

Application: CS of Educational Excellence

Keith Szczepanski - keithmszczepanski@gmail.com
2020-2021 Annual Report

Entry 1 School Info and Cover Page

Completed Jul 30 2021

Instructions

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

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

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

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

CHARTER SCHOOL OF EDUCATIONAL EXCELLENCE 662300860862

a1. Popular School Name

CSEE

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

Please select the correct authorizer as of June 30, 2021 or you may not be assigned the correct tasks.

BOARD OF REGENTS

c. DISTRICT / CSD OF LOCATION

YONKERS CITY SD

d. DATE OF INITIAL CHARTER

1/2004

e. DATE FIRST OPENED FOR INSTRUCTION

9/2005

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

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

929

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

905

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

Check all that apply

Grades Served

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

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

No

FACILITIES INFORMATION

m. FACILITIES

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

Yes, 2 sites

School Site 1 (Primary)

m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	260 Warburton Ave, Yonkers, NY 10701	914-476-5070	Yonkers	K-8	No

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Cindy Lopez	914-476-5070		clopez@cseeschool.org
Operational Leader	Eleana LaGuerre	914-476-5070		elaquerre@cseeschool.org
Compliance Contact	Cindy Lopez	914-476-5070		clopez@cseeschool.org
Complaint Contact	Carmen Goldberg	914-476-5070		cgoldberg@cseeschool.org
DASA Coordinator	Michael DeSimone	914-476-5070		mdesimone@cseeschool.org
Phone Contact for After Hours Emergencies	Cindy Lopez	914-476-5070		clopez@cseeschool.org

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

Private Space

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

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

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

Site 1 Certificate of Occupancy (COO)

[Certificate of Occupancy - CSEE ES and MS.pdf](#)

Filename: Certificate of Occupancy - CSEE ES and MS.pdf **Size:** 301.2 kB

Site 1 Fire Inspection Report

[Public School Building Fire Safety Report 2021.pdf](#)

Filename: Public School Building Fire Safety Report 2021.pdf **Size:** 386.6 kB

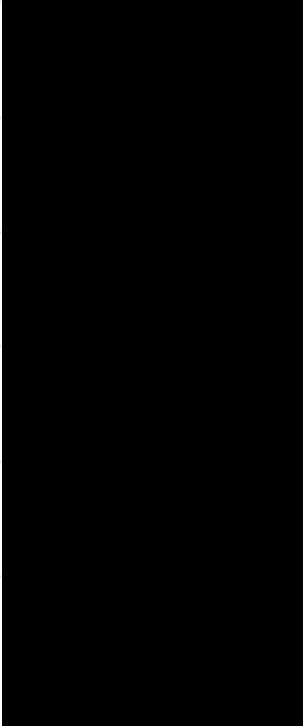
School Site 2

m2. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 2	220 Warburton Avenue, Yonkers NY 10701	914-476-5070	Yonkers	9-10	No

m2a. Please provide the contact information for Site 2.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Cindy Lopez	914-476-5070		clopez@cseeschool.org
Operational Leader	Eleana LaGuerre	914-476-5070		elaquerre@cseeschool.org
Compliance Contact	Cindy Lopez	914-476-5070		clopez@cseeschool.org
Complaint Contact	Carmen Goldberg	914-476-5070		cgoldberg@cseeschool.org
DASA Coordinator	Michael DeSimone	914-476-5070		mdesimone@cseeschool.org
Phone Contact for After Hours Emergencies	Cindy Lopez	914-476-5070		clopez@cseeschool.org

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

Private Space

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

m2d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 2 if located in private space in NYC or located outside of NYC .

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

Site 2 Certificate of Occupancy (COO)

[Certificate of Occupancy- St. Barts for 9-10 grade.pdf](#)

Filename: Certificate of Occupancy- St. Barts for 9-10 grade.pdf **Size:** 111.9 kB

Site 2 Fire Inspection Report

[CSEE Annual Public School Fire and Building Safety Report.pdf](#)

Filename: CSEE Annual Public School Fire and Building Safety Report.pdf **Size:** 959.1 kB

CHARTER REVISIONS DURING THE 2020-2021 SCHOOL YEAR

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

No

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

Yes

ATTESTATIONS

p. Individual Primarily Responsible for Submitting the Annual Report.

Name	Cindy Lopez
Position	Superintendent
Phone/Extension	914-476-5070
Email	clopez@cseeschool.org

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

Responses Selected:

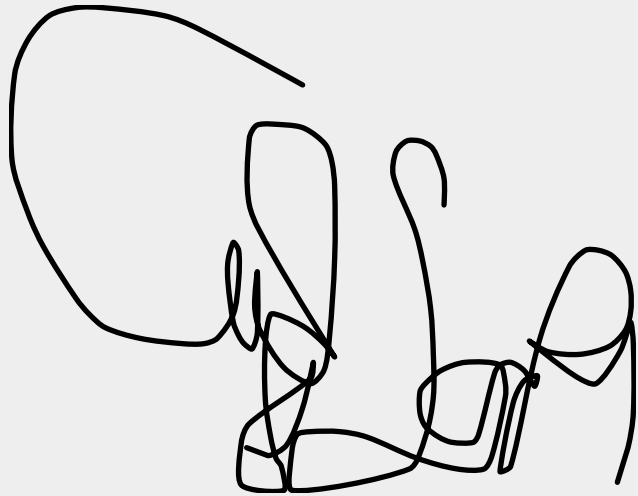
Yes

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

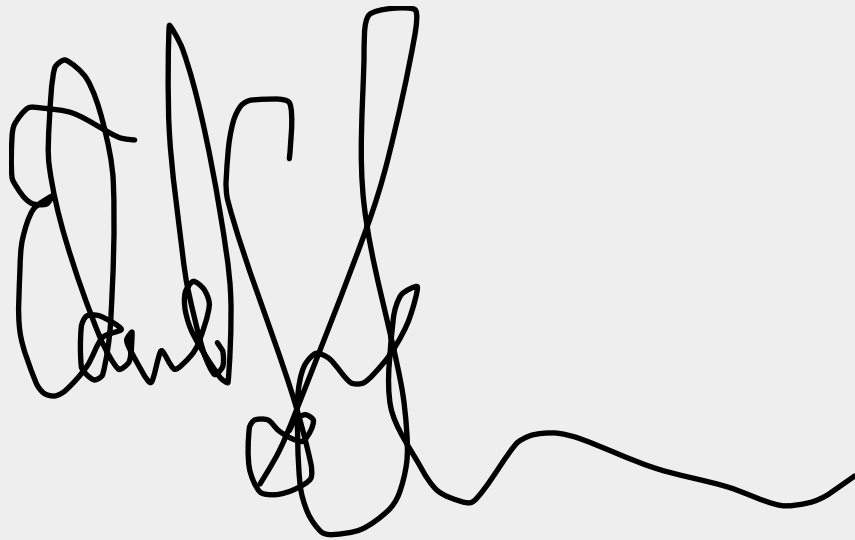
Responses Selected:

Yes

Signature, Head of Charter School

A handwritten signature in black ink on a light gray background. The signature is stylized, starting with a large loop on the left, followed by several vertical strokes and a final flourish on the right.

Signature, President of the Board of Trustees

A handwritten signature in black ink on a light gray background. The signature is highly stylized, featuring a large, bold 'S' or 'B' shape on the left, followed by a series of loops and a long, wavy line extending to the right.

Date

Jul 30 2021

Thank you.



Entry 3 Progress Toward Goals

Completed Nov 1 2021

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

For the 2020-2021 school year, any academic or organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”. **Deadline is November 1, 2021.**

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

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

Complete the tables provided. List each goal and measure as contained in the school’s currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 2, 2021.

1. ACADEMIC STUDENT PERFORMANCE GOALS

For the 2020-2021 school year, any academic goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2020-2021 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
				<p>% of students enrolled at CSEE performing at proficiency on the I-Ready end of year assessment.</p> <p>3rd Grade - 71.6% 4th Grade - 57.5% 5th Grade - 49.4% 6th Grade - 41.7% 7th Grade - 42.9% 8th Grade - 51.4% Total - 52.4%</p> <p>The goal was not met.</p> <p>Due to the COVID pandemic, many of the systems that CSEE had in place for the last few years had to be modified in order for the school to meet the needs of our students, families and staff. CSEE started the year 100% remote in order to ensure the school was meeting the CDC and DOH</p>

Academic Goal 1	<p>GOAL 1: 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>	I-Ready End of Year	Unable to Assess	<p>guidelines for students and staff. The school offered a robust remote learning environment, which included providing all students with laptops and engaging online programming. Our remote schedule provided students with daily synchronous and asynchronous instruction, and academic intervention services. CSEE opened the school for in-person learning during November 2020 and at times had to close to quarantine. When attending in-person, students were separated into pods to maximize physical distancing mandates and were tested as needed in order to keep our school community safe. For the 2020-2021 School Year, approximately 20% of the student population attended in-person</p>
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Assessment

Because the New York State ELA exam was administered on a limited basis in the 2020-21 school year, the school has modified the measurement of this goal. In place of the State ELA exam results, the school will use the percentage of students achieving proficiency on the End of Year I-Ready ELA interim assessment, for all students enrolled at the school, to measure absolute proficiency.

learning and the remainder attended daily classes remotely. The school monitored student progress via our online assessment system, i-Ready. Due to the inconsistency of students attending in-person and also students not completing online instruction at home, the school consistently called and communicated with parents. Calls home were place on a daily basis to ensure all students were accounted for and to seek help from parents in engaging students. To support parents, the school provided ongoing tech support, recorded lessons, held meetings in English and Spanish, and provided parent workshops. Workshop topics ranged from helping students complete assignments and lessons, completing online assessment, to

				<p>supporting students during the pandemic. We adjusted the topics to meet the needs of our families as they changed. During the summer, CSEE continued to provide student support via summer school and a credit recovery program.</p> <p>Due to an increase in need two Special Education teachers and one additional academic intervention teacher have been added to support classified and unclassified special ed students.</p> <p>CSEE added a Literacy Certified Teacher to provide additional support to students in need</p>
				<p>Grade Cohort Percentage Performing at Proficiency Target Achieved?</p> <p>Please see the following chart for results:</p>

Gr. 2019-20
(Target) 2020-21

3. 75% (75%)

71.6%

4 67.9% (71.5%)

57.5%

5 54.1% (64.6%)

49.4%

6 50% (62.5%)

41.7%

7 59.5% (67.3%)

42.9%

8 71.1% (73.1%)

51.4%

Total 62.9%

(69.0%) 52.4% -

Due to the COVID pandemic, many of the systems that CSEE had in place for the last few years had to be modified in order for the school to meet the needs of our students, families and staff. CSEE started the year 100% remote in order to ensure the school was meeting the CDC and DOH guidelines for students and staff. The school offered a robust remote learning environment, which included providing all students with

<p>Academic Goal 2</p>	<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> <p>Because the New York State ELA exam was not administered exam was administered on a limited basis in the 2020-21 school year, the school has modified the</p>	<p>I-Ready End of Year Assessment</p>	<p>Unable to Assess</p>	<p>laptops and engaging online programming. Our remote schedule provided students with daily synchronous and asynchronous instruction, and academic intervention services. CSEE opened the school for in-person learning during November 2020 and at times had to close to quarantine. When attending in-person, students were separated into pods to maximize physical distancing mandates and were tested as needed in order to keep our school community safe. For the 2020-2021 School Year, approximately 20% of the student population attended in-person learning and the remainder attended daily classes remotely. The school monitored student progress via our online assessment system, i-Ready.</p>
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measurement of this goal. In place of the State ELA exam results, the school will use the End of Year results from the 2019-20 and 2020-21 school years I-Ready interim assessment for all students enrolled at the school to measure the value added to student goal learning.

Due to the inconsistency of students attending in-person and also students not completing online instruction at home, the school consistently called and communicated with parents. Calls home were place on a daily basis to ensure all students were accounted for and to seek help from parents in engaging students. To support parents, the school provided ongoing tech support, recorded lessons, held meetings in English and Spanish, and provided parent workshops. Workshop topics ranged from helping students complete assignments and lessons, completing online assessment, to supporting students during the pandemic. We adjusted the topics to meet the needs of our families as they changed. During the summer, CSEE

				<p>continued to provide student support via summer school and a credit recovery program.</p> <p>Due to an increase in need two Special Education teachers and one additional academic intervention teacher have been added to support classified and unclassified special ed students.</p> <p>CSEE added a Literacy Certified Teacher to provide additional support to students in need</p>
				<p>% of students enrolled at CSEE performing at proficiency on the I-Ready end of year assessment:</p> <p>3rd Grade – 35.8% 4th Grade – 50.6% 5th Grade – 64.2% 6th Grade – 44.6% 7th Grade – 50.6% 8th Grade – 64.9% Total – 51.7%</p> <p>Due to the COVID pandemic, many of</p>

All students at the school will demonstrate competency in the understanding and application of mathematics computation and problem solving.

Measure 1:
Absolute Proficiency - Each year, 75% of

the systems that CSEE had in place for the last few years had to be modified in order for the school to meet the needs of our students, families and staff. CSEE started the year 100% remote in order to ensure the school was meeting the CDC and DOH guidelines for students and staff. The school offered a robust remote learning environment, which included providing all students with laptops and engaging online programming. Our remote schedule provided students with daily synchronous and asynchronous instruction, and academic intervention services. CSEE opened the school for in-person learning during November 2020 and at times had to close to quarantine. When attending in-person, students

<p>Academic Goal 3</p>	<p>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> <p>Because the New York State mathematics exam was administered on a limited basis in the 2020-21 school year, the school has modified the measurement of this goal. In place of the State mathematics exam results, the school will use the percentage of students achieving proficiency on the End of Year I-Ready mathematics interim assessment, for all students enrolled at the school, to measure absolute proficiency</p>	<p>I-Ready End of Year Assessment</p>	<p>Unable to Assess</p>	<p>were separated into pods to maximize physical distancing mandates and were tested as needed in order to keep our school community safe. For the 2020-2021 School Year, approximately 20% of the student population attended in-person learning and the remainder attended daily classes remotely. The school monitored student progress via our online assessment system, i-Ready. Due to the inconsistency of students attending in-person and also students not completing online instruction at home, the school consistently called and communicated with parents. Calls home were place on a daily basis to ensure all students were accounted for and to seek help from parents in engaging students. To support parents, the school provided ongoing</p>
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				<p>tech support, recorded lessons, held meetings in English and Spanish, and provided parent workshops. Workshop topics ranged from helping students complete assignments and lessons, completing online assessment, to supporting students during the pandemic. We adjusted the topics to meet the needs of our families as they changed. During the summer, CSEE continued to provide student support via summer school and a credit recovery program.</p> <p>Due to an increase in need two Special Education teachers and one additional academic intervention teacher have been added to support classified and unclassified special ed students.</p>
				Please see the

following chart for results:

Grade 2019-20
(Target) 2020-21
3. 63.1% (69.1%)
35.8%
4 75% (75%)
50.6%
5 72.9% (74.0%)
64.2%
6 70.7% (72.9%)
44.6%
7 78.6% (78.6%)
50.6%
8 66.7% (70.9%)
54.9%
Total 71.2%
(73.1%) 51.7%

Due to the COVID pandemic, many of the systems that CSEE had in place for the last few years had to be modified in order for the school to meet the needs of our students, families and staff. CSEE started the year 100% remote in order to ensure the school was meeting the CDC and DOH guidelines for students and staff. The school offered a robust remote learning environment, which included

<p>Academic Goal 4</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 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> <p>Because the New York State mathematics exam was administered on a limited basis in the 2020-21</p>	<p>I-Ready End of Year Assessment</p>	<p>Unable to Assess</p>	<p>providing all students with laptops and engaging online programming. Our remote schedule provided students with daily synchronous and asynchronous instruction, and academic intervention services. CSEE opened the school for in-person learning during November 2020 and at times had to close to quarantine. When attending in-person, students were separated into pods to maximize physical distancing mandates and were tested as needed in order to keep our school community safe. For the 2020-2021 School Year, approximately 20% of the student population attended in-person learning and the remainder attended daily classes remotely. The school monitored student progress via our</p>
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school year, the school has modified the measurement of this goal. In place of the State mathematics exam results, the school will use the End of Year results from the 2019-20 and 2020-21 school years I-Ready interim assessment for all students enrolled at the school to measure the value added to student goal learning.

online assessment system, i-Ready. Due to the inconsistency of students attending in-person and also students not completing online instruction at home, the school consistently called and communicated with parents. Calls home were place on a daily basis to ensure all students were accounted for and to seek help from parents in engaging students. To support parents, the school provided ongoing tech support, recorded lessons, held meetings in English and Spanish, and provided parent workshops. Workshop topics ranged from helping students complete assignments and lessons, completing online assessment, to supporting students during the pandemic. We adjusted the topics to meet the needs of our families as they changed.

				<p>During the summer, CSEE continued to provide student support via summer school and a credit recovery program.</p> <p>Due to an increase in need two Special Education teachers and one additional academic intervention teacher have been added to support classified and unclassified special ed students.</p>
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 2020-2021 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”.

2020-2021 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	Each year, the school will have an average daily student attendance rate of at least 95 percent.	School Attendance Records	Met	In the 2020-21 school year, CSEE's daily student attendance rate was 96.4%
	Each year, 95 percent of all			<p>In the 2019-20 school year, 91.2% of the students enrolled on the last day of the year returned the first day of the year the following September.</p> <p>The school will continue to provide a support system to all</p>

Org Goal 2	students enrolled on the last day of the school year will return the following September.	School attendance records	Not Met	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. 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	CSEE has complied with all applicable laws, rules and regulations. The Board takes legal compliance matters very seriously and has retained outside counsel to ensure compliance with all relevant laws. CSEE has in place and maintains effective systems, policies, procedures and other controls for ensuring that legal and charter requirements are met. CSEE's staff has been trained with respect to all applicable

	federal Family Educational Rights and Privacy Act.			procedures and systems. The staff is empowered to identify and address any possible legal or compliance issues and to report these matters to the Board and/or its counsel.
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

2020-2021 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	The school has undergone yearly independent financial audits that have resulted in no major findings.
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	The school maintained a balanced budget and a stable cash flow throughout the year.
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

Entry 4 - Audited Financial Statements

Completed Nov 1 2021

Required of ALL Charter Schools

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

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

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

CSEE - FS 2021 FINAL

Filename: CSEE FS 2021 FINAL.pdf Size: 384.6 kB

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

Completed Dec 20 2021

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 website at [2020-2021 Charter School Annual Report webpage](#). Upload the completed file in Excel format. **Due November 1, 2021.**

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.

Charter School of Educational Excellence_BEDS-662300860862_2020-21

Filename: Charter School of Educational Exc 4wInSG7.xlsx Size: 75.8 kB

Entry 4c - Additional Financial Documents

Incomplete

Instructions - Regents, NYCDOE and Buffalo BOE authorized schools must upload financial documents in this section **by November 1, 2021**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a "federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold."

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

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

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

Entry 4d - Financial Services Contact Information

Completed Nov 1 2021

Instructions: Please enter the contact information for school staff, firms or other entities providing financial services to the education corporation **by November 1, 2021**.

Form for "Financial Services Contact Information"

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Paul J. Augello, Jr., CPA	[REDACTED]	[REDACTED]

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	[REDACTED]	[REDACTED]	6

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm

Entry 5 - Fiscal Year 2021-2022 Budget

Completed Oct 31 2021

Instructions - Regents, NYCDOE, and Buffalo BOE authorized charter schools should upload a copy of the school's FY21 Budget using the 2021-2022 [Projected Annual Budget template](#) in the portal or from the Annual Report website **by November 1, 2021**.

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

Instructions - SUNY authorized charter schools should download the [2021-2022 Budget and Quarterly Report Template](#) on the SUNY website or Epicenter and upload the completed template into the portal **by November 1, 2021**.

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

[CSEE - 2021-2022 BudgetTemplate NYSED](#)

Filename: CSEE 2021 2022 BudgetTemplate NYSED.xlsx **Size:** 39.5 kB

Entry 6 - Board of Trustees Disclosure of Financial Interest Form

Completed Jul 30 2021

Required of ALL Charter Schools by August 2

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

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

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

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

governing education corporation. Note: DocuSign is accepted.

