

Application: Central Queens Academy Charter School

Therese Paskoff - therese.paskoff@centralqueensacademy.org
Annual Reports

Entry 1 School Info and Cover Page

Completed Jul 31 2020

[Instructions](#)

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2019-20 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, 2020)** or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

CENTRAL QUEENS ACADEMY CHARTER SCHOOL 342400861025

a1. Popular School Name

CQA

b. CHARTER AUTHORIZER (As of June 30th, 2020)

Please select the correct authorizer as of June 30, 2020 or you may not be assigned the correct tasks.

SUNY BOARD OF TRUSTEES

c. DISTRICT / CSD OF LOCATION

CSD #24 - QUEENS

d. DATE OF INITIAL CHARTER

9/2011

e. DATE FIRST OPENED FOR INSTRUCTION

8/2012

h. SCHOOL WEB ADDRESS (URL)

www.centralqueensacademy.org

i. TOTAL MAX APPROVED ENROLLMENT FOR THE 2019-2020 SCHOOL YEAR (exclude Pre-K program enrollment)

610

j. TOTAL STUDENT ENROLLMENT ON JUNE 30, 2020 (exclude Pre-K program enrollment)

402

k. GRADES SERVED IN SCHOOL YEAR 2019-2020 (exclude Pre-K program students)

Check all that apply

Grades Served

5, 6, 7, 8

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

No

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2020-2021?

Yes, 2 sites

School Site 1 (Primary)

m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	55-30 Junction Blvd., Elmhurst, NY 11373	[REDACTED]	NYC CSD 24	5,6	No

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Glenn Liebeck			Glenn.liebeck@centralqueensacademy.org
Operational Leader	Therese Paskoff			therese.paskoff@centralqueensacademy.org
Compliance Contact	Therese Paskoff			therese.paskoff@centralqueensacademy.org
Complaint Contact	Glenn Liebeck			Glenn.liebeck@centralqueensacademy.org
DASA Coordinator	Glenn Liebeck			Glenn.liebeck@centralqueensacademy.org
Phone Contact for After Hours Emergencies	Therese Paskoff			therese.paskoff@centralqueensacademy.org

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, 2020.

Site 1 Certificate of Occupancy (COO)

[Junction CoO2.pdf](#)


Filename: Junction CoO2.pdf **Size:** 324.0 kB

Site 1 Fire Inspection Report

School Site 2

m2. SCHOOL SITES

Please provide information on Site 2 for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 2	88-24 Myrtle Avenue, Glendale, NY 11385		NYC CSD 24	7, 8	7, 8

m2a. Please provide the contact information for Site 2.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Glenn Liebeck			glenn.liebeck@centralqueensacademy.org
Operational Leader	Therese Paskoff			therese.paskoff@centralqueensacademy.org
Compliance Contact	Therese Paskoff			therese.paskoff@centralqueensacademy.org
Complaint Contact	Glenn Liebeck			glenn.liebeck@centralqueensacademy.org
DASA Coordinator	Glenn Liebeck			glenn.liebeck@centralqueensacademy.org
Phone Contact for After Hours Emergencies	Therese Paskoff			therese.paskoff@centralqueensacademy.org

m2b. Is site 2 in public (co-located) space or in private space?

Private Space

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

m2d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 2 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, 2020.

Site 2 Certificate of Occupancy (COO)

[Myrtle CoO.pdf](#)

Filename: Myrtle CoO.pdf **Size:** 2.1 MB

Site 2 Fire Inspection Report

CHARTER REVISIONS DURING THE 2019-2020 SCHOOL YEAR

n1. Were there any revisions to the school's charter during the 2019-2020 school year? (Please include approved or pending material and non-material charter revisions).

No

PLEASE NOTE CHARTER SCHOOLS WILL NO LONGER SUBMIT FINANCIAL STATEMENTS, ANNUAL BUDGETS, AND RELATED FISCAL DATA VIA THE ANNUAL REPORT. HOWEVER, NYSED BOARD OF REGENTS WOULD LIKE TO KNOW IF YOUR SCHOOL'S BOARD OF TRUSTEES HAS APPROVED A BUDGET FOR THE 2020-2021 FISCAL YEAR.

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

Yes

ATTESTATION

p. Individual Primarily Responsible for Submitting the Annual Report.

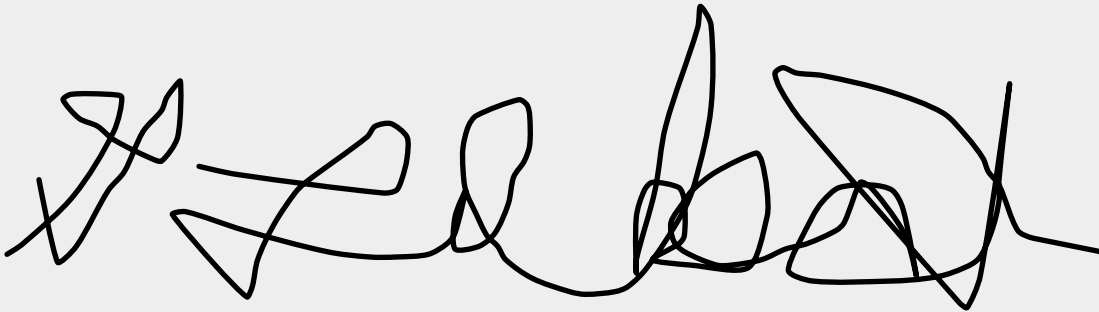
Name	Therese Paskoff
Position	Director of Operations
Phone/Extension	██████████
Email	therese.paskoff@centralqueensacademy.org

p. 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. Check **YES if you agree and then use the mouse on your PC or the stylus on your mobile device to sign your name).**

Responses Selected:

Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees

Date

Jul 21 2020

**Thank you.**

Entry 2 NYS School Report Card

Completed Jul 31 2020

Instructions

SUNY-authorized charter schools only

Provide a direct web link to the most recent New York State School Report Card for the charter school (See <https://reportcards.nysed.gov/>) . This report captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State statute (8 NYCRR 119.3).

Entry 2 NYS School Report Card Link

CENTRAL QUEENS ACADEMY CHARTER SCHOOL 342400861025

NEW YORK STATE REPORT CARD

Provide a direct URL or web link to the most recent New York State School Report Card for the charter school (See <https://reportcards.nysed.gov/>).

(Charter schools completing year one will not yet have a School Report Card or link to one.

Please type "URL is not available" in the space provided.)

<https://data.nysed.gov/essa.php?year=2019&instid=800000071161>

Entry 3 Progress Toward Goals

Incomplete Hidden from applicant

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

For the 2019-2020 school year, any academic or organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

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

Complete the tables provided. List each goal and measure as contained in the school’s currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 2, 2020.

1. ACADEMIC STUDENT PERFORMANCE GOALS

For the 2019-2020 school year, any academic goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2019-20 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)

2019-2020 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	2019-2020 progress toward attainment of goal Met/Not Met/Unable to Assess During Due to Closure
Academic Goal 11				
Academic Goal 12				
Academic Goal 13				
Academic Goal 14				
Academic Goal 15				
Academic Goal 16				
Academic Goal 17				
Academic Goal 18				
Academic Goal 19				
Academic Goal 20				

3. Do have more academic goals to add?

(No response)

2019-2020 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				

4. ORGANIZATION GOALS

For the 2019-2020 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”.

2019-2020 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

2019-2020 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)

2019-2020 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 Sep 11 2020

Instructions

SUNY-Authorized Charter Schools ONLY

SUNY-authorized charter schools must download an [Accountability Plan Progress Report template](#). After completing, schools must upload the document into the by September 15, 2020.

2019-20-Accountability-Plan-Progress-Report

Filename: 2019 20 Accountability Plan Progress Report.docx Size: 100.3 kB

Entry 7 Disclosure of Financial Interest Form

Completed Jul 31 2020

Instructions - Multiple Uploads Permitted

Required of ALL Charter Schools by August 3

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 2019-2020 school year must

complete a signed:

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

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

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

[Kim, Année 2020 financial disclosure](#)

Filename: Kim Année 2020 financial disclosure.pdf **Size:** 699.3 kB

[Park, Sonia 2020 Trustee Financial Interest Form](#)

Filename: Park Sonia 2020 Trustee Financial Inte meaRIHz.pdf **Size:** 149.9 kB

[Lara, Maribel CQA Trustee Financial Disclosure 2020](#)

Filename: Lara Maribel CQA Trustee Financial Dis 5wm6KXv.pdf **Size:** 81.1 kB

[Ruvkun, R 2020 Trustee financial disclosure 2020](#)

Filename: Ruvkun R 2020 Trustee financial disclo ItWYIOS.pdf **Size:** 81.0 kB

[Tse, Cathy CQA Trustee Financial disclosure 2020](#)

Filename: Tse Cathy CQA Trustee Financial disclo UhA0SY5.pdf **Size:** 76.6 kB

[Saber, Bruce Disclosure 2020](#)

Filename: Saber Bruce Disclosure 2020.pdf **Size:** 1.1 MB

[Zisser, M](#)

Filename: Zisser M. 2020 financial disclosure 2020.pdf **Size:** 79.9 kB

[Nitkin, David CQA Trustee Financial disclosure 2020](#)

Filename: Nitkin David CQA Trustee Financial dis ZfMtKbD.pdf **Size:** 1.0 MB

[Tandon, V Disclosure form 2019-2020](#)

Filename: Tandon V Disclosure form 2019 2020.pdf **Size:** 41.6 kB

[Ken Fong Financial Disclosure Form 2019-2020](#)

Filename: Ken Fong Financial Disclosure Form 2019 2020.pdf **Size:** 2.9 MB

[Blattmachr, J Disclosure form 2019-2020](#)

Entry 8 BOT Membership Table

Completed Jul 31 2020

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 8 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.

CENTRAL QUEENS ACADEMY CHARTER SCHOOL 342400861025

1. 2019-2020 Board Member Information (Enter info for each BOT member)

	Trustee Name and Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2019-2020
1	Michael Zisser [REDACTED]	Chair	Executive, Personnel, Advance	Yes	2	02/01/2020	02/01/2022	12

			ment, Facility					
2	Rick Ruvkun [REDACTED]	Treasurer	Executive , Finance, Audit, Personnel , Advance ment	Yes	4	07/01/20 20	07/01/20 22	9
3	Année Kim [REDACTED]	Trustee/M ember	Advance ment, Personnel , Facility	Yes	4	07/01/20 20	07/01/20 22	12
4	Sonia Park [REDACTED]	Trustee/M ember	Educatio nal Accounta bility, Advance ment	Yes	2	10/01/20 19	10/01/20 21	11
5	David Nitkin [REDACTED]	Trustee/M ember	Educatio nal Accounta bility, Advance ment	Yes	1	07/01/20 19	07/01/20 21	11
6	Cathy Tse [REDACTED]	Trustee/M ember	Finance, Advance ment	Yes	2	01/01/20 20	01/01/20 22	12
7	Bruce Saber [REDACTED]	Trustee/M ember	Facility, Advance ment	Yes	2	07/01/20 20	07/01/20 22	12
8	Maribel Lara [REDACTED]	Trustee/M ember	Marketin g and Communi cations,	Yes	1	12/01/20 19	12/01/20 21	8

			Advance ment					
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, 2020	8
b.Total Number of Members Added During 2019-2020	2
c. Total Number of Members who Departed during 2019-2020	3
d.Total Number of members, as set in Bylaws, Resolution or Minutes	8

3. Number of Board meetings held during 2019-2020

13

4. Number of Board meetings scheduled for 2020-2021

11

Thank you.

Entry 9 Board Meeting Minutes

Completed Jul 31 2020 Hidden from applicant

Instructions

Schools must upload a complete set of monthly board meeting minutes (July 2019-June 2020), which should match the number of meetings held during the 2019-2020 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 3, 2020.

[CQA+June+23,+2020+Meeting+Minutes+approved copy](#)

Filename: CQAJune232020MeetingMinutesapproved copy.pdf Size: 76.3 kB

[CQA+May+2020+Meeting+Minutes copy](#)

Filename: CQAMay2020MeetingMinutes copy.pdf Size: 82.7 kB

[CQA+June+15,+2020+Meeting+Minutes+approved copy](#)

Filename: CQAJune152020MeetingMinutesapproved copy.pdf Size: 84.7 kB

[CQA+April+2020+Meeting+Minutes+to+post copy](#)

Filename: CQAApril2020MeetingMinutestopost copy.pdf Size: 84.9 kB

[CQA+February+2020+Meeting+Minutes copy](#)

Filename: CQAFebbruary2020MeetingMinutes copy.pdf Size: 117.6 kB

[CQA+January+2020+Meeting+Minutes copy](#)

Filename: CQAJanuary2020MeetingMinutes copy.pdf Size: 114.6 kB

[CQA+December+2019+7PM+Meeting+Minutes copy](#)

Filename: CQADecember20197PMMeetingMinutes copy.pdf Size: 111.9 kB

[CQA+September+2019+600+PM+Meeting+Minutes copy](#)

Filename: CQASeptember2019600PMMeetingMinutes copy.pdf Size: 120.5 kB

[CQA+December+2019+6PM+Meeting+Minutes copy](#)

Filename: CQADecember20196PMMeetingMinutes copy.pdf Size: 117.4 kB

[CQA+September+2019+7-00+PM+Meeting+Minutes copy](#)

Filename: CQASeptember20197 00PMMeetingMinutes copy.pdf Size: 110.2 kB

[CQA+October+2019+Meeting+Minutes copy](#)

Filename: CQAOctober2019MeetingMinutes copy.pdf Size: 118.0 kB

[CQA+November+2019+Meeting+Minutes copy](#)

Filename: CQANovember2019MeetingMinutes copy.pdf Size: 117.9 kB

[CQA+July+2019+Board+Meeting+Minutes copy](#)

Filename: CQAJuly2019BoardMeetingMinutes copy.pdf Size: 111.5 kB

Entry 10 Enrollment & Retention

Completed Jul 31 2020

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

ALL charter schools must complete this section. Describe the efforts the charter school has made toward meeting targets in 2018-2019 to attract and retain enrollment of Students with Disabilities (SWDs), English Language Learners/Multilingual Learners (ELLs/MLLs), 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 2019-2020.

