about the air and water quality at 80 Willoughby be shared with families in advance of the fall.
9. Executive Session	At 5:45 pm a motion was made to go into Executive Session to discuss matters covered under Public Officers Law, Article 7, Section 105(f). JCC motioned; EM seconded. Unanimously approved. At _6:25 a motion was made to end the Executive Session and return to regular session. No votes were taken in executive session
10. Adjournment	MP made a motion to adjourn, which was seconded by KM and passed. At 6:30 pm the meeting adjourned.

International Charter School of New York

Minutes of a Meeting of the Board of Trustees

July 21, 2020

Trustees Present Via Zoom	*Others Present in Person*
Mark Carhart – Chairperson (MC)	Emily Carroll Chocolaad (EC)
Monir Hoque – Vice Chair (MH)	Mathew Levey (ML)
Mike Nigro – Treasurer (MN)	Elizabeth Mikolajczyk
Joe Lewis – Secretary (JL)	Anastasiya Rosenbaum (AR)
Kenneth Mbonu (KM)	Adriana Ortiz (AO)
Maya Petrocelli (MP)	Lindsay Malanga (LM)
Kenneth Mbonu (KM)	Juliet Cullen-Change (JCC)
Eve Martinez (EM)	Anna Copron
	Melissa Duphiny
	Simone Narow (SN)
	Neot Doron-Repa
	Lee Ilan
	Peter Engel
	Sarah Braunstein
	Musiki Glover
	Kathy Lean

1. ***Call to Order***	Meeting was called to order 5:35 pm
2. ***Approval of Agenda***	Adoption of the agenda as stated. KM Moved, EM seconded. Unanimously approved
3. ***Approval of Minutes***	MN moved, EM seconded. Minutes are unanimously approved at 5:37 pm -
4. ***Committee Reports***	***Finance committee:*** MC asked if money moved from Friends of will appear as income or just as an increase in assets. AR said it will be an increase in assets. Not income. ***Academic Committee LM*** noted Emily's Principal's Report is comprehensive. ***Governance committee:*** • MP reported that parent Trustees terms are expiring. EM would like to continue, OO is considering, but would no longer be a parent Trustee as her child is no longer attending the school • Simone Narrow and Juliet Cullen-Chang were introduced as a potential Trustees candidate. Both discussed their involvement in the school and professionally that would contribute to the school's success. a. Motion to renew EM as a Trustee, moved by MP, seconded by KM. All in favor b. Motion to add SN as a Trustee, moved by MP, seconded by KM. All in favor.

	c. Motion to add JCC as a Trustee, moved by MP, seconded by KM. All in favor. • Letter from parents with regards to DEI. Decided to form a committee of Trustees, ML, EC and some parents. JL will chair the committee.
5. Principals' Q&A	EC reviewed the Principal's Report with alignment on academic goals, Return to School, and DEI work. EC reviewed the major points for the report she submitted. • Growth mindset will be focus of professional development for leadership team • Professional development will be virtual • Finalized assessment tools and calendar (synced with Brooklyn prospect) • Increasing the use of data for 2020/2021 will be a focus • Working on return to school plans (weekly schedule – likely hybrid schedule) • Continuing the work on D&I initiatives Questions were asked about the teachers that left ICS.
6. ED Q&A	MC asked if 80% assumption on returning families was changed from prior years. ML explained it was more conservative. Had used 90% in the past. Expected that option for fully-remote would increase retention as it gives families more options. MN asked if fully-remote instruction would be more expensive. AO explained that cameras will allow students at home to join the live instruction synchronously or asynchronously as fits their schedule. Should not require additional staffing. JL asked if a teacher should be hired to focus on remote students exclusively. EC and ML explained it would be hard for one teacher to be expert across multiple grades. JL thought it might be more of a coordinator role. Ao suggested we will take this under consideration.
7. Other Business	MC introduced the DEI committee. JL shared his hopes for the Committee's work. He spoke about VPSA (Values, Problems, Solutions, Actions). This is a framework he has used professionally. Incorporate many voices, we may not be able to solve for every problem that is identified. Actions arises from brainstorming solutions and responsive to the values and problems identified. JL's role is to facilitate dialog ensure everyone's voice is heard, don't expect to solve every problem, but we have to be empathetic. We have to be slightly uncomfortable, or else we are not doing enough. We need new ideas. Get people around the table and ensure everyone feels acknowledged. Hard part is finite resources and time within those constrains. Training to talk about race is required, even if you are a black guy. The idea is to move people.

