

# Application: Cardinal McCloskey Community Charter School

Maria Campo - grants@csbm.com  
2021-2022 Annual Report

## Summary

**ID:** 0000000043  
**Last submitted:** Nov 1 2022 05:56 PM (EDT)  
**Labels:** SUNY Trustees

## Entry 1 School Info and Cover Page

**Completed** Aug 1 2022

### Instructions

#### Required of ALL Charter Schools

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

## Entry 1 School Information and Cover Page

**(New schools that were not open for instruction for the 2021-2022 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, 2022)** or you may not be assigned the correct tasks.

## BASIC INFORMATION

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**a. SCHOOL NAME**

(Select name from the drop down menu)

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL 800000089573

**a1. Popular School Name**

(No response)

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

Please select the correct authorizer as of June 30, 2022 or you may not be assigned the correct tasks.

SUNY BOARD OF TRUSTEES

**d. DISTRICT / CSD OF LOCATION**

CSD #10 - BRONX

**e. DATE OF INITIAL CHARTER**

11/2018

**f. DATE FIRST OPENED FOR INSTRUCTION**

8/2019

**c. School Unionized**

Is your charter school unionized?

No

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

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

**i. Total Approved Charter Enrollment for 2021-2022 School Year (exclude Pre-K program enrollment)**

300

**j. Total Enrollment on June 30, 2022 (exclude Pre-K program enrollment)**

265

**k. Grades Served during the 2021-2022 School Year (exclude Pre-K program students)**

Check all that apply

Grades Served

K, 1, 2, 3

**I1. 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 2022-2023?

No, just one site.

**CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL 800000089573**

**School Site 1 (Primary)**

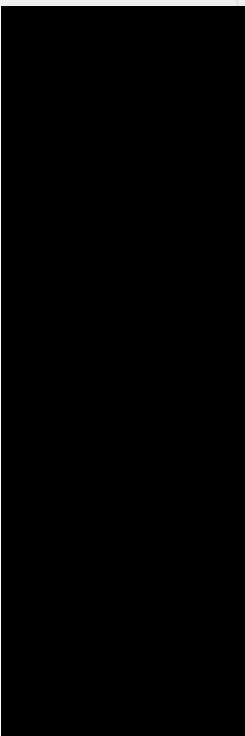


**m1. SCHOOL SITES**

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 Street, Bronx, NY 10457	347-708-0480	NYC CSD 10	K-4	K-4

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

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Jennifer Fedele	Founding Principal	347-708-0480		<a href="mailto:jfedele@cmccs.org">jfedele@cmccs.org</a>
Operational Leader	Jennifer Fedele	Founding Principal	347-708-0480		<a href="mailto:jfedele@cmccs.org">jfedele@cmccs.org</a>
Compliance Contact	Jennifer Fedele	Founding Principal	347-708-0480		<a href="mailto:jfedele@cmccs.org">jfedele@cmccs.org</a>
Complaint Contact	Jennifer Fedele	Founding Principal	347-708-0480		<a href="mailto:jfedele@cmccs.org">jfedele@cmccs.org</a>
DASA Coordinator	Sheneka Gumbs	Social Worker	347-708-0480		<a href="mailto:sgumbs@cmccs.org">sgumbs@cmccs.org</a>
Phone Contact for After Hours Emergencies	Jennifer Fedele	Founding Principal	347-708-0480		<a href="mailto:jfedele@cmccs.org">jfedele@cmccs.org</a>

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

Private Space

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**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.**

- **Fire inspection certificates must be updated annually. For the upcoming school year 2022-2023, the fire inspection certificate must be dated after July 1, 2021.**
- **If the fire inspection certificate is dated after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2022.**

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

[CMCCS COO.pdf](#)

**Filename:** CMCCS COO.pdf **Size:** 104.5 kB

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**Site 1 Fire Inspection Report**

[CMCCS FireInspectionReport.pdf](#)

**Filename:** CMCCS FireInspectionReport.pdf **Size:** 294.4 kB

**CHARTER REVISIONS DURING THE 2021-2022 SCHOOL YEAR**

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**n1. Were there any revisions to the school's charter during the 2021-2022 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 2021-2022 FY?**

Yes

## ATTESTATIONS

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

Name	Jennifer Fedele
Position	Founding Principal
Phone/Extension	347-708-0480
Email	<a href="mailto:jfedele@cmccs.org">jfedele@cmccs.org</a>

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

## Responses Selected:

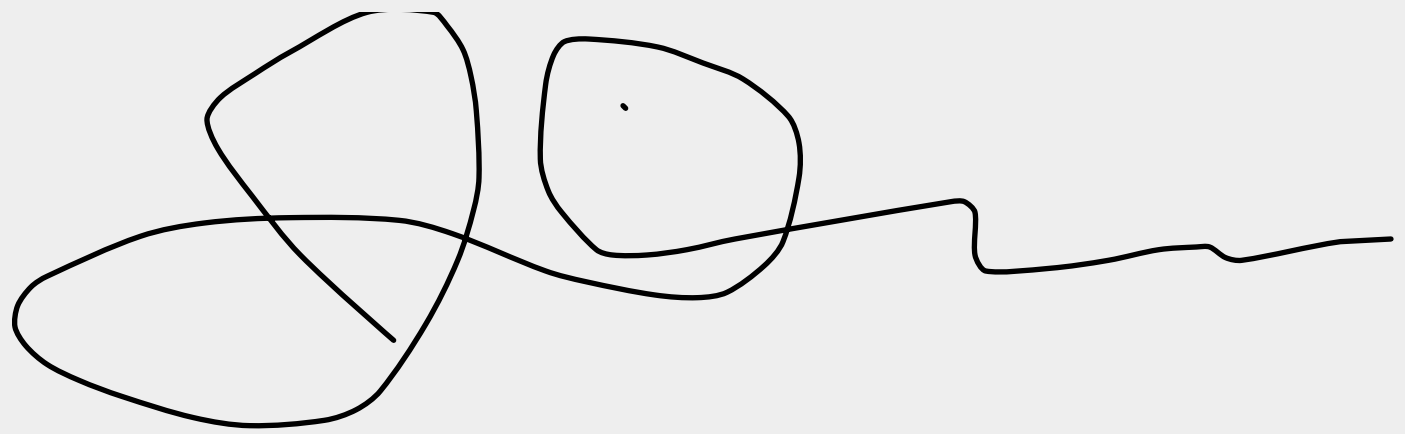
Yes

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

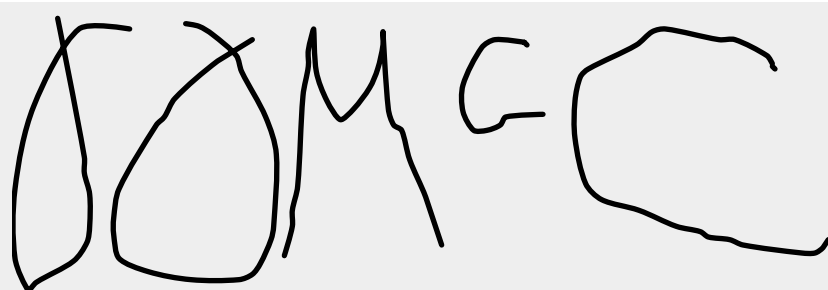
### Responses Selected:

Yes

Signature, Head of Charter School

A handwritten signature in black ink on a light gray background. The signature is stylized, starting with a large, loopy 'S' or 'C' shape, followed by a smaller loop, and then a long, horizontal, slightly wavy line extending to the right.

Signature, President of the Board of Trustees

A handwritten signature in black ink on a light gray background. The signature consists of several distinct, bold strokes. It starts with a large, rounded 'D' or 'O' shape, followed by a series of sharp, angular strokes that form a stylized 'M' or 'C' shape, and ends with a large, rounded 'C' shape.

## Date

(No response)



Thank you.

## Entry 3 Accountability Plan Progress Reports

Incomplete

### Instructions

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

SUNY-authorized charter schools must download an Accountability Plan Progress Report template at [Accountability Plan Progress Report](#). After completing, SUNY-authorized charter schools must upload the document into the SUNY Epicenter system by **September 15, 2022**. SUNY CSI will forward to NYSED CSO.

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

## Entry 4 - Audited Financial Statements

Incomplete

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

**ALL SUNY-authorized charter schools** must upload the financial statements and related documents in PDF format into the SUNY Epicenter system no later than **November 1, 2022**. SUNY CSI will forward to NYSED CSO. **SUNY-authorized charter schools** are asked to ensure that security features such as password protection are turned off.

**ALL Regents, NYCDOE, and Buffalo BOE-authorized charter schools** must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2022**. Upload the independent auditor's report, any advisory and/or management letter, and the internal controls report as one submission, combined into a PDF file, ensuring that security features such as password protections are removed from all school uploaded documents.

**PLEASE NOTE: This task appears as visible and optional task in the online portal until August 1 2022 but will be identified as a required task thereafter and due on November 1, 2022. This is a required task, and it is marked optional for administrative purposes only.**

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

Incomplete

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

SUNY-authorized schools must download the Excel spreadsheet entitled “Audited Financial Report Template” at <http://www.newyorkcharters.org/fiscal/>. After completing, schools must upload the document into the SUNY Epicenter system no later than **November 1, 2022**. SUNY CSI will forward to NYSED CSO.

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

## Entry 4c - Additional Financial Documents

**Incomplete** Hidden from applicant

**Instructions - Regents, NYCDOE and Buffalo BOE authorized schools** must upload financial documents and submit by **November 1, 2022**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a “federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold.”

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

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

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

## Entry 4d - Financial Services Contact Information

**Incomplete** Hidden from applicant

**Regents, NYCDOE, and Buffalo BOE authorized schools** should enter financial contact information directly into the form within the portal by **November 1, 2022**.

## 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 2022-2023 Budget

### Incomplete

**SUNY-authorized charter schools** should download the [2022-23 Budget and Quarterly Report Template and the 2022-23 Budget Narrative Questionnaire](#) from the SUNY website and upload the completed template into Epicenter. SUNY CSI will forward to NYSED CSO. **Due November 1, 2022.**

**Regents, NYCDOE, and Buffalo BOE authorized charter schools** should upload a copy of the school's FY22 Budget using the [2022-2023 Budget Template](#) in the portal or from the Annual Report website. **Due November 1, 2022.**

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

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

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

**Completed** Sep 14 2022

Due on August 1, 2022, 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 2021-2022 school year must complete and sign a [Trustee Disclosure of Financial Interest Form](#). Acceptable signature formats include:

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

All completed forms must be collected and uploaded in .PDF format for each individual member. **The education corporation is responsible for completing the form for trustees who left the board during the reporting year.**

Forms completed from past years will not be accepted. **Only the latest version of the form** (updated in April, 2022) is acceptable.).

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.

