

# Application: Cardinal McCloskey Community Charter School

Christian Adamkiewicz - cadamkiewicz@cmccs.org  
2022-2023 Annual Report

## Summary

ID: 0000000090

Last submitted: Nov 1 2023 08:57 PM (EDT)

Labels: SUNY Trustees

## Entry 1 School Info and Cover Page

Completed - Aug 1 2023

### Instructions

#### Required of ALL Charter Schools

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

## Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2022-2023 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer (**as of June 30, 2023**) or you may not be assigned the correct tasks.

## BASIC INFORMATION

### a. SCHOOL NAME

(Select name from the drop down menu)

CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL 800000089573

**a1. Popular School Name**

NA

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

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

SUNY BOARD OF TRUSTEES

**c. School Unionized**

Is your charter school unionized?

No

**d. DISTRICT / CSD OF LOCATION**

CSD #10 - BRONX

**e. Date of Approved Initial Charter**

Nov 8 2018

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

Jul 1 2019

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

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

The mission of CMCCS is to address the academic, social-emotional and developmental needs of its students in a safe, supportive and trauma-sensitive learning environment. CMCCS is committed to serving at-risk students, including students in foster care and students receiving preventive services. Through a rigorous program of instruction utilizing a trauma-informed, Sanctuary approach and by providing a wide range of wraparound supportive services, CMCCS will help each student become more resilient, independent and academically successful.

1) A trauma-informed approach to educational and supportive programming through the use of the Sanctuary Model, an evidenced based model that cultivates a trauma sensitive environment in which at-risk youth can maximize their potential to learn, heal and grow. The Sanctuary Model is designed to help organizations address the Impacts of trauma. The charter school will use this model to help the charter school establish a safe, supportive and therapeutic environment for students and the staff who work with them. Cardinal McCloskey Community Charter School expects to enroll a student population comprised largely of children in Foster Care, children receiving Prevention Services (or whose families are receiving Prevention Services) and other at-risk students. Based on the experience of the charter school's partner organization, Cardinal McCloskey Community Services, as a provider of foster care, preventive services and early childhood education in the Bronx, along with a considerable body of research from the field, we expect that most of the students enrolled at the charter school will have experienced and/or will currently be experiencing some form of trauma and many will have experienced or be experiencing complex trauma -i.e. exposure to multiple or prolonged traumatic events that impact a child's development. Through a 'whole school' integration of the Sanctuary Model, Cardinal McCloskey Community Charter School will help students overcome the effects of trauma and will address the social-emotional and related barriers that can prevent students from engaging meaningfully in school.

2) A rigorous CCLS-aligned and data-informed academic program utilizing an integrated set of formal instructional programs and "home grown" teacher-developed curricula drawing heavily on the materials and resources of EngageNY. Teachers and instructional staff will work individually and collaboratively in professional learning communities to analyze a variety of student data, identify desired student results, determine what evidence will demonstrate achievement of desired results and implement appropriate learning experiences and instruction. Data will be collected and assessed by the Principal and all teachers throughout each year to gauge student growth and progress and to tailor instruction to address specific gaps and needs.

3) Intensive instruction and extended day programming to ensure that each student's needs are addressed.

Cardinal McCloskey Community Charter School is committed to a staffing model and school schedule that promotes personalization of instruction, appropriate remediation and enrichment and effective delivery of supportive services. Each classroom will have at least two instructional staff members--ie. one classroom in each grade that will have a general education teacher and, a special education teacher and two classes in each grade that will have a general education teacher, a teacher aide and a teaching assistant. This staffing model will ensure that a low teacher/instructional staff-to-student ratio will exist throughout the school and that special education students will be served in inclusive classroom environments. The school will have an extended-day schedule that provides daily opportunities for remediation, enrichment, tutoring, counseling and other supportive services.

4) Comprehensive wraparound services for students to support their healthy growth and development, build their resilience and capacity to cope effectively with challenges in school and life and bolster their academic performance. The founders of the proposed charter school firmly believe that integrating such supportive services into the school's program design will help students address social, emotional, developmental, family and trauma-related issues that can impact their academic performance and success in school. These services and supports will be tailored to address the needs of each student and will be provided by the partner organization, Cardinal McCloskey Community Services, at no cost to the charter school. Cardinal McCloskey Community Services has extensive experience providing medical, clinical and educational supports to children in a variety of programs, including early education programs and the Hayden House Emergency Residence and School, as well as experience serving students and families in foster care, preventive services and the child welfare system. Cardinal McCloskey Community Services' service model includes extensive clinical assessment services that will inform individualized child health plans and promote a holistic composition of services for the child.

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

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

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

375



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

370
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k. Grades Served

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

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

Responses Selected:

k
1
2
3
4

l. Charter Management Organization

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

No
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FACILITIES INFORMATION

m. FACILITIES

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

	No, just one site.
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**School Site 1 (Primary)**

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**m1. SCHOOL SITES**

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for previous year (K-5, 6-9, etc.)	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	685 East 182nd Street Bronx NY 10457	347-708-0480	NYC CSD 10	K-4	K-5	K-5

**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	Christian Adamkiewicz	Director of Operations	347-708-0480		<a href="mailto:cadamkiewicz@cmccs.org">cadamkiewicz@cmccs.org</a>
Compliance Contact	Christian Adamkiewicz	Director of Operations	347-708-0480		<a href="mailto:cadamkiewicz@cmccs.org">cadamkiewicz@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	Christian Adamkiewicz	Director of Operations	347-708-0480		<a href="mailto:cadamkiewicz@cmccs.org">cadamkiewicz@cmccs.org</a>

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

Private Space

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

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

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

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

### Site 1 Certificate of Occupancy (COO)

[Certificate of Occupancy.pdf](#)

**Filename:** Certificate of Occupancy.pdf **Size:** 371.1 kB

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### Site 1 Fire Inspection Report

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

[FDNY Permit\\_Rangehood\\_6.13.23-5.01.24\\_25163056.pdf](#)

**Filename:** FDNY Permit\_Rangehood\_6.13.23-5.01.24\_25163056.pdf **Size:** 205.8 kB

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

Separate by semi-colon (;)

NA

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## CHARTER REVISIONS DURING THE 2022-2023 SCHOOL YEAR

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

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

No

## ATTESTATIONS

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

Name	Christian Adamkiewicz
Position	Director of Operations
Phone/Extension	347-708-0480
Email	<a href="mailto:cadamkiewicz@cmccs.org">cadamkiewicz@cmccs.org</a>

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

## Responses Selected:

Yes

As outlined in ENTRY 10:

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


**Responses Selected:**

Yes

**Signature, Head of Charter School**

A large black rectangular redaction box covers the signature of the Head of Charter School. A small portion of the signature, including a loop and a horizontal stroke, is visible to the left and right of the redacted area.

**Signature, President of the Board of Trustees**

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

**Date**

Aug 1 2023



Thank you.

## Entry 2 Links to Critical Documents on School Website

Completed - Aug 1 2023

### Instructions

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

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

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

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

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

School Name: Cardinal McCloskey Community Charter School

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**Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy**

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

[New York State Report Card](#)

[Emergency Response Plan Memo](#)

[NYSED Subject Matter List](#)

	Link to Documents
1. Current Annual Report (i.e., 2022-2023 Annual Report)	<a href="https://cmccs.org/wp-content/uploads/2023/06/CMCCS_21-22-Annual-Report.pdf">https://cmccs.org/wp-content/uploads/2023/06/CMCCS_21-22-Annual-Report.pdf</a>
2. Board meeting notices, agendas and documents	<a href="https://cmccs.org/board-meetings/">https://cmccs.org/board-meetings/</a>
3. New York State School Report Card	<a href="https://data.nysed.gov/essa.php?instid=800000089573&amp;year=2022&amp;createreport=1&amp;OverallStatus=1&amp;section_1003=1&amp;EMStatus=1&amp;EMIndicators=1&amp;EMCore=1&amp;EMWeighted=1&amp;EMelp=1&amp;EMchronic=1&amp;EMpart=1&amp;38ELA=1&amp;38MATH=1&amp;nyseslat=1&amp;naep=1&amp;expend=1&amp;staffqual=4&amp;feddata=1">https://data.nysed.gov/essa.php?instid=800000089573&amp;year=2022&amp;createreport=1&amp;OverallStatus=1&amp;section_1003=1&amp;EMStatus=1&amp;EMIndicators=1&amp;EMCore=1&amp;EMWeighted=1&amp;EMelp=1&amp;EMchronic=1&amp;EMpart=1&amp;38ELA=1&amp;38MATH=1&amp;nyseslat=1&amp;naep=1&amp;expend=1&amp;staffqual=4&amp;feddata=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">https://www.cmccs.org</a>
6. Authorizer-approved FOIL Policy	<a href="https://cmccs.org/wp-content/uploads/2023/03/CMCCS-Freedom-of-Information-Law-FOIL-Policy.pdf">https://cmccs.org/wp-content/uploads/2023/03/CMCCS-Freedom-of-Information-Law-FOIL-Policy.pdf</a>
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	<a href="https://cmccs.org/wp-content/uploads/2023/03/CMCCS-Freedom-of-Information-Law-FOIL-Policy.pdf">https://cmccs.org/wp-content/uploads/2023/03/CMCCS-Freedom-of-Information-Law-FOIL-Policy.pdf</a>

Thank you.