	AO offered to review the consultants that she has interviewed so far. Promise54, CCRE, Roots Connected.
8. Public Comments	AC expressed concerns that a remote teacher would make students feel less integrated into the full class. Asked about teacher departures. LE expressed thanks for the planning work by staff to get school restarted. Asked about water testing and ventilation SB asked about the school reopening plans
9. Executive Session	At 6:45 pm a motion was made to go into Executive Session to discuss matters covered under Public Officers Law, Article 7, Section 105(f). MN motioned, EM approved. Unanimously approved. At 7:49 a motion was made to end the Executive Session and return to regular session.
10. Adjournment	At 7:50 pm the meeting was adjourned

International Charter School of New York

Minutes of a Meeting of the Board of Trustees

August 18, 2020

Trustees Present Via Zoom	*Others Present in Person*
Mark Carhart – Chairperson (MC) Monir Hoque – Vice Chair (MH) Mike Nigro – Treasurer (MN) Joe Lewis – Secretary (JL) Kenneth Mbonu (KM) Maya Petrocelli (MP) Juliet Cullen-Change (JCC) Simone Narow (SN)	Emily Carroll Chocolaad (EC) Mathew Levey (ML) Lindsay Malanga (LM) Anastasiya Rosenbaum (AR) Neot Doron-Repa Anna Copron Lee Ilan

1. ***Call to Order***	Meeting was called to order at 5:35 pm With six trustees present. KM and JL joined in the course of the meeting.
2. ***Approval of Agenda***	Adoption of the agenda as stated. JCC moved, MH seconded. Unanimously approved
3. ***Approval of Minutes***	MN moved; MH seconded. Minutes are unanimously approved.
4. ***Committee Reports***	***Finance committee:*** MC asked for comments or questions to MN about the finance Committee Report. MN noted that it was a pretty good year in retrospect. Shored up our cash position. MH asked if the school reports monthly cash position to Prospect Schools; ML indicated yet. MN noted AR's many contributions to the school's success and praised her work. Sorry to lose her and wished her the best in her new role.MC agreed. ***Governance committee:*** MP noted that KM's term expired. MP moved to extend KM's term; SN seconded. Unanimously approved. KM thanked AR for her contributions to the school ***Academic Committee*** LM thanked JCC and SN for joining the Academic Committee. LM then outlined the way in which ICS will report data going forward, aligning with the ways in which BPCS reports. JCC thanked LM for sharing last year's data as well. MC asked how assessments will be handled remotely. ECC confirmed they can work remotely.
5. ***Memo of Intent to SUNY***	MC asked if trustees had reviewed the draft memo stating our joint intention to submit a plan of merger with Brooklyn Prospect to SUNY. A short discussion followed. MN moved, KM seconded. The Trustees unanimously agreed the memo should be submitted as drafted.
6. ***Waiver of Notice***	ML explained that under New York State Education Law Section 226, Trustees must be notified of meetings and other official actions such as the

