

Application: Cardinal McCloskey Community Charter School

Gretchen Liga - gliga@csbm.com
2020-2021 Annual Report

Entry 1 School Info and Cover Page

Completed Aug 2 2021

[Instructions](#)

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

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

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

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL 321000861130

a1. Popular School Name

CMCCS

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 #10 - BRONX

d. DATE OF INITIAL CHARTER

11/2018

e. DATE FIRST OPENED FOR INSTRUCTION

8/2019

h. SCHOOL WEB ADDRESS (URL)

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

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

226

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

226

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

Check all that apply

Grades Served

K, 1, 2

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

No

FACILITIES INFORMATION

m. FACILITIES

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

No, just one site.

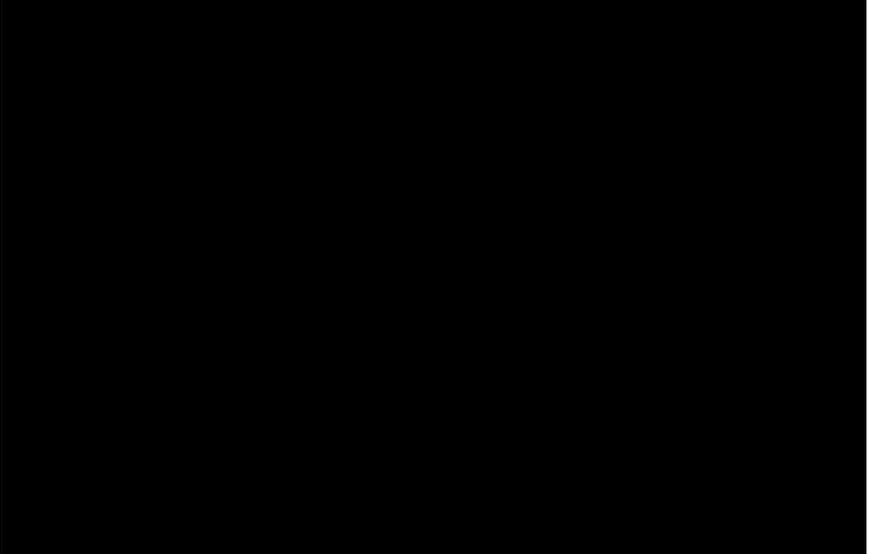
School Site 1 (Primary)

m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	685 East 182nd St. Bronx, NY 10457	347-708-0480	NYC CSD 10	K-3	k-3

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Jennifer Fedele			
Operational Leader	Desiree Grand			
Compliance Contact	Desiree Grand			
Complaint Contact	Jennifer Fedele			
DASA Coordinator	Desiree Grand			
Phone Contact for After Hours Emergencies	Desiree Grand			

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)

[COO \(First doc\).pdf](#)

Filename: COO (First doc).pdf **Size:** 392.8 kB

Site 1 Fire Inspection Report

[Fire Permits \(last page\).pdf](#)

Filename: Fire Permits (last page).pdf **Size:** 392.8 kB

CHARTER REVISIONS DURING THE 2020-2021 SCHOOL YEAR

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

No

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

Yes

ATTESTATIONS

p. Individual Primarily Responsible for Submitting the Annual Report.

Name	Desiree Grand
Position	Operations Director
Phone/Extension	347-708-0480
Email	dgrand@cmccs.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:

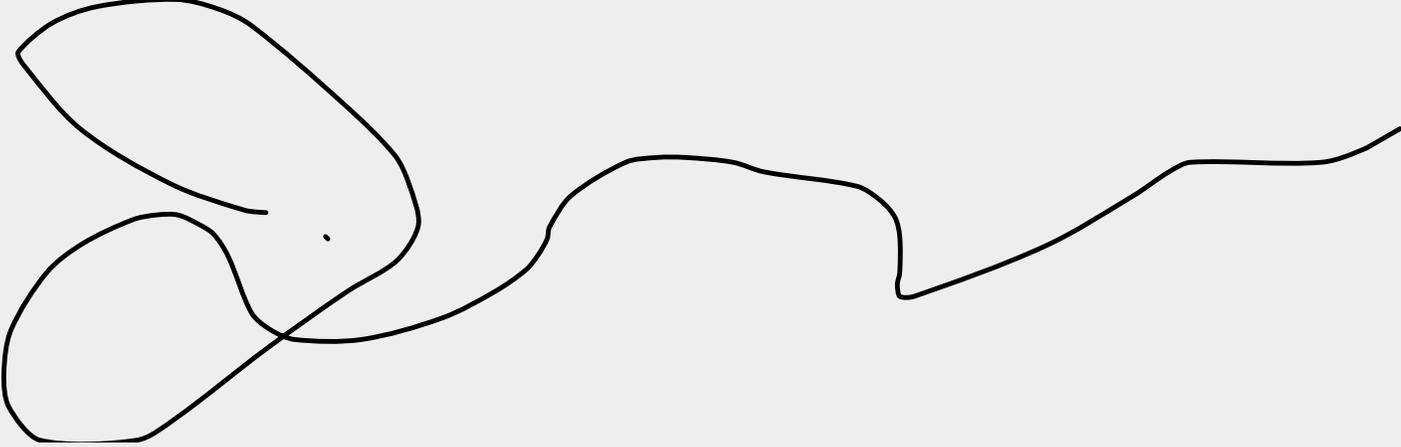
Yes

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).**

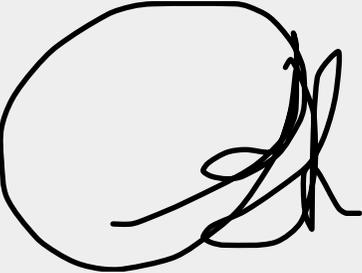
Responses Selected:

Yes

Signature, Head of Charter School

A large, stylized handwritten signature in black ink on a light gray background. The signature starts with a large loop on the left, followed by a series of connected, somewhat wavy lines that extend to the right.

Signature, President of the Board of Trustees

A handwritten signature in black ink on a light gray background. It begins with a large, rounded loop on the left, followed by several sharp, vertical strokes and a final flourish on the right.

Date

Aug 2 2021

Thank you.



Entry 3 Accountability Plan Progress Reports

Completed Aug 16 2021

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.

CMCCS 20-21APPR

Filename: CMCCS 20 21APPR.pdf **Size:** 430.7 kB

Entry 4 - Audited Financial Statements

Completed Nov 1 2021

Required of ALL Charter Schools

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

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

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

FINAL - Cardinal McCloskey Community Charter School - Financial Statements - June 30 2021 merged

Filename: FINAL Cardinal McCloskey Communit hTxUmQ8.pdf **Size:** 829.2 kB

Entry 4a - Audited Financial Report Template (SUNY)

Completed Nov 1 2021

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.

Audited Financial Statement Template - FY21

Filename: Audited Financial Statement Templa yhQdfgg.xlsx **Size:** 176.9 kB

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

^[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

Completed Aug 2 2021

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.

[2021-22-Budget-and-Quarterly-Report-Template_CMCCS](#)

Filename: 2021 22 Budget and Quarterly Repor gb2u6Ak.xlsx **Size:** 513.4 kB

Entry 6 - Board of Trustees Disclosure of Financial Interest Form

Completed Aug 2 2021

Required of ALL Charter Schools by August 2

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

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

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

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

governing education corporation. Note: Docusign is accepted.

[Adobe Scan Jul 8, 2021-Peter Disclosure](#)

Filename: Adobe Scan Jul 8 2021 Peter Disclosure.pdf **Size:** 1.1 MB

[Scannable Document on Jul 19, 2021 at 12 55 15 PM](#)

Filename: Scannable Document on Jul 19 2021 a SJNULrt.pdf **Size:** 1.1 MB

[JH SUNY](#)

Filename: JH SUNY.pdf **Size:** 2.9 MB

[2021-SUNY-Financial-Disclosure-Form-Ursillo](#)

Filename: 2021 SUNY Financial Disclosure Form Ursillo.pdf **Size:** 275.6 kB

[2021-SUNY-Financial-Disclosure-Form-Reva](#)

Filename: 2021 SUNY Financial Disclosure Form Reva.pdf **Size:** 293.6 kB

[2021-SUNY-Financial-Disclosure-Form-Charles](#)

Filename: 2021 SUNY Financial Disclosure Form Charles.pdf **Size:** 233.7 kB

[Scan0066](#)

Filename: Scan0066.pdf **Size:** 565.5 kB

[2021-SUNY-Financial-Disclosure-Form](#)

Filename: 2021 SUNY Financial Disclosure Form Zx9j0yN.pdf **Size:** 265.7 kB

[2021-SUNY-Financial-Disclosure-Form-1](#)

Filename: 2021 SUNY Financial Disclosure Form HNNgi93.pdf **Size:** 275.6 kB

[2021-SUNY-Financial-Disclosure-Form](#)

Filename: 2021 SUNY Financial Disclosure Form JkCS2aH.pdf **Size:** 274.3 kB

Entry 7 BOT Membership Table

Completed Aug 2 2021

Instructions

Required of All charter schools

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

Entry 7 BOT Table

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

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

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2020-2021
1	George Grace		Chair	Executive	Yes	1	11/08/2017	06/30/2021	12
2	Sr. Patricia Broderick		Trustee/Member	N/A	Yes	1	04/01/2021	06/30/2022	5 or less
3	Peter Quinn		Treasurer	N/A	Yes	1	11/08/2017	06/30/2022	11
4	Dunica Charles		Trustee/Member	N/A	Yes	1	11/08/2017	06/30/2023	9
5	Joy Devries		Trustee/Member	N/A	Yes	1	11/08/2017	06/30/2023	12

6	Reva Gershen Lowy		Secretary	Academic	Yes	1	07/01/2021	06/30/2024	12
7	James McCarthy		Trustee/Member	N/A	Yes	1	07/01/2020	06/30/2023	12
8	Phyllis Thorne		Trustee/Member		Yes	1	07/01/2021	06/30/2024	12
9	William Ursillo		Trustee/Member		Yes	1	05/10/2018	06/30/2022	11

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	1
c. Total Number of Members who Departed during 2020-2021	1
d.Total Number of members, as set in Bylaws, Resolution or Minutes	15

3. Number of Board meetings held during 2020-2021

12

4. Number of Board meetings scheduled for 2021-2022

12

Thank you.

Entry 8 Board Meeting Minutes

Completed Aug 2 2021 Hidden from applicant

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

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

[Minutes-CMCCS-1-5-2021-Board-Meeting](#)

Filename: Minutes CMCCS 1 5 2021 Board Meeting.pdf **Size:** 265.7 kB

[Minutes-CMCCS-4-6-2021-Board-Meeting](#)

Filename: Minutes CMCCS 4 6 2021 Board Meeting.pdf **Size:** 127.3 kB

[Minutes-CMCCS-3-2-2021-Board-Meeting](#)

Filename: Minutes CMCCS 3 2 2021 Board Meeting.pdf **Size:** 262.4 kB

[Minutes-CMCCS-2-2-2021-Board-Meeting](#)

Filename: Minutes CMCCS 2 2 2021 Board Meeting.pdf **Size:** 261.8 kB

[Minutes-CMCCS-5-4-2021-Board-Meeting](#)

Filename: Minutes CMCCS 5 4 2021 Board Meeting.pdf **Size:** 268.3 kB

[Minutes-CMCCS-7-7-2020-Board-Meeting](#)

Filename: Minutes CMCCS 7 7 2020 Board Meeting.pdf **Size:** 610.2 kB

[Minutes-CMCCS-9-8-2020-Board-Meeting](#)

Filename: Minutes CMCCS 9 8 2020 Board Meeting.pdf **Size:** 237.0 kB

[Minutes-CMCCS-8-11-2020-Board-Meeting](#)

Filename: Minutes CMCCS 8 11 2020 Board Meeting.pdf **Size:** 305.3 kB

[Minutes-CMCCS-10-27-2020-Board-Meeting](#)

Filename: Minutes CMCCS 10 27 2020 Board Meeting.pdf **Size:** 231.5 kB

[Minutes-CMCCS-10-6-2020-Board-Meeting-003](#)

Filename: Minutes CMCCS 10 6 2020 Board Meeting 003.pdf **Size:** 267.4 kB

[Minutes-CMCCS-12-1-2020-Board-Meeting](#)

Filename: Minutes CMCCS 12 1 2020 Board Meeting.pdf **Size:** 254.9 kB

[June 2021 Minutes \(1\)](#)

Filename: June 2021 Minutes 1.pdf **Size:** 287.6 kB

Entry 9 Enrollment & Retention

Completed Aug 2 2021

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

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

Entry 9 Enrollment and Retention of Special Populations

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

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

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2020-2021	Describe Recruitment Plans in 2021-2022
Economically Disadvantaged	<p>In the 2020-2021 school year, 92.2% of students at CMCCS were from low-income families, based on eligibility for free and reduced price lunch. At this percentage, we surpassed our target of 90.5% by 1.7 percentage points. As part of an aggressive recruitment plan, the following strategies were used to specifically attract economically disadvantaged students:</p> <ul style="list-style-type: none"> • Direct outreach to day care and Head Start programs, child-serving organizations, after-school programs and community-based nonprofit organizations in targeted low-income neighborhoods • Awareness building among parents and caregivers of children in Cardinal McCloskey Community Services' Head Start, pre-kindergarten, Foster Care and Preventive Services programs • Leveraging Cardinal McCloskey Community Services' extensive experience and relationships with other pre-schools, Head Start programs and Foster Care and Preventive Services providers in CSD 10 • Advertisements in local and targeted media and promote its programs widely through e-mail 	<p>As the school surpassed the target for enrollment of economically disadvantaged students, we will continue these recruitment strategies in the coming year.</p>

	<p>and direct mail campaigns and “boots on the ground” recruitment activities including distribution of flyers and other materials at subway stations, libraries, parks and similar places and participation in school fairs and other public events</p> <ul style="list-style-type: none"> • Support for families in completing all necessary paperwork to ensure eligible students participate in the lunch program • Brochures and mailings that highlighted the special programs provided to students at no cost to families. • Numerous information sessions and "open house" events to inform families 	
English Language Learners	<p>In 2021-2022, CMCCS endeavored to increase its enrollment of English Language Learners by further targeting recruitment efforts in immigrant communities in CSD 10 and surrounding neighborhoods. The school will also host additional information sessions in community organizations and day cares that serve high numbers of non-English speaking families. Finally, the school will place additional advertisements in languages other than English.</p>	<p>As the school surpassed the target for enrollment of ELL students, we will continue these recruitment strategies in the coming year.</p>
	<p>In 2020-2021, the percentage of SWD was 19%, meeting our enrollment target. The following strategies were used:</p> <ul style="list-style-type: none"> • Recruiting from within Cardinal McCloskey Community Services’ Foster Care and Preventive 	

Students with Disabilities	<p>Services programs, in which a hugely disproportionate percentage of children have IEP</p> <ul style="list-style-type: none"> • Recruiting at pre-schools and Head Start programs that enroll large percentages of SWDs • Highlighting programs and support provided for special needs students in all advertising and materials • Utilizing a Weighted Lottery Generator to give added weight in the admissions lottery to children who are SWDs. 	As the school met the target for enrollment of students with disabilities, we will continue these recruitment strategies in the coming year.
----------------------------	---	--

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2020-2021	Describe Retention Plans in 2021-2022
Economically Disadvantaged	<p>CMCCS retained close to 100% of its economically disadvantaged students, exceeding our target of 93.6%. Our major strategies to attain this included providing free services for students and families who need them, such as the free meal program and covering field trip and school uniform expenses, whenever necessary. The school staff also strived to maintain close relationships with families to identify those who may be experiencing hardship and ensure that support was provided when needed. In addition, the school has a strong school-family connection through the work of its Parent and Community Relations Coordinator, its social workers and its partner, Cardinal McCloskey Community Services,</p>	<p>Given the high retention rate of economically disadvantaged students, we will utilize the same strategies in the coming year.</p>

	<p>which is making supportive services available to families of children enrolled at the charter school.</p>	
English Language Learners	<p>The school's retention of English Language Learners was close to 100% in 2020-2021 surpassing our target of 94.2%, thanks to special programming and an inclusive environment. The following efforts were made to ensure retentions:</p> <ul style="list-style-type: none"> • Translators at all school events, such as parent-teacher conferences • Translation of all school notices and materials sent home • Comprehensive ELL services provided by certified, qualified instructors • Administrative staff fluent in languages other than English. 	<p>Given the high retention rate of English Language Learners, we will utilize the same strategies in the coming year. Throughout the year, we will monitor the progress of all English Language Learners and implement program changes as needed.</p>
Students with Disabilities	<p>Surpassing the retention target of 94%, CMCCS achieved a very high level of retention of students with disabilities (close to 100%) by creating and maintaining an educational environment tailored to the needs of its vulnerable student, such as Students with Disabilities. Comprehensive supportive services, Individual Learning Plans and at least one ICT classroom in each grade provide each student with the customized support he or she may need to succeed academically and to feel comfortable and empowered at school. We also carefully monitored all IEPs to ensure that mandated services were</p>	<p>Given the high retention rate of SWD, we will utilize the same strategies in the coming year. Throughout the year, we will monitor the progress of all SWD and implement program changes as needed.</p>

implemented with fidelity
Families are continually informed
of each students' progress.

Entry 10 - Teacher and Administrator Attrition

Completed Aug 2 2021

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

A. TEACH System - Employee Clearance

Charter schools must ensure that all prospective employees^[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 Aug 2 2021

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

Given these uncertain and changing times, charter schools may or may not have a school calendar ready to upload by the submission deadline this year of August 2, 2021. If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 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.

[CMCCS 21-22 School Calendar Draft](#)

Filename: CMCCS 21 22 School Calendar Draft.pdf **Size:** 69.3 kB

Entry 14 Links to Critical Documents on School Website

Completed Aug 2 2021

Instructions

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

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

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

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.cmccs.org/wp-content/uploads/2021/03/CMCCS-19-20-Annual-Report-10-30-20.pdf
2. Most recent board meeting notice, documents to be discussed at the meeting (if any)	https://www.cmccs.org/board-executive-finance-meetings/
2a. Webcast of Board Meetings (per Governor's Executive Order)	https://www.cmccs.org/board-executive-finance-meetings/
3. Link to NYS School Report Card	https://data.nysed.gov/essa.php?instid=800000089573&year=2020&createreport=1&allchecked=1&section_1003=1&naep=1&expended=1&staffqual=4&feddata=1
4. Lottery Notice announcing date of lottery	https://www.cmccs.org/school-year-2018-2019/
5. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY);	https://www.cmccs.org/wp-content/uploads/2019/07/Appendix-G-CMCCS-Dignity-for-All-Students-Policy-Adopted-4.15.19.pdf
6. District-wide Safety Plan	https://www.cmccs.org/wp-content/uploads/2020/07/Appendix-P-Building-Safety-Plan.pdf
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	https://www.cmccs.org/wp-content/uploads/2020/07/Appendix-F-Discipline-Policy.pdf
7. Authorizer-Approved FOIL Policy	https://www.cmccs.org/wp-content/uploads/2020/07/Appendix-I-Freedom-of-Information-Law-FOIL-Policy.pdf
8. Subject matter list of FOIL records	https://www.cmccs.org/wp-content/uploads/2020/07/Appendix-I-Freedom-of-Information-Law-FOIL-Policy.pdf

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.



**Cardinal McCloskey Community
Charter School**

**2020-21 ACCOUNTABILITY PLAN
PROGRESS REPORT**

Submitted to the SUNY Charter Schools Institute on:

August, 2021

By Jennifer Fedele

685 East 182nd Street
Bronx, NY 10457

347-708-0480

2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

Jennifer Fedele prepared this 2020-21 Accountability Progress Report on behalf of the school's board of trustees:

Trustee's Name	Board Position
Phyllis Thorne	Chair, Academic Committee Chair
Sr. Patricia Broderick	
Peter Quinn	Treasurer; Finance Committee Chair
Reva Gershon Lowy	Secretary
Dunica Charles	
Joy DeVries	
James McCarthy	
William Ursillo	

Jennifer Fedele has served as the Principal since October 2018.

SCHOOL OVERVIEW

The mission of Cardinal McCloskey Community Charter School (CMCCS) is to address the academic, social-emotional and developmental needs of its students in a safe, supportive and trauma-informed learning environment in order to better enable them to learn and succeed academically. The school is committed to serving at-risk students experiencing trauma, including children in foster care and students receiving prevention services. Through a rigorous program of instruction utilizing a trauma-informed, Sanctuary Model approach and by providing a wide range of wraparound support services, CMCCS will help each student become more resilient, independent and academically successful.

The school model implemented at CMCCS integrates evidence-based Sanctuary Model principles and wraparound services with a rigorous academic program. This approach enables us to meet the needs of our uniquely at-risk student population by addressing social-emotional concerns so that they are able to learn while simultaneously implementing a rigorous curriculum closely aligned to New York State Learning Standards. Each student has an Individual Growth Plan for Success and is provided with therapeutic assistance and counseling in close collaboration with classroom teachers and other instructional staff.

In alignment with our mission and core vision, key design elements of our school model include:

- Integration of the principles and practices of the **Sanctuary Model**, an evidence based model that cultivates a trauma informed environment in which at-risk youth can maximize their potential to learn, heal and grow, into the academic program.
- **A rigorous standards-aligned and data-informed academic program** utilizing effective instructional methods and curriculum
- **Intensive instruction and extended day programming** to ensure that each student's needs are addressed, and
- **Comprehensive wraparound services** for students to support their social-emotional, developmental and behavioral growth and to help them build resilience and capacity to cope effectively with problems

The school opened in August 2019, serving 144 Kindergarten and 1st Grade students. On BEDS day, the school population was 18% Black, 76% Hispanic, 3% multiracial, and 3% Native American. In addition, 98% of students were from low-income families, 20% were English Language Learners, and 19% were Students with Disabilities. The school will add one grade per year until reaching full capacity of 450 K-5th Grade students in 2023-2024.

During this tumultuous time of the pandemic, our organization had to pivot its standard operations to make certain to:

- continue to educate our students safely
- provide social and emotional support effectively with our trauma informed approach
- maintain a dynamic academic environment where children feel empowered to grow with support regardless of educational model, virtual or in person instruction
- continue to add value to our community at all-times even during this unprecedented event as the current Covid-19 situation.

2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

In response to the COVID 19 pandemic and the subsequent school closure, our team put together a number of supports for our families to assist them with navigating this difficult time. First and foremost during the school closure when we were fully remote, we kept in constant contact with our families. Classroom teachers and TA's made daily phone calls to parents to offer continual reassurance and support. Parents were new to the experience of teaching their own children. With this in mind we kept channels of communication open in order to offer as much support and guidance as possible. When we first began the remote learning experience, parents were confused and were having difficulties navigating our virtual lessons. One of our teachers created several 'how to' videos to support parents. In addition, he made his phone number available so that he could work with parents one on one when needed. Parents were comforted in knowing that they were not alone in this process and that others were struggling as well. In addition, our strong level of visibility let our parents know that we were all in this together.

During the school closure when school was fully remote, teachers held socialization meetings twice a week. The sole purpose of these meetings was to allow students to remain in touch with each other and have the opportunity to connect with classmates and friends. Our school also sponsored several Friday night movie nights and story book readings. School staff made themselves available to host these events for students to allow them to participate in a fun evening event. In cooperation with our partner agency, we also hosted several craft events. Supplies were sent home with families and the event was conducted on ZOOM.

A list of available resources was shared with families as well as posted on our website. We researched and made available information regarding the need for food, counseling, COVID testing and emergency shelters.

Our principal held multiple town hall meetings in order to reassure parents as well as keep them up to date on the latest news and developments. Our school social worker spent a great deal of time in communication with our families. She had discussions surrounding their concerns and difficulties. She also offered support to struggling students who needed a little extra help.

In conjunction with Dignity of Children, a social services agency, our school offered three parent summits. The titles of the workshops were *Meeting the Social and Emotional Needs of Children and Youth, Real Talk! Developing Emotional Intelligence for Our Kids Sake*, and *Creating a Learning Environment at Home*. These workshops were offered as a support to parents to assist them with managing their children as well as their emotional state during this time. Workshops were offered in both English and Spanish.

As an organization that is seeking to become Sanctuary certified we are committed to supporting all members of our school community in any way that we can. Sanctuary is a trauma informed model that supports the social emotional wellbeing of all members of the school community. We participated in these practices prior to the onset of the pandemic and fully intend to continue with them for the life of our school.

ENROLLMENT SUMMARY

2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

School Enrollment by Grade Level and School Year

School Year	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
2019-20	91	53												144
2020-21	79	87	60											226

As part of the student recruitment process, CMCCS reached out to several entities with strong ties to the immigrant community and Special Education services to ensure inclusion of these groups.

These efforts included but were not limited to:

- All recruitment materials were provided in multiple languages to include non-English speakers
- Hosting virtual open houses in multiple languages
- Speaking and presenting school information to Pre-K/Head Start programs providing Special Education services
- Worked with existing immigrant parent groups for word-of-mouth recruitment
- Reaching out to daycares in the local area, which has been identified as economically distressed

GOAL 1: ENGLISH LANGUAGE ARTS

Goal 1: English Language Arts

Students at Cardinal McCloskey Community Charter School will demonstrate growth in ELA proficiency and will meet grade-level proficiency standards in ELA each year.

BACKGROUND

During the 2020-2021 academic school year, Cardinal McCloskey Community Charter School utilized a comprehensive English Language Arts program that is aligned with New York State's Common Core Learning Standards for Kindergarten through second grade. The reading program provides students with a research-based curriculum that enables students to develop a strong foundation. The reading program implemented in the 2020-2021 school year balances the necessary components for young readers including phonemic awareness, phonics, the encoding and decoding of words and fluency development; and the essential components of comprehension.

The PAF Reading Program was used in all grades. This program is a research-based, multi-sensory reading program that incorporates reading, spelling, and handwriting instruction into unified lessons that benefit all children, and can prevent reading failure in at-risk children. The PAF Reading Program provides children with the building blocks they need to learn in a logical order which results in minimum frustration — and maximum success. The step-by-step

2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

progression leads not only to improvement in basic skills but to an increased sense of mastery and self-esteem. Students are taught how to encode and decode words and students learn how to read accurately and fluently using phrases, sentences and stories that contain only sounds and words that have already been learned (decodable text). Finally, the students learn how to apply comprehension strategies to help them understand what they read. As part of the program, the students are assessed regularly based on curriculum based proficiency tests to monitor progress and student achievement.

The PAF Reading Program is supplemented by the EngageNY Listening Learning Curriculum, the EngageNY Skills program and read alouds that expose students to authentic text as well as fiction and non-fiction topics. The combination of these programs provides students with a rigorous inquiry and language intensive academic experience. To support teachers throughout the year, professional development workshops and modeling of instructional practices are provided by consultants and the instructional leadership team.

This reading program is effective because of the instructional strategies utilized. Kindergarten students receive 140 instructional minutes in ELA daily, and first grades receive 150 instructional minutes in ELA each day. Specifically, students are placed into flexible leveled reading groups and receive direct support from teachers. To develop students' critical thinking skills, teachers use multiple levels of questions to support the needs of all students. The direct instruction model allows teachers to monitor student progress throughout each lesson, and provide targeted feedback to students. The writing program is supported by the EngageNY Skills program for the development of pre-writing skills and directly supported by the PAF Reading Program as students write daily as part of the lesson format. The students receive immediate feedback from instructional staff to support student's correct use of English written language, with an emphasis on writing mechanics, syntax and form.

To address learning gaps due to COVID-19, the ELA program will include time for the remediation of reading and writing skills as needed. Time will also be built into the schedules for online assessments to establish benchmarks. Teachers will use multiple platforms and online resources to facilitate remote learning.

METHOD

To assess and evaluate student achievement in ELA the school administered the Preventing Academic Failure (PAF) Test of Single Word Reading following the use of EngageNY Skills curriculum to develop pre-reading and pre-writing skills. THE PAF Test combined with oral reading of the readers, can be used for placement of new students as well as to measure ongoing gains. It assesses a student's ability to read single words in isolation. The ability to read single words automatically, at the word-recognition level, is crucial for maximizing comprehension. The test also provides an opportunity to show quantitative growth in reading from year-to-year. It offers an alternative assessment tool for students who cannot yet read the uncontrolled text on standardized reading tests. The PAF Test of Single Word Reading consists of 240 words divided into twelve subtests based on phonetic patterns that follow the PAF

2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

sequence. Progress is demonstrated by a student reading more words accurately from year-to-year or recognizing more words automatically, rather than having to sound them out.

Unfortunately due to COVID-19, an end of year PAF assessment was not administered.

RESULTS AND EVALUATION

Due to the COVID-19 Pandemic, CMCCS did not administer an end of year PAF exam and therefore cannot specifically address this metric at this time. However, the school did introduce the NEWA assessment. Our scores listed below demonstrate that our students have struggled significantly during the COVID-19 pandemic to meet grade level standards. While we imagine that our scores look similar to those of similar student groups (low income, majority minority, large special populations), we are unable to compare without publicly available state testing data. However, regardless of where our students fall in the distribution of state scores, we know that they have the capacity to reach greater achievement through targeted intervention, moving forward.

Kindergarten Reading	Lo <21%	Lo Avg %21-40	Avg %41-60	Hi Avg %61-80	Hi %>80	% average or above	% below average
Fall	5%	19%	43%	19%	14%	76%	24%
Winter	33%	31%	16%	9%	10%	35%	64%
Spring	40%	23%	23%	6%	8%	37%	63%

1st Grade Reading	Lo <21%	Lo Avg %21-40	Avg %41-60	Hi Avg %61-80	Hi %>80	% average or above	% below average
Fall	58%	21%	13%	4%	4%	21%	79%
Winter	69%	19%	9%	3%	1%	13%	88%
Spring	70%	17%	8%	5%	0	13%	87%

2nd Grade Reading	Lo <21%	Lo Avg %21-40	Avg %41-60	Hi Avg %61-80	Hi %>80	% average or above	% below average
Fall	37%	19%	23%	13%	8%	44%	56%
Winter	49%	23%	21%	4%	2%	27%	72%
Spring	47%	21%	23%	6%	2%	31%	68%

ADDITIONAL CONTEXT AND EVIDENCE

The Covid-19 pandemic had a significant impact on our young students' ability to consistently access instruction on a daily basis. Although the school provided laptops to students, remote and blended learning presented challenges for the students and instructional staff. While our students were learning remotely, they had to contend with many challenges including poor internet/WIFI connectivity, inconsistent adult guidance to support online learning, and intensified stress caused

2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

by concerns related to the Covid-19 outbreak that made learning more difficult. Furthermore, since students were learning the very basics of reading, writing, math and other foundational skills, they were dependent on explicit teacher support that could not be delivered in the same manner it would have been in the classroom.

All testing was administered in the building with a member of the staff proctoring each exam. Students who were fully remote were invited to attend each testing session if they felt comfortable being in a classroom with a reduced number of students. Blended students participated in testing while they were in the building. It was determined that in order to obtain an accurate assessment of students' levels, testing would not be done remotely. The end of year testing window was shorter than the previous testing windows which we believe impacted the total number of students we were able to test. In addition, a number of remote students were not available to participate in in-person testing because they were not residing at their home address at that time.

ACTION PLAN

As our school was unable to administer the EOY PAF assessment, we recognize that determining new baseline levels for students in the fall of 2021 and tailoring supports based on this new data will be paramount to ensuring student success in reading moving forward. Reading support will be prioritized for all students and further differentiated for tier 2 and 3 students, based on actual need.

GOAL 2: MATHEMATICS

Goal 2: Mathematics

Students at Cardinal McCloskey Community Charter School will demonstrate growth in Math proficiency and will meet grade-level proficiency standards in Math each year.

BACKGROUND

With 50 minutes allocated for Math instruction in Kindergarten, 60 minutes in 1st grade, and 2nd grade, Cardinal McCloskey Community Charter School used a New York State Common Core aligned math program that provided students with primary components of math instruction including computational, procedural and conceptual skills. The EngageNY "A Story of Units" curriculum provides a sequenced and comprehensive mathematics program that builds students' conceptual and practical math skills from one year to the next. The "Story of Units" program provides students with direct experience in problem solving with concrete-pictorial and abstract learning in a carefully sequenced program that included curriculum based progress monitoring.

During each lesson, students are provided the opportunity to develop their basic skills to a level of automaticity to allow for exploration of more complex mathematical concepts. The focus is on developing a solid mathematical foundation and mathematical fluency. Furthermore, emphasis is placed on the development of mathematical vocabulary the oral and written language of math.

2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

Progress monitoring interim assessments in math are based on mid-module and end of module assessments from the “Story of Units” curriculum to determine student proficiency and instructional pacing.

Throughout the year, professional development provided support to teachers with the implementation of the curriculum and modifications to best meet the needs of the students.

To address learning gaps due to remote learning in the previous year, the Math program included time for the remediation of skills and content as needed. Time was also be built into the schedules for online assessments to establish benchmarks.

METHOD

In addition to the curriculum-embedded assessments mentioned above, CMCSS also uses the NWEA MAP assessment to measure student achievement against national norms.

RESULTS AND EVALUATION

The following table highlights student performance on the NWEA MAP assessment:

Kindergarte n Math	Lo <21%	Lo Avg %21-40	Avg %41-60	Hi Avg %61-80	Hi %>80	% average or above	% below average
Fall	5%	29%	23%	21%	23%	67%	34%
Winter	28%	31%	18%	15%	7%	40%	59%
Spring	38%	25%	20%	7%	9%	36%	63%

1st Grade Math	Lo <21%	Lo Avg %21-40	Avg %41-60	Hi Avg %61-80	Hi %>80	% average or above	% below average
Fall	36%	36%	13%	10%	6%	29%	72%
Winter	68%	22%	3%	7%	0%	10%	90%
Spring	66%	19%	8%	6%	2%	16%	85%

2nd Grade Math	Lo <21%	Lo Avg %21-40	Avg %41-60	Hi Avg %61-80	Hi %>80	% average or above	% below average
Fall	36%	30%	9%	15%	9%	33%	66%
Winter	57%	17%	13%	11%	2%	26%	74%
Spring	53%	21%	11%	13%	2%	26%	74%

2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

ADDITIONAL CONTEXT AND EVIDENCE

Due to the COVID-19 pandemic, CMCCS experienced some attrition in the number of students tested between the fall and spring administrations of the MAP assessment.

Fall Testing Participation	83%
Winter Testing Participation	83%
Spring Testing Participation	75%

[echoing our response to ELA]: The Covid-19 pandemic had a significant impact on our young students' ability to consistently access instruction on a daily basis. Although the school provided laptops to students, remote and blended learning presented challenges for the students and instructional staff. While our students were learning remotely, they had to contend with many challenges including poor internet/WIFI connectivity, inconsistent adult guidance to support online learning, and intensified stress caused by concerns related to the Covid-19 outbreak that made learning more difficult. Furthermore, since students were learning the very basics of reading, writing, math and other foundational skills, they were dependent on explicit teacher support that could not be delivered in the same manner it would have been in the classroom.

All testing was administered in the building with a member of the staff proctoring each exam. Students who were fully remote were invited to attend each testing session if they felt comfortable being in a classroom with a reduced number of students. Blended students participated in testing while they were in the building. It was determined that in order to obtain an accurate assessment of students' levels, testing would not be done remotely. The end of year testing window was shorter than the previous testing windows which we believe impacted the total number of students we were able to test. In addition, a number of remote students were not available to participate in in-person testing because they were not residing at their home address at that time.

ACTION PLAN

As the school was not able to fully implement its math program with fidelity due to COVID-19, we have little student achievement data with which to make informed changes and program improvements moving forward. Therefore, the school will utilize the same curriculum and assessments once the school returns to standard operations. In addition, minor curriculum changes may be made to address areas where specific skills and content were not adequately addressed in the 2020-2021 school year.

GOAL 3: SCIENCE

Goal 3: Science

Students at Cardinal McCloskey Community Charter School will demonstrate growth in Science proficiency and will meet grade-level proficiency standards in Science each year.

BACKGROUND

The Cardinal McCloskey Community Charter School science program is based on New York State Science Learning Standards. The science program focuses on three primary strands including the physical environment, earth and space, and the living environment. The program is supported by key domain areas in the EngageNY Listening and Learning curriculum, read aloud books that explore science based topics, and teacher led demonstrations. Instruction emphasizes the development of vocabulary and language development. Furthermore, the program builds personal connections to science to provide a grounding of the topics. Students are encouraged to demonstrate their understanding orally, and through drawing and writing.

The science curriculum is a multisensory program that provides students with an understanding of the world around them with the express goal of building their observational and critical thinking skills.

METHOD

To measure student progress in Science, students will take curriculum-embedded assessments. However, due to COVID-19, interim assessments were not administered.

RESULTS AND EVALUATION

Not Applicable. Science assessments were not administered due to the school's COVID-19 closure.

ADDITIONAL CONTEXT AND EVIDENCE

As 2019-20 was the first year of operation for CMCCS and interruptions related to COVID-19 have persisted, no year-to-year comparisons can be made.

ACTION PLAN

As the school was only able to implement the Science program with fidelity for a limited portion of the year due to COVID-19, we have little student achievement data with which to make informed changes and program improvements moving forward. Therefore, the school will utilize the same curriculum and assessments once the school returns to standard operations, with modifications made to accommodate effective remote instruction before then. In addition, minor curriculum changes may be made to address areas where specific skills and content were not adequately addressed in the 2020-2021 school year.

GOAL 4: ESSA

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

2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

Goal 4: Absolute Measure

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

METHOD

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

RESULTS AND EVALUATION

CMCCS is in Good Standing.

ADDITIONAL EVIDENCE

Not Applicable. 2019-20 was CMCCS' first year of operation.

Accountability Status by Year

Year	Status
2018-19	Not applicable
2019-20	Good Standing
2020-21	Good Standing

**GENERAL INSTRUCTIONS FOR
ANNUAL BUDGET/QUARTERLY REPORT**

TEMPLATE TABS

1- GRAY tab contains the Instructions

Instructions	Provides description of tabs and input requirements.
Funding by District	Charter School Tuition Rates

2- BLUE tabs require input of information

1.) Name of School	>Select school name from list. >Enter contact information.
2.) Enrollment	Enter enrollment information for Annual Budget (& Revisions) and Quarterly Actuals. Includes: >Enrollment by Grade >Enrollment by District
3.) Staffing Plan	Enter staffing plan information for Annual Budget (& Revisions) and Quarterly Actuals. Includes: >Full Time Equivalent (FTE), by Position Category, By Quarter >"Prior Year" column may <i>initially</i> be completed based upon preliminary data, and <i>subsequently</i> adjusted with Annual Audited data when the Quarter 2 Actuals are being submitted.
4.) Yearly Budget	Enter Yearly Budget information. Includes: >"Prior Year" column may <i>initially</i> be completed based upon preliminary data, and <i>subsequently</i> adjusted with Annual Audited data when the Quarter 2 Actuals are being submitted. (Note: Quarterly Revenue allocation may be set) >Budgeted Enrollment data and Per Pupil Revenue for the current year are populated based upon input on tab "2.) Enrollment." >Budgeted FTE for current year is populated based upon input on tab "3.) Staffing Plan." >All other sources of revenue >All expenses >Budget Revisions, as necessary and <i>approved</i> by the school's Board of Directors, should be submitted when submitting Quarterly Actuals.
5.) Balance Sheet	Enter Balance Sheet information for EdCorps. Separate schools merged into a primary EdCorp should NOT use this tab. >"Prior Year" column may be <i>initially</i> completed based upon preliminary data, and <i>subsequently</i> adjusted with Annual Audited data when the Quarter 2 Actuals are being submitted.
6.) Quarterly Report	Enter Actual Quarterly Report information. Includes: >Actual Enrollment data and Per Pupil Revenue for the current year are populated based upon input on tab "2.) Enrollment." >Actual FTE for current year is populated based upon input on tab "3.) Staffing Plan." >All other sources of revenue >All expenses
7.) Annual Report Requirement	Complete when submitting Actual Quarter 4.