# Entry 3 Progress Toward Goals

Incomplete - Hidden from applicant

## Instructions

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

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

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

# Entry 3 Progress Toward Goals

## PROGRESS TOWARD CHARTER GOALS

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

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

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### 1. ACADEMIC STUDENT PERFORMANCE GOALS

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

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

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## 2022-2023 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1				
Academic Goal 2				
Academic Goal 3				
Academic Goal 4				
Academic Goal 5				
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

### 2. Do have more academic goals to add?

(No response)

## 2022-2023 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Meet	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 21				
Academic Goal 22				
Academic Goal 23				
Academic Goal 24				
Academic Goal 25				
Academic Goal 26				
Academic Goal 27				
Academic Goal 28				
Academic Goal 29				
Academic Goal 30				
Academic Goal 31				
Academic Goal 32				
Academic Goal 33				
Academic Goal 34				
Academic Goal 35				
Academic Goal 36				
Academic Goal 37				
Academic Goal 38				
Academic Goal 39				
Academic Goal 40				
Academic Goal 41				

Academic Goal 42				
Academic Goal 43				
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Academic Goal 45				
Academic Goal 46				
Academic Goal 47				
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Academic Goal 59				
Academic Goal 60				
Academic Goal 61				
Academic Goal 62				
Academic Goal 63				
Academic Goal 64				
Academic Goal 65				
Academic Goal 66				
Academic Goal 67				
Academic Goal 59				

Academic Goal 60				
Academic Goal 61				
Academic Goal 62				

#### 4. ORGANIZATION GOALS

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

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## 2022-2023 Progress Toward Attainment of Organization Goals

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

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

(No response)

**6. FINANCIAL GOALS**

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

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

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

(No response)

**2021-2022 Progress Toward Attainment of Financial Goals**

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

**Thank you.**

## Entry 3 Accountability Plan Progress Reports

Completed - Nov 1 2023

### Instructions

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

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

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

#### [Accountability-Plan-Progress-Report-2022-23-Grades-K-8 \(FINAL\) 10](#)

Filename: Accountability-Plan-Progress-Repo\_3FtbdRH.docx Size: 86.6 kB

## Entry 4 - Audited Financial Statements

Completed - Nov 1 2023

#### Required of ALL Charter Schools

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

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

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

#### [Cardinal McCloskey 2023 Financial Statements](#)

Filename: Cardinal\_McCloskey\_2023\_Financial\_\_DxqMDv1.pdf Size: 437.2 kB

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

Completed - Nov 1 2023

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

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

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

#### [ARP](#)

Filename: ARP.2022\_23\_Budget\_and\_Quarterly\_\_calYegu.xlsx Size: 539.0 kB

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

Incomplete - Hidden from applicant

#### [Instructions - Regents-Authorized Charter Schools ONLY](#)



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

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

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

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

## Entry 4c – Additional Financial Documents

**Incomplete** - Hidden from applicant

**Regents, NYCDOE and Buffalo BOE authorized schools** must upload financial documents and submit by **November 1, 2023**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a "federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold."

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

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

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

## Entry 4d - Financial 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, 2023**.

## Form for "Financial Contact Information"

### 1. School Based Fiscal Contact Information

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

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
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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 2023-2024 Budget

Completed - Nov 1 2023

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

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

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

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

### [CMCCS 2023-24-Budget-and-Quarterly-Report FINAL \(1\)](#)

Filename: CMCCS\_2023-24-Budget-and-Quarterl\_8NuwdLS.xlsx Size: 537.2 kB

### [Budget-Narrative-Questionnaire FY24 \(1\)](#)

Filename: Budget-Narrative-Questionnaire\_FY24\_1.pdf Size: 51.5 kB

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

Completed - Aug 1 2023

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

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2022-2023 school year must complete and sign a Trustee [Disclosure of Financial Interest Form](#) is due on August 1, 2023. Acceptable signature formats include:

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

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

Charter schools **must** submit the latest version of the form. Forms completed from past years will not be accepted.

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

### [Phyllis Thorne 22-23 financial-disclosure form](#)

**Filename:** Phyllis\_Thorne\_22-23\_financial-dis\_rT0X2yB.pdf **Size:** 1.6 MB

## [Dr](#)

**Filename:** Dr.\_Audrey\_Erazo-Trivino\_22-23\_fin\_dsywuDu.pdf **Size:** 1.6 MB

## [Dunica Charles 22-23 financial-disclosure form](#)

**Filename:** Dunica\_Charles\_22-23\_financial-dis\_jv3OVMR.pdf **Size:** 421.9 kB

## [Dr](#)

**Filename:** Dr.\_William\_Ursillo\_22-23\_financia\_rMmNfkt.pdf **Size:** 324.3 kB

## [Angel Audiffred 22-23 financial-disclosure form](#)

**Filename:** Angel\_Audiffred\_22-23\_financial-di\_OvhK8Pt.pdf **Size:** 185.8 kB

## [James McCarthy 22-23 financial-disclosure form](#)

**Filename:** James\_McCarthy\_22-23\_financial-dis\_rnnNGeK.pdf **Size:** 912.0 kB

## [Jennifer Vasquez 22-23 financial-disclosure form](#)

**Filename:** Jennifer\_Vasquez\_22-23\_financial-d\_wA1FUhJ.pdf **Size:** 6.0 MB

## [Patricia Broderick 22-23 financial-disclosure form](#)

**Filename:** Patricia\_Broderick\_22-23\_financial\_KugOCyk.pdf **Size:** 2.0 MB

## [Dr](#)

**Filename:** Dr.\_Reva\_Gershen-Lowy\_22-23\_financ\_u43Kk7d.pdf **Size:** 1.3 MB

## [Joy Devries 22-23 financial-disclosure-form](#)

**Filename:** Joy\_Devries\_22-23\_financial-disclo\_ISkdrjk.pdf **Size:** 339.5 kB

# Entry 7 BOT Membership Table

Completed - Aug 1 2023

## Instructions

## Required of ALL charter schools

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

## Entry 7 BOT Table

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

---

**Authorizer:**

Who is the authorizer of your charter school?

SUNY

---

**1. 2022-2023 Board Member Information (Enter info for each BOT member)**

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Completed Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2022-2023
1	James McCarty	[REDACTED]	Chair	Governance	Yes	1	7/01/2020	6/30/2026	12
2	Angel	[REDACTED]	Vice Chair	Finance & Academic	Yes	1	8/01/2023	6/30/2026	9
3	Dr. Reva Gershen-Lowy	[REDACTED]	Secretary	Finance & Governance	Yes	1	7/01/2021	6/30/2024	11
4	Jennifer Vasquez	[REDACTED]	Treasurer	Finance	Yes	1	8/01/2023	6/30/2026	11
5	Dr. William Ursillo	[REDACTED]	Trustee/Member	Academic & Governance	Yes	1	5/01/2018	6/30/2025	11
6	Dr. Audrey Erazo-Trivino	[REDACTED]	Trustee/Member	Academic	Yes	1	8/01/2023	6/30/2026	10
7	Sr. Patricia Broderick	[REDACTED]	Trustee/Member	Academic	Yes	1	4/01/2021	6/30/2026	12
8									
9									

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

No

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

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

a. Total Number of BOT Members on June 30, 2023	7
b.Total Number of Members Added During 2022-2023	3
c. Total Number of Members who Departed during 2022-2023	3
d.Total Number of members, as set in Bylaws, Resolution or Minutes	7

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

12

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

12

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

7

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

3

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

3

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

7

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

## Entry 9 Enrollment & Retention

**Completed** - Aug 1 2023

### Instructions for submitting Enrollment and Retention Efforts

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

Describe the good faith efforts the charter school has made in 2022-2023 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2023-2024.

