

# Application: Charter School of Educational Excellence

Keith Szczepanski - keithmszczepanski@gmail.com  
2021-2022 Annual Report

## Summary

**ID:** 0000000026  
**Status:** Annual Report Submission  
**Last submitted:** Nov 1 2022 06:13 PM (EDT)  
**Labels:** Board of Regents

## Entry 1 School Info and Cover Page

**Completed** Jul 29 2022

### [Instructions](#)

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

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

## Entry 1 School Information and Cover Page

**(New schools that were not open for instruction for the 2021-2022 school year are not required to complete or submit an annual report this year).**

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer **(as of June 30, 2022)** or you may not be assigned the correct tasks.

## BASIC INFORMATION

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**a. SCHOOL NAME**

(Select name from the drop down menu)

CHARTER SCHOOL OF EDUCATIONAL EXCELLENCE 800000057455

**a1. Popular School Name**

CSEE

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

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

BOARD OF REGENTS

**d. DISTRICT / CSD OF LOCATION**

YONKERS CITY SD

**e. DATE OF INITIAL CHARTER**

1/2004

**f. DATE FIRST OPENED FOR INSTRUCTION**

9/2005



c. School Unionized

Is your charter school unionized?

No

f. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)

MISSION STATEMENT

The Charter School of Educational Excellence’s mission is to develop students who are critical thinkers, motivated leaders, and lifelong learners. We are committed to a strong partnership with teachers, parents, and community.

g. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)

KEY DESIGN ELEMENTS (Briefly describe each Key Design Elements (KDE) as presented in the schools approved charter. KDEs are those general aspects of the school that are innovative or unique to the school’s mission and goals, are core to the school’s overall design, and are critical to its success.

KDE 1	CSEE offers an extended day of approximately eight (8) hours. This provides more time to focus on mastery and enrichment in basic subjects (ELA/MATH). The extended day also provides the school with additional time to focus on PE, Health, Music, Foreign Language and Arts program during the school day.
KDE 2	CSEE continues to take advantage of the longer school day through scheduling that allocates extended blocks of time (100 minutes) for basic subjects, rather than the traditional schedule of discrete 40-45 minute periods. This offers teachers and students sufficient and uninterrupted time blocks to meaningfully explore the basic subjects to ensure that students develop a much deeper

	understanding of the material.
KDE 3	CSEE continues to increase learning opportunities by strategically deploying Teaching Assistants throughout the building. Teaching assistants provide more personal attention to individual students who are falling behind academically and assist with differentiation and grouping of students engaged in further exploration of a subject matter.
KDE 4	CSEE employees standards-driven and researched based curriculum to ensure all students are instructed through effective programs aligned with State learning standards. The curriculum provides a rich and more diverse learning experience. For example, the research-based Journeys (reading program) is used in conjunction with the social studies McGraw-Hill program to provide significant knowledge of diverse peoples and cultures and engage students in a rich learning experience.
KDE 5	CSEE continues fostering learning opportunities by offering students meaningful experiences in the arts. This portion of the educational program taps the diverse talents of the student body and exposes them to dance, theatre, music, and the visual arts. For example, students create paintings, give theatrical performances, demonstrate artistic knowledge, or analyze great works of art. This key design element has been fully implemented.
KDE 6	(No response)
KDE 7	(No response)
KDE 8	(No response)
KDE 9	(No response)
KDE 10	(No response)

**Need additional space for variables**

No

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

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

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

1029

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

1020

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

Check all that apply

Grades Served

K, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11

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

No

# FACILITIES INFORMATION

## m. FACILITIES

Will the school maintain or operate multiple sites in 2022-2023?

	No, just one site.
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**CHARTER SCHOOL OF EDUCATIONAL EXCELLENCE 800000057455**

## 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	220-260 Warburton Avenue, Yonkers NY 10701	914-476-5070	Yonkers	K-12	No

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

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Cindy Lopez	Superintendent	914-476-5070		<a href="mailto:clopez@cseeshool.org">clopez@cseeshool.org</a>
Operational Leader	William Pintado	Operations Manager	914-476-5070		<a href="mailto:wpintado@cseeshool.org">wpintado@cseeshool.org</a>
Compliance Contact	Danielle Rendina	Student Data Director	914-476-5070		<a href="mailto:drendina@cseeshool.org">drendina@cseeshool.org</a>
Complaint Contact	Carmen Goldberg	Director of Government, Parents & External Relations	914-476-5070		<a href="mailto:cgoldberg@cseeshool.org">cgoldberg@cseeshool.org</a>
DASA Coordinator	Meiling Perez	School Dean	914-476-5070		<a href="mailto:meperez@cseeshool.org">meperez@cseeshool.org</a>
Phone Contact for After Hours Emergencies	J. Spina; J. Jacaruso; D. Palmer	Principals	914-476-5070		<a href="mailto:DPalmer@cseeshool.org">DPalmer@cseeshool.org</a>

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

Private Space

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

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

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

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

### Site 1 Certificate of Occupancy (COO)

[CSEE Complete COO.pdf](#)

**Filename:** CSEE Complete COO.pdf **Size:** 695.9 kB

### Site 1 Fire Inspection Report

[CSEE Complete Fire Inspection.pdf](#)

**Filename:** CSEE Complete Fire Inspection.pdf **Size:** 1.7 MB

## CHARTER REVISIONS DURING THE 2021-2022 SCHOOL YEAR

**n1. Were there any revisions to the school's charter during the 2021-2022 school year? (Please include approved or pending material and non-material charter revisions).**

No

**o. Has your school's Board of Trustee's approved a budget for the 2021-2022 FY?**

Yes

## ATTESTATIONS

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

Name	Cindy Lopez
Position	Superintendent
Phone/Extension	914-476-5070
Email	<a href="mailto:clopez@cseeschool.org">clopez@cseeschool.org</a>

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

## Responses Selected:


Yes

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

### Responses Selected:

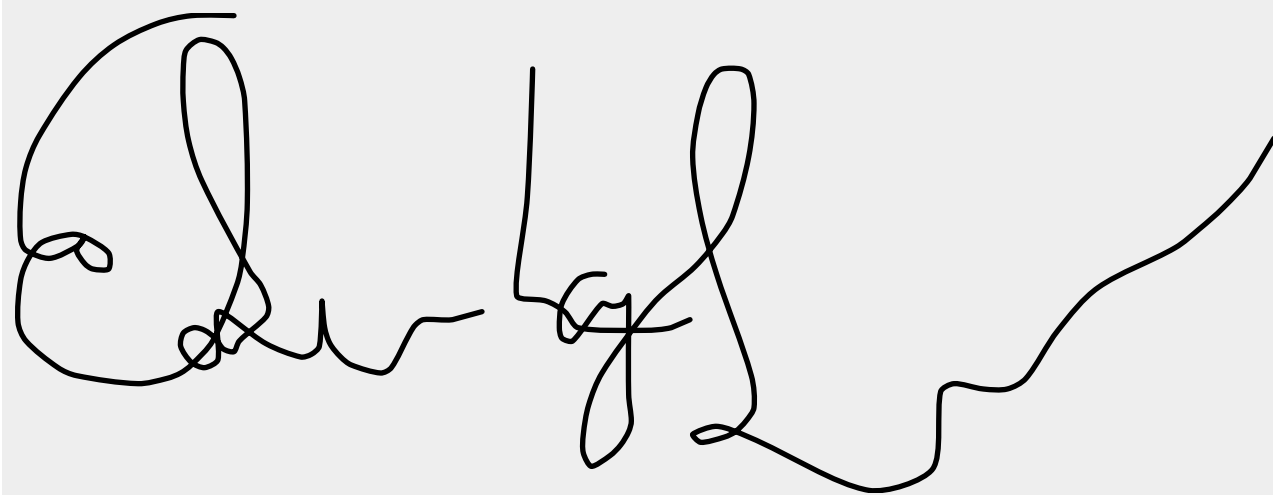
Yes

Signature, Head of Charter School

A handwritten signature in black ink on a light gray background. The signature is cursive and stylized, featuring a large initial 'C' and a long, sweeping tail that ends in a small loop.



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



**Date**

Jul 29 2022

**Thank you.**



## **Entry 3 Progress Toward Goals**

**Completed** Oct 31 2022

## **Instructions**

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

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2022**.

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

## **Entry 3 Progress Toward Goals**

## PROGRESS TOWARD CHARTER GOALS

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

Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 2, 2022.

#### CHARTER SCHOOL OF EDUCATIONAL EXCELLENCE 800000057455

### 1. ACADEMIC STUDENT PERFORMANCE GOALS

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

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2022**.

#### 2021-2022 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
				Percentage of students enrolled at CSEE for two or more years performing at proficiency on the state English language arts exam.

Academic Goal 1	<p>All students at the school will become proficient in reading and writing of the English language.</p> <p>Measure 1: Absolute Proficiency - Each year, 75% of students in each assessed grade who have been continuously enrolled in the school for two or more years will perform at or above Level 3 on the New York State English Language Arts (ELA) Assessment.</p>	New York State English Language Arts (ELA) Assessment	Not Met	<p>3rd Grade – 44.8% 4th Grade – 49.2% 5th Grade – 79.2% 6th Grade – 93.0% 7th Grade – 68.6% 8th Grade – 71.0% Total – 68.1%</p> <p>The school:</p> <ul style="list-style-type: none"> <li>-Surveyed the faculty to identify professional development needs in order to best support teachers and students;</li> <li>-Updated the curriculum and assessment guidelines;</li> <li>-Started implementing the LLI reading program in grades K-4 for students reading two or more levels below grade level;</li> <li>-Hired additional support staff for academic intervention services;</li> <li>-Updated the school schedule AND small group instruction schedule to better support students;</li> <li>-Will monitor academic intervention services and</li> </ul>
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				<p>student absence rates;</p> <p>-Will monitor individual student progress via i-Ready, classroom assessment results, and classroom observations;</p> <p>- Further developed the Faculty Planning Periods:updated teacher schedules to include five days of common planning to support lesson development/ planning, assessment development, and data monitoring; and</p> <p>-Restructure the after school program.</p>
				<p>Please see below for results:</p> <p>Gr. 2018-19 (Target) 2021-22</p> <p>3. 85.3% (85%) 44.8% - Not Met</p> <p>4 81.7% (82%) 49.2% - Not Met</p> <p>5 56.7% (65.9%) 79.2% - Met</p> <p>6 84.5% (84%) 93.0% - Met</p> <p>7 84.4% (84%)</p>

Academic Goal 2	<p>All students at the school will become proficient in reading and writing of the English language.</p> <p>Measure 3: Value Added to Student Learning - Each year, grade-level cohorts of the school's students will reduce by one-half the gap between their baseline performance and 75 percent of students scoring at or above Level 3 on the State ELA Assessment. If a cohort's baseline performance was above the objective, the cohort will maintain or increase its performance on the next administration.</p>	New York State English Language Arts (ELA) Assessment	Not Met	<p>68.6% - Not Met 8 82.5% (82%) 71.0% - Not Met</p> <p>Total 79.4% (79%) 68.1% - Not Met</p> <p>The school: -Surveyed the faculty to identify professional development needs in order to best support teachers and students; -Updated the curriculum and assessment guidelines; -Started implementing the LLI reading program in grades K-4 for students reading two or more levels below grade level; -Hired additional support staff for academic intervention services; -Updated the school schedule AND small group instruction schedule to better support students; -Will monitor academic intervention services and student absence rates;</p>
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				<p>-Will monitor individual student progress via i-Ready, classroom assessment results, and classroom observations;</p> <p>- Further developed the Faculty Planning Periods:updated teacher schedules to include five days of common planning to support lesson development/ planning, assessment development, and data monitoring; and</p> <p>-Restructure the after school program.</p>
				<p>Percentage of students enrolled at CSEE for at least two years performing at proficiency on the state mathematics exam</p> <p>3rd Grade – 30.3%  4th Grade – 30.8%  5th Grade – 57.4%  6th Grade – 70.1%  7th Grade – 38.6%  Total – 45.5%</p> <p>The school:  -Surveyed the</p>

Academic Goal 3	<p>All students at the school will demonstrate competency in the understanding and application of mathematics computation and problem solving.</p> <p>Measure 1: Absolute Proficiency - Each year, 75% of students in each assessed grade who have been continuously enrolled in the school for two or more years will perform at or above Level 3 on the New York State Mathematics Assessment.</p>	New York State Mathematics Assessment	Not Met	<p>faculty to identify professional development needs in order to best support teachers and students;</p> <ul style="list-style-type: none"> <li>-Hired additional support staff for academic intervention services;</li> <li>-Updated the school schedule AND small group instruction schedule to better support students;</li> <li>-Incorporating additional math support programs (online) to further support struggling students at their own level;</li> <li>-Will monitor academic intervention services and student absence rates;</li> <li>-Will monitor individual student progress via i-Ready, classroom assessment results, and classroom observations;</li> <li>- Further developed the Faculty Planning Periods:updated teacher schedules to include five</li> </ul>
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				<p>days of common planning to support lesson development/ planning, assessment development, and data monitoring; and</p> <p>-Restructure the after school program.</p>
				<p>Please see the following chart for results:</p> <p>Grade 2018-19 (Target) 2021-22</p> <p>3. 69.1% (71.6%) 30.3% - Not Met</p> <p>4 77.5% (77%) 30.8% - Not Met</p> <p>5 61.0% (68%) 57.4% - Not Met</p> <p>6 79.7% (79%) 70.1% - Not Met</p> <p>7 78.1 % (78%) 38.6% - Not Met</p> <p>Total 73.2% (74%) 45.5% - Not Met</p> <p>The school:</p> <p>-Surveyed the faculty to identify professional development needs in order to best support teachers and students;</p> <p>-Hired additional support staff for academic</p>
	<p>All students at the school will demonstrate competency in the understanding and application of mathematics computation and problem solving.</p> <p>Measure 3: Value</p>			



Academic Goal 4	<p>Added to Student Learning - Each year, grade-level cohorts of the school's students will reduce by one-half the gap between their baseline performance and 75 percent of students performing at proficiency on the End of Year I-Ready mathematics assessment. If a cohort's baseline performance was above the objective, the cohort will maintain or increase its performance on the next administration.</p>	New York State Mathematics Assessment	Not Met	<p>intervention services;</p> <ul style="list-style-type: none"> <li>-Updated the school schedule AND small group instruction schedule to better support students;</li> <li>-Incorporating additional math support programs (online) to further support struggling students at their own level;</li> <li>-Will monitor academic intervention services and student absence rates;</li> <li>-Will monitor individual student progress via i-Ready, classroom assessment results, and classroom observations;</li> <li>- Further developed the Faculty Planning Periods:updated teacher schedules to include five days of common planning to support lesson development/ planning, assessment development, and data monitoring; and</li> <li>-Restructure the</li> </ul>
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				after school program.
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

## 4. ORGANIZATION GOALS

**For the 2021-2022 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”.**

### 2021-2022 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
				In the 2021-22 school year, CSEE's daily

Org Goal 1	Each year, the school will have an average daily student attendance rate of at least 95 percent.	School Attendance Records	Not Met	<p>student attendance rate was 93.6%</p> <p>The School:</p> <ul style="list-style-type: none"> <li>-Hired additional staff to monitor student attendance daily, and to make daily calls to students not in school;</li> <li>-Updated attendance policy and procedures;</li> <li>-Meets and discusses with families supports for students in need;</li> <li>-Further engaging families in school and promoting importance of school attendance in student academic success;</li> <li>-Closely monitoring students' absences and other behavior patterns associated with students not wanting to report to school;</li> <li>-Meeting with parents when students have not been in school for a specific number of days (does not have to be consecutive); and</li> <li>-Incorporating</li> </ul>
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				wellness calls to homes as needed.
Org Goal 2	Each year, 95 percent of all students enrolled on the last day of the school year will return the following September.	School attendance records	Not Met	The school will continue to provide a support system to all families in order to help our families to remain in our community. We will actively seek input from families via surveys in order to identify how else the school can be of service to families. The school will also provide various workshops to parents in order to help parents better understand and cope with various situations.
Org Goal 3	Each year, the school will comply with all applicable laws, rules, regulations and contract terms including, but not limited to, the New York Charter Schools Act, the New York Freedom of Information Law, the New York Open Meetings Law, the federal Individuals with Disabilities Education Act, and	Board Policies and Meetings	Met	

	federal Family Educational Rights and Privacy Act.			
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

6. FINANCIAL GOALS

## 2021-2022 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	Upon completion of the school's first year of operation and every year thereafter, the school will undergo an independent financial audit that will result in an unqualified opinion and no major findings	Independent Financial Audit Findings	Met	
Financial Goal 2	Each year, the school will operate on a balanced budget and maintain a stable cash flow. CSEE's budget and cash flow projections will be determined over the summer for the upcoming school year and will both reflect revenues that exceed projected expenses.	Monthly and weekly financial statements are prepared and analyzed by the Controller or Dir of Accounting and then distributed to the school admin and board of directors.	Met	
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

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

No

Thank you.

## Entry 3 Accountability Plan Progress Reports

**Incomplete** Hidden from applicant

### Instructions

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

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

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

## Entry 4 - Audited Financial Statements

**Completed** Nov 1 2022

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

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

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

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

#### **CSEE - FS 2022 (Final)**

**Filename:** CSEE FS 2022 Final.pdf **Size:** 891.4 kB

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

**Incomplete** Hidden from applicant

### Instructions - SUNY-Authorized Charter Schools ONLY

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

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

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

**Completed** Nov 1 2022

### Instructions - Regents-Authorized Charter Schools ONLY

Regents-authorized schools must download and complete the Excel spreadsheet entitled “Audited Financial Report Template” from the online portal or the [2021-2022 Annual Reports](#) webpage. Upload the completed file in Excel format and submit by **November 1, 2022**.

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

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

### CSEE - 2021-22 Auditedfinancialreporttemplate NYSED - FINAL

**Filename:** CSEE 2021 22 Auditedfinancialre sOAMsgw.xlsx **Size:** 75.2 kB

## **Entry 4c - Additional Financial Documents**

**Incomplete**

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

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

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

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

## **Entry 4d - Financial Services Contact Information**



Completed Nov 1 2022

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

## Form for "Financial Services Contact Information"

### 1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Paul J. Augello, Jr., CPA	<a href="mailto:Paugello@weboosted.com">Paugello@weboosted.com</a>	212-786-7913

### 2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Myla Smith			7

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm

## Entry 5 - Fiscal Year 2022-2023 Budget

Completed Oct 31 2022

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

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

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

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

## **CSEE - 2022-2023 Budget Template NYSED**

**Filename:** CSEE 2022 2023 Budget Template NYSED.xlsx **Size:** 40.6 kB

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

**Completed** Jul 29 2022

Due on August 1, 2022, each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2021-2022 school year must complete and sign a [Trustee Disclosure of Financial Interest Form](#). Acceptable signature formats include:

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

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

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

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

## **Disclosure Financial Interest BOT JULY 2022**

**Filename:** Disclosure Financial Interest BOT O6G1A7c.pdf **Size:** 1.6 MB

## **Entry 7 BOT Membership Table**

**Completed** Jul 29 2022

## **Instructions**

## **Required of ALL charter schools**

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

# Entry 7 BOT Table

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

## CHARTER SCHOOL OF EDUCATIONAL EXCELLENCE 800000057455

### Authorizer:

Who is the authorizer of your charter school?

Board of Regents

### 1. 2021-2022 Board Member Information (Enter info for each BOT member)

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2021-2022
1	Eduardo LaGuerr e		Chair	Executive Committee, Finance Committee, Facility Committee, By-Law Committee	Yes	3	10/08/2020	10/08/2025	12

				tee					
2	Sobeida Cruz		Trustee/Member	Executive Committee Academic Committee, Fund Raising Committee	Yes	3	10/08/2020	10/08/2025	12
3	Nadine Burns Lyons		Secretary	Executive Committee	Yes	3	10/08/2020	10/08/2025	11
4	Jim Stenerson, PhD		Trustee/Member	Executive Committee Finance Committee	Yes	2	10/08/2020	10/08/2025	11
5	Dr. Jim Killoran		Trustee/Member	Executive Committee Academic Committee, Technology Committee	Yes	2	10/08/2020	10/08/2025	7
6	Wilson Soto, Esq.		Trustee/Member	Law	Yes	1	10/08/2020	10/08/2025	10

7	Erika Fermin		Trustee/Member	Parent	Yes	1	04/10/2022	06/30/2025	5 or less
8	Dr. Fred Hernandez		Trustee/Member		Yes	1	03/10/2022	03/10/2027	5 or less
9					Yes				

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

No

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

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

a. Total Number of BOT Members on June 30, 2022	8
b.Total Number of Members Added During 2021-2022	2
c. Total Number of Members who Departed during 2021-2022	1
d.Total Number of members, as set in Bylaws, Resolution or Minutes	11

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

12

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

12

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

8

---

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

2

---

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

1

---

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

11

---

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

0

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

0

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

0

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

0

**Board members attending 8 or fewer meetings during 2021-2022**

3

Thank you.

## Entry 8 Board Meeting Minutes

**Completed** Jul 29 2022

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

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

### **CSEE BOT Minutes 2021-2022SY**

**Filename:** CSEE BOT Minutes 2021 2022SY.pdf **Size:** 3.5 MB

## Entry 9 Enrollment & Retention

**Completed** Jul 29 2022

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

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

Describe the good faith efforts the charter school has made in 2021-2022 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2022-2023.

# Entry 9 Enrollment and Retention of Special Populations

## Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2021-2022	Describe Recruitment Plans in 2022-2023
Economically Disadvantaged	<p>The school has increased efforts in this area by recruiting students in areas predominately serving economically disadvantaged students and with large concentrations of families who speak languages other than English. CSEE continues to reach out to the most vulnerable communities with potential students, in a variety of ways. The school holds informational sessions in some of the most struggling neighborhoods in the Bronx, Mt. Vernon, Greenburgh, Elmsford and Yonkers. The CSEE recruitment team is comprised of CSEE staff, parents and other volunteers. Specific team members speak different languages such as Portuguese, Tweek, Spanish, and Polish. Through the ability to have a recruitment team that includes parents, community leaders and staff we have been able to recruit and enroll additional families with students with disability or students who speak a language other than English. Other recruitment tools used by the school are linked to social media advertisements,</p>	<p>The school has increased efforts in this area by recruiting students in areas predominately serving economically disadvantaged students and with large concentrations of families who speak languages other than English. CSEE continues to reach out to the most vulnerable communities with potential students, in a variety of ways. The school holds informational sessions in some of the most struggling neighborhoods in the Bronx, Mt. Vernon, Greenburgh, Elmsford and Yonkers. The CSEE recruitment team is comprised of CSEE staff, parents and other volunteers. Specific team members speak different languages such as Portuguese, Tweek, Spanish, and Polish. Through the ability to have a recruitment team that includes parents, community leaders and staff we have been able to recruit and enroll additional families with students with disability or students who speak a language other than English. Other recruitment tools used by the school are linked to social media advertisements,</p>



	community outreach, parent-to-parent referrals, recruitment fairs, community based projects and events, flyer advertisements in all communities, libraries, supermarkets, bodegas, hospitals and other local community bulletin boards.	community outreach, parent-to-parent referrals, recruitment fairs, community based projects and events, flyer advertisements in all communities, libraries, supermarkets, bodegas, hospitals and other local community bulletin boards.
English Language Learners	<p>The school has increased efforts in this area by recruiting students in areas predominately serving economically disadvantaged students and with large concentrations of families who speak languages other than English. CSEE continues to reach out to the most vulnerable communities with potential students, in a variety of ways. The school holds informational sessions in some of the most struggling neighborhoods in the Bronx, Mt. Vernon, Greenburgh, Elmsford and Yonkers. The CSEE recruitment team is comprised of CSEE staff, parents and other volunteers. Specific team members speak different languages such as Portuguese, Tweek, Spanish, and Polish. Through the ability to have a recruitment team that includes parents, community leaders and staff we have been able to recruit and enroll additional families with students with disability or students who speak a language other than English. Other recruitment tools used by the school are linked to social media advertisements, community outreach, parent-to-parent referrals, recruitment fairs, community based projects</p>	<p>The school has increased efforts in this area by recruiting students in areas predominately serving economically disadvantaged students and with large concentrations of families who speak languages other than English. CSEE continues to reach out to the most vulnerable communities with potential students, in a variety of ways. The school holds informational sessions in some of the most struggling neighborhoods in the Bronx, Mt. Vernon, Greenburgh, Elmsford and Yonkers. The CSEE recruitment team is comprised of CSEE staff, parents and other volunteers. Specific team members speak different languages such as Portuguese, Tweek, Spanish, and Polish. Through the ability to have a recruitment team that includes parents, community leaders and staff we have been able to recruit and enroll additional families with students with disability or students who speak a language other than English. Other recruitment tools used by the school are linked to social media advertisements, community outreach, parent-to-parent referrals, recruitment fairs, community based projects</p>

	and events, flyer advertisements in all communities, libraries, supermarkets, bodegas, hospitals and other local community bulletin boards.	and events, flyer advertisements in all communities, libraries, supermarkets, bodegas, hospitals and other local community bulletin boards.
Students with Disabilities	<p>The school has increased efforts in this area by recruiting students in areas predominately serving economically disadvantaged students and with large concentrations of families who speak languages other than English. CSEE continues to reach out to the most vulnerable communities with potential students, in a variety of ways. The school holds informational sessions in some of the most struggling neighborhoods in the Bronx, Mt. Vernon, Greenburgh, Elmsford and Yonkers. The CSEE recruitment team is comprised of CSEE staff, parents and other volunteers. Specific team members speak different languages such as Portuguese, Tweek, Spanish, and Polish. Through the ability to have a recruitment team that includes parents, community leaders and staff we have been able to recruit and enroll additional families with students with disability or students who speak a language other than English. Other recruitment tools used by the school are linked to social media advertisements, community outreach, parent-to-parent referrals, recruitment fairs, community based projects and events, flyer advertisements in all communities, libraries,</p>	<p>The school has increased efforts in this area by recruiting students in areas predominately serving economically disadvantaged students and with large concentrations of families who speak languages other than English. CSEE continues to reach out to the most vulnerable communities with potential students, in a variety of ways. The school holds informational sessions in some of the most struggling neighborhoods in the Bronx, Mt. Vernon, Greenburgh, Elmsford and Yonkers. The CSEE recruitment team is comprised of CSEE staff, parents and other volunteers. Specific team members speak different languages such as Portuguese, Tweek, Spanish, and Polish. Through the ability to have a recruitment team that includes parents, community leaders and staff we have been able to recruit and enroll additional families with students with disability or students who speak a language other than English. Other recruitment tools used by the school are linked to social media advertisements, community outreach, parent-to-parent referrals, recruitment fairs, community based projects and events, flyer advertisements in all communities, libraries,</p>

	supermarkets, bodegas, hospitals and other local community bulletin boards.	supermarkets, bodegas, hospitals and other local community bulletin boards.
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## Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2021-2022	Describe Retention Plans in 2022-2023
Economically Disadvantaged	<p>The school has increased efforts in this area by recruiting students in areas predominately serving economically disadvantaged students and with large concentrations of families who speak languages other than English. CSEE continues to reach out to the most vulnerable communities with potential students, in a variety of ways. The school holds informational sessions in some of the most struggling neighborhoods in the Bronx, Mt. Vernon, Greenburgh, Elmsford and Yonkers. The CSEE recruitment team is comprised of CSEE staff, parents and other volunteers. Specific team members speak different languages such as Portuguese, Tweek, Spanish, and Polish. Through the ability to have a recruitment team that includes parents, community leaders and staff we have been able to recruit and enroll additional families with students with disability or students who speak a language other than English. Other recruitment tools used by the school are linked to social media advertisements, community outreach, parent-to-parent referrals, recruitment</p>	<p>The school has increased efforts in this area by recruiting students in areas predominately serving economically disadvantaged students and with large concentrations of families who speak languages other than English. CSEE continues to reach out to the most vulnerable communities with potential students, in a variety of ways. The school holds informational sessions in some of the most struggling neighborhoods in the Bronx, Mt. Vernon, Greenburgh, Elmsford and Yonkers. The CSEE recruitment team is comprised of CSEE staff, parents and other volunteers. Specific team members speak different languages such as Portuguese, Tweek, Spanish, and Polish. Through the ability to have a recruitment team that includes parents, community leaders and staff we have been able to recruit and enroll additional families with students with disability or students who speak a language other than English. Other recruitment tools used by the school are linked to social media advertisements, community outreach, parent-to-parent referrals, recruitment</p>

	<p>fairs, community based projects and events, flyer advertisements in all communities, libraries, supermarkets, bodegas, hospitals and other local community bulletin boards.</p>	<p>fairs, community based projects and events, flyer advertisements in all communities, libraries, supermarkets, bodegas, hospitals and other local community bulletin boards.</p>
English Language Learners	<p>The school has increased efforts in this area by recruiting students in areas predominately serving economically disadvantaged students and with large concentrations of families who speak languages other than English. CSEE continues to reach out to the most vulnerable communities with potential students, in a variety of ways. The school holds informational sessions in some of the most struggling neighborhoods in the Bronx, Mt. Vernon, Greenburgh, Elmsford and Yonkers. The CSEE recruitment team is comprised of CSEE staff, parents and other volunteers. Specific team members speak different languages such as Portuguese, Tweek, Spanish, and Polish. Through the ability to have a recruitment team that includes parents, community leaders and staff we have been able to recruit and enroll additional families with students with disability or students who speak a language other than English. Other recruitment tools used by the school are linked to social media advertisements, community outreach, parent-to-parent referrals, recruitment fairs, community based projects and events, flyer advertisements in all communities, libraries,</p>	<p>The school has increased efforts in this area by recruiting students in areas predominately serving economically disadvantaged students and with large concentrations of families who speak languages other than English. CSEE continues to reach out to the most vulnerable communities with potential students, in a variety of ways. The school holds informational sessions in some of the most struggling neighborhoods in the Bronx, Mt. Vernon, Greenburgh, Elmsford and Yonkers. The CSEE recruitment team is comprised of CSEE staff, parents and other volunteers. Specific team members speak different languages such as Portuguese, Tweek, Spanish, and Polish. Through the ability to have a recruitment team that includes parents, community leaders and staff we have been able to recruit and enroll additional families with students with disability or students who speak a language other than English. Other recruitment tools used by the school are linked to social media advertisements, community outreach, parent-to-parent referrals, recruitment fairs, community based projects and events, flyer advertisements in all communities, libraries,</p>

	supermarkets, bodegas, hospitals and other local community bulletin boards.	supermarkets, bodegas, hospitals and other local community bulletin boards.
Students with Disabilities	<p>The school has increased efforts in this area by recruiting students in areas predominately serving economically disadvantaged students and with large concentrations of families who speak languages other than English. CSEE continues to reach out to the most vulnerable communities with potential students, in a variety of ways. The school holds informational sessions in some of the most struggling neighborhoods in the Bronx, Mt. Vernon, Greenburgh, Elmsford and Yonkers. The CSEE recruitment team is comprised of CSEE staff, parents and other volunteers. Specific team members speak different languages such as Portuguese, Tweek, Spanish, and Polish. Through the ability to have a recruitment team that includes parents, community leaders and staff we have been able to recruit and enroll additional families with students with disability or students who speak a language other than English. Other recruitment tools used by the school are linked to social media advertisements, community outreach, parent-to-parent referrals, recruitment fairs, community based projects and events, flyer advertisements in all communities, libraries, supermarkets, bodegas, hospitals and other local community bulletin boards.</p>	<p>The school has increased efforts in this area by recruiting students in areas predominately serving economically disadvantaged students and with large concentrations of families who speak languages other than English. CSEE continues to reach out to the most vulnerable communities with potential students, in a variety of ways. The school holds informational sessions in some of the most struggling neighborhoods in the Bronx, Mt. Vernon, Greenburgh, Elmsford and Yonkers. The CSEE recruitment team is comprised of CSEE staff, parents and other volunteers. Specific team members speak different languages such as Portuguese, Tweek, Spanish, and Polish. Through the ability to have a recruitment team that includes parents, community leaders and staff we have been able to recruit and enroll additional families with students with disability or students who speak a language other than English. Other recruitment tools used by the school are linked to social media advertisements, community outreach, parent-to-parent referrals, recruitment fairs, community based projects and events, flyer advertisements in all communities, libraries, supermarkets, bodegas, hospitals and other local community bulletin boards.</p>

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## Entry 10 - Teacher and Administrator Attrition

Completed Jul 29 2022

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

#### A. TEACH System - Employee Clearance

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

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

<sup>[1]</sup> Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.nysed.gov/common/nysed/files/programs/charter-schools/employee-fingerprint-oct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

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## **B. Emergency Conditional Clearances**

### **Emergency Conditional Clearances**

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

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

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

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### **Attestation**

#### **Responses Selected:**

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

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

**Completed** Jul 29 2022

### **Instructions**

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

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

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

## **Entry 11 Uncertified Teachers**

**School Name:**

# Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2022)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	1
Total Category A: 5 or 30% whichever is less	1.0



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

	FTE Count
i. Mathematics	1
ii. Science	1
iii. Computer Science	0
iv. Technology	1
v. Career and Technical Education	2
Total Category B: not to exceed 5	5.0

**CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS**

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2022)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	0
Total Category C: not to exceed 5	0.0

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

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

	FTE Count
Total	6

## 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	54

## CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	60

Thank you.