	merger via USPS. ML suggested Trustees should waive this notice provision and direct the School to notify them via email of all meetings and to share all documents that they need to review via email. After a brief discussion, the Trustees agreed unanimously to waive notice provisions under Section 226. No Trustee requested notification by mail.
7. Principals' Q&A	ECC briefed the Trustees on the Return to School Planning. New staff and Teacher Leaders attended a one-day session today; all staff tomorrow. We held a Town Hall for all families on Monday night. Phased reopening plan has all-virtual until Oct 4. Open House scheduled for Aug 28th. Reviewed plans for shifting to hybrid on Sept 28th/Oct 5th. MC asked a question about teachers and family that are returning? Teachers have left but we have made hires. There is one position. ECC feels we are in a good position. The teachers feel ready to jump and get to work. ML highlighted that student enrollment is strong given our current staffing. SN asked about assessment in the COVID era? ECC stated that ICS will continue using its internal assessments to determine where children are during the year. The school will follow the lead of DOE and SUNY authorizes
8. ED Q&A	MC noted that the ED report was circulated in advance and asked if there were further questions. ML clarified that the formal M&A agreement will be finalized and circulated to the Trustees for review at the September Meeting. JCC asked how Friends of Funds will be handled. MC clarified that all cash from Friends of will be returned to the school JCC asked about ATS. ATS is a database that track enrollment of student with NYC department of Education. MC asked about the PPP loan conversion to a grant. ML stated that Your Part Time Controller advised to wait until the regulatory comment period has passed so that submission is done under the final SBA rule. ML noted that a draft of the Merger Agreement will be circulated prior to t next month's meeting. Outside counsel will attend to provide an overview and answer questions. Hope is the agreement can be approved at that time.
9. Other Business	JL provided an overview of the initial meeting of the Social Justice Committee. He reviewed the slide deck that was prepared for the meeting. Asked ML to circulate the updated results in the new slide Major takeaways from the committee were: - Overall survey results suggest most families are satisfied with the school and feel well treated. Survey results are representative of the school as a whole. - There are bias issues within the school - The committee will continue work to develop recommendations for solutions that can address these challenges.

10. Public Comments	Lee Ilan thanked JL for leading the DEI meeting. How much of this survey was sent out to parents who are new to the school? Concerned we're losing something by not having parents who have been at the school more in the committee. Expressed her desire to talk more about this on Thursday. Ilan also asked to clarify if the merger means ICS is dissolved? MC clarified that ICS will remain, but all Prospect schools are managed by a single board. Ilan asked for an update on the water testing in 9 Hanover. And asked for a clarification on air flow. Sean Auyung also asked about HVAC and and standards. ML said that we hav asked for additional information from HVAC company Neot noted the many parents who attended the Town Hall. Thanked the admin for starting the year remotely, let's see how it goes. Basically, very happy.
11. Adjournment	At 6:46 pm the meeting was adjourned

International Charter School of New York

Minutes of a Meeting of the Board of Trustees

Sept 15, 2020

Trustees Present Via Zoom	*Others Present in Person*
Mark Carhart – Chairperson (MC)	Emily Carroll Chocolaad (EC)
Monir Hoque (MH)	Mathew Levey (ML)
Mike Nigro – Treasurer (MN)	Lindsay Malanga (LM)
Joe Lewis – Secretary (JL)	
Kenneth Mbonu (KM)	Neot Doron-Repa
Maya Petrocelli (MP)	Anna Copron
Juliet Cullen-Cheung (JCC)	Lee Ilan
Simone Narow (SN)	Esther DeVito
Eve Simonson Martinez (ES)	Sarah Braunstein
	Rachel Braunstein
	Janel Owens

1. ***Call to Order***	Meeting was called to order at 5:35 pm With six trustees present. KM and JL joined in the course of the meeting.
2. ***Approval of Agenda***	Adoption of the agenda as stated. JCC moved, MH seconded. Unanimously approved
3. ***Approval of Minutes***	MN moved; MH seconded. Minutes are unanimously approved.
4. ***Committee Reports***	***Finance committee:*** MC asked for comments or questions to MN about the finance Committee Report. MN noted that it was a pretty good year in retrospect. Shored up our cash position. MH asked if the school reports monthly cash position to Prospect Schools; ML indicated yet. MN noted AR's many contributions to the school's success and praised her work. Sorry to lose her and wished her the best in her new role.MC agreed. ***Governance committee:*** MP noted that KM's term expired. MP moved to extend KM's term; SN seconded. Unanimously approved. KM thanked AR for her contributions to the school ***Academic Committee*** LM thanked JCC and SN for joining the Academic Committee. LM then outlined the way in which ICS will report data going forward, aligning with the ways in which BPCS reports. JCC thanked LM for sharing last year's data as well. MC asked how assessments will be handled remotely. ECC confirmed they can work remotely.