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

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

## Entry 9 Enrollment and Retention of Special Populations





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

	Describe Recruitment Efforts in 2022-2023	Describe Recruitment Plans in 2023-2024
Economically Disadvantaged	<p>Recruiting at local homeless shelters w/ care packages.</p> <p>Recruiting within the local community via FedEx door-to-door delivery recruitment postcard in tandem with targeted Facebook ad blasts to same households.</p> <p>Distributing recruitment care packages at local daycare and headstart centers, pediatric and dentist offices and local businesses.</p> <p>Local MTA bus shelter school recruitment ads as well as ads on actual local MTA buses.</p> <p>Recruitment ad in local Bronx Family magazine.</p> <p>Email recruitment blast through SchoolMint to previously applied households from prior years.</p> <p>Recruitment ad in NY Post Charter School Directory.</p> <p>Recruitment media blasts on school Facebook and Instagram page.</p> <p>Word-of-mouth recruitment through parent/guardians whose children already attend CMCCS.</p>	<p>Recruiting at local homeless shelters w/ care packages.</p> <p>Recruiting within the local community via FedEx door-to-door delivery recruitment postcard in tandem with targeted Facebook ad blasts to same households.</p> <p>Distributing recruitment care packages at local daycare and headstart centers, pediatric and dentist offices and local businesses.</p> <p>Local MTA bus shelter school recruitment ads as well as ads on actual local MTA buses.</p> <p>Recruitment ad in local Bronx Family magazine.</p> <p>Email recruitment blast through SchoolMint to previously applied households from prior years.</p> <p>Recruitment ad in NY Post Charter School Directory.</p> <p>Recruitment media blasts on school Facebook and Instagram page.</p> <p>Word-of-mouth recruitment through parent/guardians whose children already attend CMCCS.</p>
English Language Learners	<p>Recruiting within the local community via FedEx door-to-door delivery recruitment postcard in tandem with targeted Facebook ad blasts to same households.</p> <p>Distributing recruitment care packages at local daycare and headstart centers, pediatric and dentist offices and local businesses.</p> <p>Local MTA bus shelter school recruitment ads as well as ads on</p>	<p>Recruiting within the local community via FedEx door-to-door delivery recruitment postcard in tandem with targeted Facebook ad blasts to same households.</p> <p>Distributing recruitment care packages at local daycare and headstart centers, pediatric and dentist offices and local businesses.</p> <p>Local MTA bus shelter school recruitment ads as well as ads on</p>

	<p>actual local MTA buses.</p> <p>Recruitment ad in local Bronx Family magazine.</p> <p>Email recruitment blast through SchoolMint to previously applied households from prior years.</p> <p>Recruitment ad in NY Post Charter School Directory.</p> <p>Recruitment media blasts on school Facebook and Instagram page.</p> <p>Word-of-mouth recruitment through parent/guardians whose children already attend CMCCS.</p>	<p>actual local MTA buses.</p> <p>Recruitment ad in local Bronx Family magazine.</p> <p>Email recruitment blast through SchoolMint to previously applied households from prior years.</p> <p>Recruitment ad in NY Post Charter School Directory.</p> <p>Recruitment media blasts on school Facebook and Instagram page.</p> <p>Word-of-mouth recruitment through parent/guardians whose children already attend CMCCS.</p>
Students with Disabilities	<p>Recruiting within the local community via FedEx door-to-door delivery recruitment postcard in tandem with targeted Facebook ad blasts to same households.</p> <p>Distributing recruitment care packages at local daycare and headstart centers, pediatric and dentist offices and local businesses.</p> <p>Local MTA bus shelter school recruitment ads as well as ads on actual local MTA buses.</p> <p>Recruitment ad in local Bronx Family magazine.</p> <p>Email recruitment blast through SchoolMint to previously applied households from prior years.</p> <p>Recruitment ad in NY Post Charter School Directory.</p> <p>Recruitment media blasts on school Facebook and Instagram page.</p> <p>Word-of-mouth recruitment through parent/guardians whose children already attend CMCCS.</p>	<p>Recruiting within the local community via FedEx door-to-door delivery recruitment postcard in tandem with targeted Facebook ad blasts to same households.</p> <p>Distributing recruitment care packages at local daycare and headstart centers, pediatric and dentist offices and local businesses.</p> <p>Local MTA bus shelter school recruitment ads as well as ads on actual local MTA buses.</p> <p>Recruitment ad in local Bronx Family magazine.</p> <p>Email recruitment blast through SchoolMint to previously applied households from prior years.</p> <p>Recruitment ad in NY Post Charter School Directory.</p> <p>Recruitment media blasts on school Facebook and Instagram page.</p> <p>Word-of-mouth recruitment through parent/guardians whose children already attend CMCCS.</p>

## Good Faith Efforts To Meet Enrollment Retention Targets

	Describe Retention Efforts in 2022-2023	Describe Retention Plans in 2023-2024
Economically Disadvantaged	<p>The school provides Social Emotional Support sessions with the school social worker as needed. Parents or teachers can request support for a student who is struggling. With parental consent the child will be seen by the social worker to discuss coping skills and other social emotional concerns. Upon request, the school will supply the student with school uniform shirts. The school also distributes school sweatshirts once a year to all students in the school.</p> <p>The school supplies all students with a CMCCS backpack.</p> <p>Based on student need, the school will also supply the student with all necessary school supplies.</p> <p>The school subsidizes the after school program with an annual contribution of \$40,000.00. This offsets the cost and allows families to have students attend for \$40.00 per week.</p> <p>The school subsidizes all school trips so no student has to pay for any trip.</p>	<p>The school provides Social Emotional Support sessions with the school social worker as needed. Parents or teachers can request support for a student who is struggling. With parental consent the child will be seen by the social worker to discuss coping skills and other social emotional concerns. Upon request, the school will supply the student with school uniform shirts. The school also distributes school sweatshirts once a year to all students in the school.</p> <p>The school supplies all students with a CMCCS backpack.</p> <p>Based on student need, the school will also supply the student with all necessary school supplies.</p> <p>The school subsidizes the after school program with an annual contribution of \$40,000.00. This offsets the cost and allows families to have students attend for \$40.00 per week.</p> <p>The school subsidizes all school trips so no student has to pay for any trip.</p>
English Language Learners	<p>The school employs a full time ELL teacher and a full time ELL TA to support ELL students.</p> <p>The ELL program is structured to</p> <p>The school employs multiple bilingual staff members to work with parents and students alike.</p> <p>The ELL teacher and TA are in constant communication with ELL parents and the school holds an annual meeting with parents to discuss the ELL process and the</p>	<p>The school employs a full time ELL teacher and a full time ELL TA to support ELL students.</p> <p>The ELL program is structured to</p> <p>The school employs multiple bilingual staff members to work with parents and students alike.</p> <p>The ELL teacher and TA are in constant communication with ELL parents and the school holds an annual meeting with parents to discuss the ELL process and the</p>

	<p>state ELL exams and the WIDA exam which is given twice a year to measure student progress.</p> <p>During PTC meetings ELL staff are available to meet with parents and distribute free books in Spanish for students to take home and enjoy with their families.</p>	<p>state ELL exams and the WIDA exam which is given twice a year to measure student progress.</p> <p>During PTC meetings ELL staff are available to meet with parents and distribute free books in Spanish for students to take home and enjoy with their families.</p>
Students with Disabilities	<p>The school has a 3 tiered RTI system in place to identify students who are struggling.</p> <p>The school employs a reading specialist and an instructional specialist. These two full time employees work with students who are struggling in reading and math. The school works closely with parents and teachers to identify students who are in need of extra support.</p> <p>The school works with the CSE and parents of students who are in need of special education to ensure that the IEP process is as smooth and trouble free as possible.</p> <p>The school advocates on behalf of students who are in need of support by discussing students' needs with parents and supporting parents with requesting services.</p>	<p>The school has a 3 tiered RTI system in place to identify students who are struggling.</p> <p>The school employs a reading specialist and an instructional specialist. These two full time employees work with students who are struggling in reading and math. The school works closely with parents and teachers to identify students who are in need of extra support.</p> <p>The school works with the CSE and parents of students who are in need of special education to ensure that the IEP process is as smooth and trouble free as possible.</p> <p>The school advocates on behalf of students who are in need of support by discussing students' needs with parents and supporting parents with requesting services.</p>

## Entry 10 – Teacher and Administrator Attrition

Completed - Aug 1 2023

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

## A. TEACH System – Employee Clearance

### Required of ALL Charter Schools

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

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

#### 1. Emergency Conditional Clearances

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

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

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

<sup>[1]</sup> Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.nysed.gov/common/nysed/files/programs/charter-schools/employeeefingerprintoct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

## **B. Emergency Conditional Clearances**

### **Emergency Conditional Clearances**

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

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

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

---

### **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 ONLY

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

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

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

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2023)	
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)	
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, 2023)	
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)	
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 2022-2023 **Organization Chart**. The organization chart should be a graphic representation (A list will not be accepted.) and should include position titles and reporting (hierarchical) relationships. Employee names should **not** appear on the chart.