Entry 10 Enrollment and Retention of Special Populations

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

Describe the efforts the charter school has made in 2019-2020 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners/Multilingual learners, and students who are economically disadvantaged. In addition, describe the school’s plans for meeting or making progress toward meeting its enrollment and retention targets in 2020-2021.

CENTRAL QUEENS ACADEMY CHARTER SCHOOL 342400861025

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2019-2020	Describe Recruitment Plans in 2020-2021
	<ul style="list-style-type: none"> • A strong presence of “tuition-free” language on major advertisements. This included 	

Economically Disadvantaged	<p>posters and signs, main school application, applications and notices sent to homes of all eligible students, and email announcements.</p> <ul style="list-style-type: none"> • Increased reach within low-income housing projects: we placed many flyers around the buildings of several apartment complexes in targeted neighborhoods within the district and visited the libraries of several to distribute advertisements 	<p>Continue to use “tuition-free” language in all communications to applicants. Effort to have applicants understand exactly what charters are.</p> <p>Efforts to increase 'word of mouth' / family engagement.</p>
English Language Learners/Multilingual Learners	<ul style="list-style-type: none"> • Created and Displayed School front signage: This proved as a means of attracting local ‘foot traffic’ to inquire and apply. Our school is located in a predominantly non-English speaking area. We garnered much interest with this new signage • Increased translation of applications and all materials, which were translated into multiple languages, including Spanish, Chinese, Tibetan, Hindi, and Bengali. • Strategic selection of Family Council members to represent several different home languages: Spanish, Cantonese, Mandarin, Tibetan, Nepalese, Hindi, Bengali, Gujarati, and English. 	<p>Design School front application signage using multiple languages.</p> <ul style="list-style-type: none"> • Increased translation of applications and all materials, which were translated into multiple languages, including Spanish, Chinese, Tibetan, Hindi, and Bengali. • Strategic selection of Family Council members to represent several different home languages: Spanish, Cantonese, Mandarin, Tibetan, Nepalese, Hindi, Bengali, Gujarati, and English.
Students with Disabilities	<ul style="list-style-type: none"> • Parent liaisons: Parents were encouraged to spread the word that we are small and services kids with disabilities and within their direct communities. 	<ul style="list-style-type: none"> • Parent liaisons: Parents of kids with special needs are encouraged to spread the word that we are small and services kids with disabilities and within

their direct communities.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2019-2020	Describe Retention Plans in 2020-2021
Economically Disadvantaged	Participated in NSFLP and free after school program with Homework help.	Continue to participate in the NSFLP where students will again receive free breakfast/lunch and snack, books, bus transportation provided by the NYC DOE, and tutoring at no charge to families. Providing highly subsidized programs and services will allow us to continually service a higher percentage of students from low-income communities
English Language Learners/Multilingual Learners	Purchased translation communication software to ensure families are receiving information in their native language.	Continue to use translation communication software to ensure families are receiving information in their native language. Continue work with Small group instruction to increase ELL capacity among our students. Also continue to work with our community partner, SAYA! to provide homework help and enrichment at no charge to our students
Students with Disabilities	<ul style="list-style-type: none"> • Student support services: -We have a certified Guidance Counselor at each site to help parents navigate the system and provide counseling services to mandated students and others as needed • Student support services: - Strong focus on Small Group Instruction (SGI) to ensure students are getting assistance as needed 	We will maintain a SPED coordinator at each site to ensure all services are met and

• Special Education services: For all students with an IEP, we worked closely with parents and served as a liaison with CSE to provide student support in order to meet their IEP goals. We work closely with the case worker to provide a schedule to allow for speech and physical therapy, and we provided push in and pull out Special Education services.

our students are tracking toward their IEP goals.

Entry 12 Percent of Uncertified Teachers

Completed Jul 31 2020 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.

Entry 12 Uncertified Teachers

School Name: CENTRAL QUEENS ACADEMY CHARTER SCHOOL 342400861025

Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	6
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	0
Total Category A: 5 or 30% whichever is less	6.0

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	4
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	0
Total Category B: not to exceed 5	4.0

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, 2020)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	0
Total Category C: not to exceed 5	0.0

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

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

	FTE Count
Total Category D	0

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	23

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	33



Thank you.

Entry 13 Organization Chart

Completed Jul 31 2020 Hidden from applicant

[Instructions](#)

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

Upload the 2019-2020 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should not appear on the chart.

[CQA Org Chart 2020](#)

Filename: CQA Org Chart 2020.pdf Size: 60.9 kB

Entry 14 School Calendar

Completed Jul 31 2020

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

Given these uncertain and changing times, charter schools may or may not have a school calendar ready to upload by the submission deadline this year of August 3, 2020. If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 3rd submission. Charter schools will be able to upload an updated school calendar into the portal at any time but no later than **September 15, 2020**.

School calendars must meet the [minimum instructional requirements](#) adopted by the Board of Regents in 2018.

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

[2020_21 Academic Calendar](#)

Filename: 2020_21 Academic Calendar.pdf Size: 137.2 kB

Entry 15 Links to Critical Documents on School Website

Completed Jul 31 2020 Hidden from applicant

Instructions

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

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

1. Most recently filed Annual Report (i.e., 2018-19 Annual Report);
2. Most recent board meeting notice, documents to be discussed at the meeting (if any), and webcast of Board meetings (if held virtually per Governor's Executive Order);
3. Link to New York State School Report Card;
4. Lottery Notice announcing date of lottery;
5. Authorizer-approved DASA Policy;
6. District-wide safety plan and Authorizer-approved Discipline Policy (as per August 29, 2019 [Emergency Response Plan Memo](#));
7. Authorizer-approved FOIL Policy; and
8. Subject matter list of FOIL records.
9. Link to School Reopening Plan

Form for Entry 15 Links to Critical Documents on School Website

School Name: **Central Queens Academy Charter School**

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

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

	Link to Documents
1. Most Recent Annual Report (i.e., 2018-19)	https://www.centralqueensacademy.org/accountability
2. Most Recent Board Meeting Notice and Related Agenda Item Documents	https://www.centralqueensacademy.org/accountability
2a. Webcast of Board Meetings (per Governor's Executive Order)	https://www.centralqueensacademy.org/accountability
3. Link to NYS School Report Card	https://www.centralqueensacademy.org/accountability
4. Most Recent Lottery Notice Announcing Lottery	https://www.centralqueensacademy.org/apply
5. Authorizer-Approved DASA Policy	https://www.nyccharterschools.org/resources/dignity-all-students-act-dasa
6. District-wide Safety Plan	https://www.centralqueensacademy.org/about
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	https://www.newyorkcharters.org/wp-content/uploads/Discipline-Resource-Book-1.pdf
7. Authorizer-Approved FOIL Policy	https://www.newyorkcharters.org/wp-content/uploads/FOIL-Guide.pdf
8. Subject matter list of FOIL records	https://www.newyorkcharters.org/wp-content/uploads/FOIL-Guide.pdf
9. Link to School Reopening Plan	https://www.centralqueensacademy.org/scholars-and-families

Thank you.



Entry 16 COVID 19 Related Information

Completed Jul 31 2020

[Instructions](#)

Required of ALL charter schools

Please provide the number of students attending instruction on the last day instruction was provided within physical school facilities and the number of students participating in virtual programming on the last day such programming was offered for the 2019-2020 school year.

If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are encouraged to refer to Appendix B of the [Remote Monitoring and Oversight Plan Spring 2020](#) remote for best practices regarding end of year assessments in a remote learning environment.

Entry 16 COVID 19 Related Information

School Name: Central Queens Academy Charter School

TABLE 1: 2019-2020 Enrollment, Attendance and Participation Between March-June 2020

Please provide the number of students attending instruction on the last day instruction was provided within physical school facilities and the number of students participating in virtual programming on the last day such programming was offered for the 2019-2020 school year.

	Number of students enrolled in school on the last day instruction was provided within physical school facilities	Number of students attending instruction on the last day instruction was provided within physical school facilities	Number of students participating in virtual programming on the last day such programming was offered for the 2019-20 school year
	402	393	402

Table 2: 2019-2020 Assessments and Grade Participation

If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are encouraged to refer to Appendix B of the [Remote Monitoring and Oversight Plan Spring 2020](#) remote for best practices regarding end of year assessments in a remote learning environment.

Ass	Gra	Gra	Gra	Gra	Gra	Gra	Gra	Gra	Gra	Gra	Gra	Gra	Gra	Gra	Nu
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		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	

		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
		X	X	X	X	X	X	X	X	X	X	X	X	X	
Tota															0

Entry 17 Staff Roster - NEW TASK For Regents Schools Only

Incomplete Hidden from applicant

[INSTRUCTIONS - NEW TASK FOR REGENTS-AUTHORIZED CHARTER SCHOOLS](#)

Please provide the full name of **ANY and ALL instructional and non-instructional employees** and their respective positions/titles, and employment start dates in the charter school by clicking on the MS Excel file link to the [Staff Roster](#).

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member – Board of Regents-Authorized Charter Schools

Name:

Année Y. Kim

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Central Queens Academy Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board of Trustee

2. Are you an employee of any school operated by the education corporation?
 Yes X No

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

3. 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 X No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.


Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None			

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

5. 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "**None**."

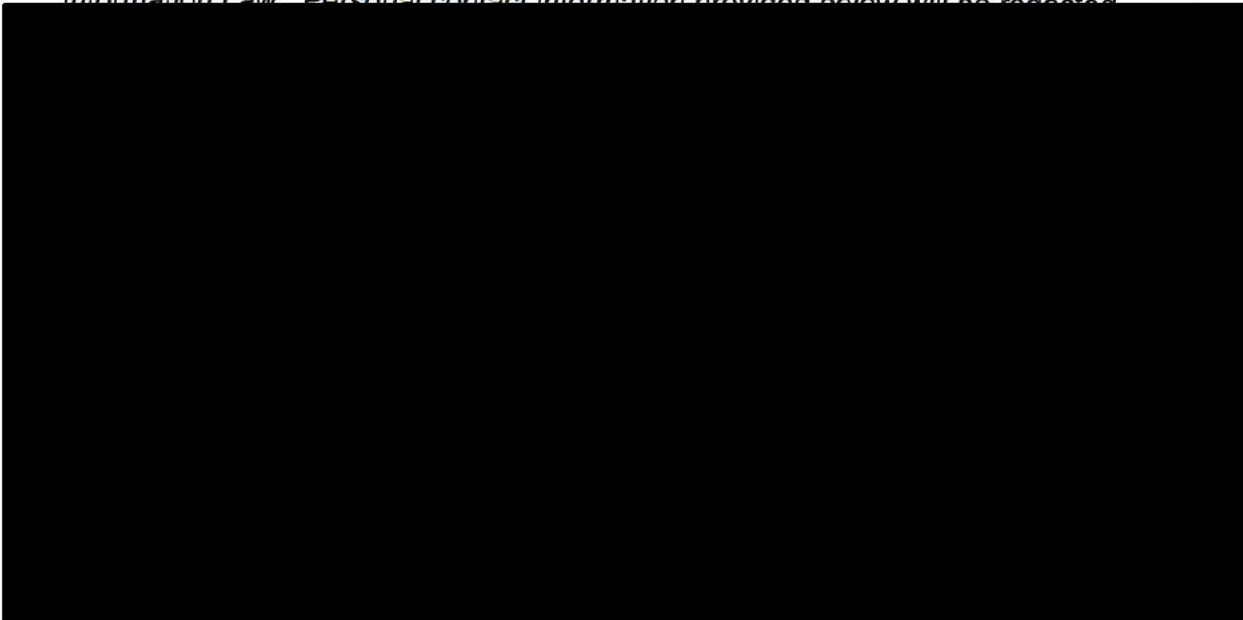
NONE

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
<p style="text-align: center;"> NONE <i>Please write "None" if applicable. Do not leave this space blank.</i> </p>				


6/18/20

 Signature Date

Please note that 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. Personal contact information provided below will be redacted.



Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member – Board of Regents-Authorized Charter Schools

Name:

Sonia C Park

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Central Queens Academy Charter School

1. List all positions held on the education corporation Board of Trustees (“Board”) (e.g. president, treasurer, parent representative).