## Entry 12 Organization Chart

Completed Jul 29 2022

## Instructions

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

Upload the 2021-2022 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should **not** appear on the chart.

### **CSEE Organization Chart 2022 school year**

**Filename:** CSEE Organization Chart 2022 school year.pdf **Size:** 207.7 kB

## Entry 13 School Calendar

**Completed** Jul 29 2022

### Instructions for submitting School Calendar

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

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

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

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

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

### **CSEE School Calendar 2022 2023 SY**

**Filename:** CSEE School Calendar 2022 2023 SY.pdf **Size:** 234.0 kB

## Entry 14 Links to Critical Documents on School Website

**Completed** Jul 29 2022

### Instructions

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

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

1. Current Annual Report (i.e., 2021-2022 Annual Report);[\[1\]](#)
2. Board meeting notices, agendas and documents;
3. New York State School Report Card;
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy **(For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)**;

5. District-wide safety plan, not a building level safety plan (as per the September 2021 [Emergency Response Plan Memo](#);
6. Authorizer-approved FOIL Policy; and
7. Subject matter list of FOIL records. (Example: See [NYSED Subject Matter List](#))

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

## **Form for Entry 14 Links to Critical Documents on School Website**

**School Name: Charter School of Educational Excellence**

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

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

	Link to Documents
1. Current Annual Report (i.e., 2021-2022 Annual Report)	<a href="https://www.charterschoolofeducationalexcellence.org/apps/pages/index.jsp?uREC_ID=383084&amp;type=d&amp;pREC_ID=869947">https://www.charterschoolofeducationalexcellence.org/apps/pages/index.jsp?uREC_ID=383084&amp;type=d&amp;pREC_ID=869947</a>
2. Board meeting notices, agendas and documents	<a href="https://www.charterschoolofeducationalexcellence.org/apps/pages/index.jsp?uREC_ID=383084&amp;type=d&amp;pREC_ID=869947">https://www.charterschoolofeducationalexcellence.org/apps/pages/index.jsp?uREC_ID=383084&amp;type=d&amp;pREC_ID=869947</a>
3. New York State School Report Card	<a href="https://www.charterschoolofeducationalexcellence.org/apps/pages/index.jsp?uREC_ID=383084&amp;type=d&amp;pREC_ID=869947">https://www.charterschoolofeducationalexcellence.org/apps/pages/index.jsp?uREC_ID=383084&amp;type=d&amp;pREC_ID=869947</a>
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	<a href="https://www.charterschoolofeducationalexcellence.org/apps/pages/index.jsp?uREC_ID=383406&amp;type=d&amp;pREC_ID=1602461">https://www.charterschoolofeducationalexcellence.org/apps/pages/index.jsp?uREC_ID=383406&amp;type=d&amp;pREC_ID=1602461</a> ; <a href="https://www.charterschoolofeducationalexcellence.org/apps/pages/index.jsp?uREC_ID=383406&amp;type=d&amp;pREC_ID=871152">https://www.charterschoolofeducationalexcellence.org/apps/pages/index.jsp?uREC_ID=383406&amp;type=d&amp;pREC_ID=871152</a>
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo	<a href="https://4.files.edl.io/9329/06/17/21/111223-a27b51c5-43c5-4b0f-aac5-fd9a61f381b2.pdf">https://4.files.edl.io/9329/06/17/21/111223-a27b51c5-43c5-4b0f-aac5-fd9a61f381b2.pdf</a>
6. Authorizer-approved FOIL Policy	<a href="https://www.charterschoolofeducationalexcellence.org/apps/pages/index.jsp?uREC_ID=383406&amp;type=d&amp;pREC_ID=2037770">https://www.charterschoolofeducationalexcellence.org/apps/pages/index.jsp?uREC_ID=383406&amp;type=d&amp;pREC_ID=2037770</a>
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	<a href="https://www.charterschoolofeducationalexcellence.org/apps/pages/index.jsp?uREC_ID=383406&amp;type=d&amp;pREC_ID=2037770">https://www.charterschoolofeducationalexcellence.org/apps/pages/index.jsp?uREC_ID=383406&amp;type=d&amp;pREC_ID=2037770</a>

**Thank you.**



# Entry 15 Staff Roster

Completed Jul 29 2022

## INSTRUCTIONS

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

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

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

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

### **[faculty-staff-roster-template-2022 copy](#)**

**Filename:** faculty staff roster template 2022 copy.xlsx **Size:** 29.3 kB

## **Optional Additional Documents to Upload (BOR)**

Incomplete



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## Part I: General Information and Fire/Life Safety History

---

Inspection Date

**Note : Please insert the date the actual inspection took place.**

*The Inspection Date cannot be earlier than 45 days before the Due Date.*

---

### 1. Please indicate the primary use of this facility:

- ☒ INSTRUCTIONAL
- ☐ ADMINISTRATIVE
- ☐ BUS MAINTENANCE
- ☐ BUS STORAGE ONLY
- ☐ LEASED FACILITY OFF SCHOOL GROUNDS
- ☐ MAINTENANCE
- ☐ OTHER

Please Specify:

- ☐ PUBLIC LIBRARY
- ☐ STORAGE
- ☐ VACANT

---

2. Is there a fire sprinkler system in this facility? ☒ YES ☐ NO

If 'yes', is the sprinkler alarm connected with the building alarm? ☒ YES ☐ NO

---

3. Is there a fire hydrant system for facility protection? ☒ YES ☐ NO

If 'yes', indicate ownership of system (select one):

- ☒ Public owned
- ☐ School owned
- ☐ Other

Please Specify:



**4. Indicate the ownership of this facility**

☐ Leased

☒ Owned

**a. If the building is not District Owned, provide the name and address of Landlord or Building Owner:**

Name \*

Address \*

Telephone # \*

---

**5. Does the District lease the building or spaces within the building to others?** ☐ YES ☐ NO

**a. If yes, indicate the tenant(s):**

Name \*

Address \*

Telephone # \*

---

**6. What is the current gross square footage of this facility?**

*nearest whole ten feet*

---

**7. If this Facility is vacant, skip the remaining questions and go to Section #2 Non-Conformance and report any non-conformances for Items #25A-1 through #26A-3**

---

## 8. FIRE AND EMERGENCY DRILLS

If this facility is used for instruction, complete (a) - (g); otherwise go to question 9.

a. Per Section 807, paragraph 2 of the State Education Law entitled Fire and Emergency Drills, a copy of Section 807 has been printed and distributed as guidance to teaching staff? ☐ YES ☐ NO

b. Provide dates of twelve fire and emergency drills required by Section 807 of Education Law held between September 1 and June 30 of the previous school year: ☐ YES ☐ NO

### FIRE & EMERGENCY DRILLS

**NOTE** Eight (8) are required between September 1, and December 31

Eight (8) drills are required to be evacuation drills Four (4) drills are required to be lockdown drills

	Date	Evacuation	Lockdown
1	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
2	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
3	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
4	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
5	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
6	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
7	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
8	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
9	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
10	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
11	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
12	<input type="text"/>	<input type="radio"/>	<input type="radio"/>

c. If the required number of fire and emergency drills were not held during this reporting cycle, please describe the reason:

8d. Average time to evacuate facility was:  minutes  seconds

8e. Arson and fire prevention instruction was provided in accordance with section 808 of the Education Law (revised 9/1/05) which requires every school in New York State to provide a minimum of 45 minutes of instruction in arson, fire prevention, injury prevention, and life safety for each month school is in session. ☐ YES ☒ NO

8f. Employee fire prevention, evacuation, and fire safety training was provided, and records maintained, in accordance with Section F406 of the NYS Fire Code ☐ YES ☒ NO

---

9. If the fire alarm system was activated, was the fire department immediately notified? ☐ YES ☐ NO

---

10. Have there been any fires in this facility since the last annual fire inspection report? ☐ YES ☒ NO

a. If 'yes', indicate: Number of fires

Number of injuries

Total cost of property damage

# **Part II: Public School Fire and Building Safety Non-Conformance Report Sheet**

School District \_\_\_\_\_  
 Facility # \_\_\_\_\_

Building Name CHARTER SCHOOL OF  
EDUCATIONAL EXCELLENCE  
HIGH SCHOOL

Part II-A (to be completed for public schools only – except “Big 4”)					Part II-B					Part II-B					Part II-B				
Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected	
01A-2					08A-2					13A-2					19E-1				
01B-1					08B-2					13B-2					19F-1				
01C-1					08C-2										19G-1				
01D-1					08D-2					14A-2					19H-2				
01E-1					08E-2					14B-2									
					09A-2					14C-2					20A-1				
02A-2					09B-2					14D-1					20B-1				
02B-1					09C-1					14E-1					20C-1				
02C-3					09D-1					15A-2					21A-3				
02D-1					09F-2					15B-1					22A-3				
02E-2					09G-2					15C-2					22B-3				
02F-3					10A-2					15D-2					22C-3				
02G-2					10B-2					15E-1					23A-1				
					10C-1					16A-2					23B-1				
03A-3					10D-1					16B-2	✓				23C-1				
03B-1										16C-2					23D-2				
					11A-2					16D-2					24A-3				
04A-2					11B-1					17A-3					25A-1				
04B-2					11C-2					17B-2					25B-1				
04C-1					11D-2					17C-2					25C-1				
					11E-1					17D-2									
05A-3										17E-1					26A-3				
05B-2					12A-1					17F-3					If any additional non-conformances are observed, check item 26A-3 and list the Code section below.  _____ _____ _____ <b>Inspector</b> The inspector has been provided with a copy of the previous year's school fire safety report:  Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>				
05C-2					12B-3					17G-1									
					12C-2					17H-2									
06A-1					12D-2					17I-2									
06B-1					12E-1					17J-1									
06C-1					12F-1					17K-1									
06D-2					12G-1					17L-1									
06E-3					12H-1					18A-2									
06F-1					12I-1					18B-2									
06G-1					12J-1					18C-2									
06H-2					12K-1					18D-2									
					12L-1					19A-3									
07A-3					12M-1					19B-2									
07B-2					12N-1					19C-1									
07C-2					12O-2					19D-1									

All schools complete Section 8 only if the building has electrically-operated folding partitions.

**Initial Inspection:**

Fire Safety Inspector: Name Norman F Downes  
 Date 7/13/2022

Registry # 0399-7109B (26E-4)

**Final Inspection (if required):**

Fire Safety Inspector: Name \_\_\_\_\_  
 Date \_\_\_\_\_

Registry # \_\_\_\_\_ (26F-4)

## Part III: Public School Certifications

### Section III-A. Fire Inspector

The individual noted below inspected this building and the information in this Fire Safety Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to Title 19 Part 1208

Name: Norman F Downes

Telephone #: [REDACTED]

Title: CEO

Certification [REDACTED]  
(as designated by the NYS Department of State)

Email: Nd180@aol.com

### Section III-B. Building Administrator or Designee

*Please provide the name and contact information of the person responsible for monitoring this inspection (whomever accompanied the inspector; provided access to all spaces; and made available any records and/or required documentation requested by the inspector)*

The individual identified below certifies that this building inspection was conducted on this date David Pagan and can confirm the specific locations of any non-conformances (provide inspection date) identified within this report.

Name: David Pagan

Telephone: [REDACTED]

Title: Buildings Superintendent

Email: [REDACTED]

Signature \_\_\_\_\_.

### Section III-C. School Superintendent

I hereby submit this fire inspection report on behalf of the Board of Education and certify that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Public School Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. Violations which are not corrected immediately shall be corrected within a period of time approved by the Commissioner.

Name: \_\_\_\_\_

Telephone #: (\_\_\_\_) \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

Signature \_\_\_\_\_.





---

## Part I: General Information and Fire/Life Safety History

---

Inspection Date

**Note : Please insert the date the actual inspection took place.**

*The Inspection Date cannot be earlier than 45 days before the Due Date.*

---

### 1. Please indicate the primary use of this facility:

- ☒ INSTRUCTIONAL
- ☐ ADMINISTRATIVE
- ☐ BUS MAINTENANCE
- ☐ BUS STORAGE ONLY
- ☐ LEASED FACILITY OFF SCHOOL GROUNDS
- ☐ MAINTENANCE
- ☐ OTHER

Please Specify:

- ☐ PUBLIC LIBRARY
- ☐ STORAGE
- ☐ VACANT

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2. Is there a fire sprinkler system in this facility? ☒ YES ☐ NO

If 'yes', is the sprinkler alarm connected with the building alarm? ☒ YES ☐ NO

---

3. Is there a fire hydrant system for facility protection? ☒ YES ☐ NO

If 'yes', indicate ownership of system (select one):

- ☒ Public owned
- ☐ School owned
- ☐ Other

Please Specify:

**4. Indicate the ownership of this facility**

- ☐ Leased  
☒ Owned

**a. If the building is not District Owned, provide the name and address of Landlord or Building Owner:**

Name \*

Address \*

Telephone # \*

**5. Does the District lease the building or spaces within the building to others?** ☐ YES ☐ NO

**a. If yes, indicate the tenant(s):**

Name \*

Address \*

Telephone # \*

**6. What is the current gross square footage of this facility?**

*nearest whole ten feet*

**7. If this Facility is vacant, skip the remaining questions and go to Section #2 Non-Conformance and report any non-conformances for Items #25A-1 through #26A-3**



## 8. FIRE AND EMERGENCY DRILLS

If this facility is used for instruction, complete (a) - (g); otherwise go to question 9.

a. Per Section 807, paragraph 2 of the State Education Law entitled Fire and Emergency Drills, a copy of Section 807 has been printed and distributed as guidance to teaching staff? ☐ YES ☐ NO

b. Provide dates of twelve fire and emergency drills required by Section 807 of Education Law held between September 1 and June 30 of the previous school year: ☐ YES ☐ NO

### FIRE & EMERGENCY DRILLS

**NOTE** Eight (8) are required between September 1, and December 31

Eight (8) drills are required to be evacuation drills Four (4) drills are required to be lockdown drills

	Date	Evacuation	Lockdown
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c. If the required number of fire and emergency drills were not held during this reporting cycle, please describe the reason:

8d. Average time to evacuate facility was:  minutes  seconds

8e. Arson and fire prevention instruction was provided in accordance with section 808 of the Education Law (revised 9/1/05) which requires every school in New York State to provide a minimum of 45 minutes of instruction in arson, fire prevention, injury prevention, and life safety for each month school is in session. ☐ YES ☒ NO

8f. Employee fire prevention, evacuation, and fire safety training was provided, and records maintained, in accordance with Section F406 of the NYS Fire Code ☐ YES ☒ NO

---

9. If the fire alarm system was activated, was the fire department immediately notified? ☐ YES ☐ NO

---

10. Have there been any fires in this facility since the last annual fire inspection report? ☐ YES ☒ NO

a. If 'yes', indicate: Number of fires

Number of injuries

Total cost of property damage

# **Part II: Public School Fire and Building Safety Non-Conformance Report Sheet**

School District \_\_\_\_\_  
 Facility # \_\_\_\_\_

Building Name CHARTER SCHOOL OF  
EDUCATIONAL EXCELLENCE  
HIGH SCHOOL

Part II-A (to be completed for public schools only – except “Big 4”)					Part II-B					Part II-B					Part II-B				
Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected	
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01B-1					08B-2					13B-2					19F-1				
01C-1					08C-2										19G-1				
01D-1					08D-2					14A-2					19H-2				
01E-1					08E-2					14B-2									
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02B-1					09C-1					14E-1					20C-1				
02C-3					09D-1					15A-2					21A-3				
02D-1					09F-2					15B-1					22A-3				
02E-2					09G-2					15C-2					22B-3				
02F-3					10A-2					15D-2					22C-3				
02G-2					10B-2					15E-1					23A-1				
					10C-1					16A-2					23B-1				
03A-3					10D-1					16B-2	✓				23C-1				
03B-1										16C-2					23D-2				
					11A-2					16D-2					24A-3				
04A-2					11B-1					17A-3					25A-1				
04B-2					11C-2					17B-2					25B-1				
04C-1					11D-2					17C-2					25C-1				
					11E-1					17D-2									
05A-3										17E-1					26A-3				
05B-2					12A-1					17F-3					If any additional non-conformances are observed, check item 26A-3 and list the Code section below.  _____ _____ _____ <b>Inspector</b> The inspector has been provided with a copy of the previous year's school fire safety report:  Yes <input checked="" type="checkbox"/> No _____				
05C-2					12B-3					17G-1									
					12C-2					17H-2									
06A-1					12D-2					17I-2									
06B-1					12E-1					17J-1									
06C-1					12F-1					17K-1									
06D-2					12G-1					17L-1									
06E-3					12H-1					18A-2									
06F-1					12I-1					18B-2									
06G-1					12J-1					18C-2									
06H-2					12K-1					18D-2									
					12L-1					19A-3									
07A-3					12M-1					19B-2									
07B-2					12N-1					19C-1									
07C-2					12O-2					19D-1									

All schools complete Section 8 only if the building has electrically-operated folding partitions.

**Initial Inspection:**

Fire Safety Inspector: Name Norman F Downes  
 Date 7/13/2022

Registry # 0399-7109B (26E-4)

**Final Inspection (if required):**

Fire Safety Inspector: Name \_\_\_\_\_  
 Date \_\_\_\_\_

Registry # \_\_\_\_\_ (26F-4)

### Part III: Public School Certifications

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Name: Norman F Downes

Telephone #: [REDACTED]

Title: CEO

Certification # [REDACTED]  
(as designated by the NYS Department of State)

Email: Nd180@aol.com

#### Section III-B. Building Administrator or Designee

*Please provide the name and contact information of the person responsible for monitoring this inspection (whomever accompanied the inspector; provided access to all spaces; and made available any records and/or required documentation requested by the inspector)*

The individual identified below certifies that this building inspection was conducted on this date David Pagan and can confirm the specific locations of any non-conformances (provide inspection date) identified within this report.

Name: David Pagan

Telepho [REDACTED]

Title: Buildings Superintendent

Email: [REDACTED]

Signature \_\_\_\_\_.

#### Section III-C. School Superintendent

I hereby submit this fire inspection report on behalf of the Board of Education and certify that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Public School Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. Violations which are not corrected immediately shall be corrected within a period of time approved by the Commissioner.

Name: \_\_\_\_\_

Telephone #: (\_\_\_\_) \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

Signature \_\_\_\_\_.



## Annual Financial Statement Audit Report

for Board of Regents Authorized Charter Schools

School Name:	Charter School of Educational Excellence
Date (Report is due Nov. 1):	November 1, 2022
Primary District of Location (If NYC select NYC DOE):	Yonkers City School District
If located in NYC DOE select CSD:	-
School Fiscal Contact Name:	Paul J. Augello, Jr., CPA
School Fiscal Contact Email:	[REDACTED]
School Fiscal Contact Phone:	[REDACTED]
School Audit Firm Name:	Vargas & Rivera, LLP
School Audit Contact Name:	Myla Smith
School Audit Contact Email:	[REDACTED]
School Audit Contact Phone:	[REDACTED]
Audit Period:	2021-22
Prior Year:	2020-21

The following items are required to be included:

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

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

Item	If not included, state the reason(s) below (if not applicable fill in N/A):
Management Letter	N/A
Management Letter Response	N/A
Form 990	On Extension
Federal Single Audit (A-133)	Yes
Corrective Action Plan	N/A



**Charter School of Educational Excellence**  
**Statement of Financial Position**  
**as of June 30**

	<b>2022</b>	<b>2021</b>
<b><u>CURRENT ASSETS</u></b>		
Cash and cash equivalents	\$ 7,736,882	\$ 8,966,958
Grants and contracts receivable	2,257,779	1,306,168
Accounts receivables	-	-
Prepaid Expenses	81,887	84,280
Contributions and other receivables	-	-
Other current assets	-	-
<b>TOTAL CURRENT ASSETS</b>	<b>10,076,548</b>	<b>10,357,406</b>
<b><u>NON-CURRENT ASSETS</u></b>		
Property, Building and Equipment, net	\$ 41,248,714	\$ 37,105,286
Restricted Cash	11,474,434	17,750,813
Security Deposits	73,267	74,567
Other Non-Current Assets	-	-
<b>TOTAL NON-CURRENT ASSETS</b>	<b>52,796,415</b>	<b>54,930,666</b>
<b>TOTAL ASSETS</b>	<b>62,872,963</b>	<b>65,288,072</b>
<b><u>CURRENT LIABILITIES</u></b>		
Accounts payable and accrued expenses	\$ 678,466	\$ 2,013,335
Accrued payroll, payroll taxes and benefits	2,717,492	2,475,714
Current Portion of Loan Payable	-	-
Due to Related Parties	-	-
Refundable Advances	-	-
Deferred Revenue	272,751	261,233
Other Current Liabilities	164,367	176,947
<b>TOTAL CURRENT LIABILITIES</b>	<b>3,833,076</b>	<b>4,927,229</b>
<b><u>LONG-TERM LIABILITIES</u></b>		
Loan Payable; Due in More than One Year	\$ 50,207,384	\$ 50,269,467
Deferred Rent	-	-
Due to Related Party	-	-
Other Long-Term Liabilities	-	-
<b>TOTAL LONG-TERM LIABILITIES</b>	<b>50,207,384</b>	<b>50,269,467</b>
<b>TOTAL LIABILITIES</b>	<b>54,040,460</b>	<b>55,196,696</b>
<b><u>NET ASSETS</u></b>		
Unrestricted	\$ 8,832,503	\$ 10,091,376
Temporarily restricted	-	-
Permanently restricted	-	-
<b>TOTAL NET ASSETS</b>	<b>8,832,503</b>	<b>10,091,376</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>62,872,963</b>	<b>65,288,072</b>

**Charter School of Educational Excellence**  
**Statement of Activities**  
**as of June 30**

	<b>2022</b>			<b>2021</b>
	<b>Unrestricted</b>	<b>Temporarily Restricted</b>	<b>Total</b>	<b>Total</b>
<b>OPERATING REVENUE</b>				
State and Local Per Pupil Revenue - Reg. Ed	\$ 17,352,768	\$ -	\$ 17,352,768	\$ 14,769,387
State and Local Per Pupil Revenue - SPED	-	-	-	-
State and Local Per Pupil Facilities Revenue	-	-	-	-
Federal Grants	1,618,087	-	1,618,087	574,157
State and City Grants	47,321	-	47,321	58,364
Other Operating Income	-	-	-	-
Food Service/Child Nutrition Program	953,179	-	953,179	78,442
<b>TOTAL OPERATING REVENUE</b>	19,971,355	-	19,971,355	15,480,350
<b>EXPENSES</b>				
Program Services				
Regular Education	\$ 17,556,481	\$ -	\$ 17,556,481	\$ 12,054,750
Special Education	1,072,034	-	1,072,034	1,204,637
Other Programs	-	-	-	-
Total Program Services	18,628,515	-	18,628,515	13,259,387
Management and general	2,656,247	-	2,656,247	1,890,913
Fundraising	-	-	-	-
<b>TOTAL EXPENSES</b>	21,284,762	-	21,284,762	15,150,300
<b>SURPLUS / (DEFICIT) FROM OPERATIONS</b>	(1,313,407)	-	(1,313,407)	330,050
<b>SUPPORT AND OTHER REVENUE</b>				
Interest and Other Income	\$ 19,905	\$ -	\$ 19,905	\$ 16,750
Contributions and Grants	34,629	-	34,629	125,779
Fundraising Support	-	-	-	-
Investments	-	-	-	-
Donated Services	-	-	-	-
Other Support and Revenue	-	-	-	1,403,610
<b>TOTAL SUPPORT AND OTHER REVENUE</b>	54,534	-	54,534	1,546,139
<b>Net Assets Released from Restrictions / Loss on Disposal of Assets</b>	\$ -	\$ -	\$ -	\$ -
<b>CHANGE IN NET ASSETS</b>	(1,258,873)	-	(1,258,873)	1,876,189
<b>NET ASSETS - BEGINNING OF YEAR</b>	\$ 10,091,376	\$ -	\$ 10,091,376	\$ 8,215,187
<b>PRIOR YEAR/PERIOD ADJUSTMENTS</b>	-	-	-	-
<b>NET ASSETS - END OF YEAR</b>	\$ 8,832,503	\$ -	\$ 8,832,503	\$ 10,091,376

**Charter School of Educational Excellence**  
**Statement of Cash Flows**

**as of June 30**

	<b>2022</b>	<b>2021</b>
<b>CASH FLOWS - OPERATING ACTIVITIES</b>		
Increase (decrease) in net assets	\$ (1,258,873)	\$ 1,876,189
Revenues from School Districts	-	-
Accounts Receivable	-	-
Due from School Districts	(951,611)	958,544
Depreciation	2,440,963	1,030,398
Grants Receivable	-	-
Due from NYS	-	-
Grant revenues	-	-
Prepaid Expenses	2,393	1,735
Accounts Payable	(1,334,869)	274,411
Accrued Expenses	241,778	726,184
Accrued Liabilities	(12,580)	48,814
Contributions and fund-raising activities	-	-
Miscellaneous sources	-	-
Deferred Revenue	11,518	37,938
Interest payments	92,289	663,067
Other	1,300	(50,000)
Other	-	-
<b>NET CASH PROVIDED FROM OPERATING ACTIVITIES</b>	<b>\$ (767,692)</b>	<b>\$ 5,567,280</b>
<b>CASH FLOWS - INVESTING ACTIVITIES</b>		
Purchase of equipment	(6,584,392)	(17,725,276)
Other	-	-
<b>NET CASH PROVIDED FROM INVESTING ACTIVITIES</b>	<b>\$ (6,584,392)</b>	<b>\$ (17,725,276)</b>
<b>CASH FLOWS - FINANCING ACTIVITIES</b>		
Principal payments on long-term debt	(154,371)	(11,515,072)
Other	-	11,110,983
<b>NET CASH PROVIDED FROM FINANCING ACTIVITIES</b>	<b>\$ (154,371)</b>	<b>\$ (404,089)</b>
<b>NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS</b>	<b>\$ (7,506,455)</b>	<b>\$ (12,562,085)</b>
Cash at beginning of year	26,717,771	39,279,856
<b>CASH AND CASH EQUIVALENTS AT END OF YEAR</b>	<b>\$ 19,211,316</b>	<b>\$ 26,717,771</b>