## Entry 13 School Calendar

Completed - Aug 1 2023

[Instructions for submitting School Calendar](#)

### Required of ALL Charter Schools

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

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

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

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

### 2023-2024 School Event Calendar

Filename: 2023-2024\_School\_Event\_Calendar.xl\_1jiaejV.pdf Size: 65.9 kB

## Entry 14 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 (all faculty and staff employed by the school during the 2022-2023 school year).

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

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

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

Roster Data Elements	Explanations
Authorizer	<b>Select</b> your school's authorizer from the <b>drop-down list first</b> , before completing the roster.
<b>NOTE: MUST BE DONE FIRST</b>	
School Name and Institution ID	<b>Select</b> your school's name from the <b>drop-down list</b> .
Faculty/Staff First Name	Enter the first name of the Faculty/Staff person.
Faculty/Staff Last Name	Enter the last name of the Faculty/Staff person.
TEACH ID	Enter the <b>7 digit TEACH ID</b> for the Faculty/Staff person.
Role in School	<b>Select</b> the best choice of role of the Faculty/Staff person from the <b>drop-down list</b> .

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

## Optional Additional Documents to Upload (BOR)

Incomplete

# **Cardinal McCloskey Community Charter School**

**Financial Statements**  
Years Ended June 30, 2023 and 2022  
**and Supplemental Schedule of Expenditures**  
**of Federal Awards**  
Year Ended June 30, 2023

# **Cardinal McCloskey Community Charter School**

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Financial Statements  
Years Ended June 30, 2023 and 2022  
and Supplemental Schedule of Expenditures of Federal Awards  
Year Ended June 30, 2023

# Cardinal McCloskey Community Charter School

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New York, NY 10017

## **Independent Auditor's Report**

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, 2023 and 2022, 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, 2023 and 2022, 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.

### ***Emphasis of Matter - Adoption of New Accounting Pronouncement***

As discussed in Note 2 to the financial statements, the School has elected to change its method of accounting for leases in the year ended June 30, 2023 due to the adoption of ASC Topic 842, Leases. Our opinion is not modified with respect to this matter.

### ***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.

BDO USA, P.C., a Virginia professional corporation, is the U.S. member of BDO International Limited, a UK company limited by guarantee, and forms part of the international BDO network of independent member firms.

BDO is the brand name for the BDO network and for each of the BDO Member Firms.





### ***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***

### ***Supplementary Information***

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated October 31, 2023 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, P.C.  
October 31, 2023

# Cardinal McCloskey Community Charter School

## Statements of Financial Position

<i>June 30,</i>	<b>2023</b>	<b>2022</b>
<b>Assets</b>		
Cash and cash equivalents	\$ 4,157,679	\$ 2,698,950
Restricted cash	75,017	75,009
Grants and other receivables	1,606,798	921,938
Prepaid expenses and other assets	204,930	123,421
Due from related entities	46,330	52,848
Right of use assets, operating leases, net	4,003,569	-
Property and equipment, net	585,305	245,342
<b>Total Assets</b>	<b>\$ 10,679,628</b>	<b>\$ 4,117,508</b>
<b>Liabilities and Net Assets</b>		
<b>Liabilities</b>		
Accounts payable and accrued expenses	\$ 579,966	\$ 399,846
Accrued salaries and other payroll related expenses	577,126	529,981
Operating lease liabilities	4,142,040	-
Due to NYC Department of Education	22,292	26,529
<b>Total Liabilities</b>	<b>5,321,424</b>	<b>956,356</b>
<b>Commitments and Contingencies (Notes 2, 3, 5, 8, 9, and 10)</b>		
<b>Net Assets</b>		
Net assets - without donor restrictions	5,358,204	3,161,152
<b>Total Net Assets</b>	<b>5,358,204</b>	<b>3,161,152</b>
<b>Total Liabilities and Net Assets</b>	<b>\$ 10,679,628</b>	<b>\$ 4,117,508</b>

*See accompanying notes to financial statements.*

# Cardinal McCloskey Community Charter School

## Statement of Activities

<i>Year ended June 30, 2023</i>	Without Donor Restrictions	With Donor Restrictions	Total
<b>Revenue and Support</b>			
State and local per pupil operating revenue	\$ 8,908,627	\$ -	\$ 8,908,627
Government grants and contracts	1,297,708	-	1,297,708
Contributions and other income	227,600	-	227,600
Contributed non-financial assets	2,800	-	2,800
<b>Total Revenue and Support</b>	<b>10,436,735</b>	<b>-</b>	<b>10,436,735</b>
<b>Expenses</b>			
Program services:			
General education	5,215,585	-	5,215,585
Special education	1,619,454	-	1,619,454
<b>Total Program Services</b>	<b>6,835,039</b>	<b>-</b>	<b>6,835,039</b>
Supporting services:			
Management and general	1,401,824	-	1,401,824
Fundraising	2,820	-	2,820
<b>Total Supporting Services</b>	<b>1,404,644</b>	<b>-</b>	<b>1,404,644</b>
<b>Total Expenses</b>	<b>8,239,683</b>	<b>-</b>	<b>8,239,683</b>
<b>Change in Net Assets</b>	<b>2,197,052</b>	<b>-</b>	<b>2,197,052</b>
<b>Net Assets, beginning of year</b>	<b>3,161,152</b>	<b>-</b>	<b>3,161,152</b>
<b>Net Assets, end of year</b>	<b>\$ 5,358,204</b>	<b>\$ -</b>	<b>\$ 5,358,204</b>

*See accompanying notes to financial statements.*

# Cardinal McCloskey Community Charter School

## Statement of Activities

<i>Year ended June 30, 2022</i>	Without Donor Restrictions	With Donor Restrictions	Total
<b>Revenue and Support</b>			
State and local per pupil operating revenue	\$ 6,437,190	\$ -	\$ 6,437,190
Government grants and contracts	811,540	-	811,540
Net assets released from restrictions	54,517	(54,517)	-
<b>Total Revenue and Support</b>	<b>7,303,247</b>	<b>(54,517)</b>	<b>7,248,730</b>
<b>Expenses</b>			
Program services:			
General education	3,932,831	-	3,932,831
Special education	1,449,228	-	1,449,228
<b>Total Program Services</b>	<b>5,382,059</b>	<b>-</b>	<b>5,382,059</b>
Supporting services:			
Management and general	1,024,922	-	1,024,922
Fundraising	2,068	-	2,068
<b>Total Supporting Services</b>	<b>1,026,990</b>	<b>-</b>	<b>1,026,990</b>
<b>Total Expenses</b>	<b>6,409,049</b>	<b>-</b>	<b>6,409,049</b>
<b>Change in Net Assets</b>	<b>894,198</b>	<b>(54,517)</b>	<b>839,681</b>
<b>Net Assets, beginning of year</b>	<b>2,266,954</b>	<b>54,517</b>	<b>2,321,471</b>
<b>Net Assets, end of year</b>	<b>\$ 3,161,152</b>	<b>\$ -</b>	<b>\$ 3,161,152</b>

*See accompanying notes to financial statements.*

# Cardinal McCloskey Community Charter School

## Statement of Functional Expenses

*Year ended June 30, 2023*

	No. of Positions	Program Services			Supporting Services			Total
		General Education	Special Education	Total Program Services	Management and General	Fundraising	Total Supporting Services	
Personnel service costs:								
Administrative staff personnel	13	\$ 463,344	\$ 66,192	\$ 529,536	\$ 402,186	\$ -	\$ 402,186	\$ 931,722
Instructional personnel	47	1,943,363	693,064	2,636,427	-	-	-	2,636,427
Non-Instructional personnel	5	-	-	-	85,562	-	85,562	85,562
<b>Total Salaries and Staff</b>	<b>65</b>	<b>2,406,707</b>	<b>759,256</b>	<b>3,165,963</b>	<b>487,748</b>	<b>-</b>	<b>487,748</b>	<b>3,653,711</b>
Fringe benefits and payroll taxes		479,329	151,216	630,545	80,102	-	80,102	710,647
Retirement		22,401	7,067	29,468	3,743	-	3,743	33,211
Legal services		-	-	-	5,147	-	5,147	5,147
Accounting and audit services		-	-	-	39,339	-	39,339	39,339
Other purchases of professional and consulting services		40,277	10,886	51,163	470,310	2,820	473,130	524,293
Occupancy and facility costs		940,315	296,646	1,236,961	157,137	-	157,137	1,394,098
Repairs and maintenance		264,667	83,496	348,163	44,229	-	44,229	392,392
Insurance		32,692	10,314	43,006	5,463	-	5,463	48,469
Utilities		81,395	25,678	107,073	13,602	-	13,602	120,675
Instructional supplies and materials		253,756	66,996	320,752	-	-	-	320,752
Equipment and furnishings		54,745	15,970	70,715	5,298	-	5,298	76,013
Staff development		56,226	17,738	73,964	9,396	-	9,396	83,360
Marketing and recruitment		82,199	25,932	108,131	13,736	-	13,736	121,867
Technology		103,831	32,756	136,587	17,351	-	17,351	153,938
Student services		172,757	44,746	217,503	-	-	-	217,503
Office expense		79,355	25,034	104,389	13,261	-	13,261	117,650
Depreciation and amortization		127,858	40,336	168,194	21,367	-	21,367	189,561
Other		17,075	5,387	22,462	14,595	-	14,595	37,057
<b>Total Expenses</b>		<b>\$ 5,215,585</b>	<b>\$ 1,619,454</b>	<b>\$ 6,835,039</b>	<b>\$ 1,401,824</b>	<b>\$ 2,820</b>	<b>\$ 1,404,644</b>	<b>\$ 8,239,683</b>