Board, chair of academic committee

2. Are you an employee of any school operated by the education corporation?
 Yes **No**

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

3. 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.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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

5. 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "**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
		N O N E		

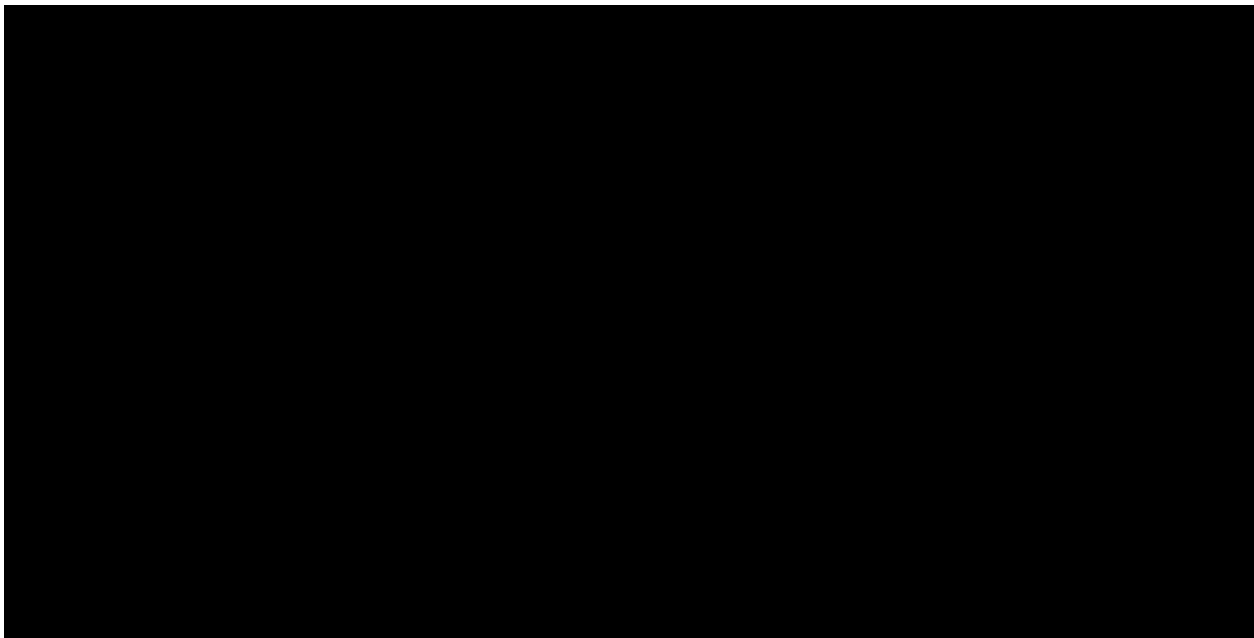
Adria C Rank

6/18/2020

Signature

Date

Please note that 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. Personal contact information provided below will be redacted.



Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member – Board of Regents-Authorized Charter Schools

Name:

Maribel A. Lara

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Central Queens Academy

1. List all positions held on the education corporation Board of Trustees (“Board”) (e.g. president, treasurer, parent representative).

Member at large

2. Are you an employee of any school operated by the education corporation?
Yes ✓ **No**

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

not applicable

3. 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.

N/A

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
N/A	None	None	None

5. 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "**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
None	None	None	None	None

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

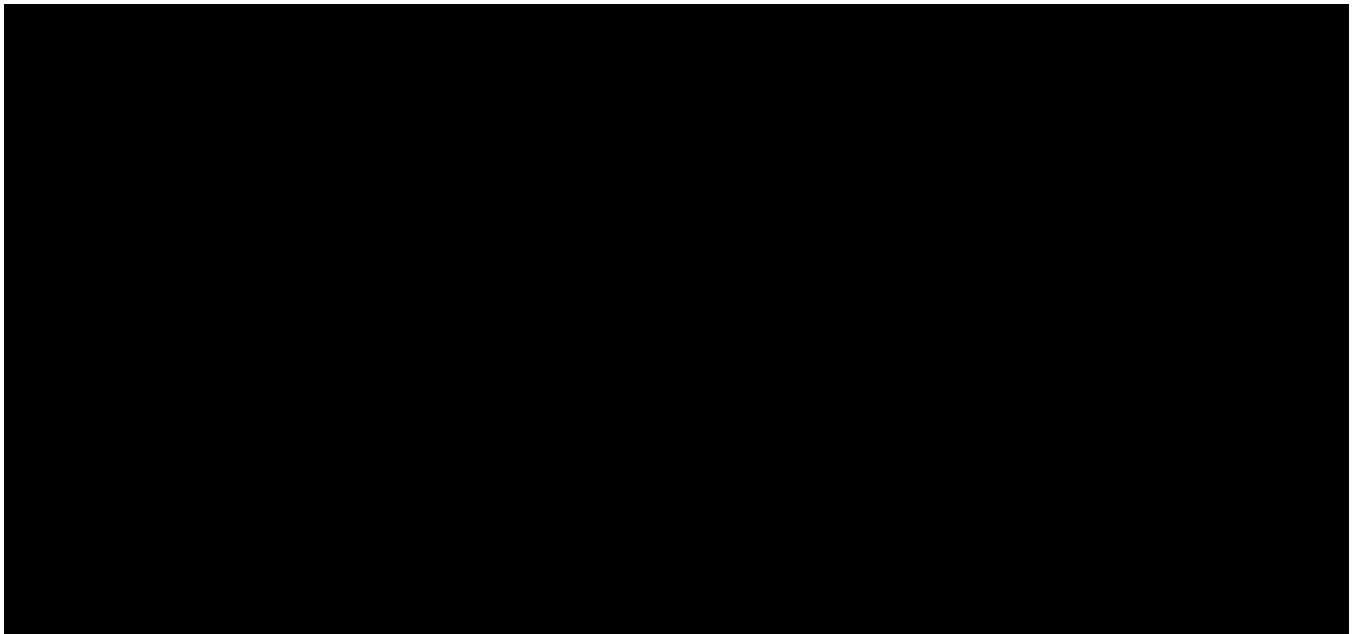
Mairbel A. Lara

06 / 29 / 2020

Signature

Date

Please note that 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. Personal contact information provided below will be redacted.



Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member – Board of Regents-Authorized Charter Schools

Name:

Frederick J. Ruvkun

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

CENTRAL QUEENS ACADEMY

1. List all positions held on the education corporation Board of Trustees (“Board”) (e.g. president, treasurer, parent representative).

Board member and Treasurer

2. Are you an employee of any school operated by the education corporation?
Yes ✓ **No**

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

Not applicable

3. 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.

Not applicable

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
none	NONE	none	none

5. 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "**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
NONE	none	NONE	NONE	NONE

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

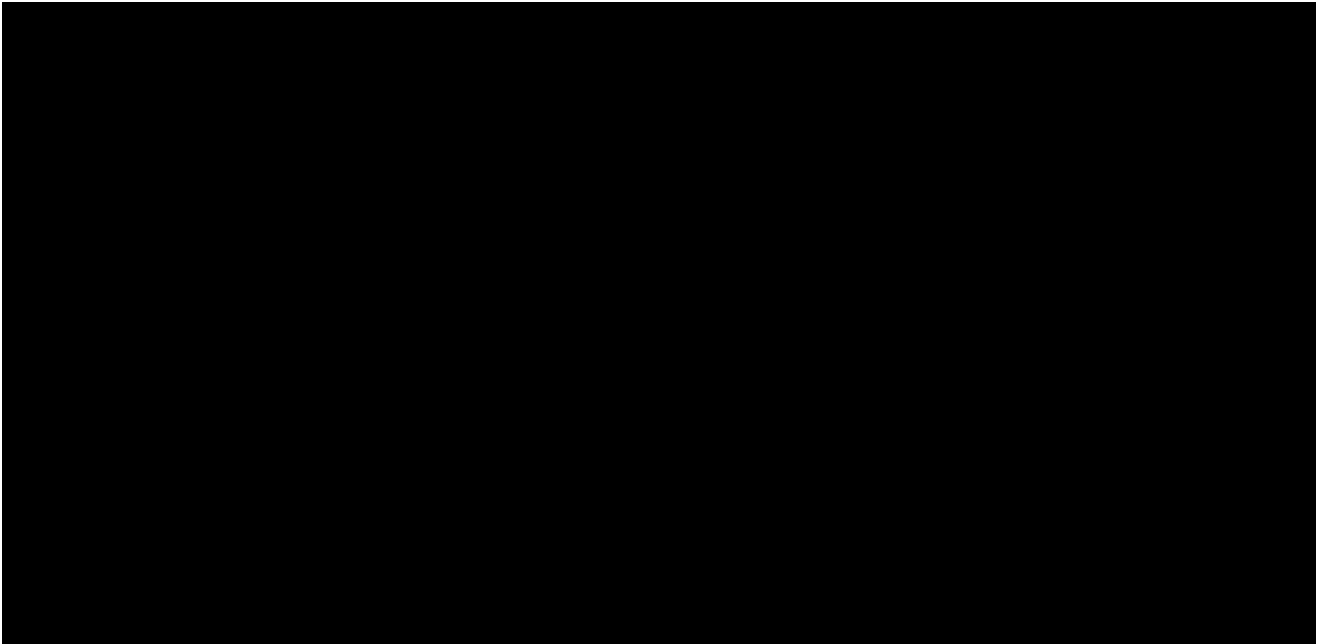
Frederick J RUKUN

06 / 25 / 2020

Signature

Date

Please note that 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. Personal contact information provided below will be redacted.



Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member – Board of Regents-Authorized Charter Schools

Name:

Catherine Tse

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Central Queens Academy

1. List all positions held on the education corporation Board of Trustees (“Board”) (e.g. president, treasurer, parent representative).

Trustee

2. Are you an employee of any school operated by the education corporation?
Yes ✓ **No**

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

N/A

3. 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.

N/A

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None	None	None	None

5. 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "**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
None	None	None	None	None

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

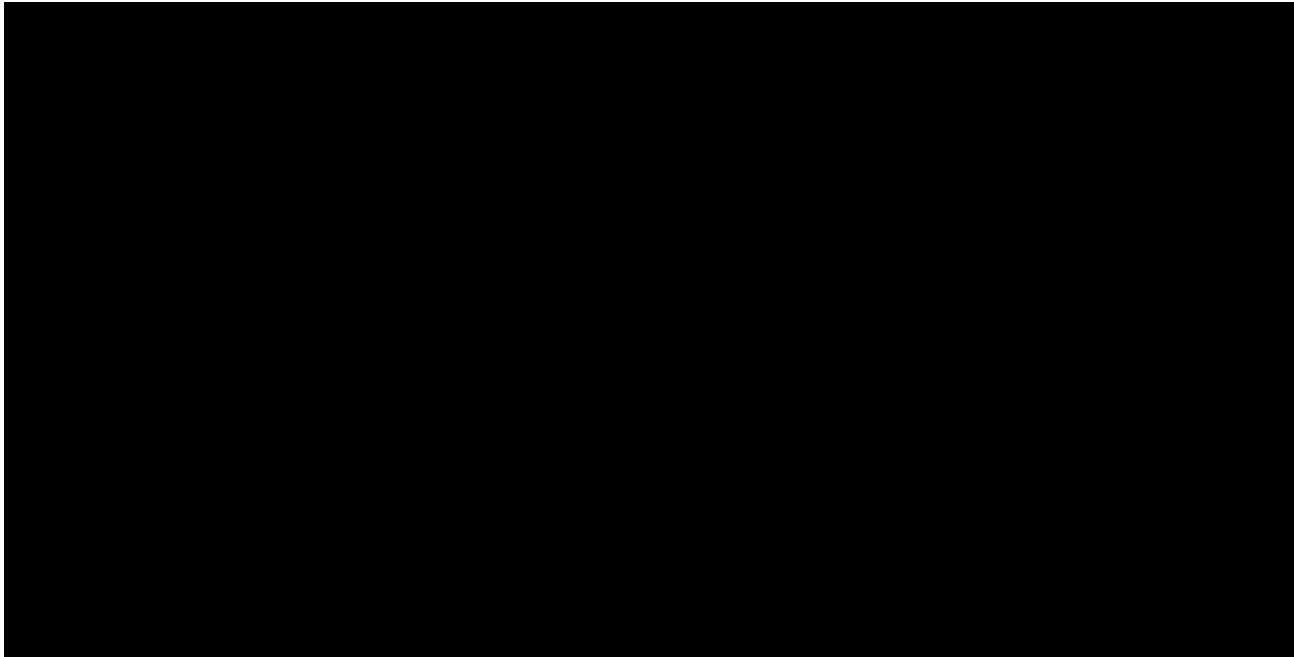
CJZ

07 / 02 / 2020

Signature

Date

Please note that 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. Personal contact information provided below will be redacted.



Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Bruce Saber

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Central Queens Academy Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).
2. Are you an employee of any school operated by the education corporation?
 Yes No

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

3. 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.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<p>Please write "None" if applicable. Do not leave this space blank.</p> <p style="text-align: center;"><i>None</i></p>			

5. 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "**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
<i>Please write "None" if applicable. Do not leave this space blank.</i>				
		<i>None</i>		

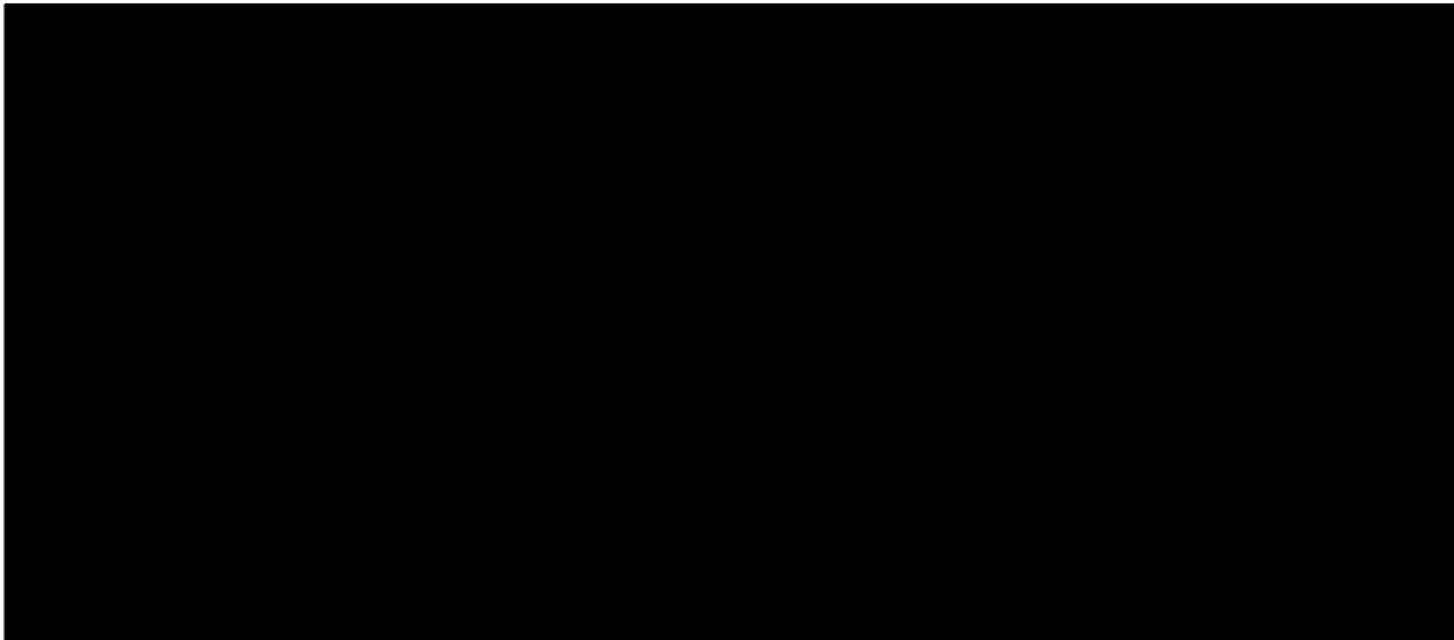


7/23/19

Signature

Date

Please note that 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. Personal contact information provided below will be redacted.



Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member – Board of Regents-Authorized Charter Schools

Name:

Michael Zisser

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Central Queens Academy (CQA)

1. List all positions held on the education corporation Board of Trustees (“Board”) (e.g. president, treasurer, parent representative).

Chairperson

2. Are you an employee of any school operated by the education corporation?
Yes ✓ **No**

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

n/a

3. 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.

n/a

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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

5. 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "**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
n/a	n/a	n/a	n/a	n/a
<i>Please write "None" if applicable. Do not leave this space blank.</i>				

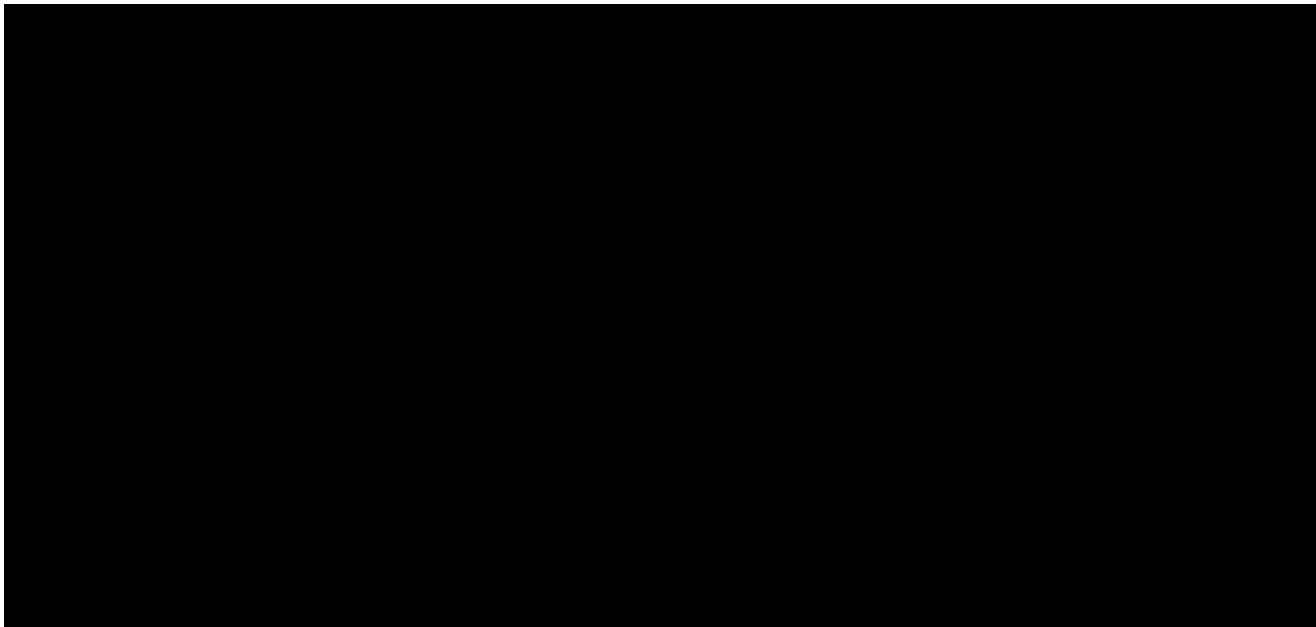
Michael Zisser

06 / 25 / 2020

Signature

Date

Please note that 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. Personal contact information provided below will be redacted.



Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member – Board of Regents-Authorized Charter Schools

Name:

David Nitkin

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Central Queens Academy Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Member, head of academic accountability committee

2. Are you an employee of any school operated by the education corporation?
 Yes No

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

3. 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.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.


Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>Please write "None" if applicable. Do not leave this space blank.</i>	<i>Donations to the</i>		

School

5. 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "**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
<p><i>Please write "None" if applicable. Do not leave this space blank.</i></p> <p style="font-size: 2em; font-family: cursive;">NONE</p>				

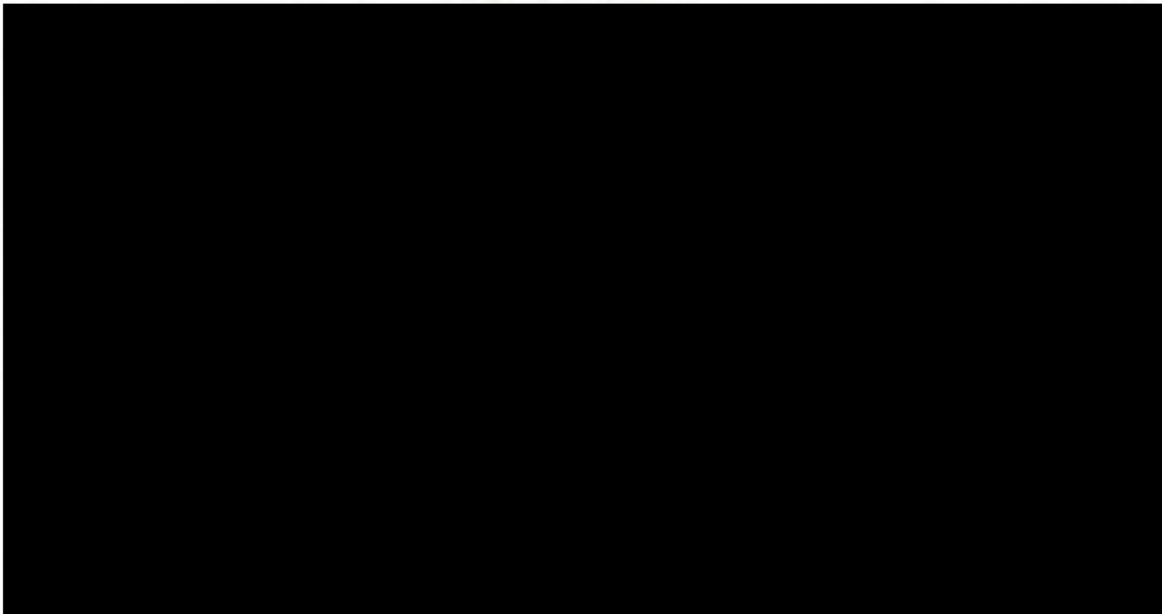


 Signature

6/20/20

 Date

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Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member – Board of Regents-Authorized Charter Schools

Name:
Vipul Tandon

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Central Queens Academy Charter School

1. List all positions held on the education corporation Board of Trustees (“Board”) (e.g. president, treasurer, parent representative).

Board Member

Facility Task Force member

2. Are you an employee of any school operated by the education corporation?
Yes X No

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

3. 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 X No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<p>NONE <i>Please write "None" if applicable. Do not leave this space blank.</i></p>			

5. 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "**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
<p>NONE</p> <p><i>Please write "None" if applicable. Do not leave this space blank.</i></p>				

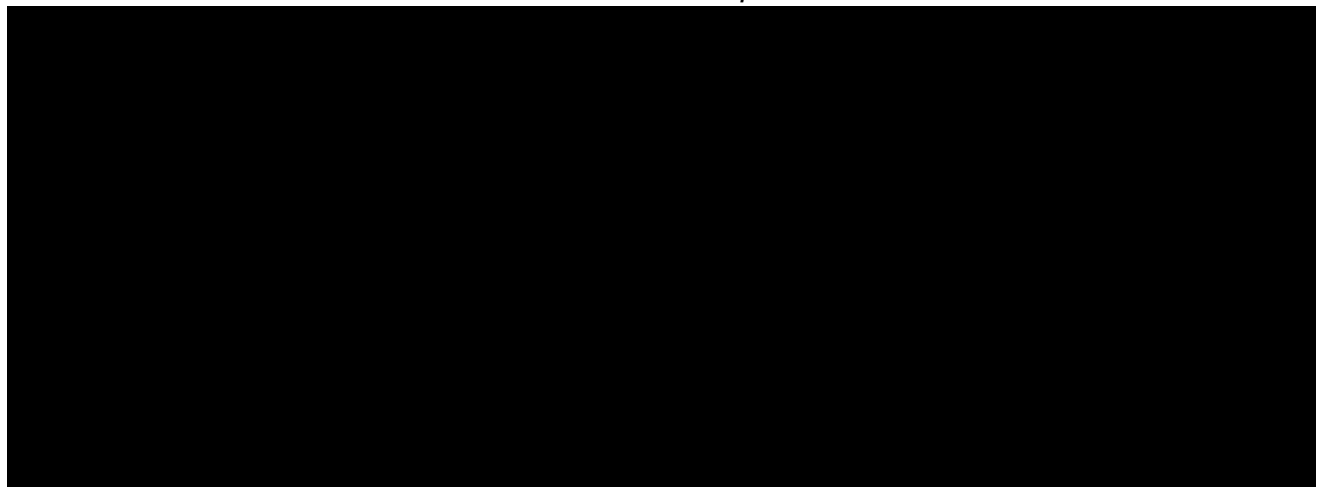
CQA for Vipul Tandon

June 20, 2020

Signature

Date

Please note that 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. Personal contact information provided below will be redacted.



Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name: KEN L. FONG

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Central Queens Academy Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board Member

2. Are you an employee of any school operated by the education corporation?
 Yes X No

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

3. 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 X No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>Please write "None" if applicable. Do not leave this space blank.</i>			
	NONE		NONE

5. 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "**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
NONE				
			NONE	

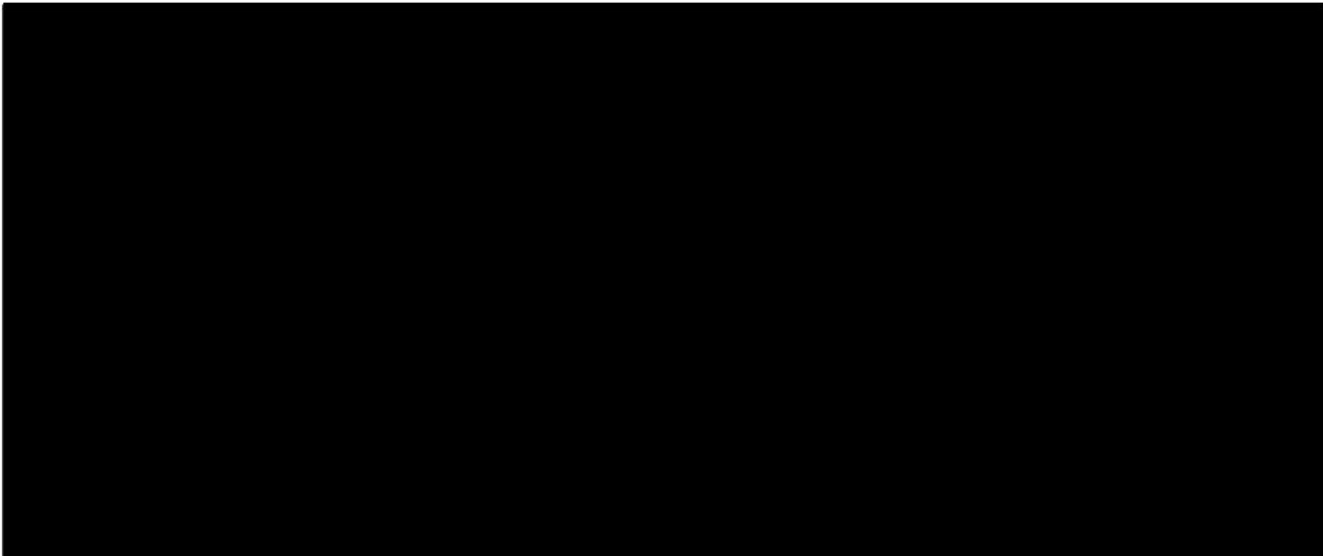
Ken L. Jony

Signature

11-14-2019

Date

Please note that 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. Personal contact information provided below will be redacted.



Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member – Board of Regents-Authorized Charter Schools

Name:
Jon Blattmachr

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Central Queens Academy Charter School

1. List all positions held on the education corporation Board of Trustees (“Board”) (e.g. president, treasurer, parent representative).

Board Member

Secretary

2. Are you an employee of any school operated by the education corporation?
Yes X No

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

3. 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 X No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<p>NONE <i>Please write "None" if applicable. Do not leave this space blank.</i></p>			

5. 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write "**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
<p>NONE</p> <p><i>Please write "None" if applicable. Do not leave this space blank.</i></p>				

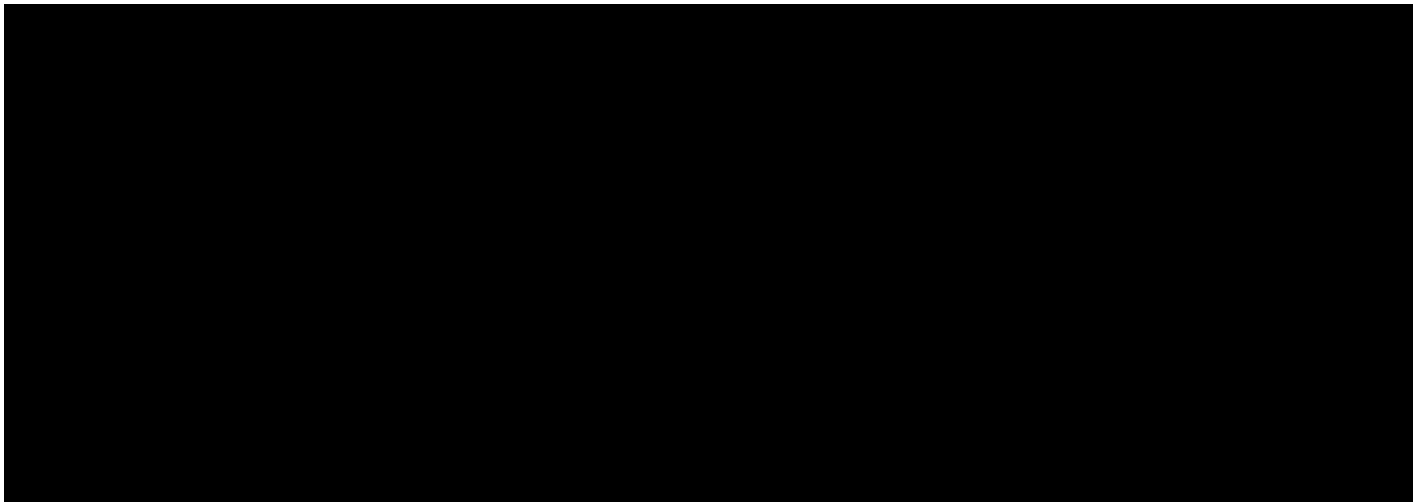
CQA for Jon Blattmachr

June 20, 2020

Signature

Date

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**Minutes of the Meeting of the Board of Trustees of the
Central Queens Academy Charter School
June 23, 2020 at 6:00 PM**

A meeting of the Board of Trustees (the “Board”) of the Central Queens Academy Charter School (“CQA” or the “School”) was held via Zoom Video Conference on June 23, 2020 at 6:00 PM, pursuant to notice duly given.

Trustees Maribel Lara, David Nitkin, Sonia Park, Rick Ruvkun, Bruce Saber, Cathy Tse and Michael Zisser were present by video conference. Trustee Année Kim was absent. Also present by video conference from the school was Suyin So, Executive Director and Michelle Dalpiaz, CFO. Members of the public, Stephen Powers of Transwestern and Aaron Ong co-chair of the Board’s Facility Task Force were also present by video conference.

Ms. So recorded the minutes on behalf of the Chairman, Mr. Zisser. All participants were able to speak and be heard and seen and were determined to be present at the meeting pursuant to the School’s bylaws.

Chairman, Michael Zisser, called the meeting to order and went through the roll call and noted the board had quorum.

- I. Facility Task Force
 - a. Ms. So and Mr. Saber provided an update on the status on the facility project at 70-50 Queens Boulevard and other facility-related matters.
 - b. The board agreed to continue to move forward with lease amendment negotiations with the developers of 70-50 Queens Boulevard.
- II. Public Comment
 - a. Members of the public were offered the opportunity to speak. No members of the public chose to make a comment.
- III. Next Meeting and Adjournment
 - a. The next board meeting to take place on July 13, 2020.
 - b. There being no further business to come before the board, Ms. Park made a motion to adjourn, Ms. Tse seconded the motion. All board members voted in favor and the meeting was adjourned.

**Minutes of a Meeting of the Board of Trustees of the
Central Queens Academy Charter School
May 11, 2020 at 6:00 PM**

A meeting of the Board of Trustees (the “Board”) of the Central Queens Academy Charter School (“CQA” or the “School”) was held via Zoom Video Conference on May 11, 2020 at 6:00 PM, pursuant to notice duly given.

Trustees Ken Fong, Maribel Lara, David Nitkin, Année Kim, Sonia Park, Bruce Saber, Vipul Tandon, Cathy Tse and Michael Zisser were present by video conference. Trustee Rick Ruvkun was absent. Also present by video conference from the school was Suyin So, Executive Director; Glenn Liebeck, Director of School; Michelle Dalpiaz, CFO; and Therese Paskoff, Director of Operations. Also present by video conference were members of the public and CQA vendors, Jason Zubatkin and Charlie Kaplan. Aaron Ong, a Co-Chair of the Board’s Facility Task Force was also present by video conference.

Ms. So recorded the minutes on behalf of the Chairman, Mr. Zisser. All participants were able to speak and be heard and seen and were determined to be present at the meeting pursuant to the School’s bylaws.

Chairman, Michael Zisser, called the meeting to order and went through the roll call and noted the board had quorum.

- I. April 6, 2020 Meeting Minutes
 - a. Ms. Kim made a motion to approve the April 6, 2020 board meeting minutes and Ms. Park seconded the motion. All board members present voted in favor and the motion passed.
- II. Finance Committee Report
 - a. Mrs. Dalpiaz provided financial reports as of March 31, 2020 as well as an update on the FY 2021 budgeting process.
 - b. The board reviewed the Small Business Association’s eligibility certification guidelines for CQA’s Paycheck Protection Program loan (distributed document: SBA FAQ 31) and confirmed CQA’s eligibility assessment.
- III. Educational Accountability Committee Report
 - a. Mr. Liebeck presented the Educational Accountability Committee report, which included an update on distance learning and elementary school expansion planning.
 - b. Mrs. Paskoff provided an operations update including enrollment for the FY 2021 school year.
- IV. Executive Director Update

- a. Ms. So provided an update on the status of the second charter application processes, which would allow CQA to replicate middle school.
 - b. Ms. So provided an update on fundraising efforts and donations received.
- V. Facility Task Force
- a. Ms. So and Mr. Saber provided an update on the status on the facility project at 70-50 Queens Boulevard and other real estate opportunities and matters, including temporary space options for the elementary school.
- VI. Public Comment
- a. Members of the public were offered the opportunity to speak. No members of the public chose to make a comment.
- VII. Next Meeting and Adjournment
- a. The next board meeting to take place will be the annual meeting, which will be held on Monday, June 22, 2020.
 - b. There being no further business to come before the board, Ms. Kim made a motion to adjourn, Ms. Park seconded the motion. All board members voted in favor and the meeting was adjourned.

**Minutes of the Annual Meeting of the Board of Trustees of the
Central Queens Academy Charter School
June 15, 2020 at 6:00 PM**

A meeting of the Board of Trustees (the “Board”) of the Central Queens Academy Charter School (“CQA” or the “School”) was held via Zoom Video Conference on June 15, 2020 at 6:00 PM, pursuant to notice duly given.

Trustees Maribel Lara, David Nitkin, Année Kim, Sonia Park, Rick Ruvkun, Bruce Saber, Cathy Tse and Michael Zisser were present by video conference. Also present by video conference from the school was Glenn Liebeck, Director of School; Michelle Dalpiaz, CFO; Therese Paskoff, Director of Operations; and Melissa Kinsella, Director of Advancement. Also present was Tom Ng a member of the Board’s Educational Accountability Committee.

Ms. Kinsella recorded the minutes on behalf of the Chairman, Mr. Zisser. All participants were able to speak and be heard and seen and were determined to be present at the meeting pursuant to the School’s bylaws.

Chairman, Michael Zisser, called the meeting to order and went through the roll call and noted the board had quorum.

- I. May 11, 2020 Meeting Minutes
 - a. Ms. Park made a motion to approve the May 11, 2020 board meeting minutes and Ms. Kim seconded the motion. All board members present voted in favor and the motion passed.
- II. Executive Committee Report
 - a. Mr. Zisser announced that Trustees Vipul Tandon and Ken Fong both resigned from the board prior to the meeting.
 - b. Ms. Park made a motion to re-elect Année Kim, Rick Ruvkun and Bruce Saber to the Board of Trustees each for a term of two years. Ms. Lara seconded the motion. All board members present voted in favor and the motion passed.
 - c. Mr. Nitkin made a motion to re-elect Rick Ruvkun as Treasurer for a term of one year or until a new Treasurer can be identified and elected. Ms. Park seconded the motion. All board members present voted in favor and the motion passed.
 - d. Ms. Park made a motion to accept the roster of Board Committees and Task Forces for the 2020-2021 school year. Mr. Nitkin seconded the motion. All board members present voted in favor and the motion passed.
 - e. Ms. Park made a motion to make the set number of board members eight. Mr. Nitkin seconded the motion. All board members present voted in favor and the motion passed.
 - f. The board reviewed and agreed to the calendar of meetings for the 2020-2021 school year.

- g. The board reconfirmed their vote from January 2020 that Cathy Tse will be a signatory on CQA's TD Bank account.
 - h. The board received the annual conflict of interest/financial disclosure and code of ethics forms.
- III. Facility Task Force
- a. Mr. Saber provided an update on the status on the facility project at 70-50 Queens Boulevard.
- IV. Finance Committee Report
- a. Mrs. Dalpiaz presented the FY 2021 consolidated (lower school and middle school) budgets for board approval. Mr. Ruvkun made a motion to approve the FY 2021 consolidated budget. Ms. Kim seconded the motion. All board members present voted in favor and the motion passed.
- V. Educational Accountability Committee Report
- a. Mr. Liebeck presented the Educational Accountability Committee report, which included an update on distance learning, elementary school expansion planning, and re-opening plans for the 2020-2021 school year.
 - b. The board was invited to attend the virtual graduation ceremony scheduled for June 22^d.
 - c. Mrs. Paskoff provided an operations update including enrollment for the 2020-2021 school year.
- VI. Advancement Update
- a. Ms. Kinsella provided an update on fundraising efforts and outcomes to date for FY 2020.
- VII. Public Comment
- a. Members of the public were offered the opportunity to speak. No members of the public chose to make a comment.
- VIII. Next Meeting and Adjournment
- a. The next board meeting to take place on July 13, 2020.
 - b. There being no further business to come before the board, Ms. Kim made a motion to adjourn, Ms. Park seconded the motion. All board members voted in favor and the meeting was adjourned.

**Minutes of a Meeting of the Board of Trustees of the
Central Queens Academy Charter School
April 6, 2020 at 6:00 PM**

A meeting of the Board of Trustees (the “Board”) of the Central Queens Academy Charter School (“CQA” or the “School”) was held via Zoom Video Conference on April 6, 2020 at 6:00 PM, pursuant to notice duly given.

Trustees Ken Fong, Maribel Lara, David Nitkin, Année Kim, Sonia Park, Rick Ruvkun, Bruce Saber, Vipul Tandon, Cathy Tse and Michael Zisser were present by Video Conference. Also present by Video Conference from the school was Suyin So, Executive Director; Glenn Liebeck, Director of School; Michelle Dalpiaz, CFO; Therese Paskoff, Director of Operations; and Melissa Kinsella, Director of Advancement.

Ms. Kinsella recorded the minutes on behalf of the Chairman, Mr. Zisser. All participants were able to speak and be heard and seen and were determined to be present at the meeting pursuant to the School’s bylaws.

Chairman, Michael Zisser, called the meeting to order and went through the roll call and noted the board had quorum.

- I. February 3, 2020 Meeting Minutes
 - a. Mr. Fong made a motion to approve the February 3, 2020 board meeting minutes and Ms. Kim seconded the motion. All board members present voted in favor and the motion passed.
- II. Executive Committee
 - a. Mr. Zisser offered appreciation on behalf of the board to the teachers and staff for their response to the COVID-19 pandemic and their efforts to implement distance learning.
- III. Finance Committee Report
 - a. Mrs. Dalpiaz provided an overview of what impact the State’s budget reductions may have on CQA’s FY 2021 budget.
 - b. The board discussed CQA’s opportunity to apply for the Small Business Association’s Paycheck Protection Program. Mr. Fong motioned to adopt the resolution presented to and reviewed by the board regarding CQA’s participation in the Small Business Association’s Paycheck Protection Program. Mr. Tandon seconded the motion. All board members present voted in favor and the motion passed.
 - c. Mr. Fong called for a motion to authorize a single signatory on any board-approved debt agreements related to the Small Business Association’s Paycheck Protection Program with approved signatories being either the Board Chairperson, The Board Treasurer, or the

Executive Director. Ms. Park seconded the motion. All board members present voted in favor of the motion and the motion passed.