CELL COLORS & GUIDANCE COMMENTS

-  = Enter information into the light BLUE shaded cells.
-  = Cells labeled in ORANGE contain guidance regarding the input of information.
-  = Cells containing RED triangles in the upper right corner contain "guidance comments" on that particular line item. Please "mouse-over" the triangle to reveal each comment.

Charter Funding Alphabetical By NYS School District
*** (Sum of Charter School Basic Tuition and Supplemental Basic Tuition)**



ANNUAL BUDGET & QUARTERLY REPORT TEMPLATE

Cardinal McCloskey Community Charter School

SCHOOL

Name:	Cardinal McCloskey Community Charter School
--------------	---

CONTACT INFORMATION

Contact Name:	Jennifer Fedele
Contact Title:	Principal
Contact Email:	[REDACTED]
Contact Phone:	[REDACTED]

REPORT PERIOD

Current Academic Year:	2021-22
Prior Academic Year:	2020-21

**CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL
2021-22**

ENROLLMENT BY GRADES

GRADES	K	1	2	3	4	5	6	7	8	9	10	11	12
INITIAL BUDGETED ENROLLMENT	68.75	68.75	68.75	68.75									
TOTAL ENROLLMENT = 275													

ENROLLMENT BY DISTRICT

		PRIOR YEAR	ANNUAL BUDGET TOTAL DISTRICTS/ENROLLMENT BY QUARTER								ACTUAL QUARTERLY TOTAL DISTRICTS/ENROLLMENT			
		ACTUAL	QUARTER 1		QUARTER 2		QUARTER 3		QUARTER 4		QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
			Original	Revised	Original	Revised	Original	Revised	Original	Revised	Actual	Actual	Actual	Actual
NUMBER OF SCHOOL DISTRICTS ENROLLED:		0	1	0	1	0	1	0	1	0	0	0	0	0
NUMBER OF STUDENTS ENROLLED:		0	275	0	275	0	275	0	275	0	0	0	0	0
<i>*NOTE: If there are NO budget revisions at the time of quarterly submittal leave the 'REVISED' Column(s) COMPLETELY BLANK. If budget revisions ARE made, the entire "REVISED" budget columns for the affected quarter(s) must be completed on tabs 2, 3 and 4.</i>														
		PRIOR YEAR	ANNUAL BUDGET ENROLLMENT BY QUARTER								ACTUAL ENROLLMENT BY QUARTER			
		2020-21	QUARTER 1		QUARTER 2		QUARTER 3		QUARTER 4		QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
		Actual Enrollment	Original Budgeted Enrollment	Revised Budgeted Enrollment	Original Budgeted Enrollment	Revised Budgeted Enrollment	Original Budgeted Enrollment	Revised Budgeted Enrollment	Original Budgeted Enrollment	Revised Budgeted Enrollment	Actual Enrollment	Actual Enrollment	Actual Enrollment	Actual Enrollment
1	PRIMARY District		275		275		275		275					
2	SECONDARY District													

		PRIOR YEAR	ANNUAL BUDGET ENROLLMENT BY QUARTER								ACTUAL ENROLLMENT BY QUARTER			
			2020-21	QUARTER 1		QUARTER 2		QUARTER 3		QUARTER 4		QUARTER 1	QUARTER 2	QUARTER 3
PRIMARY/OTHER	DISTRICT NAME(S)	Actual Enrollment	Original Budgeted Enrollment	<i>Revised</i> Budgeted Enrollment	Original Budgeted Enrollment	<i>Revised</i> Budgeted Enrollment	Original Budgeted Enrollment	<i>Revised</i> Budgeted Enrollment	Original Budgeted Enrollment	<i>Revised</i> Budgeted Enrollment	Actual Enrollment	Actual Enrollment	Actual Enrollment	Actual Enrollment

**CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL
2021-22**

STAFFING PLAN - FULL TIME EQUIVALENT ("FTE")

***NOTE:** Enter the number of FTE positions in the "blue" cells.

***NOTE:** If there are NO budget revisions at the time of quarterly submittal leave the 'REVISED' Column(s) COMPLETELY BLANK. If budget revisions ARE made, the entire "REVISED" budget columns for the affected quarter(s) must be completed on tabs 2, 3 and 4.

***NOTE:** Each quarter, the actual FTE should be input.

***NOTE:** State the assumptions that are being made for personnel FTE levels.

ADMINISTRATIVE PERSONNEL FTE	PRIOR YEAR 2020-21 ACTUAL	ANNUAL BUDGETED FTE								ACTUAL QUARTERLY FTE				Description of Assumptions
		Q1		Q2		Q3		Q4		Q1	Q2	Q3	Q4	
		Original	Revised	Original	Revised	Original	Revised	Original	Revised	Actual	Actual	Actual	Actual	
Executive Management														
Instructional Management		1.0		1.0		1.0		1.0						
Deans, Directors & Coordinators		6.0		6.0		6.0		6.0						
CFO / Director of Finance														
Operation / Business Manager														
Administrative Staff		3.0		3.0		3.0		3.0						
TOTAL ADMINISTRATIVE STAFF	0.0	10.0	0.0	10.0	0.0	10.0	0.0	10.0	0.0	0.0	0.0	0.0	0.0	
INSTRUCTIONAL PERSONNEL FTE														
	PRIOR YEAR 2020-21 ACTUAL	ANNUAL BUDGETED FTE								ACTUAL QUARTERLY FTE				Description of Assumptions
		Q1		Q2		Q3		Q4		Q1	Q2	Q3	Q4	
		Original	Revised	Original	Revised	Original	Revised	Original	Revised	Actual	Actual	Actual	Actual	
Teachers - Regular		12.0		12.0		12.0		12.0						
Teachers - SPED		10.0		10.0		10.0		10.0						
Substitute Teachers														
Teaching Assistants		17.0		17.0		17.0		17.0						
Specialty Teachers		6.0		6.0		6.0		6.0						
Aides		1.0		1.0		1.0		1.0						
Therapists & Counselors		2.0		2.0		2.0		2.0						
Other														
TOTAL INSTRUCTIONAL	0.0	48.0	0.0	48.0	0.0	48.0	0.0	48.0	0.0	0.0	0.0	0.0	0.0	
NON-INSTRUCTIONAL PERSONNEL FTE														
	PRIOR YEAR 2020-21 ACTUAL	ANNUAL BUDGETED FTE								ACTUAL QUARTERLY FTE				Description of Assumptions
		Q1		Q2		Q3		Q4		Q1	Q2	Q3	Q4	
		Original	Revised	Original	Revised	Original	Revised	Original	Revised	Actual	Actual	Actual	Actual	
Nurse														
Librarian														
Custodian		1.0		1.0		1.0		1.0						
Security														
Other														
TOTAL NON-INSTRUCTIONAL	0.0	1.0	0.0	1.0	0.0	1.0	0.0	1.0	0.0	0.0	0.0	0.0	0.0	
TOTAL PERSONNEL SERVICE FTE	0.0	59.0	0.0	59.0	0.0	59.0	0.0	59.0	0.0	0.0	0.0	0.0	0.0	

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL

Budget / Operating Plan

2021-22

Total Revenue	-	1,623,751	-	-	1,662,495	-	-	1,635,495	-	-	1,660,695	-	-
Total Expenses	-	1,244,571	-	-	1,580,951	-	-	1,580,951	-	-	1,979,957	-	-
Net Income	-	379,180	-	-	81,544	-	-	54,544	-	-	(319,262)	-	-
Actual Student Enrollment	-	275	-	-	275	-	-	275	-	-	275	-	-

Prior Year Actual 2020-21 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance

EXPENSES

ADMINISTRATIVE STAFF PERSONNEL COSTS

Avg. No. of
Positions

Executive Management	-												
Instructional Management	1.00	35,149			35,149			35,149			35,149		
Deans, Directors & Coordinators	6.00	125,580			125,580			125,580			125,580		
CFO / Director of Finance	-	-			-			-			-		
Operation / Business Manager	-	-			-			-			-		
Administrative Staff	3.00	40,064			40,064			40,064			40,064		
TOTAL ADMINISTRATIVE STAFF	10.00	200,792			200,792			200,792			200,792		

INSTRUCTIONAL PERSONNEL COSTS

Teachers - Regular	12.00	90,457			180,914			180,914			271,370		
Teachers - SPED	10.00	76,480			152,960			152,960			229,440		
Substitute Teachers	-	-			-			-			-		
Teaching Assistants	17.00	82,500			165,000			165,000			247,500		
Specialty Teachers	6.00	49,125			98,250			98,250			147,375		
Aides	1.00	9,500			9,500			9,500			9,500		
Therapists & Counselors	2.00	14,500			29,000			29,000			43,500		
Other	-	-			-			-			30,000		
TOTAL INSTRUCTIONAL	48.00	322,562			635,624			635,624			978,685		

NON-INSTRUCTIONAL PERSONNEL COSTS

Nurse	-												
Librarian	-												
Custodian	1.00	11,250			11,250			11,250			11,250		
Security	-												
Other	-												
TOTAL NON-INSTRUCTIONAL	1.00	11,250			11,250			11,250			11,250		

SUBTOTAL PERSONNEL SERVICE COSTS

	59.00	534,604			847,666			847,666			1,190,728		
--	-------	---------	--	--	---------	--	--	---------	--	--	-----------	--	--

PAYROLL TAXES AND BENEFITS

Payroll Taxes		52,036			75,986			75,986			102,230		
Fringe / Employee Benefits		115,456			115,456			115,456			115,456		
Retirement / Pension		21,774			21,774			21,774			21,774		
TOTAL PAYROLL TAXES AND BENEFITS		189,266			213,215			213,215			239,459		

TOTAL PERSONNEL SERVICE COSTS

	59.00	723,870			1,060,881			1,060,881			1,430,187		
--	-------	---------	--	--	-----------	--	--	-----------	--	--	-----------	--	--

CONTRACTED SERVICES

Accounting / Audit		-			-			-			16,500		
Legal		6,250			6,250			6,250			6,250		
Management Company Fee		-			-			-			-		
Nurse Services		-			-			-			-		
Food Service / School Lunch		-			-			-			-		
Payroll Services		19,872			19,872			19,872			19,872		
Special Ed Services		-			-			-			-		
Titlement Services (i.e. Title I)		20,000			-			-			-		
Other Purchased / Professional / Consulting		59,050			61,050			61,050			65,550		
TOTAL CONTRACTED SERVICES		105,172			87,172			87,172			108,172		

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL													
Budget / Operating Plan													
2021-22													
Total Revenue	-	1,623,751	-	-	1,662,495	-	-	1,635,495	-	-	1,660,695	-	-
Total Expenses	-	1,244,571	-	-	1,580,951	-	-	1,580,951	-	-	1,979,957	-	-
Net Income	-	379,180	-	-	81,544	-	-	54,544	-	-	(319,262)	-	-
Actual Student Enrollment	-	275	-	-	275	-	-	275	-	-	275	-	-
	Prior Year Actual 2020-21 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
		Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance
SCHOOL OPERATIONS													
Board Expenses		1,800		-	1,800		-	1,800		-	1,800		-
Classroom / Teaching Supplies & Materials		26,875		-	26,875		-	26,875		-	33,595		-
Special Ed Supplies & Materials		1,500		-	1,500		-	1,500		-	1,500		-
Textbooks / Workbooks		20,625		-	20,625		-	20,625		-	22,605		-
Supplies & Materials other		-		-	-		-	-		-	-		-
Equipment / Furniture		13,580		-	13,580		-	13,580		-	13,580		-
Telephone		957		-	957		-	957		-	957		-
Technology		27,328		-	27,328		-	27,328		-	27,327		-
Student Testing & Assessment		1,455		-	4,365		-	4,365		-	4,365		-
Field Trips		2,000		-	6,000		-	6,000		-	6,000		-
Transportation (student)		500		-	1,500		-	1,500		-	1,500		-
Student Services - other		3,650		-	10,950		-	10,950		-	10,950		-
Office Expense		7,500		-	7,500		-	7,500		-	7,500		-
Staff Development		18,571		-	20,730		-	20,730		-	20,730		-
Staff Recruitment		3,750		-	3,750		-	3,750		-	3,750		-
Student Recruitment / Marketing		11,600		-	11,600		-	11,600		-	11,600		-
School Meals / Lunch		-		-	-		-	-		-	-		-
Travel (Staff)		1,000		-	1,000		-	1,000		-	1,000		-
Fundraising		-		-	-		-	-		-	-		-
Other		-		-	-		-	-		-	-		-
TOTAL SCHOOL OPERATIONS	-	142,690	-	-	160,059	-	-	160,059	-	-	168,759	-	-
FACILITY OPERATION & MAINTENANCE													
Insurance		11,142		-	11,142		-	11,142		-	11,142		-
Janitorial		-		-	-		-	-		-	-		-
Building and Land Rent / Lease / Facility Finance Interest		130,516.20		-	130,516.20		-	130,516.20		-	130,516.20		-
Repairs & Maintenance		9,250		-	9,250		-	9,250		-	9,250		-
Equipment / Furniture		-		-	-		-	-		-	-		-
Security		-		-	-		-	-		-	-		-
Utilities		-		-	-		-	-		-	-		-
TOTAL FACILITY OPERATION & MAINTENANCE	-	150,908	-	-	150,908	-	-	150,908	-	-	150,908	-	-
DEPRECIATION & AMORTIZATION		44,618		-	44,618		-	44,618		-	44,618		-
COVID-19 / CONTINGENCY		77,312		-	77,312		-	77,312		-	77,312		-
DEFERRED RENT		-		-	-		-	-		-	-		-
TOTAL EXPENSES	-	1,244,571	-	-	1,580,951	-	-	1,580,951	-	-	1,979,957	-	-
NET INCOME	-	379,180	-	-	81,544	-	-	54,544	-	-	(319,262)	-	-

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL													
Budget / Operating Plan													
2021-22													
	-	1,623,751	-	-	1,662,495	-	-	1,635,495	-	-	1,660,695	-	
Total Revenue	-	1,623,751	-	-	1,662,495	-	-	1,635,495	-	-	1,660,695	-	
Total Expenses	-	1,244,571	-	-	1,580,951	-	-	1,580,951	-	-	1,979,957	-	
Net Income	-	379,180	-	-	81,544	-	-	54,544	-	-	(319,262)	-	
Actual Student Enrollment	-	275	-	-	275	-	-	275	-	-	275	-	
	Prior Year Actual 2020-21 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
		Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance
ENROLLMENT - *School Districts Are Linked To Above Entries*													
Number of Districts:	-	1	-	-	1	-	-	1	-	-	1	-	-
NYC CHANCELLOR'S OFFICE	-	275	-	-	275	-	-	275	-	-	275	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-
ALL OTHER School Districts: (Weighted Avg)	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL ENROLLMENT	-	275	-	-	275	-	-	275	-	-	275	-	-
REVENUE PER PUPIL	-	5,905	-	-	6,045	-	-	5,947	-	-	6,039	-	-
EXPENSES PER PUPIL	-	4,526	-	-	5,749	-	-	5,749	-	-	7,200	-	-

		CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL					DESCRIPTION OF ASSUMPTIONS
		Budget / Operating Plan					
		2021-22					
		Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget	
Total Revenue		6,582,435	6,582,435	-	6,582,435	6,582,435	
Total Expenses		6,386,429	6,386,429	-	(6,386,429)	(6,386,429)	
Net Income		196,005	196,005	-	196,005	196,005	
Actual Student Enrollment							
		Total Year			VARIANCE		
		Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget	
EXPENSES							
ADMINISTRATIVE STAFF PERSONNEL COSTS							
	Avg. No. of Positions						
Executive Management	-	-	-	-	-	-	
Instructional Management	1.00	140,595	140,595	-	(140,595)	(140,595)	
Deans, Directors & Coordinators	6.00	502,320	502,320	-	(502,320)	(502,320)	
CFO / Director of Finance	-	-	-	-	-	-	
Operation / Business Manager	-	-	-	-	-	-	
Administrative Staff	3.00	160,255	160,255	-	(160,255)	(160,255)	
TOTAL ADMINISTRATIVE STAFF	10.00	803,170	803,170	-	(803,170)	(803,170)	
INSTRUCTIONAL PERSONNEL COSTS							
Teachers - Regular	12.00	723,654	723,654	-	(723,654)	(723,654)	
Teachers - SPED	10.00	611,840	611,840	-	(611,840)	(611,840)	
Substitute Teachers	-	-	-	-	-	-	
Teaching Assistants	17.00	660,000	660,000	-	(660,000)	(660,000)	
Specialty Teachers	6.00	393,000	393,000	-	(393,000)	(393,000)	
Aides	1.00	38,000	38,000	-	(38,000)	(38,000)	
Therapists & Counselors	2.00	116,000	116,000	-	(116,000)	(116,000)	
Other	-	30,000	30,000	-	(30,000)	(30,000)	
TOTAL INSTRUCTIONAL	48.00	2,572,494	2,572,494	-	(2,572,494)	(2,572,494)	
NON-INSTRUCTIONAL PERSONNEL COSTS							
Nurse	-	-	-	-	-	-	
Librarian	-	-	-	-	-	-	
Custodian	1.00	45,000	45,000	-	(45,000)	(45,000)	
Security	-	-	-	-	-	-	
Other	-	-	-	-	-	-	
TOTAL NON-INSTRUCTIONAL	1.00	45,000	45,000	-	(45,000)	(45,000)	
SUBTOTAL PERSONNEL SERVICE COSTS	59.00	3,420,664	3,420,664	-	(3,420,664)	(3,420,664)	
PAYROLL TAXES AND BENEFITS							
Payroll Taxes		306,238	306,238	-	(306,238)	(306,238)	
Fringe / Employee Benefits		461,822	461,822	-	(461,822)	(461,822)	
Retirement / Pension		87,096	87,096	-	(87,096)	(87,096)	
TOTAL PAYROLL TAXES AND BENEFITS		855,156	855,156	-	(855,156)	(855,156)	
TOTAL PERSONNEL SERVICE COSTS	59.00	4,275,820	4,275,820	-	(4,275,820)	(4,275,820)	
CONTRACTED SERVICES							
Accounting / Audit		16,500	16,500	-	(16,500)	(16,500)	
Legal		25,000	25,000	-	(25,000)	(25,000)	
Management Company Fee		-	-	-	-	-	
Nurse Services		-	-	-	-	-	
Food Service / School Lunch		-	-	-	-	-	
Payroll Services		79,487	79,487	-	(79,487)	(79,487)	
Special Ed Services		-	-	-	-	-	
Titlement Services (i.e. Title I)		20,000	20,000	-	(20,000)	(20,000)	
Other Purchased / Professional / Consulting		246,700	246,700	-	(246,700)	(246,700)	
TOTAL CONTRACTED SERVICES		387,687	387,687	-	(387,687)	(387,687)	

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL						DESCRIPTION OF ASSUMPTIONS
Budget / Operating Plan						
2021-22						
	6,582,435	6,582,435	-	6,582,435	6,582,435	
Total Revenue	6,582,435	6,582,435	-	6,582,435	6,582,435	
Total Expenses	6,386,429	6,386,429	-	(6,386,429)	(6,386,429)	
Net Income	196,005	196,005	-	196,005	196,005	
Actual Student Enrollment						
	Total Year			VARIANCE		
	Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget	
SCHOOL OPERATIONS						
Board Expenses	7,200	7,200	-	(7,200)	(7,200)	
Classroom / Teaching Supplies & Materials	114,220	114,220	-	(114,220)	(114,220)	
Special Ed Supplies & Materials	6,000	6,000	-	(6,000)	(6,000)	
Textbooks / Workbooks	84,480	84,480	-	(84,480)	(84,480)	
Supplies & Materials other	-	-	-	-	-	
Equipment / Furniture	54,320	54,320	-	(54,320)	(54,320)	
Telephone	3,828	3,828	-	(3,828)	(3,828)	
Technology	109,310	109,310	-	(109,310)	(109,310)	
Student Testing & Assessment	14,550	14,550	-	(14,550)	(14,550)	
Field Trips	20,000	20,000	-	(20,000)	(20,000)	
Transportation (student)	5,000	5,000	-	(5,000)	(5,000)	
Student Services - other	36,500	36,500	-	(36,500)	(36,500)	
Office Expense	30,000	30,000	-	(30,000)	(30,000)	
Staff Development	80,760	80,760	-	(80,760)	(80,760)	
Staff Recruitment	15,000	15,000	-	(15,000)	(15,000)	
Student Recruitment / Marketing	46,400	46,400	-	(46,400)	(46,400)	
School Meals / Lunch	-	-	-	-	-	
Travel (Staff)	4,000	4,000	-	(4,000)	(4,000)	
Fundraising	-	-	-	-	-	
Other	-	-	-	-	-	
TOTAL SCHOOL OPERATIONS	631,568	631,568	-	(631,568)	(631,568)	
FACILITY OPERATION & MAINTENANCE						
Insurance	44,569	44,569	-	(44,569)	(44,569)	
Janitorial	-	-	-	-	-	
Building and Land Rent / Lease / Facility Finance Interest	522,065	522,065	-	(522,065)	(522,065)	
Repairs & Maintenance	37,000	37,000	-	(37,000)	(37,000)	
Equipment / Furniture	-	-	-	-	-	
Security	-	-	-	-	-	
Utilities	-	-	-	-	-	
TOTAL FACILITY OPERATION & MAINTENANCE	603,634	603,634	-	(603,634)	(603,634)	
DEPRECIATION & AMORTIZATION	178,473	178,473	-	(178,473)	(178,473)	
COVID-19 / CONTINGENCY	309,248	309,248	-	(309,248)	(309,248)	
DEFERRED RENT	-	-	-	-	-	
TOTAL EXPENSES	6,386,429	6,386,429	-	(6,386,429)	(6,386,429)	
NET INCOME	196,005	196,005	-	196,005	196,005	

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL

Budget / Operating Plan

2021-22

Total Revenue	-	1,623,751	-	-	1,662,495	-	-	1,635,495	-	-	1,660,695	-	-	6,582,435
Total Expenses	-	1,244,571	-	-	1,580,951	-	-	1,580,951	-	-	1,979,957	-	-	6,386,429
Net Income	-	379,180	-	-	81,544	-	-	54,544	-	-	(319,262)	-	-	196,005
Actual Student Enrollment	-	275	-	-	275	-	-	275	-	-	275	-	-	-

	Prior Year Actual 2020-21 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30			Original Budget
		Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	

CASH FLOW ADJUSTMENTS

OPERATING ACTIVITIES {enter descriptions below }														
Example - Add Back Depreciation	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Operating Activities	-	-	-	-	-	-	-	-	-	-	-	-	-	-
INVESTMENT ACTIVITIES {enter descriptions below }														
Example - Subtract Property and Equipment Expenditures	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Investment Activities	-	-	-	-	-	-	-	-	-	-	-	-	-	-
FINANCING ACTIVITIES {enter descriptions below }														
Example - Add Expected Proceeds from a Loan or Line of Credit	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Financing Activities	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Cash Flow Adjustments	-	-	-	-	-	-	-	-	-	-	-	-	-	-
NET INCOME	-	379,180	-	-	81,544	-	-	54,544	-	-	(319,262)	-	-	196,005
Beginning Cash Balance	-	-	-	-	379,180	-	-	460,724	-	-	515,267	-	-	-
ENDING CASH BALANCE	-	379,180	-	-	460,724	-	-	515,267	-	-	196,005	-	-	196,005

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL					
Budget / Operating Plan					
2021-22					
	6,582,435	-	6,582,435	6,582,435	
Total Revenue					
Total Expenses	6,386,429	-	(6,386,429)	(6,386,429)	
Net Income	196,005	-	196,005	196,005	
Actual Student Enrollment					
Total Year		VARIANCE			
Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget	DESCRIPTION OF ASSUMPTIONS	
CASH FLOW ADJUSTMENTS					
OPERATING ACTIVITIES <i>{enter descriptions below}</i>					
Example - Add Back Depreciation	-	-	-	-	
Other	-	-	-	-	
Total Operating Activities	-	-	-	-	
INVESTMENT ACTIVITIES <i>{enter descriptions below}</i>					
Example - Subtract Property and Equipment Expenditures	-	-	-	-	
Other	-	-	-	-	
Total Investment Activities	-	-	-	-	
FINANCING ACTIVITIES <i>{enter descriptions below}</i>					
Example - Add Expected Proceeds from a Loan or Line of Credit	-	-	-	-	
Other	-	-	-	-	
Total Financing Activities	-	-	-	-	
Total Cash Flow Adjustments	-	-	-	-	
NET INCOME	196,005	-	196,005	196,005	
Beginning Cash Balance	-	-	-	-	
ENDING CASH BALANCE	196,005	-	196,005	196,005	

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL
BALANCE SHEET
2021-22

	Prior Year	Q1	Q2	Q3	Q4
	2020-21	As of 9/30	As of 12/31	As of 3/31	As of 6/30
<u>ASSETS</u>					
<u>CURRENT ASSETS</u>					
Cash and cash equivalents	-	-	-	-	-
Grants and contracts receivable	-	-	-	-	-
Accounts receivables	-	-	-	-	-
Prepaid Expenses	-	-	-	-	-
Contributions and other receivables	-	-	-	-	-
TOTAL CURRENT ASSETS	-	-	-	-	-
<u>PROPERTY, BUILDING AND EQUIPMENT, net</u>	-	-	-	-	-
<u>OTHER ASSETS</u>	-	-	-	-	-
TOTAL ASSETS	-	-	-	-	-
<u>LIABILITIES AND NET ASSETS</u>					
<u>CURRENT LIABILITIES</u>					
Accounts payable and accrued expenses	-	-	-	-	-
Accrued payroll and benefits	-	-	-	-	-
Deferred Revenue	-	-	-	-	-
Current maturities of long-term debt	-	-	-	-	-
Short Term Debt - Bonds, Notes Payable	-	-	-	-	-
Other	-	-	-	-	-
TOTAL CURRENT LIABILITIES	-	-	-	-	-
<u>LONG-TERM DEBT and NOTES PAYABLE, net current maturities</u>	-	-	-	-	-
TOTAL LIABILITIES	-	-	-	-	-
<u>NET ASSETS</u>					
Unrestricted	-	-	-	-	-
Temporarily restricted	-	-	-	-	-
TOTAL NET ASSETS	-	-	-	-	-
TOTAL LIABILITIES AND NET ASSETS	-	-	-	-	-

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL

Budget / Operating Plan

2021-22

Total Revenue	-	1,623,751	-	-	1,662,495	-	-	1,635,495	-	-	1,660,695	-
Total Expenses	-	1,244,571	-	-	1,580,951	-	-	1,580,951	-	-	1,979,957	-
Net Income	-	379,180	-	-	81,544	-	-	54,544	-	-	(319,262)	-
Actual Student Enrollment	-	275	-	-	275	-	-	275	-	-	275	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
		Current Budget	Variance		Current Budget	Variance		Current Budget	Variance		Current Budget	Variance
	Actual			Actual			Actual			Actual		

EXPENSES	Quarter 0 No. of Positions	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
		Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual	Current Budget	Variance
ADMINISTRATIVE STAFF PERSONNEL COSTS													
Executive Management	-	-	-	-	-	-	-	-	-	-	-	-	-
Instructional Management	-	35,149	-	35,149	-	35,149	-	35,149	-	35,149	-	35,149	-
Deans, Directors & Coordinators	-	125,580	-	125,580	-	125,580	-	125,580	-	125,580	-	125,580	-
CFO / Director of Finance	-	-	-	-	-	-	-	-	-	-	-	-	-
Operation / Business Manager	-	-	-	-	-	-	-	-	-	-	-	-	-
Administrative Staff	-	40,064	-	40,064	-	40,064	-	40,064	-	40,064	-	40,064	-
TOTAL ADMINISTRATIVE STAFF	-	-	200,792	-	-	200,792	-	-	200,792	-	-	200,792	-
INSTRUCTIONAL PERSONNEL COSTS													
Teachers - Regular	-	90,457	-	180,914	-	180,914	-	180,914	-	180,914	-	271,370	-
Teachers - SPED	-	76,480	-	152,960	-	152,960	-	152,960	-	152,960	-	229,440	-
Substitute Teachers	-	-	-	-	-	-	-	-	-	-	-	-	-
Teaching Assistants	-	82,500	-	165,000	-	165,000	-	165,000	-	165,000	-	247,500	-
Specialty Teachers	-	49,125	-	98,250	-	98,250	-	98,250	-	98,250	-	147,375	-
Aides	-	9,500	-	9,500	-	9,500	-	9,500	-	9,500	-	9,500	-
Therapists & Counselors	-	14,500	-	29,000	-	29,000	-	29,000	-	29,000	-	43,500	-
Other	-	-	-	-	-	-	-	-	-	-	-	30,000	-
TOTAL INSTRUCTIONAL	-	-	322,562	-	-	635,624	-	-	635,624	-	-	978,685	-
NON-INSTRUCTIONAL PERSONNEL COSTS													
Nurse	-	-	-	-	-	-	-	-	-	-	-	-	-
Librarian	-	-	-	-	-	-	-	-	-	-	-	-	-
Custodian	-	11,250	-	11,250	-	11,250	-	11,250	-	11,250	-	11,250	-
Security	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL NON-INSTRUCTIONAL	-	-	11,250	-	-	11,250	-	-	11,250	-	-	11,250	-
SUBTOTAL PERSONNEL SERVICE COSTS	-	-	534,604	-	-	847,666	-	-	847,666	-	-	1,190,728	-
PAYROLL TAXES AND BENEFITS													
Payroll Taxes	-	52,036	-	75,986	-	75,986	-	75,986	-	75,986	-	102,230	-
Fringe / Employee Benefits	-	115,456	-	115,456	-	115,456	-	115,456	-	115,456	-	115,456	-
Retirement / Pension	-	21,774	-	21,774	-	21,774	-	21,774	-	21,774	-	21,774	-
TOTAL PAYROLL TAXES AND BENEFITS	-	-	189,266	-	-	213,215	-	-	213,215	-	-	239,459	-
TOTAL PERSONNEL SERVICE COSTS	-	-	723,870	-	-	1,060,881	-	-	1,060,881	-	-	1,430,187	-
CONTRACTED SERVICES													
Accounting / Audit	-	-	-	-	-	-	-	-	-	-	-	16,500	-
Legal	-	6,250	-	6,250	-	6,250	-	6,250	-	6,250	-	6,250	-
Management Company Fee	-	-	-	-	-	-	-	-	-	-	-	-	-
Nurse Services	-	-	-	-	-	-	-	-	-	-	-	-	-
Food Service / School Lunch	-	-	-	-	-	-	-	-	-	-	-	-	-
Payroll Services	-	19,872	-	19,872	-	19,872	-	19,872	-	19,872	-	19,872	-
Special Ed Services	-	-	-	-	-	-	-	-	-	-	-	-	-
Titlement Services (i.e. Title I)	-	20,000	-	-	-	-	-	-	-	-	-	-	-
Other Purchased / Professional / Consulting	-	59,050	-	61,050	-	61,050	-	61,050	-	61,050	-	65,550	-
TOTAL CONTRACTED SERVICES	-	-	105,172	-	-	87,172	-	-	87,172	-	-	108,172	-

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL

Budget / Operating Plan

2021-22

Total Revenue	-	1,623,751	-	-	1,662,495	-	-	1,635,495	-	-	1,660,695	-
Total Expenses	-	1,244,571	-	-	1,580,951	-	-	1,580,951	-	-	1,979,957	-
Net Income	-	379,180	-	-	81,544	-	-	54,544	-	-	(319,262)	-
Actual Student Enrollment	-	275	-	-	275	-	-	275	-	-	275	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual	Current Budget	Variance
	SCHOOL OPERATIONS											
Board Expenses		1,800	-		1,800	-		1,800	-		1,800	-
Classroom / Teaching Supplies & Materials		26,875	-		26,875	-		26,875	-		33,595	-
Special Ed Supplies & Materials		1,500	-		1,500	-		1,500	-		1,500	-
Textbooks / Workbooks		20,625	-		20,625	-		20,625	-		22,605	-
Supplies & Materials other		-	-		-	-		-	-		-	-
Equipment / Furniture		13,580	-		13,580	-		13,580	-		13,580	-
Telephone		957	-		957	-		957	-		957	-
Technology		27,328	-		27,328	-		27,328	-		27,327	-
Student Testing & Assessment		1,455	-		4,365	-		4,365	-		4,365	-
Field Trips		2,000	-		6,000	-		6,000	-		6,000	-
Transportation (student)		500	-		1,500	-		1,500	-		1,500	-
Student Services - other		3,650	-		10,950	-		10,950	-		10,950	-
Office Expense		7,500	-		7,500	-		7,500	-		7,500	-
Staff Development		18,571	-		20,730	-		20,730	-		20,730	-
Staff Recruitment		3,750	-		3,750	-		3,750	-		3,750	-
Student Recruitment / Marketing		11,600	-		11,600	-		11,600	-		11,600	-
School Meals / Lunch		-	-		-	-		-	-		-	-
Travel (Staff)		1,000	-		1,000	-		1,000	-		1,000	-
Fundraising		-	-		-	-		-	-		-	-
Other		-	-		-	-		-	-		-	-
TOTAL SCHOOL OPERATIONS	-	142,690	-	-	160,059	-	-	160,059	-	-	168,759	-
FACILITY OPERATION & MAINTENANCE												
Insurance		11,142	-		11,142	-		11,142	-		11,142	-
Janitorial		-	-		-	-		-	-		-	-
Building and Land Rent / Lease / Facility Finance Interest		130,516	-		130,516	-		130,516	-		130,516	-
Repairs & Maintenance		9,250	-		9,250	-		9,250	-		9,250	-
Equipment / Furniture		-	-		-	-		-	-		-	-
Security		-	-		-	-		-	-		-	-
Utilities		-	-		-	-		-	-		-	-
TOTAL FACILITY OPERATION & MAINTENANCE	-	150,908	-	-	150,908	-	-	150,908	-	-	150,908	-
DEPRECIATION & AMORTIZATION		44,618	-		44,618	-		44,618	-		44,618	-
COVID-19 / CONTINGENCY		77,312	-		77,312	-		77,312	-		77,312	-
DEFERRED RENT		-	-		-	-		-	-		-	-
TOTAL EXPENSES	-	1,244,571	-	-	1,580,951	-	-	1,580,951	-	-	1,979,957	-
NET INCOME	-	379,180	-	-	81,544	-	-	54,544	-	-	(319,262)	-

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL

Budget / Operating Plan

2021-22

Total Revenue	-	1,623,751	-	-	1,662,495	-	-	1,635,495	-	-	1,660,695	-
Total Expenses	-	1,244,571	-	-	1,580,951	-	-	1,580,951	-	-	1,979,957	-
Net Income	-	379,180	-	-	81,544	-	-	54,544	-	-	(319,262)	-
Actual Student Enrollment	-	275	-	-	275	-	-	275	-	-	275	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
		Current			Current			Current			Current	
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance

ENROLLMENT - *School Districts Are Linked To Above Entries*												
NYC CHANCELLOR'S OFFICE	-	275	-	-	275	-	-	275	-	-	275	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-										

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL

Budget / Operating Plan

2021-22

Total Revenue	-	-	-	6,582,435	(6,582,435)	-	-	6,582,435	(6,582,435)	-	-
Total Expenses	-	-	-	6,386,429	6,386,429	-	-	6,386,429	6,386,429	-	-
Net Income	-	-	-	196,005	(196,005)	-	-	196,005	(196,005)	-	-
Actual Student Enrollment	-	-	-	-	-	-	-	-	-	-	-

TOTALS AND VARIANCE ANALYSIS

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed

	Quarter 0 No. of Positions	TOTALS AND VARIANCE ANALYSIS									
		Actual	Current Budget (Current Quarter)	Actual vs. Current Budget	Current Budget - TY	Actual vs. Current Budget TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget - TY	Actual vs. Original Budget TY	PY Actual (PY TY / No. of COMPLETED Actual CY Quarters)
EXPENSES											
ADMINISTRATIVE STAFF PERSONNEL COSTS											
Executive Management	-	-	-	-	-	-	-	-	-	-	-
Instructional Management	-	-	-	140,595	140,595	-	-	140,595	140,595	-	-
Deans, Directors & Coordinators	-	-	-	502,320	502,320	-	-	502,320	502,320	-	-
CFO / Director of Finance	-	-	-	-	-	-	-	-	-	-	-
Operation / Business Manager	-	-	-	-	-	-	-	-	-	-	-
Administrative Staff	-	-	-	160,255	160,255	-	-	160,255	160,255	-	-
TOTAL ADMINISTRATIVE STAFF	-	-	-	803,170	803,170	-	-	803,170	803,170	-	-
INSTRUCTIONAL PERSONNEL COSTS											
Teachers - Regular	-	-	-	723,654	723,654	-	-	723,654	723,654	-	-
Teachers - SPED	-	-	-	611,840	611,840	-	-	611,840	611,840	-	-
Substitute Teachers	-	-	-	-	-	-	-	-	-	-	-
Teaching Assistants	-	-	-	660,000	660,000	-	-	660,000	660,000	-	-
Specialty Teachers	-	-	-	393,000	393,000	-	-	393,000	393,000	-	-
Aides	-	-	-	38,000	38,000	-	-	38,000	38,000	-	-
Therapists & Counselors	-	-	-	116,000	116,000	-	-	116,000	116,000	-	-
Other	-	-	-	30,000	30,000	-	-	30,000	30,000	-	-
TOTAL INSTRUCTIONAL	-	-	-	2,572,494	2,572,494	-	-	2,572,494	2,572,494	-	-
NON-INSTRUCTIONAL PERSONNEL COSTS											
Nurse	-	-	-	-	-	-	-	-	-	-	-
Librarian	-	-	-	-	-	-	-	-	-	-	-
Custodian	-	-	-	45,000	45,000	-	-	45,000	45,000	-	-
Security	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-
TOTAL NON-INSTRUCTIONAL	-	-	-	45,000	45,000	-	-	45,000	45,000	-	-
SUBTOTAL PERSONNEL SERVICE COSTS	-	-	-	3,420,664	3,420,664	-	-	3,420,664	3,420,664	-	-
PAYROLL TAXES AND BENEFITS											
Payroll Taxes	-	-	-	306,238	306,238	-	-	306,238	306,238	-	-
Fringe / Employee Benefits	-	-	-	461,822	461,822	-	-	461,822	461,822	-	-
Retirement / Pension	-	-	-	87,096	87,096	-	-	87,096	87,096	-	-
TOTAL PAYROLL TAXES AND BENEFITS	-	-	-	855,156	855,156	-	-	855,156	855,156	-	-
TOTAL PERSONNEL SERVICE COSTS	-	-	-	4,275,820	4,275,820	-	-	4,275,820	4,275,820	-	-
CONTRACTED SERVICES											
Accounting / Audit	-	-	-	16,500	16,500	-	-	16,500	16,500	-	-
Legal	-	-	-	25,000	25,000	-	-	25,000	25,000	-	-
Management Company Fee	-	-	-	-	-	-	-	-	-	-	-
Nurse Services	-	-	-	-	-	-	-	-	-	-	-
Food Service / School Lunch	-	-	-	-	-	-	-	-	-	-	-
Payroll Services	-	-	-	79,487	79,487	-	-	79,487	79,487	-	-
Special Ed Services	-	-	-	-	-	-	-	-	-	-	-
Titelment Services (i.e. Title I)	-	-	-	20,000	20,000	-	-	20,000	20,000	-	-
Other Purchased / Professional / Consulting	-	-	-	246,700	246,700	-	-	246,700	246,700	-	-
TOTAL CONTRACTED SERVICES	-	-	-	387,687	387,687	-	-	387,687	387,687	-	-

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL

Budget / Operating Plan

2021-22

Total Revenue	-	-	-	6,582,435	(6,582,435)	-	-	6,582,435	(6,582,435)	-	-
Total Expenses	-	-	-	6,386,429	6,386,429	-	-	6,386,429	6,386,429	-	-
Net Income	-	-	-	196,005	(196,005)	-	-	196,005	(196,005)	-	-
Actual Student Enrollment	-	-	-	-	-	-	-	-	-	-	-

TOTALS AND VARIANCE ANALYSIS

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed

	Actual	Current Budget (Current Quarter)	Actual vs. Current Budget	Current Budget - TY	Actual vs. Current Budget TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget - TY	Actual vs. Original Budget TY	PY Actual (PY TY / No. of COMPLETED Actual CY Quarters)	Actual CY vs. Actual PY
SCHOOL OPERATIONS											
Board Expenses	-	-	-	7,200	7,200	-	-	7,200	7,200	-	-
Classroom / Teaching Supplies & Materials	-	-	-	114,220	114,220	-	-	114,220	114,220	-	-
Special Ed Supplies & Materials	-	-	-	6,000	6,000	-	-	6,000	6,000	-	-
Textbooks / Workbooks	-	-	-	84,480	84,480	-	-	84,480	84,480	-	-
Supplies & Materials other	-	-	-	-	-	-	-	-	-	-	-
Equipment / Furniture	-	-	-	54,320	54,320	-	-	54,320	54,320	-	-
Telephone	-	-	-	3,828	3,828	-	-	3,828	3,828	-	-
Technology	-	-	-	109,310	109,310	-	-	109,310	109,310	-	-
Student Testing & Assessment	-	-	-	14,550	14,550	-	-	14,550	14,550	-	-
Field Trips	-	-	-	20,000	20,000	-	-	20,000	20,000	-	-
Transportation (student)	-	-	-	5,000	5,000	-	-	5,000	5,000	-	-
Student Services - other	-	-	-	36,500	36,500	-	-	36,500	36,500	-	-
Office Expense	-	-	-	30,000	30,000	-	-	30,000	30,000	-	-
Staff Development	-	-	-	80,760	80,760	-	-	80,760	80,760	-	-
Staff Recruitment	-	-	-	15,000	15,000	-	-	15,000	15,000	-	-
Student Recruitment / Marketing	-	-	-	46,400	46,400	-	-	46,400	46,400	-	-
School Meals / Lunch	-	-	-	-	-	-	-	-	-	-	-
Travel (Staff)	-	-	-	4,000	4,000	-	-	4,000	4,000	-	-
Fundraising	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-
TOTAL SCHOOL OPERATIONS	-	-	-	631,568	631,568	-	-	631,568	631,568	-	-
FACILITY OPERATION & MAINTENANCE											
Insurance	-	-	-	44,569	44,569	-	-	44,569	44,569	-	-
Janitorial	-	-	-	-	-	-	-	-	-	-	-
Building and Land Rent / Lease / Facility Finance Interest	-	-	-	522,065	522,065	-	-	522,065	522,065	-	-
Repairs & Maintenance	-	-	-	37,000	37,000	-	-	37,000	37,000	-	-
Equipment / Furniture	-	-	-	-	-	-	-	-	-	-	-
Security	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-
TOTAL FACILITY OPERATION & MAINTENANCE	-	-	-	603,634	603,634	-	-	603,634	603,634	-	-
DEPRECIATION & AMORTIZATION	-	-	-	178,473	178,473	-	-	178,473	178,473	-	-
COVID-19 / CONTINGENCY	-	-	-	309,248	309,248	-	-	309,248	309,248	-	-
DEFERRED RENT	-	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENSES	-	-	-	6,386,429	6,386,429	-	-	6,386,429	6,386,429	-	-
NET INCOME	-	-	-	196,005	(196,005)	-	-	196,005	(196,005)	-	-



Charter Schools Institute
The State University of New York

Annual Report Requirement

for SUNY Authorized Charter Schools

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL

2021-22

Administrative
expenditures per pupil:

\$0.00

Per NYS Statute

Administrative expenditures per pupil: the sum of all general administration salaries and other general administration expenditures divided by the total number of enrolled students. Employee benefit costs or expenditures should not be reported here.