### **[21-22AR BoardDisclosure Grace](#)**

**Filename:** 21 22AR BoardDisclosure Grace.pdf **Size:** 316.9 kB

### **[21-22AR BoardDisclosure McCarthy](#)**

**Filename:** 21 22AR BoardDisclosure McCarthy.pdf **Size:** 1.0 MB

### **[2021-22 AR Financial Disclosure Form Ursillo](#)**

**Filename:** 2021 22 AR Financial Disclosure Fo sKEJgOl.pdf **Size:** 581.8 kB

### **[2021-22 AR Financial Disclosure Form Devries](#)**

**Filename:** 2021 22 AR Financial Disclosure Fo JvZfeQa.pdf **Size:** 581.8 kB

### **[2021-22 AR Financial Disclosure Form Quinn](#)**

**Filename:** 2021 22 AR Financial Disclosure Form Quinn.pdf **Size:** 581.8 kB

### **[2021-22 AR Financial Disclosure Form Charles](#)**

**Filename:** 2021 22 AR Financial Disclosure Fo MXKm6a0.pdf **Size:** 581.8 kB

### **[21-22AR BoardDisclosure Broderick](#)**

**Filename:** 21 22AR BoardDisclosure Broderick.pdf **Size:** 664.0 kB

### **[21-22AR BoardDisclosure Gershen-Lowy](#)**

**Filename:** 21 22AR BoardDisclosure Gershen Lowy.pdf **Size:** 1.1 MB

### **[21-22AR BoardDisclosure Thorne](#)**

**Filename:** 21 22AR BoardDisclosure Thorne.pdf **Size:** 3.7 MB

## **Entry 7 BOT Membership Table**

**Completed** Aug 1 2022

## **Instructions**

### **Required of ALL charter schools**

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



# Entry 7 BOT Table

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

## CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL 800000089573

### Authorizer:

Who is the authorizer of your charter school?

SUNY

### 1. 2021-2022 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 2021-2022
1	George Grace		Chair	Executive	Yes	1	11/08/2017	07/23/2021	5 or less
2	Peter Quinn		Treasurer	Finance	Yes	1	11/08/2017	02/01/2022	6
3	Dunica Charles		Trustee/Member	N/A	Yes	1	11/08/2017	06/30/2023	12

4	Joy Devries		Trustee/Member	N/A	Yes	1	11/08/2017	06/30/2022	12
5	Reva Gershen-Lowy		Secretary	Academic	Yes	1	07/01/2021	06/30/2024	12
6	James McCarthy		Vice Chair	N/A	Yes	1	07/01/2020	06/30/2023	12
7	Phyllis Thorne		Chair	Academic	Yes	1	07/01/2021	07/12/2022	12
8	William Ursillo		Trustee/Member	Academic	Yes	2	07/01/2022	06/30/2025	12
9	Sr. Patricia Broderick		Trustee/Member	N/A	Yes	2	07/01/2022	06/30/2025	12

**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, 2022	6
b.Total Number of Members Added During 2021-2022	0
c. Total Number of Members who Departed during 2021-2022	3
d.Total Number of members, as set in Bylaws, Resolution or Minutes	15

### 3. Number of Board meetings held during 2021-2022

13

### 4. Number of Board meetings scheduled for 2022-2023

12

### Total number of Voting Members on June 30, 2022:

6

### Total number of Voting Members added during the 2021-2022 school year:

0

Total number of Voting Members who departed during the 2021-2022 school year:

3

Total Maximum Number of Voting members in 2021-2022, as set by the board in bylaws, resolution, or minutes:

15

Thank you.

## Entry 8 Board Meeting Minutes

**Incomplete** 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 2021-June 2022), which should match the number of meetings held during the 2021-2022 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by **August 1, 2022**.

## Entry 9 Enrollment & Retention

**Completed** Aug 1 2022

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

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

Describe the good faith efforts the charter school has made in 2021-2022 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 2022-2023.

## Entry 9 Enrollment and Retention of Special Populations

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2021-2022	Describe Recruitment Plans in 2022-2023
Economically Disadvantaged	<p>In the 2021-2022 school year, 92% 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 1.5 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"> <li>• Direct outreach to daycare and Head Start programs, child-serving organizations, after-school programs, and community-based nonprofit organizations in targeted low-income neighborhoods</li> <li>• Awareness building among parents and caregivers of children in Cardinal McCloskey Community Services' Head Start, pre-kindergarten, Foster Care, and Preventive Services programs</li> <li>• 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</li> <li>• Advertisements in local and targeted media and promote its programs widely through e-mail and direct mail campaigns and "boots on the ground" recruitment activities, including distribution of flyers and other materials at subway stations,</li> </ul>	<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>libraries, parks, and similar places and participation in school fairs and other public events</p> <ul style="list-style-type: none"> <li>• Support for families in completing all necessary paperwork to ensure eligible students participate in the lunch program</li> <li>• Brochures and mailings that highlighted the special programs provided to students at no cost to families</li> <li>• Numerous information sessions and “open house” events to inform families about the school.</li> </ul>	
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 daycares 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>
Students with Disabilities	<p>In 2021-22, the percentage of students with disabilities was 19%, meeting our enrollment target. The following strategies were used:</p> <ul style="list-style-type: none"> <li>• Recruiting from within Cardinal McCloskey Community Services’ Foster Care and Preventive Services programs, which have a large percentage of children with IEPs</li> <li>• Recruiting at pre-schools and</li> </ul>	<p>As the school met the target for enrollment of students with disabilities, we will continue these recruitment strategies in</p>

	<p>Head Start programs that enroll large percentages of SWDs</p> <ul style="list-style-type: none"> <li>• Highlighting programs and support provided for special needs students in all advertising and materials</li> <li>• Utilizing a Weighted Lottery Generator to give added weight in the admissions lottery to children who are SWDs.</li> </ul>	the coming year.
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## Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2021-2022	Describe Retention Plans in 2022-2023
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 trips 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, which is making supportive services available to families of children enrolled at the charter school.</p>	<p>Given the high retention rate of economically disadvantaged students, we will utilize the same strategies in the coming year.</p>

English Language Learners	<p>The school's retention of English Language Learners was close to 100% in 2021-2022 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"> <li>• Translators at all school events, such as parent-teacher conferences</li> <li>• Translation of all school notices and materials sent home</li> <li>• Comprehensive ELL services provided by certified, qualified instructors</li> <li>• Administrative staff fluent in languages other than English.</li> </ul>	<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 implemented with fidelity. Families are continually informed of each student's progress.</p>	<p>Given the high retention rate of Students with Disabilities, we will utilize the same strategies in the coming year. Throughout the year, we will assess the needs of all Students with Disabilities and implement program changes if warranted.</p>



# Entry 10 - Teacher and Administrator Attrition

Completed Aug 1 2022

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

### A. TEACH System - Employee Clearance

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

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

<sup>[1]</sup> Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.nysed.gov/common/nysed/files/programs/charter-schools/employeefingerprintoct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

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## **B. Emergency Conditional Clearances**

### **Emergency Conditional Clearances**

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

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

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

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### **Attestation**

#### **Responses Selected:**

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

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

**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, 2022)	
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	
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. Mathematics	
ii. Science	
iii. Computer Science	
iv. Technology	
v. Career and Technical Education	
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, 2022)	
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	
Total Category C: not to exceed 5	0

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

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

	FTE Count
Total	

### 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 2021-2022 **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 1 2022

### [Instructions for submitting School Calendar](#)

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

If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 1, 2022 submission. Charter schools must upload a final school calendar into the portal and may do so at any time but no later than **September 15, 2022**.

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

Board of Regents-authorized charter schools also are required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month. See an example of a calendar showing the requested information. Schools are encouraged to use a calendar template and ensure there is a monthly tally of instructional days.

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

### **CMCCS Calendar 2022-2023**

Filename: CMCCS Calendar 2022 2023.pdf Size: 177.5 kB

## Entry 14 Links to Critical Documents on School Website

Completed Aug 1 2022

### Instructions

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

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

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

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

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

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

	Link to Documents
1. Current Annual Report (i.e., 2021-2022 Annual Report)	<a href="https://www.cmccs.org/policies/">https://www.cmccs.org/policies/</a>
2. Board meeting notices, agendas and documents	<a href="https://www.cmccs.org/board-executive-finance-meetings/">https://www.cmccs.org/board-executive-finance-meetings/</a>
3. New York State School Report Card	<a href="https://data.nysed.gov/essa.php?instid=800000089573&amp;year=2021&amp;createreport=1&amp;OverallStatus=1&amp;section_1003=1&amp;EMStatus=1&amp;EMchronic=1&amp;naep=1&amp;expend=1&amp;staffqual=4&amp;eddata=1">https://data.nysed.gov/essa.php?instid=800000089573&amp;year=2021&amp;createreport=1&amp;OverallStatus=1&amp;section_1003=1&amp;EMStatus=1&amp;EMchronic=1&amp;naep=1&amp;expend=1&amp;staffqual=4&amp;eddata=1</a>
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	<a href="https://www.cmccs.org/">https://www.cmccs.org/</a>
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo	<a href="https://www.cmccs.org/wp-content/uploads/2021/11/CMCCS-District-Wide-Safety-Plan-2021-2022.pdf">https://www.cmccs.org/wp-content/uploads/2021/11/CMCCS-District-Wide-Safety-Plan-2021-2022.pdf</a>
6. Authorizer-approved FOIL Policy	<a href="https://www.cmccs.org/wp-content/uploads/2020/07/Appendix-I-Freedom-of-Information-Law-FOIL-Policy.pdf">https://www.cmccs.org/wp-content/uploads/2020/07/Appendix-I-Freedom-of-Information-Law-FOIL-Policy.pdf</a>
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	<a href="https://www.cmccs.org/wp-content/uploads/2020/07/Appendix-I-Freedom-of-Information-Law-FOIL-Policy.pdf">https://www.cmccs.org/wp-content/uploads/2020/07/Appendix-I-Freedom-of-Information-Law-FOIL-Policy.pdf</a>

**Thank you.**



## **Entry 15 Staff Roster**

**Incomplete** Hidden from applicant



## INSTRUCTIONS

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

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

**Use of the 2021-2022 Annual Report Faculty/Staff roster template is required. Each of the data elements, with the exception of the Notes, are required, and use of the drop-down options, when provided, is also required. Reminders:** Please use the notes section provided to add any additional information as deemed necessary. Failure to adhere to the guidelines and validations in the Staff Roster Template will result in a resubmission of a fully corrected roster.

Please note the roster should include all staff employed any point from July 1, 2021 to June 30, 2022, including those employed on June 30th.



REPORT TO THE AUDIT COMMITTEE

# CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL

AUDIT WRAP UP:  
YEAR ENDED JUNE 30, 2022

**BDO**

## REPORT TO THE AUDIT COMMITTEE



CARDINAL McCLOSKEY  
COMMUNITY CHARTER SCHOOL

AUDIT WRAP UP: YEAR ENDED JUNE 30, 2022

**BDO**

# Contents

## QUICK ACCESS TO THE FULL REPORT

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The following communication was prepared as part of our audit, has consequential limitations, and is intended solely for the information and use of those charged with governance (e.g., Board of Directors and Audit Committee) and, if appropriate, management of the School, and is not intended and should not be used by anyone other than these specified parties.