IV. Educational Accountability Committee Report

- a. Mr. Liebeck presented the Educational Accountability Committee report and reviewed how scholars, teachers and families are adapting to distance learning and how they are managing through the pandemic.

V. Executive Director Update

- a. Ms. So provided an update on the status of the second charter, which would allow CQA to replicate middle school.
- b. Ms. Kinsella reported that the school had applied for several emergency grants to cover computer technology related to distance learning.

VI. Facility Task Force

- a. Ms. So and Mr. Saber provided an update on the status on the facility project at 70-50 Queens Boulevard and other real estate matters.

VII. Executive Session

- a. Mr. Saber made a motion to enter Executive Session to discuss an individual personnel compensation matter. Ms. Kim seconded the motion. All board members present voted in favor and the motion passed.
- b. There were no votes or actions taken while the board was in Executive Session.
- c. Mr. Saber made a motion to exit Executive Session. Ms. Kim seconded the motion. All board members present voted in favor and the motion passed.

VIII. Public Comment

- a. Mr. Zisser noted that there were no members of the public present to make comment.

IX. Next Meeting and Adjournment

- a. The board will hold a previously unscheduled meeting in May at a date to be determined. The board's annual meeting will take place on Monday, June 22, 2020.
- b. There being no further business to come before the board, Ms. Kim made a motion to adjourn, Mr. Saber seconded the motion. All board members voted in favor and the meeting was adjourned.

**Minutes of a Meeting of the Board of Trustees of the
Central Queens Academy Charter School
February 3, 2020 at 6:00 PM**

A meeting of the Board of Trustees (the “Board”) of the Central Queens Academy Charter School (“CQA” or the “School”) was held at the offices of DLA Piper located at 1251 Avenue of the Americas, New York, NY on February 3, 2020 at 6:00 PM, pursuant to notice duly given.

Trustees Ken Fong, Maribel Lara, Année Kim, Rick Ruvkun, Bruce Saber, and Michael Zisser were present in person. Trustee David Nitkin was present by videoconference. Trustees Sonia Park, Cathy Tse and Vipul Tandon were absent. Also present in person from the school was Melissa Kinsella, Director of Advancement. Suyin So, Executive Director; Glenn Liebeck, Director of School; Michelle Dalpiaz, CFO; and Therese Paskoff, Director of Operations were present by videoconference.

Ms. Kinsella recorded the minutes on behalf of the Chairman, Mr. Zisser. All participants were able to speak and be heard and seen and were determined to be present at the meeting pursuant to the School’s bylaws.

Chairman, Michael Zisser, called the meeting to order and went through the roll call and noted the board had quorum.

I. January 2020 Meeting Minutes

- a. Mr. Saber made a motion to approve the January 9, 2020 board meeting minutes and Ms. Kim seconded the motion. All board members present voted in favor and the motion passed.

II. Executive Committee

- a. Mr. Saber made a motion to re-elect Mr. Zisser to the Board of Trustees for a term of two years. Ms. Kim seconded the motion. All board members present voted in favor and the motion passed.
- b. Mr. Saber made a motion to elect Mr. Zisser to Chairman of the Board of Trustees for a term of one year. Ms. Kim seconded the motion. All board members present voted in favor and the motion passed.

III. Finance Committee Report

- a. Mrs. Dalpiaz provided the Finance Committee Report, including revenue and expenses as of December 2019. She also provided a timeline for FY 2021 budget planning.

IV. Educational Accountability Committee Report

- a. Mr. Liebeck provided the Educational Accountability Committee report, which included a timeline of planning for the opening of the elementary school. He also provided results of a recent teacher survey.

- b. Mrs. Paskoff provided an operations update, including status of enrollment, the status of the school's two buildings, and a recent PEO transition.

V. Executive Director Update

- a. Ms. So provided an update on the school's pursuit of a second charter to replicate middle school.
- b. Ms. Kinsella provided an advancement update, including results of an annual appeal, efforts to update and meet with donors, and the school's open house and cultivation events.

VI. Facility Task Force

- a. Ms. So and Mr. Saber provided an update on progress on the facility project at 70-50 Queens Boulevard.

VII. Executive Session

- a. Mr. Saber made a motion to enter Executive Session to discuss an individual personnel compensation matter. Ms. Kim seconded the motion. All board members present voted in favor and the motion passed.
- b. There were no votes or actions taken while the board was in Executive Session.
- c. Mr. Saber made a motion to exit Executive Session. Ms. Kim seconded the motion. All board members present voted in favor and the motion passed.

VIII. Public Comment

- a. Mr. Zisser noted that there were no members of the public present to make comment.

IX. Next Meeting and Adjournment

- a. The next meetings will be held on Monday, April 6, 2020 at 6:00 PM at a location to be determined.
- b. There being no further business to come before the board, Mr. Zisser made a motion to adjourn, Mr. Saber seconded the motion. All board members voted in favor and the meeting was adjourned.

**Minutes of a Meeting of the Board of Trustees of the
Central Queens Academy Charter School
January 9, 2020 at 6:00 PM**

A meeting of the Board of Trustees (the “Board”) of the Central Queens Academy Charter School (“CQA” or the “School”) was held at the offices of DLA Piper located at 1251 Avenue of the Americas, New York, NY on January 9, 2019 at 6:00 PM, pursuant to notice duly given.

Trustees Ken Fong, Année Kim, David Nitkin, Sonia Park, Rick Ruvkun, Bruce Saber, Cathy Tse, Vipul Tandon, and Michael Zisser were present in person. Trustee Maribel Lara was present by videoconference. Also present from the school were Suyin So, Executive Director; Glenn Liebeck, Director of School; Michelle Dalpiaz, CFO; and Melissa Kinsella, Director of Advancement. Therese Paskoff, Director of Operations was present by phone conference. Stephen Powers from Transwestern; Nelson Louis from the Ong Family Foundation; Charlie Kaplan from Gluck+; Ken Lee of CQA’s Facility Task Force; and Gadi Ben Hamo, Joe Chetrit and Mayer Chetrit from the Chetrit Group were all present by invitation of the school.

Ms. Kinsella recorded the minutes on behalf of the Interim Chair, Mr. Zisser All participants were able to speak and be heard and seen and were determined to be present at the meeting pursuant to the School’s bylaws.

Interim Chairman, Michael Zisser, called the meeting to order and went through the roll call and noted the board had quorum.

I. December 2019 Meeting Minutes

- a. Ms. Kim made a motion to approve the December 9, 2019 board meeting minutes and Mr. Fong seconded the motion. All board members present voted in favor and the motion passed.

II. Finance Committee

- a. Ms. Kim made a motion to add Ms. Tse to CQA’s TD Bank account as an authorized signatory. Mr. Ruvkun seconded the motion. All board members present voted in favor and the motion passed.

III. Executive Committee

- a. Ms. Kim made a motion to increase the number of fixed board members to 10. Mr. Fong seconded the motion. All board members present voted in favor and the motion passed.

IV. Facility Task Force

- a. Ms. So and Mr. Saber introduced Joe Chetrit, Mayer Chetrit and Gadi Benhamo, developers of 70-50 Queens Boulevard to answer questions from the board regarding the project.

V. Executive Session

- a. Ms. Park made a motion to enter Executive Session to discuss a real estate transaction. Mr. Tandon seconded the motion. All board members present voted in favor and the motion passed.
- b. The Board of Trustees completed a vote regarding a real estate transaction while in Executive Session.
- c. Ms. Park made a motion to exit Executive Session. Ms. Kim seconded the motion. All board members present voted in favor and the motion passed.

VI. Public Comment

- a. Mr. Zisser noted that no members of the public requested to make comment.

VII. Next Meeting and Adjournment

- a. The next meetings will be held on Monday, February 3, 2020 at 6:00 PM at a location to be determined.
- b. There being no further business to come before the board, Mr. Zisser made a motion to adjourn, Ms. Tse seconded the motion. All board members voted in favor and the meeting was adjourned.

**Minutes of a Regular Meeting of the Board of Trustees of the
Central Queens Academy Charter School
December 9, 2019 at 7:00 PM**

A regular meeting of the Board of Trustees (the “Board”) of the Central Queens Academy Charter School (“CQA” or the “School”) was held at the offices of DLA Piper located at 1251 Avenue of the Americas, New York, NY on December 9, 2019 at 6:00 PM, pursuant to notice duly given.

Trustees Bruce Saber, Cathy Tse, Vipul Tandon, and Michael Zisser were present in person. Trustees Année Kim and Sonia Park were present by videoconference. Appointed Trustees (pending SUNY approval) Ken Fong and Maribel Lara were also present in person. Trustees David Nitkin and Rick Ruvkun, were absent. Also present from the school were Suyin So, Executive Director; Glenn Liebeck, Director of School; Michelle Dalpiaz, CFO; Therese Paskoff, Director of Operations and Melissa Kinsella, Director of Advancement. Board member candidate Maribel Lara was also present. Jason Zubatkin and Laura Cruz from Zubatkin Owners Representation and Stephen Powers from Transwestern were present by invitation of the school to make a presentation regarding CQA’s facility search and project.

Ms. Kinsella recorded the minutes on behalf of the Interim Chair, Mr. Zisser All participants were able to speak and be heard and seen and were determined to be present at the meeting pursuant to the School’s bylaws.

Interim Chairman, Michael Zisser, called the meeting to order and went through the roll call and noted the board had quorum.

I. Facility Task Force Report

- a. Mr. Saber presented an update on the school’s facility search and negotiations, including the project at 70-50 Queens Boulevard.
- b. The board requested additional financial information on current and prospective facility projects.

II. Public Comment

- a. Mr. Zisser noted that no members of the public requested to make comment.

III. Next Meeting and Adjournment

- a. The next meetings will be held on Monday, February 3, 2020 at 6:00 PM at a location to be determined. The board may host a special meeting in the interim and will post the date and location accordingly.
- b. There being no further business to come before the board, Mr. Zisser made a motion to adjourn, Ms. Tse seconded the motion. All board members voted in favor and the meeting was adjourned.

**Minutes of a Regular Meeting of the Board of Trustees of the
Central Queens Academy Charter School
September 16, 2019 at 6:00 PM**

A regular meeting of the Board of Trustees (the “Board”) of the Central Queens Academy Charter School (“CQA” or the “School”) was held by at the offices of DLA Piper located at 1251 Avenue of the Americas, New York, NY beginning at 6:00 PM, pursuant to notice duly given.

Trustees Jon Blattmachr, Année Kim, David Nitkin, Rick Ruvkun, Bruce Saber, Cathy Tse, and Michael Zisser were present in-person. Trustee Sonia Park was present by video conference. Trustee Vipul Tandon was absent. Also present in-person were Suyin So, Executive Director; Glenn Liebeck, School Director; Michelle Dalpiaz, Chief Financial Officer; Therese Paskoff, Director of Operations; and Melissa Kinsella, Director of Advancement.

Ms. Kinsella recorded the minutes on behalf of the Secretary, Mr. Blattmachr. All participants were able to speak and be heard and seen and were determined to be present at the meeting pursuant to the School’s bylaws.

Interim Chairman, Michael Zisser, called the meeting to order and Mr. Blattmachr went through the roll call and noted the board had quorum.

I. July 23, 2019 Meeting Minutes

- a. Mr. Blattmachr made a motion to approve the July 23, 2019 board meeting minutes and Ms. Park seconded the motion. All board members present voted in favor and the motion passed.

II. Finance Committee Report

- a. Ms. Dalpiaz presented the Finance Committee report. Finances are on track for FY20. The FY 19 audited report will be ready for board review and approval by a vote at the October board meeting.
- b. Mr. Ruvkun and Ms. Dalpiaz suggested CQA review and update Reserve and Investment policies. The board agreed that the Finance Committee should look further into policy updates and present options to the board for review and formal approval.
- c. Mr. Zisser reminded the board that CQA is a member of the Diverse Charter Schools Coalition, of which CQA board of Trustees member Sonia Park is the Executive Director. CQA’s membership carries a \$500 annual due each year. Mr. Zisser reminded the board that because Ms. Park is associated with both organizations, this is a related party transaction. Mr. Blattmachr made a motion to renew CQA’s membership to the Diverse Charter Schools Coalition annually until the board formally moves to cancel its membership. Mr. Nitkin seconded the motion. Ms. Park recused herself from the vote. All other board members present voted in favor and the motion passed.

III. Education Accountability Report

- a. Mr. Liebeck presented the Education Accountability report, including an analysis of scholar achievement on NY State assessment exams. Mr. Liebeck reminded the board that the immediate priority is to work to open CQA's elementary school in 2021.
- b. Ms. Paskoff provided an Operations report, which included an enrollment and human resources update.

IV. Executive Session

- a. Ms. Park made a motion to enter into Executive Session to discuss personnel matters related to an employee's compensation package. Ms. Kim seconded the motion. All board members present voted in favor and the board entered Executive Session.
- b. There were no votes or actions taken within Executive Session.
- c. Ms. Park made a motion to exit Executive Session. Ms. Kim seconded the motion. All board members present voted in favor and the board exited Executive Session.

V. Facility Task Force Report

- a. Mr. Saber gave an update on negotiations related to 70-50 Queens Boulevard. The Task Force also continues to look for additional and alternative facility sites.