5. Principals' Q&A	ECC briefed the Trustees on the Return to School Planning. New staff and Teacher Leaders attended a one-day session today; all staff tomorrow. We held a Town Hall for all families on Monday night. Phased reopening plan has all-virtual until Oct 4. Open House scheduled for Aug 28th. Reviewed plans for shifting to hybrid on Sept 28th/Oct 5th. MC asked a question about teachers and family that are returning? Teachers have left but we have made hires. There is one position. ECC feels we are in a good position. The teachers feel ready to jump and get to work. ML highlighted that student enrollment is strong given our current staffing. SN asked about assessment in the COVID era? ECC stated that ICS will continue using its internal assessments to determine where children are during the year. The school will follow the lead of DOE and SUNY authorizes
6. ED Q&A	MC noted that the ED report was circulated in advance and asked if there were further questions. ML clarified that the formal M&A agreement will be finalized and circulated to the Trustees for review at the September Meeting. JCC asked how Friends of Funds will be handled. MC clarified that all cash from Friends of will be returned to the school JCC asked about ATS. ATS is a database that track enrollment of student with NYC department of Education. MC asked about the PPP loan conversion to a grant. ML stated that Your Part Time Controller advised to wait until the regulatory comment period has passed so that submission is done under the final SBA rule. ML noted that a draft of the Merger Agreement will be circulated prior to t next month's meeting. Outside counsel will attend to provide an overview and answer questions. Hope is the agreement can be approved at that time.
7. Other Business	JL provided an overview of the initial meeting of the Social Justice Committee. He reviewed the slide deck that was prepared for the meeting. Asked ML to circulate the updated results in the new slide Major takeaways from the committee were: - Overall survey results suggest most families are satisfied with the school and feel well treated. Survey results are representative of the school as a whole. - There are bias issues within the school - The committee will continue work to develop recommendations for solutions that can address these challenges.
8. Public Comments	Lee Ilan thanked JL for leading the DEI meeting. How much of this survey was sent out to parents who are new to the school? Concerned we're losing something by not having parents who have been at the school more in the committee. Expressed her desire to talk more about this on Thursday.

	Ilan also asked to clarify if the merger means ICS is dissolved? MC clarified that ICS will remain, but all Prospect schools are managed by a single board. Ilan asked for an update on the water testing in 9 Hanover. And asked for a clarification on air flow. Sean Auyung also asked about HVAC and and standards. ML said that we hav asked for additional information from HVAC company Neot noted the many parents who attended the Town Hall. Thanked the admin for starting the year remotely, let's see how it goes. Basically, very happy.
9. Adjournment	At 6:46 pm the meeting was adjourned

International Charter School of New York

Minutes of a Meeting of the Board of Trustees

Oct 13, 2020

Trustees Present Via Zoom	*Others Present in Person*
Monir Hoque – Vice Chair (MH)	Emily Carroll Chocolaad (EC)
Mike Nigro – Treasurer (MN)	Mathew Levey (ML)
Kenneth Mbonu (KM)	Lindsay Malanga (LM)
Maya Petrocelli (MP)	
Juliet Cullen-Cheung (JCC)	Neot Doron-Repa
Simone Narow (SN)	Anna Copron
Eve Simonson Martinez (ES)	Lee Ilan
	Caroline Coke
	Sarah Braunstein
	Amy Lawday

1. ***Call to Order***	Meeting was called to order at 5:33 pm. MH chaired the meeting.
2. ***Approval of Agenda***	Adoption of the agenda as stated. MN moved, KM seconded. Unanimously approved
3. ***Approval of Minutes***	KM moved; JCC seconded. Minutes are unanimously approved.
4. ***Committee Reports***	***Finance committee:*** MN reported the committee met on Oct 12, but did not submit a report. The transfer of funds from Friends of ICS to the school was larger than budgeted by $130,000 and enrollment is at predicted levels. These factors are helping the finances. MN also noted a new bookkeeper has joined ICS to replace the former FD. And that the PPP Loan forgiveness application has been filed with the Bank. MH asked how Friends of built a surplus and MN clarified that the rent ICS pays to Friends of is an estimate of total costs. When it is less than actual costs, Friends of can return the difference. JCC asked if the school could spend the surplus; MN noted that while the projected deficit has shrunk, we still are budgeting for a deficit this year. ***Governance committee:*** No meeting this month. Waiting or an update from MC with regard to the Trustees joining the BPCS Board in June 2021. ***Academic Committee:*** LM praised the school leadership for re-starting in person instruction; Committee had a chance to review videos of live instruction and guided reading. JCC asked if EC felt the iReady results were representative. EC spoke to her hopes for the continued improvement of students on assessments. SN asked about comparisons to last year; was it surprising. Can the assessments be considered valid? EC pointed out that