Disclosure Financial Forms July 2021

Filename: Disclosure Financial Forms July 2021.pdf **Size:** 1.5 MB

Entry 7 BOT Membership Table

Completed Jul 30 2021

Instructions

Required of All charter schools

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

Entry 7 BOT Table

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

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

	Trustee Name	Trustee Email Address	Position on the Board	Commit tee Affiliatio ns	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 Meeting s Attende d During 2020- 2021
				Executiv e Commit tee, Finance					

1	Eduardo LaGuerr e		Chair	Commit tee, Facility Commit tee, By-Law Commit tee	Yes	3	10/08/2020	10/08/2025	12
2	Sobeida Cruz		Vice Chair	Executiv e Commit tee Academ ic Commit tee, Fund Raising Commit tee	Yes	3	10/08/2020	10/08/2025	12
3	Nadine Burns-Lyons		Secretar y	Executiv e Commit tee	Yes	3	10/08/2020	10/08/2025	12
4	Dr. Jim Killoran		Trustee/ Member	Executiv e Commit tee Finance Commit tee	Yes	2	10/08/2020	10/08/2025	12
5	Dr. James Steners on		Trustee/ Member	Executiv e Commit tee Academ ic Commit tee, Technol	Yes	1	10/08/2020	10/08/2025	11

				ogy Commit tee					
6	Lisbel Rosario		Trustee/ Member	Parents	Yes	1	10/08/2 020	10/08/2 025	9
7	Dr. Debra Gerson		Trustee/ Member	Medical	No		04/15/2 021	04/15/2 026	5 or less
8	Wilson Soto, Esq.		Trustee/ Member	Law	No		04/15/2 021	04/15/2 026	5 or less
9									

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

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total Number of BOT Members on June 30, 2021	8
b.Total Number of Members Added During 2020-2021	2
c. Total Number of Members who Departed during 2020-2021	1
d.Total Number of members, as set in Bylaws, Resolution or Minutes	11

3. Number of Board meetings held during 2020-2021

12

4. Number of Board meetings scheduled for 2021-2022

12

Thank you.

Entry 8 Board Meeting Minutes

Completed Jul 30 2021

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

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

Board Minutes 2020 2021 School Year

Filename: Board Minutes 2020 2021 School Year.pdf Size: 3.9 MB

Entry 9 Enrollment & Retention

Completed Jul 30 2021

Instructions for submitting Enrollment and Retention Efforts

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

Entry 9 Enrollment and Retention of Special Populations

Instructions for Reporting Enrollment and Retention Strategies

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

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2020-2021	Describe Recruitment Plans in 2021-2022
	Presentations and applications left at all local churches and community organizations serving our community and students, which is designated as economically disadvantaged, as per the most recent census.	Presentations and applications left at all local churches and community organizations serving our community and students, which is designated as economically disadvantaged, as per the most recent census.

Economically Disadvantaged	<p>Applications also delivered to the YWCA, YMCA, Affordable Housing locations, Public Libraries, supermarkets and Bodegas. Ad posted to Black Westchester Magazine and presentation at Dominican Cultural Association.</p> <p>Attendance at community functions including Community Cleanup, parades, school fairs, street fairs, and National Night Out, in order to meet and speak with potential ED parents.</p>	<p>Applications also delivered to the YWCA, YMCA, Affordable Housing locations, Public Libraries, supermarkets and Bodegas. Ad posted to Black Westchester Magazine and presentation at Dominican Cultural Association.</p> <p>Attendance at community functions including Community Cleanup, parades, school fairs, street fairs, and National Night Out, in order to meet and speak with potential ED parents.</p>
English Language Learners	<p>Half-page advertisement in Westchester Hispano newspaper and Recruitment flyers in Spanish.</p> <p>Flyers and Applications (both in Spanish) delivered to the Hispanic and Mexican Chamber of Commerce, restaurants (i.e. Tacos Poblanos), churches (i.e. Iglesia Pentecostal), and YWCA and YMCA (65% of YMCA's membership is Hispanic) that potential ELL students utilize.</p> <p>Presentations at Latino Community events including the Mexican Chamber of Commerce.</p>	<p>Half-page advertisement in Westchester Hispano newspaper and Recruitment flyers in Spanish.</p> <p>Flyers and Applications (both in Spanish) delivered to the Hispanic and Mexican Chamber of Commerce, restaurants (i.e. Tacos Poblanos), churches (i.e. Iglesia Pentecostal), and YWCA and YMCA (65% of YMCA's membership is Hispanic) that potential ELL students utilize.</p> <p>Presentations at Latino Community events including the Mexican Chamber of Commerce.</p>
	<p>To target SWD retention, CSEE works closely with Andrus in Yonkers. Andrus, a child advocacy non-profit, provides on-site support to CSEE students, as well as consultations directly at the school.</p> <p>Collaborating with Greyston Learning Center to determine ways that students with disabilities can be identified as</p>	<p>To target SWD retention, CSEE works closely with Andrus in Yonkers. Andrus, a child advocacy non-profit, provides on-site support to CSEE students, as well as consultations directly at the school.</p> <p>Collaborating with Greyston Learning Center to determine ways that students with disabilities can be identified as</p>

Students with Disabilities	early as possible.	early as possible.
	Monthly meetings with the Yonkers Public Libraries resource teacher connects with potential SWD families.	Monthly meetings with the Yonkers Public Libraries resource teacher connects with potential SWD families.
	Special Education Directory listing on the Westchester Magazine that serves a very large number of families in Westchester and the Bronx.	Special Education Directory listing on the Westchester Magazine that serves a very large number of families in Westchester and the Bronx.
	To target SWD retention, CSEE works closely with Andrus in Yonkers. Andrus, a child advocacy non-profit, provides on-site support to CSEE students, as well as consultations directly at the school.	To target SWD retention, CSEE works closely with Andrus in Yonkers. Andrus, a child advocacy non-profit, provides on-site support to CSEE students, as well as consultations directly at the school.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2020-2021	Describe Retention Plans in 2021-2022
Economically Disadvantaged	<ul style="list-style-type: none"> • CSEE holds meetings in English and Spanish to support parents that do not speak English or have limited understanding of English; • CSEE holds recruitment/enrollment meetings at local non-for-profits, community organizations, Yonkers Public Libraries, YMCA, fairs, other charter schools, to connect with potential ELLs, SWDs, and economically disadvantaged families; • Marketing materials highlight the program information; 	<ul style="list-style-type: none"> • CSEE holds meetings in English and Spanish to support parents that do not speak English or have limited understanding of English; • CSEE holds recruitment/enrollment meetings at local non-for-profits, community organizations, Yonkers Public Libraries, YMCA, fairs, other charter schools, to connect with potential ELLs, SWDs, and economically disadvantaged families; • Marketing materials highlight the program information;

	<ul style="list-style-type: none"> • Marketing materials that contain a description of the special education program (Resource Room) and related services (Speech, Occupational, Counseling, Vision, Physical therapy) that CSEE provides directly and those that will be provided by the student's district of residence or other provider; • Marketing material translated into Spanish for families with limited English reading abilities 	<ul style="list-style-type: none"> • Marketing materials that contain a description of the special education program (Resource Room) and related services (Speech, Occupational, Counseling, Vision, Physical therapy) that CSEE provides directly and those that will be provided by the student's district of residence or other provider; • Marketing material translated into Spanish for families with limited English reading abilities
English Language Learners	<ul style="list-style-type: none"> • CSEE holds meetings in English and Spanish to support parents that do not speak English or have limited understanding of English; • CSEE holds recruitment/enrollment meetings at local non-for-profits, community organizations, Yonkers Public Libraries, YMCA, fairs, other charter schools, to connect with potential ELLs, SWDs, and economically disadvantaged families; • Marketing materials highlight the program information; • Marketing materials that contain a description of the special education program (Resource Room) and related services (Speech, Occupational, Counseling, Vision, Physical therapy) that CSEE provides directly and those that will be provided by the student's district of residence or other provider; • Marketing material translated 	<ul style="list-style-type: none"> • CSEE holds meetings in English and Spanish to support parents that do not speak English or have limited understanding of English; • CSEE holds recruitment/enrollment meetings at local non-for-profits, community organizations, Yonkers Public Libraries, YMCA, fairs, other charter schools, to connect with potential ELLs, SWDs, and economically disadvantaged families; • Marketing materials highlight the program information; • Marketing materials that contain a description of the special education program (Resource Room) and related services (Speech, Occupational, Counseling, Vision, Physical therapy) that CSEE provides directly and those that will be provided by the student's district of residence or other provider; • Marketing material translated

	into Spanish for families with limited English reading abilities	into Spanish for families with limited English reading abilities
Students with Disabilities	<ul style="list-style-type: none"> • CSEE holds meetings in English and Spanish to support parents that do not speak English or have limited understanding of English; • CSEE holds recruitment/enrollment meetings at local non-for-profits, community organizations, Yonkers Public Libraries, YMCA, fairs, other charter schools, to connect with potential ELLs, SWDs, and economically disadvantaged families; • Marketing materials highlight the program information; • Marketing materials that contain a description of the special education program (Resource Room) and related services (Speech, Occupational, Counseling, Vision, Physical therapy) that CSEE provides directly and those that will be provided by the student's district of residence or other provider; • Marketing material translated into Spanish for families with limited English reading abilities 	<ul style="list-style-type: none"> • CSEE holds meetings in English and Spanish to support parents that do not speak English or have limited understanding of English; • CSEE holds recruitment/enrollment meetings at local non-for-profits, community organizations, Yonkers Public Libraries, YMCA, fairs, other charter schools, to connect with potential ELLs, SWDs, and economically disadvantaged families; • Marketing materials highlight the program information; • Marketing materials that contain a description of the special education program (Resource Room) and related services (Speech, Occupational, Counseling, Vision, Physical therapy) that CSEE provides directly and those that will be provided by the student's district of residence or other provider; • Marketing material translated into Spanish for families with limited English reading abilities

Entry 10 - Teacher and Administrator Attrition

Completed Jul 30 2021

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

A. TEACH System - Employee Clearance

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

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

^[1] Employees that must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.p12.nysed.gov/psc/aboutcharterschools/lawsandregs/EmployeeFingerprintOct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

B. Emergency Conditional Clearances

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

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

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at

<http://www.p12.nysed.gov/psc/aboutcharterschools/lawsandregs/EmployeeFingerprintOct19.pdf>.

Attestation

Responses Selected:

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

Entry 11 Percent of Uncertified Teachers

Completed Jul 30 2021

Instructions

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

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

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

Entry 11 Uncertified Teachers

School Name:

Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	2
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	1
Total Category A: 5 or 30% whichever is less	3.0

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	2
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	2
Total Category B: not to exceed 5	4.0

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	
Total Category C: not to exceed 5	0

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

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

	FTE Count
Total Category D	0

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	45

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	52



Thank you.

Entry 12 Organization Chart

Completed Jul 30 2021

Instructions

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

Upload the 2020-2021 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should not appear on the chart

CSEE Organization Chart 2021 school year

Filename: CSEE Organization Chart 2021 school year.pdf **Size:** 208.0 kB

Entry 13 School Calendar

Completed Jul 30 2021

Instructions for submitting School Calendar

Required of ALL Charter Schools

Given these uncertain and changing times, charter schools may or may not have a school calendar ready to upload by the submission deadline this year of August 2, 2021. If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 2nd submission. Charter schools will be able to upload an updated school calendar into the portal at any time but no later than **September 15, 2021**.

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

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

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

Entry 14 Links to Critical Documents on School Website

Completed Jul 30 2021

Instructions

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

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

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

Form for Entry 14 Links to Critical Documents on School Website

School Name: CS of Educational Excellence

Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 5: Authorizer-approved DASA policy

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

	Link to Documents
1. Most Recent Annual Report (i.e., 2019-20)	https://www.charterschoolofeducationalexcellence.org/apps/pages/index.jsp?uREC_ID=383084&type=d&pREC_ID=869947
2. Most recent board meeting notice, documents to be discussed at the meeting (if any)	https://www.charterschoolofeducationalexcellence.org/apps/pages/index.jsp?uREC_ID=383084&type=d&pREC_ID=869947
2a. Webcast of Board Meetings (per Governor's	https://www.charterschoolofeducationalexcellence.org/apps/pages/index.jsp?uREC_ID=383084&type=d&pREC_ID=869947

Executive Order)	org/apps/pages/index.jsp? uREC_ID=383084&type=d&pREC_ID=869947
3. Link to NYS School Report Card	https://data.nysed.gov/profile.php? instid=800000057455
4. Lottery Notice announcing date of lottery	https://www.charterschoolofeducationalexcellence. org/apps/pages/index.jsp? uREC_ID=2046673&type=d&pREC_ID=2116682
5. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY);	https://www.charterschoolofeducationalexcellence. org/apps/pages/index.jsp? uREC_ID=383406&type=d&pREC_ID=871142
6. District-wide Safety Plan	https://www.charterschoolofeducationalexcellence. org/apps/pages/index.jsp? uREC_ID=383406&type=d&pREC_ID=871142
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	https://www.charterschoolofeducationalexcellence. org/apps/pages/index.jsp? uREC_ID=383406&type=d&pREC_ID=871142
7. Authorizer-Approved FOIL Policy	https://www.charterschoolofeducationalexcellence. org/apps/pages/index.jsp? uREC_ID=383406&type=d&pREC_ID=871142
8. Subject matter list of FOIL records	https://www.charterschoolofeducationalexcellence. org/apps/pages/index.jsp? uREC_ID=383406&type=d&pREC_ID=2037770

Thank you.



Charter School of Educational Excellence

**Financial Statements
and
Independent Auditors' Report**

June 30, 2021

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
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	16 - 17



Independent Auditors' Report

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

Report on the Financial Statements

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, 2021, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

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

Opinion

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

Report on Summarized Comparative Information

We have previously audited the Charter School of Educational Excellence's 2020 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated October 20, 2020. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2020, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 26, 2021, 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.

A handwritten signature in blue ink that reads "Vargas & Rivera, LLP". The signature is written in a cursive, flowing style.

New City, New York

October 26, 2021

Charter School of Educational Excellence
Statement of Financial Position
June 30, 2021
(With summarized comparative information for the year ended June 30, 2020)

ASSETS	2021	2020
Current Assets		
Cash and Cash Equivalents	\$ 8,966,958	\$ 5,667,717
Due from Government Agencies (Note 3)	1,306,168	2,264,712
Prepaid Expenses	84,280	86,015
Total Current Assets	<u>10,357,406</u>	<u>8,018,444</u>
Fixed Assets, Net (Note 4)	<u>37,105,286</u>	<u>20,410,410</u>
Other Assets		
Escrow - Restricted (Note 5)	100,037	75,955
Bond Trust Accounts - Restricted (Note 6)	17,650,776	33,536,184
Security Deposits	74,567	24,567
Total Other Assets	<u>17,825,380</u>	<u>33,636,706</u>
Total Assets	<u><u>\$ 65,288,072</u></u>	<u><u>\$ 62,065,560</u></u>
LIABILITIES AND NET ASSETS		
Current Liabilities		
Bonds Payable - Current Portion (Note 9)	\$ -	\$ 270,000
Accounts Payable and Accrued Expenses	2,013,335	1,738,924
Accrued Payroll and Related Expenses	2,475,714	1,749,530
Unearned Revenue (Note 3)	261,233	223,295
Accrued Bond Interest	176,947	128,133
Total Current Liabilities	<u>4,927,229</u>	<u>4,109,882</u>
Long-Term Liabilities		
PPP Loan Payable (Note 11)	-	1,403,610
Bonds Payable, Less Current Portion (Note 9)	50,269,467	48,336,881
Total Long-Term Liabilities	<u>50,269,467</u>	<u>49,740,491</u>
Total Liabilities	55,196,696	53,850,373
Net Assets		
Net Assets Without Donor Restrictions	<u>10,091,376</u>	<u>8,215,187</u>
Total Net Assets	<u>10,091,376</u>	<u>8,215,187</u>
Total Liabilities and Net Assets	<u><u>\$ 65,288,072</u></u>	<u><u>\$ 62,065,560</u></u>

Charter School of Educational Excellence
Statement of Activities
For the year ended June 30, 2021
(With summarized comparative information for the year ended June 30, 2020)

NET ASSETS WITHOUT DONOR RESTRICTIONS	<u>2021</u>	<u>2020</u>
PUBLIC SUPPORT AND REVENUE		
Resident Student Enrollment	\$ 14,769,387	\$ 13,653,282
Grants and Contracts		
Food Service	78,442	387,696
Federal Funding	574,157	878,452
State Funding	58,364	58,612
PPP Loan Forgiveness	1,403,610	-
Contributions	125,779	35,007
Interest Income	16,750	134,061
Special Events (Integral and Ongoing)		
Contributions	-	137,830
Cost of Direct Benefits to Donors	-	(200)
Net Fundraising Revenue	-	137,630
Fundraising Events (Peripheral and Incidental) (Net of Expenses of \$0)	-	9,600
Total Public Support and Revenue	<u>17,026,489</u>	<u>15,294,340</u>
EXPENSES		
Program Services		
Regular Education	12,054,750	10,978,508
Special Education	1,204,637	849,261
	<u>13,259,387</u>	<u>11,827,769</u>
Supporting Services		
Management and General	1,890,913	1,828,335
Fundraising	-	6,750
Total Expenses	<u>15,150,300</u>	<u>13,662,854</u>
Change in Net Assets	1,876,189	1,631,486
Net Assets, Beginning of Year	<u>8,215,187</u>	<u>6,583,701</u>
Net Assets, End of Year	<u><u>\$ 10,091,376</u></u>	<u><u>\$ 8,215,187</u></u>

Charter School of Educational Excellence
Statement of Functional Expenses
For the year ended June 30, 2021
(With summarized comparative information for the year ended June 30, 2020)

	Regular Education	Special Education	Total Programs	Supporting Services Management & General	2021	2020
Personnel Service Costs						
Administrative Staff Personnel	\$ 1,294,146	\$ -	\$ 1,294,146	\$ 198,659	\$ 1,492,805	\$ 1,411,168
Instructional Personnel	4,387,495	239,246	4,626,741	-	4,626,741	4,217,644
Non-Instructional Personnel	111,009	339,616	450,625	363,873	814,498	651,059
Total Personnel Costs	5,792,650	578,862	6,371,512	562,532	6,934,044	6,279,871
Fringe Benefits	931,843	93,120	1,024,963	90,492	1,115,455	1,016,107
Payroll Taxes	454,586	45,427	500,013	44,146	544,159	483,044
Retirement Benefits	488,626	48,829	537,455	47,451	584,906	464,206
Total Personnel and Related Expenses	7,667,705	766,238	8,433,943	744,621	9,178,564	8,243,228
Operating Expenses						
Contracted Administrative and Operational Services	-	-	-	509,823	509,823	449,239
Legal	-	-	-	23,572	23,572	47,376
Other Purchased, Professional and Consulting Services	72,157	7,211	79,368	7,007	86,375	227,857
Student Services	152,268	15,216	167,484	14,787	182,271	402,929
Insurance	73,314	7,326	80,640	168,981	249,621	213,716
Supplies and Materials	302,653	30,244	332,897	29,391	362,288	331,552
Technology	99,040	9,897	108,937	9,618	118,555	124,616
Occupancy	749,665	74,914	824,579	72,801	897,380	741,147
Utilities	123,996	12,391	136,387	12,041	148,428	118,089
Staff Development	81,474	8,142	89,616	7,912	97,528	88,306
Marketing and Recruitment	44,902	4,487	49,389	4,361	53,750	36,007
Auditing Fees	-	-	-	25,000	25,000	26,000
Office Expenses	44,671	4,464	49,135	4,338	53,473	102,829
Maintenance and Repairs	381,446	38,118	419,564	37,043	456,607	487,090
Equipment and Furnishings	64,957	6,491	71,448	6,308	77,756	80,349
Transportation	92,716	9,265	101,981	9,004	110,985	170,949
Interest Expense Associated with Bond Cost	553,921	55,354	609,275	53,792	663,067	71,061
Depreciation	860,787	86,019	946,806	83,592	1,030,398	940,660
Interest Expense	514,301	51,394	565,695	49,945	615,640	589,462
Other Expenses	174,777	17,466	192,243	16,976	209,219	170,392
Total Operating Expenses	4,387,045	438,399	4,825,444	1,146,292	5,971,736	5,419,626
TOTAL EXPENSES	\$ 12,054,750	\$ 1,204,637	\$ 13,259,387	\$ 1,890,913	\$ 15,150,300	\$ 13,662,854

Charter School of Educational Excellence
Statement of Cash Flows
For the year ended June 30, 2021
(With summarized comparative information for the year ended June 30, 2020)

	<u>2021</u>	<u>2020</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts from Resident Student Enrollment	\$ 15,940,604	\$ 11,677,256
Receipts from Grants and Contributions	2,065,617	1,462,007
Receipts from Other Revenue	16,750	295,207
Payments to Employees	(8,452,380)	(7,836,702)
Payments to Vendors and Suppliers	<u>(4,003,311)</u>	<u>(3,198,248)</u>
Net Cash Provided by Operating Activities	<u>5,567,280</u>	<u>2,399,520</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchases of Fixed Assets	<u>(17,725,276)</u>	<u>(8,124,164)</u>
Net Cash Used In Investing Activities	<u>(17,725,276)</u>	<u>(8,124,164)</u>
CASH FLOWS FROM FINANCING ACTIVITIES		
Advances from Bonds	12,514,593	40,107,989
Payments of Bond Payable	(11,515,072)	(2,033,803)
Loans Payable - (Forgiveness) / Proceeds	<u>(1,403,610)</u>	<u>1,403,610</u>
Net Cash Used In Financing Activities	<u>(404,089)</u>	<u>39,477,796</u>
NET INCREASE IN CASH, CASH EQUIVALENTS AND RESTRICTED CASH	(12,562,085)	33,753,152
CASH, CASH EQUIVALENTS AND RESTRICTED CASH AT BEGINNING OF YEAR	<u>39,279,856</u>	<u>5,526,704</u>
CASH, CASH EQUIVALENTS AND RESTRICTED CASH AT END OF YEAR	<u><u>\$ 26,717,771</u></u>	<u><u>\$ 39,279,856</u></u>
RECONCILIATION OF CASH, CASH EQUIVALENTS AND RESTRICTED CASH BALANCES:		
Cash and Cash Equivalents	\$ 8,966,958	\$ 5,667,717
Escrow - Restricted	100,037	75,955
Bond Trust Accounts - Restricted	<u>17,650,776</u>	<u>33,536,184</u>
	<u><u>\$ 26,717,771</u></u>	<u><u>\$ 39,279,856</u></u>
SUPPLEMENTAL DISCLOSURES:		
Cash paid during the year for interest	<u><u>\$ 615,640</u></u>	<u><u>\$ 589,462</u></u>

Charter School of Educational Excellence
Notes to the Financial Statements
June 30, 2021

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, 2021 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, 2021

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

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.