## Charter School of Educational Excellence Statement of Functional Expenses as of June 30

		2022							2021	
		Program Services				Supporting Services				
No. of Positions		Regular Education	Special Education	Other Education	Total	Fundraising	Management and General	Total	Total	
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Personnel Services Costs										
Administrative Staff Personnel	18.00	1,499,761	-	-	1,499,761	-	166,640	166,640	1,666,401	1,492,805
Instructional Personnel	95.00	5,612,888	434,312	-	6,047,200	-	-	-	6,047,200	4,626,741
Non-Instructional Personnel	17.00	-	-	-	-	-	557,854	557,854	557,854	814,498
Total Salaries and Staff	130.00	7,112,649	434,312	-	7,546,961	-	724,494	724,494	8,271,455	6,934,044
Fringe Benefits & Payroll Taxes		1,739,542	106,220	-	1,845,762	-	177,190	177,190	2,022,952	1,659,614
Retirement		521,469	31,842	-	553,311	-	53,117	53,117	606,428	584,906
Management Company Fees		-	-	-	-	-	590,686	590,686	590,686	509,823
Legal Service		-	-	-	-	-	36,101	36,101	36,101	23,572
Accounting / Audit Services		-	-	-	-	-	32,000	32,000	32,000	25,000
Other Purchased / Professional / Consulting Services		98,804	6,033	-	104,837	-	10,064	10,064	114,901	86,375
Building and Land Rent / Lease		2,524,672	154,162	-	2,678,834	-	257,163	257,163	2,935,997	1,560,447
Repairs & Maintenance		837,366	51,131	-	888,497	-	85,294	85,294	973,791	456,607
Insurance		138,966	8,486	-	147,452	-	223,313	223,313	370,765	249,621
Utilities		217,252	13,266	-	230,518	-	22,129	22,129	252,647	148,428
Supplies / Materials		394,054	24,062	-	418,116	-	40,138	40,138	458,254	362,288
Equipment / Furnishings		70,172	4,285	-	74,457	-	7,148	7,148	81,605	77,756
Staff Development		174,768	10,672	-	185,440	-	17,802	17,802	203,242	97,528
Marketing / Recruitment		18,639	1,138	-	19,777	-	1,899	1,899	21,676	53,750
Technology		121,911	7,444	-	129,355	-	12,418	12,418	141,773	118,555
Food Service		-	-	-	-	-	-	-	-	-
Student Services		1,050,881	64,169	-	1,115,050	-	107,043	107,043	1,222,093	293,256
Office Expense		70,011	4,275	-	74,286	-	7,131	7,131	81,417	53,473
Depreciation		2,098,992	128,168	-	2,227,160	-	213,803	213,803	2,440,963	1,030,398
OTHER		366,333	22,369	-	388,702	-	37,314	37,314	426,016	824,859
<b>Total Expenses</b>		\$ 17,556,481	\$ 1,072,034	\$ -	\$ 18,628,515	\$ -	\$ 2,656,247	\$ 2,656,247	\$ 21,284,762	\$ 15,150,300

# New York State Education Department

## Request for Proposals to Establish Charter Schools Authorized by the Board of Regents

### 2022-2023 Budget & Cash Flow Template

#### General Instructions and Notes for New Application Budgets and Cash Flows Templates

1	Complete ALL SIX columns in <b>BLUE</b>
2	Enter information into the <b>GRAY</b> cells
3	Cells containing <b>RED</b> triangles in the upper right corner in columns B through G contain guidance on that particular item
4	School district per-pupil tuition information is located on the State Aid website at <a href="https://stateaid.nysed.gov/charter/">https://stateaid.nysed.gov/charter/</a> . Rows may be inserted in the worksheet to accomodate additional districts if necessary.
5	The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, please reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

**Charter School of Educational Excellence**

PROJECTED BUDGET FOR 2022-2023							<u>Assumptions</u>
July 1, 2022 to June 30, 2023							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue	21,665,430	115,122	-	-	-	21,780,552	
Total Expenses	19,614,047	1,680,470	-	-	2,487,953	23,782,470	
Net Income	2,051,383	(1,565,349)	-	-	(2,487,953)	(2,001,918)	
Actual Student Enrollment	1,113	-	-	-	-	-	
Total Paid Student Enrollment	1,113	-	-	-	-	1,113	
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
<b>REVENUE</b>							
<b>REVENUES FROM STATE SOURCES</b>							
Per Pupil Revenue	CY Per Pupil Rate						
Yonkers City School District	\$17,068.00	14,617,857	-	-	-	14,617,857	
School District 2 (Mount Vernon)	\$18,476.00	2,438,832	-	-	-	2,438,832	
School District 3 (Elmsford)	\$24,769.00	123,845	-	-	-	123,845	
School District 4 (Greenburgh)	\$23,032.00	92,128	-	-	-	92,128	
School District 5 (Harrison)	\$25,039.00	75,117	-	-	-	75,117	
School District 6 (New Rochelle)	\$18,053.00	18,053	-	-	-	18,053	
School District 7 (NYC Chancellor's Office)	\$17,626.00	1,921,234	-	-	-	1,921,234	
School District 8 (North Rockland)	\$18,112.00	36,224	-	-	-	36,224	
School District 9 (White Plains)	\$21,439.00	21,439	-	-	-	21,439	
	19,344,729	-	-	-	-	19,344,729	
Special Education Revenue	-	110,840	-	-	-	110,840	
Grants							
Stimulus	-	-	-	-	-	-	
Other	-	-	-	-	-	-	
Other State Revenue	-	-	-	-	-	-	
<b>TOTAL REVENUE FROM STATE SOURCES</b>	<b>19,344,729</b>	<b>110,840</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>19,455,569</b>	
<b>REVENUE FROM FEDERAL FUNDING</b>							
IDEA Special Needs	-	-	-	-	-	-	
Title I	268,458	-	-	-	-	268,458	Title I
Title Funding - Other	69,598	-	-	-	-	69,598	Title IIA \$35,763, Title III-ELL \$17,011, Title IV \$16,824
School Food Service (Free Lunch)	1,009,407	-	-	-	-	1,009,407	Food Service - Government Subsidies
Grants							
Charter School Program (CSP) Planning & Implementation	-	-	-	-	-	-	
Other	700,000	-	-	-	-	700,000	ESSER2
Other Federal Revenue	-	-	-	-	-	-	
<b>TOTAL REVENUE FROM FEDERAL SOURCES</b>	<b>2,047,463</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,047,463</b>	
<b>LOCAL and OTHER REVENUE</b>							
Contributions and Donations, Fundraising	150,000	-	-	-	-	150,000	Private Funds/Contributions
Erate Reimbursement	-	-	-	-	-	-	
Interest Income, Earnings on Investments,	14,000	-	-	-	-	14,000	Interest Income
NYC-DYCD (Department of Youth and Community Developmt.)	-	-	-	-	-	-	
Food Service (Income from meals)	-	-	-	-	-	-	
Text Book	49,238	4,282	-	-	-	53,520	NYSTL \$53,181, NYSLIB \$339
Other Local Revenue	60,000	-	-	-	-	60,000	Nursing Services Billed
<b>TOTAL REVENUE FROM LOCAL and OTHER SOURCES</b>	<b>273,238</b>	<b>4,282</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>277,520</b>	
<b>TOTAL REVENUE</b>	<b>21,665,430</b>	<b>115,122</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>21,780,552</b>	
<b>EXPENSES</b>							<i>List exact titles and staff FTE's ( Full time equiivalent)</i>
<b>ADMINISTRATIVE STAFF PERSONNEL COSTS</b>							
Executive Management	No. of Positions 1.00	219,390	-	-	-	219,390	(1) Executive Director
Instructional Management	3.00	482,040	-	-	-	482,040	(3) Principals (ES, MS, HS)
Deans, Directors & Coordinators	5.00	505,012	-	-	-	505,012	(1) Student Info Data Dir, (1) Student Info Data Asst, (1) Dir of Gov't, (1) ELA Dir, (1) Math Dir
CFO / Director of Finance	-	-	-	-	-	-	
Operation / Business Manager	3.00	-	-	-	236,582	236,582	(1) Ops Manager, (1) Ops Assistant, (1) HR Manager
Administrative Staff	5.00	-	-	-	283,846	283,846	(2) Receptionist, (1) Admin Asst-Superintendent, (1) Admin Asst-K-8, (1) Admin Asst - HS
<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>17</b>	<b>1,206,442</b>	<b>-</b>	<b>-</b>	<b>520,428</b>	<b>1,726,870</b>	
<b>INSTRUCTIONAL PERSONNEL COSTS</b>							
Teachers - Regular	51.00	4,066,591	-	-	-	4,066,591	(43) Regular, (8) Title I Teachers



**Charter School of Educational Excellence**

PROJECTED BUDGET FOR 2022-2023								Assumptions
July 1, 2022 to June 30, 2023								DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.								
		REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue		21,665,430	115,122	-	-	-	21,780,552	
Total Expenses		19,614,047	1,680,470	-	-	2,487,953	23,782,470	
Net Income		2,051,383	(1,565,349)	-	-	(2,487,953)	(2,001,918)	
Actual Student Enrollment		1,113	-				-	
Total Paid Student Enrollment		1,113	-				1,113	
PROGRAM SERVICES								
		REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Teachers - SPED	7.00		600,112	-	-	-	600,112	(5) SpEd, (2) ELL
Substitute Teachers	-	-	-	-	-	-	-	
Teaching Assistants	15.00	612,539	-	-	-	-	612,539	(15) Teaching Assistants
Specialty Teachers	16.00	1,381,089	-	-	-	-	1,381,089	(2) Art, (1) Automotive Inst, (2) Culinary, (2) Health, (2) Music, (4) PE, (2) Spanish, (1) Technology
Aides	2.50	138,474	-	-	-	-	138,474	(5) Part-Time Aid
Therapists & Counselors	8.00	663,371	-	-	-	-	663,371	(1) Sch Psychologist, (4) Guidance Counselor, (3) Dean of Students. (2) Part-Time Nurse
Other	-	-	-	-	-	-	-	Summer School \$60,000, After School \$80,000, Less Other Salaries Reserve (\$140,000)
<b>TOTAL INSTRUCTIONAL</b>	<b>100</b>	<b>6,862,064</b>	<b>600,112</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,462,176</b>	
NON-INSTRUCTIONAL PERSONNEL COSTS								
Nurse	-	-	-	-	-	-	-	
Librarian	3.00	94,398	-	-	-	-	94,398	(3) Academic Support
Custodian	7.50	-	-	-	-	340,011	340,011	(6) Full-Time, (3) Part-Time Custodians
Security	-	-	-	-	-	-	-	
Other	3.00	120,348	-	-	-	-	120,348	(1) Food Service Mgr, (2) Kitchen
<b>TOTAL NON-INSTRUCTIONAL</b>	<b>14</b>	<b>214,746</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>340,011</b>	<b>554,757</b>	
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>	<b>130</b>	<b>8,283,252</b>	<b>600,112</b>	<b>-</b>	<b>-</b>	<b>860,439</b>	<b>9,743,803</b>	
PAYROLL TAXES AND BENEFITS								
Payroll Taxes		704,076	51,010	-	-	73,137	828,223	
Fringe / Employee Benefits		1,519,388	110,078	-	-	157,829	1,787,295	
Retirement / Pension		812,363	58,855	-	-	84,386	955,603	
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>		<b>3,035,826</b>	<b>219,942</b>	<b>-</b>	<b>-</b>	<b>315,352</b>	<b>3,571,121</b>	
<b>TOTAL PERSONNEL SERVICE COSTS</b>		<b>11,319,078</b>	<b>820,054</b>	<b>-</b>	<b>-</b>	<b>1,175,791</b>	<b>13,314,924</b>	
CONTRACTED SERVICES								
Accounting / Audit		-	-	-	-	32,000	32,000	Audit & Tax Services
Legal		-	-	-	-	60,000	60,000	Legal
Management Company Fee		-	-	-	-	-	-	
Nurse Services		51,520	4,480	-	-	-	56,000	Nurse Services
Food Service / School Lunch		666,540	57,960	-	-	-	724,500	Food Service
Payroll Services		-	-	-	-	-	-	
Special Ed Services		-	72,000	-	-	-	72,000	SpEd Services
Titlement Services (i.e. Title I)		21,160	1,840	-	-	-	23,000	Title Funding Support Svcs
Other Purchased / Professional / Consulting		254,961	24,874	-	-	437,436	717,271	Financial Mgmt, HR/Benefit/Payroll Admin, IT Admin, Temporary Staff, Erate servcies, Other Professional fees, Contracted Substitute services
<b>TOTAL CONTRACTED SERVICES</b>		<b>994,181</b>	<b>161,154</b>	<b>-</b>	<b>-</b>	<b>529,436</b>	<b>1,684,771</b>	
SCHOOL OPERATIONS								
Board Expenses		-	-	-	-	42,000	42,000	
Classroom / Teaching Supplies & Materials		95,680	8,320	-	-	-	104,000	Teacher Discretionary \$14,000, Classroom Supplies \$90,000
Special Ed Supplies & Materials		49,238	4,282	-	-	-	53,520	NYSTL
Textbooks / Workbooks		46,000	4,000	-	-	-	50,000	Text & Materials
Supplies & Materials other		-	-	-	-	-	-	
Equipment / Furniture		65,600	6,400	-	-	8,000	80,000	Equipment \$16,000, Copier \$64,000
Telephone		103,320	10,080	-	-	12,600	126,000	Phone & Data Services
Technology		115,780	10,320	-	-	2,900	129,000	Computer Maint Supplies \$1,000, Software \$28,000
Student Testing & Assessment		44,160	3,840	-	-	-	48,000	Student Testing
Field Trips		27,600	2,400	-	-	-	30,000	Field Trips
Transportation (student)		644,000	56,000	-	-	-	700,000	Transportation Service
Student Services - other		228,160	19,840	-	-	-	248,000	Student Activities \$80,000, Athletic Activities \$148,000, Other Dir Ed \$20,000
Office Expense		72,160	7,040	-	-	8,800	88,000	Office Supplies \$80,000, Postage \$6,000, Printing/Copying \$2,000
Staff Development		113,160	11,040	-	-	13,800	138,000	PD \$100,000, PD Conference \$30,000, Tuition Reimb \$8,000
Staff Recruitment		-	-	-	-	-	-	
Student Recruitment / Marketing		29,520	2,880	-	-	3,600	36,000	Advertising



**Charter School of Educational Excellence**

PROJECTED BUDGET FOR 2022-2023							Assumptions
July 1, 2022 to June 30, 2023							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.							
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Total Expenses	19,614,047	1,680,470	-	-	2,487,953	23,782,470	
Net Income	2,051,383	(1,565,349)	-	-	(2,487,953)	(2,001,918)	
Actual Student Enrollment	1,113	-				-	
Total Paid Student Enrollment	1,113	-				1,113	
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
School Meals / Lunch	3,280	320	-	-	400	4,000	Other Food Payments
Travel (Staff)	8,200	800	-	-	1,000	10,000	Transportation Staff
Fundraising	-	-	-	-	-	-	
Other	18,040	1,760	-	-	2,200	22,000	Other G&A \$10,000, Subscription & Dues \$12,000
<b>TOTAL SCHOOL OPERATIONS</b>	<b>1,663,898</b>	<b>149,322</b>	<b>-</b>	<b>-</b>	<b>95,300</b>	<b>1,908,520</b>	
<b>FACILITY OPERATION &amp; MAINTENANCE</b>							
Insurance	172,200	16,800	-	-	21,000	210,000	Insurance
Janitorial	90,200	8,800	-	-	11,000	110,000	Operation Supplies
Building and Land Rent / Lease	2,376,957	231,898	-	-	289,873	2,898,728	Rent/Lease \$596,489, Temp Occupancy \$10,000, Real Estate \$68,000, \$2,224,239
Repairs & Maintenance	98,400	9,600	-	-	12,000	120,000	Renovations & Repairs
Equipment / Furniture	16,400	1,600	-	-	2,000	20,000	Fixtures and Furnishings
Security	598,600	58,400	-	-	73,000	730,000	Maintenance & Security
Utilities	213,200	20,800	-	-	26,000	260,000	Electric \$230,000, Gas \$11,000, Water \$9,000, Other O&M \$10,000
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	<b>3,565,957</b>	<b>347,898</b>	<b>-</b>	<b>-</b>	<b>434,873</b>	<b>4,348,728</b>	
<b>DEPRECIATION &amp; AMORTIZATION</b>	<b>2,070,932</b>	<b>202,042</b>	<b>-</b>	<b>-</b>	<b>252,553</b>	<b>2,525,527</b>	Depreciation \$2,433,492, Amortization \$92,035
<b>DISSOLUTION ESCROW &amp; RESERVES / CONTINGENCY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>under Cash Flow Adjustment in the renewal application.</b>
<b>TOTAL EXPENSES</b>	<b>19,614,047</b>	<b>1,680,470</b>	<b>-</b>	<b>-</b>	<b>2,487,953</b>	<b>23,782,470</b>	
<b>NET INCOME</b>	<b>2,051,383</b>	<b>(1,565,349)</b>	<b>-</b>	<b>-</b>	<b>(2,487,953)</b>	<b>(2,001,918)</b>	
<b>ENROLLMENT - *School Districts Are Linked To Above Entries*</b>	<b>REGULAR EDUCATION</b>	<b>SPECIAL EDUCATION</b>	<b>TOTAL ENROLLED</b>				
Yonkers City School District	856		856				
School District 2 (Mount Vernon)	132		132				
School District 3 (Elmsford)	5		5				
School District 4 (Greenburgh)	4		4				
School District 5 (Harrison)	3		3				
School District 6 (New Rochelle)	1		1				
School District 7 (NYC Chancellor's Office)	109		109				
School District 8 (North Rockland)	2		2				
School District 9 (White Plains)	1		1				
<b>TOTAL ENROLLMENT</b>	<b>1,113</b>	<b>-</b>	<b>1,113</b>				
<b>REVENUE PER PUPIL</b>	<b>19,458</b>	<b>-</b>	<b>-</b>				
<b>EXPENSES PER PUPIL</b>	<b>17,616</b>	<b>-</b>	<b>-</b>				

**Charter School of Educational Excellence**

**Financial Statements  
and  
Independent Auditors' Report**

**June 30, 2022**

## **Charter School of Educational Excellence**

### **Table of Contents**

Independent Auditors' Report	1 - 2
Financial Statements	
Statement of Financial Position	3
Statement of Activities	4
Statement of Functional Expenses	5
Statement of Cashflows	6
Notes to Financial Statements	7 - 15
Supplemental Information	16
Schedule of Expenditures of Federal Awards and Accompanying Notes	17 - 19
Independent Auditors' Report on Internal Control Over Financial Reporting and On Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards	20 - 21
Independent Auditors' Report on Compliance For Each Major Program and on Internal Control Over Compliance Required by Uniform Guidance	22 - 23
Schedule of Findings and Questioned Costs	24



## **Independent Auditors' Report**

To the Board of Trustees of  
Charter School of Educational Excellence  
Yonkers, New York

### **Opinion**

We have audited the accompanying financial statements of Charter School of Educational Excellence (a nonprofit organization), which comprise the statement of financial position as of June 30, 2022, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements.

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

### **Basis for Opinion**

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

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

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

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

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

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



In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

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

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

#### **Report on Summarized Comparative Information**

We have previously audited Charter School of Educational Excellence's 2021 financial statements, and our report dated October 26, 2021, expressed an unmodified opinion on those audited financial statements. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2021, is consistent, in all material respects, with the audited financial statements from which it has been derived.

#### **Supplementary Information**

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

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

In accordance with *Government Auditing Standards*, we have also issued our report dated October 27, 2022, on our consideration of Charter School of Educational Excellence's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Charter School of Educational Excellence's internal control over financial reporting and compliance.



New City, New York  
October 27, 2022

Charter School of Educational Excellence

Statement of Financial Position

June 30, 2022

(With summarized comparative information for the year ended June 30, 2021)

<b>ASSETS</b>	<b>2022</b>	<b>2021</b>
Current Assets		
Cash and Cash Equivalents	\$ 7,736,882	\$ 8,966,958
Due from Government Agencies (Note 3)	2,257,779	1,306,168
Prepaid Expenses	81,887	84,280
Total Current Assets	10,076,548	10,357,406
Fixed Assets, Net (Note 4)	41,248,714	37,105,286
Other Assets		
Escrow - Restricted (Note 5)	101,400	100,037
Bond Trust Accounts - Restricted (Note 6)	11,373,034	17,650,776
Security Deposits	73,267	74,567
Total Other Assets	11,547,701	17,825,380
Total Assets	<u>\$ 62,872,963</u>	<u>\$ 65,288,072</u>
<b>LIABILITIES AND NET ASSETS</b>		
Current Liabilities		
Accounts Payable and Accrued Expenses	\$ 678,466	\$ 2,013,335
Accrued Payroll and Related Expenses	2,717,492	2,475,714
Unearned Revenue (Note 3)	272,751	261,233
Accrued Bond Interest	164,367	176,947
Total Current Liabilities	3,833,076	4,927,229
Long-Term Liabilities		
Bonds Payable, Less Current Portion (Note 9)	50,207,384	50,269,467
Total Long-Term Liabilities	50,207,384	50,269,467
Total Liabilities	54,040,460	55,196,696
Net Assets		
Net Assets Without Donor Restrictions	8,832,503	10,091,376
Total Net Assets	8,832,503	10,091,376
Total Liabilities and Net Assets	<u>\$ 62,872,963</u>	<u>\$ 65,288,072</u>

Charter School of Educational Excellence  
Statement of Activities  
For the year ended June 30, 2022  
(With summarized comparative information for the year ended June 30, 2021)

NET ASSETS WITHOUT DONOR RESTRICTIONS	<u>2022</u>	<u>2021</u>
<b>PUBLIC SUPPORT AND REVENUE</b>		
Resident Student Enrollment	\$ 17,352,768	\$ 14,769,387
Grants and Contracts		
Food Service	953,179	78,442
Federal Funding	1,618,087	574,157
State Funding	47,321	58,364
PPP Loan Forgiveness	-	1,403,610
Contributions	34,629	125,779
Interest Income	19,905	16,750
	<u>20,025,889</u>	<u>17,026,489</u>
<b>EXPENSES</b>		
Program Services		
Regular Education	17,556,481	12,054,750
Special Education	1,072,034	1,204,637
	<u>18,628,515</u>	<u>13,259,387</u>
Supporting Services		
Management and General	2,656,247	1,890,913
	<u>21,284,762</u>	<u>15,150,300</u>
Total Expenses	<u>21,284,762</u>	<u>15,150,300</u>
Change in Net Assets	(1,258,873)	1,876,189
Net Assets, Beginning of Year	10,091,376	8,215,187
Net Assets, End of Year	<u><u>\$ 8,832,503</u></u>	<u><u>\$ 10,091,376</u></u>

Charter School of Educational Excellence  
Statement of Functional Expenses  
For the year ended June 30, 2022  
(With summarized comparative information for the year ended June 30, 2021)

	Regular Education	Special Education	Total Programs	Supporting Services Management & General	2022	2021
Personnel Service Costs						
Administrative Staff Personnel	\$ 1,499,761	\$ -	\$ 1,499,761	\$ 166,640	\$ 1,666,401	\$ 1,492,805
Instructional Personnel	5,612,888	434,312	6,047,200	-	6,047,200	4,626,741
Non-Instructional Personnel	-	-	-	557,854	557,854	814,498
Total Personnel Costs	<u>7,112,649</u>	<u>434,312</u>	<u>7,546,961</u>	<u>724,494</u>	<u>8,271,455</u>	<u>6,934,044</u>
Fringe Benefits	1,114,900	68,078	1,182,978	113,564	1,296,542	1,115,455
Payroll Taxes	624,642	38,142	662,784	63,626	726,410	544,159
Retirement Benefits	521,469	31,842	553,311	53,117	606,428	584,906
Total Personnel and Related Expenses	<u>9,373,660</u>	<u>572,374</u>	<u>9,946,034</u>	<u>954,801</u>	<u>10,900,835</u>	<u>9,178,564</u>
Operating Expenses						
Contracted Administrative and Operational Services	-	-	-	590,686	590,686	509,823
Legal	-	-	-	36,101	36,101	23,572
Other Purchased, Professional and Consulting Services	98,804	6,033	104,837	10,064	114,901	86,375
Student Services	659,356	40,262	699,618	67,162	766,780	182,271
Insurance	138,966	8,486	147,452	223,313	370,765	249,621
Supplies and Materials	394,054	24,062	418,116	40,138	458,254	362,288
Technology	121,911	7,444	129,355	12,418	141,773	118,555
Occupancy	543,573	33,192	576,765	55,368	632,133	897,380
Utilities	217,252	13,266	230,518	22,129	252,647	148,428
Staff Development	174,768	10,672	185,440	17,802	203,242	97,528
Marketing and Recruitment	18,639	1,138	19,777	1,899	21,676	53,750
Auditing Fees	-	-	-	32,000	32,000	25,000
Office Expenses	70,011	4,275	74,286	7,131	81,417	53,473
Maintenance and Repairs	837,366	51,131	888,497	85,294	973,791	456,607
Equipment and Furnishings	70,172	4,285	74,457	7,148	81,605	77,756
Transportation	391,525	23,907	415,432	39,881	455,313	110,985
Interest Expense Associated with Bond Cost	79,359	4,846	84,205	8,084	92,289	663,067
Depreciation	2,098,992	128,168	2,227,160	213,803	2,440,963	1,030,398
Interest Expense	1,901,740	116,124	2,017,864	193,711	2,211,575	615,640
Other Expenses	366,333	22,369	388,702	37,314	426,016	209,219
Total Operating Expenses	<u>8,182,821</u>	<u>499,660</u>	<u>8,682,481</u>	<u>1,701,446</u>	<u>10,383,927</u>	<u>5,971,736</u>
<b>TOTAL EXPENSES</b>	<u>\$ 17,556,481</u>	<u>\$ 1,072,034</u>	<u>\$ 18,628,515</u>	<u>\$ 2,656,247</u>	<u>\$ 21,284,762</u>	<u>\$ 15,150,300</u>

Charter School of Educational Excellence  
Statement of Cash Flows  
For the year ended June 30, 2022  
(With summarized comparative information for the year ended June 30, 2021)

	<u>2022</u>	<u>2021</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts from Resident Student Enrollment	\$ 17,112,736	\$ 15,940,604
Receipts from Grants and Contributions	1,953,155	2,065,617
Receipts from Other Revenue	19,905	16,750
Payments to Employees	(10,659,057)	(8,452,380)
Payments to Vendors and Suppliers	(9,194,431)	(4,003,311)
	<u>(767,692)</u>	<u>5,567,280</u>
Net Cash (Used In) Provided by Operating Activities		
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchases of Fixed Assets	(6,584,392)	(17,725,276)
	<u>(6,584,392)</u>	<u>(17,725,276)</u>
Net Cash Used In Investing Activities		
CASH FLOWS FROM FINANCING ACTIVITIES		
Advances from Bonds	-	12,514,593
Payments of Bond Payable	(154,371)	(11,515,072)
Loans Payable - (Forgiveness) / Proceeds	-	(1,403,610)
	<u>(154,371)</u>	<u>(404,089)</u>
Net Cash Used In Financing Activities		
NET DECREASE IN CASH, CASH EQUIVALENTS AND RESTRICTED CASH	(7,506,455)	(12,562,085)
CASH, CASH EQUIVALENTS AND RESTRICTED CASH AT BEGINNING OF YEAR	26,717,771	39,279,856
CASH, CASH EQUIVALENTS AND RESTRICTED CASH AT END OF YEAR	<u>\$ 19,211,316</u>	<u>\$ 26,717,771</u>
RECONCILIATION OF CASH, CASH EQUIVALENTS AND RESTRICTED CASH BALANCES:		
Cash and Cash Equivalents	\$ 7,736,882	\$ 8,966,958
Escrow - Restricted	101,400	100,037
Bond Trust Accounts - Restricted	11,373,034	17,650,776
	<u>\$ 19,211,316</u>	<u>\$ 26,717,771</u>
SUPPLEMENTAL DISCLOSURES:		
Cash paid during the year for interest	<u>\$ 2,211,575</u>	<u>\$ 615,640</u>

Charter School of Educational Excellence  
Notes to the Financial Statements  
June 30, 2022

NOTE 1 – ORGANIZATION

Charter School of Educational Excellence (the "School") is a New York education corporation incorporated by the Board of Regents of the University of the State of New York (the "Board of Regents") under Article 56 of the New York Education Law. The School is a non-profit 501(c) (3) corporation operating from 260 Warburton Avenue in Yonkers, New York. The School educates children in a completely nondiscriminatory and secular basis. The founders and supporters of the School believe that access to a public education of high quality for all children is the foremost issue. The School was originally chartered during April 2004 and opened in September 2005 with students from Kindergarten through 4th graders. In January 2018, the School successfully received a full five-year charter renewal (its 3rd renewal) from its charter authorizer, the New York State Education Department that expires in June 2023, with a maximum enrollment of 729 students in grades Kindergarten through 8th. In June 2018, this was amended by the New York State Education Department to include adding grades 9th through 12th over the charter period, with a maximum enrollment of 1,129 students.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

*Basis of Accounting*

The financial statements have been prepared using the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America. Revenues are recognized when earned and expenses are recognized when incurred.

*Basis of Presentation*

Under the provisions of the Guide, net assets and revenues, and gains and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, the net assets of the Organization and changes therein are classified as follows:

Net assets without donor restrictions: Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Organization. The Organization's board may designate assets without restrictions for specific operational purposes from time to time.

Net assets with donor restrictions: Net assets subject to stipulations imposed by donors, and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the Organization or by the passage of time. Other donor restrictions are perpetual in nature, where by the donor has stipulated the funds be maintained in perpetuity.

Earnings related to restricted net assets will be included in net assets without donor restrictions unless otherwise specifically required to be included in donor-restricted net assets by the donor or by applicable state law.

All net assets of the Organization at June 30, 2022 were considered to be net assets without donor restrictions.

*Use of Estimates in the Preparation of Financial Statements*

The preparation of financial statements in conformity with accounting principles generally accepted in The United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

*Cash and Cash Equivalents*

For the purposes of the statement of cash flows, the School considers all highly liquid investments available for current use with an initial period of three months or less to be cash equivalents.

Charter School of Educational Excellence  
Notes to the Financial Statements  
June 30, 2022

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

*Tax Exempt Status*

The School is a tax-exempt organization under section 501(c)(3) of the Internal Revenue Code and applicable state regulations and, accordingly, is exempt from federal and state taxes on income. The School has filed for and received income tax exemptions in the jurisdictions where it is required to do so. The School files the Form 990 in the U.S. federal jurisdiction. With few exceptions, as of June 30, 2022, the School is no longer subject to U.S. Federal income tax examinations by tax authorities for the years ended prior to June 30, 2019. The tax returns for the years ended June 30, 2019 through June 30, 2021 are still subject to potential audit by the IRS. Management of the School believes it has no material uncertain tax positions and, accordingly it has not recognized any liability for unrecognized tax benefits.