***NOTE: THIS TAB ONLY NEEDS TO BE COMPLETED FOR Q4**

2021 DISCLOSURE OF FINANCIAL INTEREST FORM

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

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	Cardinal McCloskey Community Charter School
Name of trustee (print):	William Ursillo Ph.D.
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	
Email Address:	

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

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

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

None

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

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

None

Name and Relationship	Entity Conducting Business with the Education Corporation	Nature of the Person's Interest in the Entity	Nature of Business Conducted	Approximate Value of the Business Conducted	Steps Taken to Avoid Conflict of Interest	Date of Transaction(s) or "Ongoing"
Cardinal McCloskey Community Services	Self	I am the COO of the agency affiliated with the Charter School	Board Member	N/A	Declaring affiliation and potential conflicts	Ongoing

Trustee Signature

Signature: **William Ursillo Ph.D** Digitally signed by William Ursillo Ph.D
Date: 2021.07.16 16:31:16 -04'00'

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

2021 DISCLOSURE OF FINANCIAL INTEREST FORM

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

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	
Name of trustee (print):	George E. Grace
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	Chair
Email Address:	[REDACTED]

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

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

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

None

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

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

None

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

Trustee Signature

Signature:

George E. Grace

Digitally signed by George E. Grace
DN: cn=George E. Grace, o=Cardinal McCloskey Community Charter School,
ou=Cardinal McCloskey Community Charter School, email=grace@ggrace.com,
c=US
Date: 2021.08.02 13: 7: 3 -0' 00'

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

2021 DISCLOSURE OF FINANCIAL INTEREST FORM

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

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	Cardinal McCloskey Community Charter School
Name of trustee (print):	Patricia Broderick OP
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	Board member
Email Address:	[REDACTED]

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

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

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

■ None

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

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

■ None

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

Trustee Signature

Signature: 

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

2021 DISCLOSURE OF FINANCIAL INTEREST FORM

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

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	Cardinal Mooney Community Charter School
Name of trustee (print):	Dumica Charles
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	Active Member
Email Address:	[REDACTED]

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

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

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

None

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

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

None

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

Trustee Signature

Signature: 

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

2021 DISCLOSURE OF FINANCIAL INTEREST FORM

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

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	Cardinal McCloskey Community Charter School
Name of trustee (print):	Reva Gershen Lowy
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	Secretary
Email Address:	[REDACTED]

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

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

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

None

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

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

None

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

Trustee Signature

Signature:

Reva Gershen Lowy

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

2021 DISCLOSURE OF FINANCIAL INTEREST FORM

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

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	Cardinal McCloskey Community Charter School
Name of trustee (print):	William Ursillo Ph.D.
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	
Email Address:	[REDACTED]

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

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

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

None

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

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

None

Name and Relationship	Entity Conducting Business with the Education Corporation	Nature of the Person's Interest in the Entity	Nature of Business Conducted	Approximate Value of the Business Conducted	Steps Taken to Avoid Conflict of Interest	Date of Transaction(s) or "Ongoing"
Cardinal McCloskey Community Services	Self	I am the COO of the agency affiliated with the Charter School	Board Member	N/A	Declaring affiliation and potential conflicts	Ongoing

Trustee Signature

Signature:

William Ursillo Ph.D Digitally signed by William Ursillo Ph.D
Date: 2021.07.16 16:31:16 -04'00'

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



2021 DISCLOSURE OF FINANCIAL INTEREST FORM

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

Education Corporation, Trustee Name and Position(s)

Name of education corporation: Cardinal McCloskey Community Charter School

Name of trustee (print): PETER WILLIAM QUINN

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

Email Address: [REDACTED]

Home Address

Please complete with *changes* only:

Street: [REDACTED]

City, State Zip: [REDACTED]

Phone: [REDACTED]

Business Address

Please complete with *changes* only:

Business Name:

Street:

City, State Zip:

Phone:

Questions

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

1a) Description of the position:

1b) Salary:

1c) Start date:

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

None

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

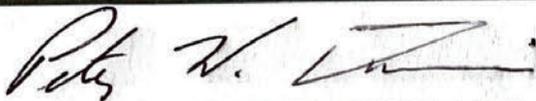
3) Identify each individual, business, corporation, union association, firm, partnership, committee, proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the education corporation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

None

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

Trustee Signature

Signature:



8 Jul 21

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

2021 DISCLOSURE OF FINANCIAL INTEREST FORM

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

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	Cardinal McCloskey Community Charter School
Name of trustee (print):	James F McCarthy
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	n/a
Email Address:	

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

Questions	
1) Are you, or have you been during the last school year (July 1-June 30), an employee of the education corporation? (If you check yes , answer 1a), 1b), and 1c).	<input type="radio"/> Yes <input checked="" type="radio"/> No
1a) Description of the position:	
1b) Salary:	
1c) Start date:	
2) Are you related, by blood, marriage, or legal adoption/guardianship, to, or do you cohabit with, any person (any of the foregoing being an "interested person") who is, or, during the last school year (July 1-June 30), was employed by the education corporation, or who could otherwise benefit from your being a trustee? If yes, please identify each interest/transaction (and provide the requested information) that you ("self") or any interested persons have held or engaged in with the education corporation during the prior school year.	
<input checked="" type="checkbox"/> None	

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

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

None

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

Trustee Signature

Signature:

James S. McCarty

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

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

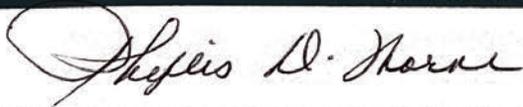
3) Identify each individual, business, corporation, union association, firm, partnership, committee, proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the education corporation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

None

Name and Relationship	Entity Conducting Business with the Education Corporation	Nature of the Person's Interest in the Entity	Nature of Business Conducted	Approximate Value of the Business Conducted	Steps Taken to Avoid Conflict of Interest	Date of Transaction(s) or "Ongoing"
	The Sanctuary Institute	Faculty Consultant	Training (Staff + faculty)			Ongoing

Trustee Signature

Signature:



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



2021 DISCLOSURE OF FINANCIAL INTEREST FORM

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

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	
Name of trustee (print):	Phyllis Thorne
Position(s) on board, if any (e.g., chair, treasurer, committee member):	Sanctuary Committee
Email Address:	[Redacted]

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

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

None



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

Charter School Name:	Cardinal McCloskey Community Charter School
Audit Period:	2020-21
Prior Period:	Planning Period + 2019-20
Report Due Date:	Monday, November 1, 2021
School Fiscal Contact Name:	Jennifer Fedele
School Fiscal Contact Email:	[REDACTED]
School Fiscal Contact Phone:	[REDACTED]
School Audit Firm Name:	BDO
School Audit Contact Name:	Marc Taub
School Audit Contact Email:	[REDACTED]
School Audit Contact Phone:	[REDACTED]

SUNY CHARTER SCHOOLS INSTITUTE - Reporting Requirements:

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

Required 8 Items:

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

And, if applicable:

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

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

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL

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

	2020-21			Planning Period + 2019-20
	Without Donor Restrictions	With Donor Restrictions	Total	Total
REVENUE, GAINS AND OTHER SUPPORT				
Public School District				
Resident Student Enrollment	\$ 3,584,143	\$ -	\$ 3,584,143	\$ 2,249,614
Students with disabilities	596,882	-	596,882	331,011
Grants and Contracts				
State and local	10,871	-	10,871	28,729
Federal - Title and IDEA	164,210	-	164,210	110,003
Federal - Other	111,239	-	111,239	844,460
Other	-	-	-	-
NYC DoE Rental Assistance	509,332	-	509,332	509,332
Food Service/Child Nutrition Program	-	-	-	-
TOTAL REVENUE, GAINS AND OTHER SUPPORT	4,976,677	-	4,976,677	4,073,149
EXPENSES				
Program Services				
Regular Education	\$ 2,163,799	\$ -	\$ 2,163,799	\$ 1,962,164
Special Education	949,040	-	949,040	709,804
Other Programs	-	-	-	-
Total Program Services	3,112,839	-	3,112,839	2,671,968
Management and general	493,797	-	493,797	1,081,336
Fundraising	1,671	-	1,671	19,706
TOTAL OPERATING EXPENSES	3,608,307	-	3,608,307	3,773,010
SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS	1,368,370	-	1,368,370	300,139
SUPPORT AND OTHER REVENUE				
Contributions				
Foundations	\$ -	\$ -	\$ -	\$ 10,000
Individuals	-	-	-	29,320
Corporations	-	-	-	-
Fundraising	-	-	-	-
Interest income	4	-	4	-
Miscellaneous income	-	-	-	238,638
Net assets released from restriction	44,592	(44,592)	-	375,000
TOTAL SUPPORT AND OTHER REVENUE	44,596	(44,592)	4	652,958
CHANGE IN NET ASSETS	1,412,966	(44,592)	1,368,374	953,097
NET ASSETS BEGINNING OF YEAR	953,097	-	953,097	-
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-
NET ASSETS END OF YEAR	\$ 2,366,063	\$ (44,592)	\$ 2,321,471	\$ 953,097

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL

Statement of Cash Flows

as of June 30, 2021

	<u>2020-21</u>	<u>Planning Period + 2019-20</u>
CASH FLOWS - OPERATING ACTIVITIES		
Increase (decrease) in net assets	\$ 1,368,374	\$ 953,097
Revenues from School Districts	-	-
Accounts Receivable	-	-
Due from School Districts	-	-
Depreciation	85,181	45,889
Grants Receivable	(88,214)	(406,183)
Due from NYS	42,036	(15,408)
Grant revenues	-	-
Prepaid Expenses	(50,132)	(126,695)
Accounts Payable	(5,081)	41,386
Accrued Expenses	(1,934)	22,691
Accrued Liabilities	100,137	113,098
Contributions and fund-raising activities	-	(5,220)
Miscellaneous sources	-	-
Deferred Revenue	-	-
Interest payments	-	-
Other	-	-
Other	-	-
NET CASH PROVIDED FROM OPERATING ACTIVITIES	\$ 1,450,366	\$ 622,655
CASH FLOWS - INVESTING ACTIVITIES		
Purchase of equipment	(159,305)	(190,130)
Other	-	-
NET CASH PROVIDED FROM INVESTING ACTIVITIES	\$ (159,305)	\$ (190,130)
CASH FLOWS - FINANCING ACTIVITIES		
Principal payments on long-term debt	-	-
Other	-	-
NET CASH PROVIDED FROM FINANCING ACTIVITIES	\$ -	\$ -
NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS	\$ 1,291,061	\$ 432,525
Cash at beginning of year	432,525	-
CASH AND CASH EQUIVALENTS AT END OF YEAR	\$ 1,723,586	\$ 432,525

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL
Statement of Functional Expenses
as of June 30, 2021

		2020-21							Planning Period + 2019-20	
		Program Services				Supporting Services				
No. of Positions		Regular Education	Special Education	Other Education	Total	Fund-raising	Management and General	Total	Total	
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Personnel Services Costs										
Administrative Staff Personnel	5.00	389,549	64,547	-	454,096	-	157,158	157,158	611,254	675,459
Instructional Personnel	31.00	839,336	482,762	-	1,322,098	-	-	-	1,322,098	1,046,838
Non-Instructional Personnel	-	-	-	-	-	-	-	-	-	-
Total Salaries and Staff	36.00	1,228,885	547,309	-	1,776,194	-	157,158	157,158	1,933,352	1,722,297
Fringe Benefits & Payroll Taxes		290,215	129,578	-	419,793	-	37,311	37,311	457,104	342,786
Retirement		13,567	6,057	-	19,624	-	1,744	1,744	21,368	2,525
Management Company Fees		-	-	-	-	-	-	-	-	-
Legal Service		-	-	-	-	-	7,238	7,238	7,238	48,921
Accounting / Audit Services		-	-	-	-	-	16,500	16,500	16,500	97,523
Other Purchased / Professional / Consulting Services		11,418	2,678	-	14,096	1,671	198,729	200,400	214,496	297,322
Building and Land Rent / Lease / Facility Finance Interest		323,374	144,383	-	467,757	-	41,575	41,575	509,332	797,409
Repairs & Maintenance		2,697	1,204	-	3,901	-	347	347	4,248	2,066
Insurance		18,353	8,195	-	26,548	-	2,360	2,360	28,908	58,570
Utilities		1,948	870	-	2,818	-	250	250	3,068	641
Supplies / Materials		57,191	13,416	-	70,607	-	-	-	70,607	118,756
Equipment / Furnishings		2,573	1,149	-	3,722	-	331	331	4,053	14,752
Staff Development		25,312	11,302	-	36,614	-	3,254	3,254	39,868	28,539
Marketing / Recruitment		24,740	11,046	-	35,786	-	3,181	3,181	38,967	53,115
Technology		69,519	31,040	-	100,559	-	8,938	8,938	109,497	76,189
Food Service		-	-	-	-	-	-	-	-	-
Student Services		5,474	1,284	-	6,758	-	-	-	6,758	20,706
Office Expense		16,126	7,200	-	23,326	-	2,073	2,073	25,399	40,931
Depreciation		54,082	24,147	-	78,229	-	6,952	6,952	85,181	45,889
OTHER		18,325	8,182	-	26,507	-	5,856	5,856	32,363	4,073
Total Expenses		\$ 2,163,799	\$ 949,040	\$ -	\$ 3,112,839	\$ 1,671	\$ 493,797	\$ 495,468	\$ 3,608,307	\$ 3,773,010



October 25, 2021

BDO USA, LLP
600 Third Avenue Third Floor,
New York, NY 10016

Ladies and gentlemen:

We are providing this letter in connection with your audit the statement of financial position as of June 30, 2021, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements, for the purpose of expressing an opinion as to whether the financial statements present fairly, in all material respects, the financial position, changes in net assets, and cash flows of Cardinal McCloskey Community Charter School (the "School") in conformity with accounting principles generally accepted in the United States of America. We confirm that we are responsible for the preparation and fair presentation in the financial statements of financial position, changes in net assets, and cash flows in conformity with accounting principles generally accepted in the United States of America.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement.

We confirm, to the best of our knowledge and belief, as of the date of this representation letter, as entered on the first page, the following representations made to you during your audit:

- (1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated April 28, 2021, for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America.
- (2) We have fulfilled our responsibility, as set out in the terms of the aforementioned audit engagement letter, for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- (3) The financial statements include all assets and liabilities under the entity's control.

- (4) We have made available to you:
 - (a) All financial records, and related data, including the names of all related parties and all relationships and transactions with related parties, as agreed upon in the terms of the aforementioned audit engagement letter.
 - (b) All additional information that you have requested from us for the purpose of the audit.
 - (c) Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
 - (d) Minutes of the meetings of directors and committees of directors that were held from (beginning of the period under audit) to the date of this letter, or summaries of actions of recent meetings for which minutes have not yet been prepared.
- (5) There have been no communications from regulatory agencies concerning noncompliance with or deficiencies in financial reporting practices.
- (6) There are no material transactions that have not been properly recorded in the accounting records underlying the financial statements. The financial statement misstatements relating to accounts and disclosures identified and discussed with us in the course of the audit that are included in the attached schedule of corrected misstatements, have been corrected. We have evaluated the propriety of the corrected misstatements based on a review of both the applicable authoritative literature and the underlying supporting evidence from our files and confirm our responsibility for the decision to correct them.
- (7) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud or noncompliance. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud or noncompliance. We have no knowledge of any:
 - (a) Fraud or suspected fraud involving management or involving employees who have significant roles in internal control, whether or not perceived to have a material effect on the financial statements.
 - (b) Fraud or suspected fraud involving others where the fraud could have a material effect on the financial statements.
 - (c) Allegations of fraud or suspected fraud affecting the School received in communications from employees, former employees, regulatory agencies, grantors, law firms, predecessor accounting firms, or others.
 - (d) Instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse, whose effects, both quantitatively and qualitatively, should be considered when preparing the financial statements.
- (8) We have no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or net asset balances.

- (9) The following, where applicable and material, have been properly recorded or disclosed in the financial statements:
- (a) The identity of all related parties and all related party relationships and transactions of which we are aware (e.g., transactions with unconsolidated subsidiaries; affiliates under common control with the entity or that are directly or indirectly controlled by the entity; directors, management, and members of their immediate families), including sales, purchases, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties.
 - (b) Arrangements with financial institutions involving compensating balances or other arrangements involving restrictions on cash balances and line-of-credit or similar arrangements.
 - (c) All derivative instruments and any embedded derivative instruments that require bifurcation, in accordance with FASB ASC 815, *Derivatives and Hedging*.
 - (d) Guarantees, whether written or oral, under which Cardinal McCloskey Community Charter School is contingently liable.
 - (e) Significant estimates and material concentrations known to management that are required to be disclosed in accordance with FASB ASC 275-10, *Risk and Uncertainties - Overall*. In that regard, all accounting estimates that could be material to the financial statements, including key factors and significant assumptions underlying those estimates, have been identified, and we believe the estimates are reasonable in the circumstances. The methods, significant assumptions, and the data used in making the accounting estimates and the related disclosures are appropriate to achieve recognition, measurement, and disclosure that is in accordance with accounting principles generally accepted in the United States of America (other comprehensive basis of accounting). (Significant estimates are estimates at the statement of financial position (balance sheet) date that could change materially within the next year. Concentrations refer to volumes of business, revenues, available sources of supply, or markets or geographic areas for which events could occur that would significantly disrupt normal finances within the next year.).
 - (f) The effects of all known actual or possible litigation, claims, and other liabilities or gain or loss contingencies that are required to be accrued or disclosed by FASB ASC 450, *Contingencies*, including:
 - Pending or anticipated tax assessments or refunds, other potential or pending claims, lawsuits by or against any branch of government or others;
 - Written or oral guarantees, endorsements, or unused letters of credit;
 - Unusual warranties or guarantees; or
 - Labor claims or negotiations.

FASB ASC 450-20, *Loss Contingencies*, requires loss contingencies to be accrued if it is probable an asset has been impaired or a liability incurred at the statement of financial position date and the amount of loss can be reasonably estimated. Such contingencies must be disclosed, but may not be accrued, if the loss is reasonably possible (but not probable) or the loss is probable but the amount of loss cannot be reasonably estimated.

- The School is involved in a pending case with a student’s guardian due to an incident on December 12, 2019, however as described by the insurance attorney, discovery is ongoing and to date, no depositions have been conducted. As such, it is premature to evaluate the potential liability of the potential liability of the School.

(g) Commitments, such as:

- Major fixed asset purchase agreements;
- More-than-one-year employment arrangements or contracts with suppliers or customers, or one-year-or-longer term leases;
- Deferred compensation, bonuses, pension and profit-sharing plans, or severance pay; or
- Pending sale or merger of all or a portion of the business or of an interest therein or acquisition of all or a portion of the business, assets or securities of another entity;

(h) Joint ventures or other participations, the detailed transactions of which are not carried on our books.

(i) Foreign currency transaction gains or losses, as well as translation of foreign currency financial statements.

(10) There are no:

- (a) Violations or possible violations of laws or regulations and provisions of contracts and grant agreements (including the failure to file reports required by regulatory bodies (e.g., EPA, OCC, FDIC, DOL, Medicare, U.S. Customs Service, HIPAA, IRS, Dept. of Commerce, state and municipal authorities) when the effects of failing to file could be material to the financial statements) whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency.
- (b) Unasserted claims or assessments that our lawyer has advised us are probable of assertion and must be disclosed in accordance with FASB ASC 450.
- (c) Side agreements or other arrangements (either written or oral) that have not been disclosed to you.
- (d) Designation of net assets disclosed to you that were not properly authorized and approved, or reclassifications of net assets that have not been properly reflected in the financial statements.

(11) Receivables recorded in the financial statements represent valid claims against debtors or grantors for sales, contributions, pledges, or other charges arising on or before the statement of financial position date and have been appropriately reduced to their estimated net realizable value.

(12) During the fiscal year ended June 30, 2021, the NYCDOE owed the School Per Pupil, Title I, Title II, Title IV, CSP, and ESSER grant funds totaling \$487,814.

- (13) With regard to items reported at fair value: (a) the underlying assumptions are reasonable and they appropriately reflect management's intent and ability to carry out its stated courses of action, (b) the measurement methods and related assumptions used in determining fair value are appropriate in the circumstances and have been consistently applied, (c) the disclosures related to fair values are complete, adequate, and in conformity with U.S. GAAP and (d) there are no subsequent events that require adjustments to the fair value measurements and disclosures included in the financial statements.
- (14) Cardinal McCloskey Community Charter School has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- (15) We have complied with all aspects of grant agreements and other contractual agreements, including debt covenants, that would have a material effect on the financial statements in the event of noncompliance.
- (16) No discussions have taken place with your firm's personnel regarding employment with Cardinal McCloskey Community Charter School.
- (17) Cardinal McCloskey Community Charter School is an exempt organization under Section 501(c)(3) of the Internal Revenue Code as evidenced by determination letter dated June 6, 2008. Any activities of which we are aware that would jeopardize our tax-exempt status, all activities subject to tax on unrelated business income or excise or other tax, have been disclosed to you. All required filings with tax authorities are up-to-date.
- (18) We have complied with all restrictions on resources, including donor restrictions, and all aspects of contractual and grant agreements that would have a material effect on the financial statements in the event of noncompliance. This includes complying with donor requirements to maintain a specific asset composition necessary to satisfy their restrictions.
- (19) Net assets with donor restrictions of Cardinal McCloskey Community Charter School at June 30, 2021 consist of the following:
- | | |
|--|-----------|
| | 2021 |
| Various start up costs - Walton Foundation Grant | \$ 54,517 |
- (20) The basis used for the allocation of functional expenses is reasonable, and is in compliance with the provisions of ASU 2016-14.
- (21) As part of your audit, you assisted with the preparation of the financial statements and related notes. We acknowledge our responsibility as it relates to those nonattest/nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for the financial statements and related notes.
- (22) We are responsible for compliance with laws, regulations, and provisions of contracts and grant agreements applicable to us and we have identified and disclosed to you all laws, regulations, and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.

- (23) Expenditures of federal awards were below the \$750,000 threshold in the audit period for the year ended June 30, 2021, and we were not required to be audited in accordance with the Uniform Guidance.
- (24) There have been no known or suspected breaches of sensitive information (e.g., personnel files) caused by cyber-attack or other means, or other cybersecurity incidents, where the breach or other incidents could have a material effect on the financial statements.
- (25) In conjunction with your audit of the financial statements of Cardinal McCloskey Community Charter School as of June 30, 2021 for the purpose of expressing an opinion as to whether the financial statements present fairly, in all material respects, the financial position, results of operations, and cash flows of Cardinal McCloskey Community Charter School in conformity with accounting principles generally accepted in the United States of America, we confirm, to the best of our knowledge and belief, as of the date of this representation letter, the following representations made to you during our audit:
- To the extent our normal procedures and controls related to our financial close or other reporting processes at any of our locations were adversely impacted by the COVID-19 outbreak, we took appropriate actions and safeguards to reasonably ensure the fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America.
 - Other than as disclosed in note 8 to the financial statements, no other impacts from COVID-19 outbreak are necessary to be reflected in those financial statements.
 - Disclosures included in the financial statements regarding relevant significant business, financial, and reporting impacts of the COVID-19 outbreak accurately reflect management's full consideration of such impacts.
- (26) In connection with any electronic presentation of the financial statements and your audit report thereon on our web site, we acknowledge that:
- We are responsible for the preparation, presentation, and content of the financial statements in the electronic format.
 - If your audit report is presented on our web site, the full financial statements upon which you reported and to which you appended your signed report will be presented.
 - We will clearly indicate in the electronic presentation on our web site the financial information that is subject to your audit report. We will clearly differentiate any information that may also be presented by us on or in connection with our web site that was contained in the published version of the financial statements and other supplementary information, but which is not part of the audited financial statements or other financial information covered by your audit report.
 - We have assessed the security over financial statement information and the audit report presented on our web site, and are satisfied that procedures in place are adequate to ensure the integrity of the information provided. We understand the risk of potential misrepresentation inherent in publishing financial information on our web site through internal failure or external manipulation.

- If the electronic financial statements are generally made available to the public on our web site, we will include a notification to the reader that such financial statements are presented for convenience and information purposes only, and while reasonable efforts have been made to ensure the integrity of such information, they should not be relied on. A copy of the printed financial statements will be provided on request.
- (27) The accounting policies reflected in the opening balances have been consistently applied in the current period's financial statements.
- (28) We have fully disclosed to you all terms of contracts with customers that affect the amount and timing of revenue recognized in the financial statements, including delivery terms, rights of return or price adjustments, side agreements, implicit provisions, unstated customary business practices, and all warranty provisions.
- (29) We are aware that Marc Taub is the engagement partner and is responsible for supervising the engagement and signing the report.

To the best of our knowledge and belief, no events, have occurred subsequent to the statement of financial position date and through the date of this representation letter, as entered on the first page, that would require adjustment to or disclosure in the aforementioned financial statements (except as follows:).

Very truly yours,

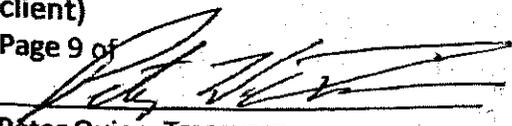


Jennifer Fedele, Principal

Peter Quinn, Treasurer

BDO USA, (Date - To entered by
client)

Page 9 of


Peter Quinn, Treasurer

LLP
be 8



CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL

FINANCIAL STATEMENTS

JUNE 30, 2021 AND 2020

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL

TABLE OF CONTENTS

INDEPENDENT AUDITOR'S REPORT	1 – 2
FINANCIAL STATEMENTS:	
Statement of Financial Position as of June 30, 2021	3
Statement of Activities for the Year Ended June 30, 2021	4
Statement of Functional Expenses for the Year Ended June 30, 2021	5
Statement of Functional Expenses for the Period from November 8, 2017 (inception) to June 30, 2020	6
Statement of Cash Flows for the Year Ended June 30, 2021	7
Notes to Financial Statements	8 – 16
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	17
Schedule of Findings and Questioned Costs for the Year Ended June 30, 2021	18



Tel: 212-576-1400
Fax: 212-576-1414
www.bdo.com

600 Third Avenue, 3rd Floor
New York, NY 10016

INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees
Cardinal McCloskey Community Charter School
New York, New York

Report on the Financial Statements

We have audited the accompanying financial statements of Cardinal McCloskey Community Charter School (the "School"), which comprise the statement of financial position as of June 30, 2021, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

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

Opinion

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



Other Matter

The financial statements of Cardinal McCloskey Community Charter School, which comprise the statement of financial position as of June 30, 2020, and the related statements of activities, functional expenses, and cash flows for the period from November 8, 2017 (date of inception) to June 30, 2020, and the related notes to the financial statements, were audited by MBAF CPAs, LLC ("MBAF"), whose partners and professional staff joined BDO USA, LLP as of January 16, 2021, and has subsequently ceased operations. MBAF expressed an unmodified opinion on those statements in their report dated October 27, 2020.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 25, 2021 on our consideration of Cardinal McCloskey Community Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Cardinal McCloskey Community Charter School's internal control over financial reporting and compliance.

BDO USA, LLP

New York, NY
October 25, 2021

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL
STATEMENTS OF FINANCIAL POSITION
JUNE 30, 2021 AND 2020

ASSETS	2021	2020
Cash	\$ 1,673,582	\$ 407,525
Cash - restricted	50,004	25,000
Grants and other receivables	494,397	406,183
Due from NYC Department of Education	-	15,408
Prepaid expenses and other assets	176,827	126,695
Property and equipment, net	<u>223,585</u>	<u>149,461</u>
	<u>\$ 2,618,395</u>	<u>\$ 1,130,272</u>
LIABILITIES AND NET ASSETS		
LIABILITIES		
Accounts payable and accrued expenses	\$ 57,062	\$ 64,077
Accrued salaries and other payroll related expenses	213,235	113,098
Due to NYC Department of Education	<u>26,627</u>	<u>-</u>
	<u>296,924</u>	<u>177,175</u>
NET ASSETS		
Net assets - without donor restrictions	2,266,954	853,988
Net assets - with donor restrictions	<u>54,517</u>	<u>99,109</u>
	<u>2,321,471</u>	<u>953,097</u>
	<u>\$ 2,618,395</u>	<u>\$ 1,130,272</u>

See accompanying notes to the financial statements.

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL
STATEMENTS OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2021 AND
THE PERIOD FROM NOVEMBER 8, 2017 (INCEPTION) TO JUNE 30, 2020

	2021	2020
CHANGES IN NET ASSETS WITHOUT DONOR RESTRICTIONS		
OPERATING REVENUE WITHOUT DONOR RESTRICTIONS		
State and local per pupil operating revenue	\$ 4,701,228	\$ 3,089,957
Government grants and contracts	<u>275,453</u>	<u>983,192</u>
	<u>4,976,681</u>	<u>4,073,149</u>
EXPENSES		
Program services	3,112,839	2,671,968
Management and general	493,797	1,081,336
Fundraising	<u>1,671</u>	<u>19,706</u>
	<u>3,608,307</u>	<u>3,773,010</u>
SUPPORT AND OTHER INCOME		
Contributions and other income	-	39,320
Rental income	-	238,638
Net assets released from restrictions	<u>44,592</u>	<u>275,891</u>
	<u>44,592</u>	<u>553,849</u>
INCREASE IN NET ASSETS WITHOUT DONOR RESTRICTIONS	<u>1,412,966</u>	<u>853,988</u>
CHANGES IN NET ASSETS WITH DONOR RESTRICTIONS		
Contributions	-	375,000
Net assets released from restrictions	<u>(44,592)</u>	<u>(275,891)</u>
(DECREASE) INCREASE IN NET ASSETS WITH DONOR RESTRICTIONS	<u>(44,592)</u>	<u>99,109</u>
CHANGE IN NET ASSETS	1,368,374	953,097
NET ASSETS – BEGINNING OF PERIOD	<u>953,097</u>	<u>-</u>
NET ASSETS – END OF PERIOD	<u>\$ 2,321,471</u>	<u>\$ 953,097</u>

See accompanying notes to the financial statements.

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2021

	No. of Positions	Program Services			Supporting Services		2021
		Regular Education	Special Education	Total	Management and General	Fundraising	
Personnel service costs							
Administrative staff personnel	5	\$ 389,549	\$ 64,547	\$ 454,096	\$ 157,158	\$ -	\$ 611,254
Instructional personnel	31	839,336	482,762	1,322,098	-	-	1,322,098
Total salaries and staff	36	1,228,885	547,309	1,776,194	157,158	-	1,933,352
Fringe benefits and payroll taxes		290,215	129,578	419,793	37,311	-	457,104
Retirement		13,567	6,057	19,624	1,744	-	21,368
Legal services		-	-	-	7,238	-	7,238
Accounting and audit services		-	-	-	16,500	-	16,500
Other purchases of professional and consulting services		11,418	2,678	14,096	198,729	1,671	214,496
Occupancy and facility costs		323,374	144,383	467,757	41,575	-	509,332
Repairs and maintenance		2,697	1,204	3,901	347	-	4,248
Insurance		18,353	8,195	26,548	2,360	-	28,908
Utilities		1,948	870	2,818	250	-	3,068
Instructional supplies and materials		57,191	13,416	70,607	-	-	70,607
Equipment and furnishings		2,573	1,149	3,722	331	-	4,053
Staff development		25,312	11,302	36,614	3,254	-	39,868
Marketing and recruitment		24,740	11,046	35,786	3,181	-	38,967
Technology		69,519	31,040	100,559	8,938	-	109,497
Student services		5,474	1,284	6,758	-	-	6,758
Office expense		16,126	7,200	23,326	2,073	-	25,399
Depreciation and amortization		54,082	24,147	78,229	6,952	-	85,181
Other		18,325	8,182	26,507	5,856	-	32,363
		\$ 2,163,799	\$ 949,040	\$ 3,112,839	\$ 493,797	\$ 1,671	\$ 3,608,307

See accompanying notes to the financial statements.

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE PERIOD FROM NOVEMBER 8, 2017 (INCEPTION) TO JUNE 30, 2020

	<u>No. of Positions</u>	<u>Program Services</u>			<u>Supporting Services</u>		<u>2020</u>
		<u>Regular Education</u>	<u>Special Education</u>	<u>Total</u>	<u>Management and General</u>	<u>Fundraising</u>	
Personnel service costs							
Administrative staff personnel	5	\$ 301,555	\$ 73,764	\$ 375,319	\$ 293,810	\$ 6,330	\$ 675,459
Instructional personnel	22	722,190	324,648	1,046,838	-	-	1,046,838
Total salaries and staff	27	1,023,745	398,412	1,422,157	293,810	6,330	1,722,297
Fringe benefits and payroll taxes		207,356	81,085	288,441	53,306	1,039	342,786
Retirement		1,662	663	2,325	200	-	2,525
Legal services		-	-	-	48,921	-	48,921
Accounting and audit services		-	-	-	97,523	-	97,523
Other purchases of professional and consulting services		44,122	8,531	52,653	242,216	2,453	297,322
Occupancy and facility costs		381,348	139,241	520,589	268,705	8,115	797,409
Repairs and maintenance		1,360	543	1,903	163	-	2,066
Insurance		17,259	4,974	22,233	35,138	1,199	58,570
Utilities		76	-	76	546	19	641
Instructional supplies and materials		97,197	21,559	118,756	-	-	118,756
Equipment and furnishings		7,066	2,222	9,288	5,273	191	14,752
Staff development		15,358	4,146	19,504	9,035	-	28,539
Marketing and recruitment		47,273	4,312	51,585	1,530	-	53,115
Technology		47,213	18,580	65,793	10,232	164	76,189
Student services		16,613	4,093	20,706	-	-	20,706
Office expense		23,749	9,351	33,100	7,752	79	40,931
Depreciation and amortization		30,206	12,053	42,259	3,630	-	45,889
Other		561	39	600	3,356	117	4,073
		\$ 1,962,164	\$ 709,804	\$ 2,671,968	\$ 1,081,336	\$ 19,706	\$ 3,773,010

See accompanying notes to the financial statements.

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL
STATEMENTS OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2021 AND
THE PERIOD FROM NOVEMBER 8, 2017 (INCEPTION) TO JUNE 30, 2020

	2021	2020
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash received from operating revenue	\$ 4,903,875	\$ 3,651,558
Other cash received	-	647,738
Cash paid to employees and suppliers	<u>(3,453,509)</u>	<u>(3,676,641)</u>
NET CASH PROVIDED BY OPERATING ACTIVITIES	1,450,366	622,655
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of property and equipment	<u>(159,305)</u>	<u>(190,130)</u>
NET INCREASE IN CASH	1,291,061	432,525
CASH AND CASH - RESTRICTED - BEGINNING OF PERIOD	<u>432,525</u>	<u>-</u>
CASH AND CASH - RESTRICTED - END OF PERIOD	<u>\$ 1,723,586</u>	<u>\$ 432,525</u>

Reconciliation of change in net assets to net cash provided by operating activities:

Change in net assets	\$ 1,368,374	\$ 953,097
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation and amortization	85,181	45,889
Non-cash contributions	-	(5,220)
Changes in operating assets and liabilities:		
Grants and other receivables	(88,214)	(406,183)
Due from NYC Department of Education	15,408	(15,408)
Prepaid expenses and other assets	(50,132)	(126,695)
Accounts payable and accrued expenses	(7,015)	64,077
Accrued salaries and other payroll related expenses	100,137	113,098
Due to NYC Department of Education	<u>26,627</u>	<u>-</u>
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>\$ 1,450,366</u>	<u>\$ 622,655</u>

SUPPLEMENTAL DISCLOSURES OF CASH FLOW INFORMATION:

Cash and cash - restricted consist of:

Cash	\$ 1,673,582	\$ 407,525
Cash - restricted	<u>50,004</u>	<u>25,000</u>
	<u>\$ 1,723,586</u>	<u>\$ 432,525</u>

See accompanying notes to the financial statements.

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2021 AND 2020

1. NATURE OF THE ORGANIZATION

Cardinal McCloskey Community Charter School (the "School") is a New York State, not-for-profit educational corporation that was incorporated on November 8, 2017 to operate a charter school pursuant to Article 56 of the Education Law of the State of New York. The School, led by the Board of Trustees, received a charter from the Charter Schools Institute – State University of New York ("SUNY-CSI") to operate a charter school in the State of New York pursuant to certain terms and conditions set forth in its approved charter application and charter agreement dated August 10, 2017. The School's charter agreement shall expire in July 2024 unless earlier terminated or renewed.

The School opened its doors in the fall of 2019 in the Bronx to kindergarten and first grade students. By the end of the 2020-21 school year, the School has expanded to second grade students.