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, 2021, the School is no longer subject to U.S. Federal income tax examinations by tax authorities for the years ended prior to June 30, 2018. The tax returns for the years ended June 30, 2018 through June 30, 2020 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.

Support and Revenue Recognition

Unconditional contributions are recognized when pledged and recorded as net assets without donor restrictions or net assets with donor restrictions, depending on the existence and/or nature of any donor-imposed restrictions. Conditional promises to give are recognized when the conditions on which they depend are substantially met. Gifts of cash and other assets are reported with donor restricted support if they are received with donor stipulations that limit the use of the donated assets. When a restriction expires, that is, when a stipulated time restriction ends or a purpose restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions. Donor-restricted contributions whose restrictions are met in the same reporting period are reported as net assets without donor restriction support.

Revenue from grants and contracts is recognized as the related costs are incurred under the grant or contract agreement. This support may be subject to approved budgets, as amended, and may be subject to possible adjustment after audit by the granting agencies. The fiscal periods of these grants and contracts may differ from the fiscal year end of the School. Deferred amounts represent cash received in advance of related expenditures.

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.

Charter School of Educational Excellence
Notes to the Financial Statements
June 30, 2021

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

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.

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, 2020 financial statements include certain prior year summarized comparative information in total but not by net asset class. As a result, the June 30, 2020 comparative information does not include sufficient detail to constitute a presentation in conformity with U.S. GAAP. Accordingly, such June 30, 2020 information should be read in conjunction with the School's financial statements for the year ended June 30, 2020, from which the summarized information was derived.

NOTE 3 – DUE FROM GOVERNMENTAL AGENCIES

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.

Charter School of Educational Excellence
Notes to the Financial Statements
June 30, 2021

NOTE 3 – DUE FROM GOVERNMENTAL AGENCIES (continued)

Amount due from government agencies, net of unearned revenue, and included as revenues in the statement of activities, consist of the following as of June 30, 2021:

Resident Student Enrollment	\$ 859,621
Governmental Funding	<u>206,221</u>
	1,065,842
Allowance for Doubtful Accounts	<u>(20,907)</u>
	<u><u>\$ 1,044,935</u></u>

NOTE 4 – FIXED ASSETS

Fixed assets consist of the following:

Land and Building	\$ 2,478,280
Building	12,653,628
Leasehold Improvements	3,539,986
Construction in Progress	25,933,379
Equipment, Furniture and Fixtures	<u>2,502,556</u>
	47,107,829
Less: Accumulated Depreciation	<u>(10,002,543)</u>
Total Fixed Assets	<u><u>\$ 37,105,286</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, 2021, is \$100,037.

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.

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, 2021 consist of money market funds.

Charter School of Educational Excellence
Notes to the Financial Statements
June 30, 2021

NOTE 6 - BOND TRUST ACCOUNTS - RESTRICTED (continued)

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, 2021.

Bond trust accounts consist of the following:

Interest Reserve	\$ 31,352
Debt Service	3,142,579
Repairs and Maintenance Reserve	100,006
Earnings Fund	907,998
Capitalized Interest	609,081
Project Account	<u>12,859,760</u>
	<u><u>\$ 17,650,776</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 \$17,966 for 2021. 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, 2021, 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 \$566,941 for the year ended June 30, 2021.

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, 2021 was \$0.

NOTE 9 – BONDS PAYABLE

On November 1, 2010, The Yonkers Economic Development Corporation provided financing through the issuance of \$11,735,000 Tax-Exempt Educational Revenue Bonds (Charter School of Educational Excellence Project) (the "Series 2010A Bonds"). The Series 2010A Bonds of \$4,940,000 bear interest at 6.00% per annum and principal due at maturity on October 15, 2030. The balance of the Series 2010A Bonds of \$6,795,000, bear interest at 6.25% per annum and principal due at maturity on October 15, 2040. The remaining balance of \$10,545,000 was redeemed on December 15, 2020.

Charter School of Educational Excellence
Notes to the Financial Statements
June 30, 2021

NOTE 9 – BONDS PAYABLE (continued)

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 2010, 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 2010, 2019 and 2020 Bond issuance costs.
- 5) fund of a Bond Fund Deposit and Reserve Fund Deposit.

Bonds Payable	\$ 52,912,358
Less: Debt Issuance Costs, Net	<u>2,642,891</u>
Bonds Payable, Less Debt Issuance Costs	50,269,467
Less: Current Portion of Bonds Payable	<u>-</u>
 Bonds Payable, Less Current Portion	 <u><u>\$ 50,269,467</u></u>

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

Year Ending June 30,	Amount
2022	\$ -
2023	515,000
2024	540,000
2025	795,000
2026	835,000
Thereafter	<u>50,227,358</u>
	<u><u>\$ 52,912,358</u></u>

Charter School of Educational Excellence
Notes to the Financial Statements
June 30, 2021

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	4.07

The debt service coverage is calculated as follows:

Increase in Net Assets	\$ 1,876,189	
Add Back: Interest Expense	615,640	
Depreciation and Amortization Expense	1,693,465	
Net Revenues Available for Debt Service	<u>\$ 4,185,294</u>	
Maximum Annual Debt Service	<u>\$ 1,027,969</u>	
Net Revenues Available for Debt Service	<u>\$ 4,185,294</u>	
Maximum Annual Debt Service	<u>\$ 1,027,969</u>	= 4.07

	Minimum Requirement	Actual
Days Cash on Hand Ratio	60	243

The minimum cash on hand coverage is calculated as follows:

Cash on Hand - Unrestricted	\$ 8,966,958	
Total Expenses	15,150,300	
Less: Depreciation and Amortization Expense	<u>(1,693,465)</u>	
Total Expenses less Depreciation and Amortization	<u>13,456,835</u>	
Days in Period	365	
Factor	36,868	
Cash on Hand - Unrestricted	<u>\$ 8,966,958</u>	
Factor	<u>\$ 36,868</u>	= 243

NOTE 10 – DEBT ISSUANCE COST

The school incurred costs of \$853,506 related to the 2010 Bond offering (See Note 9). The costs are amortized over the term of the related debt (30 Years) using a straight-line method. The costs were fully amortized in fiscal year 2021 due to refinancing. Interest expense associated with bond costs charged to operations was \$579,838 for 2021.

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, 2021 was \$110,327. Interest expense associated with bond costs charged to operations was \$67,794 for 2021.

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, 2021 was \$15,435. Interest expense associated with bond costs charged to operations was \$15,435 for 2021.

Charter School of Educational Excellence
Notes to the Financial Statements
June 30, 2021

NOTE 11 – PPP LOAN PAYABLE

On April 14, 2020, the School was granted a loan from in the aggregate amount of \$1,403,610, pursuant to the Paycheck Protection Program (the "PPP") under Division A, Title I of the CARES Act, which was enacted March 27, 2020. The loan, which was in the form of Note dated April 14, 2020 issued by the School, matures on April 14, 2022 and bears interest at a rate of 1.00% per annum, payable monthly commencing on November 14, 2020. The Note may be prepaid by the School at any time prior to maturity with no prepayment penalties. Funds from the loan may only be used for payroll costs, costs used to continue group health care benefits, mortgage payments, rent, utilities, and interest on other debt obligations incurred before February 15, 2020. The School intends to use the entire loan amount for qualifying expenses. Under the terms of the PPP, certain amounts of the loan may be forgiven if they are used for qualifying expenses as described in the CARES Act.

The School used the PPP loan proceeds for purposes consistent with the PPP and applied for forgiveness within 6 months of the end of the covered period. The Small Business Administration ("SBA") determined that the amount the School requested for forgiveness ("Forgiven Amount") on the PPP loan was fully approved and the SBA remitted the Forgiven Amount to Signature Bank. The School's PPP loan was paid in full (including applicable interest) on May 7, 2021.

NOTE 12 – 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.

Occupancy Lease

The term of the annex occupancy lease expired in June of 2018 and is now month-to-month starting July 1, 2018. The School leased space for up to 2 years while the high school is being built. The expiration date of the occupancy lease dated July 1, 2019 is July 31, 2021.

Operating Lease

The School entered into operating lease/service agreements for equipment on March 16, 2018 and April 10, 2019. The lease/service agreements expire on March 31, 2021 and April 30, 2022.

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

Year Ending June 30,	Occupancy	Operating	Total
2022	\$ 425,981	\$ 45,400	\$ 471,381
2023	411,797	-	411,797
2024	422,937	-	422,937
	<u>\$ 1,260,715</u>	<u>\$ 45,400</u>	<u>\$ 1,306,115</u>

Charter School of Educational Excellence
Notes to the Financial Statements
June 30, 2021

NOTE 13 – CONTINGENCY

The School participates in a number of Federal and State programs. These programs require the School 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.

NOTE 14 – 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 15 – LIQUIDITY AND AVAILABILITY OF FINANCIAL ASSETS

At June 30, 2021, the School has \$10,273,126 of financial assets to meet needs for general expenditures consisting of cash of \$8,966,958 and due from government agencies of \$1,306,168. 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 16 – 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 26, 2021, for these financial statements.



**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, 2021 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 26, 2021.

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) to determine the 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. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether 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 determination of financial statement amounts. 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 26, 2021

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

Name: EDUARDO LAGUERRE

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 PRESIDENT

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.

YES, DAUGHTER WORKS AT THE SCHOOL.
SHE DOESN'T BENEFIT FROM MY ROLE ON THE BOARD.

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?

YES, MARRY TO A BOARD MEMBER. NO
BENEFIT TO ME PERSONALLY.

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.

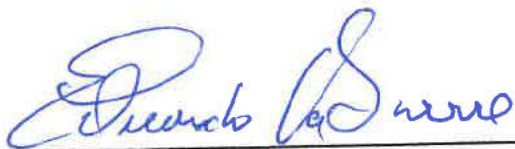
NONE

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>			

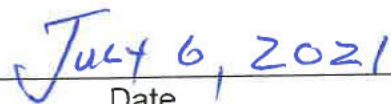
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation 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.				

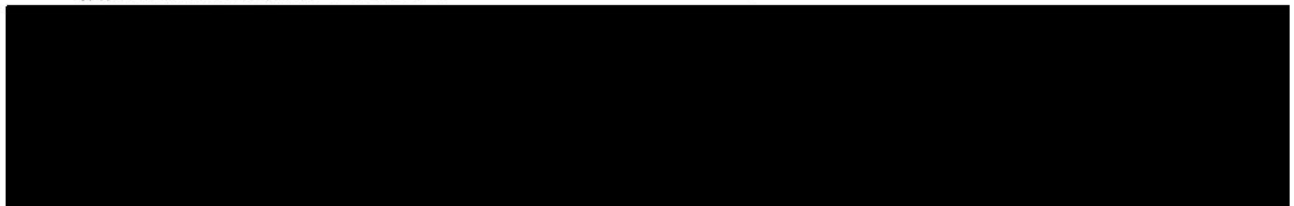


Signature



Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.





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

Name:

Nadine Burns-Lyons

No

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 __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?
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
<p>NONE</p> <p><i>Please write "None" if applicable. Do not leave this space blank.</i></p>			

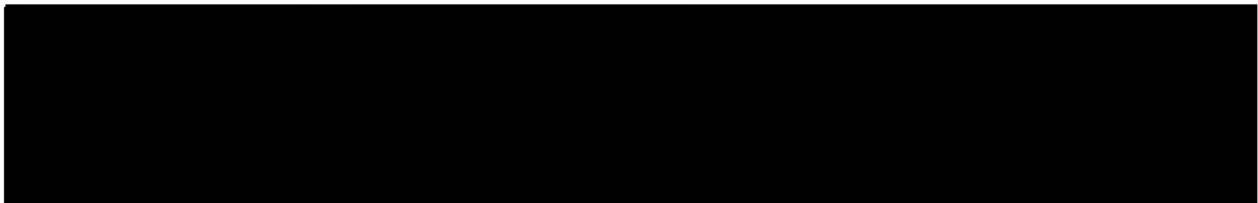
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation 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 "None" if applicable. Do not leave this space				

Yadine Burns-Gonzalez
Signature

7/5/2021
Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.





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

Name:

Sobeida 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).

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?

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

Yes, daughter, no benefit

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? A

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.

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
<i>Please write "None" if applicable. Do not leave this space blank.</i> <i>none</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
<i>Please write "None" if applicable. Do not leave this space blank.</i>				



Signature

Date

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**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 EDUCATION EXCELLENCE

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

BOARD
CHAIR OF ACADEMIC COUNCIL

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.

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

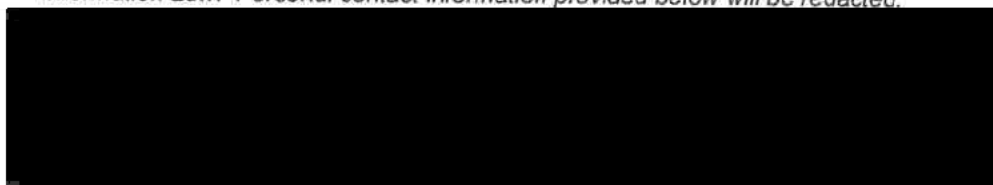
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation 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
Please write "None" if applicable. Do not leave this space blank.				


Signature

7/12/21
Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.





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

Name:

James Killoran PhD

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).

Treasurer

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.

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 ☒ 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>none</i>			
<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
<i>Please write "None" if applicable. Do not leave this space blank.</i> none				

Signature

Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.





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

Name:

Debra Gerson MD FAAFP
NPI 1912069063
Family Health Center
81 S. Broadway, Yonkers 10701
(914) 375-3200

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 Educational Excellence

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

community 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?

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?

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 "None" if applicable. Do not leave this space blank. <i>None</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
<i>Please write "None" if applicable. Do not leave this space blank.</i> NONE				


Signature


Date

Please note that this document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.



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

Name: **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 FOR 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			

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**."

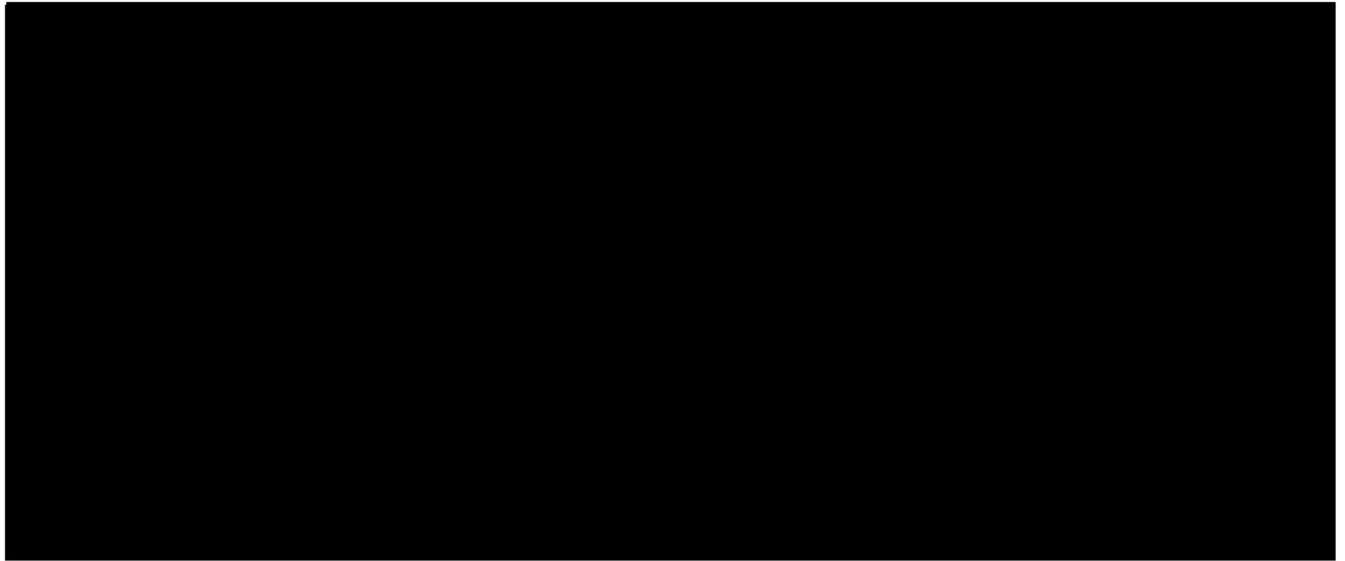
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
NONE				



Signature

Dated: July 1, 2021

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

Name:

Lisbel ROSARIO

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 ✓ 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

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

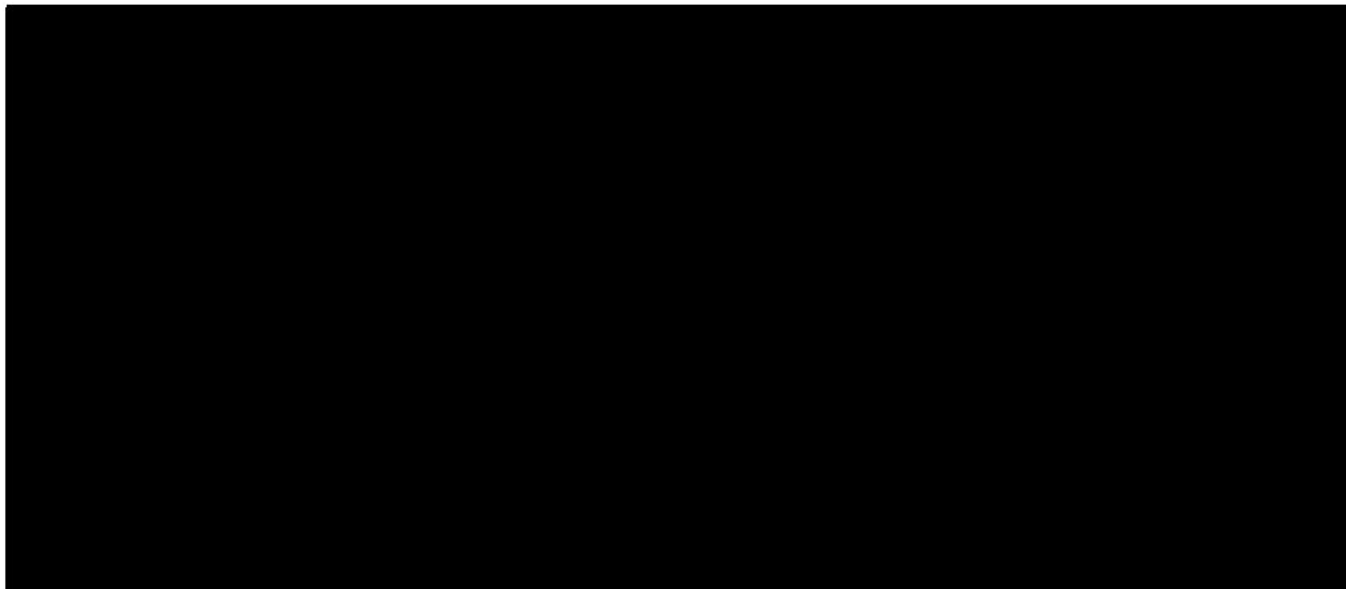
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation 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
Please write "None" if applicable. Do not leave this space blank. NONE				

Lisbeth Klein 7/1/21
Signature Date

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1

**Board of Trustees Zoom Meeting
August 20, 2020**

Attendance: Eduardo LaGuerre, Sobeida Cruz, Dr. Jim Killoran, Dr. James Stenerson, Lisbel Rosario, Nadine Burns- Lyons

Absent: Carlos Medina

Present Non- Board Member: C. Lopez, J. Spina, J. Jacaruso, D. Palmer, C. Goldberg, E. LaGuerre, D. Rendina, D. Pagan, M. Perez, Ms. Brown,

Call to order: 5:05 pm

Welcome and Introductory Remarks-Mr. LaGuerre and Board Members

- Mr. LaGuerre welcomes and thanks everyone for their participation at this zoom meeting.