	iReady adapts to the students' level. LM remarked that iReady is one data point.
5. Principals' Q&A	ECC spoke to the highlights of her written report. LT has set goals and tracking, they will roll up into the regular reporting to the Board. Pushing each week for that, both data on items like attendance as well as reflections on the data and corresponding action steps. The completion of the iReady assessment was challenging, but we achieved a high level of completion. JCC asked about the differences in performance between the lower and upper elementary grades and the percentage of students below grade level expectations, especially in math. ECC noted that iReady is a starting point and only one element of assessment. Key is to assess change over time. ECC noted that guided reading assessments are being conducted in 2nd grade. ECC reminded Trustees that the DEI Town Hall is on Thursday at 4:00 pm
6. ED Q&A	MH noted that the ED report was circulated in advance and asked if there were further questions. JCC asked about changes made to the ventilation systems as a result of the contractor's work. ML clarified this, and noted students are only in 55 Willoughby at present, and we are trying to keep all students in that building as we expand to add 2nd-5th grade. So rooms without windows at 9 Hanover will not factor into our usage plans. ML noted that the 2019-20 financial audit has been completed and there are no significant differences from the interim financial report for June 30 that was presented at the July Trustees meeting and the audited results. He also noted the extraordinary work of the teachers to deliver instruction both remotely and in person. Outlined plans to switch to all remote instruction from Jan 4 to Jan 15th to allow families and staff to travel over the winter break and safely quarantine before returning to hybrid (in-person) teaching on Jan 19th.
7. Other Business	none
8. Public Comments	Lee Ilan. Expressed concern that families do not know about the meetings; suggested Trustee meetings be added to the family-facing school calendar. Inquired about the ventilation standards contractors were using to assess the systems. Sarah Braunstein, an epidemiologist, shared an article from The Atlantic by Emily Oster that provides a compelling evidence base that schools, particularly elementary, are not super-spreaders. Low infection rates among students and staff. Strongly urged that in-person instruction be expanded. Amy Lawday thanks Sarah for the science and asked why it is taking so long for the school to reopen for 2nd-5th grade. Family in France and Britain and other places have kids in school, hard for me to explain to my child why she is not in school. ML thanked her for the comment and said it would be

	addressed at the LT meeting and in response to the updated survey data on Oct 23rd. JCC asked ML if the intention was to have all the upper grades return at once. ML said this was under discussion and a decision has not been taken.
9. Adjournment	At 6:46 pm the meeting was adjourned

International Charter School of New York

Minutes of a Meeting of the Board of Trustees

Oct 23, 2020

Trustees Present Via Zoom	*Others Present in Person*
Mark Carhart – Chair (MH) Mike Nigro – Treasurer (MN) Joe Lewis Jr.- Secretary (JL) Kenneth Mbonu (KM) Maya Petrocelli (MP) Juliet Cullen-Cheung (JCC) Simone Narow (SN) Eve Simonson Martinez (ES)	Mathew Levey (ML) Marc Taub Jimmy Vora

1. ***Call to Order***	Meeting was called to order at 5:10 pm. MC chaired the meeting.
2. ***Approval of Agenda***	Adoption of the agenda as stated. MN moved, KM seconded. Unanimously approved
3. ***Presentation of the FY19-20 Audit***	Marc Taub of the School's auditors, MBAF introduced himself and discussed the findings from the recently completed financial audit. His presentation focused primarily on the audit process as explained in the notes on pages 9-14. Taub noted the School is in strong financial condition with sufficient reserves. Taub noted the School borrowed $855,755 from the Small Business Administration under the PPP program, and that it is expected that this amount will be forgiven, JCC asked about the school's cash balances and Taub reviewed the schools balance sheet. Taub noted the school has 16 uncertified teachers, one more than is allowed. He noted this is not uncommon as there are shortages of certified teachers. The audited financial results were not materially different from the June 30th unaudited financial results presented previously to the Trustees by the Treasurer during the August meeting of the Trustees.
4. ***Vote to Approve Audit***	MC asked for a motion to approve the draft results of the audit. _ motioned, _ seconded, and the motion carried unopposed.
5. ***Adjournment***	At 5:30 pm the meeting was adjourned