VI. Executive Director Report

- a. Ms. So gave an update on strategic planning and expansion plans, including CQA's opportunity to acquire and convert an unused charter from Explore Inc.
- b. Mr. Zisser presented a resolution whereas, CQA was approved for a second charter to expand pursuant to SUNY Charter School Institute's Spring 2019 Request for Proposals, but has not been granted a charter due to the legislative cap on New York City charters; and, in furtherance of CQA's mission to serve more students, the CQA Board of Trustees resolves to operate one of the charters originally granted to Explore Inc. in 2012 and hereby authorizes CQA's staff to work with SUNY to accomplish this action.

Mr. Blattmachr made a motion to adopt the resolution. Mr. Nitkin seconded the motion. All board members present voted in favor and the resolution passed.

VII. Public Comment

- a. There were no members of the public present to make comment.

VIII. Next Meeting and Adjournment

- a. The next meetings will be held immediately following this one at 7:00 PM and then on Monday, October 21, 2019 at 6:00 PM and at 7:00 PM a location to be determined.
- b. There being no further business to come before the board, Mr. Zisser made a motion to adjourn, Ms. Kim seconded the motion. All board members voted in favor and the meeting was adjourned.

**Minutes of a Regular Meeting of the Board of Trustees of the
Central Queens Academy Charter School
December 9, 2019 at 6:00 PM**

A regular meeting of the Board of Trustees (the “Board”) of the Central Queens Academy Charter School (“CQA” or the “School”) was held at the offices of DLA Piper located at 1251 Avenue of the Americas, New York, NY on December 9, 2019 at 6:00 PM, pursuant to notice duly given.

Trustees Bruce Saber, Cathy Tse, Vipul Tandon, and Michael Zisser were present in person. Trustees Année Kim and Sonia Park were present by videoconference. Appointed Trustee (pending SUNY approval) Ken Fong was also present in person. Trustees David Nitkin and Rick Ruvkun, were absent. Also present from the school were Suyin So, Executive Director; Glenn Liebeck, Director of School; Michelle Dalpiaz, CFO; Therese Paskoff, Director of Operations and Melissa Kinsella, Director of Advancement. Board member candidate Maribel Lara was also present. Jason Zubatkin and Laura Cruz from Zubatkin Owners Representation and Stephen Powers from Transwestern were present by invitation of the school to make a presentation regarding CQA’s facility search and project.

Ms. Kinsella recorded the minutes on behalf of the Interim Chair, Mr. Zisser All participants were able to speak and be heard and seen and were determined to be present at the meeting pursuant to the School’s bylaws.

Interim Chairman, Michael Zisser, called the meeting to order and went through the roll call and noted the board had quorum.

I. November 2019 Meeting Minutes

- a. Mr. Saber made a motion to approve the November 12, 2019 board meeting minutes and Ms. Tse seconded the motion. All board members present voted in favor and the motion passed.

II. Finance Committee Report

- a. Ms. Dalpiaz presented financial reports as of October 2019. She reminded the board that the Finance Committee is looking into alternative ways to manage the school’s reserve.

III. Education Accountability Report

- a. Mr. Liebeck reported that the school hired an Elementary School Principal who has started part-time and will begin to develop the school program and roll-out.

IV. Executive Committee

- a. Mr. Zisser and Ms. So introduced Mr. Lara and thanked her for her commitment to the school and for her interest in being elected to the Board of Trustees.
 - i. Ms. Park nominated Maribel Lara to the Board of Trustees for a term of two years. Mr. Tandon seconded the motion. All board members present voted in favor and Ms. Lara was elected to the Board of Trustees pending approval from SUNY Charter School Institute.

- b. Ms. So presented an Executive Director's report, including an update on the school's efforts to secure a second charter.
- c. Ms. Kinsella provided an update on advancement activities.

V. Facility Task Force Report

- a. Mr. Saber presented an update on the school's facility search and negotiations, including the project at 70-50 Queens Boulevard.
- b. The board requested additional financial information on current and prospective facility projects.

VI. Public Comment

- a. Mr. Zisser noted that no members of the public requested to make comment.

VII. Next Meeting and Adjournment

- a. The next meetings will be held immediately following this one at 7:00 PM and also on Monday, February 3, 2020 at 6:00 PM at a location to be determined. The board may host a special meeting in the interim and will post the date and location accordingly.
- b. There being no further business to come before the board, Mr. Zisser made a motion to adjourn, Ms. Tse seconded the motion. All board members voted in favor and the meeting was adjourned.

**Minutes of a Regular Meeting of the Board of Trustees of the
Central Queens Academy Charter School
September 16, 2019 at 7:00 PM**

A regular meeting of the Board of Trustees (the “Board”) of the Central Queens Academy Charter School (“CQA” or the “School”) was held by at the offices of DLA Piper located at 1251 Avenue of the Americas, New York, NY beginning at 7:00 PM, pursuant to notice duly given.

Trustees Jon Blattmachr, Année Kim, David Nitkin, Rick Ruvkun, Bruce Saber, Cathy Tse, and Michael Zisser were present in-person. Trustees Sonia Park and Vipul Tandon was absent. Also present in-person were Suyin So, Executive Director; Glenn Liebeck, School Director; Michelle Dalpiaz, Chief Financial Officer; Therese Paskoff, Director of Operations; and Melissa Kinsella, Director of Advancement.

Ms. Kinsella recorded the minutes on behalf of the Secretary, Mr. Blattmachr. All participants were able to speak and be heard and seen and were determined to be present at the meeting pursuant to the School’s bylaws.

Interim Chairman, Michael Zisser, called the meeting to order and Mr. Blattmachr went through the roll call and noted the board had quorum.

I. Advancement Update

- a. Ms. Kinsella provided a draft advancement calendar and description of advancement-related strategies and responsibilities.
- b. The board decided not to host a gala in 2020 and to instead engage donor and prospects through a series of smaller cultivation and open house events. Board and staff will identify hosts for the events and will work together to invite and effectively engage attendees.

II. Public Comment

- a. There were no members of the public present to make comment.

III. Next Meeting and Adjournment

- a. The next meetings will be held on Monday, October 21, 2019 at 6:00 PM and at 7:00 PM a location to be determined.
- b. There being no further business to come before the board, Mr. Zisser made a motion to adjourn, Ms. Kim seconded the motion. All board members voted in favor and the meeting was adjourned.

**Minutes of a Regular Meeting of the Board of Trustees of the
Central Queens Academy Charter School
October 21, 2019 at 6:00 PM**

A regular meeting of the Board of Trustees (the “Board”) of the Central Queens Academy Charter School (“CQA” or the “School”) was held by videoconference and at an in-person at 88-24 Myrtle Avenue, Glendale, NY beginning at 6:00 PM, pursuant to notice duly given.

Trustees Année Kim, David Nitkin, Sonia Park, Rick Ruvkun, Cathy Tse, and Michael Zisser were present by videoconference. Trustees Jon Blattmachr, Bruce Saber, and Vipul Tandon were absent. Also present by videoconference were Suyin So, Executive Director; Glenn Liebeck, School Director; Michelle Dalpiaz, Chief Financial Officer; and Melissa Kinsella, Director of Advancement.

Ms. Kinsella recorded the minutes on behalf of the Secretary, Mr. Blattmachr. All participants were able to speak and be heard and seen and were determined to be present at the meeting pursuant to the School’s bylaws.

Interim Chairman, Michael Zisser, called the meeting to order and went through the roll call and noted the board had quorum.

I. September 2019 Meeting Minutes

- a. Mr. Ruvkun made a motion to approve both the September 16, 2019 6:00 PM and September 16, 2019 7:00 PM board meeting minutes and Ms. Park seconded the motion. All board members present voted in favor and the motion passed.

II. Finance Committee Report

- a. Ms. Dalpiaz provided financial reports to the board as of August 2019.
- b. Mike Schall from Schall & Ashenfarb, the accounting firm which conducted CQA’s FY 2019 audit, presented the FY 2019 audited report.
 - i. Ms. Park made a motion to approve the FY 2019 audited report as presented. Mr. Nitkin seconded the motion. All board members present voted in favor and the motion passed.

III. Executive Committee

- a. Mr. Zisser noted that Ms. Park’s term as a member of the Board of Trustees was to expire at the end of October 2019. Ms. Park agreed to be reelected for a new two-year term.
 - i. Mr. Ruvkun made a motion to reelect Ms. Park to the Board of Trustees for a term of two years. Mr. Nitkin seconded the motion. All board members present voted in favor and the motion passed.
- b. Mr. Zisser made a motion to accept the compensation package for the Executive Director as outlined in an email shared with the entire board prior to the board meeting. Mr. Ruvkun seconded the motion. All board members present voted in favor and the motion passed.

IV. Education Accountability Report

- a. Mr. Liebeck presented the Education Accountability report and reviewed the school's 2019-2020 priority goals and an overview of the elementary school principal fellowship.
- b. Rick Ruvkun made a motion to approve CQA's Safe Schools Against Violence in Education Plans for both South and North campuses as presented. Ms. Park seconded the motion. All board members present voted in favor and the motion passed.

V. Executive Director Report

- a. Ms. So gave an update on strategic planning progress and facility negotiations.
- b. Ms. So provided an update on candidates for the Board of Trustees.
- c. Ms. Kinsella provided an update on event planning. Two open house dates have been set (November 20th and January 21st) and two cultivation events are being planned for after the new year.

VI. Public Comment

- a. There were no members of the public present to make comment.

VII. Next Meeting and Adjournment

- a. The next meetings will be held on Tuesday, November 12th at 6:00 PM at Mr. Saber's office at DLA Piper located at 1251 Avenue of the Americas, New York, NY.
- b. There being no further business to come before the board, Mr. Zisser made a motion to adjourn, Ms. Kim seconded the motion. All board members voted in favor and the meeting was adjourned.

**Minutes of a Regular Meeting of the Board of Trustees of the
Central Queens Academy Charter School
November 12, 2019 at 6:00 PM**

A regular meeting of the Board of Trustees (the “Board”) of the Central Queens Academy Charter School (“CQA” or the “School”) was held at the offices of DLA Piper located at 1251 Avenue of the Americas, New York, NY at 6:00 PM, pursuant to notice duly given.

Trustees Année Kim, David Nitkin, Sonia Park, Rick Ruvkun, Bruce Saber, Cathy Tse, and Michael Zisser were present. Trustees Jon Blattmachr and Vipul Tandon were absent. Also present from the school were Suyin So, Executive Director; Therese Paskoff, Director of Operations and Melissa Kinsella, Director of Advancement. Board member candidate Ken Fong was also present. Jason Zubatkin and Laura Cruz from Zubatkin Owners Representation and Stephen Powers from Transwestern were present by invitation of the school to make a presentation regarding CQA’s facility search and project. Nelson Louis, a member of the public, was also present.

Ms. Kinsella recorded the minutes on behalf of the Secretary, Mr. Blattmachr. All participants were able to speak and be heard and seen and were determined to be present at the meeting pursuant to the School’s bylaws.

Interim Chairman, Michael Zisser, called the meeting to order and went through the roll call and noted the board had quorum.

I. October 2019 Meeting Minutes

- a. Ms. Park made a motion to approve the October 21, 2019 board meeting minutes and Ms. Kim seconded the motion. All board members present voted in favor and the motion passed.

II. Finance Committee Report

- a. Mr. Ruvkun presented financial reports as of September 2019 with the board.

III. Executive Committee

- a. Mr. Zisser noted that Ms. Tse’s term as a member of the Board of Trustees was to expire in January 2020. Ms. Tse agreed to be reelected for a new two-year term.
 - i. Mr. Ruvkun made a motion to reelect Ms. Tse to the Board of Trustees for a term of two years to begin immediately following the completion of her current term. Ms. Kim seconded the motion. All board members present voted in favor and the motion passed.
- b. Mr. Zisser introduced Mr. Fong and thanked him for his commitment to the school and for his interest in being elected to the Board of Trustees.
 - i. Mr. Saber nominated Ken Fong to the Board of Trustees for a term of two years. Ms. Kim seconded the motion. All board members present voted in favor and Mr. Fong was elected to the Board of Trustees pending approval from SUNY Charter School Institute.

- c. Mr. Zisser gave an update on the status of the Chair of the Board position. As there is no member prepared to be elected to the role, Mr. Zisser will remain Acting Chair of the Board through the end of the school and fiscal year. There were no objections from the members of the board who were present.

IV. Education Accountability Report

- a. Ms. Park and Mr. Nitkin reported that the search for the elementary school principal is in its final stages.
- b. Ms. Park and Mr. Nitkin also reported that the school's instructional leadership team is actively working on and implementing a plan to increase proficiency in ELL scholars.

V. Facility Task Force Report

- a. Ms. So presented an overview of the school's mission and goals including plans for programmatic growth.
- b. Mr. Zubatkin of Zubatkin Owner Representation was invited to present an update on the facility search and negotiations.
- c. The board requested that financial information and program growth details pertaining to available facility options be provided for discussion at the December board meeting.

VI. Public Comment

- a. Mr. Fong and Mr. Louis asked several questions about the facility options for the school and their ability to meet CQA's programmatic goals and overall mission.

VII. Next Meeting and Adjournment

- a. The next meetings will be held on Monday, December 9th at 6:00 PM and Monday, December 9th at 7:00 PM at Mr. Saber's office at DLA Piper located at 1251 Avenue of the Americas, New York, NY.
- b. There being no further business to come before the board, Mr. Zisser made a motion to adjourn, Ms. Kim seconded the motion. All board members voted in favor and the meeting was adjourned.