The School, as determined by the Internal Revenue Service, is exempt from federal income tax under Section 501(a) of the Internal Revenue Code ("IRC") as an organization described in Section 501(c)(3) of the IRC. It is also exempt under a similar provision under New York State income tax laws. The School has also been classified as an entity that is not a private foundation within the meaning of Section 509(a) of the IRC and qualifies for deductible contributions as provided in Section 170(b)(1)(A)(ii) of the IRC.

2. SIGNIFICANT ACCOUNTING POLICIES

Financial Statement Presentation

The School's financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America ("U.S. GAAP").

The classification of the School's net assets and its support, revenues, and expenses is based on the existence or absence of donor-imposed restrictions. It requires that the amounts for each of the two classes of net assets – with donor restrictions or without donor restrictions – be displayed in a statement of financial position and that the amount of the change in each of those classes of net assets be displayed in a statement of activities.

These classes are defined as follows:

Net Assets with Donor Restrictions consist of contributions and other inflows of assets whose use is subject to donor-imposed restrictions that are more specific than broad limits reflecting the nature of the not-for-profit entity, the environment in which it operates and the purposes specified in its articles of incorporation or bylaws or comparable documents. Donor-imposed restrictions may be temporary in nature, such as stipulating that resources may be used only after a specified date or limited to specific programs or services. Certain donor-imposed restrictions are perpetual in nature.

Net Assets without Donor Restrictions consist of contributions and other inflows of assets whose use is not subject to donor-imposed restrictions. This net asset category includes both contributions not subject to donor restrictions and exchange transactions, and are, therefore, available for general operations.

Cash – Restricted

An escrow account in the amount of \$50,004 and \$25,000 was held aside under the provisions of the School's charter to pay for legal and audit expenses that would be associated with a dissolution should it occur, as required by the NYSED as of June 30, 2021 and 2020, respectively.

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021 AND 2020

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Grants and Other Receivables

Grants and other receivables represent unconditional promises by government agencies and donors. Grants and other receivables that are expected to be collected within one year and are recorded at net realizable value are \$494,397 and \$406,183 at June 30, 2021 and 2020, respectively. The School has determined that no allowance for uncollectible accounts for grants and other receivables is necessary as of June 30, 2021 and 2020. Such estimate is based on management's assessments of the creditworthiness of its donors, the aged basis of its receivables, as well as current economic conditions.

Contributions

Transfers of cash or other assets or settlement of liabilities that are both voluntary and nonreciprocal are recognized as contributions.

Contributions may either be conditional or unconditional. A contribution is considered conditional when the donor imposes both a measurable barrier and a right of return. Conditional contributions are recognized as revenue on the date all donor-imposed barriers are overcome or explicitly waived by the donor. Barriers may include specific and measurable outcomes, limitations on the performance of an activity and other stipulations related to the contribution. A donor has a right of return of any assets transferred or a right of release of its obligation to transfer any assets in the event the School fails to overcome one or more barriers. Assets received before the barrier is overcome are accounted for as refundable advances.

Unconditional contributions may or may not be subject to donor-imposed restrictions. Donor-imposed restrictions limit the use of the donated assets as to time or purpose restrictions.

Contributions subject to donor restrictions are recognized in changes in net assets with donor restrictions. When a purpose restriction is satisfied or when a time restriction expires, the contribution is reported as net assets released from restrictions and is recognized in changes in net assets without donor restrictions in the statement of activities.

Revenue Recognition

Per-Pupil Revenue

The School recognizes revenues from per-pupil funding in the fiscal year in which the academic programs are provided. Per-pupil revenue is billed and received based on the total number of full-time equivalent (FTE) students and the basic charter school tuition rate for the school district of residence of the students attending the School in any given fiscal year for general education and special education. The FTE is formula-driven and based on the number of days the student has been with the School as a proportion of the number of days in the entire school year (the calculation is done by using the New York State calculator online). The School's total student population includes general education and special education students. The School has determined that revenue from its students has the same performance obligations, types of contract, and services rendered. As a result, the student body is viewed as one customer base for revenue purposes. The School uses a portfolio approach to account for per-pupil contracts as a collective group rather than recognizing revenue on an individual-contract basis. The School believes that revenue recognized by utilizing the portfolio approach approximates the revenue that would have been recognized if an individual contract approach were used.

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021 AND 2020

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Revenue Recognition (continued)

Per-Pupil Revenue (continued)

Per-pupil invoicing is managed on a bi-monthly basis to the funding source (local school district). Billing is a function of student enrollment for the upcoming fiscal year, which is the basis for the first two invoices per-pupil due June 1st and July 31st, which is a projection. Subsequent invoices are due bi-monthly. With the implementation of an automated-invoicing process through a dedicated website, the submission of each invoice is done online. After the year is complete, the School submits the FTE per-pupil reconciliation, listing every student who attended any part of the year, and the FTE each represents. Based on this final count, it calculates how much should have been paid to the School and included in the reconciliation will be any amounts due from the funding source included in grants and other receivables on the statement of financial position at year end, or any amounts payable to the funding source included as a liability on the statement of financial position at year end, as amounts are tried up to actual based on actual numbers submitted at year end.

Additional funding is also provided to support special education services. All students who are identified to need special education services or settings have an Individualized Education Program (“IEP”), formalized for his or her unique needs. Based on this IEP, the student is categorized into one of three levels of service: 0-20% service, 20-60% service, or 60% or more service required and provided by the School. For a student receiving less than 20% in services, no additional funding is received. For a student receiving services between 20% and 60% and 60% or more services of the school day, additional funding per FTE is received. Billing for this support is incorporated into the per-pupil invoices and is also settled in the same FTE per-pupil reconciliation process.

As the students receive the benefit of these services simultaneously as the School is providing them, the School recognizes per-pupil revenue from these services over time. The School believes that this method provides a reasonable depiction of the transfer of services over the term of the performance obligation based on the services needed to satisfy the obligation. Generally, performance obligations satisfied over time relate to students receiving academic or school services. The School measures the performance obligation from admission or enrollment into the School to the point when the student is discharged or the end of the school year where it is no longer required to provide services to the student, which is generally at the time of discharge or the completion of the school year. All of these services are bundled and considered a single-performance obligation, and as such, the School accounts for these bundled-performance obligations under state and local per pupil operating revenue in the statement of activities and recognizes the per-pupil revenue over time.

Government Grants

Revenue from federal, state, and local government grants and contracts is recognized by the School when qualifying expenditures are incurred and billable to the government, or when required services have been provided.

Contract Assets and Contract Liabilities

In accordance with Accounting Standards Codification (ASC) 606, contract assets are to be recognized when an entity has the right to receive consideration in exchange for goods or services that have been transferred to a customer when that right is conditional on something other than the passage of time. The School does not recognize contract assets, as the right to receive consideration is unconditional in accordance with the passage of time criteria. Also, in accordance with ASC 606, contract liabilities are to be recognized when an entity is obligated to transfer goods or services for which consideration has already been received. The School does not receive consideration prior to the transfer of goods or services and, therefore, does not recognize contract liabilities.

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021 AND 2020

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Contributions of Nonfinancial Assets

The School may receive contributed services that are an integral part of its operations. Such services are only recorded as contributions of nonfinancial assets, at their fair value, provided the services received create or enhance nonfinancial assets, require specified skills provided by individuals possessing those skills, and typically need to be purchased, if not provided by donation.

Donations of goods are recognized as contributions in-kind, at their fair value, provided the goods received create or enhance non-financial assets. For the period ended June 30, 2020, donated goods consist of technology and are estimated at \$5,220.

Property and Equipment

Property and equipment are stated at cost and are depreciated on the straight-line method over the estimated useful lives of the assets. Leasehold improvements are amortized over the lesser of the useful life of the asset or the lease term. The School has established a \$5,000 threshold above which assets are evaluated to be capitalized. Property and equipment acquired with certain government contract funds is recorded as an expense pursuant to the terms of the contract in which the government funding source retains ownership of the property. Maintenance and repairs are charged to expense as incurred; major renewals and betterments are capitalized, based on the established threshold.

Impairment

The School reviews long-lived assets to determine whether there has been any permanent impairment whenever events or circumstances indicate the carrying amount of an asset may not be recoverable. If the sum of the expected future undiscounted cash flows is less than the carrying amount of the assets, the School recognizes an impairment loss. No impairment losses were recognized for the period ended June 30, 2021 and 2020.

Advertising

The School expenses advertising costs as incurred. The School incurred \$38,967 and \$53,115 of advertising costs for the year ended June 30, 2021 and the period from November 8, 2017 (inception) to June 30, 2020, respectively, which is included in the accompanying statements of functional expenses under marketing and recruitment.

Functional Allocation of Expenses

The costs of providing programs and other activities have been summarized on a functional basis and by natural classification in the accompanying statement of activities. Accordingly, certain costs have been allocated among the respective programs and activities according to the functional categories, as follows:

Program Services – This category represents expenses related to general education and special education for certain students requiring additional attention and guidance. These costs are allocated based on the FTE allocation method.

Management and General – This category represents expenses related to the overall administration and operation of the School that are not specific to any program services or development. These costs are allocated based on the FTE allocation method.

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021 AND 2020

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Estimates

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

Reclassifications

Certain accounts in the June 30, 2020 financial statements have been reclassified to conform to the June 30, 2021 presentation. These reclassifications had no effect on net income or net assets.

Subsequent Events

The School has evaluated events through October 25, 2021, which is the date the financial statements were available to be issued.

Income Taxes

The School is exempt from federal, state and local income taxes under Section 501(c)(3) of the Internal Revenue Code (the "IRC") and, therefore, has made no provision for income taxes in the accompanying financial statements. In addition, the School has been determined by the Internal Revenue Service not to be a "private foundation" within the meaning of Section 509(a) of the IRC. There was no unrelated business income for the year ended June 30, 2021.

Under U.S. GAAP, an organization must recognize the tax benefit associate with tax positions taken for tax-return purposes when it is more likely than not that the position will not be sustained upon examination by a taxing authority. The School does not believe it has taken any material uncertain tax positions and, accordingly, it has not recorded any liability for unrecognized tax benefits. The School is subject to routine audits by a taxing authority. As of June 30, 2021, the School was not subject to any examination by a taxing authority.

Adopted Accounting Pronouncement

Revenue from Contracts with Customers (Topic 606)

During the year ended June 30, 2021, the School adopted Accounting Standards Update (ASU) 2014-09, *Revenue from Contracts with Customers* (Topic 606), as of July 1, 2020 using the modified-retrospective approach. This guidance requires an entity to recognize revenue to depict the transfer of promised goods and services to customers in an amount that reflects the consideration to which the entity expects to be entitled in exchange for these goods or services. The School's revenue is derived primarily from per-pupil revenue for services provided to students. Per-pupil revenues are recognized as revenue over the course of the academic school year or program for which it is earned. The adoption of ASU 2014-09 did not result in a material change to the timing of when revenue is recognized.

Recent Accounting Pronouncements

Lease Accounting

In February 2016, the Financial Accounting Standards Board ("FASB") issued ASU 2016-02, *Leases*, which will require lessees to recognize a lease liability, which is a lessee's obligation to make lease payments arising from a lease, measured on a discounted basis; and a right-of-use asset, which is an asset that represents the lessee's right to use, or control the use of, a specified asset for the lease term. The standard is effective for non-public business entities for fiscal years beginning after December 15, 2021. The School is currently evaluating the impact of the adoption of ASU 2016-02.

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021 AND 2020

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Recent Accounting Pronouncements (continued)

Presentation and Disclosures by Not-for-Profit Entities for Contributed Nonfinancial Assets

In September 2020, the FASB issued ASU 2020-07, *Presentation and Disclosures by Not-For-Profit Entities for Contributed Nonfinancial Assets* (Topic 958). The update requires not-for-profits to present contributed nonfinancial assets as a separate line item on the statement of activities, and to disclose information regarding each type of contributed nonfinancial assets. The update is effective for financial statements issued for fiscal years beginning after June 15, 2021, and interim periods within fiscal years beginning after June 15, 2022, with early application permitted. The School is currently evaluating the impact of the adoption of ASU 2020-07.

3. LIQUIDITY AND AVAILABILITY OF RESOURCES

The School maintains a policy of structuring its financial assets to be available as its general expenditures, liabilities and other obligations come due.

The School's financial assets available within one year of the statement of financial position date for general expenditures are as follows:

June 30,	2021	2020
Cash	\$ 1,673,582	\$ 407,525
Cash - restricted	50,004	25,000
Grants and other receivables	494,397	406,183
Due from NYC Department of Education	-	15,408
Total financial assets	<u>2,217,983</u>	<u>854,116</u>
Less amounts unavailable for general expenditures within one year due to:		
Restricted by contract	(50,004)	(25,000)
Restricted by donors with purpose restrictions	<u>(54,517)</u>	<u>(99,109)</u>
Total financial assets available to management for general expenditures within one year	<u>\$ 2,113,462</u>	<u>\$ 730,007</u>

4. PROPERTY AND EQUIPMENT

Property and equipment consist of the following as of June 30,:

	2021	2020	Estimated Useful Lives
Furniture and fixtures	\$ 81,729	\$ 74,144	7 years
Computer equipment	243,071	91,351	3 years
Software	6,500	6,500	3 years
			Lesser of the useful life of the asset or the lease term
Leasehold improvements	<u>23,355</u>	<u>23,355</u>	
	<u>354,655</u>	<u>195,350</u>	
Less: accumulated depreciation and amortization	<u>(131,070)</u>	<u>(45,889)</u>	
	<u>\$ 223,585</u>	<u>\$ 149,461</u>	

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021 AND 2020

4. PROPERTY AND EQUIPMENT (CONTINUED)

Depreciation and amortization expense for the year ended June 30, 2021 and the period from November 8, 2017 (inception) to June 30, 2020 was \$85,181 and \$45,889, respectively.

5. GRANTS AND OTHER RECEIVABLES

Grants and other receivables consist of federal and state entitlements and grants, as well as unconditional promises to give by donors. The School expects to collect these receivables within one year. Grants and other receivables consist of the following as of June 30,:

	2021	2020
CSP	\$ 320,738	\$ 299,738
Title I	103,642	63,503
Title II	16,168	8,663
Title IV	8,000	-
ESSER	39,266	-
Other	6,583	5,550
NYS Additional Funding	-	28,729
	<u>\$ 494,397</u>	<u>\$ 406,183</u>

6. NET ASSETS WITH DONOR RESTRICTIONS

Net assets with donor restrictions as of June 30, 2021 and 2020 are available for the following purposes:

	2021	2020
Various start up costs - Walton Foundation Grant	\$ 54,517	\$ 69,862
COVID-19 Crisis Grant - NYC Charter School Center	-	12,450
COVID-19 Crisis Costs - Walton Foundation Grant	-	16,797
	<u>\$ 54,517</u>	<u>\$ 99,109</u>

Net assets were released from donor restrictions by incurring expenses satisfying the purpose restrictions specified by donors as follows for the year ended June 30, 2021 and the period from November 8, 2017 (inception) to June 30, 2020:

	2021	2020
Various start up costs - Walton Foundation Grant	\$ 15,345	\$ 255,139
COVID-19 Crisis Grant - NYC Charter School Center	12,450	17,550
COVID-19 Crisis Costs - Walton Foundation Grant	16,797	3,202
	<u>\$ 44,592</u>	<u>\$ 275,891</u>

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021 AND 2020

7. PENSION PLAN

The School has adopted the Cardinal McCloskey Community Charter School 403(b) Plan (the "Plan") which is qualified under Internal Revenue Code 403(b) for benefit of its eligible employees. The Plan is a defined contribution plan. There are no eligibility requirements for employees to enroll in the Plan. Employees are eligible to receive employer safe harbor contributions once they have completed six consecutive months of service. The Plan calls for the School to match 100% of an eligible employee's contribution up to 3%, plus 50% of an eligible employee's contribution between 3% and 5% of their fiscal year salary. Employees are also eligible for discretionary employer contributions. The vesting period for the Plan is based on a vesting table in which it takes two years to be partially vested and six years to be fully vested. Pension expense amounted to \$21,368 and \$2,525 for the year ended June 30, 2021 and the period from November 8, 2017 (inception) to June 30, 2020, respectively, and is included in retirement in the statements of functional expenses.

8. RISK MANAGEMENT

- A. The School is exposed to various risks of loss related to torts; thefts of, damage to, and destruction of assets; injuries to employees; and natural disasters. The School maintains commercial insurance to help protect itself from such risks. The School also intends to defend its positions on these matters. As of June 30, 2021, there are no matters for which the School believes the ultimate outcome would have a material adverse effect on the School's financial position.
- B. The School entered into contractual relationships with certain governmental funding sources. The governmental agencies may request return of funds as a result of noncompliance by the School, as well as additional funds for the use of facilities. The accompanying financial statements make no provision for the possible disallowance or refund. The School is of the opinion that such cost disallowances, if any, will not have a material effect in the School's financial statements.
- C. On March 27, 2020, the Coronavirus Aid, Relief, and Economic Security Act ("CARES") was signed into law in response to the coronavirus (COVID-19) pandemic. The CARES Act includes many measures to provide relief to companies and organizations. Under the CARES Act, the Local Education Agencies (LEAs) received funds from the Elementary and Secondary School Emergency Relief ("ESSER") fund to provide equitable services to students and teachers in non-public schools. The School was granted funds to defray the COVID-19 outbreak costs under the aforementioned ESSER fund during the year ended June 30, 2021.

9. CONCENTRATIONS

Financial instruments that potentially subject the School to a concentration of credit risk include cash accounts at a major financial institution that, at times, exceeded the Federal Deposit Insurance Corporation insured limit of \$250,000.

The School received approximately 94% and 65% of its total revenue from per pupil funding from the NYCDOE during the year ended June 30, 2021 and the period from November 8, 2017 (inception) to June 30, 2020, respectively.

The School's grants and other receivables consist of two major grantors accounting for approximately 81% at June 30, 2021. The School's grants and other receivables consist of one major grantor accounting for approximately 99% at June 30, 2020.

The School's payables consist of three major vendors accounting for approximately 74% and 70% at June 30, 2021 and 2020, respectively.

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021 AND 2020

10. COMMITMENT AND CONTINGENCIES

In April 2018, the School entered into a lease agreement with Aquinas High School, Dominican Convent of Our Lady of the Rosary for leasing the premises at 685 East 182nd Street, Bronx, New York 10457. Effective July 2019, the School amended the lease agreement through July 31, 2021. As part of the lease agreement, the School was required to pay a security deposit of \$89,668, which is included in the accompanying statements of financial position under prepaid expenses and other assets.

In September 2021, the School entered into a lease agreement with Dominican Convent of Our Lady of the Rosary for leasing the premises at 685 East 182nd Street, Bronx, New York 10457 effective September 1, 2021 and expiring on June 30, 2026. As part of the new lease agreement, the School was required to pay an additional security deposit of \$72,499 for the total amount of \$162,167.

At June 30, 2021, future minimum rental lease payments are as follows:

June 30,	
2022	\$ 1,123,559
2023	1,336,258
2024	1,395,329
2025	1,441,100
2026	1,484,333
	<hr/>
	\$ 6,780,579

Rent expense and occupancy costs for the year ended June 30, 2021 and the period from November 8, 2017 (inception) to June 30, 2020 was \$509,332 and \$797,409, respectively, and is included in occupancy and facility costs on the statements of functional expenses.

As a result of the School's decision to take an additional planning year and not open for operations in the fall of 2018, the School subleased the premises at 685 East 182nd Street to Cardinal McCloskey School and Home for Children d/b/a Cardinal McCloskey Community Services ("CMCS"), a related party of the School. The sublease agreement term was from August 15, 2018 to July 31, 2019. Rental income from the sublease amounted to \$238,638 over the life of the lease, which is included in the accompanying statements of activities as rental income.



Tel: 212-576-1400
Fax: 212-576-1414
www.bdo.com

600 Third Avenue, 3rd Floor
New York, NY 10016

Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With Government Auditing Standards

To the Board of Trustees
Cardinal McCloskey Community Charter School
New York, New York

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of Cardinal McCloskey Community Charter School (the "School"), which comprise the statement of financial position as of June 30, 2021, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements and have issued our report thereon dated October 25, 2021.

Internal Control Over Financial Reporting

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

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

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

Compliance and Other Matters

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

Purpose of this Report

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

BDO USA, LLP

New York, NY
October 25, 2021

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2021

1. SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with generally accepted accounting principles:

Unmodified

Internal control over financial reporting:

- Material weakness(es) identified?
- Significant deficiency(ies) identified?

- | | |
|------------------------------|---|
| <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> None reported |
| <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

Noncompliance material to financial statements

2. FINANCIAL STATEMENT FINDINGS

There were no findings related to the financial statements that are required to be reported in accordance with generally accepted government auditing standards.



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

Charter School Name:	Cardinal McCloskey Community Charter School
Audit Period:	2020-21
Prior Period:	Planning Period + 2019-20
Report Due Date:	Monday, November 1, 2021
School Fiscal Contact Name:	Jennifer Fedele
School Fiscal Contact Email:	[REDACTED]
School Fiscal Contact Phone:	[REDACTED]
School Audit Firm Name:	BDO
School Audit Contact Name:	Marc Taub
School Audit Contact Email:	[REDACTED]
School Audit Contact Phone:	[REDACTED]

SUNY CHARTER SCHOOLS INSTITUTE - Reporting Requirements:

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

Required 8 Items:

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

And, if applicable:

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

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

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL

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

	2020-21			Planning Period + 2019-20
	Without Donor Restrictions	With Donor Restrictions	Total	Total
REVENUE, GAINS AND OTHER SUPPORT				
Public School District				
Resident Student Enrollment	\$ 3,584,143	\$ -	\$ 3,584,143	\$ 2,249,614
Students with disabilities	596,882	-	596,882	331,011
Grants and Contracts				
State and local	10,871	-	10,871	28,729
Federal - Title and IDEA	164,210	-	164,210	110,003
Federal - Other	111,239	-	111,239	844,460
Other	-	-	-	-
NYC DoE Rental Assistance	509,332	-	509,332	509,332
Food Service/Child Nutrition Program	-	-	-	-
TOTAL REVENUE, GAINS AND OTHER SUPPORT	4,976,677	-	4,976,677	4,073,149
EXPENSES				
Program Services				
Regular Education	\$ 2,163,799	\$ -	\$ 2,163,799	\$ 1,962,164
Special Education	949,040	-	949,040	709,804
Other Programs	-	-	-	-
Total Program Services	3,112,839	-	3,112,839	2,671,968
Management and general	493,797	-	493,797	1,081,336
Fundraising	1,671	-	1,671	19,706
TOTAL OPERATING EXPENSES	3,608,307	-	3,608,307	3,773,010
SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS	1,368,370	-	1,368,370	300,139
SUPPORT AND OTHER REVENUE				
Contributions				
Foundations	\$ -	\$ -	\$ -	\$ 10,000
Individuals	-	-	-	29,320
Corporations	-	-	-	-
Fundraising	-	-	-	-
Interest income	4	-	4	-
Miscellaneous income	-	-	-	238,638
Net assets released from restriction	44,592	(44,592)	-	375,000
TOTAL SUPPORT AND OTHER REVENUE	44,596	(44,592)	4	652,958
CHANGE IN NET ASSETS	1,412,966	(44,592)	1,368,374	953,097
NET ASSETS BEGINNING OF YEAR	953,097	-	953,097	-
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-
NET ASSETS END OF YEAR	\$ 2,366,063	\$ (44,592)	\$ 2,321,471	\$ 953,097

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL

Statement of Cash Flows

as of June 30, 2021

	<u>2020-21</u>	<u>Planning Period + 2019-20</u>
CASH FLOWS - OPERATING ACTIVITIES		
Increase (decrease) in net assets	\$ 1,368,374	\$ 953,097
Revenues from School Districts	-	-
Accounts Receivable	-	-
Due from School Districts	-	-
Depreciation	85,181	45,889
Grants Receivable	(88,214)	(406,183)
Due from NYS	42,036	(15,408)
Grant revenues	-	-
Prepaid Expenses	(50,132)	(126,695)
Accounts Payable	(5,081)	41,386
Accrued Expenses	(1,934)	22,691
Accrued Liabilities	100,137	113,098
Contributions and fund-raising activities	-	(5,220)
Miscellaneous sources	-	-
Deferred Revenue	-	-
Interest payments	-	-
Other	-	-
Other	-	-
NET CASH PROVIDED FROM OPERATING ACTIVITIES	\$ 1,450,366	\$ 622,655
CASH FLOWS - INVESTING ACTIVITIES		
Purchase of equipment	(159,305)	(190,130)
Other	-	-
NET CASH PROVIDED FROM INVESTING ACTIVITIES	\$ (159,305)	\$ (190,130)
CASH FLOWS - FINANCING ACTIVITIES		
Principal payments on long-term debt	-	-
Other	-	-
NET CASH PROVIDED FROM FINANCING ACTIVITIES	\$ -	\$ -
NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS	\$ 1,291,061	\$ 432,525
Cash at beginning of year	432,525	-
CASH AND CASH EQUIVALENTS AT END OF YEAR	\$ 1,723,586	\$ 432,525

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL
Statement of Functional Expenses
as of June 30, 2021

		2020-21							Planning Period + 2019-20	
		Program Services				Supporting Services				
No. of Positions		Regular Education	Special Education	Other Education	Total	Fund-raising	Management and General	Total	Total	
		\$	\$	\$	\$	\$	\$	\$	\$	
Personnel Services Costs										
Administrative Staff Personnel	5.00	389,549	64,547	-	454,096	-	157,158	157,158	611,254	
Instructional Personnel	31.00	839,336	482,762	-	1,322,098	-	-	-	1,322,098	
Non-Instructional Personnel	-	-	-	-	-	-	-	-	-	
Total Salaries and Staff	36.00	1,228,885	547,309	-	1,776,194	-	157,158	157,158	1,933,352	
Fringe Benefits & Payroll Taxes		290,215	129,578	-	419,793	-	37,311	37,311	457,104	
Retirement		13,567	6,057	-	19,624	-	1,744	1,744	21,368	
Management Company Fees		-	-	-	-	-	-	-	-	
Legal Service		-	-	-	-	-	7,238	7,238	7,238	
Accounting / Audit Services		-	-	-	-	-	16,500	16,500	16,500	
Other Purchased / Professional / Consulting Services		11,418	2,678	-	14,096	1,671	198,729	200,400	214,496	
Building and Land Rent / Lease / Facility Finance Interest		323,374	144,383	-	467,757	-	41,575	41,575	509,332	
Repairs & Maintenance		2,697	1,204	-	3,901	-	347	347	4,248	
Insurance		18,353	8,195	-	26,548	-	2,360	2,360	28,908	
Utilities		1,948	870	-	2,818	-	250	250	3,068	
Supplies / Materials		57,191	13,416	-	70,607	-	-	-	70,607	
Equipment / Furnishings		2,573	1,149	-	3,722	-	331	331	4,053	
Staff Development		25,312	11,302	-	36,614	-	3,254	3,254	39,868	
Marketing / Recruitment		24,740	11,046	-	35,786	-	3,181	3,181	38,967	
Technology		69,519	31,040	-	100,559	-	8,938	8,938	109,497	
Food Service		-	-	-	-	-	-	-	-	
Student Services		5,474	1,284	-	6,758	-	-	-	6,758	
Office Expense		16,126	7,200	-	23,326	-	2,073	2,073	25,399	
Depreciation		54,082	24,147	-	78,229	-	6,952	6,952	85,181	
OTHER		18,325	8,182	-	26,507	-	5,856	5,856	32,363	
Total Expenses		\$ 2,163,799	\$ 949,040	\$ -	\$ 3,112,839	\$ 1,671	\$ 493,797	\$ 495,468	\$ 3,608,307	\$ 3,773,010



**Cardinal McCloskey Community
Charter School**

**2020-21 ACCOUNTABILITY PLAN
PROGRESS REPORT**

Submitted to the SUNY Charter Schools Institute on:

August, 2021

By Jennifer Fedele

685 East 182nd Street
Bronx, NY 10457

347-708-0480

2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

Jennifer Fedele prepared this 2020-21 Accountability Progress Report on behalf of the school's board of trustees:

Trustee's Name	Board Position
Phyllis Thorne	Chair, Academic Committee Chair
Sr. Patricia Broderick	
Peter Quinn	Treasurer; Finance Committee Chair
Reva Gershon Lowy	Secretary
Dunica Charles	
Joy DeVries	
James McCarthy	
William Ursillo	

Jennifer Fedele has served as the Principal since October 2018.

SCHOOL OVERVIEW

The mission of Cardinal McCloskey Community Charter School (CMCCS) is to address the academic, social-emotional and developmental needs of its students in a safe, supportive and trauma-informed learning environment in order to better enable them to learn and succeed academically. The school is committed to serving at-risk students experiencing trauma, including children in foster care and students receiving prevention services. Through a rigorous program of instruction utilizing a trauma-informed, Sanctuary Model approach and by providing a wide range of wraparound support services, CMCCS will help each student become more resilient, independent and academically successful.

The school model implemented at CMCCS integrates evidence-based Sanctuary Model principles and wraparound services with a rigorous academic program. This approach enables us to meet the needs of our uniquely at-risk student population by addressing social-emotional concerns so that they are able to learn while simultaneously implementing a rigorous curriculum closely aligned to New York State Learning Standards. Each student has an Individual Growth Plan for Success and is provided with therapeutic assistance and counseling in close collaboration with classroom teachers and other instructional staff.

In alignment with our mission and core vision, key design elements of our school model include:

- Integration of the principles and practices of the **Sanctuary Model**, an evidence based model that cultivates a trauma informed environment in which at-risk youth can maximize their potential to learn, heal and grow, into the academic program.
- **A rigorous standards-aligned and data-informed academic program** utilizing effective instructional methods and curriculum
- **Intensive instruction and extended day programming** to ensure that each student's needs are addressed, and
- **Comprehensive wraparound services** for students to support their social-emotional, developmental and behavioral growth and to help them build resilience and capacity to cope effectively with problems

The school opened in August 2019, serving 144 Kindergarten and 1st Grade students. On BEDS day, the school population was 18% Black, 76% Hispanic, 3% multiracial, and 3% Native American. In addition, 98% of students were from low-income families, 20% were English Language Learners, and 19% were Students with Disabilities. The school will add one grade per year until reaching full capacity of 450 K-5th Grade students in 2023-2024.

During this tumultuous time of the pandemic, our organization had to pivot its standard operations to make certain to:

- continue to educate our students safely
- provide social and emotional support effectively with our trauma informed approach
- maintain a dynamic academic environment where children feel empowered to grow with support regardless of educational model, virtual or in person instruction
- continue to add value to our community at all-times even during this unprecedented event as the current Covid-19 situation.

2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

In response to the COVID 19 pandemic and the subsequent school closure, our team put together a number of supports for our families to assist them with navigating this difficult time. First and foremost during the school closure when we were fully remote, we kept in constant contact with our families. Classroom teachers and TA's made daily phone calls to parents to offer continual reassurance and support. Parents were new to the experience of teaching their own children. With this in mind we kept channels of communication open in order to offer as much support and guidance as possible. When we first began the remote learning experience, parents were confused and were having difficulties navigating our virtual lessons. One of our teachers created several 'how to' videos to support parents. In addition, he made his phone number available so that he could work with parents one on one when needed. Parents were comforted in knowing that they were not alone in this process and that others were struggling as well. In addition, our strong level of visibility let our parents know that we were all in this together.

During the school closure when school was fully remote, teachers held socialization meetings twice a week. The sole purpose of these meetings was to allow students to remain in touch with each other and have the opportunity to connect with classmates and friends. Our school also sponsored several Friday night movie nights and story book readings. School staff made themselves available to host these events for students to allow them to participate in a fun evening event. In cooperation with our partner agency, we also hosted several craft events. Supplies were sent home with families and the event was conducted on ZOOM.

A list of available resources was shared with families as well as posted on our website. We researched and made available information regarding the need for food, counseling, COVID testing and emergency shelters.

Our principal held multiple town hall meetings in order to reassure parents as well as keep them up to date on the latest news and developments. Our school social worker spent a great deal of time in communication with our families. She had discussions surrounding their concerns and difficulties. She also offered support to struggling students who needed a little extra help.

In conjunction with Dignity of Children, a social services agency, our school offered three parent summits. The titles of the workshops were *Meeting the Social and Emotional Needs of Children and Youth, Real Talk! Developing Emotional Intelligence for Our Kids Sake*, and *Creating a Learning Environment at Home*. These workshops were offered as a support to parents to assist them with managing their children as well as their emotional state during this time. Workshops were offered in both English and Spanish.

As an organization that is seeking to become Sanctuary certified we are committed to supporting all members of our school community in any way that we can. Sanctuary is a trauma informed model that supports the social emotional wellbeing of all members of the school community. We participated in these practices prior to the onset of the pandemic and fully intend to continue with them for the life of our school.

ENROLLMENT SUMMARY

2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

School Enrollment by Grade Level and School Year

School Year	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
2019-20	91	53												144
2020-21	79	87	60											226

As part of the student recruitment process, CMCCS reached out to several entities with strong ties to the immigrant community and Special Education services to ensure inclusion of these groups.

These efforts included but were not limited to:

- All recruitment materials were provided in multiple languages to include non-English speakers
- Hosting virtual open houses in multiple languages
- Speaking and presenting school information to Pre-K/Head Start programs providing Special Education services
- Worked with existing immigrant parent groups for word-of-mouth recruitment
- Reaching out to daycares in the local area, which has been identified as economically distressed

GOAL 1: ENGLISH LANGUAGE ARTS

Goal 1: English Language Arts

Students at Cardinal McCloskey Community Charter School will demonstrate growth in ELA proficiency and will meet grade-level proficiency standards in ELA each year.

BACKGROUND

During the 2020-2021 academic school year, Cardinal McCloskey Community Charter School utilized a comprehensive English Language Arts program that is aligned with New York State's Common Core Learning Standards for Kindergarten through second grade. The reading program provides students with a research-based curriculum that enables students to develop a strong foundation. The reading program implemented in the 2020-2021 school year balances the necessary components for young readers including phonemic awareness, phonics, the encoding and decoding of words and fluency development; and the essential components of comprehension.

The PAF Reading Program was used in all grades. This program is a research-based, multi-sensory reading program that incorporates reading, spelling, and handwriting instruction into unified lessons that benefit all children, and can prevent reading failure in at-risk children. The PAF Reading Program provides children with the building blocks they need to learn in a logical order which results in minimum frustration — and maximum success. The step-by-step

2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

progression leads not only to improvement in basic skills but to an increased sense of mastery and self-esteem. Students are taught how to encode and decode words and students learn how to read accurately and fluently using phrases, sentences and stories that contain only sounds and words that have already been learned (decodable text). Finally, the students learn how to apply comprehension strategies to help them understand what they read. As part of the program, the students are assessed regularly based on curriculum based proficiency tests to monitor progress and student achievement.

The PAF Reading Program is supplemented by the EngageNY Listening Learning Curriculum, the EngageNY Skills program and read alouds that expose students to authentic text as well as fiction and non-fiction topics. The combination of these programs provides students with a rigorous inquiry and language intensive academic experience. To support teachers throughout the year, professional development workshops and modeling of instructional practices are provided by consultants and the instructional leadership team.

This reading program is effective because of the instructional strategies utilized. Kindergarten students receive 140 instructional minutes in ELA daily, and first grades receive 150 instructional minutes in ELA each day. Specifically, students are placed into flexible leveled reading groups and receive direct support from teachers. To develop students' critical thinking skills, teachers use multiple levels of questions to support the needs of all students. The direct instruction model allows teachers to monitor student progress throughout each lesson, and provide targeted feedback to students. The writing program is supported by the EngageNY Skills program for the development of pre-writing skills and directly supported by the PAF Reading Program as students write daily as part of the lesson format. The students receive immediate feedback from instructional staff to support student's correct use of English written language, with an emphasis on writing mechanics, syntax and form.

To address learning gaps due to COVID-19, the ELA program will include time for the remediation of reading and writing skills as needed. Time will also be built into the schedules for online assessments to establish benchmarks. Teachers will use multiple platforms and online resources to facilitate remote learning.

METHOD

To assess and evaluate student achievement in ELA the school administered the Preventing Academic Failure (PAF) Test of Single Word Reading following the use of EngageNY Skills curriculum to develop pre-reading and pre-writing skills. THE PAF Test combined with oral reading of the readers, can be used for placement of new students as well as to measure ongoing gains. It assesses a student's ability to read single words in isolation. The ability to read single words automatically, at the word-recognition level, is crucial for maximizing comprehension. The test also provides an opportunity to show quantitative growth in reading from year-to-year. It offers an alternative assessment tool for students who cannot yet read the uncontrolled text on standardized reading tests. The PAF Test of Single Word Reading consists of 240 words divided into twelve subtests based on phonetic patterns that follow the PAF

2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

sequence. Progress is demonstrated by a student reading more words accurately from year-to-year or recognizing more words automatically, rather than having to sound them out.

Unfortunately due to COVID-19, an end of year PAF assessment was not administered.

RESULTS AND EVALUATION

Due to the COVID-19 Pandemic, CMCCS did not administer an end of year PAF exam and therefore cannot specifically address this metric at this time. However, the school did introduce the NEWA assessment. Our scores listed below demonstrate that our students have struggled significantly during the COVID-19 pandemic to meet grade level standards. While we imagine that our scores look similar to those of similar student groups (low income, majority minority, large special populations), we are unable to compare without publicly available state testing data. However, regardless of where our students fall in the distribution of state scores, we know that they have the capacity to reach greater achievement through targeted intervention, moving forward.

Kindergarten Reading	Lo <21%	Lo Avg %21-40	Avg %41-60	Hi Avg %61-80	Hi %>80	% average or above	% below average
Fall	5%	19%	43%	19%	14%	76%	24%
Winter	33%	31%	16%	9%	10%	35%	64%
Spring	40%	23%	23%	6%	8%	37%	63%

1st Grade Reading	Lo <21%	Lo Avg %21-40	Avg %41-60	Hi Avg %61-80	Hi %>80	% average or above	% below average
Fall	58%	21%	13%	4%	4%	21%	79%
Winter	69%	19%	9%	3%	1%	13%	88%
Spring	70%	17%	8%	5%	0	13%	87%

2nd Grade Reading	Lo <21%	Lo Avg %21-40	Avg %41-60	Hi Avg %61-80	Hi %>80	% average or above	% below average
Fall	37%	19%	23%	13%	8%	44%	56%
Winter	49%	23%	21%	4%	2%	27%	72%
Spring	47%	21%	23%	6%	2%	31%	68%

ADDITIONAL CONTEXT AND EVIDENCE

The Covid-19 pandemic had a significant impact on our young students' ability to consistently access instruction on a daily basis. Although the school provided laptops to students, remote and blended learning presented challenges for the students and instructional staff. While our students were learning remotely, they had to contend with many challenges including poor internet/WIFI connectivity, inconsistent adult guidance to support online learning, and intensified stress caused

2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

by concerns related to the Covid-19 outbreak that made learning more difficult. Furthermore, since students were learning the very basics of reading, writing, math and other foundational skills, they were dependent on explicit teacher support that could not be delivered in the same manner it would have been in the classroom.

All testing was administered in the building with a member of the staff proctoring each exam. Students who were fully remote were invited to attend each testing session if they felt comfortable being in a classroom with a reduced number of students. Blended students participated in testing while they were in the building. It was determined that in order to obtain an accurate assessment of students' levels, testing would not be done remotely. The end of year testing window was shorter than the previous testing windows which we believe impacted the total number of students we were able to test. In addition, a number of remote students were not available to participate in in-person testing because they were not residing at their home address at that time.

ACTION PLAN

As our school was unable to administer the EOY PAF assessment, we recognize that determining new baseline levels for students in the fall of 2021 and tailoring supports based on this new data will be paramount to ensuring student success in reading moving forward. Reading support will be prioritized for all students and further differentiated for tier 2 and 3 students, based on actual need.

GOAL 2: MATHEMATICS

Goal 2: Mathematics

Students at Cardinal McCloskey Community Charter School will demonstrate growth in Math proficiency and will meet grade-level proficiency standards in Math each year.