*See accompanying notes to financial statements.*

# Cardinal McCloskey Community Charter School

## Statement of Functional Expenses

Year ended June 30, 2022

	No. of Positions	Program Services			Supporting Services			Total
		General Education	Special Education	Total Program Services	Management and General	Fundraising	Total Supporting Services	
Personnel service costs:								
Administrative staff personnel	16	\$ 631,552	\$ 122,173	\$ 753,725	\$ 354,685	\$ -	\$ 354,685	\$ 1,108,410
Instructional personnel	39	1,253,192	583,746	1,836,938	-	-	-	1,836,938
<b>Total Salaries and Staff</b>	<b>55</b>	<b>1,884,744</b>	<b>705,919</b>	<b>2,590,663</b>	<b>354,685</b>	<b>-</b>	<b>354,685</b>	<b>2,945,348</b>
Fringe benefits and payroll taxes		419,956	157,292	577,248	65,016	-	65,016	642,264
Retirement		18,585	6,961	25,546	2,877	-	2,877	28,423
Legal services		-	-	-	57,959	-	57,959	57,959
Accounting and audit services		-	-	-	22,000	-	22,000	22,000
Other purchases of professional and consulting services		65,591	18,976	84,567	316,185	2,068	318,253	402,820
Occupancy and facility costs		815,136	305,304	1,120,440	126,197	-	126,197	1,246,637
Repairs and maintenance		91,646	34,325	125,971	14,188	-	14,188	140,159
Insurance		28,088	10,520	38,608	4,348	-	4,348	42,956
Utilities		35,652	13,353	49,005	5,519	-	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	-	1,505	14,866
Staff development		71,344	26,721	98,065	11,045	-	11,045	109,110
Marketing and recruitment		79,187	29,659	108,846	12,259	-	12,259	121,105
Technology		77,821	29,147	106,968	12,048	-	12,048	119,016
Student services		30,450	8,809	39,259	-	-	-	39,259
Office expense		33,239	12,450	45,689	5,146	-	5,146	50,835
Depreciation and amortization		80,682	30,219	110,901	12,491	-	12,491	123,392
Other		7,947	2,977	10,924	1,454	-	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>\$ 1,026,990</b>	<b>\$ 6,409,049</b>

See accompanying notes to financial statements.

# Cardinal McCloskey Community Charter School

## Statements of Cash Flows

<i>Year ended June 30,</i>	<b>2023</b>	<b>2022</b>
<b>Cash Flows from Operating Activities</b>		
Cash received from operating revenue	\$ 9,758,393	\$ 6,768,341
Cash paid to employees and suppliers	(7,770,132)	(5,572,819)
<b>Net Cash Provided by Operating Activities</b>	<b>1,988,261</b>	<b>1,195,522</b>
<b>Cash Flows from Investing Activities</b>		
Purchase of property and equipment	(529,524)	(145,149)
<b>Net Increase in Cash</b>	<b>1,458,737</b>	<b>1,050,373</b>
<b>Cash, Cash Equivalents and Restricted Cash, beginning of year</b>	<b>2,773,959</b>	<b>1,723,586</b>
<b>Cash, Cash Equivalents and Restricted Cash, end of year</b>	<b>\$ 4,232,696</b>	<b>\$ 2,773,959</b>
<b>Reconciliation of Change in Net Assets to Net Cash Provided by Operating Activities</b>		
Change in net assets	\$ 2,197,052	\$ 839,681
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation	189,561	123,392
Non-cash Right of use assets acquired through operating leases	1,259,190	-
Changes in operating assets and liabilities:		
Grants and other receivables	(684,860)	(427,541)
Prepaid expenses and other assets	(81,509)	53,406
Due from related entities	6,518	(52,848)
Accounts payable and accrued expenses	180,120	342,784
Accrued salaries and other payroll related expenses	47,145	316,746
Principal reduction in operating lease liabilities	(1,120,719)	-
Due to NYC Department of Education	(4,237)	(98)
<b>Net Cash Provided by Operating Activities</b>	<b>\$ 1,988,261</b>	<b>\$ 1,195,522</b>
<b>Supplemental Disclosure of Cash Flow Information</b>		
Cash, cash equivalents and restricted cash:		
Cash and cash equivalents	\$ 4,157,679	\$ 2,698,950
Restricted cash	75,017	75,009
<b>Cash, Cash Equivalents and Restricted Cash, end of year</b>	<b>\$ 4,232,696</b>	<b>\$ 2,773,959</b>

*See accompanying notes to 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 2022-23 school year, the School has expanded to fourth 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 (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* - These 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* - These 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 and Cash Equivalents***

The School considers highly liquid investments with original maturities of 90 days or less to be cash and cash equivalents. The School has not experienced any losses on these accounts. An escrow account in the amount of \$75,017 and \$75,009 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, 2023 and 2022, respectively.

### ***Grants and Other Receivables***

Grants and other receivables represent unconditional promises by government agencies, donors and per pupil receivable from department of education. Grants and other receivables that are expected to be collected within one year and are recorded at net realizable value are \$1,606,798 and \$921,938 at June 30, 2023 and 2022, respectively. The School has determined that no allowance for uncollectible accounts for grants and other receivables is necessary as of June 30, 2023 and 2022. 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. At June 30, 2023 and 2022, the School had no conditional contributions.

### ***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

# Cardinal McCloskey Community Charter School

## Notes to Financial Statements

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with the School as a proportion of the number of days in the entire school year (the calculation is done by using the New York State calculator online). The School's total student population includes general education and special education students. The School has determined that revenue from its students has the same performance obligations, types of contract, and services rendered. As a result, the student body is viewed as one customer base for revenue purposes. The School uses a portfolio approach to account for per-pupil contracts as a collective group rather than recognizing revenue on an individual-contract basis. The School believes that revenue recognized by utilizing the portfolio approach approximates the revenue that would have been recognized if an individual contract approach were used.

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 and Contracts*

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.

# Cardinal McCloskey Community Charter School

## Notes to Financial Statements

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### *Contract Assets and Contract Liabilities*

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

### *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, 2023 and 2022.

### *Advertising*

The School expenses advertising costs as incurred. The School incurred \$121,867 and \$121,105 of advertising costs for the year ended June 30, 2023 and 2022, respectively, which is included in the accompanying statements of functional expenses under marketing and recruitment.

# Cardinal McCloskey Community Charter School

## Notes to Financial Statements

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### ***Functional Allocation of Expenses***

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

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

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

### ***Estimates***

The preparation of financial statements in conformity with 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.

### ***Income Taxes***

The School is exempt from federal, state and local income taxes under Section 501(c)(3) of 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, 2023 and 2022.

Under 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, 2023, the School was not subject to any examination by a taxing authority.

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

#### ***Lease Accounting***

In February 2016, the FASB issued ASU 2016-02, *Accounting for Leases*, which applies a right-of-use (ROU) model that requires a lessee to record, for all leases with a lease term of more than 12 months, an asset representing its right to use the underlying asset and a liability to make lease payments. For leases with a term of 12 months or less, a practical expedient is available whereby a lessee may elect, by class of underlying asset, not to recognize an ROU asset or lease liability. At inception, lessees must classify all leases as either finance or operating based on five criteria. Balance sheet recognition of finance and operating leases is similar, but the pattern of expense recognition in the income statement, as well as the effect on the statement of cash flows, differs

# Cardinal McCloskey Community Charter School

## Notes to Financial Statements

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depending on the lease classification. In addition, lessees and lessors are required to provide certain qualitative and quantitative disclosures to enable users of financial statements to assess the amount, timing, and uncertainty of cash flows arising from leases. The FASB issued ASU 2020-05, which deferred the effective date for the Organization until annual periods beginning after December 15, 2021. The provisions of ASU 2016-02 were adopted by the School beginning July 1, 2022 following the modified retrospective method of application. See note 5 for additional information on leases.