*Fixed Assets*

Fixed assets consist of building, leasehold improvements, furniture and equipment and are valued at cost less accumulated depreciation. Depreciation is computed on a straight line basis over the estimated useful lives of the related assets or the term of the lease agreement. Normal replacement and maintenance costs are charged to earnings as incurred, and major renewals and improvements are capitalized. Upon disposition, the cost and related accumulated depreciation is removed from the accounts and the resulting gain or loss for the period. The School capitalizes assets with cost of \$500 and over. Depreciation is calculated based on the useful lives of the assets as follows: Building and Leasehold Improvements 20 Years, Equipment, Furniture and Fixtures 3 - 10 Years.

*Revenue Recognition and Receivables*

The School recognizes revenue from grants, contracts and gifts in accordance with guidance under which the School evaluates whether a transfer of assets is (1) an exchange transaction in which a resource provider is receiving commensurate value in return for the resources transferred or (2) a contribution. If the transfer of assets is determined to be an exchange transaction, the School applies guidance under ASC 606. If the transfer of assets is determined to be a contribution, the School evaluates whether the contribution is conditional based upon whether the agreement includes both (1) one or more barriers that must be overcome before the School is entitled to the assets transferred and promised and (2) a right of return of assets transferred or a right of return.

The School's significant sources of revenue are contracts and grants from government agencies, and contributions. Grants and contributions received are recorded as without donor restrictions or with donor restrictions based on the nature of donor restrictions. Grants are recognized when the School incurs expenses related to the contract. Generally, the funds are not remitted until a voucher for the services provided or expenses incurred has been submitted for reimbursement. Funds received in advance of services provided or expenses incurred are recorded as deferred revenue.

Contributions are reported as with donor restrictions support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, net assets with donor restrictions are reclassified as net assets without donor restrictions and reported in the statement of activities as net assets released from donor restriction. Donor restricted contributions and grants whose restrictions are met within the same year as received are reflected as contributions and grants without donor restrictions. The School considers receivables to be fully collectible based on management's review of individual accounts outstanding. If collection becomes doubtful, an allowance for doubtful accounts will be established when that determination is made by management. Unpaid balances remaining after the stated payment terms are considered past due. Recoveries of previously charged off accounts are recorded when received.

Charter School of Educational Excellence  
Notes to the Financial Statements  
June 30, 2022

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

*Provision for Bad Debt*

Receivables are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts through adjustments to valuation allowances based on its assessment of the current status of receivables. Balances still outstanding after management has used reasonable collection efforts are written off through a charge to the valuation allowance.

*Restricted Cash and Escrow Reserves*

Restricted debt service accounts, other reserves and restricted escrow relate to required reserves and escrow accounts that are required to be maintained by the School in accordance with the bond indenture and charter requirements.

*Functional Allocation of Expenses*

Expenses relating to more than one function are allocated to program service and management and general based on employee time estimates or other appropriate usage factors.

*Liquidity*

Assets are presented in the accompanying statement of financial position according to their nearness of conversion to cash and liabilities according to the nearness of their maturity and resulting in use of cash.

*Contributed Services*

Contributed services that create or enhance nonfinancial assets, or that require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation, are recorded at fair value in the period received.

A number of volunteers have made a contribution of their time to the School to develop academic and other programs and to serve on the board of trustees. The value of this contributed time is not reflected in the financial statements as such services either do not require specialized skills or would not typically be purchased had they not been provided as donations.

*Debt issuance costs*

Debt issuance costs, net of accumulated amortization, are reported as a direct deduction from the face amount of the bonds payable to which such costs relate. Amortization of debt issuance costs is reported as a component of interest expense and is computed using a straight-line method over the term of the related debt. Accounting principles generally accepted in the United States of America require that the effective yield method be used to amortize financing costs; however, the effect of using the straight-line method is not materially different from the results that would have been obtained under the effective yield method.

*Comparative Financial Information*

The June 30, 2021 financial statements include certain prior year summarized comparative information in total but not by net asset class. As a result, the June 30, 2021 comparative information does not include sufficient detail to constitute a presentation in conformity with U.S. GAAP. Accordingly, such June 30, 2021 information should be read in conjunction with the School's financial statements for the year ended June 30, 2021, from which the summarized information was derived.



Charter School of Educational Excellence  
Notes to the Financial Statements  
June 30, 2022

NOTE 3 – DUE FROM GOVERNMENTAL AGENCIES (continued)

Under the School's Charter School Agreement and the Charter School Act, the School is entitled to receive funding from both State and Federal sources that are available to public schools. These funds include State pupil enrollment funds and Federal food subsidies and Title I, IIA, III, IV and ESSERF funds. The calculation of the amounts to be paid to the School under these programs is determined by the State, and is based on complex laws and regulations, enrollment levels, and economic information related to the home school district of the children enrolled in the school. If these regulations, some of which are relatively new in the State of New York, were to change, or other factors included in the calculations were to change, the level of funding that the School receives could vary significantly.

Amount due from government agencies, net of unearned revenue of \$272,751, and included as revenues in the statement of activities, consist of the following as of June 30, 2022:

Resident Student Enrollment	\$ 915,266
Governmental Funding	1,156,883
	<u>2,072,149</u>
Allowance for Doubtful Accounts	<u>(87,121)</u>
	<u><u>\$ 1,985,028</u></u>

NOTE 4 – FIXED ASSETS

Fixed assets consist of the following:

Land and Building	\$ 2,478,280
Building	43,618,429
Leasehold Improvements	3,861,023
Construction in Progress	770,936
Equipment, Furniture and Fixtures	2,963,553
	<u>53,692,221</u>
Less: Accumulated Depreciation	<u>(12,443,507)</u>
Total Fixed Assets	<u><u>\$ 41,248,714</u></u>

NOTE 5 - ESCROW - RESTRICTED

Pursuant to the Charter Agreement, the School is required to establish an escrow of at least \$75,000 over a 3 year period. In the event of termination of the charter, whether prematurely or otherwise, the School shall establish and follow procedures consistent with those required by Section 2851(2)(t) of the New York State Education Law in its use of the escrow. The balance as of June 30, 2022, is \$101,400.

NOTE 6 - BOND TRUST ACCOUNTS - RESTRICTED

The School have entered into a custody agreement with Wilmington Trust Company as Custodian and as Trustee. Debt service reserve represents funds held by Wilmington Trust Company in the name of the School. The School will direct educational aid payments to be deposited with the Custodian. The Custodian will pay the Trustee, for deposit in the Debt Service Fund, an amount equal to a proportionate share of the next interest payment and principal payment on the Bonds for which funds have not already been provided.

Charter School of Educational Excellence  
Notes to the Financial Statements  
June 30, 2022

NOTE 6 - BOND TRUST ACCOUNTS - RESTRICTED (continued)

Additionally, the Custodian will pay the Trustee, for deposit in the Repair and Replacement Fund, amounts necessary to equal the Repair and Replacement Fund requirement. Any funds remaining with the Custodian following such transfers will be transferred to the School. In connection with the bonded mortgage with the IDA, the School is required to maintain bond trust accounts which are administered by Wilmington Trust Company. The underlying investments in the bond trust accounts at June 30, 2022 consist of money market funds.

The Schools have entered into a collateral agreement for bond trust accounts not covered under federal deposit insurance. Cash is fully insured and collateralized under the bond trust accounts as of June 30, 2022.

Bond trust accounts consist of the following:

Interest Reserve	\$ 24,733
Debt Service	3,138,481
Repairs and Maintenance Reserve	105,062
Earnings Fund	769,285
Capitalized Interest	5
Project Account	<u>7,335,468</u>
	<u><u>\$ 11,373,034</u></u>

NOTE 7 – RETIREMENT PLANS

*Retirement Savings Plan*

The School offers a 401(k) plan (the "Plan") for substantially all of its employees. Employees are eligible for the plan immediately upon employment and participation in the Plan is voluntary. Employees may contribute up to 15% of their annual compensation to the Plan, limited to a maximum annual amount as set periodically by the Internal Revenue Service. The School matches the employee contribution 100% up to 4% of the employee's total annual compensation. The School's contribution recognized in the statement of activities was \$3,420 for 2022. The Plan assets are held in a separate trust and are not included in the accompanying financial statements. All plan assets are held for the exclusive benefit of the Plan's participants and beneficiaries. The Plan assets are held in a separate trust and are not included in the accompanying financial statements. All plan assets are held for the exclusive benefit of the Plan's participants and beneficiaries. The Principal Financial Group administers the plan and is the acting custodian of the plan assets.

*New York State Teachers' Retirement System*

Employees of the School are eligible to participate in the New York State Teachers' Retirement System (NYSTRS). The NYSTRS is a defined benefit plan covering teachers in New York State, with pensions calculated based primarily on the member's years of service and final average salary. Contributions for the year ended June 30, 2022, was based on 9.53%, of participant salaries. The benefits provided to members of the plan are established by New York State Law and may be amended only by the State Legislature. Pension expense was \$603,008 for the year ended June 30, 2022.

NOTE 8 – LINE OF CREDIT

The School has secured a revolving line of credit note from a financial institution in the amount of \$500,000. The line of credit was established on May 20, 2016 and is due on demand. The interest rate on the variable rate loan was 6% at June 15, 2019 with interest payable monthly. The balance due as of June 30, 2022 was \$0.

Charter School of Educational Excellence  
Notes to the Financial Statements  
June 30, 2022

NOTE 9 – BONDS PAYABLE

On November 1, 2019, The Yonkers Economic Development Corporation provided financing through the issuance of \$35,740,000 Tax-Exempt Educational Revenue Bonds (Charter School of Educational Excellence Project) (the "Series 2019A Bonds"). The Series 2019A Bonds of \$3,060,000 bear interest at 4.00% per annum and principal due at maturity on October 15, 2029, \$8,610,000 bear interest at 5.00% per annum and principal due at maturity on October 15, 2039, \$14,030,000 bear interest at 5.00% per annum and principal due at maturity on October 15, 2049, and \$10,040,000 bear interest at 5.00% per annum and principal due at maturity on October 15, 2054.

On November 1, 2019, The Yonkers Economic Development Corporation provided financing through the issuance of \$1,045,000 in Taxable Educational Revenue Bonds (Charter School of Educational Excellence Project) (the "Series 2019B Bonds"), bearing interest at 4.50% per annum and principal due at maturity on October 15, 2024.

On November 1, 2020, The Yonkers Economic Development Corporation provided financing through the issuance of \$11,715,000 Tax-Exempt Educational Revenue Bonds (Charter School of Educational Excellence Project) (the "Series 2020A Bonds"). The Series 2020A Bonds of \$1,065,000 bear interest at 4.00% per annum and principal due at maturity on October 15, 2030, \$3,845,000 bear interest at 5.00% per annum and principal due at maturity on October 15, 2040, and \$6,275,000 bear interest at 5.00% per annum and principal due at maturity on October 15, 2050.

On November 1, 2020, The Yonkers Economic Development Corporation provided financing through the issuance of \$530,000 in Taxable Educational Revenue Bonds (Charter School of Educational Excellence Project) (the "Series 2020B Bonds"), bearing interest at 5.00% per annum and principal due at maturity on October 15, 2027.

The proceeds of the Series 2019 and 2020 bonds are to be used for the following purposes:

- 1) the construction of educational facilities.
- 2) paying certain prior indebtedness (NCB Capital Impact Loans I and II)
- 3) paying certain capital expenditures and capitalized interest during construction.
- 4) paying Series 2019 and 2020 Bond issuance costs.
- 5) fund of a Bond Fund Deposit and Reserve Fund Deposit.

Bonds Payable	\$ 52,757,987
Less: Debt Issuance Costs, Net	<u>2,550,603</u>
Bonds Payable, Less Debt Issuance Costs	<u><u>\$ 50,207,384</u></u>

The following is a summary of maturing debt service requirements for the fiscal year ending June 30,

Year Ending June 30,	Amount
2023	\$ -
2024	515,000
2025	540,000
2026	795,000
2027	835,000
Thereafter	<u>50,072,987</u>
	<u><u>\$ 52,757,987</u></u>

Charter School of Educational Excellence  
Notes to the Financial Statements  
June 30, 2022

NOTE 9 - BONDS PAYABLE (continued)

The school is subject to debt and minimum cash on hand covenants which are calculated as follows:

	Minimum Requirement	Actual
Debt Service Coverage Ratio	1.10	1.58

The debt service coverage is calculated as follows:

Increase in Net Assets	\$ (1,258,873)	
Add Back: Interest Expense	2,211,575	
Depreciation and Amortization Expense	2,533,252	
Net Revenues Available for Debt Service	<u>\$ 3,485,954</u>	
Maximum Annual Debt Service	<u>\$ 2,211,575</u>	
Net Revenues Available for Debt Service	\$ 3,485,954	
Maximum Annual Debt Service	\$ 2,211,575	= 1.58

	Minimum Requirement	Actual
Days Cash on Hand Ratio	60	151

The minimum cash on hand coverage is calculated as follows:

Cash on Hand - Unrestricted	\$ 7,736,882	
Total Expenses	21,284,762	
Less: Depreciation and Amortization Expense	(2,533,252)	
Total Expenses less Depreciation and Amortization	<u>18,751,510</u>	
Days in Period	365	
Factor	51,374	
Cash on Hand - Unrestricted	\$ 7,736,882	
Factor	\$ 51,374	= 151

NOTE 10 – DEBT ISSUANCE COST

The school incurred costs of \$2,033,802 related to the 2019 Bond offering (See Note 9). The costs are amortized over the term of the related debt (30 Years) using a straight-line method. Accumulated amortization at June 30, 2022 was \$178,120. Interest expense associated with bond costs charged to operations was \$67,793 for 2022.

The school incurred costs of \$734,851 related to the 2020 Bond offering (See Note 9). The costs are amortized over the term of the related debt (30 Years) using a straight-line method. Accumulated amortization at June 30, 2022 was \$39,930. Interest expense associated with bond costs charged to operations was \$24,495 for 2022.

Charter School of Educational Excellence  
Notes to the Financial Statements  
June 30, 2022

NOTE 11 – COMMITMENTS

*Occupancy Lease*

The School occupancy leases for the original leased premises and the lease amendment for additional space in the elementary school building had an expiration date of June 30, 2024, which expiration date was changed to September 1, 2051, by the ground lease executed to enable the financing of the middle school development. Lease Consolidation and Modification Agreement dated and effective November 12, 2020 was made by and between 260 Warburton Partners, LLC ("Owner") and LaMartine / Warburton LLC ("Tenant"). There were three separate leases. The 1st lease, which was between the Owner and the School, and the 3rd lease, which was between the Owner and Clean City Warburton Corp, were consolidated, amended, and restated and incorporated into the 2nd lease, which is between the Owner and the School. The new expiration date is June 30, 2054.

*Operating Lease*

The School entered into operating lease/service agreements for equipment on April 10, 2019, October 19, 2021 and March 18, 2022. The lease/service agreements expire on April 30, 2022, April 30, 2025 and April 30, 2025.

The combined future monthly minimum lease payments as of June 30 are as follows:

Year Ending June 30,	Occupancy	Operating	Total
2023	\$ 596,502	\$ 60,840	\$ 657,342
2024	613,146	60,840	673,986
2025	630,663	50,700	681,363
2026	648,685	-	648,685
2027	667,235	-	667,235
Thereafter	27,042,306	-	27,042,306
	<u>\$ 30,198,537</u>	<u>\$ 172,380</u>	<u>\$ 30,370,917</u>

NOTE 12 – CONTINGENCY

The School participates in a number of Federal and State programs. These programs require the School to comply with certain requirements of laws, regulations, contracts, and agreements applicable to the program in which it participates. All funds expended in connection with government grants and contracts are subject to audit by government agencies. While the ultimate liability, if any, from such audits of government and contracts by government agencies is presently not determinable, it should not, in the opinion of the management, have a material effect on the financial position or results of operations. Accordingly, no provision for such liability that may result has been made in the accompanying financial statements.

Charter School of Educational Excellence  
Notes to the Financial Statements  
June 30, 2022

NOTE 13 – CONCENTRATIONS

Financial instruments that potentially subject the School to a concentration of credit risk include cash accounts at major financial institutions which, at times may exceed the Federal Deposit Insurance Corporation insured limit of \$250,000 and Due from Government Agencies. Management believes that there is little risk in any losses and has not experienced any losses in such accounts. Management also believes that credit risk with respect to Due from Government Agencies is limited since the amounts are due from government programs.

The School is dependent on various government agencies for funding, and is responsible for meeting the requirements of such agencies. If the school was to lose students or the related government funding, it could have a substantial effect on its ability to continue operations.

NOTE 14 – LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS

At June 30, 2022, the School has \$9,994,661 of financial assets to meet needs for general expenditures consisting of cash of \$7,736,882 and due from government agencies of \$2,257,779. None of the financial assets are subject to donor or other contractual restrictions. Accordingly all such funds are available to meet the cash needs of the organization in the next 12 months

In addition to financial assets available to meet general expenditures over the year, the School operates with a balanced budget and anticipates covering its general expenditures by collecting sufficient tuition and other revenues.

NOTE 15 – SUBSEQUENT EVENTS

The School evaluates events occurring after the date of the financial statements to consider whether or not the impact of such events needs to be reflected or disclosed in the financial statements. Such evaluation is performed through the date the financial statements are available for issuance, which was October 27, 2022, for these financial statements.

## Supplemental Information

Charter School of Educational Excellence

Schedule of Expenditures of Federal Awards  
and Accompanying Notes  
For the year ended June 30, 2022



Charter School of Educational Excellence  
Schedule of Expenditures of Federal Awards  
For the year ended June 30, 2022

<b>FEDERAL GRANTOR/ PASS-THROUGH GRANTOR/PROGRAM TITLE</b>	<b>ASSISTANCE LISTING NUMBER</b>	<b>FEDERAL EXPENDITURES</b>
<b>U.S. DEPARTMENT OF EDUCATION</b>		
TITLE I GRANTS TO LOCAL EDUCATIONAL AGENCIES Pass - Through from the New York State Education Department	84.010	\$ 227,577
ENGLISH LANGUAGE ACQUISITION STATE GRANTS Pass - Through from the New York State Education Department	84.365	15,504
IMPROVING TEACHER QUALITY STATE GRANTS Pass - Through from the New York State Education Department	84.367	64,790
STUDENT SUPPORT AND ACADEMIC ENRICHMENT GRANTS Pass - Through from the New York State Education Department	84.424	19,680
ELEMENTARY & SECONDARY SCHOOL EMERGENCY RELIEF FUND Pass - Through from the New York State Education Department	84.425D	798,285
RESCUE PLAN ELEMENTARY & SECONDARY SCHOOL EMERGENCY RELIEF FUND Pass - Through from the New York State Education Department	84.425U	492,251
<b>TOTAL U.S. DEPARTMENT OF EDUCATION</b>		<b>1,618,087</b>
<b>U.S. DEPARTMENT OF AGRICULTURE (USDA)</b>		
SCHOOL BREAKFAST PROGRAM Pass - Through from the New York State Education Department	10.553	172,903
NATIONAL SCHOOL LUNCH PROGRAM Pass - Through from the New York State Education Department	10.555	534,160
SUMMER FOOD SERVICE PROGRAM FOR CHILDREN Pass - Through from the New York State Education Department	10.559	98,493
<b>TOTAL U.S. DEPARTMENT OF AGRICULTURE (USDA)</b>		<b>707,063</b>
<b>TOTAL EXPENDITURES OF FEDERAL AWARDS</b>		<b>\$ 2,423,643</b>

Charter School of Educational Excellence  
Notes to Schedule of Expenditures of Federal Awards  
For the year ended June 30, 2022

NOTE 1 – BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards includes the federal grant activity of Charter School of Educational Excellence, under programs of the federal government for the year ended June 30, 2022. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulation Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the schedule presents only a selected portion of the operations of Charter School of Educational Excellence, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the entity.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Pass-through entity identifying numbers are presented where available.

Note 3 – INDIRECT COST RATE

Charter School of Educational Excellence has elected to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.



**Independent Auditors' Report on Internal Control Over Financial Reporting and On  
Compliance and Other Matters Based on an Audit of Financial Statements  
Performed in Accordance with *Government Auditing Standards***

To the Board of Trustees of  
Charter School of Educational Excellence  
Yonkers, New York

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Charter School of Educational Excellence (a nonprofit organization) which comprise the statement of financial position as of June 30, 2022 and the related statements of activities, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 27, 2022.

**Report on Internal Control over Financial Reporting**

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

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

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

**Report on Compliance and Other Matters**

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

**Purpose of this Report**

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

*Vargas & Rivera, LLP*

New City, New York

October 27, 2022



**Independent Auditors' Report on Compliance For Each Major  
Program and on Internal Control Over  
Compliance Required by Uniform Guidance**

To the Board of Trustees of  
Charter School of Educational Excellence  
Yonkers, New York

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

**Opinion on Each Major Federal Program**

We have audited Charter School of Educational Excellence's compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of Charter School of Educational Excellence's major federal programs for the year ended June 30, 2022. Charter School of Educational Excellence's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, Charter School of Educational Excellence complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2022.

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

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

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

**Responsibilities of Management for Compliance**

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

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

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

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

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

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

#### **Report on Internal Control over Compliance**

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

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

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

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



New City, New York  
October 27, 2022

Charter School of Educational Excellence  
Schedule of Findings and Questioned Costs  
For the year ended June 30, 2022

**Section I - Summary of Auditor's Results**

**Financial Statements**

Type of auditor's report issued:	Unmodified		
Internal control over financial reporting:			
Material weakness(es) identified?	<u>        </u> Yes	<u>    X    </u> No	
Significant deficiency(ies) identified?	<u>        </u> Yes	<u>    X    </u> None reported	
Noncompliance material to financial statements noted?	<u>        </u> Yes	<u>    X    </u> No	

**Federal Awards**

Internal control over major programs:			
Material weakness(es) identified?	<u>        </u> Yes	<u>    X    </u> No	
Significant deficiency(ies) identified?	<u>        </u> Yes	<u>    X    </u> None reported	

Type of auditor's report issued on compliance for major programs:	Unmodified
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Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?	<u>        </u> Yes	<u>    X    </u> No
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Identification of major programs:

CFDA Number   Name of Federal Program or Cluster:

84.425D      Elementary & Secondary School Emergency Relief Fund

Dollar threshold used to distinguish between type A and type B programs:	\$      750,000
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Auditee qualified as low-risk auditee?	Yes
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**Section II - Financial Statement Findings**

The audit revealed no findings nor questioned costs.

**Section III - Federal Award Findings and Questioned Costs**

The audit revealed no findings nor questioned costs.

**Board of Trustees Hybrid Meeting  
July 8, 2021**

**Attendance:** Eduardo LaGuerre, Sobeida Cruz, Dr. Jim Killoran, Nadine Burns- Lyons

**Absent:** Dr. James Stenerson, Dr. D. Gerson

**Present Non- Board Member:** C. Lopez, J. Jacaruso, D. Palmer, C. Goldberg, E. LaGuerre, D. Rendina, M. Bautista

**Call to order:** 5:30 pm

**Welcome and Introductory Remarks:** Mr. LaGuerre

- Welcomed everyone to today's Board of Trustees Meeting; happy to be back in person and encouraging all staff and students that are eligible to be vaccinated.
- At this time, PTO is preparing for elections, at this time there is no PTO President.

**Community Forum-** Not online- Public forum has been TABLED- **ACTION ITEMS**

**Resolution 1 2021-2022: Adoption of June 19, 2021 Board of Trustee meeting minutes.**

**RESOLVED:** The Board of Trustees moves to adopt the Board of Trustee meeting minutes for the June 19, 2021 Board of Trustees meeting.

**Motioned by:** S. Cruz

**Seconded by:** Dr. Killoran

**Discussion:** None

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED July 8, 2021

Attest:

By: Nadine Burns-Lyons Date: 8/18/2021

Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 2 2021-2022: Adoption of the Charter School of Educational Excellence 2021-2022 School Year Calendar**

**RESOLVED:** The Board of Trustees moves to adopt the Charter School of Educational Excellence 2021-2022 Calendar establishing the: Board of Trustee Meeting Schedule; school session days; and half-day professional development schedule for instructional staff.



**Motioned by:** Dr. Killoran

**Seconded by:** S. Cruz

**Discussion:** This calendar coincides with the City of Yonkers Public School District calendar

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED July 8, 2021

Attest:

By: Nadine Burns-Lyons Date: 8/18/2021

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

**Resolution 3 2021-2022: Adoption of the Charter School of Educational Excellence Board of Trustees Meeting Calendar for 2021-2022 School Year Calendar**

**RESOLVED:** The Board of Trustees moves to adopt the Board of Trustees meeting calendar for the 2021 2022 school year.

**Motioned by:** Dr. Killoran

**Seconded by:** S. Cruz

**Discussion:** CSEE is instructed by NYSED to hold 12 public meetings, which can be flexible in schedule to make sure all trustees can attend.

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED July 8, 2021

Attest:

By: Nadine Burns-Lyons Date: 8/18/2021

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

**Resolution 4 2021-2022: Adoption of a 2-year contract for the Charter School of Educational Excellence Superintendent Cindy Lopez.**

**RESOLVED:** The Board of Trustees authorizes the adoption of a 2-year contract for the Charter School of Educational Excellence Superintendent Cindy Lopez.

**Motioned by:** S. Cruz

**Seconded by:** N. Burns-Lyons

**Discussion:** Trustees thank Mrs. Lopez and the amazing job she had done as the school has grown under her leadership. Mrs. Lopez is committed to the children, leads the staff and look forward to continuing her leadership here at CSEE.

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED July 8, 2021

Attest:

By: Nadine Burns-Lyons Date: 8/18/2021

Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 5 2021-2022: Adoption of a 2-year contract for the Charter School of Educational Excellence Elementary School Principal Jennifer Spina.**

**RESOLVED:** The Board of Trustees authorizes the adoption of a 2-year contract for the Charter School of Educational Excellence Elementary School Principal Jennifer Spina.

**Motioned by:** Dr. Killoran

**Seconded by:** S. Cruz

**Discussion:** Trustees thank Mrs. Spina in taking the lead with the younger students especially during these difficult times. Her commitment to the students and staff is appreciated.

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED July 8, 2021

Attest:

By: Nadine Burns-Lyons Date: 8/18/2021

Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 6 2021-2022: Adoption of a 2-year contract for the Charter School of Educational Middle School Principal Jessica Jacaruso.**

**RESOLVED:** The Board of Trustees authorizes the adoption of a 2-year contract for the Charter School of Educational Middle School Principal Jessica Jacaruso.

**Motioned by:** Dr. Killoran

**Seconded by:** N. Burns-Lyons

**Discussion:** Trustees thank Mrs. Jacaruso through her commitment and passion she has been able to hold the students accountable and through her efforts, the students have excelled and prepared for high school.

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED July 8, 2021

Attest

By: Nadine Burns-Lyons Date: 8/18/2021

Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 7 2021-2022: Adoption of a 2-year contract for the Charter School of Educational Excellence High School Principal Dwain Palmer.**

**RESOLVED:** The Board of Trustees authorizes the adoption of a 2-year contract for the Charter School of Educational Excellence High School Principal Dwain Palmer.

**Motioned by:** S. Cruz

**Seconded by:** Dr. Killoran

**Discussion:** Trustees thank Mr. Palmer for transforming the lives of students; it has been a pleasure to see Mr. Palmer grow as a person and the board could not have selected a better person to take the students through high school.

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED July 8, 2021

Attest:

By: Nadine Burns-Lyons Date: 8/18/2021

Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 8 2021-2022: Authorization to contract with D.P. Wolff, Inc. for HVAC System Rooftop Units Replacement at CSEE Main Campus, 260 Warburton Avenue.**

**RESOLVED:** The Board of Trustees authorizes the Charter School of Educational Excellence to contract with D.P. Wolff, Inc. for HVAC system Rooftop Units Replacement at CSEE Main Campus, 260 Warburton Avenue. Four (4) gas fired heating and cooling rooftop units will be replaced at the cost of \$192,653.00. This includes engineered drawings, steel modifications, heat load calculations, electrical wiring, asbestos testing, parts and labor.

**Motioned by:** Dr. Killoran

**Seconded by:** S. Cruz

**Discussion:** This work will be completed this summer.

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED July 8, 2021

Attest:

By: Nadine Burns-Lyons Date: 8/18/2021

Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence



**Resolution 9 2021-2022: Authorization to contract with Regina Caterers, Inc. for food services.**

**RESOLVED:** The Board of Trustees authorizes a contract with Regina Caterers, Inc. to provide breakfast, lunch and snacks compliant with the National School Lunch Program for the 2021-2022 fiscal year at the price of \$1.36 for each breakfast, \$2.60 for each lunch, and \$0.80 for each snack.

**Motioned by:** Dr. Killoran

**Seconded by:** S. Cruz

**Discussion:** Minor increase in cost. Planning for future culinary opportunities with the high school

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED July 8, 2021

Attest:

By: Nadine Burns-Lyons Date: 8/18/2021

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

**Resolution 10 2021-2022: Authorization to contract with New York Charter Schools Association.**

**RESOLVED:** The Board of Trustees authorizes a contract with New York Charter Schools Association at the cost of \$10,997.44. The New York Charter Schools Association is a nonprofit membership organization that serves as a unified voice for the over 300 public charter schools, representing their interests at the state and local levels.

**Motioned by:** Dr. Killoran

**Seconded by:** S. Cruz

**Discussion:** None

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED July 8, 2021

Attest:

By: Nadine Burns-Lyons Date: 8/18/2021

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

**Resolution 11 2021-2022: Authorization to contract with Center for Educational Innovation for Professional Development Services.**

**RESOLVED:** The Board of Trustees moves to authorize a contract with the Center for Educational Innovation ("CEI") to provide professional development to the CSEE high school academic staff during the 2021-2022 fiscal year in the amount of \$15,000.

**Motioned by:** Dr. Killoran

**Seconded by:** S. Cruz

**Discussion:** None

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED July 8, 2021

Attest:

By: Nadine Burns-Lyons Date: 8/18/2021

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

**Resolution 12 2021-2022: Authorization to remove James Stovall as an active signer on the M&T Bank Account, #9846435767.**

**RESOLVED:** The Board of Trustees moves to authorize the removal of James Stovall as an active signer on the M&T Bank Account, #9846435767.