BACKGROUND

With 50 minutes allocated for Math instruction in Kindergarten, 60 minutes in 1st grade, and 2nd grade, Cardinal McCloskey Community Charter School used a New York State Common Core aligned math program that provided students with primary components of math instruction including computational, procedural and conceptual skills. The EngageNY "A Story of Units" curriculum provides a sequenced and comprehensive mathematics program that builds students' conceptual and practical math skills from one year to the next. The "Story of Units" program provides students with direct experience in problem solving with concrete-pictorial and abstract learning in a carefully sequenced program that included curriculum based progress monitoring.

During each lesson, students are provided the opportunity to develop their basic skills to a level of automaticity to allow for exploration of more complex mathematical concepts. The focus is on developing a solid mathematical foundation and mathematical fluency. Furthermore, emphasis is placed on the development of mathematical vocabulary the oral and written language of math.

2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

Progress monitoring interim assessments in math are based on mid-module and end of module assessments from the “Story of Units” curriculum to determine student proficiency and instructional pacing.

Throughout the year, professional development provided support to teachers with the implementation of the curriculum and modifications to best meet the needs of the students.

To address learning gaps due to remote learning in the previous year, the Math program included time for the remediation of skills and content as needed. Time was also be built into the schedules for online assessments to establish benchmarks.

METHOD

In addition to the curriculum-embedded assessments mentioned above, CMCSS also uses the NWEA MAP assessment to measure student achievement against national norms.

RESULTS AND EVALUATION

The following table highlights student performance on the NWEA MAP assessment:

Kindergarte n Math	Lo <21%	Lo Avg %21-40	Avg %41-60	Hi Avg %61-80	Hi %>80	% average or above	% below average
Fall	5%	29%	23%	21%	23%	67%	34%
Winter	28%	31%	18%	15%	7%	40%	59%
Spring	38%	25%	20%	7%	9%	36%	63%

1st Grade Math	Lo <21%	Lo Avg %21-40	Avg %41-60	Hi Avg %61-80	Hi %>80	% average or above	% below average
Fall	36%	36%	13%	10%	6%	29%	72%
Winter	68%	22%	3%	7%	0%	10%	90%
Spring	66%	19%	8%	6%	2%	16%	85%

2nd Grade Math	Lo <21%	Lo Avg %21-40	Avg %41-60	Hi Avg %61-80	Hi %>80	% average or above	% below average
Fall	36%	30%	9%	15%	9%	33%	66%
Winter	57%	17%	13%	11%	2%	26%	74%
Spring	53%	21%	11%	13%	2%	26%	74%

2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

ADDITIONAL CONTEXT AND EVIDENCE

Due to the COVID-19 pandemic, CMCCS experienced some attrition in the number of students tested between the fall and spring administrations of the MAP assessment.

Fall Testing Participation	83%
Winter Testing Participation	83%
Spring Testing Participation	75%

[echoing our response to ELA]: The Covid-19 pandemic had a significant impact on our young students' ability to consistently access instruction on a daily basis. Although the school provided laptops to students, remote and blended learning presented challenges for the students and instructional staff. While our students were learning remotely, they had to contend with many challenges including poor internet/WIFI connectivity, inconsistent adult guidance to support online learning, and intensified stress caused by concerns related to the Covid-19 outbreak that made learning more difficult. Furthermore, since students were learning the very basics of reading, writing, math and other foundational skills, they were dependent on explicit teacher support that could not be delivered in the same manner it would have been in the classroom.

All testing was administered in the building with a member of the staff proctoring each exam. Students who were fully remote were invited to attend each testing session if they felt comfortable being in a classroom with a reduced number of students. Blended students participated in testing while they were in the building. It was determined that in order to obtain an accurate assessment of students' levels, testing would not be done remotely. The end of year testing window was shorter than the previous testing windows which we believe impacted the total number of students we were able to test. In addition, a number of remote students were not available to participate in in-person testing because they were not residing at their home address at that time.

ACTION PLAN

As the school was not able to fully implement its math program with fidelity due to COVID-19, we have little student achievement data with which to make informed changes and program improvements moving forward. Therefore, the school will utilize the same curriculum and assessments once the school returns to standard operations. In addition, minor curriculum changes may be made to address areas where specific skills and content were not adequately addressed in the 2020-2021 school year.

GOAL 3: SCIENCE

Goal 3: Science

Students at Cardinal McCloskey Community Charter School will demonstrate growth in Science proficiency and will meet grade-level proficiency standards in Science each year.

BACKGROUND

The Cardinal McCloskey Community Charter School science program is based on New York State Science Learning Standards. The science program focuses on three primary strands including the physical environment, earth and space, and the living environment. The program is supported by key domain areas in the EngageNY Listening and Learning curriculum, read aloud books that explore science based topics, and teacher led demonstrations. Instruction emphasizes the development of vocabulary and language development. Furthermore, the program builds personal connections to science to provide a grounding of the topics. Students are encouraged to demonstrate their understanding orally, and through drawing and writing.

The science curriculum is a multisensory program that provides students with an understanding of the world around them with the express goal of building their observational and critical thinking skills.

METHOD

To measure student progress in Science, students will take curriculum-embedded assessments. However, due to COVID-19, interim assessments were not administered.

RESULTS AND EVALUATION

Not Applicable. Science assessments were not administered due to the school's COVID-19 closure.

ADDITIONAL CONTEXT AND EVIDENCE

As 2019-20 was the first year of operation for CMCCS and interruptions related to COVID-19 have persisted, no year-to-year comparisons can be made.

ACTION PLAN

As the school was only able to implement the Science program with fidelity for a limited portion of the year due to COVID-19, we have little student achievement data with which to make informed changes and program improvements moving forward. Therefore, the school will utilize the same curriculum and assessments once the school returns to standard operations, with modifications made to accommodate effective remote instruction before then. In addition, minor curriculum changes may be made to address areas where specific skills and content were not adequately addressed in the 2020-2021 school year.

GOAL 4: ESSA

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

2020-21 ACCOUNTABILITY PLAN PROGRESS REPORT

Goal 4: Absolute Measure

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

METHOD

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

RESULTS AND EVALUATION

CMCCS is in Good Standing.

ADDITIONAL EVIDENCE

Not Applicable. 2019-20 was CMCCS' first year of operation.

Accountability Status by Year

Year	Status
2018-19	Not applicable
2019-20	Good Standing
2020-21	Good Standing



CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL

FINANCIAL STATEMENTS

JUNE 30, 2021 AND 2020

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL

TABLE OF CONTENTS

INDEPENDENT AUDITOR'S REPORT	1 – 2
FINANCIAL STATEMENTS:	
Statement of Financial Position as of June 30, 2021	3
Statement of Activities for the Year Ended June 30, 2021	4
Statement of Functional Expenses for the Year Ended June 30, 2021	5
Statement of Functional Expenses for the Period from November 8, 2017 (inception) to June 30, 2020	6
Statement of Cash Flows for the Year Ended June 30, 2021	7
Notes to Financial Statements	8 – 16
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	17
Schedule of Findings and Questioned Costs for the Year Ended June 30, 2021	18



Tel: 212-576-1400
Fax: 212-576-1414
www.bdo.com

600 Third Avenue, 3rd Floor
New York, NY 10016

INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees
Cardinal McCloskey Community Charter School
New York, New York

Report on the Financial Statements

We have audited the accompanying financial statements of Cardinal McCloskey Community Charter School (the "School"), which comprise the statement of financial position as of June 30, 2021, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

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

Opinion

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



Other Matter

The financial statements of Cardinal McCloskey Community Charter School, which comprise the statement of financial position as of June 30, 2020, and the related statements of activities, functional expenses, and cash flows for the period from November 8, 2017 (date of inception) to June 30, 2020, and the related notes to the financial statements, were audited by MBAF CPAs, LLC ("MBAF"), whose partners and professional staff joined BDO USA, LLP as of January 16, 2021, and has subsequently ceased operations. MBAF expressed an unmodified opinion on those statements in their report dated October 27, 2020.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 25, 2021 on our consideration of Cardinal McCloskey Community Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Cardinal McCloskey Community Charter School's internal control over financial reporting and compliance.

BDO USA, LLP

New York, NY
October 25, 2021

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL
STATEMENTS OF FINANCIAL POSITION
JUNE 30, 2021 AND 2020

ASSETS	2021	2020
Cash	\$ 1,673,582	\$ 407,525
Cash - restricted	50,004	25,000
Grants and other receivables	494,397	406,183
Due from NYC Department of Education	-	15,408
Prepaid expenses and other assets	176,827	126,695
Property and equipment, net	<u>223,585</u>	<u>149,461</u>
	<u>\$ 2,618,395</u>	<u>\$ 1,130,272</u>
LIABILITIES AND NET ASSETS		
LIABILITIES		
Accounts payable and accrued expenses	\$ 57,062	\$ 64,077
Accrued salaries and other payroll related expenses	213,235	113,098
Due to NYC Department of Education	<u>26,627</u>	<u>-</u>
	<u>296,924</u>	<u>177,175</u>
NET ASSETS		
Net assets - without donor restrictions	2,266,954	853,988
Net assets - with donor restrictions	<u>54,517</u>	<u>99,109</u>
	<u>2,321,471</u>	<u>953,097</u>
	<u>\$ 2,618,395</u>	<u>\$ 1,130,272</u>

See accompanying notes to the financial statements.

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL
STATEMENTS OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2021 AND
THE PERIOD FROM NOVEMBER 8, 2017 (INCEPTION) TO JUNE 30, 2020

	2021	2020
CHANGES IN NET ASSETS WITHOUT DONOR RESTRICTIONS		
OPERATING REVENUE WITHOUT DONOR RESTRICTIONS		
State and local per pupil operating revenue	\$ 4,701,228	\$ 3,089,957
Government grants and contracts	<u>275,453</u>	<u>983,192</u>
	<u>4,976,681</u>	<u>4,073,149</u>
EXPENSES		
Program services	3,112,839	2,671,968
Management and general	493,797	1,081,336
Fundraising	<u>1,671</u>	<u>19,706</u>
	<u>3,608,307</u>	<u>3,773,010</u>
SUPPORT AND OTHER INCOME		
Contributions and other income	-	39,320
Rental income	-	238,638
Net assets released from restrictions	<u>44,592</u>	<u>275,891</u>
	<u>44,592</u>	<u>553,849</u>
INCREASE IN NET ASSETS WITHOUT DONOR RESTRICTIONS	<u>1,412,966</u>	<u>853,988</u>
CHANGES IN NET ASSETS WITH DONOR RESTRICTIONS		
Contributions	-	375,000
Net assets released from restrictions	<u>(44,592)</u>	<u>(275,891)</u>
(DECREASE) INCREASE IN NET ASSETS WITH DONOR RESTRICTIONS	<u>(44,592)</u>	<u>99,109</u>
CHANGE IN NET ASSETS	1,368,374	953,097
NET ASSETS – BEGINNING OF PERIOD	<u>953,097</u>	<u>-</u>
NET ASSETS – END OF PERIOD	<u>\$ 2,321,471</u>	<u>\$ 953,097</u>

See accompanying notes to the financial statements.

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2021

	No. of Positions	Program Services			Supporting Services		2021
		Regular Education	Special Education	Total	Management and General	Fundraising	
Personnel service costs							
Administrative staff personnel	5	\$ 389,549	\$ 64,547	\$ 454,096	\$ 157,158	\$ -	\$ 611,254
Instructional personnel	31	839,336	482,762	1,322,098	-	-	1,322,098
Total salaries and staff	36	1,228,885	547,309	1,776,194	157,158	-	1,933,352
Fringe benefits and payroll taxes		290,215	129,578	419,793	37,311	-	457,104
Retirement		13,567	6,057	19,624	1,744	-	21,368
Legal services		-	-	-	7,238	-	7,238
Accounting and audit services		-	-	-	16,500	-	16,500
Other purchases of professional and consulting services		11,418	2,678	14,096	198,729	1,671	214,496
Occupancy and facility costs		323,374	144,383	467,757	41,575	-	509,332
Repairs and maintenance		2,697	1,204	3,901	347	-	4,248
Insurance		18,353	8,195	26,548	2,360	-	28,908
Utilities		1,948	870	2,818	250	-	3,068
Instructional supplies and materials		57,191	13,416	70,607	-	-	70,607
Equipment and furnishings		2,573	1,149	3,722	331	-	4,053
Staff development		25,312	11,302	36,614	3,254	-	39,868
Marketing and recruitment		24,740	11,046	35,786	3,181	-	38,967
Technology		69,519	31,040	100,559	8,938	-	109,497
Student services		5,474	1,284	6,758	-	-	6,758
Office expense		16,126	7,200	23,326	2,073	-	25,399
Depreciation and amortization		54,082	24,147	78,229	6,952	-	85,181
Other		18,325	8,182	26,507	5,856	-	32,363
		\$ 2,163,799	\$ 949,040	\$ 3,112,839	\$ 493,797	\$ 1,671	\$ 3,608,307

See accompanying notes to the financial statements.

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE PERIOD FROM NOVEMBER 8, 2017 (INCEPTION) TO JUNE 30, 2020

	<u>No. of Positions</u>	<u>Program Services</u>			<u>Supporting Services</u>		<u>2020</u>
		<u>Regular Education</u>	<u>Special Education</u>	<u>Total</u>	<u>Management and General</u>	<u>Fundraising</u>	
Personnel service costs							
Administrative staff personnel	5	\$ 301,555	\$ 73,764	\$ 375,319	\$ 293,810	\$ 6,330	\$ 675,459
Instructional personnel	22	722,190	324,648	1,046,838	-	-	1,046,838
Total salaries and staff	27	1,023,745	398,412	1,422,157	293,810	6,330	1,722,297
Fringe benefits and payroll taxes		207,356	81,085	288,441	53,306	1,039	342,786
Retirement		1,662	663	2,325	200	-	2,525
Legal services		-	-	-	48,921	-	48,921
Accounting and audit services		-	-	-	97,523	-	97,523
Other purchases of professional and consulting services		44,122	8,531	52,653	242,216	2,453	297,322
Occupancy and facility costs		381,348	139,241	520,589	268,705	8,115	797,409
Repairs and maintenance		1,360	543	1,903	163	-	2,066
Insurance		17,259	4,974	22,233	35,138	1,199	58,570
Utilities		76	-	76	546	19	641
Instructional supplies and materials		97,197	21,559	118,756	-	-	118,756
Equipment and furnishings		7,066	2,222	9,288	5,273	191	14,752
Staff development		15,358	4,146	19,504	9,035	-	28,539
Marketing and recruitment		47,273	4,312	51,585	1,530	-	53,115
Technology		47,213	18,580	65,793	10,232	164	76,189
Student services		16,613	4,093	20,706	-	-	20,706
Office expense		23,749	9,351	33,100	7,752	79	40,931
Depreciation and amortization		30,206	12,053	42,259	3,630	-	45,889
Other		561	39	600	3,356	117	4,073
		\$ 1,962,164	\$ 709,804	\$ 2,671,968	\$ 1,081,336	\$ 19,706	\$ 3,773,010

See accompanying notes to the financial statements.

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL
STATEMENTS OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2021 AND
THE PERIOD FROM NOVEMBER 8, 2017 (INCEPTION) TO JUNE 30, 2020

	2021	2020
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash received from operating revenue	\$ 4,903,875	\$ 3,651,558
Other cash received	-	647,738
Cash paid to employees and suppliers	<u>(3,453,509)</u>	<u>(3,676,641)</u>
NET CASH PROVIDED BY OPERATING ACTIVITIES	1,450,366	622,655
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of property and equipment	<u>(159,305)</u>	<u>(190,130)</u>
NET INCREASE IN CASH	1,291,061	432,525
CASH AND CASH - RESTRICTED - BEGINNING OF PERIOD	<u>432,525</u>	<u>-</u>
CASH AND CASH - RESTRICTED - END OF PERIOD	<u>\$ 1,723,586</u>	<u>\$ 432,525</u>

Reconciliation of change in net assets to net cash provided by operating activities:

Change in net assets	\$ 1,368,374	\$ 953,097
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation and amortization	85,181	45,889
Non-cash contributions	-	(5,220)
Changes in operating assets and liabilities:		
Grants and other receivables	(88,214)	(406,183)
Due from NYC Department of Education	15,408	(15,408)
Prepaid expenses and other assets	(50,132)	(126,695)
Accounts payable and accrued expenses	(7,015)	64,077
Accrued salaries and other payroll related expenses	100,137	113,098
Due to NYC Department of Education	<u>26,627</u>	<u>-</u>
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>\$ 1,450,366</u>	<u>\$ 622,655</u>

SUPPLEMENTAL DISCLOSURES OF CASH FLOW INFORMATION:

Cash and cash - restricted consist of:

Cash	\$ 1,673,582	\$ 407,525
Cash - restricted	<u>50,004</u>	<u>25,000</u>
	<u>\$ 1,723,586</u>	<u>\$ 432,525</u>

See accompanying notes to the financial statements.

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2021 AND 2020

1. NATURE OF THE ORGANIZATION

Cardinal McCloskey Community Charter School (the "School") is a New York State, not-for-profit educational corporation that was incorporated on November 8, 2017 to operate a charter school pursuant to Article 56 of the Education Law of the State of New York. The School, led by the Board of Trustees, received a charter from the Charter Schools Institute – State University of New York ("SUNY-CSI") to operate a charter school in the State of New York pursuant to certain terms and conditions set forth in its approved charter application and charter agreement dated August 10, 2017. The School's charter agreement shall expire in July 2024 unless earlier terminated or renewed.

The School opened its doors in the fall of 2019 in the Bronx to kindergarten and first grade students. By the end of the 2020-21 school year, the School has expanded to second grade students.

The School, as determined by the Internal Revenue Service, is exempt from federal income tax under Section 501(a) of the Internal Revenue Code ("IRC") as an organization described in Section 501(c)(3) of the IRC. It is also exempt under a similar provision under New York State income tax laws. The School has also been classified as an entity that is not a private foundation within the meaning of Section 509(a) of the IRC and qualifies for deductible contributions as provided in Section 170(b)(1)(A)(ii) of the IRC.

2. SIGNIFICANT ACCOUNTING POLICIES

Financial Statement Presentation

The School's financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America ("U.S. GAAP").

The classification of the School's net assets and its support, revenues, and expenses is based on the existence or absence of donor-imposed restrictions. It requires that the amounts for each of the two classes of net assets – with donor restrictions or without donor restrictions – be displayed in a statement of financial position and that the amount of the change in each of those classes of net assets be displayed in a statement of activities.

These classes are defined as follows:

Net Assets with Donor Restrictions consist of contributions and other inflows of assets whose use is subject to donor-imposed restrictions that are more specific than broad limits reflecting the nature of the not-for-profit entity, the environment in which it operates and the purposes specified in its articles of incorporation or bylaws or comparable documents. Donor-imposed restrictions may be temporary in nature, such as stipulating that resources may be used only after a specified date or limited to specific programs or services. Certain donor-imposed restrictions are perpetual in nature.

Net Assets without Donor Restrictions consist of contributions and other inflows of assets whose use is not subject to donor-imposed restrictions. This net asset category includes both contributions not subject to donor restrictions and exchange transactions, and are, therefore, available for general operations.

Cash – Restricted

An escrow account in the amount of \$50,004 and \$25,000 was held aside under the provisions of the School's charter to pay for legal and audit expenses that would be associated with a dissolution should it occur, as required by the NYSED as of June 30, 2021 and 2020, respectively.

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021 AND 2020

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Grants and Other Receivables

Grants and other receivables represent unconditional promises by government agencies and donors. Grants and other receivables that are expected to be collected within one year and are recorded at net realizable value are \$494,397 and \$406,183 at June 30, 2021 and 2020, respectively. The School has determined that no allowance for uncollectible accounts for grants and other receivables is necessary as of June 30, 2021 and 2020. Such estimate is based on management's assessments of the creditworthiness of its donors, the aged basis of its receivables, as well as current economic conditions.

Contributions

Transfers of cash or other assets or settlement of liabilities that are both voluntary and nonreciprocal are recognized as contributions.

Contributions may either be conditional or unconditional. A contribution is considered conditional when the donor imposes both a measurable barrier and a right of return. Conditional contributions are recognized as revenue on the date all donor-imposed barriers are overcome or explicitly waived by the donor. Barriers may include specific and measurable outcomes, limitations on the performance of an activity and other stipulations related to the contribution. A donor has a right of return of any assets transferred or a right of release of its obligation to transfer any assets in the event the School fails to overcome one or more barriers. Assets received before the barrier is overcome are accounted for as refundable advances.

Unconditional contributions may or may not be subject to donor-imposed restrictions. Donor-imposed restrictions limit the use of the donated assets as to time or purpose restrictions.

Contributions subject to donor restrictions are recognized in changes in net assets with donor restrictions. When a purpose restriction is satisfied or when a time restriction expires, the contribution is reported as net assets released from restrictions and is recognized in changes in net assets without donor restrictions in the statement of activities.

Revenue Recognition

Per-Pupil Revenue

The School recognizes revenues from per-pupil funding in the fiscal year in which the academic programs are provided. Per-pupil revenue is billed and received based on the total number of full-time equivalent (FTE) students and the basic charter school tuition rate for the school district of residence of the students attending the School in any given fiscal year for general education and special education. The FTE is formula-driven and based on the number of days the student has been with the School as a proportion of the number of days in the entire school year (the calculation is done by using the New York State calculator online). The School's total student population includes general education and special education students. The School has determined that revenue from its students has the same performance obligations, types of contract, and services rendered. As a result, the student body is viewed as one customer base for revenue purposes. The School uses a portfolio approach to account for per-pupil contracts as a collective group rather than recognizing revenue on an individual-contract basis. The School believes that revenue recognized by utilizing the portfolio approach approximates the revenue that would have been recognized if an individual contract approach were used.

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021 AND 2020

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Revenue Recognition (continued)

Per-Pupil Revenue (continued)

Per-pupil invoicing is managed on a bi-monthly basis to the funding source (local school district). Billing is a function of student enrollment for the upcoming fiscal year, which is the basis for the first two invoices per-pupil due June 1st and July 31st, which is a projection. Subsequent invoices are due bi-monthly. With the implementation of an automated-invoicing process through a dedicated website, the submission of each invoice is done online. After the year is complete, the School submits the FTE per-pupil reconciliation, listing every student who attended any part of the year, and the FTE each represents. Based on this final count, it calculates how much should have been paid to the School and included in the reconciliation will be any amounts due from the funding source included in grants and other receivables on the statement of financial position at year end, or any amounts payable to the funding source included as a liability on the statement of financial position at year end, as amounts are tried up to actual based on actual numbers submitted at year end.

Additional funding is also provided to support special education services. All students who are identified to need special education services or settings have an Individualized Education Program (“IEP”), formalized for his or her unique needs. Based on this IEP, the student is categorized into one of three levels of service: 0-20% service, 20-60% service, or 60% or more service required and provided by the School. For a student receiving less than 20% in services, no additional funding is received. For a student receiving services between 20% and 60% and 60% or more services of the school day, additional funding per FTE is received. Billing for this support is incorporated into the per-pupil invoices and is also settled in the same FTE per-pupil reconciliation process.

As the students receive the benefit of these services simultaneously as the School is providing them, the School recognizes per-pupil revenue from these services over time. The School believes that this method provides a reasonable depiction of the transfer of services over the term of the performance obligation based on the services needed to satisfy the obligation. Generally, performance obligations satisfied over time relate to students receiving academic or school services. The School measures the performance obligation from admission or enrollment into the School to the point when the student is discharged or the end of the school year where it is no longer required to provide services to the student, which is generally at the time of discharge or the completion of the school year. All of these services are bundled and considered a single-performance obligation, and as such, the School accounts for these bundled-performance obligations under state and local per pupil operating revenue in the statement of activities and recognizes the per-pupil revenue over time.

Government Grants

Revenue from federal, state, and local government grants and contracts is recognized by the School when qualifying expenditures are incurred and billable to the government, or when required services have been provided.

Contract Assets and Contract Liabilities

In accordance with Accounting Standards Codification (ASC) 606, contract assets are to be recognized when an entity has the right to receive consideration in exchange for goods or services that have been transferred to a customer when that right is conditional on something other than the passage of time. The School does not recognize contract assets, as the right to receive consideration is unconditional in accordance with the passage of time criteria. Also, in accordance with ASC 606, contract liabilities are to be recognized when an entity is obligated to transfer goods or services for which consideration has already been received. The School does not receive consideration prior to the transfer of goods or services and, therefore, does not recognize contract liabilities.

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021 AND 2020

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Contributions of Nonfinancial Assets

The School may receive contributed services that are an integral part of its operations. Such services are only recorded as contributions of nonfinancial assets, at their fair value, provided the services received create or enhance nonfinancial assets, require specified skills provided by individuals possessing those skills, and typically need to be purchased, if not provided by donation.

Donations of goods are recognized as contributions in-kind, at their fair value, provided the goods received create or enhance non-financial assets. For the period ended June 30, 2020, donated goods consist of technology and are estimated at \$5,220.

Property and Equipment

Property and equipment are stated at cost and are depreciated on the straight-line method over the estimated useful lives of the assets. Leasehold improvements are amortized over the lesser of the useful life of the asset or the lease term. The School has established a \$5,000 threshold above which assets are evaluated to be capitalized. Property and equipment acquired with certain government contract funds is recorded as an expense pursuant to the terms of the contract in which the government funding source retains ownership of the property. Maintenance and repairs are charged to expense as incurred; major renewals and betterments are capitalized, based on the established threshold.

Impairment

The School reviews long-lived assets to determine whether there has been any permanent impairment whenever events or circumstances indicate the carrying amount of an asset may not be recoverable. If the sum of the expected future undiscounted cash flows is less than the carrying amount of the assets, the School recognizes an impairment loss. No impairment losses were recognized for the period ended June 30, 2021 and 2020.

Advertising

The School expenses advertising costs as incurred. The School incurred \$38,967 and \$53,115 of advertising costs for the year ended June 30, 2021 and the period from November 8, 2017 (inception) to June 30, 2020, respectively, which is included in the accompanying statements of functional expenses under marketing and recruitment.

Functional Allocation of Expenses

The costs of providing programs and other activities have been summarized on a functional basis and by natural classification in the accompanying statement of activities. Accordingly, certain costs have been allocated among the respective programs and activities according to the functional categories, as follows:

Program Services – This category represents expenses related to general education and special education for certain students requiring additional attention and guidance. These costs are allocated based on the FTE allocation method.

Management and General – This category represents expenses related to the overall administration and operation of the School that are not specific to any program services or development. These costs are allocated based on the FTE allocation method.

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021 AND 2020

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Estimates

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

Reclassifications

Certain accounts in the June 30, 2020 financial statements have been reclassified to conform to the June 30, 2021 presentation. These reclassifications had no effect on net income or net assets.

Subsequent Events

The School has evaluated events through October 25, 2021, which is the date the financial statements were available to be issued.

Income Taxes

The School is exempt from federal, state and local income taxes under Section 501(c)(3) of the Internal Revenue Code (the "IRC") and, therefore, has made no provision for income taxes in the accompanying financial statements. In addition, the School has been determined by the Internal Revenue Service not to be a "private foundation" within the meaning of Section 509(a) of the IRC. There was no unrelated business income for the year ended June 30, 2021.

Under U.S. GAAP, an organization must recognize the tax benefit associate with tax positions taken for tax-return purposes when it is more likely than not that the position will not be sustained upon examination by a taxing authority. The School does not believe it has taken any material uncertain tax positions and, accordingly, it has not recorded any liability for unrecognized tax benefits. The School is subject to routine audits by a taxing authority. As of June 30, 2021, the School was not subject to any examination by a taxing authority.

Adopted Accounting Pronouncement

Revenue from Contracts with Customers (Topic 606)

During the year ended June 30, 2021, the School adopted Accounting Standards Update (ASU) 2014-09, *Revenue from Contracts with Customers* (Topic 606), as of July 1, 2020 using the modified-retrospective approach. This guidance requires an entity to recognize revenue to depict the transfer of promised goods and services to customers in an amount that reflects the consideration to which the entity expects to be entitled in exchange for these goods or services. The School's revenue is derived primarily from per-pupil revenue for services provided to students. Per-pupil revenues are recognized as revenue over the course of the academic school year or program for which it is earned. The adoption of ASU 2014-09 did not result in a material change to the timing of when revenue is recognized.

Recent Accounting Pronouncements

Lease Accounting

In February 2016, the Financial Accounting Standards Board ("FASB") issued ASU 2016-02, *Leases*, which will require lessees to recognize a lease liability, which is a lessee's obligation to make lease payments arising from a lease, measured on a discounted basis; and a right-of-use asset, which is an asset that represents the lessee's right to use, or control the use of, a specified asset for the lease term. The standard is effective for non-public business entities for fiscal years beginning after December 15, 2021. The School is currently evaluating the impact of the adoption of ASU 2016-02.

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021 AND 2020

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Recent Accounting Pronouncements (continued)

Presentation and Disclosures by Not-for-Profit Entities for Contributed Nonfinancial Assets

In September 2020, the FASB issued ASU 2020-07, *Presentation and Disclosures by Not-For-Profit Entities for Contributed Nonfinancial Assets* (Topic 958). The update requires not-for-profits to present contributed nonfinancial assets as a separate line item on the statement of activities, and to disclose information regarding each type of contributed nonfinancial assets. The update is effective for financial statements issued for fiscal years beginning after June 15, 2021, and interim periods within fiscal years beginning after June 15, 2022, with early application permitted. The School is currently evaluating the impact of the adoption of ASU 2020-07.

3. LIQUIDITY AND AVAILABILITY OF RESOURCES

The School maintains a policy of structuring its financial assets to be available as its general expenditures, liabilities and other obligations come due.

The School's financial assets available within one year of the statement of financial position date for general expenditures are as follows:

June 30,	2021	2020
Cash	\$ 1,673,582	\$ 407,525
Cash - restricted	50,004	25,000
Grants and other receivables	494,397	406,183
Due from NYC Department of Education	-	15,408
Total financial assets	<u>2,217,983</u>	<u>854,116</u>
Less amounts unavailable for general expenditures within one year due to:		
Restricted by contract	(50,004)	(25,000)
Restricted by donors with purpose restrictions	<u>(54,517)</u>	<u>(99,109)</u>
Total financial assets available to management for general expenditures within one year	<u>\$ 2,113,462</u>	<u>\$ 730,007</u>

4. PROPERTY AND EQUIPMENT

Property and equipment consist of the following as of June 30,:

	2021	2020	Estimated Useful Lives
Furniture and fixtures	\$ 81,729	\$ 74,144	7 years
Computer equipment	243,071	91,351	3 years
Software	6,500	6,500	3 years
			Lesser of the useful life of the asset or the lease term
Leasehold improvements	<u>23,355</u>	<u>23,355</u>	
	<u>354,655</u>	<u>195,350</u>	
Less: accumulated depreciation and amortization	<u>(131,070)</u>	<u>(45,889)</u>	
	<u>\$ 223,585</u>	<u>\$ 149,461</u>	

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021 AND 2020

4. PROPERTY AND EQUIPMENT (CONTINUED)

Depreciation and amortization expense for the year ended June 30, 2021 and the period from November 8, 2017 (inception) to June 30, 2020 was \$85,181 and \$45,889, respectively.

5. GRANTS AND OTHER RECEIVABLES

Grants and other receivables consist of federal and state entitlements and grants, as well as unconditional promises to give by donors. The School expects to collect these receivables within one year. Grants and other receivables consist of the following as of June 30,:

	2021	2020
CSP	\$ 320,738	\$ 299,738
Title I	103,642	63,503
Title II	16,168	8,663
Title IV	8,000	-
ESSER	39,266	-
Other	6,583	5,550
NYS Additional Funding	-	28,729
	<u>\$ 494,397</u>	<u>\$ 406,183</u>

6. NET ASSETS WITH DONOR RESTRICTIONS

Net assets with donor restrictions as of June 30, 2021 and 2020 are available for the following purposes:

	2021	2020
Various start up costs - Walton Foundation Grant	\$ 54,517	\$ 69,862
COVID-19 Crisis Grant - NYC Charter School Center	-	12,450
COVID-19 Crisis Costs - Walton Foundation Grant	-	16,797
	<u>\$ 54,517</u>	<u>\$ 99,109</u>

Net assets were released from donor restrictions by incurring expenses satisfying the purpose restrictions specified by donors as follows for the year ended June 30, 2021 and the period from November 8, 2017 (inception) to June 30, 2020:

	2021	2020
Various start up costs - Walton Foundation Grant	\$ 15,345	\$ 255,139
COVID-19 Crisis Grant - NYC Charter School Center	12,450	17,550
COVID-19 Crisis Costs - Walton Foundation Grant	16,797	3,202
	<u>\$ 44,592</u>	<u>\$ 275,891</u>

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021 AND 2020

7. PENSION PLAN

The School has adopted the Cardinal McCloskey Community Charter School 403(b) Plan (the "Plan") which is qualified under Internal Revenue Code 403(b) for benefit of its eligible employees. The Plan is a defined contribution plan. There are no eligibility requirements for employees to enroll in the Plan. Employees are eligible to receive employer safe harbor contributions once they have completed six consecutive months of service. The Plan calls for the School to match 100% of an eligible employee's contribution up to 3%, plus 50% of an eligible employee's contribution between 3% and 5% of their fiscal year salary. Employees are also eligible for discretionary employer contributions. The vesting period for the Plan is based on a vesting table in which it takes two years to be partially vested and six years to be fully vested. Pension expense amounted to \$21,368 and \$2,525 for the year ended June 30, 2021 and the period from November 8, 2017 (inception) to June 30, 2020, respectively, and is included in retirement in the statements of functional expenses.

8. RISK MANAGEMENT

- A. The School is exposed to various risks of loss related to torts; thefts of, damage to, and destruction of assets; injuries to employees; and natural disasters. The School maintains commercial insurance to help protect itself from such risks. The School also intends to defend its positions on these matters. As of June 30, 2021, there are no matters for which the School believes the ultimate outcome would have a material adverse effect on the School's financial position.
- B. The School entered into contractual relationships with certain governmental funding sources. The governmental agencies may request return of funds as a result of noncompliance by the School, as well as additional funds for the use of facilities. The accompanying financial statements make no provision for the possible disallowance or refund. The School is of the opinion that such cost disallowances, if any, will not have a material effect in the School's financial statements.
- C. On March 27, 2020, the Coronavirus Aid, Relief, and Economic Security Act ("CARES") was signed into law in response to the coronavirus (COVID-19) pandemic. The CARES Act includes many measures to provide relief to companies and organizations. Under the CARES Act, the Local Education Agencies (LEAs) received funds from the Elementary and Secondary School Emergency Relief ("ESSER") fund to provide equitable services to students and teachers in non-public schools. The School was granted funds to defray the COVID-19 outbreak costs under the aforementioned ESSER fund during the year ended June 30, 2021.

9. CONCENTRATIONS

Financial instruments that potentially subject the School to a concentration of credit risk include cash accounts at a major financial institution that, at times, exceeded the Federal Deposit Insurance Corporation insured limit of \$250,000.

The School received approximately 94% and 65% of its total revenue from per pupil funding from the NYCDOE during the year ended June 30, 2021 and the period from November 8, 2017 (inception) to June 30, 2020, respectively.

The School's grants and other receivables consist of two major grantors accounting for approximately 81% at June 30, 2021. The School's grants and other receivables consist of one major grantor accounting for approximately 99% at June 30, 2020.

The School's payables consist of three major vendors accounting for approximately 74% and 70% at June 30, 2021 and 2020, respectively.

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021 AND 2020

10. COMMITMENT AND CONTINGENCIES

In April 2018, the School entered into a lease agreement with Aquinas High School, Dominican Convent of Our Lady of the Rosary for leasing the premises at 685 East 182nd Street, Bronx, New York 10457. Effective July 2019, the School amended the lease agreement through July 31, 2021. As part of the lease agreement, the School was required to pay a security deposit of \$89,668, which is included in the accompanying statements of financial position under prepaid expenses and other assets.

In September 2021, the School entered into a lease agreement with Dominican Convent of Our Lady of the Rosary for leasing the premises at 685 East 182nd Street, Bronx, New York 10457 effective September 1, 2021 and expiring on June 30, 2026. As part of the new lease agreement, the School was required to pay an additional security deposit of \$72,499 for the total amount of \$162,167.

At June 30, 2021, future minimum rental lease payments are as follows:

June 30,	
2022	\$ 1,123,559
2023	1,336,258
2024	1,395,329
2025	1,441,100
2026	1,484,333
	<hr/>
	\$ 6,780,579

Rent expense and occupancy costs for the year ended June 30, 2021 and the period from November 8, 2017 (inception) to June 30, 2020 was \$509,332 and \$797,409, respectively, and is included in occupancy and facility costs on the statements of functional expenses.

As a result of the School's decision to take an additional planning year and not open for operations in the fall of 2018, the School subleased the premises at 685 East 182nd Street to Cardinal McCloskey School and Home for Children d/b/a Cardinal McCloskey Community Services ("CMCS"), a related party of the School. The sublease agreement term was from August 15, 2018 to July 31, 2019. Rental income from the sublease amounted to \$238,638 over the life of the lease, which is included in the accompanying statements of activities as rental income.



Tel: 212-576-1400
Fax: 212-576-1414
www.bdo.com

600 Third Avenue, 3rd Floor
New York, NY 10016

Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With Government Auditing Standards

To the Board of Trustees
Cardinal McCloskey Community Charter School
New York, New York

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of Cardinal McCloskey Community Charter School (the "School"), which comprise the statement of financial position as of June 30, 2021, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements and have issued our report thereon dated October 25, 2021.

Internal Control Over Financial Reporting

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

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

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

Compliance and Other Matters

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

Purpose of this Report

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

BDO USA, LLP

New York, NY
October 25, 2021

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2021

1. SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with generally accepted accounting principles:

Unmodified

Internal control over financial reporting:

- Material weakness(es) identified?
- Significant deficiency(ies) identified?

- | | |
|------------------------------|---|
| <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> None reported |
| <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

Noncompliance material to financial statements

2. FINANCIAL STATEMENT FINDINGS

There were no findings related to the financial statements that are required to be reported in accordance with generally accepted government auditing standards.



October 25, 2021

BDO USA, LLP
600 Third Avenue Third Floor,
New York, NY 10016

Ladies and gentlemen:

We are providing this letter in connection with your audit the statement of financial position as of June 30, 2021, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements, for the purpose of expressing an opinion as to whether the financial statements present fairly, in all material respects, the financial position, changes in net assets, and cash flows of Cardinal McCloskey Community Charter School (the "School") in conformity with accounting principles generally accepted in the United States of America. We confirm that we are responsible for the preparation and fair presentation in the financial statements of financial position, changes in net assets, and cash flows in conformity with accounting principles generally accepted in the United States of America.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement.

We confirm, to the best of our knowledge and belief, as of the date of this representation letter, as entered on the first page, the following representations made to you during your audit:

- (1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated April 28, 2021, for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America.
- (2) We have fulfilled our responsibility, as set out in the terms of the aforementioned audit engagement letter, for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- (3) The financial statements include all assets and liabilities under the entity's control.

- (4) We have made available to you:
 - (a) All financial records, and related data, including the names of all related parties and all relationships and transactions with related parties, as agreed upon in the terms of the aforementioned audit engagement letter.
 - (b) All additional information that you have requested from us for the purpose of the audit.
 - (c) Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
 - (d) Minutes of the meetings of directors and committees of directors that were held from (beginning of the period under audit) to the date of this letter, or summaries of actions of recent meetings for which minutes have not yet been prepared.
- (5) There have been no communications from regulatory agencies concerning noncompliance with or deficiencies in financial reporting practices.
- (6) There are no material transactions that have not been properly recorded in the accounting records underlying the financial statements. The financial statement misstatements relating to accounts and disclosures identified and discussed with us in the course of the audit that are included in the attached schedule of corrected misstatements, have been corrected. We have evaluated the propriety of the corrected misstatements based on a review of both the applicable authoritative literature and the underlying supporting evidence from our files and confirm our responsibility for the decision to correct them.
- (7) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud or noncompliance. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud or noncompliance. We have no knowledge of any:
 - (a) Fraud or suspected fraud involving management or involving employees who have significant roles in internal control, whether or not perceived to have a material effect on the financial statements.
 - (b) Fraud or suspected fraud involving others where the fraud could have a material effect on the financial statements.
 - (c) Allegations of fraud or suspected fraud affecting the School received in communications from employees, former employees, regulatory agencies, grantors, law firms, predecessor accounting firms, or others.
 - (d) Instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse, whose effects, both quantitatively and qualitatively, should be considered when preparing the financial statements.
- (8) We have no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or net asset balances.