### ***Reclassification***

Certain amounts in the 2022 financial statements were classified to conform with the 2023 presentation. These reclassifications had no effect on the School's financial position and change in net assets.

### ***Recently Issued but not yet Adopted Accounting Pronouncements***

#### ***Financial Instruments - Credit Losses***

In June 2016, the FASB issued ASU 2016-13, *Financial Instruments - Credit Losses (Topic 326): Measurement of Credit Losses on Financial Instruments*. The new credit losses standard changes the impairment model for most financial assets and certain other instruments. For trade and other receivables, contract assets recognized as a result of applying ASC 606, loans and certain other instruments, entities will be required to use new forward looking "expected loss" model that generally will result in earlier recognition of credit losses than under today's incurred loss model. ASU 2016-13 is effective for annual periods beginning after December 15, 2022. The School is currently evaluating the impact of this ASU on its financial statements.

### **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>2023</b>	<b>2022</b>
Cash and cash equivalents	\$ 4,157,679	\$ 2,698,950
Restricted cash	75,017	75,009
Grants and other receivables	1,606,798	921,938
Due from related entities	46,330	52,848
<b>Total Financial Assets Available Within One Year</b>	<b>5,885,824</b>	<b>3,748,745</b>
Less: amounts unavailable for general expenditures within one year due to:		
Restricted by contract	(75,017)	(75,009)
<b>Total Financial Assets Available to Management for General Expenditures Within One Year</b>	<b>\$ 5,810,807</b>	<b>\$ 3,673,736</b>

# Cardinal McCloskey Community Charter School

## Notes to Financial Statements

### 4. Property and Equipment

Property and equipment consist of the following:

June 30,

	2023	2022	Estimated Useful Lives (Years)
Furniture and fixtures	\$ 320,453	\$ 146,126	7
Computer equipment	536,560	257,606	3
Software	6,500	6,500	3
Leasehold improvements			Lesser of useful life of asset or lease term
	165,815	89,572	
	1,029,328	499,804	
Less: accumulated depreciation and amortization	(444,023)	(254,462)	
	\$ 585,305	\$ 245,342	

Depreciation and amortization expense for the years ended June 30, 2023 and 2022 was \$189,561 and \$123,392, respectively.

### 5. Operating Lease

As noted in note 2, beginning July 1, 2022 and following the modified retrospective method of application the School has adopted the provisions of ASC 842, *Leases*. For leases with initial terms of greater than one year (or initially, greater than one year remaining under the lease at the date of the adoption of ASC 842), the School records the related right-of-use assets and liabilities at the present value of the remaining lease payments to be paid over the life of the related lease. Lease payments related to periods subject to renewal options are excluded from the amounts used to determine the present value of the remaining lease payments unless the School is reasonably certain to exercise the option to extend the lease. The lease require monthly payments of principal and interest at a rate of 2.88%. The present value of the lease payments is calculated by utilizing the discount rate stated in the lease, when readily determinable. For leases for which a discount rate is not readily available, the School has elected to use the risk-free rate plus a reasonable premium comparative for entities of similar risk. The School has made an accounting policy election not to separate lease components from non-lease components in contracts when determining its lease payments for all of its asset classes, as permitted by ASC 842. As such, the School accounts for the applicable non-lease components together with the related lease components when determining the right-of-use assets and liabilities. The School has made an accounting policy election not to record leases with an initial term of less than one year as right-of-use assets and liabilities in the statements of financial position.

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

# Cardinal McCloskey Community Charter School

## Notes to Financial Statements

is included in the accompanying statements of financial position under prepaid expenses and other assets.

In September 2021, the School entered into a lease agreement with Dominican Convent of Our Lady of the Rosary for leasing the premises at 685 East 182nd Street, Bronx, New York 10457 effective September 1, 2021 and expiring on June 30, 2026. As part of the new lease agreement, the School was required to pay an additional security deposit of \$72,499 for the total amount of \$162,167. The lease is deemed to be an operating lease based on the underlying terms of the agreement and the criteria included in ASC 842.

The following tables summarize information related to the lease assets and liabilities:

### *Year ended June 30, 2023*

#### **Lease Costs**

Operating lease cost:

Amortization of right-of-use assets	\$	1,259,190
Interest on lease liabilities		134,908

<b>Total Lease Cost</b>	<b>\$</b>	<b>1,394,098</b>
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### *Year ended June 30, 2023*

Right-of-use assets and liabilities:

Operating lease right-of-use assets, net of amortization	\$	4,003,569
Operating lease liabilities	\$	4,142,040

Weighted-average remaining lease term - operating leases (years)	3.00
Weighted-average discount rate - operating leases (%)	2.88

For operating leases, right-of-use assets are recorded in right-of-use assets, operating lease and lease liabilities are recorded in operating lease liabilities in the accompanying statements of financial position. The lease amortization expense and interest expense are recorded as a component of occupancy and facility costs within statements of functional expense.

The following is a schedule of future minimum lease payments, including interest, under the term of the leases, together with the present value of the net minimum lease payments, as of June 30, 2023:

### *Year ending June 30,*

2024	\$	1,395,329
2025		1,441,100
2026		1,484,333
<b>Total Minimum Lease Payments</b>		<b>4,320,762</b>
<b>Less: imputed interest</b>		<b>(178,721)</b>
<b>Present Value of Net Minimum Lease Payments</b>	<b>\$</b>	<b>4,142,040</b>



# Cardinal McCloskey Community Charter School

## Notes to Financial Statements

### 6. 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:

<i>June 30,</i>	<b>2023</b>	<b>2022</b>
ESSER	\$ 994,693	\$ 304,916
CSP	299,738	320,738
Title I	188,360	125,171
Per Pupil	85,347	137,317
Title II	21,612	17,117
Title IV	10,054	8,000
Other	6,994	8,679
	<b>\$ 1,606,798</b>	<b>\$ 921,938</b>

### 7. Net Assets with Donor Restrictions

There were no net assets with donor restrictions at June 30, 2023 and 2022.

Net assets were released from donor restrictions by incurring expenses satisfying the purpose restrictions specified by donors as follows:

<i>June 30,</i>	<b>2023</b>	<b>2022</b>
Various start-up costs - Walton Foundation Grant	\$ -	\$ 54,517

### 8. 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 \$33,211 and \$28,423 for the years ended June 30, 2023 and 2022, respectively, and is included in retirement in the statements of functional expenses.

### 9. Risk Management

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, 2023, there are no matters for which the School believes the ultimate outcome would have a material adverse effect on the School's financial position.

# Cardinal McCloskey Community Charter School

## Notes to Financial Statements

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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.

### **10. 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 85% and 88% of its total revenue from per-pupil funding from the NYCDOE during the year ended June 30, 2023 and 2022, respectively.

The School's grants and other receivables consist of one major grantor accounting for approximately 94% at June 30, 2023. The School's grants and other receivables consist of four major grantors accounting for approximately 73% at June 30, 2022.

The School's payables consist of two major vendors accounting for approximately 39% at June 30, 2023 and three major vendors accounting for approximately 51% at June 30, 2022.

### **11. Subsequent Events**

The School has evaluated events through October 31, 2023, which is the date the financial statements were available to be issued.

## Supplementary Information

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# Cardinal McCloskey Community Charter School

## Schedule of Expenditures of Federal Awards

Year ended June 30, 2023

Federal Grantor/Pass-Through Grantor/ Program or Cluster Title	Federal Assistance Listing Number	Pass-through Entity Identifying Number	Provided to Subrecipients	Total Federal Expenditures
<b>United States (U.S) Department of Education</b>				
Pass-through the New York State				
Education Department:				
Title I Grants to Local Education Agencies (Title I Part A of the ESEA)	84.010	Not Applicable	\$ -	\$ 235,449
Supporting Effective Instruction State Grants	84.367	Not Applicable	-	27,015
Student Support and Academic Enrichment Program	84.424	Not Applicable	-	12,567
Special Education Cluster (IDEA): Special Education - Grants to States (IDEA, Part B)	84.027	Not Applicable	-	54,824
Elementary and Secondary School Emergency Relief (ESSER) Fund	84.425D	Not Applicable	-	297,938
American Rescue Plan - Elementary And Secondary School Emergency Relief (ARP ESSER)	84.425U	Not Applicable	-	617,786
<b>Total U.S. Department of Education</b>			-	<b>1,245,579</b>
<b>Total Expenditures of Federal Awards</b>			\$ -	<b>\$ 1,245,579</b>

*The accompanying notes are an integral part of this schedule.*

# Cardinal McCloskey Community Charter School

## Notes to the Schedule of Expenditures of Federal Awards

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### 1. Basis of Presentation

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of Cardinal McCloskey Community Charter School under programs of the federal government for the year ended June 30, 2023. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the School, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the School.