International Charter School of New York

Minutes of a Meeting of the Board of Trustees

November 11, 2020

Trustees Present Via Zoom	*Others Present in Person*
Mark Carhart (MC)	Emily Carroll Chocolaad (EC)
Monir Hoque – Vice Chair (MH)	Mathew Levey (ML)
Mike Nigro – Treasurer (MN)	
Kenneth Mbonu (KM)	Amy Ellen Duke Benfield
Juliet Cullen-Cheung (JCC)	Anna Copron
Simone Narow (SN)	Sarah Braunstein
Eve Simonson Martinez (ES)	Lee Ilan
	Caroline Coke
	Melissa Duphiney
	Shamala Bennett
	Esther DeVito
	Michael Polanco
	Neot Doron Repa
	Terry Brown
	Deborah Burton

1. ***Call to Order***	Meeting was called to order at 532_ pm. MC chaired the meeting.
2. ***Approval of Agenda***	Adoption of the agenda as stated. Unanimously approved
3. ***Approval of Minutes***	JCC moved; SN seconded. Minutes are unanimously approved.
4. ***Committee Reports***	***Finance committee:*** MN said the school is in strong financial shape. The total enrollment is above budget., and deficit is projected smaller than budgeted. JCC asked about additional spending of any surplus. MC and ML discussed and agreed that if additional needs are identified the school is prepared to support them. ***Academic Committee:*** SN noted the discrepant math results for the upper grade, which is being monitored closely. JCC noted outreach to parents to encourage socio-emotional report. Discussion of how these results compared to Brooklyn Prospect's results. ***Governance committee:*** Met to discuss merger agreement, need for any additional Trustees. Conclusion was that no additional actions are needed at this time.

5. Principals' Q&A	ECC reported on meeting with BPCS academic leadership meeting, aligning goals and observation tools. Met with Leadership Team to outline commitment. She discussed the attendance committee work and its expansion to focus on work completion in addition to attendance, which is strong. How can we better support families. Interim assessments have been started, aligned with BPCS. Reflected on staff climate survey and areas for improvement; survey will be administered twice more. Staff survey was conducted. One of three surveys of staff to be conducted across the year. ECC discussed areas of strength and weakness, and plans to address concerns about work-life balance. Ongoing commitment to DEI work with outside consultant Bari Katz. Families were polled about satisfaction with instruction and plans for remote or hybrid learning. 55% of families want hybrid and we are adding classes to accommodate them. Finally she discussed new hires and departures of staff. MC asked how ECC judged the assessments. ECC noted the challenging circumstances of the pandemic and said she hoped the observation goals would lead to staff feeling supported properly. ECC observed some staff are making difficult choices to stay home with family and keeping staff morale strong is important. MC agreed and complimented the work being done.
6. ED Q&A	ML reiterated MN's observation that the school's finances remain strong; initial bonus payment was made in the Oct 31 payroll. Continue to reflect on ways in which LT can best support staff and students in this period. ML briefed the ongoing discussions with SLA, the school's landlord at 9 Hanover, about the return of our security deposit and other expenses. Initial uncertainties have been clarified and we are confident ICS will see its funds returned so that financial resources are available as needed. ML reflected on the staff survey questions about work-life balance, noting this is a challenge for many employers and employees at this time. He mentioned the strong performance of 3rd and 4th graders on the Math Navigator assessments as a nice bit of positive news, reflecting the impact of the staff and the hard work of the students despite these challenges. SN asked ML to clarify the tenancy at 9 Hanover. ML confirmed the lease is in place through the end of the current school year and he is working with Brooklyn Prospect to address the space needs going into next year; Prospect is working through lease negotiations. ML emphasized the goal of bringing both groups of students together in one building. BP is also supporting discussion about how ICS might gain additional space in January if needed to support more hybrid instruction
7. Other Business	none
8. Public Comments	Ann Corpron. Asked about recent resignations of staff members and whether this was due to anxiety about in person teaching. Expressed her feelings that