- (9) The following, where applicable and material, have been properly recorded or disclosed in the financial statements:
- (a) The identity of all related parties and all related party relationships and transactions of which we are aware (e.g., transactions with unconsolidated subsidiaries; affiliates under common control with the entity or that are directly or indirectly controlled by the entity; directors, management, and members of their immediate families), including sales, purchases, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties.
 - (b) Arrangements with financial institutions involving compensating balances or other arrangements involving restrictions on cash balances and line-of-credit or similar arrangements.
 - (c) All derivative instruments and any embedded derivative instruments that require bifurcation, in accordance with FASB ASC 815, *Derivatives and Hedging*.
 - (d) Guarantees, whether written or oral, under which Cardinal McCloskey Community Charter School is contingently liable.
 - (e) Significant estimates and material concentrations known to management that are required to be disclosed in accordance with FASB ASC 275-10, *Risk and Uncertainties - Overall*. In that regard, all accounting estimates that could be material to the financial statements, including key factors and significant assumptions underlying those estimates, have been identified, and we believe the estimates are reasonable in the circumstances. The methods, significant assumptions, and the data used in making the accounting estimates and the related disclosures are appropriate to achieve recognition, measurement, and disclosure that is in accordance with accounting principles generally accepted in the United States of America (other comprehensive basis of accounting). (Significant estimates are estimates at the statement of financial position (balance sheet) date that could change materially within the next year. Concentrations refer to volumes of business, revenues, available sources of supply, or markets or geographic areas for which events could occur that would significantly disrupt normal finances within the next year.).
 - (f) The effects of all known actual or possible litigation, claims, and other liabilities or gain or loss contingencies that are required to be accrued or disclosed by FASB ASC 450, *Contingencies*, including:
 - Pending or anticipated tax assessments or refunds, other potential or pending claims, lawsuits by or against any branch of government or others;
 - Written or oral guarantees, endorsements, or unused letters of credit;
 - Unusual warranties or guarantees; or
 - Labor claims or negotiations.

FASB ASC 450-20, *Loss Contingencies*, requires loss contingencies to be accrued if it is probable an asset has been impaired or a liability incurred at the statement of financial position date and the amount of loss can be reasonably estimated. Such contingencies must be disclosed, but may not be accrued, if the loss is reasonably possible (but not probable) or the loss is probable but the amount of loss cannot be reasonably estimated.

- The School is involved in a pending case with a student’s guardian due to an incident on December 12, 2019, however as described by the insurance attorney, discovery is ongoing and to date, no depositions have been conducted. As such, it is premature to evaluate the potential liability of the potential liability of the School.

(g) Commitments, such as:

- Major fixed asset purchase agreements;
- More-than-one-year employment arrangements or contracts with suppliers or customers, or one-year-or-longer term leases;
- Deferred compensation, bonuses, pension and profit-sharing plans, or severance pay; or
- Pending sale or merger of all or a portion of the business or of an interest therein or acquisition of all or a portion of the business, assets or securities of another entity;

(h) Joint ventures or other participations, the detailed transactions of which are not carried on our books.

(i) Foreign currency transaction gains or losses, as well as translation of foreign currency financial statements.

(10) There are no:

- (a) Violations or possible violations of laws or regulations and provisions of contracts and grant agreements (including the failure to file reports required by regulatory bodies (e.g., EPA, OCC, FDIC, DOL, Medicare, U.S. Customs Service, HIPAA, IRS, Dept. of Commerce, state and municipal authorities) when the effects of failing to file could be material to the financial statements) whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency.
- (b) Unasserted claims or assessments that our lawyer has advised us are probable of assertion and must be disclosed in accordance with FASB ASC 450.
- (c) Side agreements or other arrangements (either written or oral) that have not been disclosed to you.
- (d) Designation of net assets disclosed to you that were not properly authorized and approved, or reclassifications of net assets that have not been properly reflected in the financial statements.

(11) Receivables recorded in the financial statements represent valid claims against debtors or grantors for sales, contributions, pledges, or other charges arising on or before the statement of financial position date and have been appropriately reduced to their estimated net realizable value.

(12) During the fiscal year ended June 30, 2021, the NYCDOE owed the School Per Pupil, Title I, Title II, Title IV, CSP, and ESSER grant funds totaling \$487,814.

(13) With regard to items reported at fair value: (a) the underlying assumptions are reasonable and they appropriately reflect management's intent and ability to carry out its stated courses of action, (b) the measurement methods and related assumptions used in determining fair value are appropriate in the circumstances and have been consistently applied, (c) the disclosures related to fair values are complete, adequate, and in conformity with U.S. GAAP and (d) there are no subsequent events that require adjustments to the fair value measurements and disclosures included in the financial statements.

(14) Cardinal McCloskey Community Charter School has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.

(15) We have complied with all aspects of grant agreements and other contractual agreements, including debt covenants, that would have a material effect on the financial statements in the event of noncompliance.

(16) No discussions have taken place with your firm's personnel regarding employment with Cardinal McCloskey Community Charter School.

(17) Cardinal McCloskey Community Charter School is an exempt organization under Section 501(c)(3) of the Internal Revenue Code as evidenced by determination letter dated June 6, 2008. Any activities of which we are aware that would jeopardize our tax-exempt status, all activities subject to tax on unrelated business income or excise or other tax, have been disclosed to you. All required filings with tax authorities are up-to-date.

(18) We have complied with all restrictions on resources, including donor restrictions, and all aspects of contractual and grant agreements that would have a material effect on the financial statements in the event of noncompliance. This includes complying with donor requirements to maintain a specific asset composition necessary to satisfy their restrictions.

(19) Net assets with donor restrictions of Cardinal McCloskey Community Charter School at June 30, 2021 consist of the following:

	2021
Various start up costs - Walton Foundation Grant	\$ 54,517

(20) The basis used for the allocation of functional expenses is reasonable, and is in compliance with the provisions of ASU 2016-14.

(21) As part of your audit, you assisted with the preparation of the financial statements and related notes. We acknowledge our responsibility as it relates to those nonattest/nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for the financial statements and related notes.

(22) We are responsible for compliance with laws, regulations, and provisions of contracts and grant agreements applicable to us and we have identified and disclosed to you all laws, regulations, and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.

- (23) Expenditures of federal awards were below the \$750,000 threshold in the audit period for the year ended June 30, 2021, and we were not required to be audited in accordance with the Uniform Guidance.
- (24) There have been no known or suspected breaches of sensitive information (e.g., personnel files) caused by cyber-attack or other means, or other cybersecurity incidents, where the breach or other incidents could have a material effect on the financial statements.
- (25) In conjunction with your audit of the financial statements of Cardinal McCloskey Community Charter School as of June 30, 2021 for the purpose of expressing an opinion as to whether the financial statements present fairly, in all material respects, the financial position, results of operations, and cash flows of Cardinal McCloskey Community Charter School in conformity with accounting principles generally accepted in the United States of America, we confirm, to the best of our knowledge and belief, as of the date of this representation letter, the following representations made to you during our audit:
- To the extent our normal procedures and controls related to our financial close or other reporting processes at any of our locations were adversely impacted by the COVID-19 outbreak, we took appropriate actions and safeguards to reasonably ensure the fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America.
 - Other than as disclosed in note 8 to the financial statements, no other impacts from COVID-19 outbreak are necessary to be reflected in those financial statements.
 - Disclosures included in the financial statements regarding relevant significant business, financial, and reporting impacts of the COVID-19 outbreak accurately reflect management's full consideration of such impacts.
- (26) In connection with any electronic presentation of the financial statements and your audit report thereon on our web site, we acknowledge that:
- We are responsible for the preparation, presentation, and content of the financial statements in the electronic format.
 - If your audit report is presented on our web site, the full financial statements upon which you reported and to which you appended your signed report will be presented.
 - We will clearly indicate in the electronic presentation on our web site the financial information that is subject to your audit report. We will clearly differentiate any information that may also be presented by us on or in connection with our web site that was contained in the published version of the financial statements and other supplementary information, but which is not part of the audited financial statements or other financial information covered by your audit report.
 - We have assessed the security over financial statement information and the audit report presented on our web site, and are satisfied that procedures in place are adequate to ensure the integrity of the information provided. We understand the risk of potential misrepresentation inherent in publishing financial information on our web site through internal failure or external manipulation.

- If the electronic financial statements are generally made available to the public on our web site, we will include a notification to the reader that such financial statements are presented for convenience and information purposes only, and while reasonable efforts have been made to ensure the integrity of such information, they should not be relied on. A copy of the printed financial statements will be provided on request.
- (27) The accounting policies reflected in the opening balances have been consistently applied in the current period's financial statements.
- (28) We have fully disclosed to you all terms of contracts with customers that affect the amount and timing of revenue recognized in the financial statements, including delivery terms, rights of return or price adjustments, side agreements, implicit provisions, unstated customary business practices, and all warranty provisions.
- (29) We are aware that Marc Taub is the engagement partner and is responsible for supervising the engagement and signing the report.

To the best of our knowledge and belief, no events, have occurred subsequent to the statement of financial position date and through the date of this representation letter, as entered on the first page, that would require adjustment to or disclosure in the aforementioned financial statements (except as follows:).

Very truly yours,

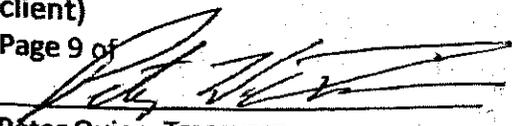


Jennifer Fedele, Principal

Peter Quinn, Treasurer

BDO USA, (Date - To entered by
client)

Page 9 of


Peter Quinn, Treasurer

LLP
be 8



2021 DISCLOSURE OF FINANCIAL INTEREST FORM

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

Education Corporation, Trustee Name and Position(s)	
Name of education corporation:	Cardinal McCloskey Community Charter School
Name of trustee (print):	Joy DeVries Heinze
Position(s) on board, if any (e.g., chair, treasurer, committee chair, etc.):	Committee Chair-Fundraising
Email Address:	

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

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

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

None

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

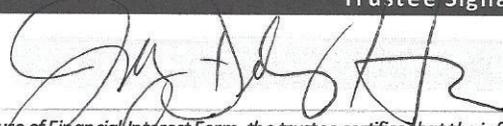
3) Identify each individual, business, corporation, union association, firm, partnership, committee, proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the education corporation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

None

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

Trustee Signature

Signature:



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



**Cardinal McCloskey Charter School
Board of Trustees**

Board Meeting Minutes

June 1, 2021

1.0 The meeting was called to order by Mr. George Grace, Chairperson, at 6:01 p.m.

2.0 Attendance taken by Mr. George Grace

Video-Conference: George Grace, Dr. William Ursillo, Dr. Reva Gershen-Lowy, Phyllis Thorne, Jim McCarthy, Peter Quinn, Joy DeVries, Dunica Charles and Sister Patricia Broderick

Excused:

Charter School Staff: Jennifer Fedele, Desiree Grand, Allyn Thompson and Grace Bendick

CMCS Partners: Kamlesh Singh and Chris Monroe

Guests: Margie Medina

3.0 Sanctuary Community Meeting was facilitated by Mr. George Grace

4.0 Motion to approve the June 1, 2021 Board Meeting agenda

A motion to approve the June 1, 2021 Board Meeting agenda was made by Phyllis Thorne, seconded by Dr. Reva Gershen-Lowy, the motion was approved and accepted.

5.0 Motion to approve the minutes of the May 4, 2021 Board Meeting

A motion to approve the minutes of the May 4, 2021 Board Meeting was made by Phyllis Thorne, seconded by Peter Quinn, the motion was approved and accepted.

6.0 Sanctuary Commitment: Democracy – Mr. Jim McCarthy provided a summary on the Democratic Sanctuary commitment. He discussed how nurturing a democratic environment affects the students, parents, staff and the community.

7.0 Chair Report – Mr. George Grace welcomed everyone and thanked them for attending. The following items were discussed during the Chair Report:

7.1 The Lease – Mr. Grace provided an update on the meeting with Sister Eileen, who have hired a lawyer to handle the on-going lease negotiations. The lease proposal that was submitted has been rejected and, therefore, the negotiations are continuing. The Board discussed the areas of the lease that need to be addressed. Mr. Grace will put together a revised proposal that

hopefully will meet their needs. This discussion continued on what the Charter School would need to do in the event an agreement cannot be reached. Mr. Jim McCarthy mentioned the possibility of leasing on a month-to-month basis or short-term lease renewal until the situation can be worked out. As negotiations continue additional information will be provided to Mr. Grace and addressed at the next Finance Committee meeting. Once a decision has been made the Board will make a motion to vote on the agreement. Mr. Grace noted the Board will review the proposal before sending to Sister Eileen.

Because of her affiliation with the Dominican Sisters, Sister Patricia excused herself from the discussion regarding the lease renewal.

7.2 Debrief on SUNY Visit – Ms. Fedele provided a brief overview of the evaluation visit from SUNY representatives. All requested documents had submitted in Epicenter before the visit.

- Administration staff were interviewed separately
- Met teachers and classroom observations were conducted
- Ms. Fedele discussed the teacher evaluation process
- SUNY provided feedback on how to assist children in reaching their goals
- SUNY suggested Administrative staff develop relationships with other area charter schools with similar budgets and see how they manage their school
- Formal documentation and feedback will be received from SUNY before the summer school session begins and will be implemented in the curriculum
- Mr. Grace noted that the exit meeting with the Board sounded positive

7.3 Review Dashboard - Ms. Fedele provided an updated copy of the CMCCS Data Dashboard for the Board to review.

8.0 Review of Budget - Mr. Quinn presented a detailed summary of the financial statement and provided copies of the proposed annual budget for the Board to review. He also discussed the per-pupil rate and how it affects the overall budget. Mr. Quinn provided a breakdown of the actual expenses, revenue and future projections and reviewed the flexibility in the budget and how funds were utilized to balance the budget. The Board discussed the increase in the rent and how it will impact the budget for the upcoming school year. Mr. McCarthy noted the budget can be revised in October if any changes need to be made.

Mr. Quinn made a motion, and the Board members agreed, to approve the annual budget and include a provision to approve the budget based upon the lease coming in at \$1.5 million.

9.0 Previous Meeting Action Items – N/A

10.0 Principal’s Report – No report at this time

11.0 Discussion - Covered in the Chair and Principal Reports

12.0 Motions

12.1 A motion to approve the 2021 – 2022 Annual Budget was made to include a provision that reflects the approval is based upon the lease coming in at \$1.5 million

A motion to approve the 2021 – 2022 Annual Budget was made to include a provision that reflects the approval is based upon the lease coming in at \$1.5 million was made by Peter Quinn, seconded by Jim McCarthy, the motion was approved and accepted.

13.0 Proposed Executive Session – N/A

14.0 Action Item Following Executive Summary – N/A

13.0 Reports

13.1 Executive Committee Report – N/A

13.2 Academic/Sanctuary Committee Report – Ms. Thorne provided the minutes from the Academic Committee meeting that was held on May 19, 2021. Below are some of the highlights that were discussed at the meeting:

- Outcome of the SUNY evaluation
- The student learning gap
- Parental involvement
- Challenges in bringing students back to school for in-person learning
- Growth for Success meetings
- End of school year celebrations

13.3 Finance Committee Report – Mr. Peter Quinn noted the minutes from the April 26, 2021 Finance Committee meeting and additional budget documents were provided to the Board before the meeting. Mr. Quinn provided a summary in the Review of Budget report.

13.4 Fundraising Committee Report – There are no updates to report at this time.

13.5 Partner’s Report – There are no updates to report at this time.

13.6. Ad Hoc Governance Committee – Mr. McCarthy provided minutes to the Board from the Governance Committee meeting held on May 27, 2021. Mr. McCarthy noted that there are no immediate areas to address but the Committee will continue to monitor future compliance issues.

14.0 Public Participation – N/A – Virtual meeting was held because of the pandemic

15.0 Action Items – N/A

16.0 Adjournment

A motion duly made by Phyllis Thorne, seconded by Dr. Reva Gershen-Lowy and carried unanimously; the meeting was adjourned at 7:01 p.m.



**Cardinal McCloskey Charter School
Board of Trustees**

Board Meeting Minutes

January 5, 2021

1.0 The meeting was called to order by Mr. George Grace, Chairperson, at 6:02 p.m.

2.0 Attendance taken by Mr. George Grace

Video-Conference: George Grace, Dr. William Ursillo, Dr. Reva Gershen-Lowy, Phyllis Thorne, Jim McCarthy, Dunica Charles, Peter Quinn and Joy DeVries

Excused: N/A

Charter School Staff: Jennifer Fedele, Desiree Grand, and Grace Bendick

CMCS Partners: Kamlesh Singh

Guests: Margie Medina

3.0 Sanctuary Community Meeting was facilitated by Ms. Phyllis Thorne

4.0 Motion to approve the January 5, 2021 Board Meeting agenda

A motion to approve the January 5, 2021 Board Meeting agenda was made by Jim McCarthy, seconded by Joy DeVries, the motion was approved and accepted.

5.0 Motion to approve the minutes of the December 1, 2020 Board Meeting - Mr. Peter Quinn noted he did not receive the minutes in time to review before the meeting. The Board members discussed receiving the documents for upcoming Board meetings in a timely manner. It was decided that documents presented at the Board meetings will be coordinated by Dr. Reva Gershen-Lowy and will be sent to the Board members the Friday before each meeting.

A motion to delay the approval of the minutes from the December 1, 2020 Board Meeting was made by Jim McCarthy, seconded by Joy DeVries, the motion was approved and accepted.

6.0 Chair Report – Mr. George Grace welcomed everyone and thanked them for attending. The following items were discussed at the meeting:

- Mr. Grace discussed the 2021 Board meeting calendar. The Board meetings will continue to be held the 1st Tuesday of each month except for the September meeting which will be held

on September 14, 2021. A motion was made to approve the Board Meeting 2021 calendar. Mr. Grace will send the updated calendar to all Board members.

- Mr. Grace and the Board discussed feedback from the Board Retreat that was held on December 5th.
 - All agreed that a Governance Committee be coordinated that will make sure the Board and Charter School are in compliance.
 - Ms. Thorne liked the discussion on Board size and what should be done to evaluate certain areas and recruit Board and Advisory Committee members.
 - Mr. Grace and the Board discussed the vacant Board position and the need to fill it as soon as possible. Further discussion will continue at the next meeting. Mr. Grace stated the collaboration with CMCS is of great assistance in recruiting and approving new Board members. A pipeline of prospective Board members should also be created as a combined effort between the Charter School and CMCS.
 - Mr. McCarthy stated a non-standing committee (ad hoc committee) be formed where no documents need to be sent to SUNY and will not be a public meeting. Mr. Grace noted a Governance Committee would be considered ad hoc and would help with compliance areas. A motion was made to approve the formation of the Ad Hoc Committee for Governance. Primary responsibilities would be to create a pipeline of Board, Committee and Advisory members and to assist with the compliance of the Charter. Mr. Quinn agreed and indicated this would be a great step. Mr. Grace noted a minimum of three Committee members will be appointed at the next meeting.

7.0 Previous Meeting Action Items – N/A

8.0 Principal's Report - Ms. Fedele updated the Board on the following areas:

- Ms. Fedele discussed the cancellation of the mid-year review because of the pandemic and what should be done to make sure the school is in a good place. Mr. McCarthy suggested Ms. Fedele engage in contracting with an independent evaluator for school operations and performance. Dr. Gershen-Lowy suggested Ms. Fedele contact Ms. Jill Sheehan from Empire Consulting for assistance.
- Staff recruitment advertisements have been placed and applications are being received for teacher positions for the next school year.
- There are currently 223 students enrolled and recruitment for older children through the school's student waiting list is being conducted.
- The NWEA testing numbers will be available at the end of the week.
- Remote learning is scheduled to re-start on Monday, January 11th. Social Workers are working with families to ensure student attendance.
- Dr. Ursillo noted CMCS is very supportive and will assist in any way possible. CMCS ECED staff will assist with student recruitment for kindergarten age children by reaching out to Head Start and UPK families.

9.0 Discussion - Covered in the Chair and Principal Reports

10.0 Motions

10.1 A motion to approve the 2021 Board Meeting Calendar

A motion to approve the 2021 Board Meeting Calendar was made by Jim McCarthy, seconded by Joy DeVries, the motion was approved and accepted.

10.2 A motion to approve the formation of an Ad Hoc Committee for Governance

A motion to approve the formation of an Ad Hoc Committee for Governance was made by Peter Quinn, seconded by Dr. Reva Gershen-Lowy, the motion was approved and accepted.

11.0 Proposed Executive Session – N/A

12.0 Action Item Following Executive Summary – N/A

13.0 Reports

13.1 Executive Committee Report – N/A

13.2 Academic/Sanctuary Committee Report – Ms. Thorne provided highlights from the Academic Committee meeting that was held on December 16, 2020:

- Ms. Thorne provided an update on the progress of the student’s assessment tests. Small group sessions are conducted twice a week for students who need additional assistance.
- Ms. Thorne noted Family Appreciation Day was a huge success with approximately 75 families that attended. Meals, books, crafts, gift cards and winter recess education packets were distributed.
- Sister Eileen is on board with the Charter School’s request for a five-year lease option.
- The Sanctuary contract has been completed and a Consultant has been assigned. The Board members will receive a separate training intended specifically for the Board. Goals will be discussed at the next meeting.
- Ms. Thorne will invite Ms. DeVries to the next meeting to discuss how the Fundraising Committee goals can align with the Academic goals.

13.3 Finance Committee Report – Mr. Peter Quinn provide an overview of the November 2020 financial report that was provided to the Board.

- The School is doing exceptionally well as noted in the five-month balance sheet.
- Mr. Quinn detailed the School’s revenue and expenditures and noted the School is in a financially strong position. The insurance expenses are running high and are currently \$17,000 over budget. Further research into this area will be conducted.
- Mr. Quinn met with Charter School Business Management (CSBM) and discussed the School’s escrow account payments. More information will follow at a later date.
- The next Finance Committee meeting is scheduled for January 25, 2021 @ 4:00 p.m.

13.4 Fundraising Committee Report – Ms. Joy DeVries provided the following overview from the Fundraising Committee:

- Ms. DeVries suggested school goals be aligned with fundraising goals to work towards what’s best for the School. Ms. Fedele, Ms. DeVries and Ms. Thorne will work together to determine what areas should be addressed. The Board continued to discuss where Fundraising will be best used that will benefit the needs of the students. Ms. Thorne will add this to the agenda for the next Academic Committee meeting.
- Ms. Joy DeVries is also continuing to research for identified grants and noted contracting with a program that can assist in finding grants might be a good idea. Mr. Grace suggested Ms. DeVries join the next Academic Committee meeting to provide additional information. Further discussion will be conducted after the next Academic Committee Meeting.

- Mr. McCarthy noted it would be helpful to make sure fundraising efforts are also geared to the Charter School goals that are detailed in the application

13.5 Partner's Report – Dr. Ursillo reiterated that CMCS will continue to support the Board and the Charter School with whatever services are needed. CMCS is also very pleased that the School is adhering to the Charter.

14.0 Public Participation – N/A – Virtual meeting was held because of the pandemic

15.0 Action Items – N/A

16.0 Adjournment

A motion duly made by Dr. Reva Gershen-Lowy, seconded by Dr. William Ursillo and carried unanimously; the meeting was adjourned at 7:06 p.m.



**Cardinal McCloskey Charter School
Board of Trustees**

Board Meeting Minutes

February 2, 2021

1.0 The meeting was called to order by Mr. George Grace, Chairperson, at 6:02 p.m.

2.0 Attendance taken by Mr. George Grace

Video-Conference: George Grace, Dr. William Ursillo, Dr. Reva Gershen-Lowy, Phyllis Thorne, Jim McCarthy, Dunica Charles, Peter Quinn and Joy DeVries

Excused: N/A

Charter School Staff: Jennifer Fedele, Desiree Grand, and Grace Bendick

CMCS Partners: Kamlesh Singh and Christine Monroe

Guests: Margie Medina

3.0 Sanctuary Community Meeting was facilitated by Ms. Phyllis Thorne

4.0 Motion to approve the February 2, 2021 Board Meeting agenda

A motion to approve the January 5, 2021 Board Meeting agenda was made by Jim McCarthy, seconded by Phyllis Thorne, the motion was approved and accepted.

5.0 Motion to approve the minutes of the December 1, 2020 Board Meeting

A motion to approve the minutes of the December 1, 2020 Board Meeting was made by Dr. Reva Gershen-Lowy, seconded by Phyllis Thorne, the motion was approved and accepted.

6.0 Motion to approve the minutes of the January 5, 2021 Board Meeting

A motion to approve the minutes of the January 5, 2021 Board Meeting was made by Jim McCarthy, seconded by Peter Quinn, the motion was approved and accepted.

7.0 Chair Report – Mr. George Grace welcomed everyone and thanked them for attending. The following items were discussed at the meeting:

7.1 Mr. Grace provided an update on the Aquinas lease. All information has been collected to discuss the renewal with Sister Eileen. We are currently looking to lease the entire building not

including the convent. The Board reviewed the budget on what the school would be able to afford and what should be included in the lease renewal. The Board also discussed adding a clause in the lease that would allow the school to get out of the lease without penalty. Mr. Grace will negotiate with Sister Eileen and propose options that will be good for them as well as for the Charter School. The goal is to secure a five-year lease with an option for an additional five years. More information will be provided as we proceed.

7.2 Mr. Grace informed the Board that Dr. William Ursillo and Mr. Jim McCarthy have agreed to volunteer as members of the Ad Hoc Governance Committee. The purpose of the Committee is to create a process to on-board new Board members and to make sure the school is preparing and reaching goals for the Charter renewal process. The Committee will provide reports to the Board as needed.

7.3 Ms. Fedele provided an update on the impact COVID-19 has had on the school.

- Remote learning is still in place. In-school learning is scheduled to resume after the winter break.
- Some staff have received the COVID-19 vaccines
- All safety protocols are still in place and families have been provided with the necessary personal protective equipment

7.4 Initial NWEA tests – Ms. Fedele provided copies of the results of the NWEA testing for the Board to review

8.0 Previous Meeting Action Items – N/A

9.0 Principal's Report - Ms. Fedele updated the Board on the following areas:

- New Special Ed teacher was hired and started February 2, 2021
- Student enrollment remains consistent. Ms. Desiree Grand provided an enrollment plan for the Board to review.
- There are currently 165 applications for the next school year. Ms. Grand noted they will be participating in the Charter School Fair which starts Saturday, February 6th and will be held virtually. Our Charter School has set up a virtual booth that will provide information to families about the school and they can sign up to receive additional information. Mr. McCarthy noted we should have a balanced enrollment of students throughout the grades.
- Mr. McCarthy asked if we were highlighting the targeted population that is in the Charter. Ms. Grand noted she has reached out to various foster care agencies and it is also included in the recruitment and outreach process. Ms. Fedele noted foster care is a very difficult population to hold on to. Dr. Ursillo mentioned CMCS will urge our individuals in foster care and early childhood programs to enroll. Mr. McCarthy pointed out a record of the outreach efforts should be documented to show we are fulfilling the Charter application requirements.
- Ms. Fedele is building a partnership with Anne Lillis, from Monroe College, to provide interns to complete their student teaching at the Charter School
- Ms. Fedele stated there are currently 44 ELL students and 43 students with IEP's
- Ms. Fedele provided an update on the Growth for Success Plan, the Academic Emergency Plan and the PAF Trainings.
- Professional Development Day was held on February 2, 2021 regarding Teaching on ZOOM.
- Reviewing different instructional approach options that will lead to reading success using ZOOM
- The Board discussed whether the school is able to implement regular classes (in-school learning) and also discussed how to have as many students in school as possible.

- Mr. McCarthy noted some of the areas that are being discussed in depth at the Board meeting should be done at committee meetings. Pertinent information should then be reported at the Board meetings if necessary.

10.0 Discussion - Covered in the Chair and Principal Reports

11.0 Proposed Executive Session – N/A

12.0 Action Item Following Executive Summary – N/A

13.0 Reports

13.1 Executive Committee Report – N/A

13.2 Academic/Sanctuary Committee Report – Ms. Thorne provided highlights from the Academic Committee meeting that was held on January 13, 2021:

- Ms. Thorne provided an update on the preparation for SUNY visits and the recertification process. Areas include reviewing the Memorandum of Understanding, the original Application, the Charter renewal and the SUNY policies.
- Ms. Thorne noted the Committee needs to be kept informed of the academic progress of the students. Ms. Fedele and Mr. Thompson should create a calendar of when the academic checkpoint requirements and assessment testing are scheduled. This will keep the Committee informed and reports can also be presented at the Board meetings.
- The Sanctuary Committee discussed what topics should be presented at parent and family trainings and workshops. Surveys can be sent to parents on what concerns, interests and needs they would be interested in. Topics would include self-care and supporting children through the virtual learning platform.
- The Committee discussed the fundraising needs of the school and where the funds would be best utilized.

13.3 Finance Committee Report – Mr. Peter Quinn provided an overview of the December 2020 financial report and the minutes from the December 28, 2020 Finance Committee meeting. Documents were provided to the Board before the meeting.

- Mr. Quinn detailed the School's revenue and expenditures and noted the School is in a financially strong position. The insurance expenses are running high and are currently over budget. Further research into this area will be conducted. Mr. Bruce Lieberman (CSBM) suggested the Committee review and request bids from other insurance brokers for the next school year. Additional information will be provided at the next meeting.
- \$25,000 has been transferred to the escrow account
- The next Finance Committee meeting is scheduled for February 22, 2021

13.4 Fundraising Committee Report – Ms. Joy DeVries provided the following overview from the Fundraising Committee:

- Ms. DeVries is working on completing grants for 2021. Ms. Thorne has been extremely helpful in providing information on areas that the fundraising goals can be used to align with the academic goals for the students.
- Ms. DeVries asked Ms. Fedele for her assistance in finding some programs/grants that can be used to assist teachers with classroom preparation

13.5 Partner's Report – Dr. William Ursillo provided a bio on Sister Patricia Broderick, who was approved by the Cardinal McCloskey Community Services Board (CMCS), as a potential Board member for the Charter School. Sister Patricia would be filling the vacant seat on the

Board left by Ms. Joan Magoolaghan. To be part of the interviewing process, Mr. Quinn noted candidates should be interviewed by the Charter School Board as well as CMCS. The Board reviewed Sister Patricia's bio and suggested they make a motion to affirm her appointment subject to a meeting with the Officers of the Charter School Board within the next week. All Board members agreed.

13.0 Motions

13.1 A motion to affirm the appointment of Sister Patricia Broderick as a member of the Cardinal McCloskey Community Charter School Board

A motion to affirm the appointment of Sister Patricia Broderick as a member of the Cardinal McCloskey Community Charter School Board subject to a meeting with the Officers of the Board was made by Phyllis Thorne, seconded by Peter Quinn, the motion was approved and accepted.

14.0 Public Participation – N/A – Virtual meeting was held because of the pandemic

15.0 Action Items – N/A

16.0 Adjournment

A motion duly made by Dr. William Ursillo, seconded by Phyllis Thorne and carried unanimously; the meeting was adjourned at 7:40 p.m.



**Cardinal McCloskey Charter School
Board of Trustees**

Board Meeting Minutes

March 2, 2021

1.0 The meeting was called to order by Mr. George Grace, Chairperson, at 6:02 p.m.

2.0 Attendance taken by Mr. George Grace

Video-Conference: George Grace, Dr. William Ursillo, Dr. Reva Gershen-Lowy, Phyllis Thorne, Jim McCarthy, Dunica Charles, and Joy DeVries

Excused: Peter Quinn

Charter School Staff: Jennifer Fedele, Desiree Grand, Allyn Thompson and Grace Bendick

CMCS Partners: Kamlesh Singh

Guests: Margie Medina and Sister Patricia Broderick

3.0 Sanctuary Community Meeting was facilitated by Ms. Phyllis Thorne

4.0 Motion to approve the March 2, 2021 Board Meeting agenda

A motion to approve the March 2, 2021 Board Meeting agenda was made by Dr. Reva Gershen-Lowy, seconded by Phyllis Thorne, the motion was approved and accepted.

5.0 Motion to approve the minutes of the February 2, 2021 Board Meeting

A motion to approve the minutes of the February 2, 2021 Board Meeting was made by Joy DeVries, seconded by Phyllis Thorne, the motion was approved and accepted.

6.0 Chair Report – Mr. George Grace welcomed everyone and thanked them for attending.

Mr. Grace invited Ms. Thorne to explain what will take place at future meetings regarding the Sanctuary model. There are seven commitments in the Sanctuary model and it was suggested that each Board member select and review a different commitment at each of the Board meetings. This will provide a booster on the Sanctuary model commitments. Ms. Thorne will send the Board members a list of the commitments. This will begin at the next meeting. Mr. Grace offered to be the first presenter at the April Board meeting.

The Board reviewed what documents should be on the website and whether they should be made available to the public. Mr. Grace noted that the ByLaws are on the website and they are password protected. Ms. Desiree Grand noted the By Laws are also available to the public if requested. The Board meeting agenda and minutes are also located on the website. Mr. Jim McCarthy discussed whether the documents for Board meetings could be housed in a private storage section on the website. A consultant could be hired to assist Ms. Grand on developing a system/link where Board meeting documents could be easily assessable to the Board members. A discussion continued on where the Charter School application, school lease and other pertinent documents should be made assessable to the Board. Dr. Gershen-Lowy suggested, and the Board agreed, Ms. Grand research what documents should be made available to the public.

The following items were discussed at the meeting:

- 6.1** Follow up on NWEA Testing – Ms. Fedele and Mr. Allyn Thompson presented a NWEA analysis for the Fall 2020 -2021 school year. Mr. Thompson discussed the goals and what the testing involved. Plans are being made for the second round of testing to begin within the next few weeks. Ms. Fedele stated more information can be provided if needed.
- 6.2** Follow up on proposed lease - Mr. Grace provided an update on the status of the Aquinas lease. The lease was sent to Sister Eileen for review. Ms. Jennifer Fedele and Ms. Grand will be meeting with Sister Eileen on March 3rd. Mr. Grace provided an annual breakdown of the lease term and base rent for each year. The lease would be for the entire building. More information will be provided as we proceed.

7.0 Previous Meeting Action Items – N/A

8.0 Principal’s Report - Ms. Fedele updated the Board on the following areas:

- Ms. Fedele provided a copy of the new CMCCS Data Dashboard for the Board to review. This document will keep track of staff and students goals, progress and up-to-date information. Mr. Grace suggested, if possible, the dashboard be retroactive to September 2020 and a section with additional comments be included. The dashboard will be reviewed by the Academic Committee for a finished product in April 2021.
- A Town Hall meeting with parents was held to discuss and explain the Growth for Success Plan and how it will be able to help the children academically. Follow-up phone calls are being conducted periodically after the town hall meetings.
- Extra services have been set-up for the multi-language learners
- Speech therapists are coming into the building to provide services
- Ms. Fedele discussed providing a summer school program that would be held for the students. The session will be four weeks, five hours per day, for Reading and Math. Four teachers have committed to working the summer program.
- Mr. Grace asked if there was a way for parents to become more involved in helping with teaching the children. Ms. Fedele noted this has been discussed at the town hall meetings but she is open to receiving ideas from everyone. Ms. Joy DeVres noted she would research grants that could assist with this.
- Mr. Grace stated the top goals should be academics and getting children back in school
- The lottery is scheduled for Tuesday, April 6, 2021 at 10:00 a.m. Ms. Grand stated that currently there are over 230 applications for the next school year. Seventy-five children are needed for the kindergarten classes. Schoolmint will be conducting the lottery virtually and will be open for parents to attend. The enrollment process will start immediately after the lottery. This will ensure that children are enrolled as soon as possible. Dr. Gershen-Lowy noted that CMCS has scheduled four virtual Open Houses at various ECED locations. CMCS staff will be available to assist with the recruitment process. Dr. Gershen-Lowy will update the Board with the progress.

9.0 Discussion - Covered in the Chair and Principal Reports

10.0 Motions

10.1 A motion to approve the appointment of Sister Patricia Broderick as a member of the Cardinal McCloskey Community Charter School Board

A motion to approve the appointment of Sister Patricia Broderick as a member of the Cardinal McCloskey Community Charter School Board was made by Phyllis Thorne, seconded by Dr. Reva Gershen-Lowy, the motion was approved and accepted.

11.0 Proposed Executive Session – N/A

12.0 Action Item Following Executive Summary – N/A

13.0 Reports

13.1 Executive Committee Report – N/A

13.2 Academic/Sanctuary Committee Report – Ms. Thorne provided highlights from the Academic Committee meeting that was held on February 17, 2021 and noted that most of the topics were covered in the Principal’s Report.

- Ms. Thorne discussed the challenges children have been facing throughout the pandemic and how it has affected their learning capabilities. The outcome is reflected in the achievement tests done from September 2020 – December 2020. The report was sent to the Board for review and a discussion ensued on different approaches to assist children who are lagging behind.
- The Academic Committee discussed what it would take to bring all children back to school full-time

13.3 Finance Committee Report – In Mr. Peter Quinn’s absence, Ms. DeVries provided an overview of the January 2021 financial report and the minutes from the January 25, 2021 Finance Committee meeting. Documents were provided to the Board before the meeting.

- Ms. DeVries reviewed the School’s current revenue and expenditures.
- Ms. Grand is currently working on the insurance renewal which expires at the end of June 2021. Ms. Grand is obtaining three bids from various insurance brokers. The bids will be reviewed at the April Finance Committee meeting and recommendations will be presented to the Board.
- The budget process for year 2021 – 2022 is underway and will be presented at the June Board meeting for approval
- The next Finance Committee meeting is scheduled for March 29, 2021

13.4 Fundraising Committee Report – Ms. Joy DeVries provided the following overview from the Fundraising Committee:

- Ms. DeVries is working on completing grants for 2021. Ms. Thorne has been extremely helpful in providing information on areas (specifically Reading and Math) that the fundraising goals can be used to align with the academic goals for the students. One of the grants applied for is the K-2 Reading Initiative which is a phonics -based program used to train staff and parents. This would be a good compliment to the programs already in place at the school. Ms. DeVries provided additional information on the other grants that have been applied for.

- Ms. DeVries asked Ms. Fedele for her assistance in finding some programs/grants that can be used to assist teachers with classroom preparation. For example, Monroe College provides interns to complete their student teaching at the School.

13.5 Partner's Report – N/A

13.6. Ad Hoc Governance Committee - Mr. McCarthy provided some highlights that were discussed at the February 9th and February 22nd Governance Committee meetings. A report of the meetings was sent to the Board members.

- The aim of the Committee is to focus on governance practices as well as encouraging best practices in the information presented to the Board members
- Support the on-boarding of new Board members by a review of the Charter and other documents along with an orientation on the board processes
- Discussed ways to help facilitate external communications, such as website and community relations
- Mr. Grace noted one of the key areas is to work on creating a list of prospective Board and Committee members and that these prospective members can serve on our sub-committees. This list of prospective members can be used to fill vacant seats expeditiously.
- Mr. McCarthy introduced Sister Patricia as the newest member of the Charter School Board. Sister Patricia will be an asset to the Board and brings with her a wealth of experience and knowledge in the education field. Sister Patricia provided a brief summary on her experience and background working with children with special needs. Dr. Gershen-Lowy noted that Sister Patricia also sits on various ECED Head Start committees as a representative of the CMCS Board.

14.0 Public Participation – N/A – Virtual meeting was held because of the pandemic

15.0 Action Items – N/A

16.0 Adjournment

A motion duly made by Dr. William Ursillo, seconded by Joy DeVries and carried unanimously; the meeting was adjourned at 7:01 p.m.