**Motioned by:** Dr. Killoran

**Seconded by:** S. Cruz

**Discussion:** None

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED July 8, 2021

Attest:

By: Nadine Burns-Lyons Date: 8/18/2021

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

**Resolution 13 2021-2022: Authorization for the mailing address associated with the M&T Bank account to be changed to c/o BoostEd Finance, P.O. Box 70, Plainview, NY 11803.**

**RESOLVED:** The Board of Trustees moves to authorize the mailing address associated with the M&T Bank account to be changed to c/o BoostEd Finance, P.O. Box 70, Plainview, NY 11803.

**Motioned by:** Dr. Killoran

**Seconded by:** S. Cruz

**Discussion:** For clarification purposes, this address is for the schools CPA Paul Augello who oversees the account.

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED July 8, 2021

Attest:

By: Nadine Burns-Lyons Date: 8/18/2021

Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 14 2021-2022: Authorization for M&T Bank to setup electronic access to the monthly bank statements.**

**RESOLVED:** The Board of Trustees authorizes M&T Bank to setup electronic access to the monthly bank statements.

**Motioned by:** S. Cruz

**Seconded by:** Dr. Killoran

**Discussion:** None

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED July 8, 2021

Attest:

By: Nadine Burns-Lyons Date: 8/18/2021

Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

### **Informational Items**

**Executive Committee Report-TABLED**

**Finance Committee Report- S. Cruz**

- Statement and vendor payments have been reviewed
- Foundation Board- donation from the Chair of Board for \$125,000. First fundraiser August 12<sup>th</sup> Golf outing
- Send a wishlist of curriculum items needed to the foundation board
- Tentative date for gala January 2022
- Unveiling of the Steve Klinsky Home of the Owls Field; Ribbon Cutting ceremony of High School
- Requested to send a thank you card from students for the donation

**Facilities Committee Report-E. LaGuerre**

- Improvements to HVAC Systems

- Architects completed design for laundry mat
- Look into a 3<sup>rd</sup> party cyber security storage to secure the schools data- requested an update on this for next meeting.
- Gas & Electricity being installed at high school on schedule and on budget
- Added full fencing and gates around high school

**Academic Report – TABLED**

**PTO Report- TABLED**

**Human Resource Report- *see attached***

**Elementary School Principal Report- *see attached***

**Middle School Principal Report- *see attached***

**High School Principal Report- *see attached***

**Athletics Report- *see attached***

**Superintendent Report- *see attached***

**Director of Operations Report- *see attached***

**BoostED Finance Report- *see attached***

**Update to summer school program-** collaboration with Middle and High school to students who could use the extra support and earn credit from missing assignments running from July 6- August 5. Attendance is mandatory in order to meet the requirements. Elementary program- 36 students attending based on reading level and academic performance during this past school year.

**Requested items to be discussed for next board meeting-** update on preparation for September 3 opening; as well as the High School CTE program.

**Motion to Adjourn- 6:48 pm**

*Yvonne Burns-Gonzalez 8/18/2021*

**Board of Trustees Meeting  
August 18, 2021**

**Attendance:** Eduardo LaGuerre, Sobeida Cruz, Nadine Burns- Lyons, Dr. James Stenerson,

**Absent:** Dr. D. Gerson, Dr. Jim Killoran. Mr. W. Soto

**Present Non- Board Member:** C. Lopez, J. Jacaruso, D. Palmer, C. Goldberg, E. LaGuerre, D. Rendina, M. Bautista

**Call to order:** 5:40 pm

**Welcome and Introductory Remarks:** Mr. LaGuerre

- Welcomed everyone to today's Board of Trustees Meeting; at this time the PTO President Position is vacant, hoping to fill once the school year begins. Mr. LaGuerre thanks the previous PTO President for her past 3 years of service.
- Taking many health and safety precautions for students and staff as the school year begins on September 3<sup>rd</sup>.

**Community Forum**

- No comments from the community at this time. It was requested that Principals convey to parents that they are welcomed to the Board of Trustees meetings and to strategize ways to get more attendees at these meetings.

**Executive Session-** A special meeting was held on August 5<sup>th</sup> to pass resolution 15

**ACTION ITEMS**

**Resolution 16 2021-2022: Adoption of July 7, 2021 Board of Trustee meeting minutes.**

**RESOLVED:** The Board of Trustees moves to adopt the Board of Trustee meeting minutes for the July 7, 2021 Board of Trustees meeting, including Resolution 15 2021-2022 passed during an Emergency Meeting August 5, 2021 providing authorization to execute and deliver to the Westchester County Department of Health a permit application to operate a School Based Prepared Food Distribution program at CSEE.

**Motioned by:** J. Stenerson

**Seconded by:** S. Cruz

**Discussion:** For the record a resolution was adopted during an emergency board meeting on August 5<sup>th</sup>.

**Votes for and against:** Unanimously passed

**PASSED AND ADOPTED** August 18, 2021

Attest:

By: Nadine Burns-Lyons Date: 9/15/2021



Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 17 2021-2022: Adoption of the Charter School of Educational Excellence School Wide Safety Plan.**

**RESOLVED:** The Board of Trustees moves to adopt the amended Charter School of Educational Excellence School Wide Safety Plan. The School Wide Safety Plan is posted to the CSEE website and has undergone a public comment period as per the state guidelines and procedures.

**Motioned by:** S. Cruz

**Seconded by:** J. Stenerson

**Discussion:** None

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED August 18, 2021

Attest:

By: Nadine Burns-Lyons Date: 9/15/2021

Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 18 2021-2022: Authorization to contract with Educators for Student Success Association Inc., for Faculty Professional Development Services.**

**RESOLVED:** The Board of Trustees moves to authorize a contract with Educators for Student Success Association Inc., to provide professional development to the Kindergarten through 11 grade academic staff during the 2022 fiscal year at the cost of \$37,500.

**Motioned by:** S. Cruz

**Seconded by:** J. Stenerson

**Discussion:** Educators for Student Success has provided support to high school faculty pre-covid; this year will be providing support to Principals, Directors, and staff who work with English Language Learners.

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED August 18, 2021

Attest:

By: Nadine Burns-Lyons Date: 9/15/2021

Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 19 2021-2022: Authorization to contract with Thompson & Bender, LLC, for PR services and assistance with coordination of High School Ribbon Cutting Event.**

**RESOLVED:** The Board of Trustees moves to authorize a contract with Thompson & Bender, LLC, for PR services and assistance with coordination of the CSEE High School Ribbon Cutting Event. The proposal covers

a two-month project period beginning in August for purposes of planning and outreach to media, and concluding at the end of September. Thompson & Bender, LLC, will be paid a fee of \$6,000.

**Motioned by:** J. Stenerson

**Seconded by:** S. Cruz

**Discussion:** The team coordinating the ribbon-cutting event is familiar with this company, and this will help get the public relationships needed for the school

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED August 18, 2021

Attest:

By: Nadine Burns-Lyons Date: 9/15/2021

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

**Resolution 20 2021-2022: Authorization to contract with Arrow Security, Inc. for security services for the 2022 fiscal year.**

**RESOLVED:** The Board of Trustees authorizes the Charter School of Educational Excellence to contract with Arrow Security, Inc. for security services required for school operations at the rate of \$22.75 per regular working hour, and \$34.12 per overtime hour for a Security Office. A rate of \$24.05 per regular hour and \$36.07 per overtime hour for the Security Supervisor. CSEE will utilize two Security Supervisors and seven Security Officers in the 2022 fiscal year.

**Motioned by:** S. Cruz

**Seconded by:** N. Burns-Lyons

**Discussion:** It is recommend having total cost for the year included in resolution; or to reference line item for total expenditure

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED August 18, 2021

Attest:

By: Nadine Burns-Lyons Date: 9/15/2021

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

**Resolution 21 2021-2022: Authorization to contract with Saint Joseph's Medical Center for occupational and physical therapy services.**

**RESOLVED:** The Board of Trustees authorizes the Charter School of Educational Excellence to contract with Saint Joseph's Medical Center for occupational and physical therapy services required by CSEE for the 2022 fiscal year at the rate of \$63 per 30 minutes per child for individual sessions; rate of \$50 per 30 minutes per child for group sessions; and \$300 per formal evaluation as requested by CSEE.

**Motioned by:** S. Cruz

**Seconded by:** J. Stenerson

**Discussion:** It is recommend having total cost for the year included in resolution; or to reference line item for total expenditure

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED August 18, 2021

Attest:

By: Nadine Burns-Lyons Date: 9/15/2021  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 22 2021-2022: Authorization to engage Vargas and Rivera, LLP to independently audit the financial statements of the Charter School of Educational Excellence.**

**RESOLVED:** The Board of Trustees authorizes the Charter School of Educational Excellence to engage Vargas and Rivera, LLP, Certified Public Accountants and Consultants to conduct an independent audit of the financial statements and position of CSEE as of June 30, 2021 at a cost not to exceed \$20,000, and provided further that Vargas & Rivera shall make a presentation to the Board of Trustees and allow the Board of Trustees to ask questions regarding their findings.

**Motioned by:** J. Stenerson

**Seconded by:** S. Cruz

**Discussion:** None

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED August 18, 2021

Attest:

By: Nadine Burns-Lyons Date: 9/15/2021  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 23 2021-2022: Authorization to contract with BoostEd Finance for financial services required in support of school operations.**

**RESOLVED:** The Board of Trustees authorizes a contract with BoostEd Finance for financial services required in support of school operations for the 2022 fiscal year, including customized budget forecasting and modeling, preparation of financial statements, cash management and banking support services at a cost of \$222,000.

**Motioned by:** S. Cruz

**Seconded by:** N. Burns-Lyons

**Discussion:** None

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED August 18, 2021

Attest:

By: Nadine Burns-Lyons Date: 9/15/2021

Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 24 2021-2022: Authorization to contract with Webb Development Services Corp. for roof service and maintenance.**

**RESOLVED:** The Board of Trustees authorizes a contract with Webb Development Services Corp. for roof service and maintenance at an annual contract of \$6,200. This contract covers the full 260 Warburton campus, including the roof of the laundromat.

**Motioned by:** J. Stenerson

**Seconded by:** N. Burns-Lyons

**Discussion:** None

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED August 18, 2021

Attest:

By: Nadine Burns-Lyons Date: 9/15/2021  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 25 2021-2022: Authorization to contract with FCR Builders, Inc. for the replacement of the school north gate, and installation of a new gate on the south side of CSEE.**

**RESOLVED:** The Board of Trustees authorizes a contract with FCR Builders, Inc. for the replacement of the school north gate with a push gate, and installation of a new gate on the south side of CSEE. The total cost to complete the above state work is \$25,800

**Motioned by:** S. Cruz

**Seconded by:** J. Stenerson

**Discussion:** Existing gate will be changed to a push gate not a rolling gate.

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED August 18, 2021

Attest:

By: Nadine Burns-Lyons Date: 9/15/2021  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 26 2021-2022: Authorization to contract with FCR Builders, Inc. for the demolition of the laundromat space.**

**RESOLVED:** The Board of Trustees authorizes a contract with FCR Builders, Inc. for the demolition and removal of electrical boxes and wiring of the laundromat space. Work will be completed immediately once a demolition permit is obtained. The total cost to complete the demolition work is \$17,500.

**Motioned by:** J. Stenerson  
**Seconded by:** N. Burns- Lyons  
**Discussion:** None  
**Votes for and against:** Unanimously passed

PASSED AND ADOPTED August 18, 2021

Attest:

By: Nadine Burns-Lyons Date: 9/15/2021  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 27 2021-2022: Authorization to contract with Tur-Bus Transportation Corp.to provide transportation services to CSEE students in grades K-11.**

**RESOLVED:** The Board of Trustees authorizes a contract with Tur-Bus Transportation Corp. to provide 2 Bronx buses at the cost of \$437.00 per day, with 2 bus monitors at the cost of \$60 per day per bus, AND 2 Mt. Vernon buses at the cost of \$406.00 per day, with 2 bus monitors at the cost of \$60 per day per bus. With a projected annual cost of \$300,000.

**Motioned by:** J. Stenerson  
**Seconded by:** S. Cruz  
**Discussion:** It is recommend having total cost for the year included in resolution; or to reference line item for total expenditure. The school also need to know why local school districts are not picking up the cost of busing.  
**Votes for and against:** Unanimously passed

PASSED AND ADOPTED August 18, 2021

Attest:

By: Nadine Burns-Lyons Date: 9/15/2021  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

#### **Informational Items**

##### **Finance Committee Report- S. Cruz**

- Statement and vendor payments have been reviewed
- First foundation event was held (Golf Outing) it received lots of support
- Staff prepared a wish list for the foundation members- High school college courses, Social Studies textbooks, musical instruments are just some of the items that will be acquired through the foundation.
- Beginning to plan for the ribbon cutting ceremony- date TBD; Thomas & Bender to help with the media aspect of event
- Mr. LaGuerre thanks Ms. Cruz for going on the radio to promote the school.

##### **Academic Report – Dr. J. Stenerson**

- Suggestion that staff to be recognized and awarded a “Years of Service” award

##### **Facilities Committee Report-E. LaGuerre**

- Completing final punch list of new CSEE high school building; anticipating the completion by end of the week.
- Kitchen ready for inspection
- Mr. Pagan and his team can begin bringing material over and clear out laundry mat so demolition of laundry mat can begin.
- Ms. Cruz thanks Mr. LaGuerre for being at the high school location every day during construction, for making sure it ran on schedule and on budget, for making this dream a reality. Ms. Cruz also thanks Mr. Palmer, Mr. DeSimone, Superintendent Lopez, and Carmen Goldberg for all their contributions with opening up the high school.

#### **Elementary School Principal Report-J. Spina**

- The principal has been working collaboratively the team to conduct interviews and observe demo lessons in order to fulfill staffing model for the 2021-2022 school year.
- Collaborated with Mrs. Rendina to review and finalize class rosters
- Facilitated a professional development session with all K-4 teachers to set clear guidelines and expectations for the upcoming school year.
- Teams are collaborating to curriculum map and plan team-building experiences in grades K-4 to foster a positive and nurturing classroom environment.

#### **Human Resource Report-M. Bautista**

- Positions still vacant; board requesting to know the vacant positions; positions should be posted on schools website, recommended that an incentive be given to teachers or staff who bring people on to the team.
- Provided professional development to staff on procedures and harassment
- Requested that an Human Resource Committee be added to the by-laws

#### **High School Principal Report-D. Palmer**

- 61 students who successfully completed the Summer Credit Recovery Program and earned credits for their courses
- 40+ students participating in at least one college-level course this year. Students can earn a total of 12 college credits during the 2021-2022 school year.
- 44 families joined the virtual parent orientation for incoming 9<sup>th</sup> grade students that was held on August 17<sup>th</sup>.

#### **Middle School Principal Report-J. Jacaruso**

- Met with data director to review and finalize the rosters for middle school
- Ongoing weekly meetings with Superintendent and principals-reopening school plan, schedules, professional development for teachers for pre-service
- Provided professional development to the middle school staff to discuss procedures and expectations to keep students and staff safe.
- Staff meeting to discuss the Marshall Rubric; making changes to the components; asking for teacher input.

#### **Athletics Report-M. DeSimone**

- Owls 5<sup>th</sup> Annual Summer Camp was completed

- Fall 2021 Athletics- tryouts will take place the week of September 13<sup>th</sup>; practices begin the week of September 20<sup>th</sup>
- Coaching Professional Development- CSEE coaching staff will receive professional development from the Positive Coaching Alliance in regards to program philosophy, climate, culture, practices and games.

**Superintendent Report-C. Lopez**

- CSEE will be open September 3, 2021 for full in person learning
- School continues to recruit and accept applications for the upcoming school year
- K-8 classrooms ready for teachers, classrooms and offices will continue to be disinfected regularly through the summer as staff work on various task inside the school building.
- High school academic planning meetings: student schedules and programs

**Director of Operations Report-E. LaGuerre**

- All teaching staff have received their beginning of the year supplies, which include gloves, masks and disinfecting wipes.
- 550+ lottery applications have been received
- Requested to look into another software to prevent data breach and hackers.

**Superintendent of Buildings Report-D. Pagan**

- Waxing of classroom floors completed
- Preparing classrooms and building for students

**BoostED Finance Report- see attached**

**Other Items-**

- Dr. Stenerson provided trustees with the Mission Statement Draft and the Vision Statement Draft; looking for feedback
- By-Laws have been revised and edited
- Ms. Lisbel Rosario formally introduced as the Administrative Assistant to the Superintendent

**Motion to Adjourn- 7:40pm**

*Yadene Burns - 9/15/2021*

**Board of Trustees Meeting  
September 15, 2021**

**Attendance:** Eduardo LaGuerre, Sobeida Cruz, Nadine Burns- Lyons, Dr. James Stenerson, Dr. Jim Killoran, Mr. W. Soto

**Absent:** Dr. D. Gerson,

**Present Non- Board Member:** C. Lopez, J. Jacaruso, D. Palmer, C. Goldberg, E. LaGuerre, D. Rendina, M. Bautista

**Call to order:** 5:40 pm

**Welcome and Introductory Remarks:** Mr. LaGuerre

- Welcomed everyone to today' Board of Trustees Meeting; Today was a very special day at CSEE as the Ribbon Cutting Ceremony for the High School took place. It was described as an exceptional event.
- Requested to send parents a message of the health and safety guidelines that the school is following in regards to the COVID-19 virus as well as expressing to parents how often the school is sanitized. Staff must be tested weekly if not vaccinated.

**Community Forum**

- Parent expressed how happy she is with the school, staff, board of trustees, and how everyone works so hard with the students.

**ACTION ITEMS**

**Resolution 30 2021-2022: Adoption of August 18, 2021 Board of Trustee meeting minutes.**

**RESOLVED:** The Board of Trustees moves to adopt the Board of Trustee meeting minutes for the August 18, 2021 Board of Trustees meeting.

**Motioned by:** S. Cruz

**Seconded by:** W. Soto

**Discussion:** None

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED September 15, 2021

Attest:

By: Nadine Burns-Lyons Date: 10/14/2021  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence



**Resolution 31 2021-2022: Authorization to expand contract with Classico Building Maintenance, Inc. to include cleaning services for the high school building for the 2022 fiscal year. The additional cost to the existing Classico contract will be \$90,000 to provide cleaning services for the high school building.**

**Resolved:** The Board of Trustees authorizes the Charter School of Educational Excellence to contract with Classico Building Maintenance, Inc. for cleaning services required for school operations at the hourly rate of \$24.20 per hour for cleaners (total of 4 cleaners) for a five hour shift on school days, and as otherwise needed, for the 2022 fiscal year.

**Motioned by:** Dr. Killoran

**Seconded by:** S. Cruz

**Discussion:** None

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED September 15, 2021

Attest:

By: Nadine Burns-Lyons Date: 10/14/2021  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 32 2021-2022: Authorization to contract with Dr. Meghan Marrero for science academic support services.**

**Resolved:** The Board of Trustees authorizes the Charter School of Educational Excellence to contract with Dr. Meghan Marrero for academic support services for science during the 2022 fiscal year at the hourly rate of \$112.50 per hour not to exceed 400 hours of service for the school year. For a total of \$45,000.00.

**Motioned by:** Dr. Killoran

**Seconded by:** W. Soto

**Discussion:**

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED September 15, 2021 Attest:

By: Nadine Burns-Lyons Date: 10/14/2021

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

**Resolution 33 2021-2022: Authorization to contract with Gary Bergman Consulting, Inc. for student information, master schedule, student lottery data management, and technical assistance services related to state requirements and assessments.**

**Resolved:** The Board of Trustees authorizes the Charter School of Educational Excellence to contract with Gary Bergman Consulting, Inc. for student information, master schedule, student lottery data management, and technical assistance services related to state requirements and assessments for the 2022 fiscal year at an hourly rate of \$110.00 for no more than 400 hours of service for the school year. For a total of \$44,000.00.

**Motioned by:** S. Cruz

**Seconded by:** Dr. Stenerson

**Discussion:** Superintendent explains that Mr. Bergman has been working with student data and state reporting for the past 15 years across all the departments within the school and all grade levels. It was requested to get a full description of Mr. Bergman's services to CSEE.

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED September 15, 2021

Attest:

By: Nadine Burns-Lyons Date: 10/14/2021  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 34 2021-2022: Authorization to contract with Richard Trauner for special education academic support services.**

**Resolved:** The Board of Trustees authorizes the Charter School of Educational Excellence to contract with Richard Trauner for special education academic support services for the 2022 fiscal year at the rate of \$700 per day for up to 20 days for the 2022 fiscal year. For a total of \$14,000.00.

**Motioned by:** Dr. Killoran

**Seconded by:** N. Burns-Lyons

**Discussion:** It was requested to get a full description of Mr. Trauner's services to CSEE.

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED September 15, 2021

Attest:

By: Nadine Burns-Lyons Date: 10/14/2021  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 35 2021-2022: Authorization for CSEE to collaborate with the Westchester County Department of Health to provide an onsite free COVID-19 screening testing program at CSEE for students and staff.**

**Resolved:** The Board of Trustees authorizes the Charter School of Educational Excellence to collaborate with the Westchester County Department of Health to provide an onsite free COVID-19 screening testing program at CSEE for students and staff. This will allow for early detection of COVID-19 in pre-symptomatic or asymptomatic individuals.

**Motioned by:** N. Burns-Lyons

**Seconded by:** Dr. Stenerson

**Discussion:** The testing would be performed weekly; in addition, the school would be looking into making the vaccine available again for students. It was requested to begin looking at the students who are about to turn 12 years old and encourage to get vaccinated.

**Votes for and against:**

PASSED AND ADOPTED September 15, 2021

Attest:

By:

*Nadine Burns-Lyons*  
Nadine Burns-Lyons

Date:

*10/14/2021*

Secretary, Charter School of Educational Excellence

**Informational Items**

**Executive Committee Report-TABLED**

**Finance Committee Report-TABLED**

**Academic Report – TABLED**

**PTO Report- TABLED**

**Human Resource Report- see attached**

**Elementary School Principal Report- see attached**

**Middle School Principal Report- see attached**

**High School Principal Report- see attached**

**Athletics Report- see attached**

**Superintendent Report- see attached**

**Director of Operations Report- see attached**

**BoostED Finance Report-P. Augello**

- Base Per Pupil revenue is slightly above budget at this point. The actual revenue recorded through the end of August is base up the September 1<sup>st</sup> billable enrollment of 1,011 students. The budgeted enrollment for the year is 1,008.
- Salaries in total are lower than budget due to open positions/lower usage.
- Increase to operational items; higher than originally budgeted.
- Transportation costs- running the school \$425,000.00 if another bus is added it will cost the school \$525,000.00; finding it challenging to get reimbursements from districts to pay partially for bussing. A transportation budget was requested to be sent to SED.
- Foundation and LLC monies need to be logged and accounted for.

**Other Items-**

- Zoom BOT Meeting scheduled for September 28<sup>th</sup> at 6:00pm- just board members to discuss and review the drafted mission statement, drafted vision statement, and By-Laws.
- Looking to get a PTO Board structured as soon as possible.

**Motion to Adjourn- 6:30 pm**



**Board of Trustees Meeting  
October 14, 2021**

**Attendance:** Eduardo LaGuerre, Sobeida Cruz, Nadine Burns- Lyons, Dr. James Stenerson, Mr. W. Soto

**Absent:** Dr. D. Gerson, Dr. Jim Killoran

**Present Non- Board Member:** C. Lopez, J. Jacaruso, D. Palmer, C. Goldberg, E. LaGuerre, D. Rendina, M. Bautista

**Call to order:** 6:22 pm

**Welcome and Introductory Remarks:** Mr. LaGuerre

- Thanks Ms. Cruz and Mr. Palmer for their participation in the High School Ribbon Cutting ceremony, people from the community are still talking about what a great event it was; many donors have visited the school and are impressed at what they see.

**Community Forum**

- No comments from the community at this time.
- Effective hence forth, Board of Trustees meetings will be held both in person and virtual through zoom.

**ACTION ITEMS**

**Resolution 36 2021-2022: Adoption of September 15, 2021 Board of Trustee meeting minutes.**

**RESOLVED:** The Board of Trustees moves to adopt the Board of Trustee meeting minutes for the September 15, 2021 Board of Trustees meeting.

**Motioned by:** N. Burns-Lyons

**Seconded by:** J. Stenerson

**Discussion:** None

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED October 14, 2021

Attest:

By: Nadine Burns-Lyons Date: 11/10/2021  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 37 2021-2022: Authorization to submit a Charter School of Educational Excellence Material Revision Application to the New York State Department of Education Board of Regents requesting that the 50/50 current admission and enrollment policy requirement for Kindergarten through 8<sup>th</sup> grade, be based on Section 2854(2)(b) of the New York Charter Schools Act that "an enrollment preference shall be provided to pupils returning to the charter school in the second or any subsequent year of operation and pupils residing in the school district in which the charter school is located, and siblings of pupils already**

**enrolled in the charter school." For grades 9-12 CSEE will adhere to Section 2854(2)(b) and shall also provide a preference to students residing outside of the Yonkers Public School District.**

**RESOLVED:** The Board of Trustees moves to authorize the Charter School of Educational Excellence to submit a Charter School of Educational Excellence Material Revision Application to the New York State Department of Education Board of Regents requesting that the 50/50 current admission and enrollment policy requirement for Kindergarten through 8th grade, be based on Section 2854(2)(b) of the New York Charter Schools Act that "an enrollment preference shall be provided to pupils returning to the charter school in the second or any subsequent year of operation and pupils residing in the school district in which the charter school is located, and siblings of pupils already enrolled in the charter school." For grades 9-12 CSEE will adhere to section 2854(2)(b) and shall also provide a preference to students residing outside of the Yonkers Public School District.

**Motioned by:** S. Cruz

**Seconded by:** W. Soto

**Discussion:** None

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED October 14, 2021

Attest:

By: Nadine Burns-Lyons Date: 11/10/2021

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

**Resolution 38 2021-2022: Authorization to contract with Center for Educational Innovation (CEI) for development, completion, and submission of the CSEE Material Revision Application to the New York State Department of Education Board of Regents to modify the current CSEE admission and enrollment policy.**

**RESOLVED:** The Board of Trustees moves to authorize a contract with Center for Educational Innovation (CEI) for development, completion, and submission of the CSEE Material Revision Application to the New York State Department of Education Board of Regents to modify the current CSEE admission and enrollment policy. The approximate cost for this service is \$17,500, or \$1,750 per day, for 10 days, not to exceed 10 days.

**Motioned by:** S. Cruz

**Seconded by:** W. Soto

**Discussion:** None

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED October 14, 2021

Attest:

By: Nadine Burns-Lyons Date: 11/10/2021

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

**Resolution 39 2021-2022: Authorization to expand the contract with Educators for Student Success Association Inc., to provide Faculty Professional Development Services.**

**RESOLVED:** The Board of Trustees moves to authorize to expand the contract with Educators for Student Success Association Inc., to provide additional professional development days to the Kindergarten through 11 grade academic staff during the 2022 fiscal year at the cost of \$29,700.00 (27 days at \$1,100 per day).

**Motioned by:** J. Stenerson

**Seconded by:** N. Burns-Lyons

**Discussion:** None

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED October 14, 2021

Attest:

By: Nadine Burns-Lyons Date: 11/10/2021  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 40 2021-2022: Authorization to contract with Canon Solutions America, Inc. for the lease of copiers and printers for the CSEE high school facility.**

**RESOLVED:** The Board of Trustees authorizes the negotiation and execution of an agreement of lease with Canon Solutions America, Inc. for a term of 39 months at a price of \$835.00 a month to provide the Charter School of Educational Excellence High School with 4 copy machines and 11 office printers. Lease provides for equipment service and toner. Total cost for the lease service for 39 months is \$32,565.

**Motioned by:** J. Stenerson

**Seconded by:** S. Cruz

**Discussion:** None

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED October 14, 2021

Attest:

By: Nadine Burns-Lyons Date: 11/10/2021  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 41 2021-2022: Authorization to contract with Jove Pest Control Co. for pest control services for all CSEE buildings.**

**RESOLVED:** The Board of Trustees authorizes a contract with Jove Pest Control Co. for pest control services at the cost of \$1,550 per month for two treatments per month, per site (260 and 220 Warburton Ave.) during the 2022 fiscal year.

**Motioned by:** N. Burns-Lyons

**Seconded by:** W. Soto

**Discussion:** None

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED October 14, 2021

Attest:

By: Nadine Burns-Lyons Date: 11/10/2021

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

**Executive Board Meeting held September 28, 2021**

**In attendance:** E. LaGuerre, S. Cruz, J. Stenerson, N. Burns-Lyons, and W. Soto

**Resolution 42 2021-2022: Authorization to revise the Charter School of Educational Excellence mission and vision statement.**

**RESOLVED:** The Board of Trustees approves the adoption of the school mission statement, which reads *The Charter School of Educational Excellence mission is that EVERYONE belongs, EVERYONE learns, EVERYONE has purpose, and EVERYONE succeeds* and vision statement that reads *Our vision is to preserve a school that has high expectations for everyone. CSEE is committed to an active and sustainable learning environment that is individualized to each student, provides enrichment opportunities to all, with ongoing measurements of student progress. CSEE is committed to a supportive partnership, inclusive of all school community members, families, partners in education and alumni. Every student will develop critical thinking skills, with a healthy mindset, to be career focused, a life-long learner, and a future leader. CSEE is committed to providing a welcoming and safe environment for a diverse population.* That was drafted and circulated after the Board Retreat in June 2021.

**Motioned by:** J. Stenerson

**Seconded by:** S. Cruz

**Discussion:** requested to incorporate the text in the resolution

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED October 14, 2021

Attest:

By: Nadine Burns-Lyons Date: 11/10/2021

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

**Informational Items**

**Executive Committee Report-TABLED**

**Finance Committee Report-TABLED**

**Academic Report – TABLED**

**PTO Report- TABLED**

**Human Resource Report- see attached**

**Elementary School Principal Report- see attached**

**Middle School Principal Report- see attached**

**High School Principal Report- see attached**

**Athletics Report- see attached**

Superintendent Report- *see attached*  
Director of Operations Report- *see attached*

**BoostED Finance Report-P. Augello**

- First quarter financials completed; running slightly above budget; expenses running higher than projected due to food service and transportation.
- Awaiting draft from Vargas & Rivera for the annual audit
- High School Project- ran on budget; never used contingency money
- Mr. LaGuerre discusses the goal would be to expand and modernize the Elementary Building.