# Welcome

October 27, 2022

The Audit Committee

Cardinal McCloskey Community Charter School

Professional standards require us to communicate with you regarding matters related to the audit, that are, in our professional judgment, significant and relevant to your responsibilities in overseeing the financial reporting process. On September 8, 2022, we presented an overview of our plan for the audit of the financial statements of Cardinal McCloskey community Charter School, the school as of and for the year ended June 30, 2022, including a summary of our overall objectives for the audit, and the nature, scope, and timing of the planned audit work.

This communication is intended to elaborate on the significant findings from our audit, including our views on the qualitative aspects of the School's accounting practices and policies, management's judgments and estimates, financial statement disclosures, and other required matters.

We are pleased to be of service to the School's and look forward to meeting with you on October 27, 2022, to discuss our audit findings, as well as other matters that may be of interest to you, and to answer any questions you might have.

Respectfully,

*BDO USA, LLP*

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## Executive Summary



# Status of Our Audit

We have substantially completed our audit of the financial statements as of and for the year ended June 30, 2022. Our audit was conducted in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards*. This audit of the financial statements does not relieve management or those charged with governance of their responsibilities.

- ▶ The objective of our audit was to obtain reasonable - not absolute - assurance about whether the financial statements are free from material misstatements.
- ▶ The scope of the work performed was substantially the same as that described to you in our earlier Audit Planning communications.
- ▶ We expect to issue an unmodified opinion on the financial statements and release our report on October 27, 2022.
- ▶ We expect to issue our 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*.
- ▶ Our responsibility for other information in documents containing the School's audited financial statements does not extend beyond the financial information identified in the audit report, and we are not required to perform procedures to corroborate such other information. However, in accordance with professional standards, we will read the information included by the School and consider whether such information, or the manner of its presentation, is materially inconsistent with its presentation in the financial statements. Our responsibility also includes calling to management's attention any information that we believe is a material misstatement of fact. We have not identified any material inconsistencies or concluded there are any material misstatements of facts in the other information that management has chosen not to correct
- ▶ All records and information requested by BDO were freely available for our inspection.
- ▶ Management's cooperation was excellent. We received full access to all information that we requested while performing our audit, and we acknowledge the full cooperation extended to us by all levels of Schools personnel throughout the course of our work.

# Results of the Audit

## ACCOUNTING PRACTICES, POLICIES, ESTIMATES

The following summarizes the more significant required communications related to our audit concerning the School's accounting practices, policies, and estimates.

The School's significant accounting practices and policies are those included in Note 2 to the financial statements. These accounting practices and policies are appropriate, comply with generally accepted accounting principles and industry practice, were consistently applied, and are adequately described within Note 2 to the financial statements.

- ▶ A summary of recently issued accounting pronouncements is included in Note 2 to the School's financial statements.
- ▶ The School adopted ASU 2020-07, Presentation and Disclosures by Not-For-Profit Entities for Contributed Nonfinancial Assets (Topic 958), retrospectively as of July 1, 2021. The update requires not-for-profits to present contributed nonfinancial assets as a separate line item in the statement of activities, and to disclose information regarding each type of contributed nonfinancial assets. The adoption of this update had no effect on the School's change in net assets or cash flows.
- ▶ There were no changes in significant accounting policies and practices during FY22

Significant estimates are those that require management's most difficult, subjective, or complex judgments, often as a result of the need to make estimates about the effects of matters that are inherently uncertain. The School's significant accounting estimates, including a description of management's processes and significant assumptions used in development of the estimates, are disclosed in note 2 of the financial statements.

### Significant Accounting Estimates

Allowances on Grants and Other Receivables

Useful Lives of Fixed Assets

Allocation of Functional Expenses

Fair Value Measurements

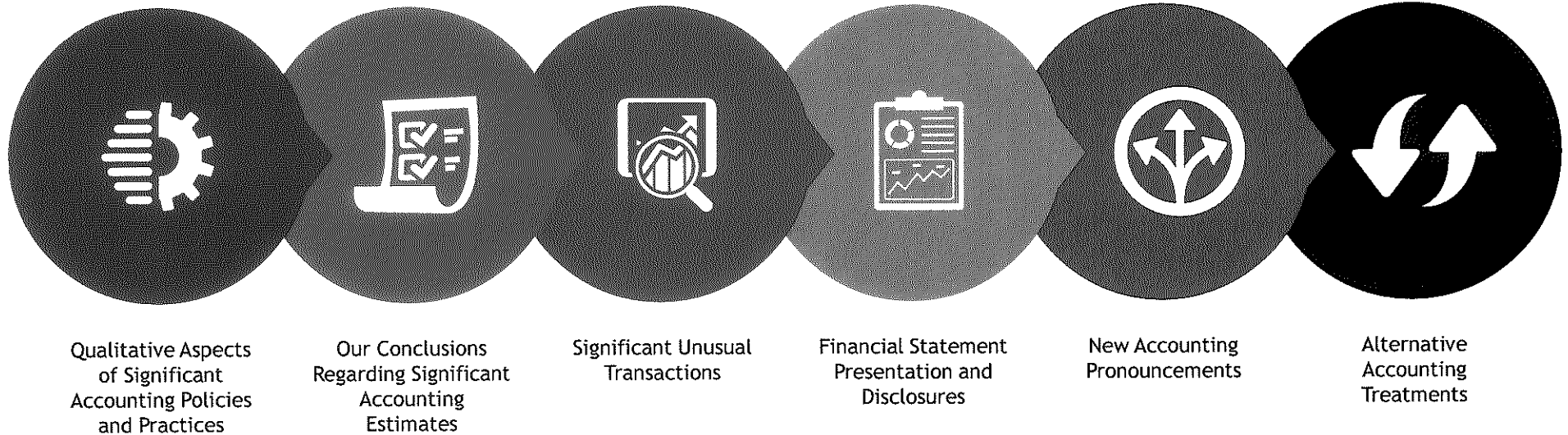
- ▶ Management did not make any significant changes to the processes or significant assumptions used to develop the significant accounting estimates during the year ended June 30, 2022



# Results of the Audit

## QUALITATIVE ASPECTS OF THE SCHOOL'S FINANCIAL REPORTING

A discussion will be held regarding the quality of the Company's financial reporting, which will include:



# Results of the Audit

## CORRECTED AND UNCORRECTED MISSTATEMENTS

Please refer to the Adjusting Journal Entries (AJEs) report in Appendix A for the full list of adjusting journal entries made during the year ended June 30, 2022.

There were no uncorrected misstatements, other than those that were clearly trivial, related to accounts and/or disclosures that we presented to management.



## Highlights: Results of the Audit - Assets

ASSETS				
	2022	2021	Change	
Cash	\$ 2,698,950	\$ 1,673,582	\$ 1,025,368	
Cash - restricted	75,009	50,004	25,005	
Grants and other receivables	921,938	494,397	427,541	
Due from related entities	52,848	-	52,848	
Prepaid expenses and other assets	123,421	176,827	(53,406)	
Property and equipment, net	245,342	223,585	21,757	
	<u>\$ 4,117,508</u>	<u>\$ 2,618,395</u>	<u>\$ 1,499,113</u>	

- The increase in cash is due to the School receiving a greater amount of funds in FY 2022 due to an increase in the number of FTE students from prior year, in combination with an increase in the per-pupil funding rate.

## Highlights: Results of the Audit - Liabilities and Net Assets

LIABILITIES AND NET ASSETS				
	2022	2021	Change	
Accounts payable and accrued expenses	\$ 399,846	\$ 57,062	\$ 342,784	
Accrued salaries and other payroll related expenses	529,981	213,235	316,746	
Due to NYC Department of Education	26,529	26,627	(98)	
Total Liabilities	\$ 956,356	\$ 296,924	\$ 659,432	
Net assets - without donor restrictions	\$ 3,161,152	\$ 2,266,954	\$ 894,198	
Net assets - with donor restrictions	-	54,517	(54,517)	
Total Net Assets	\$ 3,161,152	\$ 2,321,471	\$ 839,681	
Total Liabilities and Net Assets	\$ 4,117,508	\$ 2,618,395	\$ 1,499,113	

## Highlights: Results of the Audit - Liabilities and Net Assets

NET ASSETS				
	2022		2021	Change
Net assets - without donor restrictions	\$ 3,161,152	\$	2,266,954	\$ 894,198
Net assets - with donor restrictions	-		54,517	(54,517)
Total Net Assets	\$ 3,161,152	\$	2,321,471	\$ 839,681
Reconciliation of the Change in Net Assets	2022		2021	
Change in Net Assets	839,681		1,368,374	
Net change	(528,693)			
The following represents significant fluctuations in the change in net assets between the current and prior year:				
Increase in revenue and support	\$ 2,272,049	Refer to page 13		
Increase in expenses	(2,800,742)	Refer to page 14		
	\$ (528,693)			

## Highlights: Results of the Audit - Revenues

REVENUE AND OTHER SUPPORT					
	<i>Without Donor Restrictions</i>	<i>With Donor Restrictions</i>	2022	2021	Change
State and local per pupil operating revenue	\$ 6,437,190	\$ -	\$ 6,437,190	\$ 4,701,228	\$ 1,735,962
Government grants and contracts	811,540	-	811,540	275,453	536,087
	<b>\$ 7,248,730</b>	<b>\$ -</b>	<b>\$ 7,248,730</b>	<b>\$ 4,976,681</b>	<b>\$ 2,272,049</b>

- The increase in per-pupil funding is mainly due to the increase in scholar count in both general education and special education FTEs in the School (see below).

FTE BREAKDOWN			
	2022	2021	Change
Total General Education FTE	263	222	41
Special Education FTE Breakdown			
Less than 20%	10	9	1
Between 20% and 60%	2	2	0
More than 60%	42	30	12
	55	41	14

## Highlights: Results of the Audit - Expenses

EXPENSES					
	2022		2021		Change
Program services:					
General education	\$	3,932,831	\$	2,163,799	\$ 1,769,032
Special education		1,449,228		949,040	500,188
Total Program services	\$	5,382,059	\$	3,112,839	\$ 2,269,220
Supporting services:					
Management and general	\$	1,024,922	\$	493,797	\$ 531,125
Fundraising		2,068		1,671	397
Total Supporting services	\$	1,026,990	\$	495,468	\$ 531,522
Total Expenses	\$	6,409,049	\$	3,608,307	\$ 2,800,742

- The increase in program services expenses is mainly due to the increase in personnel service costs in FY 2022. This increase is relative to the increase in scholars/FTEs in general education and special education.

## Highlights: Results of the Audit - Expenses (continued)

	2022	2021	Change
Program services expense	\$ 5,382,059	\$ 3,112,839	\$ 2,269,220
Management and general	1,026,990	495,468	531,522
Total FTE of Gen Ed Scholars	264	222	42
Program services expense per Scholar	20,387	14,022	6,365
General and administrative per Scholar	3,890	2,232	1,658
	\$ 24,277	\$ 16,254	\$ 8,023

- Management and general expenses include accounting fees and payroll costs for School Operations and Administrative employees.
- The increase in program services expenses is mainly due to the increase in personnel service costs in FY 2022. This increase is relative to the increase in scholars/FTEs in general education and special education.