**Cardinal McCloskey Charter School
Board of Trustees**

Board Meeting Minutes

April 6, 2021

1.0 The meeting was called to order by Mr. George Grace, Chairperson, at 6:00 p.m.

2.0 **Attendance** taken by Mr. George Grace

Video-Conference: George Grace, Dr. William Ursillo, Dr. Reva Gershen-Lowy, Phyllis Thorne, Jim McCarthy, Peter Quinn, Joy DeVries and Sister Patricia Broderick

Excused: Dunica Charles

Charter School Staff: Jennifer Fedele, Desiree Grand and Grace Bendick

CMCS Partners:

Guests: Margie Medina

3.0 **Sanctuary Community Meeting** was facilitated by Ms. Phyllis Thorne

4.0 **Motion to approve the April 6, 2021 Board Meeting agenda**

A motion to approve the April 6, 2021 Board Meeting agenda was made by Phyllis Thorne, seconded by Dr. Reva Gershen-Lowy, the motion was approved and accepted.

5.0 **Motion to approve the minutes of the March 2, 2021 Board Meeting**

A motion to approve the minutes of the March 2, 2021 Board Meeting was made by Joy DeVries, seconded by Phyllis Thorne, the motion was approved and accepted.

6.0 **Chair Report** – Mr. George Grace welcomed everyone and thanked them for attending. The following items were discussed during the Chair Report:

6.1 **The First Sanctuary Commitment: Open Communication** - Mr. Grace opened the meeting and provided a summary and presentation on the Open Communication Sanctuary commitment. Mr. Grace thanked Ms. Thorne for suggesting the Board take part in the “mini training” on the Sanctuary model. Ms. Jennifer Fedele offered to be the presenter at the May Board meeting.

6.2 **Update on Lease** – Mr. Grace informed the Board the meeting with Sister Eileen was postponed because their lawyers are reviewing the proposed lease. More information will be provided as we proceed.

6.3 **Update on Sanctuary Contract** – Ms. Fedele noted the Sanctuary contract is complete. A two-day needs assessment virtual meeting has been scheduled for April 8th and 9th. All Board members are welcomed to attend.

- 6.4 **Update on Board Documents** – Ms. Desiree Grand has created a folder on the school’s Google Drive which will store board documents for each Board meeting. All Board members have been given access to the folder.
- 6.5 **SUNY Visit** – Ms. Fedele informed the Board that a visit by SUNY has been scheduled in May. All requested documents by SUNY have to be submitted the first week in May. The Board discussed what will need to be done to prepare for the visit. Dr. Gershen-Lowy asked if there was an agenda or list of items that will be discussed at the May 24th CSI meeting. Ms. Fedele will reach out to CSI and report back to the Board with more details. Mr. Jim McCarthy will provide the Board with a list of questions that he has created based on his experience in attending other charter school reviews/meetings.
- 6.6 **Update on Recent Testing** – Ms. Fedele reviewed the testing results and discussed what data was factored in when creating the chart. Ms. Fedele also discussed the breakdown of the lowest 20% of children and what work will need to be done to improve their scores.
- 6.7 **Review of Dashboard** - Ms. Fedele provided an updated copy of the CMCCS Data Dashboard for the Board to review. This document will keep track of staff and students goals, progress and up-to-date information beginning July 2020 - present. Mr. Grace suggested a narrative, based on the data provided, be included with the chart so that it can be discussed at Board meetings.
- 6.8 **Lottery** – Ms. Grand provided a status report on the lottery selection that was held earlier today. There were over 300 applications in the lottery. Families are being contacted to register as soon as possible. Dr. Reva Gershen-Lowy asked if she can have a list of the children from CMCS programs that were selected from the lottery. ECED staff can reach out to the families and encourage them to register as soon as possible. Below is a breakdown of the applications that were selected by grade:
- o Kindergarten – 80 seats
 - o 1st Grade – 6 seats
 - o 2nd Grade – 0 seats
 - o 3rd Grade – 10 seats
- 6.9 **COVID Plans and Updates** – M. Fedele noted they are preparing to bring all blended students in five days a week with the appropriate social distancing. Full remote is still being offered.

7.0 **Previous Meeting Action Items – N/A**

- 8.0 **Principal’s Report** - Ms. Fedele noted that most of the topics from the Principal’s Report have been covered in the Chair Report. Below are additional highlights:
- Ms. Fedele discussed the summer school program that would be held for the students. The areas that will be focused on will be Math and Reading. Ms. Fedele provided an overview of how this will be implemented.
 - A full-day, five-day Sanctuary Training has been scheduled for all staff during the week of August 16th – 20th
 - Ms. Fedele and Ms. Grand discussed the newly formed Chronic Absenteeism Committee. The Committee was developed to discuss ways to deal with students that have chronic absences. Mr. Jim McCarthy asked if exit interviews are conducted when children leave the school. Ms. Grand stated there is a form for parents to complete.

9.0 **Discussion** - Covered in the Chair and Principal Reports

10.0 **Motions**

11.0 **Proposed Executive Session – N/A**

12.0 **Action Item Following Executive Summary – N/A**

13.0 **Reports**

- 13.1 Executive Committee Report – N/A**
- 13.2 Academic/Sanctuary Committee Report –** Ms. Thorne provided the minutes from the Academic Committee meeting that was held on March 17, 2021 and noted that most of the topics were covered in the Principal’s Report. Below are highlights from the meeting:
- o Discussed the preparation for the third grade state exams
 - o Currently working on a draft of the Attendance Policy which would include the Sanctuary model
 - o Staff Recruitment
- 13.3 Finance Committee Report –** Mr. Peter Quinn noted the February 2021 financial report and minutes from the February 22, 2021 Finance Committee meeting were provided to the Board before the meeting. Below are highlights from the March 29th Finance Committee meeting:
- o An analysis is being conducted on bringing teacher salaries up to parity. The plan will be to present the budget at the next meeting and bring the Board up-to-date on the salary analysis. The Board is scheduled to vote on the budget at the June meeting.
 - o Ms. Grand provided an update on the insurance renewals. The Workers Comp Insurance policy has been renewed with Salerno. Ms. Grand noted all other insurance policies are due to expire 5/15/2020. Bids have been received and a decision will be made before the May Board meeting. Mr. Quinn suggested the Finance Committee make a motion to approve this at the next Finance Committee meeting which is scheduled for April 26, 2021 at 4:00 p.m. All Board members are welcomed to attend the meeting.
- 13.4 Fundraising Committee Report –** Ms. Joy DeVries noted the Committee is currently waiting on responses from grants that have been submitted. There are no other updates to report at this time.
- 13.5 Partner’s Report – N/A**
- 13.6. Ad Hoc Governance Committee –** The minutes Mr. McCarthy provided to the Board from the Governance Committee meeting held on March 9, 2021 were accepted. An On-Boarding meeting was held on March 24th that provided Sr. Patricia with an orientation packet that included information on the roles and responsibilities as a Charter School Board member.
- o Mr. Grace suggested the Governance Committee pre-approve Ms. Carol Starmack as a potential Board member for when a position becomes available. Ms. Starmack has been an Advisor for the Academic/Sanctuary Committee. Mr. McCarthy and the Governance Committee will facilitate when we are ready to move forward.
- 14.0 Public Participation – N/A –** Virtual meeting was held because of the pandemic
- 15.0 Action Items – N/A**
- 16.0 Adjournment**

A motion duly made by Dr. William Ursillo, seconded by Joy DeVries and carried unanimously; the meeting was adjourned at 7:05 p.m.



**Cardinal McCloskey Charter School
Board of Trustees**

Board Meeting Minutes

May 4, 2021

1.0 The meeting was called to order by Mr. George Grace, Chairperson, at 6:05 p.m.

2.0 Attendance taken by Mr. George Grace

Video-Conference: George Grace, Dr. William Ursillo, Dr. Reva Gershen-Lowy, Phyllis Thorne, Jim McCarthy, Peter Quinn, Joy DeVries and Sister Patricia Broderick

Excused: Dunica Charles

Charter School Staff: Jennifer Fedele, Desiree Grand and Grace Bendick

CMCS Partners: Kamlesh Singh

Guests: Margie Medina

3.0 Sanctuary Community Meeting was facilitated by Ms. Phyllis Thorne

4.0 Motion to approve the May 4, 2021 Board Meeting agenda

A motion to approve the May 4, 2021 Board Meeting agenda was made by Phyllis Thorne, seconded by Dr. Reva Gershen-Lowy, the motion was approved and accepted.

5.0 Motion to approve the minutes of the April 6, 2021 Board Meeting

A motion to approve the minutes of the April 6, 2021 Board Meeting was made by Jim McCarthy, seconded by Peter Quinn, the motion was approved and accepted.

6.0 Chair Report – Mr. George Grace welcomed everyone and thanked them for attending. The following items were discussed during the Chair Report:

6.1 The Second Sanctuary Commitment: Social Responsibility – Ms. Jennifer Fedele provided a summary on the Social Responsibility Sanctuary commitment. She discussed how the commitment is incorporated in the Charter School in regard to students, parents and staff. Mr. Jim McCarthy will be the presenter at the June Board meeting.

6.2 Update on Lease Negotiations – Mr. Grace provided an update on the lease negotiations regarding the additional space for the Charter School. A plan is being discussed that would enable CMCS to locate one of the CMCS ECED programs within Aquinas High School. Each organization would have their own lease that would allow both programs to utilize the space.

The Board discussed how the two programs would co-exist and the breakdown of classrooms and work space that would be needed. More information will be provided as we proceed.

6.3 SUNY Visit – Ms. Fedele updated the Board on what needs to be completed before the visit by SUNY later this month. All requested documents are being submitted in Epicenter. The Board Members will be available to assist when needed and discussed what will need to be done to prepare for the visit. Ms. Fedele noted she would provide the Board with copies of the documents that were uploaded in Epicenter.

6.4 Review of Dashboard - Ms. Fedele provided an updated copy of the CMCCS Data Dashboard for the Board to review. Ms. Thorne noted the Dashboard is a work in progress and will be modified by the Academic Committee as needed. The Board discussed other areas that could be included in the Dashboard. The document was created to provide information to the Board on the progress of students and staff.

7.0 Previous Meeting Action Items – N/A

8.0 Principal’s Report - Ms. Fedele summarized the Principal’s Report and provided the following highlights:

- Ms. Fedele noted there are 45 students completely enrolled and another 45 are in the enrollment process. There are approximately 90 + children on the wait list.
- Staff Recruitment is ongoing; 9 – 10 positions have been posted
- NWEA Assessment will be completed in June
- Ms. Fedele and the Board discussed how the school is preparing to slowly bring blended students back to 5 days per week for in-school learning. Mr. Grace would like to see staff encourage parents of the importance of children returning to school. Ms. Thorne noted further discussions will be held at the upcoming Academic/Sanctuary Committee meeting. A motion was made to create a policy that will encourage parents to bring their children back to school. All Board members approved.

9.0 Discussion - Covered in the Chair and Principal Reports

10.0 Motions

10.1 A motion to create a policy that will encourage parents to bring children back to school

A motion to create a policy that will encourage parents to bring children back to school was made by Phyllis Thorne, seconded by Dr. Reva Gershen-Lowy, the motion was approved and accepted.

10.2 A motion to approve Austin & Co. to provide insurance coverage for the Charter School

A motion to approve Austin & Co. to provide insurance coverage for the Charter School was made by Peter Quinn, seconded by Jim McCarthy, the motion was approved and accepted.

11.0 Proposed Executive Session – N/A

12.0 Action Item Following Executive Summary – N/A

13.0 Reports

13.1 Executive Committee Report – N/A

13.2 Academic/Sanctuary Committee Report – Ms. Thorne provided the minutes from the Academic Committee meeting that was held on April 21, 2021. Below are some of the highlights from the meeting:

- Reviewed and updated the Absentee Policy and agreed that it provides the required information and reflects the tone of the Sanctuary Model. A copy of the policy will be sent to the Board at a later date.
- The Sanctuary Needs Assessment has been completed and the results will be discussed in August at the Sanctuary Training
- The Committee discussed how the summer school will be structured for the students. School will be in session daily from 8:00 a.m. – 1:00 p.m. Teachers will have planning sessions at 1:00 p.m.
- Mr. Grace, Dr. Reva Gershen Lowy and Phyllis Thorne will meet tomorrow morning at 8:00 a.m. to discuss the personnel evaluation review. Dr. Gershen-Lowy noted that the specific evaluation tool referenced in the Charter application is the Vanderbilt tool. The Board will have access to the results when completed.

13.3 Finance Committee Report – Mr. Peter Quinn noted the March 2021 financial report and minutes from the March 29, 2021 Finance Committee meeting were provided to the Board before the meeting. Below are highlights from the April 26th Finance Committee meeting:

- The budget will be discussed at the May 24th Finance Committee Meeting and will be presented to the Board at the June Board Meeting for approval.
- Mr. Quinn reviewed the financial statement and noted the School is in a financially strong position.
- Ms. Grand provided an update on the insurance renewals. The bids received from Austin & Co. and Salerno were reviewed by the Finance Committee. They elected to move forward with Austin based on the more comprehensive and complete package that would be best for the school. The term of the insurance is from May 15, 2021 – June 30, 2022. The Workers Comp insurance is currently with Salerno through April 2022. At that time a decision will be made to either renew with them or seek another company. Mr. Quinn suggested the Board make a motion to approve the insurance renewal through Austin & Co. All Board members agreed.

13.4 Fundraising Committee Report – Ms. Joy DeVries noted the Committee is currently waiting for responses on several grants that have been submitted. One of the grants is Kid Spark, which is a grant that will enhance the Science curriculum. There are no other updates to report at this time.

13.5 Partner’s Report – Dr. Ursillo provided a summary from CMCS which details a plan for ECED to lease space at Aquinas High School. Details were discussed during the Chair Report.

13.6. Ad Hoc Governance Committee – Mr. McCarthy provided minutes to the Board from the Governance Committee meeting held on April 13, 2021. Mr. McCarthy asked if a meeting should be scheduled for the Board to discuss the CSI interview and review documents that have been submitted. Ms. Fedele will forward the documents to the Board for their review. Mr. Grace noted once the Board reviews the documents a meeting can be scheduled if necessary.

14.0 Public Participation – N/A – Virtual meeting was held because of the pandemic

15.0 Action Items – N/A

16.0 Adjournment

A motion duly made by Phyllis Thorne, seconded by Peter Quinn and carried unanimously; the meeting was adjourned at 7:30 p.m.



**Cardinal McCloskey Charter School
Board of Trustees**

Board Meeting Minutes

July 7, 2020

1.0 The meeting was called to order by Mr. George Grace, Chairperson, at 6:03 p.m.

2.0 Attendance taken by Mr. George Grace

Video-Conference: George Grace, Dr. William Ursillo, Dr. Reva Gershen-Lowy, Phyllis Thorne, Jim McCarthy, Joan Magoolaghan, Peter Quinn, Dunica Charles and Joy DeVries

Charter School Staff: Jennifer Fedele and Grace Bendick

CMCS Partners: Kamlesh Singh and Christine Monroe

Guests: Margie Medina

3.0 Sanctuary Community Meeting was facilitated by Ms. Phyllis Thorne

4.0 Motion to approve the minutes of the June 2, 2020 Board Meeting

A motion to approve the minutes of the June 2, 2020 Board Meeting was made by Dr. Reva Gershen-Lowy, seconded by Phyllis Thorne, the motion was approved and accepted.

Motion to approve the July 7, 2020 Board Meeting agenda

A motion to approve the July 7, 2020 Board Meeting agenda was made by Jim McCarthy, seconded by Dr. Reva Gershen-Lowy, the motion was approved and accepted

5.0 Chair Report – Mr. George Grace thanked everyone for attending and noted the following items will be discussed at this meeting.

- Mr. Grace provided highlights from the Kindergarten Graduation and the 1stGrade Moving-Up Ceremony. The events were held through ZOOM and several members of the Board attended. Ms. Jennifer Fedele noted both celebrations were a huge success.
- Mr. Grace discussed the Sanctuary proposal and what it would take to recertify the school. The proposal is a three-year contract that would cost approximately \$113,000. This would include trainees from the Sanctuary Institute who would provide on-going monitoring and training for the school. The Finance Committee has reviewed and approved the proposal as it is a requirement as part of the initial CSI application. Ms. Phyllis Thorne noted the Sanctuary model is the foundation of the school and is part of the school culture and is possibly the first Sanctuary certified Charter School in the Bronx.

- Mr. Grace informed the Board that Aquinas High School will be closing in June 2021. The Board members discussed how this would affect the future of the Charter School. One of the possibilities would be to enter a long-term lease that would include more space as the school continues to grow. It was agreed by the Board members that a face-to-face meeting be held with Sr. Eileen to discuss Aquinas' goals and our interest in the school. Mr. Grace and Ms. Fedele will set up the meeting and report back to the Board.
- Mr. Grace requested the school policies be posted individually on the website to provide easy access for parents. Ms. Fedele will take care of this.
- Ms. Fedele noted there are approximately 75 – 100 kindergarten applications. Currently there are 60 completed applications and 48 applications are in registration process. Applications for 1st and 2nd grades are still being accepted. Recruitment is on-going.
- Ms. Fedele noted plans are still being worked on regarding what will be in place when school returns. Teaching models for in-school and remote teaching are almost complete. The Board discussed preparing for the re-opening of the school for the next school year and what necessary precautions and protocols should be in place. Dr. Reva Gershen-Lowy will forward to Ms. Fedele a copy of the NYC Department of Health guidelines in reopening schools in September. The guidelines will provide screening tools to utilize in assisting with the reopening.
- Ms. Fedele drafted a letter based on feedback from the Town Hall meetings regarding the current turmoil in the city and community. The Board reviewed the letter and agreed to hold off on distributing the letter.

6.0 Previous Meeting Action Items – N/A

7.0 Principal's Report - Ms. Fedele updated the Board on the following details:

- Ms. Fedele has hired four Special Education Teachers, one General Education Teacher and one Art Teacher. Offer letters were sent out to two Special Education Teacher and one General Education Teacher.
- Town Hall meetings were a huge success. Additional meetings have been scheduled for July and August. The Town Halls are being held virtually.
- Orientation is scheduled next week. The Board discussed whether a survey should be sent to parents so they can provide feedback on concerns they might have.
- Metro IAF has been contacting parents and are continuing to build relationships with the families
- Mr. Jim McCarthy asked about the submission of the Annual Report. Ms. Fedele noted it is a work in progress. The due date is August 1, 2020.

8.0 Discussion – Covered in the Chair Report

9.0 Motions

10.0 Proposed Executive Session – N/A

11.0 Action Item Following Executive Summary – N/A

12.0 Reports

12.1 Executive Committee Report – N/A

12.2 Academic/Sanctuary Committee Report – Ms. Thorne stated most of the information discussed in the Academic/Sanctuary Committee meeting was covered in the Chair Report and the Principal's Report. Ms. Carol Starmack, Mr. Richard Gray and Ms. Claudlette Robross have joined the Committee as Advisory Committee Members.

- The Academic/Sanctuary Committee will meet monthly unless more meetings are necessary
- Currently working on creating parent workshops
- Edit the employee handbook to provide staff with wordings that will assist them in supporting and building strong relationships with students and families
- COVID testing will be held at the school

12.3 Finance Committee Report – Mr. Peter Quinn provided a copy of the May 2020 financial reports for the Board’s review.

- The Close-out of the fiscal year will be June 30, 2020
- The Charter School continues to project a net income of \$690,000, which represents approximately \$556,000 over what was budgeted. Mr. Quinn provided a brief summary of the budget and how the money was utilized. The increases and decreases in expenses and the unanticipated grant funds the school received also affected the budget. Next year the school will be in strong financial position.
- The 990 Form is due on July 15, 2020
- The next Finance Committee Meeting is scheduled for Monday, July 27th

12.4 Fundraising Committee Report – Ms. Joy DeVries provided the following highlights:

- Ms. Fedele is working on utilizing the funds from the Simon Foundation Grant
- Ms. DeVries is currently working on three grant proposals due within the next 60 days
- The City Council budget has been approved. Ms. DeVries and Ms. Fedele will contact Councilman Ritchie Torres and see if any money has been allocated to the school.

12.5 Partner’s Report – Dr. Gershen-Lowy noted that Ms. Beth Finnerty is happy to hear how successful the end of the year celebrations went and is looking forward to the Charter School adding an additional grade next school year. Ms. Finnerty also congratulated the entire Chart School Board and Ms. Fedele and her team on their hard work throughout year. Dr. Gershen-Lowy stated a meeting should be arranged to review the MOU (Memorandum of Understanding) before the school year begins. Mr. Grace will contact Dr. Gershen-Lowy at a later date to schedule a meeting.

13.0 Public Participation – Public Participation was made available to the public.

14.0 Action Items – N/A

15.0 Adjournment

A motion duly made by Jim McCarthy, seconded by Joy DeVries and carried unanimously, the meeting was adjourned at 7:26 p.m.



**Cardinal McCloskey Charter School
Board of Trustees**

Board Meeting Minutes

August 11, 2020

1.0 The meeting was called to order by Mr. George Grace, Chairperson, at 6:05 p.m.

2.0 Attendance taken by Mr. George Grace

Video-Conference: George Grace, Dr. William Ursillo, Dr. Reva Gershen-Lowy, Jim McCarthy, Joan Magoolaghan, Peter Quinn, Dunica Charles and Joy DeVries

Excused: Phyllis Thorne

Charter School Staff: Jennifer Fedele, Edrick Browne, Desiree Grand and Allyn Thompson

CMCS Partners: N/A

Guests: Margie Medina

3.0 Sanctuary Community Meeting was facilitated by Mr. George Grace

4.0 Motion to approve the July 7, 2020 Board Meeting agenda

A motion to approve the July 7, 2020 Board Meeting agenda was made by Dr. William Ursillo, seconded by Dr. Reva Gershen-Lowy, the motion was approved and accepted

5.0 Motion to approve the minutes of the July 7, 2020 Board Meeting

A motion to approve the minutes of the July 7, 2020 Board Meeting was made by Joy DeVries, seconded by Joan Magoolaghan, the motion was approved and accepted.

6.0 Chair Report – Mr. George Grace thanked everyone for attending and noted the following items will be discussed at this evening's meeting.

- Reopening the school in September
- Welcome Desiree Grand as the new Director of Operations
- School policies are individually accessible on the Charter School website
- Ms. Fedele stated she has been submitting required documents to SUNY. All documents need to be uploaded by Friday, August 14, 2020.
- Discussion with Aquinas High School

7.0 Previous Meeting Action Items – N/A

8.0 Principal's Report - Ms. Fedele updated the Board on the following details:

- Ms. Fedele discussed the reopening of the school which is scheduled for September 2nd. Feedback from parents indicate **two-thirds of families have indicated remote learning and the other one-third will opt for in-school learning**. Ms. Fedele detailed the breakdown on remote learning and how the services will be provided. She also discussed in-school learning and how that will be accomplished. Remote and in-school learning students with IEP's will have 30-minute of one-on-one services at least three day a week with small group sessions the other two days. Additional space might be available from Aquinas which can assist with social distancing.
- Town Hall meetings are scheduled every Tuesday to provide parents with school updates
- Ms. Fedele noted the school is budgeted for 225 slots. There are currently 250 students enrolled for the upcoming year. The over-enrollment will provide for students that opt out at the last minute.
- Ms. Fedele noted staff recruitment is ongoing and we are waiting for responses to job offers that have been made.
- All precautions are in place for the health and safety of the students, staff and the facility. The Board discussed what needs to be in place in the event of a resurgence of COVID-19.
- Ms. Fedele will present the results of student testing from the last school year at the next meeting. The Board discussed how testing will be accomplished for the new school year.
- Ms. Fedele introduced Ms. Desiree Grand as the new Director of Operations, who joined the school team on August 10, 2020. Ms. Grand spoke about her experience and knowledge and is eager to get involved and assist with the reopening plan. Ms. Grand will be attending a NYC Department of Education webinar on Friday, August 14th that will provide information and procedures followed by the NYC Department of Health guidelines.
- The Board discussed the protocols and guidelines that the school will put in place for staff and students in conjunction with the NYC Department of Health guidelines. Ms. Fedele will draft a policy for parents to sign that will provide the school with permission to monitor safety protocols for students. The Board will review and make a motion to approve the policy at the next meeting.

9.0 **Discussion** – Mr. Grace reported on a recent discussion with Aquinas High School administration. Due to fiscal issues at the High School, they have asked if the Charter School will be able to pre-pay six months' rent in advance. The Board members discussed the situation and noted since the High School will be closing in June 2021 this would be a good opportunity for the Charter School Board to negotiate various options/perks that would benefit the Charter School. Mr. Quinn noted the advancement of rent is available in the budget. The Board agreed that Mr. Grace move forward and negotiate with Aquinas High School administration and provide feedback as soon as possible.

10.0 Motions

- ***A motion to approve a one-time bonus for the Principal and Director of Operations was made by Peter Quinn, seconded by Jim McCarthy, the motion was approved and accepted***
- ***A motion to approve an amendment to the 2019/2020 budget to include a bonus of \$15,000 was made by Peter Quinn, seconded by Jim McCarthy, the motion was approved and accepted***

11.0 Proposed Executive Session – At 7:19 p.m. a motion was made by Peter Quinn, seconded by Jim McCarthy, to enter an Executive Session to discuss a contract issue.

At 7:23 p.m. a motion was made by Peter Quinn seconded by Jim McCarthy, to end the Executive Session and the Board meeting resumed.

11.0 Action Item Following Executive Summary – Due to the herculean efforts of the Principal and Director of Operations, the Board agreed to make a motion to approve a one-time bonus in recognition of their performance. A motion was also agreed by the Board to amend last year’s budget to include a bonus of \$15,000.

12.0 Reports

12.1 Executive Committee Report – N/A

12.2 Academic/Sanctuary Committee Report – Dr. Ursillo noted at the last meeting Ms. Fedele provided information on the reopening plans for the school. Dr. Reva Gershen-Lowy also noted, based on the enrollment numbers for September, Ms. Fedele and her team have done a very good job.

12.3 Finance Committee Report – Mr. Peter Quinn provided a copy of the year-to-date financial ending June 30, 2020 for the Board’s review.

- The Charter School has a net income of \$705,000, which represents approximately \$570,000 over what was budgeted. Mr. Quinn provided a summary of the annual budget and how the money was utilized. The new school year will be in a strong financial position.
- The audit is in process and is due by October 31, 2020
- The Board thanked Mr. Quinn for a job well done

12.4 Fundraising Committee Report – Ms. Joy DeVries and Ms. Fedele have been researching grants for Reading, Art Support Curriculum and Farming and Urban Programs. Ms. DeVries also suggest we contact Aquinas High School and see if they have any items and supplies that can be donated or purchased by the Charter School. Ms. DeVries and Ms. Fedele discussed whether the school has the technology available for the students and what needs to be in place before the reopening.

12.5 Partner’s Report - Dr. Ursillo noted that Cardinal McCloskey Community Services will be reopening their offices after Labor Day. He suggests Ms. Fedele contact Ms. Fortunata Lardo-Dimarco to discuss what services and assistance CMCS would be able to provide.

13.0 Public Participation – Public Participation was made available to the public.

14.0 Action Items – N/A

15.0 Adjournment

A motion duly made by Jim McCarthy, seconded by Joy DeVries and carried unanimously, the meeting was adjourned at 7:32 p.m.



**Cardinal McCloskey Charter School
Board of Trustees**

Board Meeting Minutes

September 8, 2020

1.0 The meeting was called to order by Mr. George Grace, Chairperson, at 6:04 p.m.

2.0 Attendance taken by Mr. George Grace

Video-Conference: George Grace, Dr. William Ursillo, Dr. Reva Gershen-Lowy, Phyllis Thorne, Jim McCarthy, Joan Magoolaghan, Peter Quinn, Dunica Charles and Joy DeVries

Excused:

Charter School Staff: Jennifer Fedele, Desiree Grand, Grace Bendick and Allyn Thompson

CMCS Partners: Kamlesh Singh

Guests: Margie Medina

3.0 Sanctuary Community Meeting was facilitated by Ms. Phyllis Thorne

4.0 Motion to approve the September 8, 2020 Board Meeting agenda

A motion to approve the September 8, 2020 Board Meeting agenda was made by Phyllis Thorne, seconded by Jim McCarthy, the motion was approved and accepted

5.0 Motion to approve the minutes of the August 11, 2020 Board Meeting

A motion to approve the minutes of the August 11, 2020 Board Meeting was made by Dr. Reva Gershen-Lowy, seconded by Dunica Charles, the motion was approved and accepted.

6.0 Chair Report – Mr. George Grace thanked everyone for attending and noted the following items will be discussed at today's meeting.

- Ms. Jennifer Fedele will review the Principal's Report. Ms. Desiree Grand and Mr. Allyn Thompson will provide details regarding the reopening the school in September.
- Discussion on COVID-19 preparedness and what the school has in place to reopen
- A meeting with Aquinas High School regarding acquiring additional space has not been scheduled. The Board will be updated as we move forward.
- Update on the financials and the on-going audit

- Staff recruitment and hiring
- Student Enrollment

7.0 Previous Meeting Action Items – N/A

8.0 Principal’s Report - Ms. Fedele updated the Board on the following details:

- There are currently 240 students enrolled for the new school year. Student recruitment is still ongoing. MTA advertisements have been placed on area buses as part of the student recruitment plan.
- Staff recruitment is ongoing. Currently looking to hire two Teacher Assistants and two Special Ed Teachers.
- Ms. Fedele and Mr. Allyn Thompson discussed the academic testing procedures for new students and provided an update on testing from the last school year. Teachers have attended two external Professional Development trainings and will start testing students beginning in mid-September. The Board discussed various options on how to provide testing for students who are attending remotely.
- Mr. Thompson distributed a report to the Board regarding the student’s testing results from last year. Because of the closing of the school due to COVID-19, the Board discussed what procedures will be used to provide assistance to students that have not met their goals. Mr. Thompson provided an overview of the results. Dr. William Ursillo suggested the Charter School work with Cardinal McCloskey Community Services to address issues families may be experiencing and provide support where needed.
- Ms. Fedele discussed implementing the procedures for in-school and remote teaching. Ms. Desiree Grand noted they are still waiting a delivery of 130 computers. Future plans include working on updating the camera technology for remote teaching.
- Ms. Grand discussed the safety precautions, social distancing and the hybrid model that is currently in place. Part of the safety protocol is no parents or visitors can enter the building. Staggered dismissal is used at the end of the school day.
- Since the NYC Department of Education hasn’t reopened yet, bussing services is not available. A contingency plan by the DOE has been implemented that will provide metro-cards to both parent and child.
- Town Hall meetings are scheduled weekly to stay connected with families and staff
- Mr. Grace asked if the Reopening Compliance Plan on the school website can be simplified. Ms. Grand noted the actual plan has to be posted but a more parent/staff friendly document can also be uploaded.
- Ms. Thorne stated not all expectations were met last school year due to the sudden implementation of remote learning. However, the staff have more time to prepare for this year and should be in a better position as we move forward with a planned virtual learning.

9.0 Discussion - Covered in the Chair and Principal Reports

10.0 Motions

11.0 Proposed Executive Session – N/A

12.0 Action Item Following Executive Summary – N/A

13.0 Reports

13.1 Executive Committee Report – N/A

13.2 Academic/Sanctuary Committee Report – Ms. Thorne noted the Committee has been very busy reaching out to Ms. Fedele and noted most of the information was covered in the Principal’s Report. Ms. Thorne attended one of the parent sessions where parents were very receptive with the information they received. The silver lining of this pandemic is the relationship that is being developed between the parents and the school. The Committee meetings will be held once a month unless needed.

Mr. Grace asked if we have heard from the Sanctuary Institute regarding the signing of the contract for the school. Ms. Fedele is working on getting the contract from the Sanctuary Institute for the Board to sign. Ms. Fedele will follow-up and provide feedback to the Board.

13.3 Finance Committee Report – Mr. Peter Quinn noted there is no financial report for today’s meeting. A full report will be presented at the next meeting.

- The audit is in process and is due by November 1, 2020
- Mr. Quinn noted if anyone has questions or concerns about the financials they can contact Mr. Grace or him directly
- The next Finance Committee meeting is scheduled for September 28, 2020

13.4 Fundraising Committee Report – Ms. Joy DeVries stated, due to the pandemic, there are not many grants being offered.

- With the economy in a slow-down the Board discussed different ways the school and Board can fundraise now and in the future. The Board also discussed the need to develop new resources and relationships that could alter fundraising efforts for the future.
- The school received a donation of approximately 1,000 K – 3rd grade books from Reading Reflections. The books will be delivered shortly.

13.5 Partner’s Report - Dr. Ursillo noted Cardinal McCloskey Community Services is very pleased with the work being done by the Charter School team and that the finances are in good standing for the upcoming school year. Dr. Ursillo suggested Ms. Fedele provide a report at the next meeting detailing how the school is adhering to the Charter and what is being done in serving the population of children in foster care.

14.0 Public Participation – Public Participation was made available to the public.

15.0 Action Items – N/A

16.0 Adjournment

A motion duly made by Phyllis Thorne, seconded by Dr. William Ursillo and carried unanimously, the meeting was adjourned at 7:19 p.m.



**Cardinal McCloskey Charter School
Board of Trustees**

Board Meeting Minutes

October 6, 2020

1.0 The meeting was called to order by Mr. George Grace, Chairperson, at 6:01 p.m.

2.0 Attendance taken by Mr. George Grace

Video-Conference: George Grace, Dr. William Ursillo, Dr. Reva Gershen-Lowy, Phyllis Thorne, Jim McCarthy, Joan Magoolaghan, Peter Quinn and Joy DeVries

Excused: Dunica Charles

Charter School Staff: Jennifer Fedele, Desiree Grand and Ted Geier

CMCS Partners: Kamlesh Singh

Guests: Margie Medina

3.0 Sanctuary Community Meeting was facilitated by Ms. Phyllis Thorne

4.0 Motion to approve the October 6, 2020 Board Meeting agenda

A motion to approve the October 6, 2020 Board Meeting agenda was made by Phyllis Thorne, seconded by Peter Quinn, the motion was approved and accepted

5.0 Motion to approve the minutes of the September 8, 2020 Board Meeting

A motion to approve the minutes of the September 8, 2020 Board Meeting was made by, Jim McCarthy, seconded by Dr. Reva Gershen-Lowy, the motion was approved and accepted.

5.1 Chair Report – Mr. George Grace thanked everyone for attending and the Board discussed the following items:

- The Sanctuary contract was approved and will be signed at today's meeting
- Mr. Grace spoke with Sr. Eileen from Aquinas High School and discussed what we would like to propose moving forward in regard to the Charter School's long term occupancy at the High School. Sr. Eileen noted she will provide additional information on the operating costs of the school for the Board to review. Mr. Grace will keep the Board informed and provide feedback as we proceed.

- Ms. Jennifer Fedele explained to the Board members how the Preventing Academic Failure (PAF) and Northwest Evaluation Association (NWEA) tests were conducted. Mr. Grace noted the Academic Committee has reviewed the tests and suggested the Board members become familiar and understand how the tests assist in evaluating the students. The tests also provide SUNY with details on the progress of the students.
- Mr. Grace stated there are two years left on the School Charter and the Board should start reviewing it to make sure what is being done is in compliance with the Charter. Mr. Peter Quinn received a list of consultants from Charter School Business Management (CSBM) that could assist with this. Ms. Joan Magoolaghan also noted she recently reviewed the Charter and noted there are specific areas that are important and guidelines that should be followed. Ms. Magoolaghan noted the following areas should be reviewed:
 - Following the progress of the school – wraparound services and progress of the target population
 - Format the agenda to follow the guidelines and issues that the Board should cover
 - Instituting a way to get the information to the Board members for review before the Board/Committee meetings
 - Mr. Grace and Ms. Magoolaghan will discuss the Charter further and it was agreed by the Board that different sections of the Charter will be reviewed by a team of Board members (Joan Magoolaghan, Dr. Reva Gershen-Lowy, Phyllis Thorne and Jim McCarthy) and reviewed at upcoming Board meetings. Additional discussions will be held at future meetings.
 - Mr. McCarthy stated the Board should familiarize themselves with SUNY’s benchmarks for renewal which is posted on the SUNY website.
 - Any changes in the Charter should be submitted by the Board Chair to SUNY for approval.
- Mr. Quinn thanked the Board members for participating in a survey regarding the overall performance of the Charter School’s Board Governance. Mr. Ted Geier provided a PowerPoint which presented the findings of the strengths and weaknesses of the Charter School Board. Mr. Geier explained what the Board’s role should be and reviewed the Board Assessment Summary. The summary detailed the responses of approximately 68 questions regarding self-reflection on how each Board member felt the Board was performing as a whole. Mr. Geier explained each section of the assessment and provided areas in which the Board excelled and where they needed improvement.

The Board members discussed the assessment and all agreed that the results were an accurate assessment and they will continue to work and build on their strengths and challenges to make the Board and School stronger. Mr. Geier will help arrange a retreat for the Board members and will assist with providing an agenda. Date and time will be determined at a later date.

6.0 Previous Meeting Action Items – N/A

7.0 Principal’s Report - Ms. Fedele updated the Board on the following details:

- There are currently 225 students enrolled and attending. A waiting list is in place for 1st and 2nd grades.
- Staff recruitment is ongoing. Currently looking to hire two Special Ed Teachers and one ELL Teacher. All Teacher Assistant Teacher position have been filled.
- PAF 1:1 decoding skills test are complete
- NWEA Testing will occur in October
- First formal observations are scheduled for October
- Town Hall Meetings are held twice a month that provide families and staff with school updates

- Ninety students are currently receiving in-school services. All other students are receiving remote learning. More parents are now interested in in-school learning but, due to social distancing, there is a limited number of students allowed in the school.
- Growth For Success Update will be provided at the next Academic Committee Meeting
- 1:1 Tutoring services for ELL and IEP Students has begun
- All non-DOE provider services have started (Speech and OT services).
- Computers and cameras are still on backorder
- The Simon Foundation grant will be used to allocate for items already purchased

8.0 Discussion - Covered in the Chair and Principal Reports

9.0 Motions

10.0 Proposed Executive Session – N/A

11.0 Action Item Following Executive Summary – N/A

13.0 Reports

13.1 Executive Committee Report – N/A

13.2 Academic/Sanctuary Committee Report – Ms. Phyllis Thorne noted the Principal’s Report discussed many of the highlights that were covered in the Academic/Sanctuary Committee meeting.

- Ms. Thorne stated since the Sanctuary contract is being signed today we can now move forward with the training of new teachers and staff. In the meantime, Ms. Ibet Hernandez (CMCS Admin. Director of Training & Research) offered to do a trauma-informed training based on the Sanctuary model. Mr. Grace suggested the Board attend a refresher training on the Sanctuary model. Ms. Thorne and Ms. Fedele will reach out to the Institute on behalf of the school and let them know what the Board and Sub-Committee Members needs are and see what can be arranged. Ms. Thorne noted parents, as well as members of the community, will be involved in the trainings.

13.3 Finance Committee Report – Mr. Peter Quinn provided a copy of the August, 2020 financial reports along with the minutes from the August 31, 2020 Finance Committee Meeting for the Board’s review and presented the following highlights:

- Per pupil enrollment numbers are being finalized and the projections show a net increase of approximately \$217,000 which is \$143,000 over budget. Mr. Quinn noted the school is in a strong financial position entering the new school year.
- The audit is due at the end of the month. CSBM Consultants will present the final audit at a special Board Meeting for the Board to approve. Further information will be provided at a later date. Mr. McCarthy suggested the Board move the November Board meeting to the end of October. All Board members agreed.
- The next Finance Committee meeting is scheduled for October 26, 2020

13.4 Fundraising Committee Report – N/A

13.5 Partner’s Report - Dr. Ursillo noted Cardinal McCloskey Community Services is very pleased the School Charter is being reviewed. CMCS will continue to support whatever needs to be addressed regarding the wraparound services and are eager to facilitate with providing the foster care children in the school with additional support and services if needed. Mr. Grace

expressed his appreciation for the support CMCS has been providing and it will definitely help as the school moves forward with the renewal process.