	if it was a choice between in-person and staff resignations she would prefer to remain in remote instruction . MC acknowledged Lee Ilan – Asked about sensors the school is ordering – what do they measure? Also asked about the water quality testing. MC said he would follow up. Peter Engel – Communication to the school as a whole hasn't existed on this issue. We do not want to engage in conversations or say things are not true. Were there any concerns about quality of life at 9 Hanover. Did any teacher express concerns about the safety measures. Shamala Bennett – Second what Anna said. Asked if hybrid is being prioritized over remote and how will that affect parents who want to stay remote. ECC responded that ICS is balancing as best as can be done but we recognize that some families want to remain remote for the year. MC added that we're all disappointed in the departure of the teachers but we were aware and concerned well in advance of this moment. MC commended Emily and Matthew for their efforts to retain and support the kids in both hybrid and remote.
9. Adjournment	ES made a motion to adjourn, which was seconded by MH and passed. At 6:15 the meeting adjourned.

International Charter School of New York

Minutes of a Meeting of the Board of Trustees

December 8, 2021

Trustees Present Via Zoom	*Others Present Via Zoom*
Mark Carhart (MC)	Emily Carroll Chocolaad (EC)
Monir Hoque – Vice Chair (MH)	Mathew Levey (ML)
Mike Nigro – Treasurer (MN)	Lindsay Malanga
Joseph Jewis Jr. – Secretary (JL)	Elizabeth Mikolajczyk
Kenneth Mbonu (KM)	
Juliet Cullen-Cheung (JCC)	Musiki Glover
Simone Narow (SN)	Ansley Samson
Eve Simonson Martinez (ES)	Anna Copron
Maya Petrocelli	Lee Llan
	Teresa Rampolla
Trustees not Present	Melissa Duphiney
	Shamala Bennett
	Michael Polanco
	Neot Doron Repa

1. ***Call to Order***	Meeting was called to order at 5:35 pm. MC chaired the meeting.
2. ***Approval of Agenda***	Adoption of the agenda as stated. Unanimously approved
3. ***Approval of Minutes***	The October 23 Special Meeting minutes were review. MH moved; KM seconded. The October 23 Special Minutes were unanimously approved. The October 23 General Meeting minutes were review. JC moved; MH seconded. The October 23 General Minutes were unanimously approved. The Nov 11 General Meeting minutes were review. MN moved; EM seconded. The November 11 General Minutes were unanimously approved.
4. ***Committee Reports***	***Finance committee:*** MN explained that the school is doing well financially. The projected deficit is reduced due to strong enrollment. Going forward, per pupil amounts could be reduced due to lower NY State income. There is a 3% reserve in the budget due to COVID so there is a buffer in the budget. Currently, the 3% has not been used. ***Academic Committee:*** LM navigator math is being introduced. It comes with a lot of support. First assessment was strong, but it can do better. There will be another assessment in March so the committee will be tracking. ***Governance committee:*** MP gave the report. There is committee working on Mathew's review.

5. Admissions Policy	ML presented a revised admissions policy to the Trustees for review. He explained the revised policy is aligned with commitments to serving economically disadvantaged students that were part of the schools renewal application and also brings ICS into alignment with BPCS's policies. Clarifying questions were asked to ensure complete understanding of the new policy. EM motioned and JC second and the Trustees voted unanimously to approve the revised policy.
6. Principals' Q&A	ECC highlighted the following areas of her report • New data from iReady was available. They are analyzing new diagnostic data. They data will be used to for interventions. • Both hybrid and virtual teaching happening at both buildings. As a result, additional observational PD is required to keep instruction strong • School Culture: The implementation of new LEADERS motto is underway • Food drive was successful • Staff holiday party is coming up • Social Justice work with staff is continuing • Hybrid teaching will continue • There are multiple open positions at the school and the search to fill them continues
7. ED Q&A	ML highlighted the following: • School made an offer to SLA and are waiting feedback. • The tax form for ICS is completed • ICS will be testing the water at Hanover building
8. Social Justice Committee Report	JL gave a summary of the Social Justice work. JL highlighted the solutions which are priorities for the committee. There will be a survey of the school to decide on which solutions will be important. Once the survey is completed the leaders will assist with moving the work forward.
9. Other Business	N/A
10. Public Comments	The parents asked about whether the sensors will be installed in the building. ML responded that HVAC system are being monitored.
11. Adjournment	6:31pm made a motion to adjourn, MH which was seconded by SN and passed. At 6:32 pm the meeting adjourned.