	2022	2021	Change
Significant Expense Fluctuations			
Salaries and staff	\$ 2,945,347	\$ 1,933,351	\$ 1,011,996
Rent/Building	1,246,636	509,332	737,304

- Variance is due to a 7% increase in employees' salaries and longevity payments. The school also awarded an additional amount to TAs who filled the void left by the shortage of teachers. To deal with the loss of learning during COVID-19, the school had more vigorous summer programs.



## Highlights: Results of the Audit - Expenses (continued)

FUNCTIONAL CLASS ANALYSIS (\$)						
	Program Services			Supporting Services		Total Expenses
	General Education	Special Education	Total	Management and General	Fundraising	
June 30, 2022	\$ 3,932,831	\$ 1,449,228	\$ 5,382,059	\$ 1,024,922	\$ 2,068	\$ 6,409,049
June 30, 2021	2,163,799	949,040	3,112,839	493,797	1,671	3,608,307
Increase / (Decrease) (\$)	\$ 1,769,032	\$ 500,188	\$ 2,269,220	\$ 531,125	\$ 397	\$ 2,800,742

FUNCTIONAL CLASS ANALYSIS (%)						
	Program Services			Supporting Services		Total Expenses
	General Education	Special Education	Total	Management and General	Fundraising	
June 30, 2022	61.36%	22.61%	83.98%	15.99%	0.03%	100%
June 30, 2021	60.00%	26.00%	86.27%	13.69%	0.05%	100%
Increase / (Decrease) (%)	1.36%	-3.39%	-2.29%	2.31%	-0.01%	

► Refer to Historical Trends section for the School's functional expenses categories relationship for FY 2020 through FY 2022



## Internal Control Over Financial Reporting

# 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 our auditing procedures 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.

Our consideration of internal control was for the limited purpose described above and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses.

We are required to communicate, in writing, to those charged with governance all material weaknesses and significant deficiencies that have been identified in the School's internal control over financial reporting. The definitions of control deficiency, significant deficiency and material weakness follow:

Category	Definition
Control Deficiency	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.
Significant Deficiency	A deficiency or 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.
Material Weakness	A deficiency or 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.

In conjunction with our audit of the financial statements, we noted no material weaknesses.



## Additional Required Communications

# Other Required Communications

Following is a summary of other required items, along with specific discussion points as they pertain to the School:

Requirement	Discussion Point
Significant changes to planned audit strategy or significant risks initially identified	There were no significant changes to the planned audit strategy or significant risks initially identified and previously communicated to those charged with governance as part of our Audit Planning communications.
Obtain information from those charged with governance relevant to the audit	There were no matters noted relevant to the audit, including, but not limited to: violations or possible violations of laws or regulations; risk of material misstatements, including fraud risks; or tips or complaints regarding the School's financial reporting that we were made aware of as a result of our inquiry of those charged with governance.
Nature and extent of specialized skills or knowledge needed related to significant risks	There were no specialized skills or knowledge needed, outside of the core engagement team, to perform the planned audit procedures or evaluate audit results related to significant risks.
Consultations with other accountants	We are not aware of any consultations about accounting or auditing matters between management and other independent public accountants. Nor are we aware of opinions obtained by management from other independent public accountants on the application of generally accepted accounting principles.
Significant findings and issues arising during the audit in connection with the School's related parties	We have evaluated whether the identified related party relationships and transactions have been appropriately identified, accounted for, and disclosed and whether the effects of the related party relationships and transactions, based on the audit evidence obtained, prevent the financial statements from achieving fair presentation.
Significant findings or issues arising during the audit that were discussed, or were the subject of correspondence, with management	There were no significant findings or issues arising during the audit that were discussed, or were the subject of correspondence, with management.
Disagreements with management	There were no disagreements with management about matters, whether or not satisfactorily resolved, that individually or in aggregate could be significant to the School's financial statements or to our auditor's report.

## Other Required Communications

Following is a summary of other required items, along with specific discussion points as they pertain to the School:

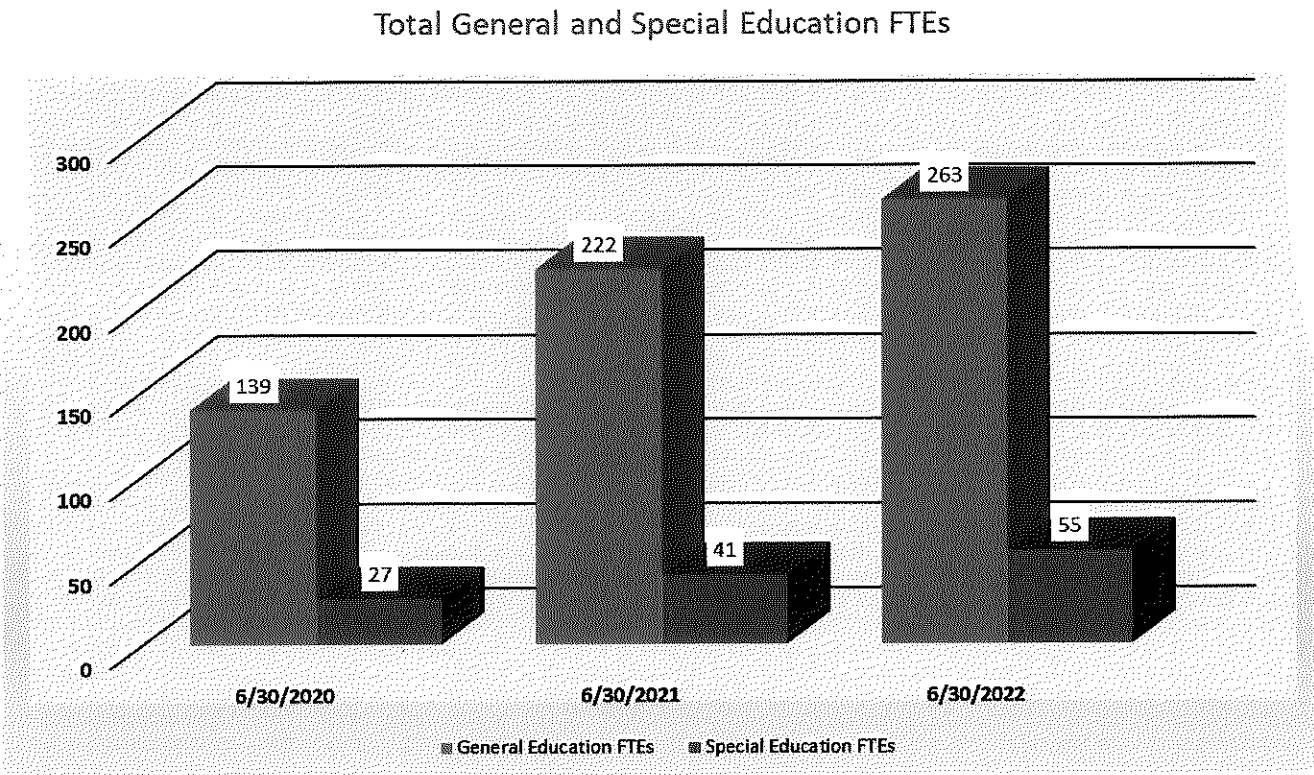
Requirement	Discussion Point
Significant difficulties encountered during the audit	There were no significant difficulties encountered during the audit.
Matters that are difficult or contentious for which the auditor consulted outside the engagement team	There were no difficult or contentious matters that we consulted with others outside the engagement team that we reasonably determined to be relevant to those charged with governance regarding their oversight of the financial reporting process.
If applicable, other matters significant to the oversight of the School's financial reporting process, including complaints or concerns regarding accounting or auditing matters	Our testing of debit card transactions also revealed one instance where the School paid sales tax. As the School is deemed a qualified tax-exempt organization, the School should not pay any sales tax on purchases made to achieve the mission of the School. We recommend that management reviews debit card receipts and invoices to ensure that the School is not being charged sales tax, and to inform the School's vendors as such. In addition, we recommend that the School file for reimbursement with New York State.
Representations requested from management	Please refer to the management representation letter.

# Independence

Our engagement letter to you dated May 26, 2022, describes our responsibilities in accordance with professional standards and certain regulatory authorities and *Government Auditing Standards* with regard to independence and the performance of our services. This letter also stipulates the responsibilities of the School with respect to independence as agreed to by the School. Please refer to that letter for further information.