### 2. Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following cost principals contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

### 3. Indirect Cost Rate

The School has elected not to use the 10% de minimis indirect costs rate allowed under the Uniform Guidance.



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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***

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, 2023 and 2022, 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 31, 2023.

### **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, P.C.  
October 31, 2023



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Fax: 212-371-9374  
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622 Third Ave, Suite 3100  
New York, NY 10017

## **Independent Auditor's Report on Compliance For Each Major Federal Program and Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance**

The Board of Trustees  
Cardinal McCloskey Community Charter School  
New York, New York

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

#### ***Opinion on Each Major Federal Program***

We have audited Cardinal McCloskey Community Charter School's (the School) compliance with the types of compliance requirements identified as subject to audit in the *OMB Compliance Supplement* that could have a direct and material effect on each of the School's major federal programs for the year ended June 30, 2023. The School's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

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

#### ***Basis for Opinion on Each Major Federal Program***

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

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

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

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





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

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

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

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the School's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the School's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control over compliance. Accordingly, no such opinion is expressed.

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



## Report on Internal Control Over Compliance

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

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

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

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

BDO USA, P.C.

October 31, 2023

# Cardinal McCloskey Community Charter School

## Schedule of Findings and Questioned Costs Year Ended June 30, 2023

### Section I. Summary of Auditor's Results

#### Financial Statements

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with 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

#### Federal Awards

Internal control over major federal programs:

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

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

Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?

☐ Yes ☒ No

Identification of major federal programs:

Assistance Listing Number	Name of Federal Program or Cluster
84.425D	Elementary and Secondary School Emergency Relief (ESSER) Fund
84.425U	American Rescue Plan - Elementary and Secondary School Emergency Relief (ARP ESSER)

Dollar threshold used to distinguish between Type A and Type B programs:

\$750,000

Auditee qualified as low-risk auditee?

☐ Yes ☒ No

### Section II. 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.

### Section III. Federal Award Findings and Questioned Costs

There were no findings and questioned costs for federal awards (as defined in 2 CFR 200.516(a)) that are required to be reported.

SUNY Charter Schools Institute  
Budget Narrative

Education Corporation Name: Cardinal McCloskey Community

Fiscal Contact:

Name: Jennifer Fedele

Date: 06/30/2023

Email: [jfedele@cmccs.org](mailto:jfedele@cmccs.org)

07/01/23 to 06/30/24

1. What steps has the education corporation taken to ensure it has enacted a conservative budget?

The school will add a grade and increase enrollment by approximately 65 students in FY24, bringing total enrollment from 360 up to 425. The school anticipates enrolling a grade 5 class of 69 students in FY24, building in a buffer for enrollment changes. Enrollment is also expected to be higher than budget. Sp-Ed was budgeted based on students currently enrolled and is not accounting for additional SPED funds that may come in for additional IEPs. In addition, the school did not budget for any individual contributions.

On the expense end, some items were budgeted at a higher rate to be conservative. For example, compensation is budgeted at an increase by approximately \$1.5 million due to increase in salaries and staffs' demand. An additional grade added and turnover in staff in FY 23 will require additional staff. Medical Insurance was projected to increase due to additional staff. ESSER II & ARP funding will be used for coverage of professional salaries and increased expenditures for purchased services to support needs ensuring a safe and healthy in-person learning environment. Also, increase professional development for teachers to address learning loss. Finally, the school's budget includes a contingency expense of approximately 3% of total revenue for FY24.

2. How much of the education corporation's tier two of the ESSER funds would be spent by September 30, 2023? How much of the tier three ESSER funds does the education corporation plan to spend by September 30, 2024?

ESSER funds projected to be spend in FY 24 is as follow:

- ESSER II: \$95,950 by September 30, 2023
- ARP: \$401,781

3. How does the education corporation ensure the sustainability of programs enacted through the use of ESSER funding once ESSER funding period ends?

The school budgeted 3% of total revenues for the contingency expense line to be conservative and ensure sustainability of programs in the future. Considering that the school would have a K through 5 grade program and learning from uncertain funding streams during the next year, the school has a solid foundation for operating with some unknowns regarding revenue streams. The school is also working on their next 5 Year budget.

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

**Trustee Name:**

Sheelis Morne

**Name of Charter School Education Corporation:**

Cardinal McClosky 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

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

Yes

No

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

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

Yes

No

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

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

Yes

☒ No

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

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

Yes

☒ No

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



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

**None**

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

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

**None**

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

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

**Business Telephone:**

[Redacted] \_\_\_\_\_

**Business Address:**

[Redacted] \_\_\_\_\_

**E-mail Address:**

[Redacted] \_\_\_\_\_

**Home Telephone:**

[Redacted] \_\_\_\_\_

**Home Address:**

[Redacted] \_\_\_\_\_

[Redacted]

**Signature**

6-8-23

**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:**

Andrey Eraro-Trivino

**Name of Charter School Education Corporation:**

Cardinal Mc Closkey 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.).

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.

*I am a part-time psychologist at  
Cardinal McCloskey Community  
Services.*

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

☒ **None**

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

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

☒ **None**

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

-

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

**Business Telephone:**

[REDACTED]

**Business Address:**

[REDACTED]

**E-mail Address:**

[REDACTED]

**Home Telephone:**

[REDACTED]

**Home Address:**

[REDACTED]

**Signature**

[REDACTED]

**Date**

7/20/23

Acceptable signature formats include:

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



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

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**Name of Charter School Education Corporation:**

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

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

**Yes      No**

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

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

**Yes      No**

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

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

**Yes            No**

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

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

**Yes            No**

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

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

**None**

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

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**

<b>Organization conducting business with the school(s)</b>	<b>Nature of business conducted</b>	<b>Approximate value of the business conducted</b>	<b>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</b>	<b>Steps taken to avoid conflict of interest</b>

-

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**Business Telephone:**

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**Business Address:**

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**E-mail Address:**

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**Home Telephone:**

\_\_\_\_\_

**Home Address:**

\_\_\_\_\_

\_\_\_\_\_

**Signature**

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*

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

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**Name of Charter School Education Corporation:**

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

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

**Yes      No**

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

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

**Yes      No**

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

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

**Yes          No**

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

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

**Yes          No**

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

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

**None**

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



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**

<b>Organization conducting business with the school(s)</b>	<b>Nature of business conducted</b>	<b>Approximate value of the business conducted</b>	<b>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</b>	<b>Steps taken to avoid conflict of interest</b>

-

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**Business Telephone:**

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**Business Address:**

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**E-mail Address:**

 \_\_\_\_\_

**Home Telephone:**

 \_\_\_\_\_

**Home Address:**

 \_\_\_\_\_



**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: Angel Audiffred

\_\_\_\_\_

- vice chain
- chain of RENEWAL COMM. Fee

- ☐ Yes ☒ No

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

Page 1 of 5

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:**

[REDACTED]

**Business Address:**

[REDACTED]

11205

**E-mail Address:**

[REDACTED]

**Home Telephone:**

[REDACTED]

**Home Address:**

[REDACTED]

[REDACTED]

June 7 2023

**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:** James F McCarthy

---

**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

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:** n/a

**Business Address:** n/a

**E-mail Address:**

**Home Telephone:**

**Home Address:**

**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:**

JENNIFER VASQUEZ

**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.).

BOARD 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**.