Community Open Forum-

- Reopening- Classes will be virtual until October 5th
- Zoom Parent meeting August 24th at 10:00am for all parents
- School supply packet- (sent in summer packet) we encourage parents to purchase supplies that they can use at home and once school physically re-opens again.
- Access to parent webinar will go up on CSEE website ASAP

ACTION ITEMS

Resolution 1 2020-2021: Adoption of June 18, 2020 Board of Trustee meeting minutes

RESOLVED: The Board of Trustees moves to adopt the Board of Trustee meeting minutes for the June 18, 2020 Board of Trustees meeting.

Motioned by: Dr. Stenerson

Seconded by: L. Rosario

Discussion: No discussion at this time

Votes for and against: Unanimous

PASSED AND ADOPTED August 20, 2020

Attest:

By: Nadine Burns-Lyons Date: September 10, 2020
Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 2 2020-2021: Authorization to contract with Arrow Security, Inc. for security services for the 2021 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 \$20.92 per regular working hour, and \$30.46 per overtime hour for the Security Supervisor, and at the rate of \$20.31 per regular

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 fiscal year at the price of \$1.33 for each breakfast, \$2.40 for each lunch, and \$0.73 for each snack.

Motioned by: Dr. Stenerson

Seconded by: L. Burns-Lyons

Discussion: Students are happy with food being served in both building. Regina Caterers has been very accommodating to student's preferences in terms of meal choices. We have identified different locations where we can drop off food to students in need of meals. If you currently know of a student in need of a meal please contact Carmen Goldberg.

Votes for and against: Unanimous

PASSED AND ADOPTED August 20, 2020

Attest:

By: Nadine Burns-Lyons Date: 9/10/2020
Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 6 2020-2021: Authorization to contract with Dr. A. Rabadi to provide COVID testing services to CSEE staff members and Board.

RESOLVED: The Board of Trustees authorizes a contract with Dr. A. Rabadi to provide COVID testing services on August 14, 2020 at the CSEE campus, not to exceed \$2,300.00.

Motioned by: Dr. Stenerson

Seconded by: N. Burns- Lyons

Discussion: Thank you to Dr. Ramadi and St. Joseph Hospital for helping us to get everyone tested. If there a need for ongoing testing please let the board know and we can discuss it being an ongoing service.

Votes for and against: Unanimous

PASSED AND ADOPTED August 20, 2020

Attest:

By: Nadine Burns-Lyons Date: 9/10/2020
Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 7 2020-2021: 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, 2020 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: L. Rosario

Seconded by: Dr. Stenerson

Discussion: No discussion at this time.

Votes for and against: Unanimous

PASSED AND ADOPTED August 20, 2020

Attest:

By: Nadine Burns-Lyons Date: 9/10/2020
Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

PASSED AND ADOPTED August 20, 2020

Attest:

By: Nadine Burns-Lyons Date: 9/10/2020
Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 11, 2020-2021: Authorization to contract with Titan for Student Meals Management.

RESOLVED: The Board of Trustees authorizes a contract with Titan for Student Meals Management. The contract covers the cost for the student management, application processing (including online applications), point-of-service for 2 sites and 2 serving lines. TITAN is sold as an annual subscription. The annual cost is \$1,300.00 with a one-time service fee of \$1,600.00 for initial setup and development.

Motioned by: Dr Stenerson

Seconded by: L. Rosario

Discussion: NYS Ed guideline for reopening regarding meals is that there be online capabilities for students and parents, where they can request meals online and pay for meals online as well. Students will have access to an application where everything will be done hands free and they will be able to receive their meals through a touch free system.

Votes for and against: Unanimous

PASSED AND ADOPTED August 20, 2020

Attest:

By: Nadine Burns-Lyons Date: 9/10/2020
Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 12 2020-2021: Approval and Authorization to execute and deliver various documents in connection with issuance of Certain Education Revenue Bonds by the Yonkers economic Development Corporation.

RESOLVED: The Board of Trustees approves and authorizes the execution and delivery of all documents in connection with issuance of Certain Education Revenue Bonds by the Yonkers economic Development Corporation. Please see attached full Resolution.

Motioned by: L. Rosario

Seconded by: Dr. Stenerson

Discussion: Refinancing 2010 interest rate which is currently at 7%.

Votes for and against: L. Rosario- abstain, all other board members in favor.

PASSED AND ADOPTED August 20, 2020

Attest:

By: Nadine Burns-Lyons Date: 9/10/2020
Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 13, 2020-2021: Adoption of the Revised Charter School of Educational Excellence Employee Manual

RESOLVED: The Board of Trustees moves to adopt the Revised Charter School of Educational Excellence Employee Manual.

Motioned by: L. Rosario

Seconded by: Dr. Stenerson

- 120 or more laptops need to be purchased for use for our students. All students will receive a laptop for the 2020-2021 school year.

Academic Report- Dr. Stenerson

- Continuity plan is currently being worked on to clearly outline how we plan to cover the school year in terms of meeting in the class room etc.
- Guidelines on what parents are responsible for such as learning tutorials and online expectations.
- Basic instructions on how to use the chrome books for parents and students.
- Working with Tech Company and architect to make sure that we have everything onboard for when the new high school opens.

Facilities Report- Mr. LaGuerre

- On schedule and on budget.
- All permits have been submitted to the city for approval.
- We have signed a finalized agreement with the laundry-mat next door and will start to retain the space and being construction on that area of the property soon.

Elementary School Principle Report- J. Spina

- Worked collaboratively with the team on designing CSEE's Reopening Plan for New York State.
- Surveyed staff and conducted a Q & A session to address any questions or concerns staff had pertaining to our reopening plan.
- Hosted a staff professional development session for k-3. We focused on sharing best practices using Google Classroom and How to make Learning Stick.

Middle School Principal Report-J. Jacaruso

- New 5th grade teacher was hired and two new TA's for the middle school grades 6-8
- Ongoing weekly meetings with Superintendent and principals- reopening school plan, remote learning plan, professional development for teachers.
- Professional development will start in the coming weeks using; Castle Learning, I-ready, VADIR/DASA, Hands on science

High School Principle Report- D. Palmer

- The high school offered a virtual Summer School Recovery Program from July 06, 2020 – August 13, 2020. Students who did not earn credit for a course during the 2019-2020 school year were mandated to participate in the credit recovery program. There were 27 students enrolled in the Summer Program.
- In collaboration with the Dean of Students and School Counselor, 9th and 10th grade orientation videos. These videos will address expectations and day-to-day interactions for the coming school year.
- Interviewing teaching staff for the 10th grade cohort; certified teachers and support staff.

Athletics Report- M. DeSimone

- Athletic banquet went very well, it was really appreciated by the students and parents, and it was all made possible with the hard work of our principles and coaching staff.
- Looking forward to implementing an Owl's fall camp (if needed based on the success of our Owls summer camp.
- Interscholastic athletics is currently suspended throughout NYS. The CSEE league is currently discussing moving fall sports into the winter months based on the governor's guidance for interscholastic athletics.
- Team has been working on putting together google classroom tutorials for students and are currently working on a website for updates and photos and any athletic information.

**Board of Trustees Zoom Meeting
September 10, 2020**

Attendance: Eduardo LaGuerre, Sobeida Cruz, Dr. Jim Killoran, Nadine Lyons & Lisbel Rosario

Absent: Carlos Medina, Dr. James Stenerson, (Excused)

Present Non- Board Member: C. Lopez, J. Spina, J. Jacaruso, D. Palmer, C. Goldberg, E. LaGuerre, M. Perez, P. Augello

Call to order: 6:35

Welcome and Introductory Remarks-Mr. LaGuerre and Board Members

- Mr. LaGuerre welcomes all board members and non-board members present at the September zoom meeting. The board is very happy with how well our teacher were prepared for the start of virtual teaching of our students. Our parents also are very eager to start the school year as well.
- CSEE continues to support our students as much as possible. We have made arrangements with a mobile company to provide subsidize Wi-Fi at a rate of \$20 a month for student in need of Wi-Fi.
- Currently Trustee Medina has missed 3 consecutive meetings. We have reached out to him via phone and email to no response. With the board's approval I would like to send one final correspondence notifying Trustee Medina about his absences and advising him that his status on the board will be terminated.
- We will start a committee to be headed by Ms. Cruz to find two new trustees for the CSEE board. Please submit any recommendations of candidates to the committee.

Community Open Forum- No comments were made from the community at this time. No online visitors reported at this time.

ACTION ITEMS

Passed Resolution via Emergency Conference Call – 9/8/2020

Resolution 15 2020-2021: 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: Dr. Killoran

Seconded by: Nadine Burns-Lyons

Discussion: No discussion at this time

Votes for and against: Unanimously adopted

PASSED AND ADOPTED September 10, 2020

Attest:

By: Nadine Burns-Lyons **Date:** 10/8/2020

Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 16 2020-2021: Adoption of August 20, 2020 Board of Trustee meeting minutes

RESOLVED: The Board of Trustees moves to adopt the Board of Trustee meeting minutes for the August 20, 2020 Board of Trustees meeting.

Motioned by: Dr. Killoran

Seconded by: N. Burns-Lyons

Discussion: No discussion at this time

Votes for and against: Unanimously adopted

PASSED AND ADOPTED September 10, 2020

Attest:

By: Nadine Burns-Lyons Date: 10/9/2020
Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 17 2020-2021: 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 2020-2021 school year at the hourly rate of \$120.00 per hour for no more than 200 hours of service for the school year.

Motioned by: N. Burns-Lyons

Seconded by: Dr. Killoran

Discussions: Academic support for Science and STEM for all student's grades K-10

Votes for and against: Unanimously adopted

PASSED AND ADOPTED September 10, 2020

Attest:

By: Nadine Burns-Lyons Date: 10/8/2020
Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 18 2020-2021: Authorization to contract with Gary Bergman Consulting, Inc. for student information, master schedule, student lottery data management, all New York State and Federal Student Reporting, surveys, and technical assistance services.

Resolved: The Board of Trustees authorizes the Charter School of Educational Excellence to contract with Gary Bergman Consulting, Inc. for student information, master schedule and student lottery data management, NYS Federal Reporting, Direct Certification Reports, surveys, and technical assistance services for the 2020-2021 school year at an hourly rate of \$140.00 for no more than 200 hours of service for the school year.

Motioned by: N. Burns-Lyons

Seconded by: S. Cruz

Discussions: No discussion at this time

Votes for and against: Unanimously adopted

PASSED AND ADOPTED September 10, 2020

Attest:

By: Nadine Burns-Lyons Date: 10/8/2020
Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 19 2020-2021: 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 2020-2021 school year at the rate of \$700 per day for up to 20 days for the school year.

Motioned by: Dr Killoran

Seconded by: S Cruz

Discussions: No discussion at this time

Votes for and against: Unanimously adopted

PASSED AND ADOPTED September 10, 2020

Attest:

By: Nadine Burns-Lyons Date: 10/8/2020
Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 20 2020-2021: 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 academic staff during the 2021 fiscal year in the amount of \$25,000. Pursuant to this contract CEI shall provide professional development services to CSEE faculty.

Motioned by: Dr Killoran

Seconded by: S Cruz

Discussions: No discussion at this time

Votes for and against: Unanimously adopted

PASSED AND ADOPTED September 10, 2020

Attest:

By: Nadine Burns-Lyons Date: 10/8/2020
Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 21 2020-2021: Authorization to contract with the Center for Educational Funding for grants management services.

RESOLVED: The Board of Trustees authorizes a contract renewal with the Center for Educational Funding for grants management services for title grants, and CARES Act grant, at a price of \$12,000 for the 2021 fiscal year.

Motioned by: N. Burns-Lyons

Seconded by: S. Cruz

Discussions:

Votes for and against: Unanimously adopted

PASSED AND ADOPTED September 10, 2020

Attest:

By: Nadine Burns-Lyons Date: 10/8/2020

Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 22 2020-2021: 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 2021 fiscal year, including customized budget forecasting and modeling, preparation of financial statements, cash management and banking support services for the price of \$215,250.

Motioned by: Dr Killoran

Seconded by: S Cruz

Discussions: No discussion at this time

Votes for and against: Unanimously adopted

PASSED AND ADOPTED September 10, 2020

Attest:

By: Nadine Burns-Lyons Date: 10/8/2020
Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Emergency Meeting of the Board - October 2, 2020

E. LaGuerre, S. Cruz, Nadine Burns-Lyons, Lisbel Rosario

Resolution 23 2020-2021: Authorization to enter into an Assignment and Assumption of lease agreement.
Whereas by entering into this lease, this will allow for the school to **enclose its campus and enhance safety** for its students and staff,

Whereas given the site has the same landlord and owner as the existing CSEE site, this will allow for **reassignment of the existing leases into one.**

RESOLVED: The Board of Trustees authorizes the Charter School of Educational Excellence to enter into an assignment and assumption of lease agreement between the Charter School of Educational Excellence and Clean City Warburton Cooperation, doing business as Clean City Laundromat at 244 Warburton Avenue, The Board Chair is hereby authorized, on behalf of CSEE, to execute, acknowledge (if appropriate) and deliver the School Lease and any Assignments, Assumptions or Agreements **necessary, pending SED approval.**

Motioned by: Sobeida Cruz

Seconded by: Lisbel Rosario

Discussions:

Votes for and against: all in favor; E. LaGuerre, S. Cruz, Nadine Burns-Lyons, Lisbel Rosario

PASSED AND ADOPTED October 2, 2020

Attest:

By: Nadine Burns-Lyons Date: 10/8/2020
Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Facilities Report- Mr. LaGuerre

- Looking to close on the laundry mat by October 31th.
- Construction at the new building is on schedule and under budget.
- Equipment for the new building is being purchased and should be arriving soon.
- IDA allocated 15 Million for the bond financing. The next meeting is September 28th.

Finance Report- S.Cruz

- Reviewed last month's credit card statements as well as checks to our vendors and there are no discrepancies.
- Hand Bag Bingo fundraising event has been cancelled.

Academic Report- Dr Stenerson

- No report at this time

Elementary School Principle Report- J. Spina

- Worked collaboratively with Peter Phillips to design Wordstart workshops for grades K-1st grade parents. 54% of the parents choose between the hours 6:00 PM-8:00PM for availability. This will play a valuable role in bringing up parent workshop attendance.
- Technology: meetings in conjunction with Dr. Stenerson to follow up on E-Rate, student and teacher technology needs based on remote opening, technology manual and contract, Wi-Fi access.

Middle School Principal Report-J. Jacaruso

- Ongoing professional development for all staff during the last week of August such as Flexible PD-edCamp- (Swingle), Castle Learning, I-Ready, Hands on Science and GoGuardian
- Teachers are having live sessions for 315 minutes a day (5 hours and 15 minutes); recording core lessons and posting on google classroom

High School Principle Report- D. Palmer

- Both 9th grade and 10th grade students and families received orientation videos specific to each grade. The feedback from families is that they found the videos to be informative, answering and addressing many of their concerns for remote learning.
- Students are reviewing course overview and expectations with their respective teacher during the week of September 08, 2020.
- Interviewing teaching staff for the 10th grade cohort; Social Studies teacher and support staff

Athletics Report- M. DeSimone

- Permit for use of Trevor park was approved
- Low moderate sports have been approved by the state
- Registration for students grades 6-10 for sports try-outs will be starting the week of the 21st. Parents will be given safety plan.
- A Covid-19 waver has been sent home to students interested in joining sports program

Superintendent Report- C. Lopez

- All students are receiving remote instruction; all students have access to a CSEE issued laptop
- Extensive wait list for Yonkers students. Many complaints from Yonkers parents regarding school giving priority to out of district families due to the 50/50 split
- Technology: meetings in conjunction with Dr. Stenerson to follow up on E-Rate, student and teacher technology needs based on remote opening, technology manual and contract, Wi-Fi access

Director of Operations Report- E. LaGuerre

- Each parent signed off on the school issued technology procedures and information manual which indicates they are responsible for the wellbeing and upkeep of the school issued technology.

- The High School Food Permit application was mailed out to the Department of Health for approval. Application requires to be submitted 21 days prior to school operation. Once received the Department of health will schedule an inspection of the high school kitchen area.

Chief Custodian Report- D. Pagan

- No report at this time

BoostED Finance Report- P. Augello

- Sent out year-end financials which are being audited.
- Filled Intercept 3 months ago, but there is currently a backlog. We need the attorneys to follow-up on 30 students that we have not been paid for.
- State is projecting a 20% withholding for the school budget, but PPE funding will help us for the next year.

Parent Coordinator- C. Goldberg

- Working with parents to identify if any of them need help with food services, currently NYC is not offering Grab & Go meal program. Please let me know if you know of any families in need of assistance.

Motion to Adjourn- 7:23pm



**Board of Trustees Meeting (Via Zoom)
October 8, 2020**

Attendance: Eduardo LaGuerre, Sobeida Cruz, Dr. Jim Killoran, Nadine Lyons & Lisbel Rosario, Dr. James Stenerson

Absent: Carlos Medina

Present Non- Board Member: C. Lopez, J. Spina, J. Jacaruso, D. Palmer, C. Goldberg, Eleana LaGuerre, M. Perez, D. Rendina, M. DeSimone, P. Augello

Call to order: 5:30 PM

Community Open Forum- No comments were made from the community at this time. Many present but no online visitors comments.

Welcome and Introductory Remarks - Mr. LaGuerre

Mr. LaGuerre welcomes all board members and non-board members present at the October 8th, public meeting via zoom meeting.