**Motion to Adjourn- 6:45 pm**

*Yaderis Burns - Signed 11/10/2021*



**Board of Trustees Meeting  
November 10, 2021**

**In Person Attendance:** Eduardo LaGuerre, Sobeida Cruz

**Zoom Attendance:** Nadine Burns- Lyons, Dr. James Stenerson, Dr. Killoran, Mr. W. Soto

**Absent:** Dr. D. Gerson

**Present Non- Board Member:** C. Lopez, J. Jacaruso, D. Palmer, J. Spina C. Goldberg, D. Rendina, M. Bautista

**Call to order:** 5:40 pm

**Welcome and Introductory Remarks:** Mr. LaGuerre

- Welcomed everyone to today's Board of Trustees Meeting. It is requested that quorum must be in person not virtual. Mr. Soto will look into the regulations of the trustees being in person for public meetings.
- Attended SOMOS conference in Puerto Rico with the Commissioner of Education, elected officials, people from the New York State Education Department. One major issue discussed is the vaccination of 5-11 year olds. The Executive Director of New York Charter Schools reached out as a follow up to the conference and wants to set up a meeting to come to the school with other elected officials to discuss how CSEE is so successful and looking to replicate the school.

**Community Forum**

- High school parent discussed the recent incident during the after school event and asked how was it dealt with. Principal explained that Yonkers Police Department was on the premise to deescalate the verbal altercation immediately. Requested more lights surrounding the premises from the City of Yonkers. Administration and Trustees are aware there is a big mental health issue with kids, and the students need help socially and emotionally now more than ever this year. Looking to put together a task force and continue to work with the Yonkers Police Department.
- ES/MS Parent- Can parents be notified when there is a positive COVID-19 case in the class. Principal and Superintendent explained that CSEE is following all Department of Health guidelines, parents have access to look up the New York State Covid Report Card, suggested to get the students tested weekly; 1/3 of the student body is tested weekly.

**Vargas & Rivera-Accounting & Auditing Firm**

- Presentation made by Luis Rivera

**ACTIONS ITEMS**

**Resolution 44 2021-2022: Adoption of October 14, 2021 Board of Trustee meeting minutes.**

**RESOLVED:** The Board of Trustees moves to adopt the Board of Trustee meeting minutes for the October 14, 2021 Board of Trustees meeting.

**Motioned by:** Dr. J. Killoran

**Seconded by:** W. Soto

**Discussion:** None

**Votes for and against:** Unanimously passed through roll call

PASSED AND ADOPTED November 10, 2021

Attest:

By: Nadine Burns-Lyons Date: 12/9/2022

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

**Resolution 45 2021-2022: Authorization to allocate funding to the CSEE High School program for the purpose of College Visit Trips.**

**RESOLVED:** The Board of Trustees moves to authorize CSEE to allocate \$5,000 to the high school program for the purpose of providing opportunities for high school students to be exposed to and to tour various college programs. The college tours will allow CSEE high school students with an experience that their families are not able to provide them with, while also providing the opportunity for students to ask questions, and understand college life on a deeper level.

**Motioned by:** Dr. J. Stenerson

**Seconded by:** Dr. J. Killoran

**Discussion:** Thanks Mr. Palmer for providing this opportunity to the students.

**Votes for and against:** Unanimously passed through roll call

PASSED AND ADOPTED November 10, 2021

Attest:

By: Nadine Burns-Lyons Date: 12/9/2022

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

**Resolution 46 2021-2022: Authorization to accept the Charter School of Educational Excellence FY2021 Audit Report as prepared by Vargas and Rivera, LLP.**

**RESOLVED:** The Board of Trustees moves to accept the Charter School of Educational Excellence FY2021 Audit Report as prepared by Vargas and Rivera, LLP.

**Motioned by:** W. Soto

**Seconded by:** N. Burns-Lyons

**Discussion:** None

**Votes for and against:** Unanimously passed through roll call

PASSED AND ADOPTED November 10, 2021

Attest:

By: Nadine Burns-Lyons Date: 12/9/2022

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

## **Informational Items**

### **Executive Session-TABLED**

#### **Finance Committee Report- S. Cruz**

- All expense reports reviewed; vendor checks reviewed
- Tentative date for annual fundraiser-April 5, 2022
- End of Year Appeal letters going out to all donors. Money raised will be used for projects that need to be funded.
- High School students received their instruments for the high school band through donations.

#### **Academic Report – Dr. J. Stenerson**

- Academic meeting was held- reviewed professional development and dynamic learning outcomes.
- Reviewed staffing and strategic planning

#### **Facilities Report- E. LaGuerre**

- Working on completing list of items needed to obtain permanent C.O.
- Awaiting permit of City of Yonkers to begin work on the Laundry Mat
- Fixed issues with leak
- Looking to begin Performance Arts Center as soon as possible

#### **Personal Committee N. Burns-Lyons**

- Meetings being held over the next 4 months with specific staff and the personal committee.
- Documents were requested from staff to gain a better understanding of the organization.
- Goal- to maintain CSEE's excellence with a growing staff

#### **BoostED Finance Report-P. Augello**

- Student count exactly where it needs to be for budget; schools across the state have seen a decrease in student population
- Increase revenue on food services
- Student transportation is higher
- Good standing with NYSTRS
- Priority to focus on is accepting Yonkers students and siblings to keep the student enrollment count up.

#### **High School Principal Report-D. Palmer**

- Student council elections were held; the new officers for the student council were determined.
- Students enrolled in both culinary I and II have received their first culinary certification by completing a course and exam through ServSafe. 91 students now hold a ServSafe Food Handler certification.
- Students made their first college visit to Manhattanville College
- Counselors and Principal will be meeting with parents of students who are at-risk and put together a plan of action to ensure on-time graduation.

#### **Middle School Principal Report-J. Jacaruso**

- Star student celebrations have begun
- Academic meeting with Dr. Stenerson topics discussed student engagement and behavior challenges; certain grade levels needing extra support for new teachers
- Implementing after school detention

- Mr. LaGuerre discussed bringing in a specialist to assist with reviewing students progress, curriculum and classroom management to new teachers and Directors supporting teachers

#### **Elementary School Principal Report-J. Spina**

- Staff attended a professional development session with Dr. Santiago that focused on differentiation through the use of project based learning
- Parents were invited to sign up to be a class parent. Class parents will act as the bridge between school and parents within the classroom.
- Teachers are using their data from the The F&P and DIBELS assessments to drive their small group instruction.
- K-2 parent workshop is being held on November 17<sup>th</sup> to discuss the importance of vocabulary and how vocabulary development impacts young readers.
- Mr. LaGuerre discussed mask breaks in the upcoming winter months doesn't want the students outside too long in the cold.

#### **Athletics Report-submitted by M. DeSimone**

- Mr. LaGuerre states how he couldn't be more proud of the Athletic staff and how they go above and beyond for the students.

#### **Superintendent Report-C. Lopez**

- CSEE and St. Joseph's hospital hosted an Health Fair for K-11 families; many organizations in attendance; COVID vaccine was made available.
- 2022 School Year Recruitment kick off meeting was held to discuss timeline, updates to documents- next step is developing a recruitment budget
- Ongoing professional development is being provided via outside consultants in order to support teacher's needs.

#### **Director of Operations Report-submitted by E. LaGuerre**

#### **Facility of School Buildings Report-TABLED**

#### **Human Resource Report-M. Bautista**

- Ongoing weekly meetings with Superintendent Lopez to inform/discuss HR concerns.
- First meeting with HR consultant Leslie Wade; Ms. Wade will be guiding Mrs. Bautista through the HR position.

#### **Motion to Adjourn- 7:20pm**

**Board of Trustees Meeting  
December 9, 2021**

**In Person Attendance:** Eduardo LaGuerre, Sobeida Cruz, Nadine Burns- Lyons, Dr. James Stenerson, Dr. Killoran, Mr. W. Soto

**Zoom Attendance:** Dr. D. Gerson

**Absent:** None

**Present Non- Board Member:** C. Lopez, J. Jacaruso, D. Palmer, J. Spina C. Goldberg, D. Rendina, M. Bautista

**Call to order:** 5:37 pm

**Welcome and Introductory Remarks:** Mr. LaGuerre

- Welcomed everyone to today's Board of Trustees Meeting. Happy belated Thanksgiving to all.
- BoostEd report will be tabled due to Mr. Augello being in a car accident. It is suggested that CSEE sends something to him.
- Big shout out to Mr. DeSimone and the athletic department for winning another championship.
- Congratulations to all who got the booster vaccine as well as to all the 5-12 year olds who got vaccinated.

**Introduction to new PTO President-** C. Goldberg

- Ms. Fermin PTO President- excited to be part of the school and looking for a strong start to the PTO this year.
- Mr. LaGuerre explains you can participate and share during the meeting, but non-voting at this time until clearance.

**Community Forum**

- No comments from the community at this time.

**Executive Session-** 5:45pm-6:15pm

**ACTIONS ITEMS**

**Resolution 47 2021-2022: Adoption of the November 10, 2021 Board of Trustee meeting minutes.**

**RESOLVED:** The Board of Trustees moves to adopt the Board of Trustee meeting minutes for the November 10, 2021 Board of Trustees meeting.

**Motioned by:** Dr. J. Stenerson

**Seconded by:** S. Cruz

**Discussion:** None

**Votes for and against:** Unanimously passed



PASSED AND ADOPTED December 9, 2021

Attest:

By: Nadine Burns-Lyons Date: 1/13/2022  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 48 2021-2022: Authorization to modify the CSEE 2021-2022 School Year Calendar.**

**RESOLVED:** The Board of Trustees authorizes the Charter School of Educational Excellence to modify the 2021-2022 School year calendar and make December 23, 2021 a half-day of school.

**\*\*\*MOTION TO TABLE THIS RESOLUTION\*\*\***

**Motioned by:** S. Cruz

**Seconded by:** W. Soto

**Discussion:** Trustees have agreed that before the school, moves to change school calendar CSEE must speak to parents in advance this is not enough advance notice for parents.

**Votes for and against:** Unanimously agreed to table resolution

PASSED AND ADOPTED December 9, 2021

Attest:

By: Nadine Burns-Lyons Date: 1/13/2022  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 49 2021-2022: Authorization for CSEE to modify the academic school day schedule of the Charter School of Educational Excellence K-11 program.**

**RESOLVED:** The Board of Trustees authorizes CSEE to modify the academic school day schedule of the Charter School of Educational Excellence K-11 program. This modification is being implement in order for the school to provide adequate supervision for all students, and adequate prep periods for the faculty. By modifying the school day schedule, the school will be able to keep all students safe, and provide all teaching staff with a prep period at the end of the school day.

**\*\*\*MOTION TO TABLE THIS RESOLUTION\*\*\***

**Motioned by:** W. Soto

**Seconded by:** S. Cruz

**Discussion:** None

**Votes for and against:** Unanimously agreed to table resolution

PASSED AND ADOPTED December 9, 2021

Attest:

By: Nadine Burns-Lyons Date: 1/13/2022  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 50 2021-2022: Authorization to provide all CSEE staff members with a stipend in appreciation for their support and effort this past year.**

**RESOLVED:** The Board of Trustees authorizes CSEE to provide each employee, with a \$250 stipend, in appreciation for their support and effort this past year. The cost associated with providing 119 CSEE staff members with a \$250 gift card is \$29,750.

**Motioned by:** Dr. J. Stenerson

**Seconded by:** Dr. J. Killoran

**Discussion:** This will be distributed on December 23<sup>rd</sup>. Staff Holiday gathering December 17th at Fortina. Invitation extended to all Board of Trustees.

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED December 9, 2021

Attest:

By: Nadine Burns-Lyons Date: 1/13/2022

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

**Resolution 51 2021-2022: Authorization to contract with Webb Development Services Corp. for roof service and maintenance.**

**RESOLVED:** The Board of Trustees authorizes a contract with Webb Development Services Corp. for roof service and maintenance at an annual contract of \$6,000.00. This contract covers the full 260 Warburton campus.

**Motioned by:** S. Cruz

**Seconded by:** Dr. J. Stenerson

**Discussion:** CSEE has used this company before for maintenance on the roof for 260 Warburton location. Now the contract has included laundry mat roof.

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED December 9, 2021

Attest:

By: Nadine Burns-Lyons Date: 1/13/2022

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

### **Informational Items**

#### **Finance Committee Report- S. Cruz**

- All expenses have been reviewed; vendor payments has to be systematic.
- April 5, 2022- event with foundation at Kanopi (possibly changing location)
- Goal is to break \$100,000 in fundraising this year.
- Mr. LaGuerre thanks Ms, Cruz for sending end of year contribution letters to donors, and Giving Tuesday donations.

#### **Academic Report – Dr. J. Stenerson**

- Met with Superintendent and Principals on November 30<sup>th</sup> regarding staffing needs and ongoing challenges CSEE is facing such as staffing needs, stress factors, staff burnout, and behavioral issues

#### **Facilities Report- E. LaGuerre**

- Can't get Certificate of Occupancy until specific outstanding items are completed
- Construction on laundry mat to begin
- Extensive design created for performing arts center at the high school-started in May/June 3-month construction cycle.
- Trustee asked- if solar panels can be included and if auto shop will begin working on electric cars.

#### **Personal Committee N. Burns-Lyons**

- Thanks everyone who assisted on the Personal Committee to identify issues.
- Possible idea of providing teachers with an incentive to help hire other teachers
- Leadership meeting has been held- working on how they can provide support to staff and develop some strategies. The board of trustees are dedicated in resolving issues.
- Planning has to go into these changes and need to consider all stakeholders
- All CSEE Staff off for the holiday break from 12/24-1/3 all buildings will be closed to enjoy the holiday season.

#### **Executive Committee Report- Mr. LaGuerre**

- During trip to Somos Conference Mr. LaGuerre met with the chairperson of the Charter School Association and executive director as a result of this meeting, tomorrow 12/10 there will be a site visit to CSEE along with Assemblyman Nader Sayegh, and several other elected officials; this meeting is to discuss and look lobbying for modification of the law posed on charter schools of funding not be channeled through school district and to come directly to the charter school.

#### **BoostED Finance Report-TABLED**

#### **High School Principal Report-D. Palmer**

- South Broadway Business Improvement District Paid Internship Program- Four 11<sup>th</sup> grade students have been hired through the South Broadway BID for paid internships.
- Students in the Environmental Science programs have conducted their own soil test. These results will be compared with the results from the Cornell Cooperative Extension's soil test.
- Over 50 students were invited to participate in the virtual presentation by Judge Elena Goldberg Velazquez. Students submitted questions prior to the event and were able to ask questions during the presentation.
- CSEE High School is piloting an Inquiry Team program with our social studies team. Teachers will use the inquiry team to identify and address trends occurring with student academic progress or social emotional needs.
- It was recommended that Environmental program to use community garden.

#### **Middle School Principal Report-J. Jacaruso**

- November 19- Parent teacher conferences; great turn out for both afternoon and evening sessions; first marking period ended on Friday, November 5; report cards were distributed during parent teacher conferences; teachers discussed academic progress and parents reviewed their child's report card; parents that were not able to attend had a phone conference with their child's teachers



**Board of Trustees Meeting  
January 13, 2022**

**In Person Attendance:** Eduardo LaGuerre, Sobeida Cruz, E. Fermín  
**Zoom Attendance:** Dr. James Stenerson, Mr. W. Soto, Nadine Burns- Lyons  
**Absent:** Dr. D. Gerson, Dr. J. Killoran

**Present Non- Board Member:** C. Lopez, J. Jacaruso, D. Palmer, J. Spina C. Goldberg, D. Rendina, M. Bautista

**Call to order:** 5:33 pm

**Welcome and Introductory Remarks:** Mr. LaGuerre

- Welcomed everyone to today's Board of Trustees Meeting. Board meetings will be hosted on zoom and in person for the remainder of the year.
- Roll-call to announce quorum - Laguerre, Burns-Lyons, Cruz, Stenerson, Soto, Fermín present
- The board is happy to have PTO President and thanks Ms. Fermín
- Update to facilities- fencing around elementary and middle school buildings is completed. This will allow for a flow of traffic for busses only.
- Waiting on permits to install fencing surrounding entire campus.

**Community Forum**

- No comments from the community at this time.

**Executive Session-** Tabled

**ACTIONS ITEMS**

**Resolution 52 2021-2022: Adoption of the December 9, 2021 Board of Trustee meeting minutes.**

**RESOLVED:** The Board of Trustees moves to adopt the Board of Trustee meeting minutes for the December 9, 2021 Board of Trustees meeting.

**Motioned by:** S. Cruz

**Seconded by:** Dr. J. Stenerson

**Discussion:** None

**Votes for and against:** Unanimously passed via roll call- S. Cruz, N. Burns-Lyons, W. Soto, Dr. Stenerson, E. LaGuerre

**PASSED AND ADOPTED** January 13, 2022

Attest:

By:

Eduardo LaGuerre

President, Charter School of Educational Excellence

Date:

Feb 10, 2022

**Resolution 53 2021-2022: Authorization to approve Erika Fermin, CSEE PTO President as a member of the Charter School of Educational Excellence Board of Trustees for the 2021-2022 School Year.**

**RESOLVED:** The Charter School of Educational Excellence Board of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED, and having discovered no State or Federal criminal history, or having provided information regarding such history to NYSED, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, has voted to select Erika Fermin as a member to its Board of Trustees, for the 2021-2022 School Year, pending approval by NYSED. The resolution approving Erika Fermin is adopted upon NYSED's approval.

**Motioned by:** S. Cruz

**Seconded by:** N. Burns-Lyons

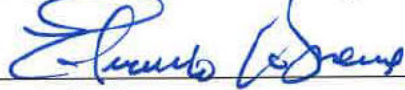
**Discussion:** Thanks Ms. Fermin to taking the time to support CSEE; Ms. Fermin states she is excited to work together to achieve the best for the students.

**Votes for and against:** Unanimously passed via roll call-N. Burns-Lyons, S. Cruz, Dr. Stenerson, W. Soto, E. LaGuerre

PASSED AND ADOPTED January 13, 2022

Attest:

By:



Date:

Feb 10, 2022

Eduardo LaGuerre

President, Charter School of Educational Excellence

**Resolution 54 2021-2022: Authorization to purchase 100 chromebooks with extended warranty at a cost of \$36,400.00 to be used by CSEE students in grades K-11.**

**RESOLVED:** The Board of Trustees moves to authorize the purchase of 100 chromebooks, with extended warranty, at a cost of \$36,400.00 to be used by CSEE students in grades K-11, to support the remote/hybrid instructional program model being provided at CSEE.

**Motioned by:** Dr. J. Stenerson

**Seconded by:** S. Cruz

**Discussion:** Currently have 80 active hotspots; 200 laptops that are 3+ years old, no extended warranty on older laptops; recommend to continue to refurbish the laptops that can be refurbished

**Votes for and against:** Unanimously passed via roll call-N. Burns-Lyons, S. Cruz, Dr. Stenerson, W. Soto, E. LaGuerre

PASSED AND ADOPTED January 13, 2022

Attest:

By:



Date:

Feb 10, 2022

Eduardo LaGuerre

President, Charter School of Educational Excellence

**Informational Items**

**Executive Committee Report- TABLED**

### **Finance Committee Report- S. Cruz**

- All expenses have been reviewed
- Fundraiser Gala- May 2022 at X20 goal to raise \$150,000; looking to reach out to corporations for donations.

### **Academic Report – Dr. J. Stenerson**

- Academic committee met to discuss the teaching and learning that went on during week of remote instruction Jan 3-Jan 7; issues with COVID-19 testing, issues with bringing students back for in person learning.
- Trustees will be receiving the 2022-2027 DRAFT strategic plan- looking for feedback from trustees by end of the month- Next steps- send out to leadership, send out to community, conduct a zoom town hall (March) with Gerald to facilitate. In hopes to approve the strategic plan at April Board of Trustees meeting.

### **Facilities Report- E. LaGuerra**

- Work has been completed on HS elevator
- Drawings will be submitted to the Yonkers Building Department to extend both sides of the High School Gymnasium for performance arts center, orchestra, and storage for seating
- Received 2<sup>nd</sup> bid from 2 major general contractors for construction on auto tech shop
- Requested that other Principals look into little projects they would like completed to their perspective buildings
- Finalized cost with engineer on brand new heating and A/C

### **Personal Committee N. Burns-Lyons**

- Continue to meet with Ms. Leslie Wade HR Educational Consultant
- Launched School Climate survey to all staff, received 61 responses, would have liked to see more; surprised not everyone responded to the survey; need more feedback, CSEE asks parents to complete surveys staff should set an example and contribute by completing the survey.
- Team needs to go through data. Ms. Wade provided report and asked for additional information so leadership can move forward with next steps.

### **Human Resource Report-TABLED**

### **BoostED Finance Report-P. Augello**

- Base Per Pupil revenue is slightly above budget at this point. December 1<sup>st</sup> billable enrollment of 1,021 students.
- Food Service- revenue is recognized throughout the school year for food service reimbursement this is running higher due to more meals being served this year.
- The amount recorded in Nursing Services billed represents funds received from the Yonkers School district relating to FY21.
- Next steps find out the nursing services reimbursement for Mount Vernon students

### **High School Principal Report-D. Palmer**

- Students had great participation during remote learning. Several students were absent due to testing positive for covid-19 and facing symptoms.

- Parents participated in a cyber-bullying workshop which provided parent's strategies parents can implement with their children to prevent cyber-bullying.
- Mr. Kaeden Andrasko newest member of CSEE family as the new Global History I teacher.
- High School trophy case has been approved.

#### **Middle School Principal Report-J. Jacaruso**

- Scholastic Book Fair- great success; CSEE earned \$2,500.0 in scholastic dollars.
- Ongoing interviews; in need of a 7<sup>th</sup> grade educational assistant and Spanish teacher
- Teachers have been working on creating their S.M.A.R.T goals with directors
- Consultant- observing new teachers; giving suggestions and recommendations; discussing next steps in supporting each teachers' effectiveness.

#### **Elementary School Principal Report-J. Spina**

- Committee of Special Education meetings have continued to take place with CSEE and the child's respective district to provide students with Special Education services as needed.
- Ongoing meetings with Superintendent Lopez, HR and Nurse Jaime to discuss COVID-19 protocols.
- PPC meetings are continuing to help provide teachers with tier I and tier II supports in the classroom. These supports focus on academics as well as behaviors.
- Students have continued to work on their writing which will help prepare our 3<sup>rd</sup> and 4<sup>th</sup> grade students for the writing portion of the New York State assessments in the spring.

Feedback from Chairman to Principals- suggestion on celebrating and recognizing teachers at the end of the year who are always present and a stand out in their accomplishments.

#### **Athletics Report-TABLED**

#### **Superintendent Report-C. Lopez**

- All students in the CSEE school district received a laptop prior to leaving for break; hotspots provided to families as needed.
- 387 students are signed up for COVID testing with Westchester Department of Health
- Application to Department of Health for Initial Limited Service Laboratory at CSEE for CSEE to house its own lab for COVID-19 testing purposes.
- Superintendent thanks everyone (teachers, principals, parents, transportation) for their efforts to support the 3:00pm dismissal change.
- Full Remote Learning-Jan 3-Jan 7- teaching and instruction did not stop, everyone had what they needed to be successful.
- CSEE will be releasing updated COVID-19 guidance to staff and parents by next week.

#### **PTO Report-E. Fermin**

- PTO Coffee with Parents and Mrs. Goldberg- parents were able to informally meet and discuss various topics and ideas
- January PTO Meeting- largest parent attendance- 74 attendees
- PTO Vaping workshop- to be held virtually- 1/24/22
- Budget a portion for holiday gift donations for students in need and contributions to emergency relief for students and their families who may experience a devastation.

Staffing Suggestions- recommended 1 psychologist per school-students need more social/emotional support

**Motion to Adjourn- 7:06pm**



**Board of Trustees Meeting**

**February 10, 2022**

**In Person Attendance:** Eduardo LaGuerre, Sobeida Cruz, Dr. James Stenerson, Mr. W. Soto, Dr. J. Killoran, E. Fermin

**Zoom Attendance:** Nadine Burns- Lyons

**Absent:** Dr. D. Gerson

**Present Non- Board Member:** C. Lopez, J. Jacaruso, D. Palmer, J. Spina C. Goldberg, D. Rendina, M. Bautista

**Call to order:** 5:38 pm

**Welcome and Introductory Remarks:** Mr. LaGuerre

- Welcomed everyone to today's Board of Trustees Meeting. Encourages attendees to come in person.

**Community Forum**

- Difficult to host a community forum online; please submit your comments or questions to the school Principals and they will submit to the Board of Trustees

**ACTIONS ITEMS**

**Resolution 55 2021-2022: Adoption of the January 13, 2022 Board of Trustee meeting minutes.**

**RESOLVED:** The Board of Trustees moves to adopt the Board of Trustee meeting minutes for the January 13, 2022 Board of Trustees meeting.

**Motioned by:** Dr. J. Stenerson

**Seconded by:** S. Cruz

**Discussion:** None

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED February 10, 2022

Attest:

By: Nadine Burns-Lyons Date: 3/10/2022

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

**Executive Session-** 5:45-6:00pm

**Informational Items**

**Executive Committee Report-** TABLED

**Finance Committee Report-** S. Cruz

- All credit card statements and vendor payments have been reviewed
- Date for Foundation Fundraiser- May 5, 2022 at X20- this event will be honoring Mayor Michael Spano, Joseph Cotter, and Cecile Singer; goal is to raise \$150,000-\$175,000

### **Academic Report – Dr. J. Stenerson**

- Academic committee met on February 1<sup>st</sup>. reviewed COVID procedures
- Attendance issues- High School Attendance Policy needs to be reviewed and updated
- All technology equipment is being inventoried.
- Strategic Plan- second draft sent out for feedback; goal to conduct a Town Hall in March

### **Facilities Report- E. LaGuerre**

- Permits for Auto Technology Lab is still pending
- Plans for the construction on High School Gymnasium are finalized to Performing Arts Center and storage; entrance would be on LaMartine to enter the Performing Arts Center.

### **Personal Committee N. Burns-Lyons**

- Committee continues to meet with consultant Leslie Wade
- Thanks staff for participating in the School Climate Survey; will continue meetings with the leadership team developing next steps and if new policies are needed.

### **Human Resource Report-M. Bautista**

- Recruiting for the 2022-2023 school year
- Ongoing professional development for Paid Family Leave for Employers/HR Representatives
- Updating TriNet platform- tracking/updating time off and balances

### **BoostED Finance Report-P. Augello**

- Base Per Pupil revenue is slightly above budget at this point. February 1<sup>st</sup> billable enrollment of 1,020 students.
- School district invoicing was sent to districts end of January
- The school has 7 months' worth of data now to know how much it is costing to run the school.

### **High School Principal Report-D. Palmer**

- With the conclusion of marking period 2, students enrolled in HSAP American History 105 have successfully completed the course and have earned 3 college credits from Mercy College.
- All students participated in a workshop on the “dangers of vaping” with Lillian Neuman from St. Vincent Hospital of Westchester.
- Credit recovery program for Global History I and English 9 & 10 started
- Drumline afterschool program started

### **Middle School Principal Report-J. Jacaruso**

- Student attendance meetings with parents, school dean, and parent coordinator has been held for students with more than 15 absences
- 8<sup>th</sup> grade end of year activities and graduation are being planned; working on fundraising for these activities
- I-Ready data meetings have been held with teachers to discuss and identify strengths, weaknesses and interventions to be put in place for at risk students
- ELA after school for 8<sup>th</sup> graders begins-this program is designed to help students develop the test-taking strategies that are required for success on the New York State exams
- Mr. LaGuere requests to begin talking to 8<sup>th</sup> graders about attending CSEEHS

### **Elementary School Principal Report-J. Spina**

- The administrative team and Ms. Goldberg met to discuss the Kindergarten Stepping Up Ceremony.
- Deep Dive meetings have been scheduled with teachers to utilize different data points to determine the effectiveness of the program and identify those in need of further interventions.
- Students in K-4 voted on their favorite playground structure they would like to see in the backyard
- Thanks PTO for the successful Popcorn Fundraiser event

Follow up on hiring another school psychologist- an intern from Mercy College is getting clearance and will begin to intern at CSEE.

### **Athletics Report-submitted by Mr. DeSimone**

- Trustees acknowledge Mr. DeSimone is doing so many commendable things; Superintendent to now include Athletics in report.

### **Superintendent Report-C. Lopez**

- School received certification for Limited Service Laboratory at CSEE for COVID-19 testing
- School will need to postpone the Lottery until it receives notification from the Board of Regents that it may proceed with the lottery.
- Child Nutrition System: CSEE must go through the bidding process for food services this year, which is required by NYSED regulations.
- Safety Committee Meeting- met with YPD two times to review specific concerns; follow up meeting to discuss additional information and workshops for staff.

### **Facility of School Building Report- submitted by D. Pagan**

- Mr. Pagans report will now be included when the Facilities Committee reports.

### **Recruitment Efforts- C. Goldberg**

- 225 applications have been received thus far
- Average of 120-125 seats available for 2022-2023 80 of these seats are filled by Kindergarten students
- Informational sessions are being held
- Thanks PTO for helping with recruitment efforts

### **Operations Manager- W. Pintado**

- Inputting lottery applications into Powerschool
- Inventory of Technology
- Staying in compliant with the Child Nutrition Act

### **PTO Report-E Fermin**

- Coffee with the Parent Coordinator has been very successful; see lots of new parent involvement.
- Popcorn Fundraiser K-11 event
- Rose Sale at the High School- worked with high school student council
- Balance- \$9,216.03

### **Motion to Adjourn- 7:23pm**

*Madeline B. Burns* 3/10/2022



## Charter School of Educational Excellence

260 Warburton Avenue, Yonkers, New York 10701  
(914) 476-5070 • Fax (914) 476-2858

### Board of Trustees Meeting March 10, 2022

**In Person Attendance:** Eduardo LaGuerre, Sobeida Cruz, Nadine Burns- Lyons, Mr. W. Soto, Dr. J. Killoran, E. Fermin

**Zoom Attendance:** Dr. James Stenerson

**Absent:** Dr. D. Gerson

**Present Non- Board Member:** C. Lopez, J. Jacaruso, D. Palmer, J. Spina C. Goldberg, D. Rendina, M. Bautista

**Call to order:** 5:36 pm

**Welcome and Introductory Remarks:** Mr. LaGuerre

- Welcomed everyone to today's Board of Trustees Meeting.