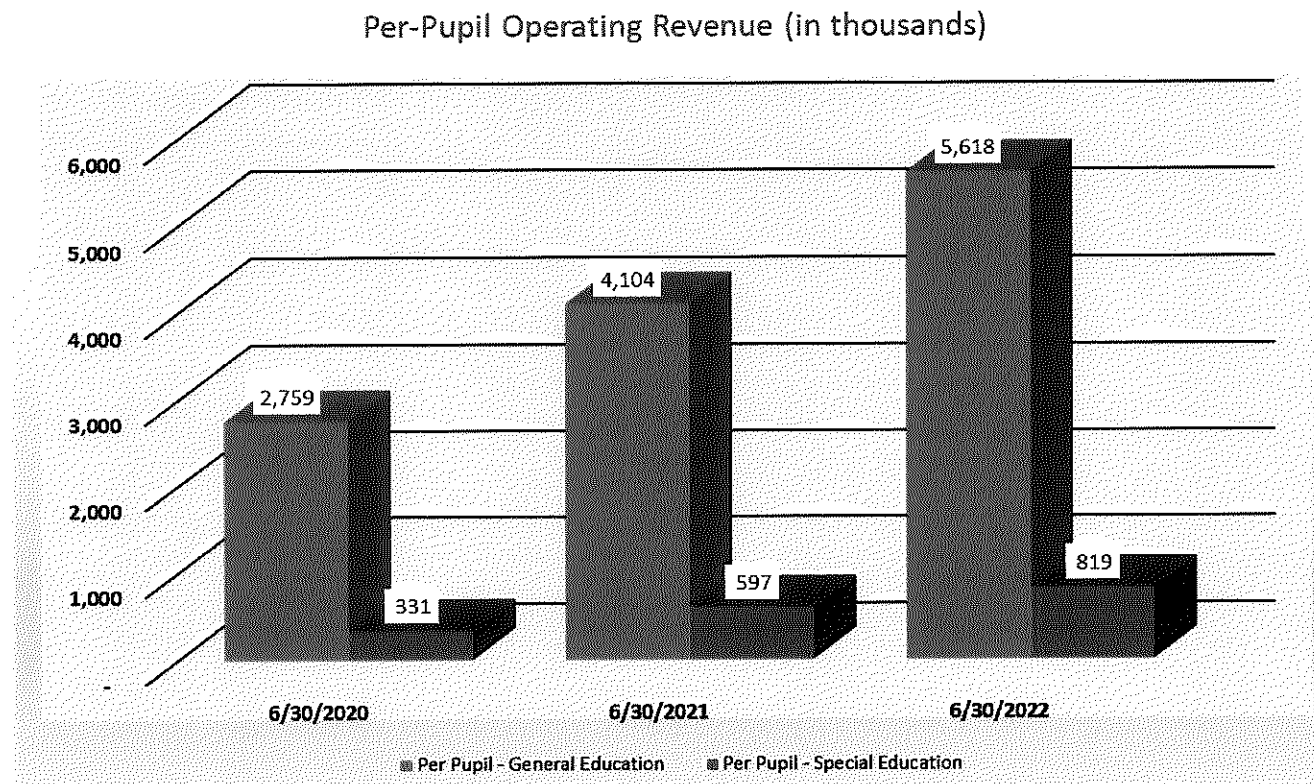


# Cardinal McCloskey Community Charter School - Historical Trends

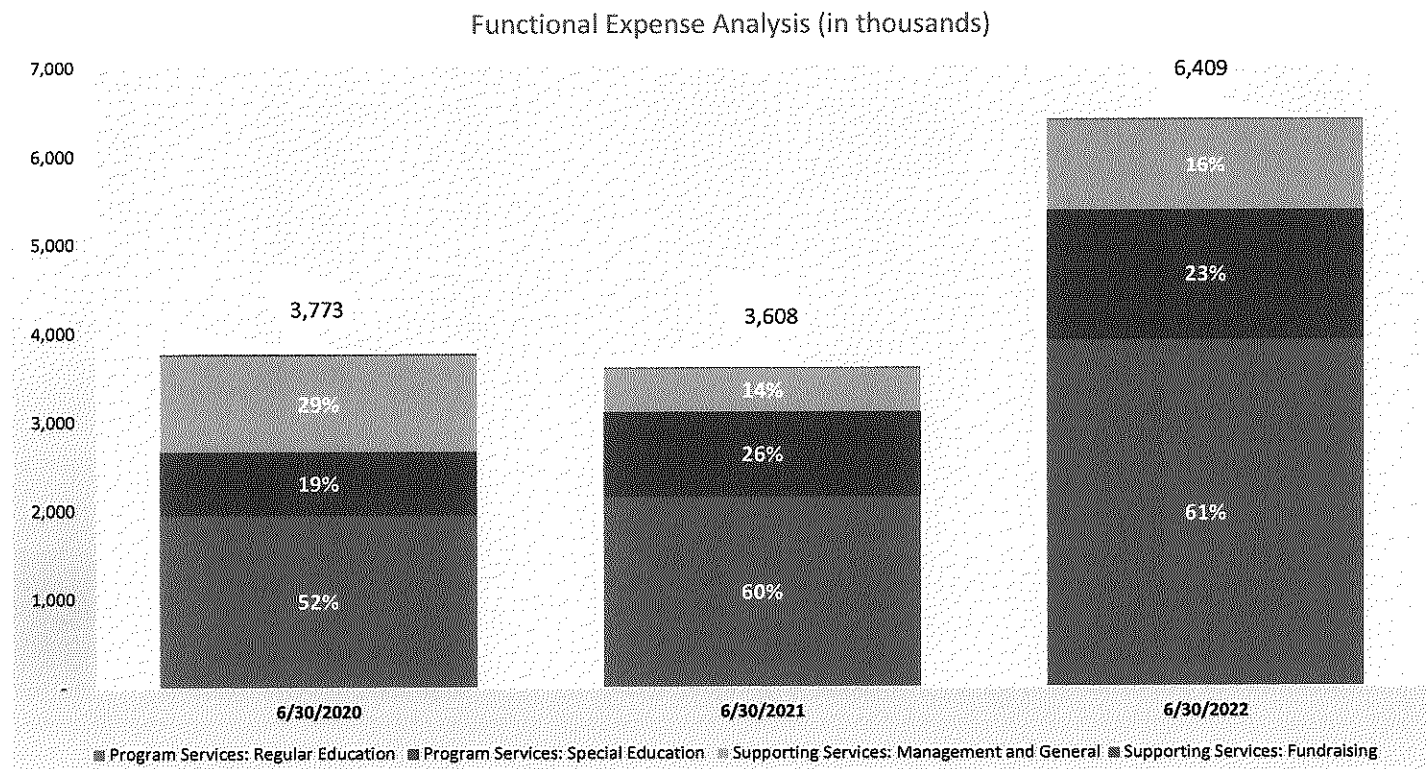




## Cardinal McCloskey Community Charter School - Historical Trends



# Cardinal McCloskey Community Charter School - Historical Trends





## Appendix

## Appendix A - Schedule of Adjusting Journal Entries Report

### ADJUSTED JOURNAL ENTRIES REPORT

<u>Item #</u>	<u>Account Name and Adjustment Description</u>	<u>Debit</u>	<u>Credit</u>
1	PBC - To remove duplicate invoice - ISI Integrated Supply		
	Accounts Payable (A/P)	\$ 7,408	
	Office Expenses:Office Supplies		\$ 7,408
2	PBC - To carryover ESSER II funds to cover FY 23 expenses.		
	Accounts Receivable		\$ 15,105
	Federal Grants:ESSER II	\$ 15,105	
3	PBC - To record final FY 2022 Per Pupil Reconciliation.		
	State Grants:Per Pupil General Education	\$ 16,844	
	State Grants:Per Pupil Special Education	\$ 114,208	
	Unearned/Deferred Revenue		\$ 16,844
	Accounts Receivable		\$ 114,208

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# **Cardinal McCloskey Community Charter School**

Financial Statements  
Years Ended June 30, 2022 and 2021

# **Cardinal McCloskey Community Charter School**

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Financial Statements  
Years Ended June 30, 2022 and 2021

# Cardinal McCloskey Community Charter School

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## **Independent Auditor's Report**

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

### ***Opinion***

We have audited the financial statements of Cardinal McCloskey Community Charter School (the "School"), which comprise the statements of financial position as of June 30, 2022 and 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.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the School as of June 30, 2022 and 2021, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Basis for Opinion***

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

### ***Responsibilities of Management for the Financial Statements***

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

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern within one year after the date that the financial statements are issued or available to be issued.



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

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

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

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

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



### ***Other Matters***

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

In accordance with *Government Auditing Standards*, we have also issued our report dated October 27, 2022 on our consideration of the 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 the School's internal control over financial reporting and compliance.

*BDO USA, LLP*

New York, NY  
October 27, 2022

# Cardinal McCloskey Community Charter School

## Statements of Financial Position

<i>June 30,</i>	2022	2021
<b>Assets</b>		
Cash	\$ 2,698,950	\$ 1,673,582
Cash - restricted	75,009	50,004
Grants and other receivables	921,938	494,397
Prepaid expenses and other assets	123,421	176,827
Due from related entities	52,848	-
Property and equipment, net	245,342	223,585
<b>Total Assets</b>	<b>\$ 4,117,508</b>	<b>\$ 2,618,395</b>
<b>Liabilities and Net Assets</b>		
<b>Liabilities</b>		
Accounts payable and accrued expenses	\$ 399,846	\$ 57,062
Accrued salaries and other payroll related expenses	529,981	213,235
Due to NYC Department of Education	26,529	26,627
<b>Total Liabilities</b>	<b>956,356</b>	<b>296,924</b>
<b>Commitments and Contingencies (Notes 2, 3, 7 and 10)</b>		
<b>Net Assets</b>		
Net assets - without donor restrictions	3,161,152	2,266,954
Net assets - with donor restrictions	-	54,517
<b>Total Net Assets</b>	<b>3,161,152</b>	<b>2,321,471</b>
<b>Total Liabilities and Net Assets</b>	<b>\$ 4,117,508</b>	<b>\$ 2,618,395</b>

*See accompanying notes to the financial statements.*

# Cardinal McCloskey Community Charter School

## Statements of Activities

<i>Year Ended June 30,</i>	<b>2022</b>	<b>2021</b>
<b>Change in Net Assets without Donor Restrictions</b>		
<b>Operating Revenue without Donor Restrictions</b>		
State and local per pupil operating revenue	\$ 6,437,190	\$ 4,701,228
Government grants and contracts	811,540	275,453
	<b>7,248,730</b>	<b>4,976,681</b>
<b>Net Assets Released from Restrictions</b>		
Satisfaction of program restrictions	54,517	44,592
<b>Total Operating Revenue without Donor Restrictions</b>	<b>7,303,247</b>	<b>5,021,273</b>
<b>Expenses</b>		
Program services	5,382,059	3,112,839
Management and general	1,024,922	493,797
Fundraising	2,068	1,671
<b>Total Expenses</b>	<b>6,409,049</b>	<b>3,608,307</b>
<b>Increase in Net Assets without Donor Restrictions</b>	<b>894,198</b>	<b>1,412,966</b>
<b>Change in Net Assets with Donor Restrictions</b>		
Net assets released from restrictions	(54,517)	(44,592)
<b>Decrease in Net Assets with Donor Restrictions</b>	<b>(54,517)</b>	<b>(44,592)</b>
<b>Change in Net Assets</b>	<b>839,681</b>	<b>1,368,374</b>
<b>Net Assets, beginning of the year</b>	<b>2,321,471</b>	<b>953,097</b>
<b>Net Assets, end of the year</b>	<b>\$ 3,161,152</b>	<b>\$ 2,321,471</b>

*See accompanying notes to the financial statements.*

# Cardinal McCloskey Community Charter School

## Statement of Functional Expenses

Year Ended June 30, 2022

		Program Services		Subtotal	Management and General	Fundraising	Total
	No. of Positions	General Education	Special Education				
Personnel Service Costs							
Administrative staff personnel	16	\$ 631,552	\$ 122,173	\$ 753,725	\$ 354,685	\$ -	\$ 1,108,410
Instructional personnel	39	1,253,192	583,746	1,836,938	-	-	1,836,938
Total salaries and staff	55	1,884,744	705,919	2,590,663	354,685	-	2,945,348
Fringe benefits and payroll taxes		419,956	157,292	577,248	65,016	-	642,264
Retirement		18,585	6,961	25,546	2,877	-	28,423
Legal services		-	-	-	57,959	-	57,959
Accounting and audit services		-	-	-	22,000	-	22,000
Other purchases of professional and consulting services		65,591	18,976	84,567	316,185	2,068	402,820
Occupancy and facility costs		815,136	305,304	1,120,440	126,197	-	1,246,637
Repairs and maintenance		91,646	34,325	125,971	14,188	-	140,159
Insurance		28,088	10,520	38,608	4,348	-	42,956
Utilities		35,652	13,353	49,005	5,519	-	54,524
Instructional supplies and materials		183,043	52,955	235,998	-	-	235,998
Equipment and furnishings		9,720	3,641	13,361	1,505	-	14,866
Staff development		71,344	26,721	98,065	11,045	-	109,110
Marketing and recruitment		79,187	29,659	108,846	12,259	-	121,105
Technology		77,821	29,147	106,968	12,048	-	119,016
Student services		30,450	8,809	39,259	-	-	39,259
Office expense		33,239	12,450	45,689	5,146	-	50,835
Depreciation and amortization		80,682	30,219	110,901	12,491	-	123,392
Other		7,947	2,977	10,924	1,454	-	12,378
<b>Total Expenses</b>		<b>\$ 3,932,831</b>	<b>\$ 1,449,228</b>	<b>\$ 5,382,059</b>	<b>\$ 1,024,922</b>	<b>\$ 2,068</b>	<b>\$ 6,409,049</b>

See accompanying notes to the financial statements.