- Altering agenda for today's meeting as the first call of order will be the Election of Members to the Board, second call of order will be Election of Officers to the board, and lastly the Chairmen of standing committees of the board. All members agree to alter the agenda as recommended by Mr. LaGuerre.
- Mr. Medina has been an active member of CSEE Board of Trustees and has not been able to attend monthly board meetings due to being ill. A recommendation was made at the September Board of Trustees Meeting to send a letter to him in regards to his termination. Currently waiting for a response from him before the board finalizes what his position on the board is going to be.

ACTION ITEMS

Resolution 24 2020-2021: Nomination and re-election of CSEE trustee, Eduardo LaGuerre to serve another term of five years in office.

RESOLVED: As per section 4, Terms of Office, of the By-Laws of the CSEE, all trustees shall be eligible for re-election with no term limits. Trustees will be elected to serve terms of five years from the day of their election.

Motioned by: J. Killoran

Seconded by: L. Rosario

Discussions:

Votes for and against: All voted in favor. **E. LaGuerre Abstained**

PASSED AND ADOPTED October 8, 2020

Attest:

By: _____ Date: _____

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

Resolution 25 2020-2021: Nomination and re-election of CSEE trustee, Nadine Burns-Lyons to serve another term of five years in office.

RESOLVED: As per section 4, Terms of Office, of the By-Laws of the CSEE, all trustees shall be eligible for re-election with no term limits. Trustees will be elected to serve terms of five years from the day of their election.

Motioned by: L. Rosario

Seconded by: J. Killoran

Discussions:

Votes for and against: All voted in favor. **N. Burns-Lyons Abstained**

PASSED AND ADOPTED October 8, 2020

Attest:

By: Nadine Burns-Lyons Date: 11/12/2020

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

Resolution 26 2020-2021: Nomination and re-election of CSEE trustee, Sobeida Cruz to serve another term of five years in office.

RESOLVED: As per section 4, Terms of Office, of the By-Laws of the CSEE, all trustees shall be eligible for re-election with no term limits. Trustees will be elected to serve terms of five years from the day of their election.

Motioned by: J. Killoran

Seconded by: J. Stenerson

Discussions:

Votes for and against: All voted in favor. **S. Cruz Abstained**

PASSED AND ADOPTED October 8, 2020

Attest:

By: Nadine Burns-Lyons Date: 11/12/2020

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

Resolution 27 2020-2021: Nomination and re-election of CSEE trustee, Jim Killoran to serve another term of five years in office.

RESOLVED: As per section 4, Terms of Office, of the By-Laws of the CSEE, all trustees shall be eligible for re-election with no term limits. Trustees will be elected to serve terms of five years from the day of their election.

Motioned by: S. Cruz

Seconded by: J. Stenerson

Discussions:

Votes for and against: All voted in favor. **J. Killoran Abstained**

PASSED AND ADOPTED October 8, 2020

Attest:

By: Nadine Burns-Lyons Date: 11/12/2020

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

Resolution 28 2020-2021: Nomination and re-election of CSEE trustee, James Stenerson to serve another term of five years in office.

RESOLVED: As per section 4, Terms of Office, of the By-Laws of the CSEE, all trustees shall be eligible for re-election with no term limits. Trustees will be elected to serve terms of five years from the day of their election.

Motioned by: N. Burns-Lyons

Seconded by: S. Cruz

Discussions:

Votes for and against: All voted in favor. **J. Stenerson Abstained**

PASSED AND ADOPTED October 8, 2020

Attest:

By: Nadine Burns-Lyons Date: 11/12/2020

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

Resolution 29 2020-2021: Nomination and re-election of CSEE trustee, Carlos Medina to serve another term of five years in office.

RESOLVED: As per section 4, Terms of Office, of the By-Laws of the CSEE, all trustees shall be eligible for re-election with no term limits. Trustees will be elected to serve terms of five years from the day of their election.

Motioned by: J. Stenerson

Seconded by: J. Killoran

Discussions:

Votes for and against: All voted in favor. **C. Medina Absent**

PASSED AND ADOPTED October 8, 2020

Attest:

By: Nadine Burns-Lyons Date: 11/12/2020

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

Resolution 30 2020-2021: Nomination and re-election of CSEE PTO President to serve as a trustee on the Board of the Charter School of Educational Excellence.

RESOLVED: As per section 4, Terms of Office, of the By-Laws of the CSEE, The Parent Teacher Organization (PTO) President will serve on the Board for the length of his or her tenure as PTO President.

Motioned by: S. Cruz

Seconded by: J. Killoran

Discussions:

Votes for and against: All voted in favor. **L. Rosario Abstained**

PASSED AND ADOPTED October 8, 2020

Attest:

By: Nadine Burns-Lyons Date: 11/12/2020

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

Resolution 31 2020-2021: Election of Officers to serve as Officers on the Board of Trustees of the Charter School of Educational Excellence as per the By Laws.

RESOLVED: In accordance with Article 3 of the By-Laws of the CSEE, The Board of Trustees, of CSEE, shall elect by majority vote, from among its trustees, to serve as officers of the board in the capacity of Chairman, Secretary and Treasurer.

Nominated to serve as Chairman of the Board, Eduardo LaGuerre
Nominated to serve as Secretary, Nadine Burns-Lyons
Nominated to serve as Treasurer, Jim Killoran.

Motioned by: J. Stenerson

Seconded by: L. Rosario

Discussions:

Votes for and against: All voted in favor.

PASSED AND ADOPTED October 8, 2020

Attest:

By: Nadine Burns-Lyons Date: 11/12/2020

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

Resolution 32 2020-2021: Nomination and Election of Board Members to serve on standing committees as per By Laws, for the effective governance of the school.

RESOLVED: The Chairman of the Board of Trustees moves to nominate Dr. Jim Stenerson as Chair of the Educational (Academic) Committee, and Sobeida Cruz as Chair of the Finance Committee.

Motioned by: J. Killoran

Seconded by: L. Rosario

Discussion:

Votes for and against: All voted in favor

PASSED AND ADOPTED October 8, 2020

Attest:

By: Nadine Burns-Lyons Date: 11/12/2020

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

Resolution 33 2020-2021: Nomination and Election of Board Members to serve on standing committees as per By Laws

RESOLVED: J. Killoran moves to nominate Eduardo LaGuerre as Chair of the Facilities Committee.

Motioned by: J. Killoran

Seconded by: L. Rosario

Discussion:

Votes for and against: All voted in favor

PASSED AND ADOPTED October 8, 2020

Attest:

By: Nadine Burns-Lyons Date: 11/12/2020

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

Resolution 23 2020-2021: Authorization to enter into an Assignment and Assumption of lease agreement.

Whereas by entering into this lease, this will allow for the school to enclose its campus and enhance safety for its students and staff;

Whereas given the site has the same landlord and owner as the existing CSEE site, this will allow for reassignment of the existing leases into one.

RESOLVED: The Board of Trustees authorizes the Charter School of Educational Excellence to enter into an assignment and assumption of lease agreement between the Charter School of Educational Excellence and Clean City Warburton Cooperation, doing business as Clean City Laundromat at 244 Warburton Avenue. The Board Chair is hereby authorized, on behalf of CSEE, to execute, acknowledge (if appropriate) and deliver the School Lease and any Assignments, Assumptions or Agreements necessary.

Motioned by: Sobeida Cruz

Seconded by: Lisbel Rosario

Discussions: No Comments

Votes for and against: All voted in favor: E. LaGuerre, S. Cruz, N. Burns-Lyons, L. Rosario, J. Stenerson, J. Killoran.

PASSED AND ADOPTED October 8, 2020

Attest:

By: Nadine Burns-Lyons Date: 11/12/2020

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

Resolution 34 2020-2021: Adoption of September 10, 2020 Board of Trustee meeting minutes

RESOLVED: The Board of Trustees moves to adopt the Board of Trustee meeting minutes for the September 10, 2020 Board of Trustees meeting.

Motioned by: J. Killoran

Seconded by: S. Cruz

Discussion:

Votes for and against: All voted in favor

PASSED AND ADOPTED October 8, 2020

Attest:

By: Nadine Burns-Lyons Date: 11/12/2020

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

Resolution 35 2020-2021: Authorization to contract with Tur-Bus Transportation Corp.

RESOLVED: The Board of Trustees authorizes a contract with Tur-Bus Transportation Corp. to provide 2 Bronx buses @ \$408 per day per bus; 2 bus monitors @ \$50 per day per bus, AND 2 Mt. Vernon buses @ \$379.00 per day per bus; 2 bus monitors @ \$50 per day per bus.

Motioned by: J. Killoran

Seconded by: L. Rosario

Discussions:

Votes for and against: All voted in favor

PASSED AND ADOPTED October 8, 2020

Attest:

By: Nadine Burns-Lyons Date: 11/12/2020

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

Executive Committee Report- TABLED

Finance Committee Report- S. Cruz

- Reviewed last month's credit card statements as well as checks to our vendors and there are no discrepancies.
- Hand Bag Bingo fundraising event has been cancelled.
- Sending letters to donors

Academic Committee Report- Dr. Stenerson

- Has met with Superintendent and Principals regarding remote learning.
- The technology for remote learning has been received and is in use which is allowing the school to operate smoothly.

Facilities Report- Mr. LaGuerre

- Weekly meetings at the construction site, and going over the progress at the site. Steel framing is complete. Plumbing has begun, and electrical work has started.
- First week of April 2021 the school should be finished.
- Finalized the agreement with the Laundry Mat. Closing on October 15, 2020.
- Ms. Lopez and architects working on designing, some final touches
- Call with NYSED to discuss adjacent site lease (laundromat)

Elementary School Principal Report- J. Spina

- Ongoing weekly meetings with Superintendent Lopez and Principals to establish a clear vision for remote learning environment.
- Working collaboratively with Peter Phillips to design Wordstart workshops for our Kindergarten and First grade parents.
- Fountas and Pinnell running records were conducted on the main campus for all new incoming students. These assessments were administered in person in order to gain a valid baseline. The data gleaned from these assessments will be used to plan instruction and support student needs.

Middle School Principal Report-J. Jacaruso

- Grade team meetings- ongoing team meetings with each grade level; student grading policy; student assignments and assessments, exemplar slides and lesson plans, communicating with parents, procedures for remote learning, i-ready diagnostic for ELA and math; at risk students (start the process of meeting with parents; action plan)
- Directors observing live sessions to monitor student engagement and teacher's delivery of lessons; demoing lessons for new teachers; making revisions to objectives; objectives are aligned to standards and measurable; revising questions within lessons- focusing on incorporating questions that promote high-level thinking and discussion
- Specialty teachers- adjusted their schedules to assist one another during the live sessions to monitor students and attendance

High School Principal Report- D. Palmer

- Students continue to participate in high quality learning sessions remotely through the months of September and October.
- There has been a significant decrease in connectivity issues with students. edIT has been instrumental in supporting and addressing the technology needs of students and staff.
- Our CTE courses for Automotive Technology and Culinary Arts began the week of September 21st and running smoothly.
- Data from the benchmark assessments are used to plan the scope and sequence of the content for the school year.

Athletics Report- M. DeSimone

- Practices for MS Flag Football, HS Flag Football, and HS Girls Soccer began 9/28
- Sports masks were donated to each student athlete

- Temperature Checks and Health Screening prior to each practice and contest
- CSEE Athletics partnered with FamilyID in order to create online registration portal for the program. All families create an account, e-sign forms, upload documents (medical and health related information). Saves a lot of time for Athletic Director, School Nurse, no more paperwork.
- September 24th- Staff from St. Joseph's Medical Center conducted a community introduction via zoom webinar and outreach to parents in regards to our partnership with St. Joseph's and what they have to offer our school community. Health care services, Physicals, Vaccines, etc. Works with our school nurse.

Superintendent Report- C. Lopez

- Working on revising Attendance Policy to include remote learning
- School extended remote learning window for all students until the end of the first marking period, November 6, 2020
- Working on transportation schedule for Yonkers students
- Reopening for Hybrid Instruction Model: to commence November 9, 2020
- Participating in weekly finance calls regarding the 2020 bonds

Director of Operations Report- TABLED

Chief Custodian Report- TABLED

BoostED Finance Report- P. Augello

- Base Per Pupil revenue is slightly below budget at this point.
- No concerns with expenses
- Audit is ongoing with Vargas & Rivera, hopefully have a draft report within the next 2 weeks.
- Rating for S&P was received.

PTO Report-TABLED

Nominating Committee Report-S. Cruz

- 3 resumes submitted for trustee's review
- Ms. Cruz to set up an interview with all 3 candidates, and move to bring them on the board.

Motion to Adjourn- 7:00 pm

**Board of Trustees Zoom Meeting
November 12, 2020**

Attendance: Eduardo LaGuerre, Sobeida Cruz, Dr. Jim Killoran, Dr. James Stenerson, Lisbel Rosario, Nadine Burns- Lyons

Absent: Carlos Medina

Present Non- Board Member: C. Lopez, J. Spina, J. Jacaruso, D. Palmer, C. Goldberg, E. LaGuerre, D. Rendina, D. Pagan, M. Perez, Ms. Brown, Linda Brown, Wilson Soto, Dr Deborah Gerson

Call to order: 5:05 pm

Welcome and Introductory Remarks-Mr. LaGuerre and Board Members

- Mr. LaGuerre welcomes and thanks everyone for their participation at this zoom meeting. Excited and commend staff on their marvelous job on the opening of in person learning. Mr. LaGuerre asked for other trustees to do a walkthrough of the school to see the wonderful things happening at CSEE.

Community Open Forum-

- Welcoming remarks and swearing in of new trustees by Judge Elena Goldberg-Velazquez.

ACTION ITEMS

Resolution 36 2020-2021: Authorization to approve Dr. Debra L. Gerson as a member of the Charter School of Educational Excellence Board of Trustees

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 Dr. Debra L. Gerson as a member to its Board of Trustees, with a term expiring on 11/12/2025, pending approval by NYSED. The resolution approving Dr. Debra L. Gerson is adopted upon NYSED's approval.

Motioned by: Sobeida Cruz

Seconded by: Dr Killoran

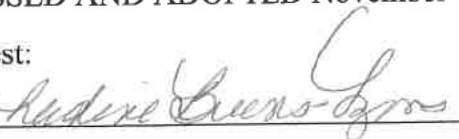
Discussion: No discussion at this time

Votes for and against: Adopted unanimously

PASSED AND ADOPTED November 12, 2020

Attest:

By:

 **Date:** 12/10/2020

Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 37 2020-2021: Authorization to approve Wilson Soto as a member of the Charter School of Educational Excellence Board of Trustees.

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 Wilson Soto as a member to its Board of Trustees, with a term expiring on 11/12/2025, pending approval by NYSED. The resolution approving Wilson Soto is adopted upon NYSED's approval.

Motioned by: Sobeida Cruz

Seconded by: Dr Killoran

Discussion: No discussion at this time

Votes for and against: Adopted unanimously

PASSED AND ADOPTED November 12, 2020

Attest:

By: Nadine Burns-Lyons Date: 12/10/2020

Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 38 2020-2021: Adoption of October 8, 2020 Board of Trustee meeting minutes

RESOLVED: The Board of Trustees moves to adopt the Board of Trustee meeting minutes for the October 8, 2020 Board of Trustees meeting.

Motioned by: Dr Killoran

Seconded by: Sobeida Cruz

Discussion: No discussion at this time

Votes for and against: Adopted unanimously

PASSED AND ADOPTED November 12, 2020

Attest:

By: Nadine Burns-Lyons Date: 12/10/2020

Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 39 2020-2021: 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.

Motioned by: Sobeida Cruz

Seconded by: Dr Stenerson

Discussion: No discussion at this time

Votes for and against: Adopted unanimously

PASSED AND ADOPTED November 12, 2020

Attest:

By: Nadine Burns-Lyons Date: 12/10/2020

Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 40 2020-2021: Adoption of the Charter School of Educational Excellence School Data Privacy and Security Policy.

RESOLVED: The Board of Trustees moves to adopt the Charter School of Educational Excellence School Data Privacy and Security Policy as per the State of Education Department requirements.

Motioned by: Dr Stenerson

Seconded by: Dr Killoran

Discussion: No discussion at this time

Votes for and against: Adopted unanimously

PASSED AND ADOPTED November 12, 2020

Attest:

By: Nadine Burns-Lyons Date: 12/10/2020

Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 41 2020-2021: Authorization to make calendar changes to the Charter School of Educational Excellence 2020-2021 School Year.

RESOLVED: The Board of Trustees authorizes CSEE to make changes to the 2020-2021 School Year calendar based on student needs. The half day faculty professional development that is scheduled for: Tuesday, December 8, 2020 will be moved to Wednesday, December 9, 2020; and the January 12, 2021 will be moved to January 13, 2021.

Motioned by: Dr Killoran

Seconded by: Dr Stenerson

Discussions: No discussion at this time

Votes for and against: Adopted unanimously

PASSED AND ADOPTED November 12, 2020

Attest:

By: Nadine Burns-Lyons Date: 12/10/2020

Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 42 2020-2021: Authorization to contract with TriNet HR for employee benefit and payroll tax services.

RESOLVED: The Board of Trustees authorizes a contract with TriNet HR to provide services including the provision of healthcare and employee benefits administration, and payroll administration and tax services for the 2021 fiscal year at the annual rate of \$115,000.00

Motioned by: Dr Stenerson

Seconded by: Lisbel Rosario

Discussions: No discussion at this time

Votes for and against: Adopted unanimously

PASSED AND ADOPTED November 12, 2020

Attest:

By: Nadine Burns-Lyons Date: 12/10/2020

Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 43 2020-2021: Authorization to contract with Isa Marrs Speech Language Pathology, PC for Special education services.

RESOLVED: The Board of Trustees authorizes a contract with Isa Marrs Speech Language Pathology, PC to provide Speech Language Pathology services required by students with an Individualized Educational Plan (IEP), as per New York State Education Department requirements. CSEE will pay the contractor at a rate of \$160.00 per hour, paid in monthly installments upon receipt of invoice.

Motioned by: Dr Stenerson

Seconded by: Dr Killoran

Discussions: Specific for Special Ed students that require speech as part of their IEP. Service will be provided via Zoom until students are able to come in to school for these services. Everydayspeech.com is available to parents, students and administrators to provided free speech services.

Votes for and against: Adopted unanimously

PASSED AND ADOPTED November 12, 2020

Attest:

By: Nadine Burns-Lyons Date: 12/10/2020

Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 44 2020-2021: 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 \$5,000.00. This contract covers the full 260 Warburton campus.

Motioned by: Lisbel Rosorio

Seconded by: Dr Stenerson

Discussions: No discussion at this time

Votes for and against: Adopted unanimously

PASSED AND ADOPTED November 12, 2020

Attest:

By: Nadine Burns-Lyons Date: 12/10/2020

Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 45 2020-2021: Authorization to setup a temporary escrow account in the amount of \$325,000.00.

RESOLVED: The Board of Trustees authorizes CSEE to setup a temporary escrow deposit in the amount of \$325,000.00 for the benefit of the closing that will be refunded within 60-90 days back to the Charter School of Educational Excellence.

Motioned by: Dr Killoran

Seconded by: Sobeida Cruz

Discussions: The purpose is for the benefit of the closing while we gather additional documents. It's a temporary hold and are guaranteed to receive the money back once the title company releases it.

Votes for and against: 1-no / 5- yes /1- Absence

PASSED AND ADOPTED November 12, 2020

Attest:

By: Nadine Burns-Lyons Date: 12/10/2020

Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Finance Report- S. Cruz

- Reviewed last month's credit card statements as well as checks to our vendors and there are no discrepancies.
- Beats and bites has been rescheduled for next year-2021 as an in person fundraiser.
- Will be sending out appeal letters to donors.
- Intend on having a charity Facebook post so people could donate.

Academic Report- Dr. Stenerson

- Catch up on ERate- federal subsidies for internet and connectivity. We currently terminated contract that we have been using for a couple of years because our current contract with EdIt covers the Erate.
- School issued Technology and Procedures and Information manual. Outlines students responsibility to the technology and it also has a parent's responsibility to the technology as well.
- A fee would be responsible for misuse of the equipment.
- Create an evaluation for supervisors and administration to get a better understanding of any issues and make the school run smoothly

Facilities Report- Mr. LaGuerre / Carlo Schiattarella

- Completion of construction will be done May 2021 or early June 2021.
- The school is approximately 7600sq ft. with 5700sq ft. with classroom and school space.
- TCO should be done by August and then CSEE can occupy the building.
- Project budget is still on target and will begin to discuss use of contingency money for other wish projects.