14.0 Public Participation – N/A – Virtual meeting was held because of the pandemic

15.0 Action Items – N/A

16.0 Adjournment

A motion duly made by Phyllis Thorne, seconded by Dr. William Ursillo and carried unanimously, the meeting was adjourned at 7:10 p.m.



**Cardinal McCloskey Charter School
Board of Trustees**

Board Meeting Minutes

October 27, 2020

1.0 The meeting was called to order by Mr. George Grace, Chairperson, at 6:01 p.m.

2.0 Attendance taken by Mr. George Grace

Video-Conference: George Grace, Dr. William Ursillo, Dr. Reva Gershen-Lowy, Phyllis Thorne, Jim McCarthy, Joan Magoolaghan, Peter Quinn, Dunica Charles and Joy DeVries

Excused:

Charter School Staff: Jennifer Fedele, Desiree Grand and Ted Geier

CMCS Partners: Kamlesh Singh and Christine Monroe

Guests: Kristin Andrezza, Heather Blumberg, Marc Taub, Leslie Cruz and Margie Medina

3.0 Sanctuary Community Meeting was facilitated by Ms. Phyllis Thorne

4.0 Motion to approve the October 27, 2020 Board Meeting agenda

A motion to approve the October 27, 2020 Board Meeting agenda was made by Phyllis Thorne, seconded by Peter Quinn, the motion was approved and accepted.

5.0 Motion to approve the minutes of the October 6, 2020 Board Meeting

A motion to approve the minutes of the October 6, 2020 Board Meeting was made by Dr Reva Gershen-Lowy, seconded by Dr. William Ursillo, the motion was approved and accepted.

6.0 Chair Report – Mr. George Grace welcomed everyone and thanked them for attending. The Board discussed the following items:

- The Sanctuary Institute contract was signed. Ms. Jennifer Fedele will provide more information in the Principal's Report.
- Mr. Grace noted there is no update on the Aquinas High School lease. Mr. Grace will reach out to Sr. Eileen and will keep the Board informed and provide feedback as we proceed.
- Mr. Peter Quinn will be coordinating the Board Retreat that was discussed at the last Board meeting. Additional details will be presented later in the meeting.

7.0 Previous Meeting Action Items – N/A

8.0 Auditor's Report – Mr. Quinn introduced Mr. Marc Taub and Ms. Kristen Andrezza, auditors from MBAF CPA's, who will present their findings on the audit from the last fiscal year that was conducted on the Charter School. Supporting them was Ms. Heather Blumberg and Ms. Leslie Cruz, representatives for the Charter School Business Management Group (CSBM). A draft of the audit report and additional documents were sent to the Board members before the meeting for their review.

Mr. Taub discussed in detail the audit of the financial statements of the Cardinal McCloskey Community Charter School which included the statement of the financial position as of June 30, 2020. Mr. Taub also reviewed the related statements and activities, expenses and cash flow from November 8, 2017 to June 30, 2020.

Mr. Taub reviewed the accounting principles that were used during the audit process and the various areas that the audit covered. Mr. Taub and the Board members discussed the Audit Report's Financial Statements and the Independent Accountant's Report in detail and noted no findings were found and the Charter School financials are in good shape. The Board recommended to approve the audit report. The audit report will be signed by the Board Chairperson, Mr. George Grace, and the School Principal, Ms. Jennifer Fedele.

9.0 Principal's Report - Ms. Fedele updated the Board on the following areas:

- Staff recruitment is ongoing. One Special Ed Teacher and one General Ed Teacher have been hired. Recruitment is on-going for another Special Ed Teacher and an English Language Learning Teacher.
- NWEA Testing has started for students in school. Arrangements will be made for remote learning students.
- Ms. Desiree Grand is looking into obtaining refurbished computers for the students in need
- There are currently 228 students enrolled and attending
- Formal student observations have begun
- The Academic/Sanctuary Committee has the Growth for Success Plan blank templates for all grades. The templates will be reviewed by the appropriate staff and provide feedback by Friday, October 30th.
- Ms. Fedele stated there are currently 42 students with IEP's. DOE services are being provided.
- Ms. Fedele noted they will be using Little Bird for their HR services. Little Bird is an all-in-one service for employee benefits and HR solutions that is custom-built for schools. Training for employees will take place in December and should be ready to begin in January 2021.
- The Charter School will be paying for WiFi services for approximately 20 families who received devices (laptops/tablets) from the School
- Ms. Fedele and Ms. Phyllis Thorne are working with the Sanctuary Institute to coordinate training on specific areas and how the training will be implemented. A five-day training is being developed for all levels of personnel/staff in the Charter School. Plans are being coordinated for the training to start in January 2021.
- Mr. Quinn discussed the next steps for the Board Retreat. Based on the responses from a survey conducted by Mr. Ted Grier at the last meeting, areas that will be focused on will be the Charter renewal and strengthening Governance procedures. The Board discussed when a good time would be to hold the Retreat. Mr. Grace suggested, since the Retreat will be virtual, possibility holding it on a Saturday morning. The Board members will provide available dates and times to Mr. Quinn.

10.0 Discussion - Covered in the Chair and Principal Reports

11.0 Motions

11.1 Motion to approve the Annual Audit Report - A motion was made to approve the Annual Audit Report

A motion to approve the Annual Audit Report was made by Peter Quinn, seconded by Jim McCarthy and carried unanimously, the motion was approved and accepted.

12.0 Proposed Executive Session – N/A

13.0 Action Item Following Executive Summary – N/A

13.0 Reports

13.1 Executive Committee Report – N/A

13.2 Academic/Sanctuary Committee Report – Ms. Phyllis Thorne noted the Committee did not meet in October. However, she sent out documents for the Board to review in regard to the Charter renewal.

13.3 Finance Committee Report – N/A

13.4 Fundraising Committee Report – Ms. Joy DeVries noted she is currently looking for small grants under \$10,000 for specific programs (eg. Green Machine). Ms. DeVries asked if any Board Members has suggestions please forward the information to her.

13.5 Partner’s Report – N/A

14.0 Public Participation – N/A – Virtual meeting was held because of the pandemic

15.0 Action Items – N/A

16.0 Adjournment

A motion duly made by Phyllis Thorne, seconded by Dr. Reva Gershen-Lowy and carried unanimously, the meeting was adjourned at 6:58 p.m.



**Cardinal McCloskey Charter School
Board of Trustees**

Board Meeting Minutes

December 1, 2020

1.0 The meeting was called to order by Mr. George Grace, Chairperson, at 6:03 p.m.

Ms. Joan Magoolaghan began the meeting and informed the Board that effective today, December 1, 2020, she will be retiring as a member of the Charter School Board. The Board Members expressed their appreciation and gratitude for the services Ms. Magoolaghan provided during her tenure on the Board.

A formal motion by the Members of the Charter School Board to express their appreciation and gratitude for the services provided by Ms. Joan Magoolaghan during her tenure as a member of the Charter School Board, was made by Jim McCarthy, seconded by Phyllis Thorne and carried unanimously, the motion was approved and accepted.

2.0 Attendance taken by Mr. George Grace

Video-Conference: George Grace, Dr. William Ursillo, Dr. Reva Gershen-Lowy, Phyllis Thorne, Jim McCarthy, Dunica Charles and Joy DeVries

Excused: Peter Quinn

Charter School Staff: Jennifer Fedele, Desiree Grand, Allyn Thompson and Grace Bendick

CMCS Partners: Kamlesh Singh and Christine Monroe

Guests: Margie Medina

3.0 Sanctuary Community Meeting was facilitated by Ms. Phyllis Thorne

4.0 Motion to approve the December 1, 2020 Board Meeting agenda

A motion to approve the December 1, 2020 Board Meeting agenda was made by Joy DeVries, seconded by Dr. Reva Gershen-Lowy, the motion was approved and accepted.

5.0 Motion to approve the minutes of the October 27, 2020 Board Meeting

A motion to approve the minutes of the October 27, 2020 Board Meeting was made by Phyllis Thorne, seconded by Joy DeVries, the motion was approved and accepted.

6.0 Chair Report – Mr. George Grace welcomed everyone and thanked them for attending. The Following items will be discussed the following items:

- Mr. Grace provided an update on the Board Retreat which is scheduled for Saturday, December 5th at 9:00 a.m. The Retreat will be held virtually and the following items will be on the agenda.
 - Board responsibility and expectations
 - Governance process
 - Snapshot of where we are now and where we're headed in the future
 - Charter Renewal
- Mr. Grace noted that Ms. Magoolaghan's retirement will be a great loss to the Board and to the School. Ms. Beth Finnerty has been informed and has offered to assist in finding a replacement.
- The Sanctuary Institute contract was signed. Ms. Jennifer Fedele will provide more information in the Principal's Report.

7.0 Previous Meeting Action Items – N/A

8.0 Principal's Report - Ms. Fedele updated the Board on the following areas:

- Staff recruitment is on hold at this time. Two current Teacher Assistants will be doing their student teaching at the school in the Spring.
- In the near future approximately four families will be leaving the school. There is currently a waiting list for 1st and 2nd grades with potentially looking to enroll five new students.
- Ms. Fedele updated the Board on COVID-19 issues where the school was moved to full remote teaching for 14 days. It is expected the school will resume blended teaching on December 7th. Although not mandated the Charter School will be following the DOE guidelines.
- Ms. Fedele stated there are currently 40 ELL students and 42 students with IEP's at this time. All services are being provided remotely.
- Ms. Fedele and Ms. Desiree Grand are in the process of meeting with Tri-net and the goal is to begin January 1, 2021. Administrative staff will be trained first and will train all other school staff.
- Ms. Ibet Hernandez, CMCS Administrative Director, is arranging a Trauma Training for staff. Mr. Grace noted that the Board should also be trained.
- Ms. Fedele noted random testing for COVID-19 will be implemented in January for blending students. The Charter School Nurse will be trained and all required guidelines will be followed. SUNY will not be covering the costs for the screenings.
- In January 2021 all learning phases will be reevaluated to determine if additional students can be accommodated and to make sure all safety precautions are in place.
- Ms. Fedele provided an in-depth summary of remote learning and how students are administered the required testing. Also discussed was the progress being made by students and what is being done for those students who need additional support services. Ms. Fedele noted PAF testing will be updated by the end of the year. NWCA testing is in process and hope to be completed as quickly as possible. The Board continued to discuss the progress of the testing and how the teachers are doing with the challenges they are up against. Mr. Grace noted the goal is to get the children back to school safely and continue to provide the services that both the children and their families need.
- Ms. Lisa Rosenthal, from the ARG Networking Group, will be donating 250 fully cooked meals plus gifts to the Charter School families. Ms. Rosenthal did their own fundraising to help provide for the costs of this project. Staff and CMCS volunteers are in place to safely distribute the meals and gifts. The distribution is scheduled to take place on December 12th.
- Family Engagement Event will be held on December 16th

9.0 Discussion - Covered in the Chair and Principal Reports

10.0 Motions

11.0 Proposed Executive Session – N/A

12.0 Action Item Following Executive Summary – N/A

13.0 Reports

13.1 Executive Committee Report – N/A

13.2 Academic/Sanctuary Committee Report – Ms. Phyllis Thorne presented the following highlights from the November 18, 2020 Academic/Sanctuary Committee meeting:

- Ms. Thorne noted wifi services was made available to some of the children through Altice
- Ms. Thorne stated the next steps with the Sanctuary Institute will be to coordinate training for staff and the Board to be held after the new year
- Workshops and trainings are being planned to assist and educate parents through this difficult time
- SUNY's benchmarks for the renewal of the Charter School application have been distributed to the Committee members to be reviewed and discussed at future meetings

13.3 Finance Committee Report – In Mr. Peter Quinn's absence, Ms. DeVries provided the following highlights:

- Revenue per pupil was budgeted for 225 but actual enrollment is approximately 217. Enrollment numbers fluctuate throughout the year.
- SPED actual enrollment increased by approximately \$219,000
- FAMAS allocations was lower than budgeted and offset by expenses by an \$8,000 loss
- Increase in grant revenue due to the ESSER grant of about \$75,000
- As of October \$50,000 will be recognized in FY 21 which needs to be spent to date
- Net income is projected at \$425,000; approximately \$351,000 over budget

13.4 Fundraising Committee Report – Ms. Joy DeVries noted starting in January they will be considering coordinating with Green Machine, which is a healthy eating program where vegetables are grown in the classroom. The project will be totally run by grants and private fundraising. More details will be provided at a later date.

13.5 Partner's Report – Dr. Ursillo noted, with the retiring of Ms. Joan Magoolaghan, Ms. Beth Finnerty has offered her assistance to Mr. Grace in finding a replacement. CMCS will continue to support the Board and the Charter School with whatever services are needed.

14.0 Public Participation – N/A – Virtual meeting was held because of the pandemic

15.0 Action Items – N/A

16.0 Adjournment

A motion duly made by Dr. Reva Gershen-Lowy, seconded by Phyllis Thorne and carried unanimously; the meeting was adjourned at 7:16 p.m.

DEPARTMENT OF HOUSING AND BUILDINGS

BOROUGH OF BRONX, CITY OF NEW YORK MG

No. 1141

Date MAR 29 1952

CERTIFICATE OF OCCUPANCY

(Standard form adopted by the Board of Standards and Appeals and issued pursuant to Section 646 of the New York Charter, and Sections C26-181.0 to C26-187.0 inclusive Administrative Code 2.1.3.1. to 2.1.3.7. Building Code.)

This certificate supersedes C. O. No.

To the owner or owners of the building or premises:

THIS CERTIFIES that the ~~work~~ altered ~~existing~~ building—premises located at 685 E. 182nd St., NS, Grote St. & E. 182nd St., between Belmont Ave. & Cambreling Ave. Block 3085 Lot 30

conforms substantially to the approved plans and specifications, and to the requirements of the building code and all other laws and ordinances, and of the rules and regulations of the Board of Standards and Appeals, applicable to a building of its class and kind at the time the permit was issued; and CERTIFIES FURTHER that, any provisions of Section 646F of the New York Charter have been complied with as certified by a report of the Fire Commissioner to the Borough Superintendent.

~~Work~~ Alt. No.— 276-50 Construction classification— FIREPROOF

Occupancy classification— PUBLIC Height Basement ~~Work~~ 51'4" ~~Work~~ Use District

Date of completion— 1-16-52 Located in Business & Residence Use District

B Area, Class 1 $\frac{1}{2}$. Height Zone at time of issuance of permit

This certificate is issued subject to the limitations hereinafter specified and to the following resolutions of the Board of Standards and Appeals: (Calendar numbers to be inserted here)

PERMISSIBLE USE AND OCCUPANCY

STORY	LIVE LOADS lbs. per Sq. Ft.	PERSONS ACCOMMODATED			USE
		MALE	FEMALE	TOTAL	



--	--	--	--	--	--

[Handwritten signature]
Borough Superintendent.

DEPARTMENT OF HOUSING AND BUILDINGS

BOROUGH OF BRONX, CITY OF NEW YORK

MG

No. 114

Date MAR 26 1952

CERTIFICATE OF OCCUPANCY

(Standard form adopted by the Board of Standards and Appeals and issued pursuant to Section 646 of the New York Charter, and Sections C.26-181.0 to C.26-187.0 inclusive Administrative Code 2.1.3.1. to 2.1.3.7. Building Code.)

This certificate supersedes C. O. No.

To the owner or owners of the building or premises:

THIS CERTIFIES that the ~~new~~ ~~altered~~ ~~existing~~ building premises located at
 685 E. 182nd St., NS, Grote St. & E. 182nd St., between Belmont Ave.
 & Cambreling Ave. Block 3085 Lot 30

, conforms substantially to the approved plans and specifications, and to the requirements of the building code and all other laws and ordinances, and of the rules and regulations of the Board of Standards and Appeals, applicable to a building of its class and kind at the time the permit was issued; and

CERTIFIES FURTHER that, any provisions of Section 646F of the New York Charter have been complied with as certified by a report of the Fire Commissioner to the Borough Superintendent.

~~Alt.~~ Alt. No.— 276-50

Occupancy classification— PUBLIC

Date of completion— 1-16-52

Construction classification— Fireproof
 Height 3 Stys. & ~~51'4"~~ ~~XXXXX~~
 Basement
 Located in Business & Residence Use District

B Area, Class 1 $\frac{1}{4}$. Height Zone at time of issuance of permit

This certificate is issued subject to the limitations hereinafter specified and to the following resolutions of the Board of Standards and Appeals: (Calendar numbers to be inserted here)

PERMISSIBLE USE AND OCCUPANCY

STORY	LIVE LOADS Lbs. per Sq. Ft.	PERSONS ACCOMMODATED			USE
		MALE	FEMALE	TOTAL	

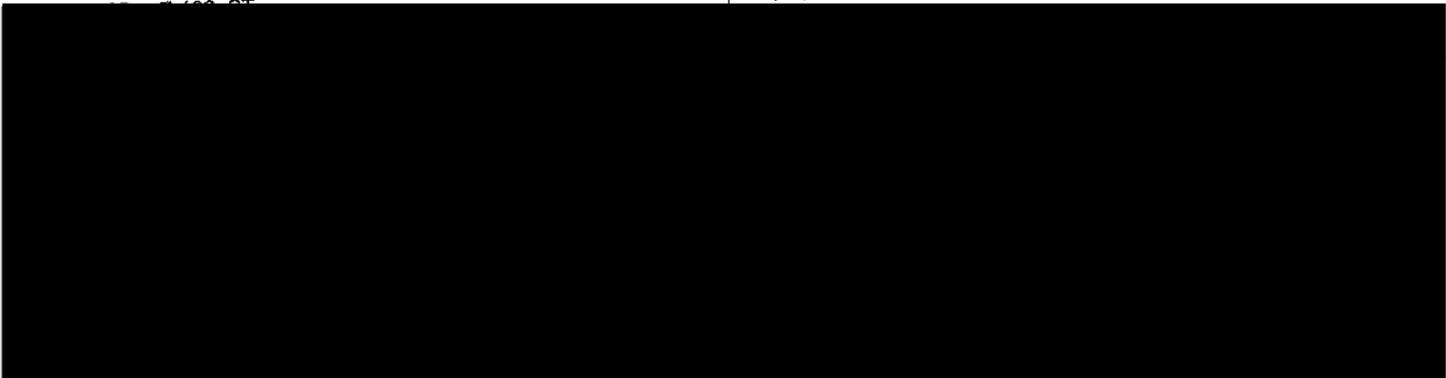
FIRE DEPARTMENT, CITY OF NEW YORK - BUREAU OF FIRE PREVENTION



PERMIT IS NOT TRANSFERABLE TO ANY OTHER PERSON, FIRM OR CORPORATION AND MAY BE REVOKED AT ANY TIME BY THE FIRE COMMISSIONER

PERMIT SHALL BE PROMINENTLY DISPLAYED AT ALL TIMES ON PREMISES

FIRE DEPARTMENT, CITY OF NEW YORK				PERMIT		BUREAU OF FIRE PREVENTION	
ACCOUNT NUMBER	TYPE	A.P.	D.O.	ADM. CO.	ISSUANCE DATE	PERMIT EXPIRES	
02343986			07	L038	04/07/21	05/22	
PREMISES ADDRESS					ACCOUNT NAME		
					AQUINAS CONVENT		



PERMIT TYPE

1

- 1=REGULAR
- 2=SUPPLEMENTAL
- 3=DUPLICATE

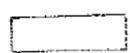
AQUINAS CONVENT
685 E 182ND ST
BRONX NY 10457-1801

** NO FEE **	0.00
--------------	------



FUEL OIL 3000G BURRIED
NO FEE GO TO MAIN OFFICE

BY ORDER OF THE FIRE COMMISSIONER



FIRE DEPARTMENT, CITY OF NEW YORK - BUREAU OF FIRE PREVENTION



PERMIT IS NOT TRANSFERABLE TO ANY OTHER PERSON, FIRM OR CORPORATION AND MAY BE REVOKED AT ANY TIME BY THE FIRE COMMISSIONER

PERMIT SHALL BE PROMINENTLY DISPLAYED AT ALL TIMES ON PREMISES

FIRE DEPARTMENT, CITY OF NEW YORK

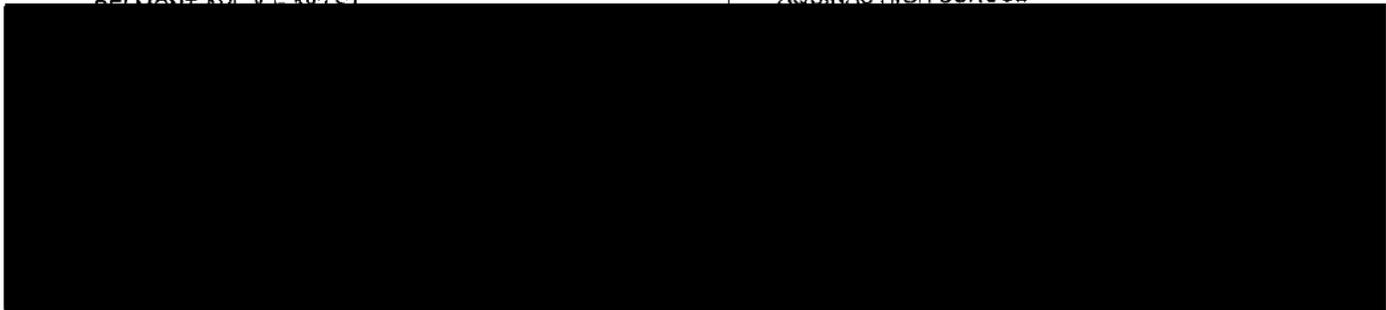
PERMIT

BUREAU OF FIRE PREVENTION

ACCOUNT NUMBER	TYPE	A.P.	D.O.	ADM. CO.	ISSUANCE DATE	PERMIT EXPIRES
02094324	20	C	07	L038	04/21/21	05/22
PREMISES ADDRESS				ACCOUNT NAME		

685 E 182ND ST

AQUINAS HIGH SCHOOL



PERMIT TYPE

1

- 1=REGULAR
- 2=SUPPLEMENTAL
- 3=DUPLICATE

AQUINAS HIGH SCHOOL
685 E 182 ST
685 E 182ND ST
BRONX NY 10457-1801

** NO FEE ** 0.00



FUEL OIL 3000G #2 NO FEE
5,000G TK SEALED, AFFIDAVIT ON FILE
C OF A ON FILE

BY ORDER OF THE FIRE COMMISSIONER

FIRE DEPARTMENT, CITY OF NEW YORK - BUREAU OF FIRE PREVENTION



PERMIT IS NOT TRANSFERABLE TO ANY OTHER PERSON, FIRM OR CORPORATION AND MAY BE REVOKED AT ANY TIME BY THE FIRE COMMISSIONER

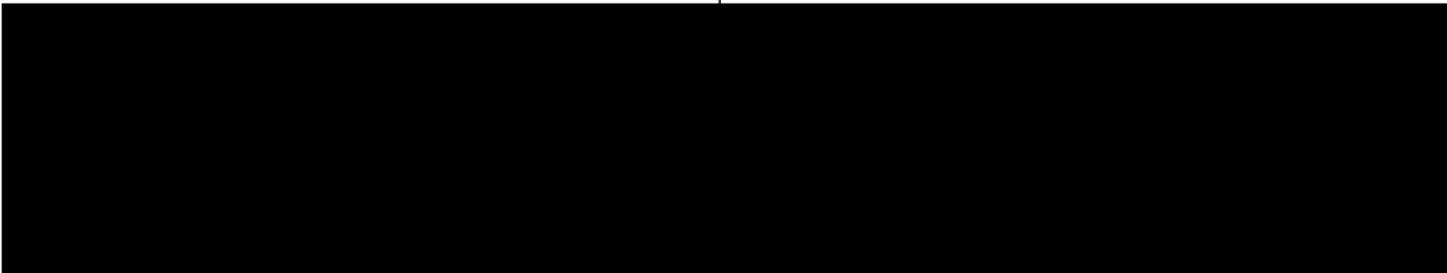
PERMIT SHALL BE PROMINENTLY DISPLAYED AT ALL TIMES ON PREMISES

FIRE DEPARTMENT, CITY OF NEW YORK

PERMIT

BUREAU OF FIRE PREVENTION

ACCOUNT NUMBER	TYPE	A.P.	D.O.	ADM. CO.	ISSUANCE DATE	PERMIT EXPIRES
98038052			07	L038	04/07/21	05/22
PREMISES ADDRESS				ACCOUNT NAME		



PERMIT TYPE

- 1=REGULAR
- 2=SUPPLEMENTAL
- 3=DUPLICATE

AQUINAS HIGH SCHOOL
685 E 182ND ST
BRONX NY 10457-1801

** NO FEE ** 0.00



13-MITSUBISHI UTS 5.5HP ROOF
1-CARRIER 6.5HP, 4-MITSUBISHI 5.5HP
YARD

BY ORDER OF THE FIRE COMMISSIONER

DEPARTMENT OF HOUSING AND BUILDINGS

BOROUGH OF BRONX, CITY OF NEW YORK MG

No. 1141

Date MAR 29 1952

CERTIFICATE OF OCCUPANCY

(Standard form adopted by the Board of Standards and Appeals and issued pursuant to Section 646 of the New York Charter, and Sections C26-181.0 to C26-187.0 inclusive Administrative Code 2.1.3.1. to 2.1.3.7. Building Code.)

This certificate supersedes C. O. No.

To the owner or owners of the building or premises:

THIS CERTIFIES that the ~~work~~ altered ~~existing~~ building—premises located at 685 E. 182nd St., NS, Grote St. & E. 182nd St., between Belmont Ave. & Cambreling Ave. Block 3085 Lot 30

conforms substantially to the approved plans and specifications, and to the requirements of the building code and all other laws and ordinances, and of the rules and regulations of the Board of Standards and Appeals, applicable to a building of its class and kind at the time the permit was issued; and CERTIFIES FURTHER that, any provisions of Section 646F of the New York Charter have been complied with as certified by a report of the Fire Commissioner to the Borough Superintendent.

~~Work~~ Alt. No.— 276-50 Construction classification— FIREPROOF

Occupancy classification— PUBLIC Height Basement ~~Work~~ 51'4" ~~Work~~ Use District

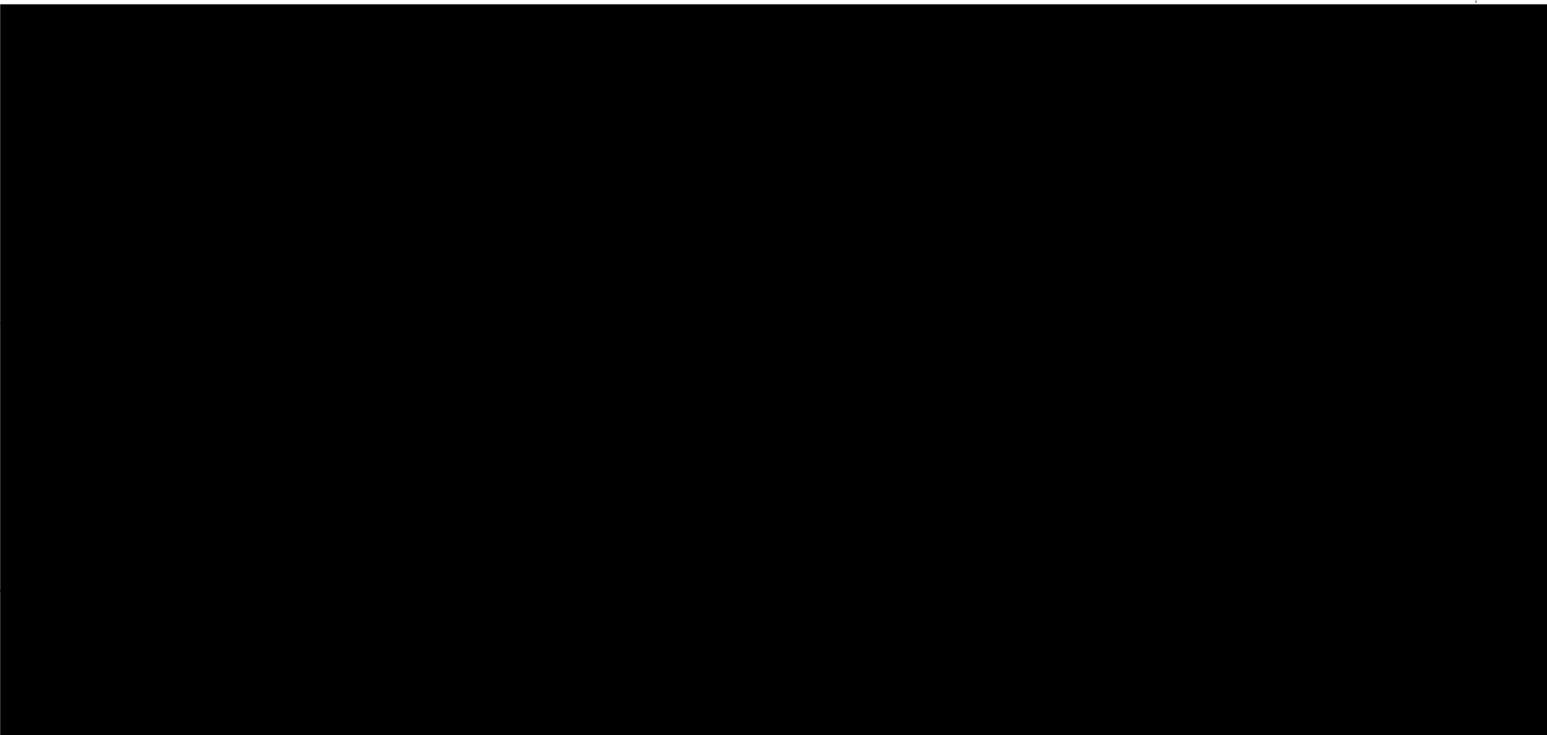
Date of completion— 1-16-52 Located in Business & Residence Use District

B Area, Class 1 $\frac{1}{2}$. Height Zone at time of issuance of permit

This certificate is issued subject to the limitations hereinafter specified and to the following resolutions of the Board of Standards and Appeals: (Calendar numbers to be inserted here)

PERMISSIBLE USE AND OCCUPANCY

STORY	LIVE LOADS lbs. per Sq. Ft.	PERSONS ACCOMMODATED			USE
		MALE	FEMALE	TOTAL	



--	--	--	--	--	--

[Handwritten signature]
Borough Superintendent.

DEPARTMENT OF HOUSING AND BUILDINGS

BOROUGH OF BRONX, CITY OF NEW YORK

MG

No. 1141

Date MAR 26 1952

CERTIFICATE OF OCCUPANCY

(Standard form adopted by the Board of Standards and Appeals and issued pursuant to Section 646 of the New York Charter, and Sections C.26-181.0 to C.26-187.0 inclusive Administrative Code 2.1.3.1. to 2.1.3.7. Building Code.)

This certificate supersedes C. O. No.

To the owner or owners of the building or premises:

THIS CERTIFIES that the ~~new~~ ~~altered~~ ~~existing~~ building premises located at
 685 E. 182nd St., NS, Grote St. & E. 182nd St., between Belmont Ave.
 & Cambreling Ave. Block 3085 Lot 30

, conforms substantially to the approved plans and specifications, and to the requirements of the building code and all other laws and ordinances, and of the rules and regulations of the Board of Standards and Appeals, applicable to a building of its class and kind at the time the permit was issued; and

CERTIFIES FURTHER that, any provisions of Section 646F of the New York Charter have been complied with as certified by a report of the Fire Commissioner to the Borough Superintendent.

~~Alt.~~ Alt. No.— 276-50

Occupancy classification— PUBLIC

Date of completion— 1-16-52

Construction classification— Fireproof
 Height 3 Stys. & ~~51'4"~~ ~~XXXXX~~
 Basement
 Located in Business & Residence Use District

B Area, Class 1 $\frac{1}{2}$. Height Zone at time of issuance of permit

This certificate is issued subject to the limitations hereinafter specified and to the following resolutions of the Board of Standards and Appeals: (Calendar numbers to be inserted here)

PERMISSIBLE USE AND OCCUPANCY

STORY	LIVE LOADS Lbs. per Sq. Ft.	PERSONS ACCOMMODATED			USE
		MALE	FEMALE	TOTAL	

FIRE DEPARTMENT, CITY OF NEW YORK - BUREAU OF FIRE PREVENTION



PERMIT IS NOT TRANSFERABLE TO ANY OTHER PERSON, FIRM OR CORPORATION AND MAY BE REVOKED AT ANY TIME BY THE FIRE COMMISSIONER

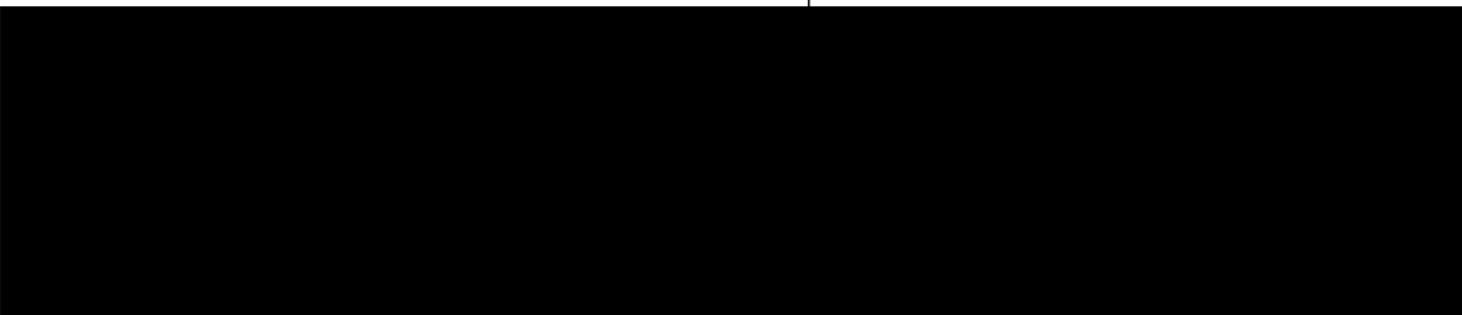
PERMIT SHALL BE PROMINENTLY DISPLAYED AT ALL TIMES ON PREMISES

FIRE DEPARTMENT, CITY OF NEW YORK

PERMIT

BUREAU OF FIRE PREVENTION

ACCOUNT NUMBER	TYPE	A.P.	D.O.	ADM. CO.	ISSUANCE DATE	PERMIT EXPIRES
02343986			07	L038	04/07/21	05/22
PREMISES ADDRESS				ACCOUNT NAME		



PERMIT TYPE

- 1 REGULAR
- 2 SUPPLEMENTAL
- 3 DUPLICATE

AQUINAS CONVENT
685 E 182ND ST
BRONX NY 10457-1801

** NO FEE ** 0.00

2020167834

FUEL OIL 3000G BURRIED
NO FEE GO TO MAIN OFFICE

BY ORDER OF THE FIRE COMMISSIONER

FIRE DEPARTMENT, CITY OF NEW YORK - BUREAU OF FIRE PREVENTION



PERMIT IS NOT TRANSFERABLE TO ANY OTHER PERSON, FIRM OR CORPORATION AND MAY BE REVOKED AT ANY TIME BY THE FIRE COMMISSIONER

PERMIT SHALL BE PROMINENTLY DISPLAYED AT ALL TIMES ON PREMISES

FIRE DEPARTMENT, CITY OF NEW YORK

PERMIT

BUREAU OF FIRE PREVENTION

ACCOUNT NUMBER	TYPE	A.P.	D.O.	ADM. CO.	ISSUANCE DATE	PERMIT EXPIRES
02094324	20	C	07	L038	04/21/21	05/22
PREMISES ADDRESS				ACCOUNT NAME		

AQUINAS HIGH SCHOOL



PERMIT TYPE

- 1
- 1=REGULAR
- 2=SUPPLEMENTAL
- 3=DUPLICATE

AQUINAS HIGH SCHOOL
685 E 182 ST
685 E 182ND ST
BRONX NY 10457-1801

** NO FEE ** 0.00



FUEL OIL 3000G #2 NO FEE
5,000G TK SEALED, AFFIDAVIT ON FILE
C OF A ON FILE

BY ORDER OF THE FIRE COMMISSIONER

FIRE DEPARTMENT, CITY OF NEW YORK - BUREAU OF FIRE PREVENTION



PERMIT IS NOT TRANSFERABLE TO ANY OTHER PERSON, FIRM OR CORPORATION AND MAY BE REVOKED AT ANY TIME BY THE FIRE COMMISSIONER

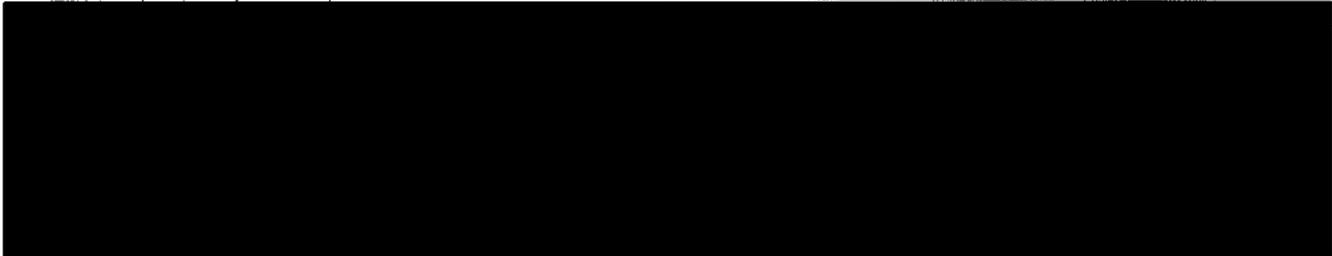
PERMIT SHALL BE PROMINENTLY DISPLAYED AT ALL TIMES ON PREMISES

FIRE DEPARTMENT, CITY OF NEW YORK

PERMIT

BUREAU OF FIRE PREVENTION

ACCOUNT NUMBER	TYPE	A.P.	D.O.	ADM. CO.	ISSUANCE DATE	PERMIT EXPIRES
98038052			07	L038	04/07/21	05/22
PREMISES ADDRESS				ACCOUNT NAME		
685 E 182 ST BRONX, NY 104571801				AQUINAS HIGH SCHOOL		



PERMIT TYPE

- 1
- 1=REGULAR
- 2=SUPPLEMENTAL
- 3=DUPLICATE

AQUINAS HIGH SCHOOL
685 E 182ND ST
BRONX NY 10457-1801

** NO FEE ** 0.00



13-MITSUBISHI UTS 5.5HP ROOF
1-CARRIER 6.5HP, 4-MITSUBISHI 5.5HP
YARD

BY ORDER OF THE FIRE COMMISSIONER

2021-2022 School Event Calendar

July 2021						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August 2021						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September 2021						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		20

October 2021						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November 2021						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December 2021						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

July	
4	Independence day
5	First Day of Summer School
30	Last day of Summer School

August	
16	Summer PD begins

September	
1	First Day of School
6	Labor Day-School Closed
13	Back to School Night
16	Yom Kippur- School closed

October	
11	Indigenous People's Day -School Closed
27	Parent Teacher Conference-School Closed
28	Parent Teacher Conference- Half Day

November	
11	Veterans Day- School Closed
25-26	Thanksgiving Recess

December	
24-31	Winter Recess- School Closed

January 2022						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February 2022						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March 2022						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2022						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 2022						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June 2022						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

January	
3	School Resumes
17	Martin Luther King Jr. Day- School closed
26	Parent Teacher Conference- School Closed
27	Parent Teacher Conference- Half Day

February	
1	Lunar New Year- School Closed
21-25	Midwinter Recess-School Closed

March	
29-31	3rd Grade ELA

April	
15-22	Spring Recess

May	
2	Eid al-Fitr School Closed
4	Parent Teacher Conference - School Closed
5	Parent Teacher Conference - Half Day
27, 30	Memorial Day recess - School Closed

June	
7	School Closed
9	School Closed
20	Juneteenth- School Closed
24	Last Day of School