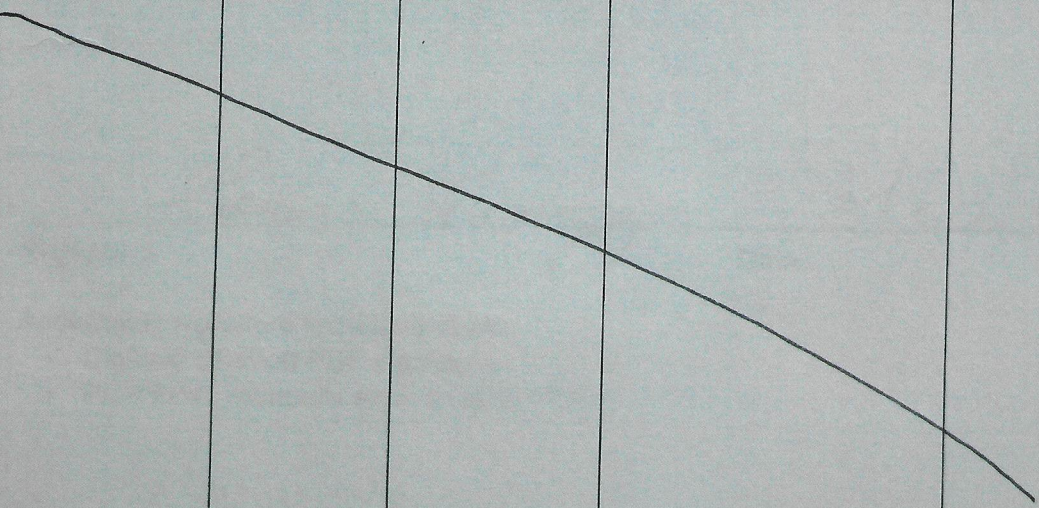
☒ **None**

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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**Business Telephone:**

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N/A

**Business Address:**

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N/A

**E-mail Address:**

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

**Home Telephone:**

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[REDACTED]

**Home Address:**

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[REDACTED]

**Signature**

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

**Date**

5/30/2023

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:**

SPATRICIA BRODERICK

**Name of Charter School Education Corporation:**

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☒ **None**

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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N/A

**Business Address:**

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N/A

**E-mail Address:**

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[Redacted]

**Home Telephone:**

\_\_\_\_\_  
[Redacted]

**Home Address:**

\_\_\_\_\_  
[Redacted]

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[Redacted] 6.6.2023  
**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:**

Reena Gershen Lowy, EdD

**Name of Charter School Education Corporation:**

Cochise County 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  
Chair of Finance Committee

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.

Senior Vice President at Cardinal McCloskey Community Services



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

☒ **None**

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

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

☒ **None**

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

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

**Business Telephone:**

[REDACTED]

**Business Address:**

[REDACTED]

**E-mail Address:**

[REDACTED]

**Home Telephone:**

[REDACTED]

**Home Address:**

[REDACTED]

**Signature**

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*

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

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**Name of Charter School Education Corporation:**

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

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

**Yes      No**

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

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

**Yes      No**

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

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

**Yes          No**

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

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

**Yes          No**

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

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

**None**

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

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**

<b>Organization conducting business with the school(s)</b>	<b>Nature of business conducted</b>	<b>Approximate value of the business conducted</b>	<b>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</b>	<b>Steps taken to avoid conflict of interest</b>

-

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

**Business Telephone:**

[REDACTED]

**Business Address:**

\_\_\_\_\_

**E-mail Address:**

[REDACTED]

**Home Telephone:**

\_\_\_\_\_

**Home Address:**

[REDACTED]

[REDACTED]

**Signature**

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*



# 2023-2024 School Event Calendar

July 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					

August 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		

September 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

October 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				

November 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		

December 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						

July	
4	Independence day

August	
31	First Day of School

September	
4	Labor Day - School Closed
13	Back to School 2:30 - 4:00 p.m.
14	Back to School 5:00 - 7:00 p.m.
25	Yom Kippur - School Closed

October	
9	Italian Heritage/Indigenous Peoples' Day - School Closed

November	
7	Election Day - No Students - Staff Only
16	Parent Teacher Conference - Evening
17	Parent Teacher Conference - Half Day
23-24	Thanksgiving Recess - School Closed

December	
25-1	Winter Recess - School Closed

January 2024						
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 2024						
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		

March 2024						
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 2024						
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 2024						
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 2024						
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	
1	New Year's Day (observed) - School Closed
15	Rev. Dr. Martin Luther King Jr. Day - School Closed

February	
1	Parent Teacher Conferences - Evening
2	Parent Teacher Conferences - Half Day
19-23	Midwinter Recess - School Closed

March	
29	Easter Weekend - School Closed

April	
1	Easter Weekend - School Closed
10	Eid al-Fitr - School Closed
22-30	Spring Break- School Closed 4/22 - 4/30

May	
23	Parent Teacher Conferences - Evening
24	Parent Teacher Conferences - Half Day
27	Memorial Day - School Closed

June	
6	Staff Development - No School - Staff Only
7	Staff Development - No School - Staff Only
17	Eid al-Adha - School Closed
19	Juneteenth - School Closed
26	Last Day of School

Total Instructional Days - 182



# FDNY



## FIRE DEPARTMENT PERMIT (SITE-SPECIFIC)

<b>DO</b> 29		<b>ACCOUNT NO</b> 25163056
<b>ISSUE DATE</b> 6/13/2023	<b>EXPIRATION DATE</b> 5/1/2024	<b>CONTROL #</b> 251630560031921
<b>PREMISES ADDRESS</b> 685 EAST 182 STREET BRONX NY 10457-1801		
<b>BLOCK/LOT</b> 03085/0030	<b>BIN #</b> 2012410	<b>ZIPCODE</b> 10457-1801
<b>ADMIN CO.</b> L038	<b>BATTALION</b> 18	<b>DIVISION</b> 7
<b>ISSUED TO</b> <b>CORPORATION NAME</b> CARDINAL MCCLOSKEY SCHOOL AND HOME FOR CHILDREN <b>DBA</b> CARDINAL MCCLOSKEY COMMUNITY CHARTER SCHOOL <b>HOURS OF OPERATION</b> 7am-4pm <b>PHONE #</b> (347)708-0480		

### PERMIT DESCRIPTION

QTY	TYPE/DESCRIPTION	DETAILS	FLOOR NO.
1	RANGEHOOD ANNUAL INSPECTION	MANUFACTURE: KIDDIE MODEL: WHDR-400	-1
<b>COMMENTS</b> WHDR-400G/FDP#2430-08/ SISTER MARGARET RYAN/-367-2113/ 7AM-4PM/BSMT/TAG#13779/			

This permit authorizes the above-referenced owner to manufacture, store, handle, use, transport or sell a hazardous or combustible material and/or conduct an operation or maintain a facility regulated by the New York City Fire Code, as specified above, at the premises set forth above, subject to the strict observance of the Fire Code and other laws, rules, and regulations enacted for the protection of the public. This permit is not transferable to any other person, firm or corporation and shall remain in effect for the period specified unless suspended or revoked by the fire department prior to expiration

### BY ORDER OF THE FIRE COMMISSIONER

New York City Fire Code Section FC105.3.5 requires that permits be posted in a conspicuous location on the premises at all times and be readily available for inspection by any representative of the Department.

**Fire Department, City of New York**  
**9 MetroTech Center, Brooklyn New York 11201-3857**

**CARDINAL MCCLOSKEY SCHOOL AND HOME FOR CHILDREN**  
**685 EAST 182 STREET**  
**BRONX, NY 104571801**

## DEPARTMENT OF HOUSING AND BUILDINGS

BOROUGH OF BRONX, CITY OF NEW YORK

MG

No. 114

Date

MAR 26 1952

485 E 182nd St.  
CERTIFICATE OF OCCUPANCY

(Standard form adopted by the Board of Standards and Appeals and issued pursuant to Section 646 of the New York Charter, and Sections C.26-181.0 to C.26-187.0 inclusive Administrative Code 2.1.3.1. to 2.1.3.7. Building Code.)

This certificate supersedes C. O. No.

To the owner or owners of the building or premises:

THIS CERTIFIES that the ~~new~~ ~~altered~~ ~~existing~~ building—premises located at  
685 E. 182nd St., NS, Grote St. & E. 182nd St., between Belmont Ave.  
& Cambreling Ave. Block 3085 Lot 30

, conforms substantially to the approved plans and specifications, and to the requirements of the building code and all other laws and ordinances, and of the rules and regulations of the Board of Standards and Appeals, applicable to a building of its class and kind at the time the permit was issued; and

CERTIFIES FURTHER that, any provisions of Section 646F of the New York Charter have been complied with as certified by a report of the Fire Commissioner to the Borough Superintendent.

~~Alt.~~ Alt. No.— 276-50

Construction classification— fireproof

Occupancy classification— PUBLIC

Height 3 stys. & ~~XXXXXX~~ 51'4" ~~XXXXXX~~

Date of completion— 1-16-52

. Located in Business &amp; 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	Kitchen, Cafeteria, Boiler Room, Pump room, Janitor's rooms, Store rooms, Lockers, Showers
First	60, 75 & 100		670	670	Gymnasium, Offices, 12 Classroom
Second	60 & 100		398	398	Library, Work Room, Teachers' Rooms, 6 Classrooms, 2 Science Rooms, Clinic
Third	60 & 100		263	263	7 Classrooms

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

Borough Superintendent.

CERTIFICATE WILL BE NULL AND VOID IF ALTERED IN ANY MANNER OR ADDITIONS ARE MADE THERETO.