Elementary School Principle Report- J. Spina

- Parents are completing student surveys, temperatures are checked and hands are sanitized prior to students entering the classroom.
- Students have two assigned, outdoor mask breaks. While students and teachers are outside getting fresh air, Pagan and his crew have been very prompt and timely in sanitizing each of the classrooms.
- AIS and Special Education services are being offered to all designated children and were able to pivot to a hybrid model without any disruption.

Middle School Principal Report-J. Jacaruso

- Met with new teachers to lesson plan, and made revisions to objectives - focusing on incorporating questions that promote high-level thinking and discussion
- Teachers participated in virtual professional development workshop (CEI) with a focus on student engagement in a virtual classroom; Flipgrid, google classroom, pear deck, Padlet; online interactive platforms
- Hybrid model- first few days was a success; students and teachers are following guidelines—Teachers, students, and staff all working collaboratively to work out any kinks that arise

High School Principle Report- D. Palmer

- The transition into hybrid learning has been going along well. We have maintained a lot of similarities to that of the remote learning model which has provided the students with consistency.
- As of Thursday, November 12, 2020, there are 50 high school students committed to the hybrid learning program.
- Teachers, Administration, Sped Director, Title I Director, and School Psychologist have met to review the Pupil Personnel Committee (PPC) process. Teachers have identified students on need of academic interventions and have begun providing interventions for those students

Athletics Report- M. DeSimone

- The student-athletes, coaches, and Dr. Stenerson took part in preparing and distributing meals to Yonkers community members in need in collaboration with Feeding Westchester and St. Joseph's Hospital.
- The CSEE Athletics and HSS partnered to conduct a virtual workshop in regards to injury prevention and the return to play in the mist of the COVID-19 pandemic. We had 82 community members attend including parents, coaches, student-athletes, and athletic directors/coaches from other school within our league attended.
- We have a number of scenarios and program options in place based on the guidance that comes out including, holding in house intermural sports for students who attend school on their given hybrid day, and holding outdoor cross country & strength and conditioning activities.

Superintendent Report- C. Lopez

- Finalized hybrid cohorts and schedule - Principals worked on breaking down periods to provide mask breaks and accommodate hybrid school hours
- Campus was prepared to receive students for in person learning. All areas were reviewed to optimize traffic flow and safety -- parking lot, walkways, entrance to all buildings, hallways, and classrooms
- Finance Audit and additional documentation submitted to NYSED – The State transitioned to a new federally mandated ESSA Fiscal Transparency reporting system in consultation with the state's other authorizers – Fiscal information and documentation must be submitted annually to the SED portal

PTO Report- L. Rosario

- No report at this time

Parent Coordinator- C. Goldberg

- Has received over 200 donations for Thanksgiving meals for our student's families.

Director of Operations Report- E. LaGuerre

- Supervising bus arrival and dismissal to ensure only one bus is loading or unloading and ensure all safety procedures in our reopening plan our followed.
- Apply for Summer Food Service Program which will allow students to receive free meals for the entire 2020-2021 school year.

- Reinforcement of rules to parents at the gate to ensure they are aware of all new safety measures, and a implementation of additional outdoor barriers to ensure social distancing measures are met.

BoostED Finance Report- P. Augello

- Successful bond closing, with great interest rates, very similar to last year's rate before co-vid.
- The Bond Savings is somewhere between \$100,000-\$200,000 a year, all of the school debt is under 4%
- Audit report was submitted to Board members, NYS Education Dept., Bond Holders and all parties interested.
- Revenue is down due to a decrease number in students and food services for those children, but we are currently in good financial standing.

Chief Custodian Report- D. Pagan

- Disinfecting of the school happens during every break (about 4 times a day)
- Afterschool the school goes thorough deep cleaning by hand and then disinfecting.
- The water dispensers are automatic so there are no hand contact and students are not spilling water.
- Back up battery for the server is about an hour. The emergency lights system will last about 8hrs.

Motion to Adjourn- 7:31 pm

Madeline Burns - 12/10/2020

**Board of Trustees Zoom Meeting
November 12, 2020**

Attendance: Eduardo LaGuerre, Sobeida Cruz, Dr. Jim Killoran, Dr. James Stenerson, Lisbel Rosario, Nadine Burns- Lyons

Absent: Carlos Medina

Present Non- Board Member: C. Lopez, J. Spina, J. Jacaruso, D. Palmer, C. Goldberg, E. LaGuerre, D. Rendina, D. Pagan, M. Perez, Ms. Brown, Linda Brown, Wilson Soto, Dr Deborah Gerson

Call to order: 5:05 pm

Welcome and Introductory Remarks-Mr. LaGuerre and Board Members

- Mr. LaGuerre welcomes and thanks everyone for their participation at this zoom meeting. Excited and commend staff on their marvelous job on the opening of in person learning. Mr. LaGuerre asked for other trustees to do a walkthrough of the school to see the wonderful things happening at CSEE.

Community Open Forum-

- Welcoming remarks and swearing in of new trustees by Judge Elena Goldberg-Velazquez.

ACTION ITEMS

Resolution 36 2020-2021: Authorization to approve Dr. Debra L. Gerson as a member of the Charter School of Educational Excellence Board of Trustees

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 Dr. Debra L. Gerson as a member to its Board of Trustees, with a term expiring on 11/12/2025, pending approval by NYSED. The resolution approving Dr. Debra L. Gerson is adopted upon NYSED's approval.

Motioned by: Sobeida Cruz

Seconded by: Dr Killoran

Discussion: No discussion at this time

Votes for and against: Adopted unanimously

PASSED AND ADOPTED November 12, 2020

Attest:

By: Nadine Burns-Lyons Date: 12/10/2020

Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

By: Nadine Burns-Lyons Date: 12/10/2020

Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 40 2020-2021: Adoption of the Charter School of Educational Excellence School Data Privacy and Security Policy.

RESOLVED: The Board of Trustees moves to adopt the Charter School of Educational Excellence School Data Privacy and Security Policy as per the State of Education Department requirements.

Motioned by: Dr Stenerson

Seconded by: Dr Killoran

Discussion: No discussion at this time

Votes for and against: Adopted unanimously

PASSED AND ADOPTED November 12, 2020

Attest:

By: Nadine Burns-Lyons Date: 12/10/2020

Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 41 2020-2021: Authorization to make calendar changes to the Charter School of Educational Excellence 2020-2021 School Year.

RESOLVED: The Board of Trustees authorizes CSEE to make changes to the 2020-2021 School Year calendar based on student needs. The half day faculty professional development that is scheduled for: Tuesday, December 8, 2020 will be moved to Wednesday, December 9, 2020; and the January 12, 2021 will be moved to January 13, 2021.

Motioned by: Dr Killoran

Seconded by: Dr Stenerson

Discussions: No discussion at this time

Votes for and against: Adopted unanimously

PASSED AND ADOPTED November 12, 2020

Attest:

By: Nadine Burns-Lyons Date: 12/10/2020

Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 42 2020-2021: Authorization to contract with TriNet HR for employee benefit and payroll tax services.

RESOLVED: The Board of Trustees authorizes a contract with TriNet HR to provide services including the provision of healthcare and employee benefits administration, and payroll administration and tax services for the 2021 fiscal year at the annual rate of \$115,000.00

Motioned by: Dr Stenerson

Seconded by: Lisbel Rosario

Discussions: No discussion at this time

Votes for and against: Adopted unanimously

Resolution 37 2020-2021: Authorization to approve Wilson Soto as a member of the Charter School of Educational Excellence Board of Trustees.

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 Wilson Soto as a member to its Board of Trustees, with a term expiring on 11/12/2025, pending approval by NYSED. The resolution approving Wilson Soto is adopted upon NYSED's approval.

Motioned by: Sobeida Cruz

Seconded by: Dr Killoran

Discussion: No discussion at this time

Votes for and against: Adopted unanimously

PASSED AND ADOPTED November 12, 2020

Attest:

By: Nadine Burns-Lyons Date: 12/10/2020

Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 38 2020-2021: Adoption of October 8, 2020 Board of Trustee meeting minutes

RESOLVED: The Board of Trustees moves to adopt the Board of Trustee meeting minutes for the October 8, 2020 Board of Trustees meeting.

Motioned by: Dr Killoran

Seconded by: Sobeida Cruz

Discussion: No discussion at this time

Votes for and against: Adopted unanimously

PASSED AND ADOPTED November 12, 2020

Attest:

By: Nadine Burns-Lyons Date: 12/10/2020

Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 39 2020-2021: 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.

Motioned by: Sobeida Cruz

Seconded by: Dr Stenerson

Discussion: No discussion at this time

Votes for and against: Adopted unanimously

PASSED AND ADOPTED November 12, 2020

Attest:

PASSED AND ADOPTED November 12, 2020

Attest:

By: Nadine Burns-Lyons Date: 12/10/2020

Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 43 2020-2021: Authorization to contract with Isa Marrs Speech Language Pathology, PC for Special education services.

RESOLVED: The Board of Trustees authorizes a contract with Isa Marrs Speech Language Pathology, PC to provide Speech Language Pathology services required by students with an Individualized Educational Plan (IEP), as per New York State Education Department requirements. CSEE will pay the contractor at a rate of \$160.00 per hour, paid in monthly installments upon receipt of invoice.

Motioned by: Dr Stenerson

Seconded by: Dr Killoran

Discussions: Specific for Special Ed students that require speech as part of their IEP. Service will be provided via Zoom until students are able to come in to school for these services. Everydayspeech.com is available to parents, students and administrators to provided free speech services.

Votes for and against: Adopted unanimously

PASSED AND ADOPTED November 12, 2020

Attest:

By: Nadine Burns-Lyons Date: 12/10/2020

Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 44 2020-2021: 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 \$5,000.00. This contract covers the full 260 Warburton campus.

Motioned by: Lisbel Rosorio

Seconded by: Dr Stenerson

Discussions: No discussion at this time

Votes for and against: Adopted unanimously

PASSED AND ADOPTED November 12, 2020

Attest:

By: Nadine Burns-Lyons Date: 12/10/2020

Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 45 2020-2021: Authorization to setup a temporary escrow account in the amount of \$325,000.00.

RESOLVED: The Board of Trustees authorizes CSEE to setup a temporary escrow deposit in the amount of \$325,000.00 for the benefit of the closing that will be refunded within 60-90 days back to the Charter School of Educational Excellence.

Motioned by: Dr Killoran

Seconded by: Sobeida Cruz

Discussions: The purpose is for the benefit of the closing while we gather additional documents. It's a temporary hold and are guaranteed to receive the money back once the title company releases it.

Votes for and against: 1-no / 5- yes /1- Absence

PASSED AND ADOPTED November 12, 2020

Attest:

By: Nadine Burns-Lyons Date: 12/10/2020

Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Finance Report- S. Cruz

- Reviewed last month's credit card statements as well as checks to our vendors and there are no discrepancies.
- Beats and bites has been rescheduled for next year-2021 as an in person fundraiser.
- Will be sending out appeal letters to donors.
- Intend on having a charity Facebook post so people could donate.

Academic Report- Dr. Stenerson

- Catch up on ERate- federal subsidies for internet and connectivity. We currently terminated contract that we have been using for a couple of years because our current contract with EdIt covers the Erate.
- School issued Technology and Procedures and Information manual. Outlines students responsibility to the technology and it also has a parent's responsibility to the technology as well.
- A fee would be responsible for misuse of the equipment.
- Create an evaluation for supervisors and administration to get a better understanding of any issues and make the school run smoothly

Facilities Report- Mr. LaGuerre / Carlo Schiattarella

- Completion of construction will be done May 2021 or early June 2021.
- The school is approximately 7600sq ft. with 5700sq ft. with classroom and school space.
- TCO should be done by August and then CSEE can occupy the building.
- Project budget is still on target and will begin to discuss use of contingency money for other wish projects.

Elementary School Principle Report- J. Spina

- Parents are completing student surveys, temperatures are checked and hands are sanitized prior to students entering the classroom.
- Students have two assigned, outdoor mask breaks. While students and teachers are outside getting fresh air, Pagan and his crew have been very prompt and timely in sanitizing each of the classrooms.
- AIS and Special Education services are being offered to all designated children and were able to pivot to a hybrid model without any disruption.

Middle School Principal Report-J. Jacaruso

- Met with new teachers to lesson plan, and made revisions to objectives - focusing on incorporating questions that promote high-level thinking and discussion
- Teachers participated in virtual professional development workshop (CEI) with a focus on student engagement in a virtual classroom; Flipgrid, google classroom, pear deck, Padlet; online interactive platforms
- Hybrid model- first few days was a success; students and teachers are following guidelines—Teachers, students, and staff all working collaboratively to work out any kinks that arise

High School Principle Report- D. Palmer

- The transition into hybrid learning has been going along well. We have maintained a lot of similarities to that of the remote learning model which has provided the students with consistency.
- As of Thursday, November 12, 2020, there are 50 high school students committed to the hybrid learning program.
- Teachers, Administration, Sped Director, Title I Director, and School Psychologist have met to review the Pupil Personnel Committee (PPC) process. Teachers have identified students on need of academic interventions and have begun providing interventions for those students

Athletics Report- M. DeSimone

- The student-athletes, coaches, and Dr. Stenerson took part in preparing and distributing meals to Yonkers community members in need in collaboration with Feeding Westchester and St. Joseph's Hospital.
- The CSEE Athletics and HSS partnered to conduct a virtual workshop in regards to injury prevention and the return to play in the mist of the COVID-19 pandemic. We had 82 community members attend including parents, coaches, student-athletes, and athletic directors/coaches from other school within our league attended.
- We have a number of scenarios and program options in place based on the guidance that comes out including, holding in house intermural sports for students who attend school on their given hybrid day, and holding outdoor cross country & strength and conditioning activities.

Superintendent Report- C. Lopez

- Finalized hybrid cohorts and schedule - Principals worked on breaking down periods to provide mask breaks and accommodate hybrid school hours
- Campus was prepared to receive students for in person learning. All areas were reviewed to optimize traffic flow and safety -- parking lot, walkways, entrance to all buildings, hallways, and classrooms
- Finance Audit and additional documentation submitted to NYSED – The State transitioned to a new federally mandated ESSA Fiscal Transparency reporting system in consultation with the state's other authorizers – Fiscal information and documentation must be submitted annually to the SED portal

PTO Report- L. Rosario

- No report at this time

Parent Coordinator- C. Goldberg

- Has received over 200 donations for Thanksgiving meals for our student's families.

Director of Operations Report- E. LaGuerre

- Supervising bus arrival and dismissal to ensure only one bus is loading or unloading and ensure all safety procedures in our reopening plan our followed.
- Apply for Summer Food Service Program which will allow students to receive free meals for the entire 2020-2021 school year.

- Reinforcement of rules to parents at the gate to ensure they are aware of all new safety measures, and a implementation of additional outdoor barriers to ensure social distancing measures are met.

BoostED Finance Report- P. Augello

- Successful bond closing, with great interest rates, very similar to last year's rate before co-vid.
- The Bond Savings is somewhere between \$100,000-\$200,000 a year, all of the school debt is under 4%
- Audit report was submitted to Board members, NYS Education Dept., Bond Holders and all parties interested.
- Revenue is down due to a decrease number in students and food services for those children, but we are currently in good financial standing.

Chief Custodian Report- D. Pagan

- Disinfecting of the school happens during every break (about 4 times a day)
- Afterschool the school goes thorough deep cleaning by hand and then disinfecting.
- The water dispensers are automatic so there are no hand contact and students are not spilling water.
- Back up battery for the server is about an hour. The emergency lights system will last about 8hrs.

Motion to Adjourn- 7:31 pm

**Board of Trustees Zoom Meeting
December 10, 2020**

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

Absent: Carlos Medina

Present Non- Board Member: C. Lopez, J. Spina, J. Jacaruso, D. Palmer, C. Goldberg, E. LaGuerre, D. Rendina, D. Pagan, M. Perez, M. Bautista, M. Desimone, Wilson Soto, Dr Deborah Gerson, Luis Rivera

Call to order: 5:30 pm

Welcome and Introductory Remarks-Mr. LaGuerre and Board Members

- Mr. LaGuerre welcomes and thanks everyone for their participation at this zoom meeting.

Community Open Forum- No discussion at this time

ACTION ITEMS

Resolution 46 2020-2021: Adoption of November 12, 2020 Board of Trustee meeting minutes

RESOLVED: The Board of Trustees moves to adopt the Board of Trustee meeting minutes for the November 12, 2020 Board of Trustees meeting.

Motioned by: Dr Killoran

Seconded by: Dr Stenerson

Discussion: No discussion at this time

Votes for and against: Adopted Unanimously

PASSED AND ADOPTED December 10, 2020

Attest:

By: Nadine Burns-Lyons Date: 1/14/2021

Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 47 2020-2021: Authorization to submit a Request to the New York State Education Department, Charter School Office, for a Material Revision of the Charter School of Educational Excellence Charter.

Resolved: Whereas, the Board of Trustees of the Charter School for Educational Excellence is responsible for the oversight of the education of its students, it is hereby resolved based on a needs assessment to replace the Hospitality CTE track with a Health Sciences CTE track.

Further, the CSEE Board of Trustees approves the change to be submitted to the NYSED CSO for review, due to the high volume of Yonkers parents who are currently on the wait list, awaiting an open seat at CSEE.

Motioned by: Dr. Killoran

Seconded by: Dr. Stenerson

Discussion: No discussion at this time

Votes for and against: Adopted Unanimously

PASSED AND ADOPTED December 10, 2020

Attest:

By: Nadine Burns-Lyons Date: 1/14/2021

Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 48 2020-2021: Authorization to submit a Request to the New York State Education Department, Charter School Office, for a Material Revision of the Charter School of Educational Excellence Charter.

Resolved: Whereas, the Board of Trustees of the Charter School of Educational Excellence is responsible for the oversight of the education of its students, it is hereby resolved based on a needs assessment to change the enrollment policy to allow for an increase in the percentage of Yonkers students to enroll at the Charter School of Educational Excellence.

Further, the CSEE Board of Trustees approves the change to be submitted to the NYSED CSO for review, due to the high volume of Yonkers parents who are currently on the wait list, awaiting an open seat at CSEE.

Motioned by: Dr. Killoran

Seconded by: S. Cruz

Discussion: No discussion at this time

Votes for and against: Adopted Unanimously

PASSED AND ADOPTED December 10, 2020

Attest:

By: Nadine Burns-Lyons Date: 1/14/2021

Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 49 2020-2021: Authorization to contract with Salveo Healthcare Solutions Inc., for Special education services for High School students.

RESOLVED: The Board of Trustees authorizes a contract with Salveo Healthcare Solutions Inc., to provide Special education services to High School students. Services as required by students with an Individualized Educational Plan (IEP), as per New York State Education Department requirements. CSEE will pay the contractor at a rate of \$125.00 per hour, paid in monthly installments upon receipt of invoice.

Motioned by: Dr Stenerson

Seconded by: Sobeida Cruz

Discussions: It is currently a challenge to find educators who can teach special education on the High School level. Using this service can help fulfill the need for giving support to these students which is required by NYS. It is also more economical than hiring a full time person at the school.

Votes for and against: Adopted Unanimously

PASSED AND ADOPTED December 10, 2020

Attest:

By: Nadine Burns-Lyons Date: 1/14/2021

Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 50 2020-2021: Authorization to reimburse 260 Warburton Partners ("landlord"), a legal counsel fee for the 2020 Bonds and leasing of additional space at 264 Warburton Avenue (laundromat), Yonkers, NY 10701.

RESOLVED: The Board of Trustees authorizes CSEE to reimburse 260 Warburton Partners ("landlord"), a legal counsel fee of \$15,000.00, for the 2020 Bonds and leasing of additional space at 264 Warburton Avenue (laundromat), Yonkers, NY 10701.