**Minutes of a Regular Meeting of the Board of Trustees of the
Central Queens Academy Charter School
July 23, 2019 at 6:00 PM**

A regular meeting of the Board of Trustees (the “Board”) of the Central Queens Academy Charter School (the “School”) was held by at the offices of The New York City Charter School Center located at 111 Broadway, New York, NY beginning at 6:00 PM, pursuant to notice duly given.

Trustees Année Kim, David Nitkin, Sonia Park, Rick Ruvkun, Bruce Saber, Cathy Tse, and Michael Zisser were present in-person. Trustees Jon Blattmachr, and Vipul Tandon were absent. Also present in-person were Suyin So, Executive Director and Melissa Kinsella, Director of Advancement.

Ms. Kinsella recorded the minutes on behalf of the Secretary, Mr. Blattmachr. All participants were able to speak and be heard and seen and were determined to be present at the meeting pursuant to the School’s bylaws.

Interim Chairman, Michael Zisser, called the meeting to order and went through the roll call and noted the Board had quorum.

I. June 2019 Meeting Minutes

- a. Mr. Saber made a motion to approve the June 17, 2019 6:00 PM and June 17, 2019 7:00 PM meeting minutes and Ms. Park seconded the motion. All board members present voted in favor and the motion passed.

II. Finance Committee Report

- a. Ms. Ruvkun presented the Finance Committee report. Finances are on track. The CFO is working on year-end close and the FY 2019 audit.

III. Education Accountability Report

- a. Ms. Park presented the Education Accountability report. The School Director and Committee continue to develop a strategic roll-out of CQA’s elementary school.

IV. Facility Task Force Report

- a. Mr. Saber gave an update on negotiations related to 70-50 Queens Boulevard. The Task Force also continues to look for additional and alternative facility sites.

V. Executive Session

- a. Ms. Kim made a motion to enter executive session to discuss personnel matters. Mr. Saber seconded the motion. All board members present voted in favor and the board entered executive session.

- b. No actions or votes were taken while the board was in executive session.

- c. Ms. Kim made a motion to exit executive session. Mr. Saber seconded the motion. All board members present voted in favor and the board exited executive session and resumed the regular meeting.

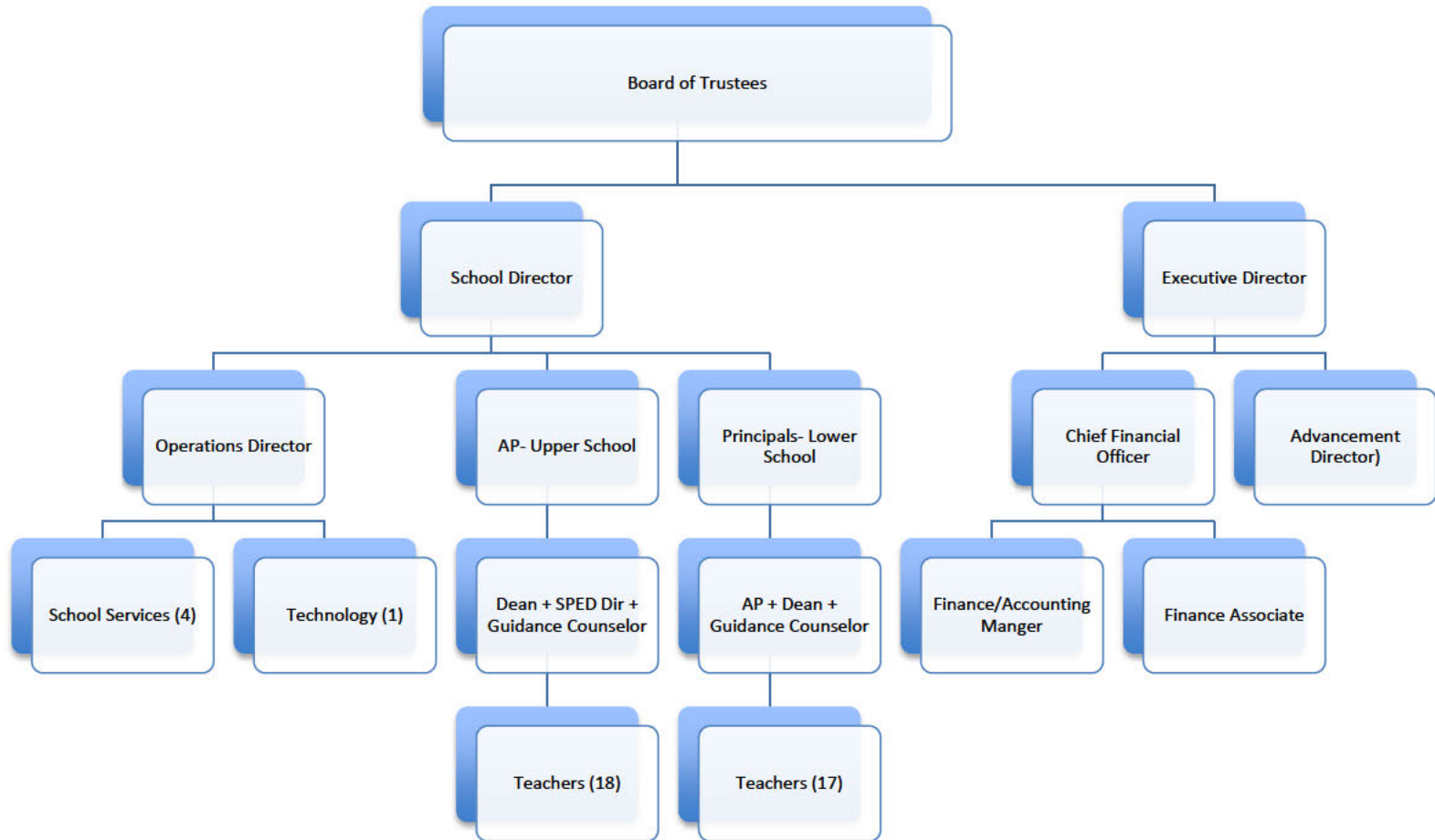
VI. Public Comment

- a. There were no members of the public present to make comment.

VII. Next Meeting and Adjournment

- a. The next meeting will be held on Monday, September 16, 2019 at 6:00 PM at a location to be determined.
- b. There being no further business to come before the Board, Mr. Zisser made a motion to adjourn, Ms. Kim seconded the motion. All board members voted in favor and the meeting was adjourned.

CQA Organizational Chart



Total FTE: 55
Current as of 08/20

CENTRAL QUEENS ACADEMY | 2020-2021 CALENDAR

24 First Day for All Staff

AUGUST 20						
S	M	T	W	Th	F	S
						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 21						
S	M	T	W	Th	F	S
	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						

12 Lunar New Year
15-19 Mid-Winter Recess- No School

1 First Day Grades 5,7
2 First Day Grades 6,8

7 Labor Day- No School
28 Yom Kippur- No School

SEPTEMBER 20						
S	M	T	W	Th	F	S
		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			

MARCH 21						
S	M	T	W	Th	F	S
	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			

12 Teacher Prep Day- No School

29-Apr 2 SPRING RECESS- No School

12 Columbus Day

OCTOBER 20						
S	M	T	W	Th	F	S
				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 21						
S	M	T	W	Th	F	S
				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	

1-2 SPRING RECESS- No School
20-21 NYS ELA Exam

03 Election Day- school open
11 Veterans Day
23 Parent/Teacher Conference grades 5,7
24 Parent/Teacher Conference grades 6,8
25 Early Release

26-27 Thanksgiving Break- No School

NOVEMBER 20						
S	M	T	W	Th	F	S
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 21						
S	M	T	W	Th	F	S
						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					

4-5 NYS MATH Exam
14 Teacher Prep Day- No School
31 Memorial's Day- No School

24-Jan 3 Winter Recess- No School

DECEMBER 20						
S	M	T	W	Th	F	S
		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 21						
S	M	T	W	Th	F	S
		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			

3 Staff Meeting Day- No School
21 8th Grade Graduation
23 Last Day of School

1 New Years Day- No School
18 M.L. King Day- No School

JANUARY 21						
S	M	T	W	Th	F	S
					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 21						
S	M	T	W	Th	F	S
				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

5-30 Summer School Session

DEPARTMENT OF HOUSING AND BUILDINGS

BOROUGH OF QUEENS, CITY OF NEW YORK No. Q 117073

RECEIVED

JUL 15 1957

Date 7/15/57

CERTIFICATE OF PERMITS 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 88-24 Myrtle Avenue, SEC. 88 Place* Block 3869 Lot 45

, 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.

~~XXXX~~ Alt. No.— Alt. 2317/55 Construction classification—Non-fire

Occupancy classification—Public Bldg. stories, [redacted] feet.

Date of completion—7/9/57 . Located in Residence Use District.

E Area 1 . 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	
[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	USE

John J. Felber

J. J. Felber
Borough Superintendent

HOUSING AND DEVELOPMENT ADMINISTRATION
DEPARTMENT OF BUILDINGS
CERTIFICATE OF OCCUPANCY

BOROUGH QUEENS DATE: 6/7/74 NO. Q 187188
 R-6

This certificate supersedes C.O. No. ~~XXXXXXXX~~ ZONING DISTRICT
 THIS CERTIFICATE ~~35-30 Junction Blvd~~ building premises located at 1901 Block 26 Lot

CONFORMS SUBSTANTIALLY TO THE APPROVED PLANS AND SPECIFICATIONS AND TO THE REQUIREMENTS OF ALL APPLICABLE LAWS, RULES AND REGULATIONS FOR THE USES AND OCCUPANCIES SPECIFIED HEREIN NO 66772

PERMISSIBLE USE AND OCCUPANCY

STORY	LIVE LOAD LBS. PER SQ. FT.	MAXIMUM NO. OF PERSONS PERMITTED	ZONING RESOLUTION BUILDING CODE				DESCRIPTION OF USE
			DWELLING OR ROOMING UNITS	USE GROUP	HABITABLE ROOMS	OCCUPANCY GROUP	
[REDACTED]							

OPEN SPACE USES _____
 (SPECIFY—PARKING SPACES, LOADING BERTHS, OTHER USES, NONE)

**NO CHANGES OF USE OR OCCUPANCY SHALL BE MADE UNLESS
 A NEW AMENDED CERTIFICATE OF OCCUPANCY IS OBTAINED**

THIS CERTIFICATE OF OCCUPANCY IS ISSUED SUBJECT TO FURTHER LIMITATIONS, CONDITIONS AND SPECIFICATIONS NOTED ON THE REVERSE SIDE.

[Signature]
 BOROUGH SUPERINTENDENT

JEREMIAH I. WALSH
 COMMISSIONER

THE CITY OF NEW YORK
 DEPARTMENT OF PLANNING AND CONSTRUCTION
 OFFICE OF THE COMMISSIONER
 BUREAU OF ZONING

THAT THE ZONING LOT ON WHICH THE PREMISES IS LOCATED IS BOUNDED AS FOLLOWS:

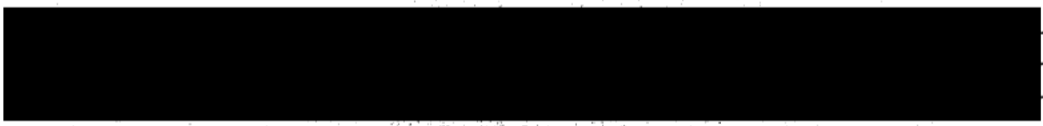
BEGINNING at a point on the **North-west** ~~side of~~ **56th Avenue** ~~from the corner formed by the intersection of~~
~~distant~~ **Junction Blvd** ~~and~~ **N. 42.27**
 running thence **W. 100.2** feet; thence **S. 45.92** feet;
 thence **E. 93.91** feet; thence _____ feet;
 thence _____ feet; thence _____ feet;
 thence _____ feet; thence _____ feet;
 to the point or place of beginning.

N.B. of ALT. No. **86/72** DATE OF COMPLETION **5/14/74** CONSTRUCTION CLASSIFICATION **IIB**
 BUILDING OCCUPANCY GROUP CLASSIFICATION **E & J2** HEIGHT _____ FEET.

THE FOLLOWING FIRE DETECTION AND EXTINGUISHING SYSTEMS ARE REQUIRED AND WERE INSTALLED IN COMPLIANCE WITH APPLICABLE LAWS.
 None
 YES NO YES NO



THE FOLLOWING PERMITTED ALTERNATE TO A REQUIRED STANDPIPE SYSTEM WAS PROVIDED OR INSTALLED (C26-1702.1d).
 None
 YES NO



THE FOLLOWING PERMITTED ALTERNATES TO A REQUIRED AUTOMATIC SPRINKLER SYSTEM WERE INSTALLED.
 None
 YES NO



EXTINGUISHING AGENT IF OTHER THAN WATER: _____
 EXTENT OF PARTIAL SYSTEM: _____

LIMITATIONS OR RESTRICTIONS:
 BOARD OF STANDARDS AND APPEALS CAL. NO. _____
 CITY PLANNING COMMISSION CAL. NO. _____
 OTHERS: _____

THIS DOCUMENT IS THE PROPERTY OF THE CITY OF NEW YORK
 AND IS LOANED TO YOU BY THE DEPARTMENT OF PLANNING AND CONSTRUCTION
 IT IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS
 WITHOUT THE WRITTEN PERMISSION OF THE DEPARTMENT OF PLANNING AND CONSTRUCTION