**Executive Session-** 5:42-6:05pm

#### Community Forum

- Mr. Swingle reports exciting news that the current 8<sup>th</sup> grade students got a tour of the new CSEE facility as well as a presentation from Dean Perez, of expectations and school cultures of the CSEE High School.

#### ACTIONS ITEMS

**Resolution 56 2021-2022: Adoption of the February 10, 2022 Board of Trustee meeting minutes.**

**RESOLVED:** The Board of Trustees moves to adopt the Board of Trustee meeting minutes for the February 10, 2022 Board of Trustees meeting.

**Motioned by:** N. Burns-Lyons

**Seconded by:** S. Cruz

**Discussion:** None

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED March 10, 2022

Attest:

By: Nadine Burns-Lyons

Date: April 7, 2022

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence



**Resolution 57 2021-2022: The Board of Trustees moves to authorize the purchase and installation of playground equipment at the cost of \$71,000.**

**RESOLVED:** The Board of Trustees moves to authorize the purchase and installation of playground equipment to be installed at 260 Warburton Avenue, behind the Middle School building, at the cost of \$71,000. Purchase price includes playground equipment, poured in place rubber over blacktop, and installation charge.

**Motioned by:** N. Burns-Lyons

**Seconded by:** W. Soto

**Discussion:** Chairman thanks everyone involved who helped, get the bids and find the vendors to push this project along as the children will be very happy.

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED March 10, 2022

Attest:

By: Nadine Burns-Lyons Date: 4/7/2022  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 58 2021-2022: The Board of Trustees moves to authorize the Charter School of Educational Excellence to contract Frank Raho to complete necessary work in the backyard, of the middle school building, in order to accommodate a playground. The cost of the contract is \$9,000 and covers the repair of an existing retaining wall and removal of trees and boulders.**

**RESOLVED:** The Board of Trustees moves to authorize the Charter School of Educational Excellence to contract Frank Raho to complete necessary work in the backyard, of the middle school building, in order to accommodate a playground. The cost of the contract is \$9,000 and will cover the repair of an existing retaining wall and removal of trees and boulders. Contract cost includes labor and materials to complete the following: dismantling of existing retaining wall located at the middle school backyard, repair of wall, and raising of wall. Additionally, removal of various boulders, and trees located at the back of 260 Warburton, and trimming of trees at the same location.

**Motioned by:** N. Burns-Lyons

**Seconded by:** Dr. Stenerson

**Discussion:** Scope of work would include increase height of fence, removal of boulders, trees to be trimmed and brought down.

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED March 10, 2022

Attest:

By: Nadine Burns-Lyons Date: 4/7/2022  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 59 2021-2022: The Board of Trustees moves to approve the nomination of Dr. Fred Hernandez to the board of trustees.**

WHEREAS the Board of the Charter School of Educational Excellence has duly held a board meeting on March 10, 2022 consistent with its bylaws, and

WHEREAS a quorum of the Charter School of Educational Excellence trustees had, and

WHEREAS discussions concerning an addition of additional board members to the Board of Trustees of Charter School of Educational Excellence

WHEREAS a motion to add Dr. Fred Hernandez as a member(s) to the Board of Trustees was made, and

WHEREAS the above referenced motion was seconded, and thereafter a vote to accept or reject said motion was taken by the Board of the Charter School of Educational Excellence and

WHEREAS the above referenced motion was duly accepted and passed by the Charter School of Educational Excellence board,

NOW, therefore, the Charter School of Educational Excellence Board of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED, and having discovered no State or federal criminal history, or having provided information regarding such history to NYSED, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, has voted to select Dr. Fred Hernandez as a member to its Board of Trustees, with a term expiring on 5 years from the date of NYSED approval, pending approval by NYSED. The resolution approving Dr. Fred Hernandez is adopted upon NYSED's approval

I, Eduardo LaGuerre, as Chairman of the Board of Trustees of the Charter School of Educational Excellence, organized and existing under the laws of New York, hereby certify that the above is a true copy of a resolution adopted by the Board of Trustees of Charter School of Educational Excellence at a meeting convened and held March 10, 2022 at which a quorum was present and voting throughout and that such resolution is adopted upon NYSED's approval and is in accordance with the provisions of the charter and by-laws of the Charter School of Educational Excellence

**Motioned by:** S. Cruz

**Seconded by:** W. Soto

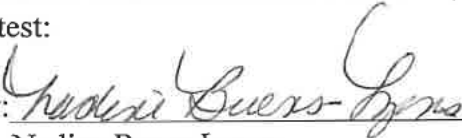
**Discussion:** Trustees are excited to bring someone onto the board with a strong educational background who is from the City of Yonkers; well known within the community. Remarks made by Dr. Fred Hernandez.

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED March 10, 2022

Attest:

By:

  
Nadine Burns-Lyons

Date:

4/7/2022

Secretary, Charter School of Educational Excellence

**Informational Items**

### **Executive & Facilities Committee Report- Mr. LaGuerre**

- Submitted extension for TCO until final repairs are completed.
- Slideshow presentation of drawings for Performing Arts Center
- Other issue- during past storm there was damage to restraining wall that will now need to be repaired.
- Obtaining bids on asphalt surrounding the schools
- Plans submitted for Auto Tech. Lab; awaiting final permit to start construction

### **Finance Committee Report- S. Cruz**

- Vendor checks paid out and reviewed
- Gala icon is now on the website to buy tickets and sponsorships
- Honorees include Mayor Michael Spano, Joseph Cotter, and Cecile Singer
- Mr. LaGuerre thanks Gala committee for all the hard work; currently looking for auction items for the event.

### **Academic Report – Dr. J. Stenerson**

- In negotiations with Cannon contract and Edit Contract
- Updating the laptop agreement policy and the technology usage policy
- Preliminary meeting held with Mercury Notification- mass notification system in case of emergency which communicates directly with fire and police department; each classroom would be equipped with the tools necessary to use this system.

### **Personal Committee N. Burns-Lyons**

- HR Consultant- L. Wade has completed her work. Trustees thank everyone who participated in survey and in person meeting groups. All confidentially was kept during this process; extremely helpful information was gathered. Next steps are to meet and begin enhancing change. This committee is committed to moving forward with the findings.

### **BoostED Finance Report-P. Augello**

- Budget is trending in the right direction; still working on budget amendment.
- Base Per Pupil revenue is slightly above budget at this point. February 1<sup>st</sup> billable enrollment of 1,020 students.
- Food Service revenue is running higher due to more meals being served this year as students are back in person learning.
- Trustee thanks Mr. Augello for his excellent work

### **High School Principal Report**

- High school Black History Month Presentation- link to view online will be blasted to the parents and staff.

### **Middle School Principal Report-J. Jacaruso**

- Great turn out during parent teacher conferences for the second marking period; parents that were not able to attend had a phone conference with their child's teachers.
- 7<sup>th</sup> grade TA was hired and adjusting well at CSEE with the team
- 8<sup>th</sup> graders were given a tour of the new CSEE facility and presentation to discuss high school credits.
- All middle school teachers and students preparing for state exams

### **Elementary School Principal Report-J. Spina**

- Principal thanks everyone to making the playground project come to life for the students
- Using the mock exams to build stamina and put to use testing strategies
- Identifying those in need to further interventions and evaluate student progress to determine an action plan to support or challenge the student.
- PTO partnered with the elementary school to kick off the celebration of Dr. Seuss birthday.
- Every student who reads 25 books or MORE for the month of March, will receive a golden Owl Buck!

### **Superintendent Report-C. Lopez**

- School is continuing to enroll new students as student's discharge following the 50/50 requirement
- CSEE has postponed the Lottery as requested by NYSED due to the material revision request.
- Technology meetings: Final review of inventory process and procedures for laptops and other IT related equipment. Developing list of school technology needs for the 2023 school year.
- High focus on student attendance
- Looking at additional services that can be provided to CSEE students at the school or at another facility (music & arts) YTI summer camp at CSEE
- Looking for input from Principals regarding professional development

### **Athletics Report-submitted by Mr. DeSimone**

- Spring sports tryouts will take place the week of March 14<sup>th</sup>. Over 200 students will be trying out for the 6 teams.
- HS Boys Basketball team finished the season with a 13-7 record and making it all the way to the league semi-final.
- Both boys and girls MS basketball teams will be playing in the league semi-finals.

### **Human Resource Report-TABELD**

### **PTO Report-E Fermin**

- Valentine's Day Rose sale that was held at the high school was a success.
- The PTO has been working together with Mrs. Spina on motivating and inspiring out children to do some extra reading during the month of March in celebration of Dr. Seuss's birthday.
- Reminder next PTO meeting in person- Monday, March 14<sup>th</sup>
- Send text/email alert to parents regarding information on Public Hearing
- Balance- \$9,216.03

### **Motion to Adjourn- 7:30pm**

*Madeline Burns-Gras 4/17/2022*

**Board of Trustees Meeting  
May 12, 2022**

**In Person Attendance:** Eduardo LaGuerre, Sobeida Cruz, Nadine Burns- Lyons, Dr. James Stenerson

**Zoom Attendance:** Dr. Hernandez, Mr. W. Soto

**Absent:** Dr. J. Killoran, E. Fermin

**Present Non- Board Member:** C. Lopez, J. Jacaruso, D. Palmer, J. Spina C. Goldberg, D. Rendina, M. Bautista

**Call to order:** 5:35 pm

**Welcome and Introductory Remarks:** Mr. LaGuerre

- Welcomed everyone to today's Board of Trustees Meeting
- Dr. Gerson has resigned from the CSEE board of trustees; official letter has been sent in
- Still awaiting Dr. Hernandez paperwork to go through from the NYSED
- CSEE is still locked into the 50/50 out of district enrollment requirements; this imposes transportation cost on the school. CSEE is grateful for all the support from Mayor Spano, Councilwoman Tasha Diaz, and Assemblyman Nader Sayegh regarding this matter.
- Mr. LaGuerre thanks the team for all their recruitment efforts.

**Community Forum-**

- High School parent asked how many school counselors the High School has. Superintendent Lopez responded 2 counselors and a dean.
- Elementary parent asked who the current food service company is and do all students receive the same menu. Currently CSEE uses Regina Caterers; at this time we are open for bids for Food Service Company and allowing students and staff for tasting opportunities. In time the goal is to have the culinary program cooking the lunch for students. All students receive the same meal it is portioned by age group.

**ACTIONS ITEMS**

**Resolution 63 2021-2022: Adoption of the April 7, 2022 Board of Trustee meeting minutes.**

**RESOLVED:** The Board of Trustees moves to adopt the Board of Trustee meeting minutes for the April 7, 2022 Board of Trustees meeting.

**Motioned by:** N. Burns-Lyons

**Seconded by:** Dr. J. Stenerson

**Discussion:** None

**Votes for and against:** Unanimously passed

**PASSED AND ADOPTED** May 12, 2022

**Attest:**

By: Nadine Burns-Lyons Date: 6/18/2022



Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 64 2021-2022: Authorization to amend the 2021-2022 School Year Out of District Transportation Budget in order to meet the 50/50 out of district enrollment NYSED mandate.**

**RESOLVED:** The Board of Trustees authorizes the Charter School of Educational Excellence to amend the 2021-2022 School Year Transportation Budget from the initial projection of \$300,000 to \$510,000. The amended budgeted total covers the cost of six buses to transport students from out of district as follows:

- Mt. Vernon Bus: \$466 per bus. Total per day for 2 buses is \$932
- Bronx Bus: \$497 per bus. Total per day for 3 buses is \$1,491
- 1 Van at \$300 per day
- The current number of out of district students is 261, with 213 requiring CSEE to pay for the transportation cost.

**Motioned by:** N. Burns-Lyons

**Seconded by:** S. Cruz

**Discussion:** The cost of transporting out of district students has become excessive; this is money that would normally be used to educate the students and now it is being used to transport students to the school. Every school district in the state gets money for transportation costs and it is unfair that CSEE does not get money for transportation costs.

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED May 12, 2022

Attest:

By: Nadine Burns-Lyons Date: 10/18/2022  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 65 2021-2022: Authorization to submit final filings for the fiscal year ended June 30, 2021, IRS Form 990.**

**RESOLVED:** The Board of Trustees moves to authorize the submission of the Charter School of Educational final filings for the fiscal year ended June 30, 2021, IRS Form 990.

**WHEREAS,** the Charter School of Educational Excellence Board Chair presented proposed final filings for the fiscal year ended June 30, 2021, IRS Form 990 to the Board at this meeting; and

**WHEREAS,** the Audit Committee has reviewed and recommends the approval of the final filings for the fiscal year ended June 30, 2021, IRS Form 990 by the Board;

NOW, THEREFORE, BE IT: RESOLVED, that the Board hereby approves the June 30, 2021 Tax Filing, IRS Form 990, in the form presented to the Board at this meeting, and hereby authorizes and directs the appropriate officers to file such returns.

**Motioned by:** N. Burns-Lyons

**Seconded by:** Dr. J. Stenerson

**Discussion:** None

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED May 12, 2022

Attest:

By: Nadine Burns-Lyons Date: 6/18/2022

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

**Resolution 66 2021-2022: Authorization to contract Frank Raho, FCR Builders to build-out the CSEE HS Auto Program Garage at 260 Warburton Avenue.**

**RESOLVED:** The Board of Trustees moves to authorize the Charter School of Educational Excellence to contract Frank Raho, FCR Builders to build-out the CSEE HS Auto Program Garage, at 260 Warburton Avenue, at a cost not to exceed \$1,000,000. The cost will cover demolition and construction of the auto lab garage, which includes, plumbing, electrical, and carpentry work.

**Motioned by:** N. Burns- Lyons

**Seconded by:** S. Cruz

**Discussion:** The school received multiple bids, wanted to keep the work local; thankful for the bid that came in and met the needs of the school.

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED May 12, 2022

Attest:

By: Nadine Burns-Lyons Date: 6/18/2022

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

**Resolution 67 2021-2022: Authorization to adopt the CSEE FY2022 Amended Budget.**

**RESOLVED:** The Board of Trustees moves to adopt the FY2022 Amended Budget as presented by Paul Augello from BoostED Finance. The net effect of the Amended Budget is a positive \$154,182 against the Net Deficit versus the Original Budget.

**Motioned by:** N. Burns-Lyons

**Seconded by:** S. Cruz

**Discussion:** None

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED May 12, 2022

Attest:

By: Nadine Burns-Lyons Date: 6/18/2022

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

- ELA Mock #1- students' in grades 3-8 took their first ELA mock exam; Day #1 consisted of all multiple choice questions (5 passages; 35 questions); Day #2 consisted of short response questions (3 passages; 6/7 questions) and an extended response question (1 question)
- New teachers are given the opportunity to inter-visit classes of veteran/effective teachers virtually

#### **Elementary School Principal Report-J. Spina**

- Principal has been holding parent meetings with Dean Torres regarding any behavior issues we are seeing in the classroom. In addition, we work collaboratively to come up with an action plan to support the students.
- I continued with my Owl expectations assemblies in the K-4 classrooms. Each class discussed what it looks like, sounds like and feels like to be a leader. Students collaborated with one another to discuss how they can earn Owl Buck as well as sang songs and danced to the song Shake it Off.
- Teachers have been using formative data to meet scholars where they are and support them in a rigorous academic environment. Teachers have been checking for understanding and using exit tickets to help guide instruction.
- Mr. Laguerre & PTO has asked Principal to take the lead on getting a quote for playground and safety equipment.

#### **Athletics Report-submitted by M. DeSimone**

#### **Superintendent Report-C. Lopez**

- Faculty shortage: increasingly difficult to provide appropriate coverage for students due to staff being out (sick, personal and COVID leave).
- Spoke with NYSED some schools pivoting to remote or close for the day if there is not enough staff member.

#### **Director of Operations Report-reported by C. Lopez**

- Following up with Child Nutrition Act; actively recruiting Kitchen Manager
- Mr. Pintado working on inventory of technology.

#### **Facility of School Buildings Report-D. Pagan**

- Mr. LaGuerre thanks Mr. Pagan and his team for all their hard work.
- A/C unit fixed
- North/South gate installed
- Replacing floor tiles in Elementary school

#### **Human Resource Report-M. Bautista**

- Currently hired 3 Teacher Assistants throughout the Elementary & Middle school
- Ongoing weekly meetings with Superintendent Lopez to inform/discuss HR concerns
- Track/update time off balances

Mr. LaGuerre commends Mrs. Goldberg for all the work done with the parents, morning coffee with Carmen, many parents offering to volunteer at the school.

#### **Motion to Adjourn- 7:28pm**



## **Informational Items**

### **High School Principal Report- D. Palmer**

- CSEE High School administered mock exams for regents courses; this data is being used to develop targeted instructional plans for the remainder of the school year.
- SAT's were administered to the 11<sup>th</sup> grade students, that will take the SAT's once more during the Fall of their senior year
- Students in the Automotive Technology program was invited to visit Universal Technology Institute to learn of their automotive technology program; students found the visit enjoyable and informative.
- Students in the Culinary Arts II program was invited to visit Monroe College to learn of their outstanding culinary program and tour their facilities; students were excited about the programs they witnessed at Monroe College.

### **Elementary School Principal Report-J. Spina**

- Project Hope Workshop- Project Hope has been visiting K-4 classrooms to speak about coping skills and the importance of mindfulness in our student's everyday lives.
- Community Garden- collaborating and working vertically with the Middle and High School to get the community garden projects going for the spring.
- Preparing for Kindergarten Stepping up Ceremony- 6/21
- Setting up incoming kindergarten screening and orientation.

### **Executive Committee Report-TABLED**

#### **Finance Committee Report- S. Cruz**

- Spiral account currently has \$443,573.00
- All transactions have been reviewed
- Customers Bank- wants to present CSEE with an oversized check for a grant that was approved.
- Foundation in Support of Educational Excellence Gala- Net profit \$160,000.00 over 200 people attended the event. The Cause Auction was amazing (robotics, filling the Owls store) the live auction did phenomenal and the board is extremely proud of the student volunteers and those that spoke.

#### **Academic Report – Dr. J. Stenerson**

- Met with committee to discuss NYS exams and review of regents
- Discussed plans for K-8 Summer Academy
- High School- 6 week summer program with August regents
- Discussing incoming kindergarten students attending summer academy

#### **Facilities Committee Report- Mr. LaGuerre**

- Permits are in place to begin work; materials have been order for the stage.
- Work on retaining wall has been completed
- Waiting to start the playground project
- Mr. LaGuerre commends the security staff on how clean the facilities look every time he comes to the school.

#### **Personal Committee Report- TABLED**

#### **BoostED Finance Report-P. Augello**

- 1<sup>st</sup> amendment of the FY2022 operating and staff budget was completed an analysis was done comparing line items; this will project out the last 2 months of the school year
- April 1<sup>st</sup> billable enrollment of 1,018 students gives the school a small positive variance at this point.
- Food service reimbursement has been adjusted and running on par with amended budget.
- The amount recorded in Nursing Services billed represents funds received from the Yonkers School District relating to FY21.
- Next steps- meet with finance committee and to follow up with a discussion during the Board of Trustees Retreat.
- Money is appropriated already for the Auto Technology Lab and Performing Arts Center from leftover funds.

#### **Middle School Principal Report-J. Jacaruso**

- Scholastic Spring Book Fair- great success school earned \$3,196.01 in scholastic dollars.
- Parent Teacher Conferences were held; teachers discussed academic progress and parents reviewed their child's report card.
- 8<sup>th</sup> grade parents and students were given the opportunity to tour the new CSEE facility; toured classrooms; received information on all the clubs CSEE high school has to offer; presentation was also given to discuss high school credits and college credits, requirements needed for graduation and CSEE programs that are offered at the CSEE high school.
- My Sister's Place- piolet program for 7<sup>th</sup> grade students engaging in discussions with classmates and peers about promoting and maintaining healthy relationships.

#### **Superintendent Report-C. Lopez**

- NYSED CSO, did not approve the requested revision to CSEE's enrollment policies of removing the 50/50 mandate.
- CSEE informed NYSED CSO of the projected 2023SY cost for transporting students from out of district.
- 2022-2023 School year enrollment projection- 122 open seats; 61 out of district; 61 Yonkers; priorities for out of district siblings; Yonkers seats will be open for Kindergarten students
- Lottery- 629 lottery applications received; 443 Yonkers; 186 out of district
- Prioritizing English Language Learners and Students with Disabilities

#### **PTO Report-TABLED**

#### **Facilities Report-TABLED**

#### **Human Resource Report-M. Bautista**

- OLAS- authorized by NYSED to post CSEE job positions to secure highly quality educators, school leaders, non-instructional and clerical staff all through one site saving both time and money.
- Staff daily attendance report for 4/18-5/10.

#### **Motion to Adjourn- 7:03pm**

**Board of Trustees Meeting  
June 18, 2022**

**In Person Attendance:** Eduardo LaGuerre, Sobeida Cruz, Nadine Burns- Lyons, Dr. James Stenerson, Dr. J. Killoran, Mr. Soto, Mr. Fernandez, Ms. Fermin

**Zoom Attendance:** C. Goldberg

**Absent:** None

**Present Non- Board Member:** C. Lopez, J. Jacaruso, D. Palmer, J. Spina C. Goldberg

**Call to order:** 12:00 pm

**Welcome and Introductory Remarks:** Mr. LaGuerre

- Welcomed everyone to today's Board of Trustees Meeting; today trustees spent the morning reviewing and making adjustments to the strategic plan for the upcoming year.

**Community Forum-** No comments from the community at this time.

**ACTIONS ITEMS**

**Resolution 68 2021-2022: Adoption of the May 12, 2022 Board of Trustee meeting minutes.**

**RESOLVED:** The Board of Trustees moves to adopt the Board of Trustee meeting minutes for the May 12, 2022 Board of Trustees meeting.

**Motioned by:** N. Burns-Lyons

**Seconded by:** S. Cruz

**Discussion:** None

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED June 18, 2022

Attest:

By: Nadine Burns-Lyons Date: 7/20/2022  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 69 2021-2022:** The Board of Trustees moves to adopt the fiscal budget for the 2022-2023 school year as presented to the board.

**RESOLVED:** The Board of Trustees moves to adopt the fiscal budget for the 2022-2023 school year as presented to the board. The budget includes, out of district students transportation cost at \$710,000.00.

**Motioned by:** S. Cruz

**Seconded by:** Mr. Soto

**Discussion:** Mr. LaGuerre thanks P. Auguello and the committee for reviewing and finalizing the budget

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED June 18, 2022

Attest:

By: Nadine Burns-Lyons Date: 7/20/2022  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 70 2021-2022: Adoption of the Charter School of Educational Excellence Strategic Plan for the 2022-2027 School Years.**

**RESOLVED:** The Board of Trustees moves to adopt the Charter School of Educational Excellence Strategic Plan for the 2022-2027 School Years.

**Motioned by:** Dr. J Stenerson

**Seconded by:** Dr. J Killoran

**Discussion:** The strategic plan was discussed in length during today's board of trustees retreat; thanks Dr. Fernandez for his input on items that will enhance the strategic plan

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED June 18, 2022

Attest:

By: Nadine Burns-Lyons Date: 7/20/2022  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**\*\*\*RESOLUTION 71 TABELLED\*\*\***

**Resolution 71 2021-2022: Adoption of the Charter School of Educational Excellence Amended Student Attendance Policy.**

**RESOLVED:** The Board of Trustees moves to adopt the Charter School of Educational Excellence Amended Student Attendance policy.

**Motioned by:** W. Soto

**Seconded by:** Dr. J. Killoran

**Discussion:** Motion to table this resolution until next board of trustees meeting for further review of policy.

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED June 18, 2022

Attest:

By: Nadine Burns-Lyons Date: 7/20/2022  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**\*\*\*RESOLUTION 72 TABELLED\*\*\***

**Resolution 72 2021-2022: Adoption of the Charter School of Educational Excellence Student Code of Conduct.**

**RESOLVED:** The Board of Trustees moves to adopt the Charter School of Educational Excellence Student Code of Conduct.

**Motioned by:** N. Burns-Lyons

**Seconded by:** Dr. J. Killoran

**Discussion:** Motion to table this resolution until next board of trustees meeting for further review of the Student Code of Conduct

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED June 18, 2022

Attest:

By: Nadine Burns-Lyons Date: 7/20/2022  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 73 2021-2022: Adoption of the Charter School of Educational Excellence 2022-2023 School Year Calendar.**

**RESOLVED:** The Board of Trustees moves to adopt the Charter School of Educational Excellence 2022-2023 School Year Calendar, establishing the: School Calendar; Board of Trustee meeting schedule; and half-day professional development schedule for instructional staff.

**Motioned by:** Dr. J. Killoran

**Seconded by:** S. Cruz

**Discussion:** Change in day of the week for Board of Trustee meetings for the next school year; they will now be held on the third Wednesday of each month.

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED June 18, 2022

Attest:

By: Nadine Burns-Lyons Date: 7/20/2022  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 74 2021-2022: Authorization to submit to the New York State Education Department an application for a charter renewal certification for the Charter School of Educational Excellence.**

**RESOLVED:** The Board of Trustees moves to submit an application to the New York State Education Department for a charter renewal certification for Grades K-12. The current Charter expires June 2023.

**Motioned by:** S. Cruz

**Seconded by:** Dr. J. Stenerson

**Discussion:** None

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED June 18, 2022

Attest:

By: Nadine Burns-Lyons Date: 7/20/2022  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 75 2021-2022: Authorization to contract with the Center for Educational Innovation (CEI) for services to create an Application for Charter Renewal for NYSED submission.**

**RESOLVED:** The Board of Trustees authorizes the negotiation and execution of a contract with the Center for Educational Innovation (CEI) for services required to create an Application for Charter Renewal starting immediately, and ending after the final submission of all required documents, for a fee of \$30,000.00.

**Motioned by:** Dr. J. Killoran

**Seconded by:** S. Cruz

**Discussion:** Cost was reduced from past years.

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED June 18, 2022

Attest:

By: Nadine Burns-Lyons Date: 7/20/2022  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 76 2021-2022: Authorization to execute and deliver to the Westchester County Department of Health a permit application to operate a School Based Prepared Food Distribution program at CSEE.**

**RESOLVED:** The Charter School of Educational Excellence Board of Trustees approves and authorizes the execution and delivery to the Westchester County Department of Health, for and on behalf of CSEE, an application for a permit to operate a School Based Prepared Food Distribution of breakfast and lunch to attending CSEE students, and to execute and deliver any and all additional documents which may be appropriate or desirable in connection therewith.

**Motioned by:** N. Burns-Lyons

**Seconded by:** W. Soto

**Discussion:** None

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED June 18, 2022

Attest:

By: Nadine Burns-Lyons Date: 7/20/2022  
Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

**Resolution 77 2021-2022: Authorization to renew contract with edIT for IT Management Services**

**RESOLVED:** The Board of Trustees moves to authorize a renewal contract for IT Management Services with edIT Support Technology Services, ("edIT") for the 2022-2023 fiscal year. The service fee shall equal to \$195,600.00 per year, or \$16,300 on a monthly basis, excluding any out-of-scope work edIT is directed to perform.

**Motioned by:** Dr. J. Stenerson

**Seconded by:** E. Fermin

**Discussion:** School happy with the work from edIT the past 5 years; additional work has been requested of a quarterly cyber security report to be submitted and additional asset management inventory be provided.

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED June 18, 2022

Attest:

By: Nadine Burns-Lyons Date: 7/20/2022  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**Resolution 78 2021-2022: Authorization to spend up to \$160,000 on laptop computers, Interactive Boards for grades K-5, software/warranties associated equipment.**

**RESOLVED:** The Board of Trustees moves to authorize the expenditure of up to \$160,000 on laptop computers, Interactive Boards for grades K-5, software/warranties associated equipment.

**Motioned by:** Dr. J. Stenerson

**Seconded by:** Dr. J. Killoran

**Discussion:** This cost covers the additional 100 laptops needed for new students; 100 replacement laptops; 20 faculty laptops; 20 interactive classroom boards in grades K-5.

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED June 18, 2022

Attest:

By: Nadine Burns-Lyons Date: 7/20/2022  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

**\*\*\*RESOLUTION 79 TABELED\*\*\***

**Resolution 79 2021-2022: Authorization to submit applications for the renewal of liability insurance policies of the Charter School of Educational Excellence with current insurance brokers.**

**RESOLVED:** The Board of Trustees moves to authorize the submission of applications for insurance with current insurance brokers of the Charter School of Educational Excellence for the renewal of

insurance coverage limits for the 2022-2023 school year including: General Liability, Management Liability, Fiduciary Liability, Excess Liability, Property Insurance, Crime Insurance, Student Accident, Cyber Liability and Ransomware, and execution of brokerage agreements providing for the payment of premiums comparable to what is paid presently.

**Discussion:** This resolution until next board of trustees meeting until final cost of contract is received.

**Resolution 80 2021-2022: Authorization to contract with ExtensisHR for employee benefits, payroll tax services, and Workers Compensation.**

**RESOLVED:** The Board of Trustees authorizes a contract with ExtensisHR to provide services including the provision of healthcare and employee benefits administration, payroll administration and tax services, and Workers Compensation, for the 2022-2023 fiscal year at the annual rate of \$126,480.00. The service fee for ExtensisHR is guaranteed for a period of two years and will not go up.

**Motioned by:** Dr. J. Killoran

**Seconded by:** S. Cruz

**Discussion:** Multiple meetings were held with HR Manager, Superintendent, and administration to demo several vendors for HR services.

**Votes for and against:** Unanimously passed

PASSED AND ADOPTED June 18, 2022

Attest:

By: Nadine Burns-Lyons Date: 7/20/2022  
Nadine Burns-Lyons  
Secretary, Charter School of Educational Excellence

#### **Informational Items**

##### **High School Construction Report- Mr. LaGuerre**

- Report includes additional costs and square foot outline of stage
- 600 seats
- Lighting & audio
- Additional space for storage
- Permits have been received to begin work on auto lab

##### **Finance Committee Report- S. Cruz**

- All credit card statements and vendor checks have been reviewed for the last month.