SUNY Charter Schools Institute
The State University of New York

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FILING FOR SCHOOL YEAR: _____

DATE RECEIVED: _____

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

1. Name of education corporation: International Charter School of New York_____

2. Trustee's name (print):__Eve Simonsen Martinez_____

3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.):_____

[redacted]

8. Is Trustee an employee of the education corporation? ____Yes. __X__No. If you checked yes, please provide a description of the position you hold, your salary and your start date.
   _____

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

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

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

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

_____ 6.16.21

Signature ***Date***

Form Revised November 16, 2015

FOR INSTITUTE USE ONLY

FILING FOR SCHOOL YEAR: _____

DATE RECEIVED: _____

SUNY Charter Schools Institute
The State University of New York

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

1. Name of education corporation: International Charter School of New York_____

2. Trustee's name (print): Joseph Lewis_____

3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.):_____

   Secretary_____

[redacted]

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

   _____

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

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

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

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

Joseph Lewis
_____
Signature

June 11, 2021
_____
Date

Form Revised November 16, 2015

SUNY Charter Schools Institute
The State University of New York

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FILING FOR SCHOOL YEAR: _____

DATE RECEIVED: _____

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

1. Name of education corporation: International Charter School of New York
2. Trustee's name (print): Juliet Cullen-Cheung
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.):

   Member of the Academic Committee

[redacted]

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

   _____

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

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

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

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

Signature

6/13/21

Date

Form Revised November 16, 2015

SUNY Charter Schools Institute
The State University of New York

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DATE RECEIVED: _____

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

1. Name of education corporation: International Charter School of New York
2. Trustee's name (print): KENNETH MBONU
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): N/A

[redacted]

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

_____

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

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

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

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

Signature

6/10/2021
Date

Form Revised November 16, 2015

SUNY Charter Schools Institute
The State University of New York

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DATE RECEIVED: _____

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

1. Name of education corporation: International Charter School of New York
2. Trustee's name (print): Maya Petrocelli
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.):
   Chair of Governance Committee

[redacted]

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

   _____

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

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

Please write "None" if applicable. Do not leave this space blank.

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

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

Please write "None" if applicable. Do not leave this space blank.

M Richards
Signature

6/23/21
Date

Form Revised November 16, 2015

SUNY Charter Schools Institute
The State University of New York

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DATE RECEIVED: _____

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

1. Name of education corporation: International Charter School of New York_____

2. Trustee's name (print):_____

3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.):_____

[redacted]

8. Is Trustee an employee of the education corporation? ____Yes. __X__No. If you checked yes, please provide a description of the position you hold, your salary and your start date.
   _____

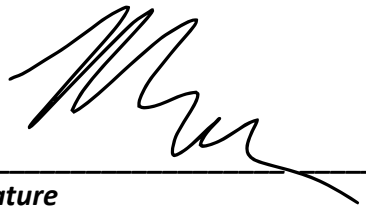
9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None*." Please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

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

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

Entity Conducting Business with the Education Corporation	**Nature of Business Conducted**	**Approximate Value of the Business Conducted**	**Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest**	**Steps Taken to Avoid Conflict of Interest**

Please write "None" if applicable. Do not leave this space blank.



_____ _____

Signature ***Date***

Form Revised November 16, 2015

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DATE RECEIVED: _____

SUNY Charter Schools Institute
The State University of New York

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

1. Name of education corporation: International Charter School of New York_____

2. Trustee's name (print): Monirul Hoque

3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.):_____

   Vice Chair

[redacted]

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

   _____

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

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

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

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

Please write "None" if applicable. Do not leave this space blank.

M Hogue
_____
Signature

6/12/2021
_____
Date

Form Revised November 16, 2015

SUNY Charter Schools Institute
The State University of New York

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DATE RECEIVED: _____

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

1. Name of education corporation: International Charter School of New York
2. Trustee's name (print): Simone Narow
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): Parent Board member

[redacted]

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

   _____

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

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

Please write "None" if applicable. Do not leave this space blank.

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

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

Please write "None" if applicable. Do not leave this space blank.

Lemaie Narew
Signature

6/10/21
Date

Form Revised November 16, 2015