Motioned by: Dr Killoran

Seconded by: Sobeida Cruz

Discussions: No discussion at this time

Votes for and against: Adopted Unanimously

PASSED AND ADOPTED December 10, 2020

Attest:

By: Nadine Burns-Lyons Date: 1/14/2021

Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Finance Report- S. Cruz

- Reviewed last month's credit card statements as well as checks to our vendors and there are no discrepancies.
- Beats and Bites, Handbag Bingo are still scheduled for the 2021 school year.
- 200 appeal letters sent to donors, and looking to get new donors to give money to the school.
- Working on starting the CSEE Foundation.

Academic Report- Dr. Stenerson

- Great meeting with principle and superintendent. Discussed upcoming assessment measures and technology challenges (Broken Laptops) being returned to the school.
- In need of two new TA's for the middle school.
- Purchased additional web cams to assist our Special Ed and AIS faculty.
- Will schedule a tour with architect to finalize Wi-Fi connectivity, and whatever else needs to be installed before the drywall process begins.

Facilities Report- Mr. LaGuerre

- The bus stop has been moved. The permeant new location is about half a block down the street. There was a public hearing regarding this matter. City and department of planning approved the move. The bus stop is on the south corner on Lamartine. We now have a clear exit out of the parking lot. We have a clear visual now for exiting out of campus.
- Sprinkler systems are being installed as well as HVAC. The sheetrock will be installed to the inside of the building starting in the coming week.
- Electricity was installed on the outside field. There is also a system to connect both buildings onto the same electrical grid and Wi-Fi connectivity.

Elementary School Principle Report- J. Spina

- The K-4 Culture Committee is focusing on implementing a school wide incentive program that rewards positive, safe and responsible behaviors.

- Teachers and Principle Spina continue to work with Mr. Trauner to help support our struggling students through classroom interventions, PPC meetings, and implementing Tier I and Tier II interventions. All action plans are documented and shared with parents.
- Parents received their child's first report card for the year. Meetings were held virtually over Zoom to help inform parents of academic performance as well as address any questions or concerns parents had.
- Students in 3rd and 4th grades will take their first ELA mock exams in preparation for NYS exams in the spring. Will have results from these exams in the coming weeks.

Middle School Principal Report-J. Jacaruso

- ELA Mock #1- students' in grades 3-8 took their first ELA mock exam online; Day #1 consisted of all multiple choice questions (5 passages; 35 questions); minor issues with PowerSchool at first; Day #2 will be tomorrow; consisted of short response questions (3 passages; 6/7 questions) and an extended response question (1 question)
- Parent/Teacher conferences were held virtually; all parents received their child's report card and teachers met with parents to discuss the reports, discussed ways to support students at home
- Teachers participated in virtual professional development workshop with Dr. Hernandez; focus on restorative practices; supporting social emotional learning, all staff was engaged, asking questions, teachers shared their best practices from their experience via zoom to support and collaborate one another as it pertains to restorative learning

High School Principle Report- D. Palmer

- CSEE High School hosted two parent/teacher conferences on Wednesday, November 18, 2020 and Wednesday, November 25, 2020. Report cards were distributed via email on Tuesday, November 17, 2020. All conferences were conducted virtually.
- Teachers have started the PPC process for our vulnerable population of students in need of academic support by implementing interventions during their instructional block and small group instruction.
- Overall Attendance Rate: 98.32%

Athletics Report- M. DeSimone

- CSEE coaches, student athletes, and BOE members took part in the monthly food pantry distribution at St. Joseph's on Tuesday, November 10th & Tuesday, December 8th. In collaboration with the hospital and Feeding Westchester, we were able to prepare and distribute hundreds of meals to the Yonkers community members in need.
- Held our first ever E-Sport component beginning the week of 12/7 in Madden & NBA 2K.
- When school is in the hybrid model, teams will continue to practice at Trevor Park when the temperature is 38 degrees or above. When school is in the remote only model or it is below 38 degrees, teams will be meeting virtually between 2-3 days per week with their coaches.
- Working with Dr. Killoran on scheduling a few days during the winter recess for the student-athletes to meet in the school parking lot to build benches, tables, etc. for the school.

Superintendent Report- C. Lopez

- Continued outreach to out of district families regarding open seats for out of district students. Need to increase enrollment in K and 9th grades.
- TriNet Training next week for all staff (TriNet HR Solutions took over Little Bird this month)
- 20% of staff tested for COVID-19 on December 9, 2020. Faculty and staff were randomly selected. Reporting will be submitted to DOH with results. We have been submitting surveys daily to the DOH
- Title I grants completed and submitted
- Digital Equity Survey completed and added to the portal

Director of Operations Report- E. LaGuerre

- CSEE was approved for the Summer Food Service Program for the 2020-2021 school year. This allows students to receive free meals.
- Distribution of meals in the school building has been doing well; each classrooms receives daily Breakfast and Lunch meal deliveries.
- Ongoing updates to laptop and hotspot inventory based on student's needs and scheduling of parent pick up and drop off of equipment.

BoostED Finance Report- P. Augello

- There seems to be a disconnect between Little Bird and TRS and the reporting at the school. TRS will be updated by Little Bird to reconcile the differences.
- The actual revenue recorded through the end of November is based upon the December 1st billable enrollment of 903 students. The budgeted enrollment for the year is 911. Therefore, there is a negative variance
- Food Service – Revenue is recognized throughout the school year for food service reimbursement from the State and Federal government. The school has not recognized any revenue from this program and we have not accrued for any due to the substantially lower number of meals served.
- Helping to offset cost are employee salaries, in total, the school is below budget through the end of November due to the timing of open positions/start dates/lower usage partly caused by the pandemic. Also payroll taxes were lower due to the lower salaries, and employee benefits were lower due to the timing of the medical premium increases as well as open positions/higher budgeted rates.

Independent Audit Report by Ghigliotti & Rivera CPA, Inc. -Luis Rivera

- June 30, 2020 financial statements were discussed by Luis Rivera
 - The organization financial statement are reasonably stated, and are in ordinance with GAP and Yellow Book standards.
 - The school has a positive surplus of 1.6 million.
 - Resident enrollment was higher this year than last year, more significant increase per pupil enrollment.
 - School kept expenses in line, and did not over spend
- Annual fillings (IRS FORM 990) was sent out
 - Issues regarding governance-Policies are intact such as (whistle blower, retention policies etc.)
- Filed Single Audit

Chief Custodian Report- D. Pagan

- The front gate has been repaired.
- Disinfecting of the school is going well. Classrooms are being disinfected regularly.

PTO Report- L. Rosario

- No report at this time

Motion to Adjourn- 7:00 pm

**Board of Trustees Zoom Meeting
January 14, 2021**

Attendance: Eduardo LaGuerre, Sobeida Cruz, Dr. Jim Killoran, Dr. James Stenerson, Lisbel Rosario, Nadine Burns- Lyons

Absent: Carlos Medina

Present Non- Board Member: C. Lopez, J. Spina, J. Jacaruso, D. Palmer, C. Goldberg, E. LaGuerre,, M. Perez

Call to order: 5 p.m. by Mr. Laguerre

Welcome and Introductory Remarks-Mr. LaGuerre

- Welcome and thank you for attending the board meeting this evening. I hope everyone had a happy and safe holiday. We like to remind Teachers, Staff and Students to continue practicing social distancing and being safe.
- The board would like to thank the Teachers and Staff for all their hard work raising funds for the families displaced by the fire on Glenwood Avenue. The board should look into continuing creating a fund to help families displaced or in need of emergency funds.

Community Open Forum- Ms. Brown

- Parents are nervous about their children returning back to in person learning. There is still a big impact of the virus keeping my children at home.
- The new school looks to be coming along nicely

ACTION ITEMS

Resolution 51 2020-2021: Adoption of Board of Trustee December 10, 2020 meeting minutes.

RESOLVED: The Board of Trustees moves to adopt the Board of Trustee meeting minutes from the December 10, 2020 Board of Trustees meeting.

Motioned by: Nadine Burns- Lyons

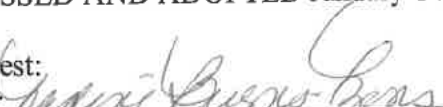
Seconded by: Dr Stenerson

Discussion: None at this time

Votes for and against: Unanimous

PASSED AND ADOPTED January 14, 2021

Attest:

By:  **Date:** 2/11/2021
Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Finance Report- S.Cruz

- Reviewed the last month's credit card statements as well as checks to our vendors and there are no discrepancies.
- Promised monies allocated for the High School have been received.
- Looking forward for this year's virtual Beats and Bites to be very uplifting and engaging. The event will take place either late April or early May.

Academic Report- Dr Stenerson

- Dr Stenerson took a tour of the High School with Matt from EdIT. Outstanding issues regarding power back up systems.
- ERate meeting with the Operations office is scheduled in the coming week, as well as furniture equipment meeting with the superintendent and Matt from EdIT.
- Working on superintendent yearly appraisal.

Facilities Report- Mr. LaGuerre

- There have been minor modifications to the new building. It is important to walk through the school and be able to gain a visual of the physical structure and see where some changes will be more practical.
- We are trying to keep cost down and have been able to stay on budget.
- Water and electrical lines are being installed and the exterior parts of the building are being put into place within the coming week.
- Hopefully new building will be completed by June.

Elementary School Principal Report- J. Spina

- Team met with Dr. Stenerson and Ms. O'Donnell to review ELA mock 1 data. Ms. O'Donnell and I are working collaboratively to host data meetings with the third and fourth grade teachers to discuss ELA mock 1 data and further develop action plans as well as provide and/or adjust tier 1 supports for specific students.
- The PPC committee and I have continued to meet and discuss students who are struggling academically and/or behaviorally. The PPC team provides classroom teachers with interventions to be carried out over the course of 4-6 weeks. Students are then progress monitored and cases are revisited as needed. Parents are also informed of the action plan being implemented and play a crucial role on the team.
- Grade level Scope and Sequences are being analyzed and adjusted based on the new data coming in from the following assessments: F&P, DIBELS, i-Ready, Mocks, Writing Midline. Students in grades k-4 have completed their procedural writing pieces and are now wrapped up in responding to text. This important writing unit will help prepare our 3rd and 4th grade students for the writing portion of the New York State assessment in the spring.

Middle School Principal Report-J. Jacaruso

- Meeting with Dr. Stenerson- ELA mock data; reviewed data for all grades (3-8); discussed strengths and weakness in all grades/classes; supporting our at-risk students and proficient students; individual professional development for teachers, also meeting with math and data directors to discuss upcoming math mock for students in grades 3-7.

- 7th and 8th grade science teachers have been working together to integrate project based learning and STEM into the virtual classroom; project kits were created and are being distributed to students.
- Students will be taking their 2nd i-ready diagnostic in ELA and math during the first week of February.

High School Principal Report- D. Palmer

- Marking period two progress reports were distributed to parents/guardians and students on Friday, December 18, 2020.
- Preparations for the administration of the PSAT are under way. PSAT is an optional test that is administered to our 10 grade students only in preparation of taking the SAT during their junior/senior year. The test is scheduled for Wednesday, January 27, 2021 at the high school location.
- Several teachers participated in two professional development sessions on the topic Student Engagement and Technology, currently interviewing teaching staff for the support staff position of AIS and SPED teacher.

Athletics Report- M. DeSimone

- Last week we conducted our Winter E-Sports league, which was a success in providing opportunities to stay connected with our athletes off the field and support their SEL.
- We are hopeful for a spring outdoor season starting on March 1st. We will use this time to keep the students in shape and engaged.
- The CSEE Health/PE Department was able to secure a free Narcan training for all CSEE staff members that are interested. Included will be a state issued certification on using Narcan as well as a free Narcan Kit.

PTO Report- L. Rosario

- Will be donating money to the crossing guard who was displaced by the fire on Glenwood Avenue.

Parent Coordinator- C. Goldberg

- Working tirelessly to register children to the school, and has enlisted people in the community to help spread the word for enrollment for students outside of the Yonkers School District.

Superintendent Report- C. Lopez

- Developed a Lottery, Admissions and Enrollment Procedures Manual and Workshop. Provided the workshop to the Operations Director and Operations Office, Principals, and Student Data Director. Also created a timeline for important deadlines associated with this task.
- Attended various webinars including: Reach More Students Using Social Media in 2021; 90 Day Social Media Strategy for recruiting students (principals and CG also attended)
- Will be meeting with Premiere School Operations to discuss additional recruitment options

Operations Report- E. LaGuerre

- Generated Google forms for staff to make online requests for IT support related student technology needs. Additionally, an online form was created for IT to have a daily running list of tech support provided to parents and guardians

- All new technology has been inventoried electronically with school issued barcoded
- Preparing operations and security staff with mock safety drills for lock down, fire and shelter in place

BoostED Finance Report- P. Augello

- We are still trending in the right direction with revenue. We are a little under enrolled in terms of our initial budget but we are working with the Yonkers school district on last year's students in questions.
- A lot of the operating line items have been kept in place due to programs not running at 100%
- Balance sheet looks good. As debit services start to trickle in within the next two years we should be ok.

Chief Custodian Report

- The custodial staff has been cleaning and disinfecting.
- All the inspections have been completed throughout the building.

Motion to Adjourn- 6:48 pm, by S. Cruz and seconded by Dr Stenerson, unanimously passed.

**Board of Trustees Zoom Meeting
February 11, 2021**

Attendance: Eduardo LaGuerre, Sobeida Cruz, Dr. Jim Killoran, Dr. James Stenerson, Lisbel Rosario, Nadine Burns- Lyons

Absent: Carlos Medina

Present Non- Board Member: C. Lopez, J. Spina, J. Jacaruso, D. Palmer, C. Goldberg, E. LaGuerre, D. Rendina, D. Pagan, M. Perez, Ms. Brown, Linda Brown, Wilson Soto, Dr Deborah Gerson

Call to order: 5:05 pm

Welcome and Introductory Remarks: Mr. LaGuerre

- Welcome and thank you to everyone for their participation at this zoom meeting.

Community Open Forum- No discussion at this time

ACTION ITEMS

Resolution 52 2020-2021: Adoption of January 14, 2021 Board of Trustee meeting minutes

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

Motioned by: Jim Stenerson

Seconded by: Sobeida Cruz

Discussion:

Votes for and against: Unanimous

PASSED AND ADOPTED February 11, 2021

Attest:

By: Nadine Burns-Lyons Date: 3/11/2021

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

Resolution 53 2020-2021: Authorization to contract with D.P. Wolff, Inc. for HVAC maintenance services for the 2021 fiscal year.

Resolved: The Board of Trustees authorizes the Charter School of Educational Excellence to contract with D.P. Wolff, Inc. for HVAC system maintenance services for CSEE's facility at 260 Warburton Avenue at a price of \$15,957.00 for the 2021 fiscal year.

Motioned by: Jim Stenerson

Seconded by: Lisbel Rosario
Discussions:
Votes for and against: Unanimous

PASSED AND ADOPTED February 11, 2021

Attest:
By: Nadine Burns-Lyons Date: 3/11/2021
Nadine Burns-Lyons
Secretary, Charter School of Educational Excellence

Resolution 54 2020-2021: Authorization for CSEE to enter into contract with LocalLive, for live, and on demand streaming and production of all CSEE related academic and sports events.

Resolved: The Board of Trustees authorizes the Charter School of Educational Excellence to contract with LocalLive, for live, and on demand streaming and production of all CSEE related academic and sports events at a price of \$12,900 for the school year. As part of this contract, LocalLive will provide CSEE with a PTZ camera to be install at the CSEE High School Gym, a second fixed camera and a mobile unit.

Motioned by: Jim Stenerson
Seconded by: Nadine Burns Lyons
Discussions: Michael DeSimone presented on the LocalLive presentation
Votes for and against: Unanimous

PASSED AND ADOPTED February 11, 2021

Attest:
By: Nadine Burns-Lyons Date: 3/11/2021
Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 55 2020-2021: Authorization for CSEE to increase the New Student Recruitment budget by \$20,000.00

Resolved: The Board of Trustees authorizes the Charter School of Educational Excellence to increase the recruitment budget by \$20,000.00 in order for the school to meet the enrollment requirement, as per NYSED, to allocated 50% of open seats to students from out of the Yonkers School District. This money will be specifically used in the recruitment of students residing out of district.

Motioned by: Sobeida Cruz
Seconded by: Lisbel Rosario
Discussions:
Votes for and against: Unanimous

PASSED AND ADOPTED February 11, 2021

Attest:
By: Nadine Burns-Lyons Date: 3/11/2021
Nadine Burns-Lyons, Secretary, Charter School of Educational Excellence

Resolution 56 2020-2021: Authorization to conduct a Lot Consolidation survey, which is needed, and required by the City of Yonkers.

Resolved: The Board of Trustees authorizes the Charter School of Educational Excellence to conduct a Lot Consolidation survey, which is needed, and required by the City of Yonkers. CSEE will use Contractor's Line & Grade South LLC to complete this survey to consolidate all parcels on property, draft new map of property, and re-write property description.

Motioned by: Jim Killoran

Seconded by: Jim Stenerson

Discussions:

Votes for and against: Unanimous

PASSED AND ADOPTED February 11, 2021

Attest:

By: Nadine Burns-Lyons Date: 3/11/2021
Nadine Burns-Lyons
Secretary, Charter School of Educational Excellence

REPORTS

Finance Report- S.Cruz

- Reviewed the last month's credit card statements as well as checks to our vendors and there are no discrepancies.
- Promised monies allocated for the High School have been received.
- Looking forward for this year's virtual Beats and Bites to be very uplifting and engaging. The event will take place either late April or early May.
- CSEE Foundation – Foundation in Support of Educational Excellence was incorporated. Several board members. Looking to raise money for CSEE

Academic Report – Dr. J. Stenerson

- Met with the Superintendent and Principals several times to discuss Edis Program. Edis helps K12 schools achieve their mission of helping students succeed by giving schools the data insights and the tools to proactively take action. Will be further discussing this with the team
- Met with the Director of Operations, Technology Department/EdIT several times to discuss student and faculty tech needs and upcoming school year. Also discussed high school building and needs
- E-Rate: met with team to go over E-Rate order and next steps

Elementary School Principle Report- J. Spina

- Held data meeting with teachers in grades K-2 to discuss running record data. Running records are a 1:1 assessment that helps determine student's independent and instructional levels.
- The PPC committee and I have continued to meet and discuss students who are struggling academically and/or behaviorally. The PPC team provides classroom teachers with interventions to be carried out over the course of 4-6 weeks. Students are then progress monitored and cases are revisited as needed.
- Most recently students, completed i-Ready diagnostic for ELA and Math. Data will be reviewed to monitor growth and progress. The 3rd and 4th Grade students completed their first math mock.

Middle School Principal Report-J. Jacaruso

- Parent/Teacher conferences virtually; all parents received their child's report card on Friday, January 29; two sessions; teachers met with parents to discuss the reports, discussed ways to support students at home.

- ELA director and I met with all teachers in grades 5-8 to discuss their ELA mock #1 data; discussed strengths and weaknesses observed, reinforcing/maintaining proficiency in specific standards, ensuring our average students are still engaged and do not decrease in proficiency and continue to show growth, supporting our at-risk students, and further professional development to support our teachers.
- Attendance (95 days)- Educational assistants have been contacting parents to follow up with absentees
 - Grade 5- 97% daily attendance
 - Grade 6- 97% daily attendance
 - Grade 7- 93% daily attendance
 - Grade 8- 94% daily attendance

High School Principle Report- D. Palmer

- Our first administration of the Preliminary SAT (PSAT) was conducted on Tuesday, January 26, 2021. The assessment is for 10th – 12th grade students. We had approximately 50% of our 10th grade students participate in taking the assessment.
- School counselor continues to identify students not performing well over remote learning and offering families the opportunity to have their students join the hybrid model.
- The high school hosted two parent/teacher conference sessions: Friday, January 29, 2021 and Wednesday, February 03, 2021. Parent/teacher conferences were well attended. On-going parent meetings will be scheduled for parents/guardians who were not able to attend the conferences.