##### **Academic Report – Dr. J. Stenerson**

- No report at this time

##### **Personal Committee Report-N. Burns-Lyons**

- All interviews completed for new HR benefit platform

##### **Nominating Committee Report-S. Cruz**

- Looking for Trustee nominations for next month



**BoostED Finance Report**-Submitted by P. Augello  
**High School Principal Report**- Submitted by D. Palmer  
**Elementary School Principal Report**- Submitted by J. Spina  
**Middle School Principal Report**- Submitted by J. Jacaruso  
**Superintendent Report**- Submitted by C. Lopez  
**PTO Report**-TABLED  
**Human Resource Report**- Submitted by M. Bautista

Requested to add an additional item on the agenda titled "New Business"

**Motion to Adjourn**-1:35 pm

*Martin Bautista-Lyons 4/20/2022*

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

Name:

EDUARDO LA GUERRE

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

CHARTER SCHOOL OF EDUCATIONAL EXCELLENCE

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

PRESIDENT BOARD OF DIRECTORS

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 related, by blood or marriage, to any person employed by the school?  
NO

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

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? NO

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

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

NO

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

6. 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.

7. 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.

*NONE*

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

8. 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
Please write "None" if applicable. Do not leave this space blank.				

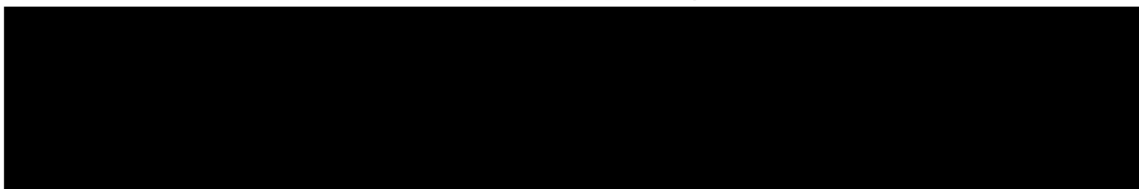
*Research Bureau*

Signature

Date

*July 12, 2022*

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*last revised 06/8/2020*

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

Name:

Soberido CRUZ

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

Charter School of Educational Excellence

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 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 related, by blood or marriage, to any person employed by the school? no

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

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? no

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

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school? no

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

6. 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.


7. 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
Please write <u>None</u> if applicable. Do not leave this space blank.			



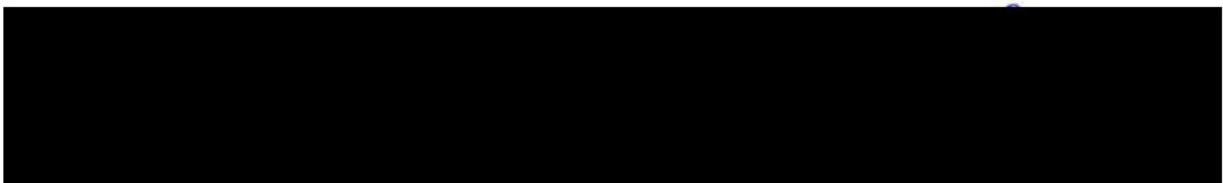
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation 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>				

  
Signature

*July 9, 2022*  
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.*





**Business Address:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Home Telephone:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_

*last revised 06/8/2020*

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

**Name:**

**Nadine Burns-Lyons**

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

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

**Secretary**

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 related, by blood or marriage, to any person employed by the school?  
No

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

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any  
student currently enrolled in the school?

No

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

X

5. Are you related, by blood or marriage, to any person that could otherwise  
benefit from your participation as a board member of this school?

No

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

6. 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

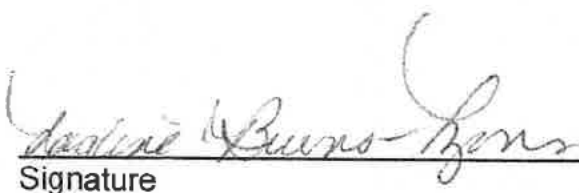
If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

7. 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

8. 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	

  
Signature

7/5/2022  
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.





*last revised 06/8/2020*

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

**Name:**

JAMES F STENERSON

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

CHARTER SCHOOL OF EDUCATIONAL EXCELLENCE

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

EXECUTIVE COMMT

CHAIR OF ACADEMIC + TECHNOLOGY COMMT

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 related, by blood or marriage, to any person employed by the school?

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

NO

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any  
student currently enrolled in the school?

NO

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

NO

5. Are you related, by blood or marriage, to any person that could otherwise  
benefit from your participation as a board member of this school?

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

**NO**

6. 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.

7. 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
<b>NONE</b>	<b>NONE</b>	<b>NONE</b>	<b>NONE</b>



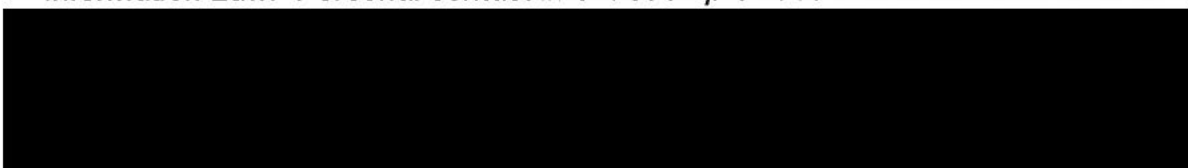
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation 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

Signature *[Handwritten Signature]*

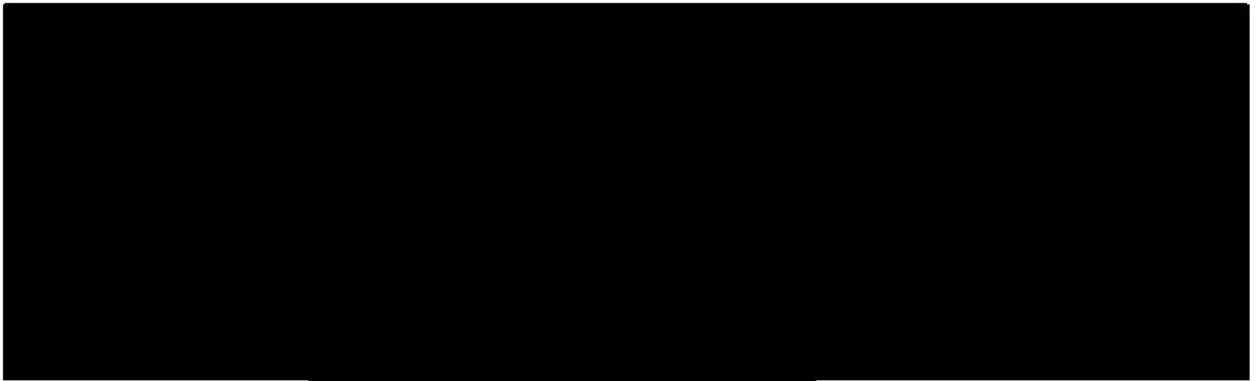
Date 7/7/2022

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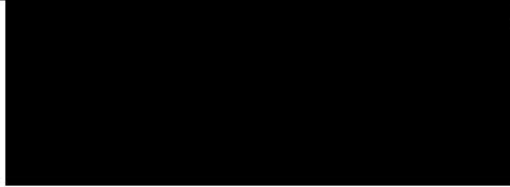




**Business Address: \_**



*ast revised 06/8/2020*



<b>Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member</b>
---

**Name: WILSON SOTO**

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

**CHARTER SCHOOL OF EDUCATIONAL EXCELLENCE**

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? **NO**
3. Are you related, by blood or marriage, to any person employed by the school? **NO**
4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? **NO**
5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school? **NO**
6. 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? **NO**
7. 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

8. 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



JULY 26, 2022

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.*

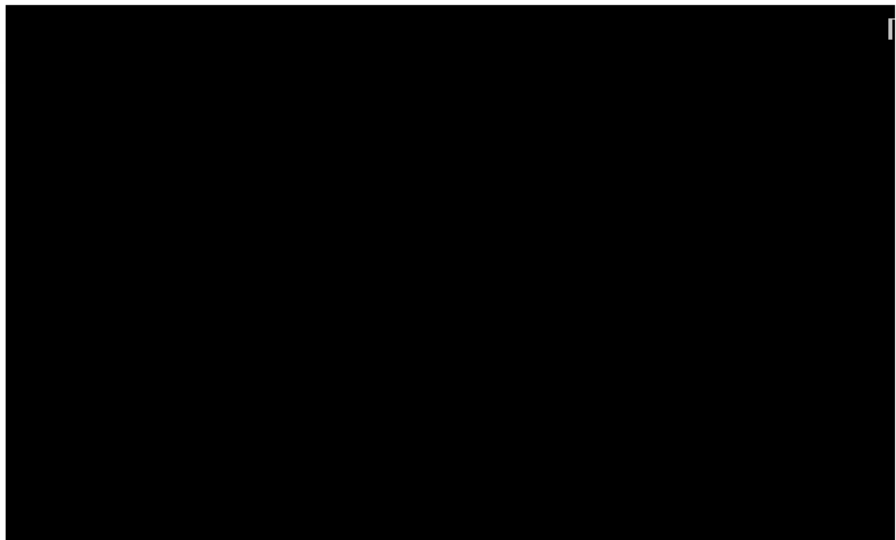
**Business Telephone:**

**Business Address:**

**E-mail Address:**

**Cell Telephone:**

**Home Address:**



*last revised 06/8/2020*

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

**Name:**

Dr. Fred Hernandez

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

Charter School of Educational Excellence

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   ✓   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 related, by blood or marriage, to any person employed by the school?

NO  
If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? NO

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

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

NO

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

6. 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.

7. 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>			

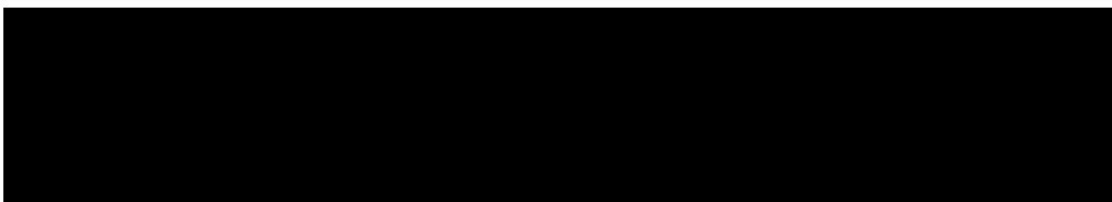


8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation 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**."

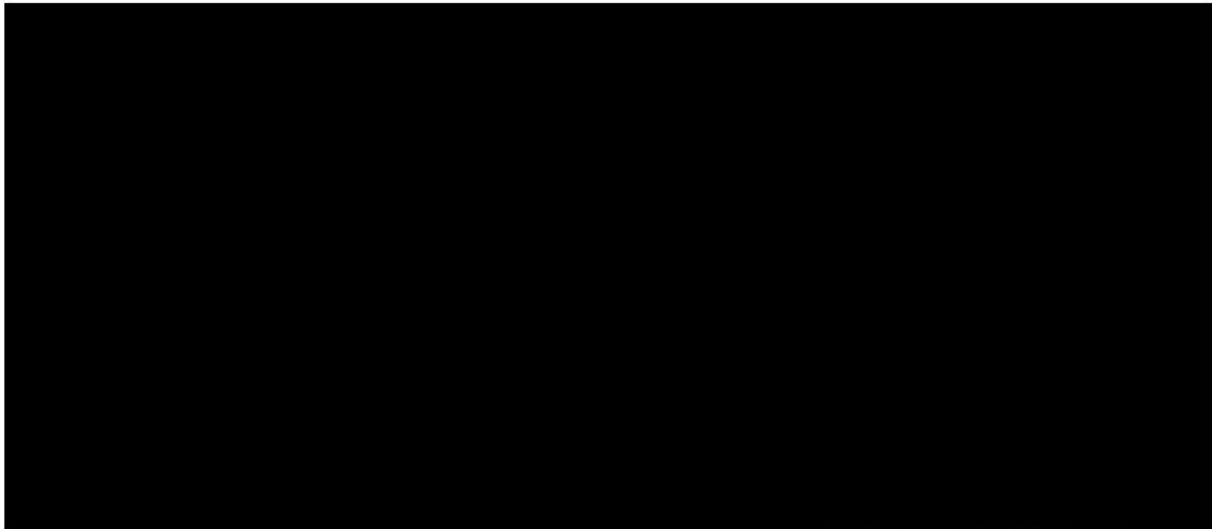
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
Please write "None" if applicable. Do not leave this space blank.				

D. J. O. Harris 7/18/2022  
Signature Date

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*last revised 06/8/2020*

<b>Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member</b>
---

**Name:**

**Erika Fermin**

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

Charter School of Educational Excellence

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

**Parent Representative**

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 related, by blood or marriage, to any person employed by the school?

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

NO

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

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

Yes, I am the parent of a soon to be 3rd grader and 6th grader in the school. My children witnessing my work and participation as a parent representative on the board of trustees has helped grow their individual confidence, participate more in school and allowed them to have more pride in their education and school.

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

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

NO

6. 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.

7. 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

8. 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

Erika Fermin

Signature

7.14.22

Date

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



*last revised 06/8/2020*

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

**Name:**

James Kilwan

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

Yunker CSEE

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

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.

3. Are you related, by blood or marriage, to any person employed by the school?

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

no

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

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

no

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

no

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

6. 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.

7. 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>			

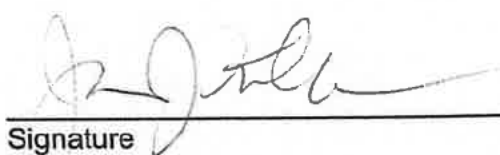
N/A

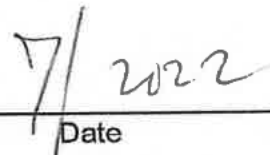


8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation 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."

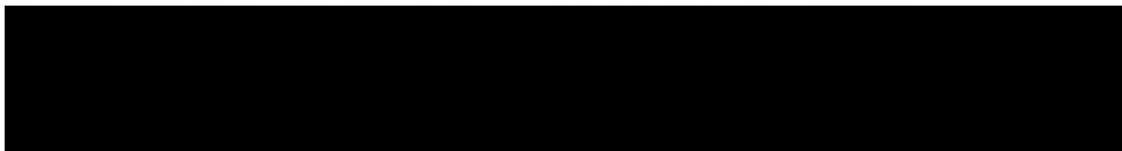
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<i>Please write "None" if applicable. Do not leave this space blank.</i>				

N/A

  
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.*



## The seal of the City of New York, featuring a profile of a Native American figure holding a bow and arrow, surrounded by the text "THE CITY OF NEW YORK" and "1625".

# CERTIFICATE OF OCCUPANCY

1. Description of Zoning Ordinance variances granted: none

# PARTIAL/FINAL CERTIFICATE OF OCCUPANCY

Address: 250 WARBURTON AVENUE

Application No.: B0011120

Location: 250 WARBURTON AVENUE

Block: 2106 Lot: 42

☐ Newly Constructed Building  
☐ Alteration and/or ☐ Addition to Existing building  
☐ Existing Building or Premises  
☒ Other: **CHANGE OF USE**

This is to certify that the building and/or premises identified above may be legally occupied for the intent, purpose, use and capacities as specified below, in accordance with approved plans and documents as may have been filed with the City of Yonkers, and conditioned that the owner and occupant thereof comply with all applicable provisions of the Yonkers Zoning Ordinance, New York State and local building and fire prevention codes, all applicable regulatory ordinances, and any special conditions listed hereon:

[illegible]

- Description of Zoning Ordinance variances granted: none
- Special Use Permit (Planning Bureau & City Council): none
- Zoning Nonconformities
  - (a) Use: none
  - (b) Dimensional: none
- Description of Building Code variances granted: none

Mike Spano  
Mayor

William J. Schneider, P.E.  
Commissioner



87 NEPPERHAN AVE. 5TH FLOOR  
YONKERS, NEW YORK 10701

BUILDING TEL: 914-377-6500  
FAX (914) 377-6545

HOUSING TEL: 914-377-6536  
FAX (914) 377-6496

CITY OF YONKERS  
Department of Housing and Buildings

# PARTIAL FINAL CERTIFICATE OF OCCUPANCY

DISTRICT ZONE: M

DATE: 11/17/2016

ISSUED TO: CHARTER SCHOOL OF ED. EXCELLENCE

APPLICATION NO: B0007931 & B0007553

ADDRESS: 260 WARBURTON AVENUE

LOCATION: 250 A/K/A 260 WARBURTON AVENUE

YONKERS, NY 10701

SBL: 2.-2106-42

This is to certify that the building and/or premises identified above may be legally occupied for the intent, purpose, use and capacities as specified below, in accordance with approved plans and documents as may have been filed with the City of Yonkers, and conditioned that the owner and occupant thereof comply with all applicable provisions of the Yonkers Zoning Ordinance, New York State and local building and fire prevention codes, all applicable regulatory ordinances, and any special conditions listed hereon:

DESCRIPTION OF WORK COMPLETED:

**CONSTRUCTED AN ADDITION TO AN EXISTING 3-STORY MASONRY/STEEL/FRAME MODULAR SCHOOL PER PLANS FILED.**

DISTRICT ZONE	LEGAL USE AND OCCUPANCY	PARKING		TOTAL	STORIES & CONSTRUCTION CLASSIFICATION
		OUTDOOR 40 + 2 HC	GARAGE 0		
M	Conforming Use			42	
FLOOR	OCCUPANCY AND USE OF EACH FLOOR	STAND PIPES	SPRINKLER SYSTEM	CONSTRUCTION	
BSMT.		X	X	MASONRY	
1ST FL.		X	X	STEEL/MODULE	
2ND FL.		X	X	STEEL/MODULE	
3RD FL.		X	X	STEEL/MODULE	
4TH FL.					
NOTE:					

(NOTHING BELOW THIS LINE)

William J. Schneider, P.E.  
Commissioner  
Department of Housing and Buildings

SPECIAL CONDITIONS:  
AREA VARIANCE #5238  
260 WARBURTON AVENUE  
BLOCK 2106, LOT 42  
ZONE: "M"

- 1). That the applicant and/or property owner shall provide to the Board within 45 days from August 17, 2010 a certified affidavit that all real estate taxes due are up to date and whether any certiorari proceedings are under way.
- 2). That the applicant and/or property owner shall apply for building permit, pay all appropriate fees or fines to the Department of Housing and Buildings, City of Yonkers, within 60 days from August 17, 2010.
- 3). That fire, smoke and carbon monoxide detectors shall be installed, hardwired throughout the school, shall be connected to outside independent 24-hour monitoring service and shall be fully operational before the school is occupied.
- 4). That the sprinkler system shall be installed throughout the school, shall be connected to an outside independent 24-hour monitoring service and shall be fully operational before the school is occupied.
- 5). The landscape plan shall be submitted to the Planning Director for approval. The landscaping shall be completed before a Final Certificate of Occupancy is issued.
- 6). That the entire parking area, new and disturbed, shall be paved and striped according to plans submitted to the City Traffic Engineer for approval before the school is occupied.
- 7). That the applicant shall contact the Westchester County Department of Transportation with regard to the existing location of the Bee-Line bus stop number 67, impacts and improvements servicing the neighborhood.
- 8). That Case #4835, Condition #5, is hereby rescinded. However, the applicant shall submit a detailed traffic plan to the City Traffic Engineer for approval for the safe movement of vehicles, children and pedestrians. The approved plan shall be implemented before the school is occupied.
- 9). That any and all broken sidewalks or curbs shall be replaced and/or repaired as directed by the City Engineer. All work shall be completed before the school is occupied.

CONTINUED.....

- 10). That outside lighting shall meet the candlepower requirements per current code and shall be directed away from adjoining properties.
- 11). That no vehicles or paraphernalia unrelated to the school shall be parked or stored on the premises.
- 12). That no vehicles related to the school shall be parked on the streets in the Historic District, namely, Halcyon Place up to 283 Warburton Avenue.
- 13). That as testified, the full middle school gym with locker room and stage can be used for the community after school hours.
- 14). That these conditions shall be specified on the Certificate of Occupancy and the applicant and/or owner shall permit periodic inspections at the discretion of the Department of Housing and Buildings, City of Yonkers, at least once every calendar year for purposes of determining the conditions are being satisfied.
- 15). That should the applicant and/or property owner not comply with, breach or violate any of the conditions at any time, this approval is hereby rescinded and authorizes the Department of Housing and Buildings to take appropriate action.
- 16). That all expenses associated with these conditions shall be the responsibility of the applicant and/or property owner.

**(NOTHING BELOW THIS LINE)**



**Mike Spano**  
Mayor

**Sam Borrelli**  
Acting Commissioner



07 WESTERN AVE. 3RD FLOOR

YONKERS, NEW YORK 10701

**BUILDING TEL: 914-377-6500**  
**FAX (914) 377-6521**

**HOUSING TEL: 914-377-6536**  
**FAX (914) 377-6496**

**CITY OF YONKERS**  
**Department of Housing and Buildings**

**Extension of Temporary C/O or C/C**

**Owner Information**

LAMARTINE WARBURTON LLC

**Applicant Information**

LAMARTINE WARBURTON LLC  
260 WARBURTON AVE

YONKERS NY 10701

**Permit #:** [REDACTED]

**Issue Date:** 07/15/2020

**Application #:** [REDACTED]

**Expiration Date:** 01/10/2023

**SBL #:** 2.-2106-30

**Zoned:** M

**Location:** 220 Warburton Ave

**Permit Type:** COMM-ALT

**Work Description:**

CONSTRUCT A PARKING GARAGE AND SCHOOL BUILDING ON A VACANT LOT WITH PREVIOUSLY CONSTRUCTED FOUNDATION.

\*ZBA CASE #5628 GRANTED APPROVAL 2/19/19, COPY OF SPECIAL CONDITIONS ATTACHED.

\*PLANNING BOARD APPROVAL GRANTED 5/13/20.

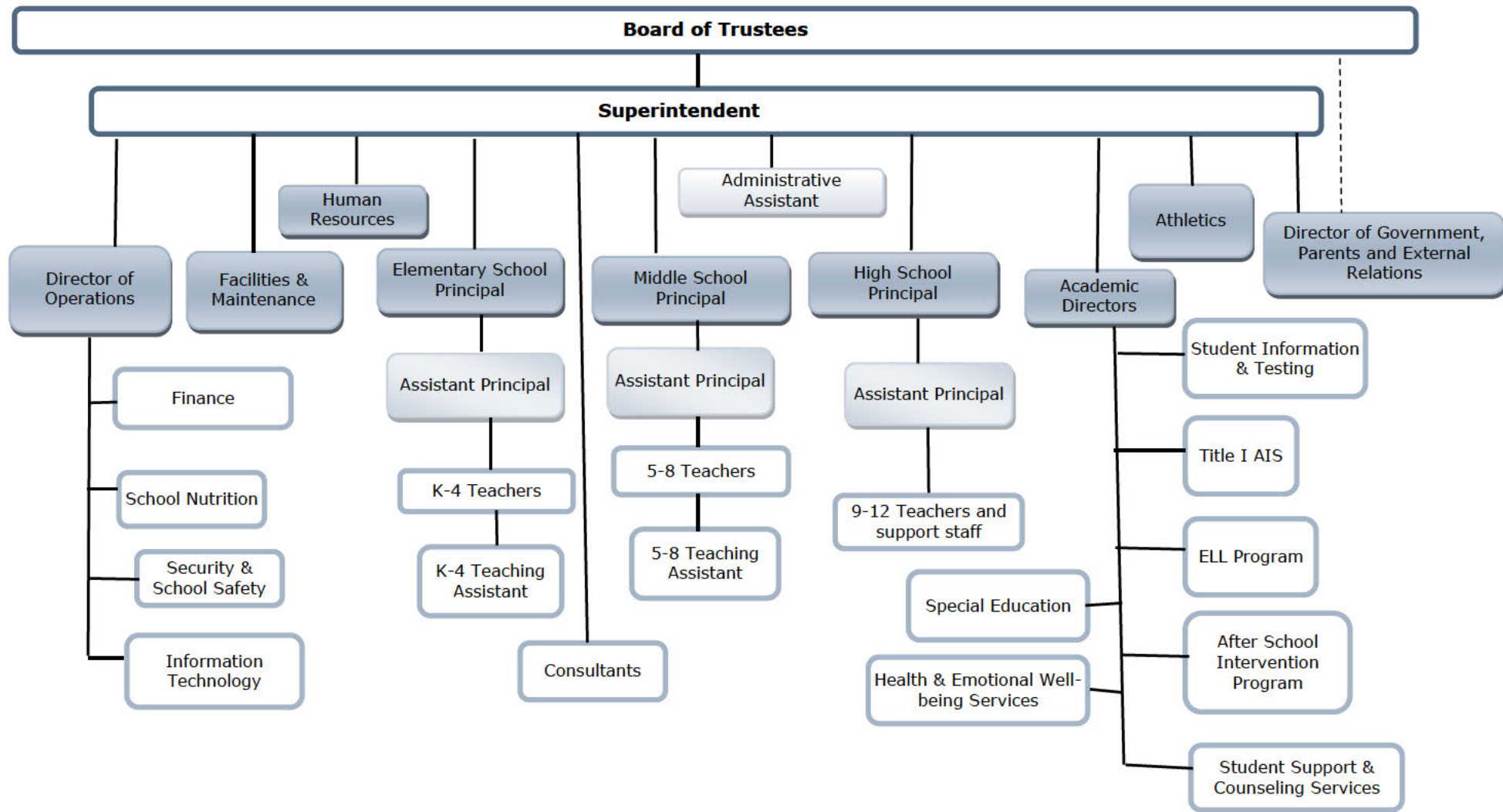
**This is your temporary CO/CC extension. If work is not complete by the expiration date, please contact your Inspector to extend the Temp CO/CC as needed. If work is complete please call your Inspector for final inspection.**

A handwritten signature in blue ink, appearing to read "S. Borrelli", with the date "7/18/22" written next to it.

Sam Borrelli  
Acting Commissioner  
Department of Housing and Buildings



# Charter School of Educational Excellence Organizational Chart



# Charter School of Educational Excellence

## 2022-2023 School Year Calendar - FINAL June 2022

### July 2022

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

### July

- 4 School Closed - Fourth of July Holiday
- 20 Board Meeting
- 6/6-6/21 Summer School
- 6/6-6/28 Regents Summer Program

**MARKING PERIOD 1: SEPTEMBER 6-NOVEMBER 10**

**MARKING PERIOD 2: NOVEMBER 14 - JANUARY 27**

**MARKING PERIOD 3: JANUARY 30 - APRIL 10**

**MARKING PERIOD 4: APRIL 11 - JUNE 26**

### August 2022

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

### August

- 8/1-8/11 Regents Summer Program
- 17 Board Meeting
- 22-31 Professional Development - ALL TEACHING STAFF REPORT TO SCHOOL

### School in Session/Instructional Hours

### September 2022

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

### September

17 DAYS/119 HOURS

**MARKING PERIOD 1: SEPTEMBER 6-NOVEMBER 10**

- 1,2 Professional Development - ALL TEACHING STAFF REPORT TO SCHOOL
- 5 School/Central Office Closed - Labor Day
- 6-Sep All students report to school - Full Day for students and staff
- 14 Board Meeting
- 26,27 School/Central Office Closed - Rosh Hashanah

### October 2022

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### October

19 DAYS/133 HOURS

- 5 School/Central Office Closed - Yom Kippur
- 10 School/Central Office Closed - Columbus Day
- 18 Half Day for Students - Staff Professional Development
- 12 Board Meeting

**Marking Period 1 Progress Report - October 14, 2022**

### November 2022

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

### November

18 DAYS/126 HOURS

**MARKING PERIOD 2: NOVEMBER 14 - JANUARY 27**

- 8 School Closed for Students - Election Day - Staff Professional Development
- 11 School/Central Office Closed - Veterans' Day
- 16 Board Meeting
- 18 Half Day for Students - Parent/Teacher Conferences
- 23 Half Day for Students - Staff Professional Development
- 24-25 School/Central Office Closed - Thanksgiving Recess

December 2022						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December		17 DAYS/119 HOURS
13	Half Day for Students - Staff Professional Development	
14	Board Meeting	
23	Half Day for Students	
26-31	School Closed - Holiday Recess	

January		20 DAYS/140 HOURS
MARKING PERIOD 3: JANUARY 30 - APRIL 10		
2	School/Central Office Closed - New Year's Day	
3	School Reopens after Holiday Recess	
16	School/Central Office Closed - Martin Luther King Jr. Day	
18	Board Meeting	
31	Half Day for Students - Staff Professional Development	
	Regents Exams - High School Only	

Marking Period 2 Progress Report - January 13, 2022

February		15 DAYS/105 HOURS
10	Half Day for Students - Parent/Teacher Conferences	
15	Board Meeting	
20-24	School Closed - Winter Recess	
20-21	Central Office Closed - Presidents' Holidays	
27	School Reopens after Winter Recess	

March		23 DAYS/161 HOURS
15	Board Meeting	
21	Half Day for Students - Staff Professional Development	

Marking Period 3 Progress Report - March 24 2022

MARKING PERIOD 4: APRIL 11 - JUNE 26		
April		14 DAYS/98 HOURS
3-7	School Closed - Spring Recess	
7	Central Office Closed - Good Friday	
10	School Reopens after Spring Recess	
18	Half Day for Students - Staff Professional Development	
19	Board Meeting	
21	School/Central Office Closed - Eid-al-Fitr	
19-26	NEW YORK STATE ELA ASSESSMENTS (MAKE UP 4/24/23-4/28/23)	
28	Half Day for Students - Parent/Teacher Conferences	

May 2023						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2023						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May		22 DAYS/154 HOURS
5/2-5/9	NEW YORK STATE MATH ASSESSMENTS (MAKE UP 5/5/23-5/11/23)	
16	Half Day for Students - Staff Professional Development	
17	Board Meeting	
29	School/Central Office Closed - Memorial Day	
Marking Period 4 Progress Report - May 19, 2022		

June		17 DAYS/119 HOURS
14-23	Regents Exams - High School Only	
17	Board Retreat and Board Meeting	
19	School/Central Office Closed - Juneteenth Observance	
23	Half Day for Students	
26	Last Day of School-Half Day for Students-Report Card Distribution	

Total Days Schools in Session: 182  
1,274 instructional Hours