# Cardinal McCloskey Community Charter School

## Statement of Functional Expenses

Year Ended June 30, 2021

		Program Services		Subtotal	Management and General	Fundraising	Total
	No. of Positions	General Education	Special Education				
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
<b>Total Expenses</b>		<b>\$ 2,163,799</b>	<b>\$ 949,040</b>	<b>\$ 3,112,839</b>	<b>\$ 493,797</b>	<b>\$ 1,671</b>	<b>\$ 3,608,307</b>

See accompanying notes to the financial statements.

# Cardinal McCloskey Community Charter School

## Statements of Cash Flows

<i>Year Ended June 30,</i>	<b>2022</b>	<b>2021</b>
<b>Cash Flows from Operating Activities:</b>		
Cash received from operating revenue	\$ 6,768,341	\$ 4,903,875
Cash paid to employees and suppliers	(5,572,819)	(3,453,509)
<b>Net Cash Provided by Operating Activities</b>	<b>1,195,522</b>	<b>1,450,366</b>
<b>Cash Flows from Investing Activities:</b>		
Purchase of property and equipment	(145,149)	(159,305)
<b>Net Increase in Cash</b>	<b>1,050,373</b>	<b>1,291,061</b>
<b>Cash and Cash - Restricted, beginning of year</b>	<b>1,723,586</b>	<b>432,525</b>
<b>Cash and Cash - Restricted, end of year</b>	<b>2,773,959</b>	<b>1,723,586</b>
<b>Reconciliation of change in net assets to net cash provided by operating activities:</b>		
Change in net assets	839,681	1,368,374
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation	123,392	85,181
Changes in operating assets and liabilities:		
Grants and other receivables	(427,541)	(88,214)
Prepaid expenses and other assets	53,406	(50,132)
Due from related entities	(52,848)	15,408
Accounts payable and accrued expenses	342,784	(7,015)
Accrued salaries and other payroll related expenses	316,746	100,137
Due to NYC Department of Education	(98)	26,627
<b>Net Cash Provided by Operating Activities</b>	<b>\$ 1,195,522</b>	<b>\$ 1,450,366</b>
<b>Supplemental Disclosure of Cash Flow Information:</b>		
<b>Cash and Cash - Restricted consist of:</b>		
Cash	\$ 2,698,950	\$ 1,673,582
Cash - restricted	75,009	50,004
<b>Total</b>	<b>\$ 2,773,959</b>	<b>\$ 1,723,586</b>

*See accompanying notes to the financial statements.*



# Cardinal McCloskey Community Charter School

## Notes to Financial Statements

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### 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.

# Cardinal McCloskey Community Charter School

## Notes to Financial Statements

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### ***Cash - Restricted***

An escrow account in the amount of \$75,009 and \$50,004 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, 2022 and 2021, respectively.

### ***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 \$921,938 and \$494,397 at June 30, 2022 and 2021, respectively. The School has determined that no allowance for uncollectible accounts for grants and other receivables is necessary as of June 30, 2022 and 2021. 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

# Cardinal McCloskey Community Charter School

## Notes to Financial Statements

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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.

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 1<sup>st</sup> and July 31<sup>st</sup>, 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 trued 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 Financial Accounting Standards Board ("FASB") 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

# Cardinal McCloskey Community Charter School

## Notes to Financial Statements

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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.

### ***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.

### ***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, 2022 and 2021.

### ***Advertising***

The School expenses advertising costs as incurred. The School incurred \$121,105 and \$38,967 of advertising costs for the year ended June 30, 2022 and 2021, 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.

# Cardinal McCloskey Community Charter School

## Notes to Financial Statements

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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.

### ***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.

### ***Subsequent Events***

The School has evaluated events through October 27, 2022, 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 years ended June 30, 2022 and 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, 2022, the School was not subject to any examination by a taxing authority.

### ***Recently Adopted Accounting Pronouncement***

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

In September 2020, the FASB issued Accounting Standards Updated ("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. The School adopted this ASU as of July 1, 2021. The adoption of this ASU did not have a material impact on the financial statements.

### ***Issued by not yet Adopted Accounting Pronouncement***

#### Lease Accounting

In February 2016, the 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

# Cardinal McCloskey Community Charter School

## Notes to Financial Statements

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to use, or control the use of, a specified asset for the lease term. The FASB also issued ASU-2020-05, which deferred the effective date for the School until annual periods beginning after December 15, 2021. The School is currently evaluating the impact of the adoption of ASU 2016-02.

### 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:

<i>June 30,</i>	<b>2022</b>	<b>2021</b>
Cash	\$ 2,698,950	\$ 1,673,582
Cash - restricted	75,009	50,004
Grants and other receivables	921,938	494,397
Due from related entities	52,848	-
<b>Total financial assets available within one year</b>	<b>3,748,745</b>	<b>2,217,983</b>
Less: amounts unavailable for general expenditures within one year due to:		
Restricted by contract	(75,009)	(50,004)
Restricted by donors with purpose restrictions	-	(54,517)
<b>Total financial assets available to management for general expenditures within one year</b>	<b>\$ 3,673,736</b>	<b>\$ 2,113,462</b>

*This space is intentionally left blank.*

# Cardinal McCloskey Community Charter School

## Notes to Financial Statements

### 4. Property and Equipment

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

	2022	2021	Estimated Useful Lives
Furniture and fixtures	\$ 146,126	\$ 81,729	7 years
Computer equipment	257,606	243,071	3 years
Software	6,500	6,500	3 years
Leasehold improvements	89,572	23,355	Lesser of the useful life of the asset or the lease term
	499,804	354,655	
Less: accumulated depreciation and amortization	(254,462)	(131,070)	
	\$ 245,342	\$ 223,585	

Depreciation and amortization expense for the years ended June 30, 2022 and 2021 was \$123,392 and \$85,181, 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,:

	2022	2021
CSP	\$ 320,738	\$ 320,738
ESSER	304,916	39,266
Per Pupil	137,317	-
Title I	125,171	103,642
Title II	17,117	16,168
Title IV	8,000	8,000
Other	8,679	6,583
	\$ 921,938	\$ 494,397

# Cardinal McCloskey Community Charter School

## Notes to Financial Statements

### 6. Net Assets with Donor Restrictions

There were no net assets with donor restrictions at June 30, 2022. Net assets with donor restrictions as of June 30, 2021 were available for the following purposes:

Various start up costs - Walton Foundation Grant	\$	54,517
COVID-19 Crisis Grant - NYC Charter School Center		-
COVID-19 Crisis Costs - Walton Foundation Grant		-
	\$	54,517

Net assets were released from donor restrictions by incurring expenses satisfying the purpose restrictions specified by donors as follows for the years ended June 30, 2022 and 2021:

	2022	2021
Various start up costs - Walton Foundation Grant	\$ 54,517	\$ 15,345
COVID-19 Crisis Grant - NYC Charter School Center	-	12,450
COVID-19 Crisis Costs - Walton Foundation Grant	-	16,797
	\$ 54,517	\$ 44,592

### 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 \$28,423 and \$21,369 for the year ended June 30, 2022 and 2021, 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, 2022, there are no matters for which the School



# Cardinal McCloskey Community Charter School

## Notes to Financial Statements

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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 and will record them in the fiscal year they become known.

### 9. Concentration Risks

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 has not experienced any losses in such accounts and does not believe it is exposed to any significant credit risk on its cash accounts.

The School received approximately 88% and 94% of its total revenue from per-pupil funding from the NYCDOE during the year ended June 30, 2022 and 2021, respectively.

The School's grants and other receivables consist of four major grantors accounting for approximately 73% at June 30, 2022. The School's grants and other receivables consist of two major grantor accounting for approximately 81% at June 30, 2021.

The School's payables consist of three major vendors accounting for approximately 51% and 74% at June 30, 2022 and 2021, respectively.

### 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 182<sup>nd</sup> 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 182<sup>nd</sup> 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.

# Cardinal McCloskey Community Charter School

## Notes to Financial Statements

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At June 30, 2022, future minimum rental lease payments are as follows:

Year ended June 30,

2023	\$	1,336,258
2024		1,395,329
2025		1,441,100
2026		1,484,333
		<hr/>
		\$ 5,657,020

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Rent expense and occupancy costs for the year ended June 30, 2022 and 2021 was \$1,246,637 and \$509,332, respectively, and is included in occupancy and facility costs on the statements of functional expenses.

## Supplementary Information

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Tel: 212-371-4446  
Fax: 212-371-9374  
www.bdo.com

622 Third Ave, Suite 3100  
New York, NY 10017

## **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 the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Cardinal McCloskey Community Charter School (the "School"), which comprise the School's statements of financial position as of June 30, 2022 and 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 27, 2022.

### **Report on 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 entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less 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 or significant deficiencies may exist that were not identified.

### **Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an



opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of This Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the 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, New York  
October 27, 2022

# Cardinal McCloskey Community Charter School

## Schedule of Findings and Questioned Costs Year Ended June 30, 2022

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### 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 U.S. GAAP:

Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? ☐ Yes ☒ No
- Significant deficiency(ies) identified? ☐ Yes ☒ None reported

Noncompliance material to financial statements noted?

☐ Yes ☒ No

### 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.



CARDINAL McCLOSKEY  
COMMUNITY CHARTER SCHOOL

Cardinal McCloskey Community Charter School  
685 E 182nd Street  
Bronx, New York 10457

October 27, 2022

BDO USA, LLP  
600 Third Avenue, 3<sup>rd</sup> Floor  
New York, NY 10016

Ladies and gentlemen:

We are providing this letter in connection with your audit of Cardinal McCloskey Community Charter School (the "School"), which comprise the statements of financial position as of June 30, 2022 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 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 May 26, 2022, 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 July 1, 2021 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.
- (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 Organization 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. (Significant estimates are estimates at the statement of financial position 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.

- (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 (consolidated) 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) 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.
- (13) The 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.
- (14) 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.
- (15) No discussions have taken place with your firm's personnel regarding employment with the School.

- (16) The School is an exempt organization under Section 501(c)3 of the Internal Revenue Code as evidenced by determination letter dated November 9, 2018. 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.
- (17) 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.
- (18) There were no net assets with donor restrictions at June 30, 2022.
- (19) The basis used for the allocation of functional expenses is reasonable, and is in compliance with the provisions of ASU 2016-14.
- (20) 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.
- (21) 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.
- (22) We have provided views on your reported findings, conclusions, and recommendations. We are responsible for taking corrective action on audit findings and we are responsible for preparing and implementing a corrective action plan for each audit finding.
- (23) We have identified and disclosed to you the findings received for previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- (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 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.
- (26) By executing this document, you represent that Cardinal McCloskey Community Charter School is not owned or controlled, directly or indirectly, by one or more Russian citizen(s), Russian national(s), persons physically located in Russia or entity(s) organized under the laws of Russia. You agree that if at any time while BDO USA, LLP ("BDO") is providing services to the School the foregoing representation is no longer true, you will immediately notify BDO.
- (27) 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.

Very truly yours,



---

Jennifer Fedele, Principal



---

Dr. Reva Gershen-Lowy, Treasurer

<b>Disclosure of Financial Interest by a Current or Former Trustee</b>
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**Trustee Name:**

Patricia Broderick

---

**Name of Charter School Education Corporation:**

Cardinal McCloskey's Community Charter SchoolBoard Member

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☒ **None**

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

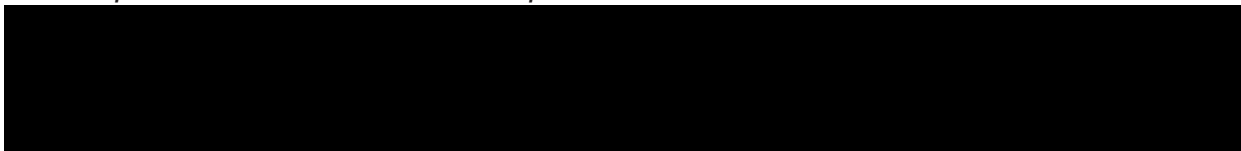
7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation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

☒ **None**

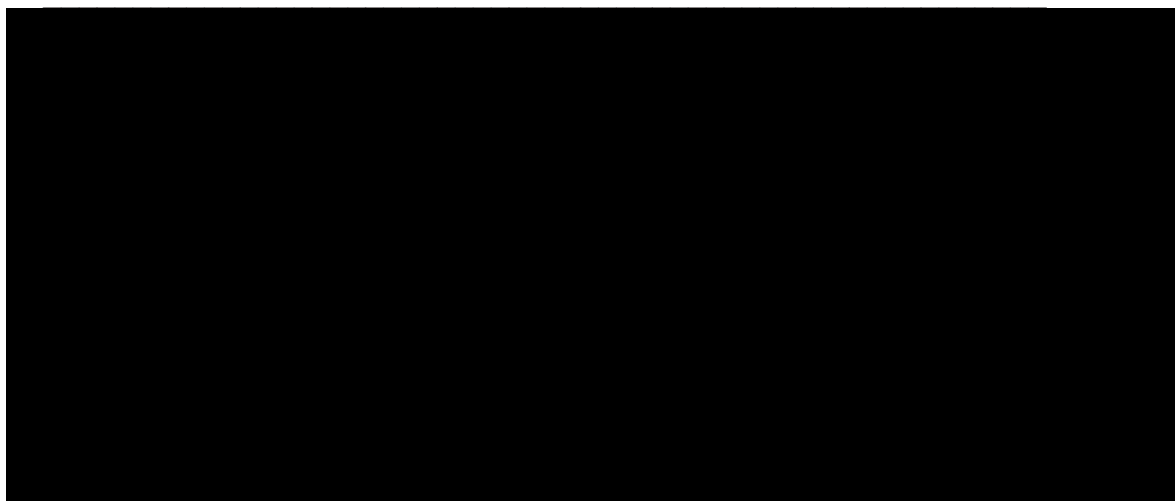
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps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



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



**Business Address:**



A handwritten signature in cursive script on lined paper, reading "Patricia Broderick".

8/1/22

**Signature**

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Rena Gershen Lowy, EdD

**Name of Charter School Education Corporation:**

Cardinal McCloskey Community Charter School

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

Secretary

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☒ None

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

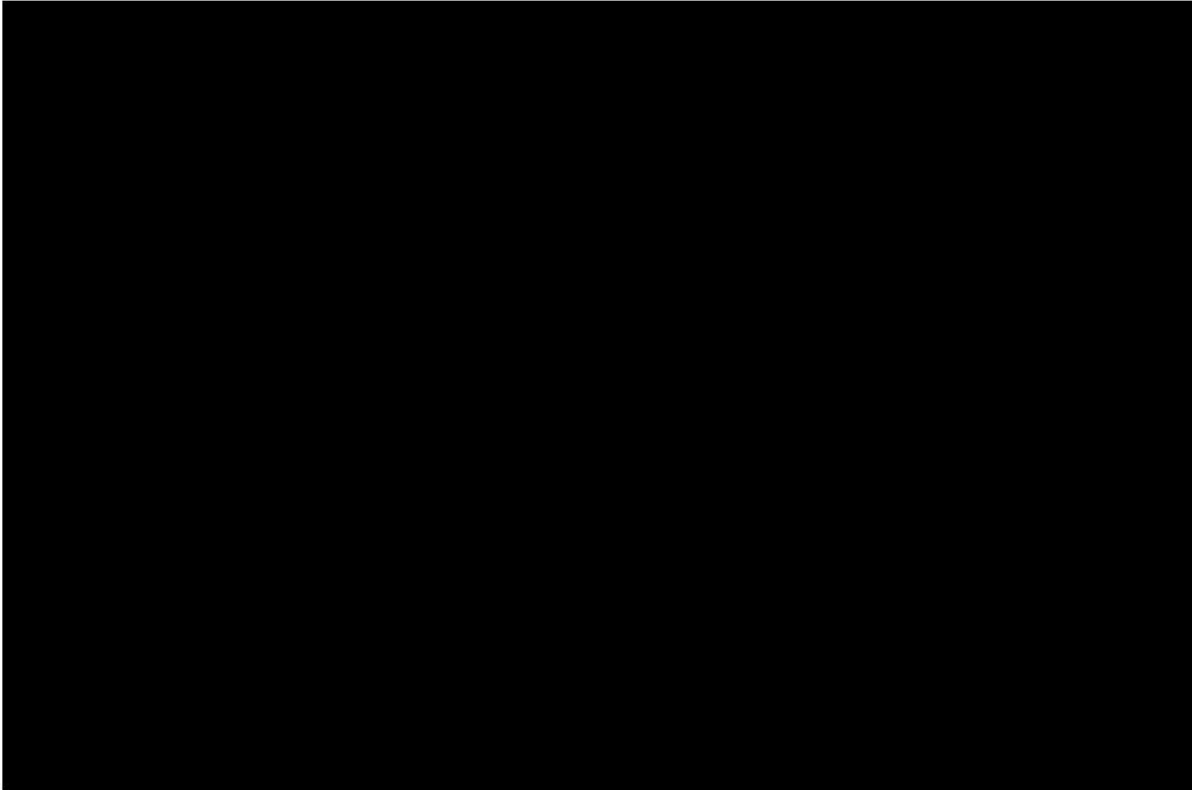
7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation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

☒ None

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



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Reed Boston Lowry

Signature

4/17/2022

Date

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- Print form, manually sign, scan to PDF

*last revised 04/2022*

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

**Trustee Name:**

George E Grace

---

**Name of Charter School Education Corporation:**

Cardinal McCloskey Community Charter School

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

Chair

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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



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

☒ **None**

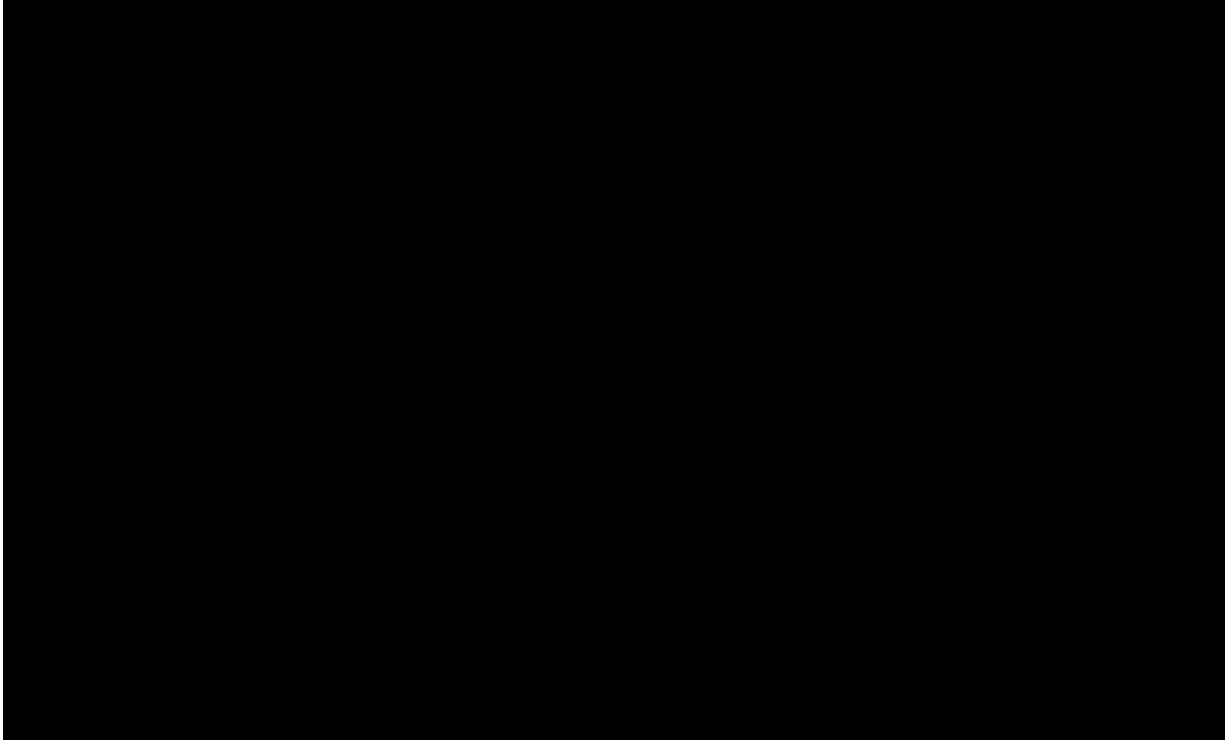
<b>Date(s)</b>	<b>Nature of financial interest / transaction</b>	<b>Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)</b>	<b>Name of person holding interest or engaging in transaction and relationship to you</b>

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

☒ **None**

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

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



**George Grace**

Digitally signed by George Grace  
DN: cn=George Grace, o, ou,  
email=grace@gegrace.com, c=US  
Date: 2022.07.28 17:54:51 -04'00'

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**Signature**

**Date**

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*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

James McCarthy

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**Name of Charter School Education Corporation:**

Cardinal McCloskey Community Charter School

---

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

Vice-chair

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☒ None

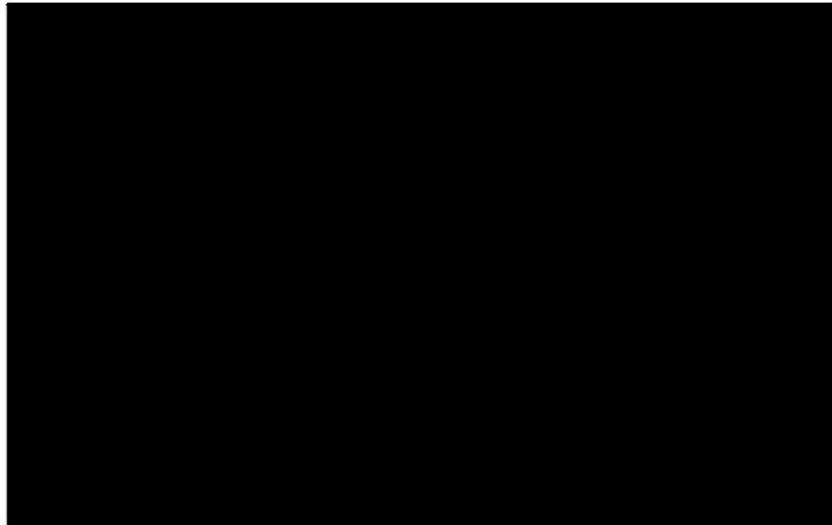
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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

☒ **None**

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

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<u>James J. McCarthy</u>	07/21/22
Signature	Date

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*last revised 04/2022*



**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Phyllis Thorne

**Name of Charter School Education Corporation:**

Cardinal McCloskey Community Charter School

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

Chair, Board of Directors

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

Yes

No

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

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

Yes

No

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

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

Yes

☒ No

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

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

Yes

☒ No

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

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

**None**

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

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

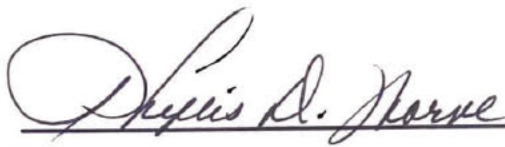
**None**

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



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**Signature**

9-12-2022

**Date**

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*last revised 04/2022*

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

**Trustee Name:**

Joy Devries

---

**Name of Charter School Education Corporation:**

Cardinal McCloskey Community Charter School

---

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

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

☐ **Yes** ☐ **No**

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

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

☐ **Yes** ☐ **No**

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

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

☐ Yes ☐ No

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

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

☐ Yes ☐ No

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

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

☐ **None**

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



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

☐ **None**

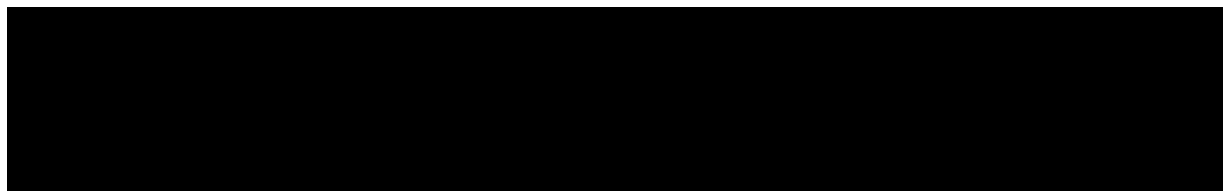
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps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

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**Business Telephone:**

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**Business Address:**



**Home Telephone:**

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**Home Address:**

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---

**Signature**

**Date**

Acceptable signature formats include:

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*last revised 04/2022*

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

**Trustee Name:**

Dunica Charles

---

**Name of Charter School Education Corporation:**

Cardinal McCloskey Community Charter School

---

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

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

☐ **Yes** ☐ **No**

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

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

☐ **Yes** ☐ **No**

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

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

☐ Yes ☐ No

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

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

☐ Yes ☐ No

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

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

☐ **None**

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

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

☐ **None**

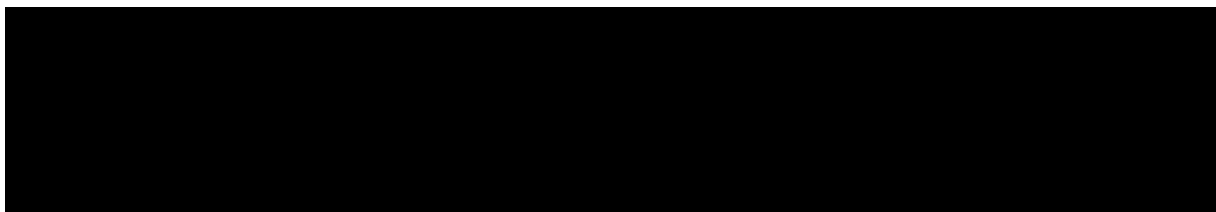
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps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

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**Business Telephone:**

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**Business Address:**



**Home Telephone:**

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**Home Address:**

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---

**Signature**

**Date**

Acceptable signature formats include:

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- Print form, manually sign, scan to PDF

*last revised 04/2022*



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

**Trustee Name:**

Willam Ursillo

---

**Name of Charter School Education Corporation:**

Cardinal McCloskey Community Charter School

---

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

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

☐ **Yes** ☐ **No**

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

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

☐ **Yes** ☐ **No**

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



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

☐ Yes ☐ No

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

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

☐ Yes ☐ No

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

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

☐ **None**

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

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☐ **None**

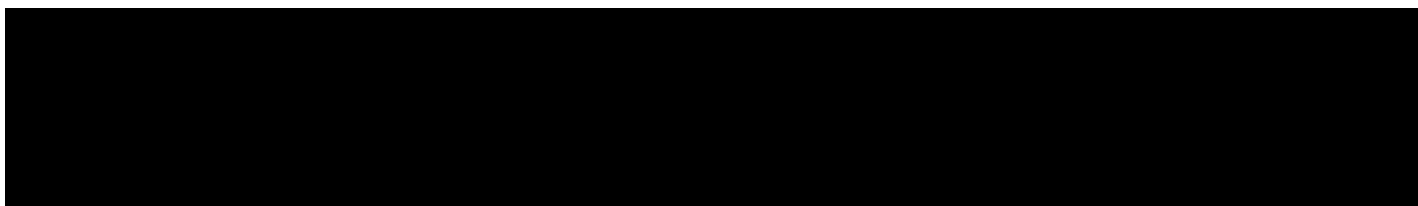
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps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

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**Business Telephone:**

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**Business Address:**



**Home Telephone:**

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**Home Address:**

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**Signature**

**Date**

Acceptable signature formats include:

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*last revised 04/2022*

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

**Trustee Name:**

Peter Quinn

---

**Name of Charter School Education Corporation:**

Cardinal McCloskey Community Charter School

---

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

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

☐ **Yes** ☐ **No**

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

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

☐ **Yes** ☐ **No**

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

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

☐ **Yes**   ☐ **No**

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

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

☐ **Yes**   ☐ **No**

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

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

☐ **None**

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



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

☐ **None**

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



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

**Business Telephone:**

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**Business Address:**

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**Home Telephone:**

---

**Home Address:**

---

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**Signature**

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*

## DEPARTMENT OF HOUSING AND BUILDINGS

BOROUGH OF

BRONX

, CITY OF NEW YORK

MG

No.

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.

~~NEW~~ Alt. No.— 276-50

Construction classification— Fireproof

Occupancy classification— PUBLIC

Height 3 Stys. & ~~51'4"~~ ~~51'4"~~

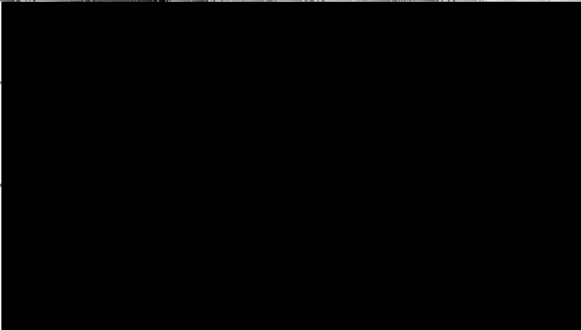
Date of completion— 1-16-52

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	
Basement	On ground	1	360	361	
First	60, 75 & 100		670	670	
Second	60 & 100		398	398	

Basement	On ground	1	360	361
First	60, 75 & 100		670	670
Second	60 & 100		398	398
Third	60 & 100		263	263

NOTE: Fire Dept. approval of fuel oil installation,  
Interior / Fire Alarm System and fire-extinguishing  
equipment received.

*me*  
Borough Superintendent.

## DEPARTMENT OF HOUSING AND BUILDINGS

BOROUGH OF BRONX, CITY OF NEW YORK

MG

No.

Date

MAR 26 1952

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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. No.~~ Alt. No.— 276-50

Occupancy classification— PUBLIC

Date of completion— 1-16-52

Construction classification— Fireproof  
Height 3 stys. & ~~51'4"~~ ~~XXXX~~  
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	22	C	07	L038	04/07/21	05/22
PREMISES ADDRESS				ACCOUNT NAME		

685 E 182 ST

BRONX, NY

104571801

AQUINAS CONVENT

ITEM CODE	SUB CODE	QTY	DESCRIPTION	FLOOR NO.	FEE
202	01	1	FO NO C OF F 1100 GAL OR MORE	-1	

PERMIT TYPE

1

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



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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		

BELMONT AVE & E 182 ST  
2201 CAMBRELENG AVE

AQUINAS HIGH SCHOOL

ITEM CODE	QTY	DESCRIPTION	FLOOR NO.	FEE
202	01	1	-1	
FO NO C OF F 1100 GAL OR MORE				

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



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PERMIT SHALL BE  
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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 10457-1801					AQUINAS HIGH SCHOOL	
ITEM CODE	SUB CODE	QTY	DESCRIPTION			FLOOR NO.
616	00	18	AC/REFRIG>5HP AND/OR ROOF/CEIL			2
<div style="border: 1px solid black; padding: 2px; display: inline-block;">PERMIT TYPE</div> <div style="margin-top: 5px;">1</div> <div style="margin-top: 5px;">1=REGULAR 2=SUPPLEMENTAL 3=DUPLICATE</div>						
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

# 2022-2023 School Event Calendar

July 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						

August 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			

September 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	

October 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					

November 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			

December 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

July	
4	Independence day

August	
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September	
1	First Day of School
5	Labor Day- No School
26	Rosh Hashanah - No School
28	Parent Teacher Conference - Half Day
29	Parent Teacher Conference - Evening

October	
5	Yom Kipper- No School
10	Indigenous Peoples / Italian Heritage Day- No School

November	
8	Election Day - No Students
11	Veterans Day- No School
17	Parent Teacher Conference - Evening
18	Parent Teacher Conference - Half Day
24-25	Thanksgiving Break - No School

December	
26-30	Winter Recess- No School

January 2023						
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 2023						
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 2023						
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 2023						
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 2023						
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 2023						
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	
2	New Year's Day (observed) - No School
16	Martin Luther King Jr. Day- No School

February	
20-24	Mid- Winter Recess- No School

March	
23	Parent Teacher Conferences - Evening
24	Parent Teacher Conferences - Half Day

April	
6	Passover- No School
7	Good Friday- No School
10	Spring Break- No School 4/10 - 4/14
17	Spring Break- School Resumes
21	Eid al-Fitr - No School

May	
18	Parent Teacher Conferences - Evening
19	Parent Teacher Conferences - Half Day
26-29	Memorial Day Recess- No School

June	
8	Staff Development- No School for Students
9	Staff Development- No School for Students
19	Juneteenth- No School
23	Last Day of School