Superintendent Report

- Active recruitment of students: reviewed recruitment plan, discussed additional strategies to be incorporated specifically for out of district students as per 50/50 requirement
- Additional funding is needed in order for the school to recruit out of district students. School looking at placing ads on buses and bus shelters in the Bronx, and placing ad on Westchester Family Magazine for both Westchester and Bronx
- Researching programs to better monitor student progress from year to year (longitudinal data); have been working with Dr. Stenerson and Principals to identify best program
- CSP COVID RESPONSE GRANT – Finalized and ready for submission. Deadline was February 15, but has been extended to March 1, 2021
- Received reimbursement for portion of rent for St. Bart's due to COVID Pandemic

Athletics Report- M. DeSimone

- LocalLive update – Live streaming for sports and other school related activities
- All high risk sports have been approved by Governor Cuomo and the Westchester Department of Health in accordance with guidance and protocols. This will not pertain to us until next school year when basketball, volleyball, and cheerleading will return.
- We will be conducting a parent informational webinar the week of 2/22 regarding sign ups, dates, tryouts, practices, and health and safety guidelines.
- We will be applying to become eligible to participate in Section 1 athletics. This will give our school the opportunity to compete against any public, catholic, or independent school in the state, essentially giving the student-athletes more opportunity

Director of Operations Report- E. LaGuerre

- For the month of January there were a total of 168 technology issues reported via the Technology referral form. A process has been put in place for technology requests to be made by appointment only. Negligent damages of school technology invoices are being sent out to parents on a weekly basis, as stated on their signed 2020-2021 Technology Agreement.

- All operations staff have been receiving refresher training on school safety procedures, fire drill, lock down and COVID procedures.
- The operations department will now be responsible for the lottery application and student enrollment process. Ms. Lopez, Ms. Goldberg and Ms. Rendina provided two sessions to review the CSEE Lottery and Enrollment Process and Powerschool training, as of today, 151 applications have been processed and inputted in to the Powerschool system by the operations department.

BoostED Finance Report- P. Augello

- Base per Pupil revenue is below budget at this point. The actual revenue recorded through the end of January is based upon the February 1st billable enrollment of 904 students. The budgeted enrollment for the year is 911. Therefore, there is a negative variance.
- Operating & Maintenance expenses, in total, are running significantly lower than expected due to lower food service, transportation and utilities, mostly caused by the pandemic.
- Accounts Receivable mostly represents the districts balance from the January 1st district invoices. This also includes the amount in dispute with the Yonkers School District from FY2020.

Motion to Adjourn- 7:31 pm

**Board of Trustees Zoom Meeting
March 11, 2021**

Attendance: Eduardo LaGuerre, Sobeida Cruz, Dr. Jim Killoran, Dr. James Stenerson, Lisbel Rosario, Nadine Burns- Lyons

Absent: Carlos Medina

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

Call to order: 5:45 pm

Welcome and Introductory Remarks: Mr. LaGuerre

- Welcome and thank you to everyone for their participation at this zoom meeting.
- NYSED Charter Office requested changes to the current Board of Trustees by-laws, until those changes are approved two trustees are non-voting at this time.
- It is suggested to create a committee to begin looking at the relief plan and apply for the federal funding that has been made available to support the students coming in to a safe and sanitary environment, to support the instructional program, PPE equipment, and expand the program to support students with social emotional needs.

Community Open Forum- Further discussion took place with trustees in regards to waiting on the final decision of the Federal Recovery Act.

ACTION ITEMS

Resolution 57 2020-2021: Adoption of February 11, 2021 Board of Trustee meeting minutes

RESOLVED: The Board of Trustees moves to adopt the Board of Trustee meeting minutes for the February 11, 2021 Board of Trustees meeting.

Motioned by: N. Burns-Lyons

Seconded by: J. Stenerson

Discussion: Technical difficulties from last board of trustees recorded meeting. Trustee requested an Addendum to Resolution 55- to include the discussion regarding a report on how the \$20,000 for recruitment is spent and the results of it.

Votes for and against: Unanimously passed

PASSED AND ADOPTED March 11, 2021

Attest:

By: Nadine Burns-Lyons Date: 4/15/21

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

Resolution 58 2020-2021: Authorization to make calendar changes to the Charter School of Educational Excellence 2020-2021 School Year.

RESOLVED: The Board of Trustees authorizes CSEE to make changes to the 2020-2021 School Year calendar based on student needs. The half day faculty professional development that is scheduled for: Tuesday, March 9, 2021 will be moved to Wednesday, March 17, 2021; April 27, 2021 will be moved to April 28, 2021, May 18, 2021 will be moved to May 19, 2021, and add June 9, 2021.

Motioned by: N. Burns-Lyons

Seconded by: J. Stenerson

Discussion: None

Votes for and against: Unanimously passed

PASSED AND ADOPTED March 11, 2021

Attest:

By: Nadine Burns-Lyons Date: 4/15/21

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

Resolution 59 2020-2021: Authorization to make changes to the Charter School of Educational Excellence By-Laws as per New York State Education Department Charter School Office request.

RESOLVED: The Board of Trustees shall make the following changes to the Charter School of Educational Excellence By-Laws as per New York State Education Department Charter School Office request. The following changes shall be made to the By-Laws:

- Page 2: Item G - The board cannot expand facilities, students etc. without Charter School Office (CSO) approval;
- Section 8: The Board shall have one public meeting per month, for a total of 12 meetings per school year;
- Section 15: No actions without a quorum at the public meeting;
- Page 4: Executive Committee - must consist of 5 trustees. Currently you have three. All other Committees must have a minimum of three trustees; and
- Page 6: Amendments to the By-Laws must be approved by NYSED.

Motioned to table this resolution by: Dr. J. Stenerson

Seconded by: N. Burns-Lyons

Discussion: Tabled until further clarification on the definition of "action"

Votes for and against: Unanimously passed to table Resolution 59

PASSED AND ADOPTED March 11, 2021

Attest:

By: Nadine Burns-Lyons Date: 4/15/21

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

Resolution 60 2020-2021: Authorization to provide free transportation to CSEE out of district students

RESOLVED: The Board of Trustees authorizes to provide free transportation to CSEE out of district students.

Motioned by: S. Cruz

Seconded by: Dr. J. Stenerson

Discussion: Due to the COVID-19 Pandemic, families do not have the money to pay their portion of transportation. CSEE will pick up the full cost of bussing to out of district students to not loose enrollment at this time.

Votes for and against: Unanimously passed

PASSED AND ADOPTED March 11, 2021

Attest:

By: Nadine Burns-Lyons Date: 4/15/21

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

REPORTS

Executive Committee Report- TABLED

Finance Report- S. Cruz

- Reviewed the last month's credit card statements as well as checks to our vendors buying a lot more PPE.
- Working on 2021-2022 budget to be presented to trustees in upcoming meeting
- Foundation- 11 members of the board; goal to raise \$250,000 towards a Performing Arts Center for the High School. Mr. LaGuerre congratulates all those members on the board.

Academic Report – Dr. J. Stenerson

- Data warehouse company- Edis several demos with the expanded leadership team.
- Demo for academic interactive technology for the high school program.

Facilities Report- E. LaGuerre

- Committee has been meeting regularly; it has been recommended to expand the existing gym and build out to put in a stage and space for storage. Architects and engineers are developing and designing these plans.

PTO Report- L. Rosario

- Elections April/May for the upcoming PTO Board members
- Have assisted with recruitment efforts; having the transportation cost be eliminated has been a major relief to families.
- Ms. Cruz requested that we engage the parents more and find more programs for them to participate in.

Human Resource Report- M. Bautista

- Mrs. Bautista thanks the board of trustees for this opportunity
- Teaching positions are being posted on *Indeed*, Handshake, and Simplicity
- Working closely with BoostEd and NYSTRS to rectify salaries, and years of service.

- Participating in ongoing professional development webinars.

High School Principal Report- D. Palmer

- 69 students enrolled in the hybrid-learning model; several students already reporting 4 days a week as they have demonstrated a need for additional academic support.
- Weekly walkthroughs of the new High School Facilities-focusing on gym, offices, automotive lab, culinary lab, and health science lab.
- Regents Mock week schedule.
- It was requested that a video presentation be put together for upcoming 9th grade class

Middle School Principal Report-J. Jacaruso

- Participated in SAANYS School Leader Workshops, as well as CEI Worldwide Winter Virtual Conference
- Meeting with parents for students in need; developed action plans and students will attend 4 days a week; some parents did turn down bringing back their students into the building.
- Students celebrating Women's History Month; parents picked up STEM kits for students to create projects at home.

Elementary School Principal Report- J. Spina

- Collaborated with Math Director to host data meetings regarding Math Mock data with each teacher in grades three and four.
- Discussions held to piloting a movement program in the younger grades for the 2021-2022 school year.
- Meetings with K-4 teachers are being held to discuss struggling students and ensure supports put in place are actually effective.

Athletics Report- M. DeSimone

- Fall 2 Sports Season has started- 112 student athletes participating
- St. Joseph's Mobile Food Pantry- student-athletes, coaches, and BOE Trustee Dr. Stenerson prepared and distributed hundreds of meals to the Yonkers community in need.
- Dr. Stenerson shouts out Mr. DeSimone on how rewarding it was to take part in the food pantry.
- Mr. DeSimone was thanked for his help in developing the logo for the foundation as well as the High School gym, and field.
- Owls Spring Online Store- opens March 12th- March 27th

Superintendent Report- C. Lopez

- Hybrid Model to be extended to 4 days a week. Students/families have the option of in-person learning 4 days a week, or fully remote.
- Ongoing meetings with principals and directors to identify issues and monitor progress
- Completing many tasks that have been asked by NYSED

Director of Operations Report- E. LaGuerre

- Ongoing follow up with advertising purchases
 - Transit agencies- bus shelters and bus hubs
 - Magazines (Westchester Family Magazine)
 - E-Blast to Magazine subscribers in Westchester and the Bronx totaling 11, 000 subscribers

- Collaborating on the breakdown of technology needs for High School Building such as desktops, flat panels, phones and printers.

Facility of School Buildings Report

- Major focus is getting the furniture back into the classrooms as well as getting the partitions for student desks.
- Requested that we order durable face shields for the students

BoostED Finance Report- P. Augello

- Base per Pupil revenue is below budget at this point. The actual revenue recorded through the end of January is based upon the February 1st billable enrollment of 904 students. The budgeted enrollment for the year is 911. Therefore, there is a negative variance.
- Accounts Receivable mostly represents the districts balance from the January 1st district invoices. This also includes the amount in dispute with the Yonkers School District from FY2020.

*****Please note that next Board of Trustees Meeting will take place in person*****

Motion to Adjourn- 7:30 pm

Madeline Curran-Spina 4/15/21

**Board of Trustees Zoom Meeting
April 15, 2021**

Attendance: Eduardo LaGuerre, Sobeida Cruz, Dr. Jim Killoran, Dr. James Stenerson, Lisbel Rosario, Nadine Burns- Lyons, Dr. D. Gerson

Absent: Carlos Medina, W. Soto

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

Call to order: 5:30pm

Welcome and Introductory Remarks: Mr. LaGuerre

- Welcome and thanks everyone for their participation at this in person and zoom Board of Trustees meeting.
- Chairman LaGuerre acknowledges the email from New York State Education Department advising the trustees that Dr. Gerson and Mr. Soto are now official Charter School of Educational Excellence Board Trustees. Congratulations to them.
- Mr. LaGuerre thanks the Operations and Maintenance team for being ready to welcome additional students back to the building on April 5.
- CSEE Lottery- thanks Mrs. Goldberg for recruitment efforts in bringing in new students; CSEE will continue recruiting students for September. Trustees and administration have been meeting with elected officials in regards to reconstructing the enrollment policy for the City of Yonkers students.
- Teacher concerns- possible salary increase for next year; to make it similar to other surrounding districts and pay, the 2% increase to what is committed to the staff. Also looking into changing the school day hours/work day.

Community Open Forum- Mr. LaGuerre states it is hard to have a community open forum while on zoom and it is recommended to ask and voice concerns to the Principals. Principals will get the information to the Superintendent which will be discussed with the Board of Trustees and collective decisions will be made together regarding these concerns.

ACTION ITEMS

Resolution 61 2020-2021: Adoption of March 10, 2021 Board of Trustee meeting minutes

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

Motioned by: Dr. J. Killoran

Seconded by: S. Cruz

Discussion: None

Votes for and against: Unanimously passed

PASSED AND ADOPTED April 15, 2021

Attest:

By: Nadine Burns-Lyons Date: May 19, 2021

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

Resolution 62 2020-2021: Authorization to make calendar changes to the Charter School of Educational Excellence 2020-2021 School Year.

RESOLVED: The Board of Trustees authorizes CSEE to make changes to the 2020-2021 School Year calendar. The May 13 Board meeting will be moved from May 13 (holiday) to May 19, 2021; and the June 10, meeting will be moved to June 19, 2021

Motioned by: S. Cruz

Seconded by: Dr. J. Killoran

Discussion: It has been decided to have the annual Board of Trustees Retreat for Saturday, June 19th from 9:00am-2:00pm and hold the June board meeting on this date. An outside consultant will join the trustees and administration in assisting with developing the strategic plan during the retreat.

Votes for and against: Unanimously passed

PASSED AND ADOPTED April 15, 2021

Attest:

By: Nadine Burns-Lyons Date: May 19, 2021

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

Resolution 63 2020-2021: Authorization to make a \$50,000.00 onetime deposit payment to Con Edison to set up the Electrical and Gas services at the High School site.

Whereas, CSEE must set up a Con Edison account for Electrical and Gas service at 220-236 Warburton Avenue (CSEE high school campus), and Con Edison is requesting \$50,000 security deposit for such an account. CSEE will advance the deposit amount and will be reimbursed the \$50,000 deposit from the 2019 Bond proceeds, in May 2021.

RESOLVED: The Board of Trustees authorizes CSEE to make a onetime deposit payment of \$50,000.00 to Con Edison, to set up the Electrical and Gas services at the High School site.

Motioned by: Dr. J. Killoran

Seconded by: Dr. J. Stenerson

Discussion: In order to expedite setting up this account CSEE will need to put up the money.

Votes for and against: Unanimously passed

PASSED AND ADOPTED April 15, 2021

Attest:

By: Nadine Burns-Lyons Date: May 19, 2021

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

Resolution 64 2020-2021: Authorization to enter into a contract with Gerald Ardito to provide consulting services and facilitating the Annual Board of Trustees and CSEE Leadership Team June 19, 2021 Strategic Planning Retreat at the cost of \$1,000.00.

RESOLVED: Authorization to enter into a contract with Gerald Ardito to provide consulting services and facilitating the Annual Board of Trustees and CSEE Leadership Team June 19, 2021 Strategic Planning Retreat at the cost of \$1,000.00.

Motioned by: Dr. J. Killoran

Seconded by: S. Cruz

Discussion: Next steps, will be to have Gerald Ardito meet with the Superintendent and have a planning committee meeting with Principals and Directors to be there and outline what will be discussed during the retreat.

Votes for and against: Unanimously passed

PASSED AND ADOPTED April 15, 2021

Attest:

By: Nadine Burns-Lyons Date: May 19, 2021

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

REPORTS

Executive Committee Report- TABLED

Finance Report- S. Cruz

- Credit card statements reviewed, vendor invoices reviewed
- 2021-2022 Budget will be submitted to the Board of Trustees during either the May or June meeting
- The Foundation for Educational Excellence has started there are 11 members on the board; a logo has been developed for the foundation. Ms. Betsy Stern is the President of the foundation. If the Principals have any special projects that need funding for, they can submit a proposal to the foundation. Currently raising money for a Performing Arts Center for the High School.
- Bingo- brainstorming ideas for a drive-in/tented handbag Bingo event. This will not be a virtual event
- Gala- to be possibly held in the fall

Academic Report – Dr. J. Stenerson

- Met with Principals and Superintendent regarding data warehouse; a second vendor was looked at
- New York state exam coming up- students will be coming in person to take the exam
- Updating curriculum tools, focusing on social studies, math, and reading.
- New technology for High School equipment demos
- Contracts for Superintendent and Principals to be finalized by next board of trustees meeting
- Elementary teachers along with Principal Spina will be attending a Project Based Gardening program with Sarah Lawrence College.

Facilities Report- E. LaGuerre

- High School Project report- submitted by Carlo Schiattarella
- Sisca is up to date with the construction, waiting on exterior panels. Looking to add on a Performance Arts Center by the end of next summer.
- Integrated Charter Schools-located in Staten Island it is made up of 4 high schools of 1,100 high school students, the mission of integrated High Schools is to provide a second chance to students who drop out of high school. This program runs in the evenings. The Department of Education is looking to duplicate the program outside of Staten Island and bring it to Yonkers where CSEE will host/lease the space to them at the new high school location. A public hearing will be held on April 29th at the high school to discuss this program. The regents will need to vote on this program to start two years from now.

Human Resource Report- M. Bautista

- Administrative Assistant to the principals and an Elementary Educational Assistant has been hired
- Up-to-date with submitting monthly report
- Contributions to 401k are being submitted bi-weekly; 5-10 days after the pay period ends
- Synopsis of Trinet Platform responsibilities.

PTO Report- L. Rosario

- Parents are thrilled kids returning back to school in person
- Due to by-law regulations, Ms. Rosario cannot be on the Board for more than 2 years. Thanks everyone for the amazing support from administration and will always support the school.

High School Principal Report- D. Palmer

- As of Wednesday, April 14, 2021 there are 81 students registered to participate in the 4-day per week in-person instruction
- The high school has implemented a credit recovery afterschool program, which targets students who are in danger of not passing a course for the academic year.
- Teachers have been working closely with AIS teacher to analyze data and develop action plans
- Moving away from the idea of offering Advanced Placement Courses and going towards having the students take actual college courses.
- Trustee suggests reaching out to Steve Klinsky who would pick up the cost to help students take college courses.

Middle School Principal Report-J. Jacaruso

- New instructional model-students have adjusted well to having more peers in the class; students are complying with social distancing and face coverings as best as possible
- April 24- Title 1 and Special Education Director conducted parent webinar for parents to discuss Title 1 and SPED services provided at CSEE.
- Suggested to take 8th grade students and staff over to the new building can meet with Sisca and to begin motivating them for high school

Elementary School Principal Report- J. Spina

- Close to 200 students K-4 attending in person learning program
- Meetings held to discuss the K/1 Movement Program, which will be implemented next school year.

- Meetings held with K-4 teachers to discuss struggling students and ensure effective supports are put in place.
- Observed DreamBox demo- a supplemental math program that would provide students with structured math support and provide teachers with feedback on student thinking. This information can drive whole group and small group instruction.

Athletics Report- M. DeSimone

- Starting a partnership with STEER Program. A mentoring program for students grades 8-12.

Superintendent Report- C. Lopez

- Lottery was held April 7, 2021- the school will continue to recruit and accept applications for the upcoming school year.
- Faculty meeting held and looking for feedback on how the school can best support staff and students
- Preparing for NYSED CSO Mid-Term Site Visit; the CSO will be meeting with the board of trustees, leadership team, and observing live teaching lessons.
- Trustees thanks the school for all that we are doing and continuing to stay on the course especially with assessments and getting these students in the building to take assessments.

Director of Operations Report- E. LaGuerre

- Thanks the IT Department, Custodians, and Mrs. Goldberg to make it possible to be in person and in zoom for this evenings meeting.
- Laptop sleeves have been ordered for all in person students to prevent and minimize damages to equipment traveling to and from school.
- As of 4/12, four additional buses have been added to transport the students, 2 Yonkers buses and 2 TurBus buses.
- Ongoing vendor meetings for high school purchases of furniture, technology, automotive and culinary program items.

Facility of School Buildings Report-D. Pagan

- Thanks the team for all the support
- Automatic water fountains installed to fill student water bottles
- Met with 2 landscaping companies; annual air conditioner unit inspection completed; crosswalk and lines painted in parking lot; holes patched in parking lot.

BoostED Finance Report- P. Augello

- Budget amendment report submitted
- Expenditures are in a surplus
- Continuing to address all the needs of the school for next year's budget; salary increase is a priority.

Motion to Adjourn- 7:32 pm

Kadere Bress-Byers May 19, 2021

**Board of Trustees Hybrid Meeting
May 19, 2021**

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

Absent: Carlos Medina, Lisbel Rosario, Dr. D. Gerson

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

Call to order: 5:32pm

Presentation from Kiowa Garcia-STEM Master teacher Fellowship Program

Welcome and Introductory Remarks: Mr. LaGuerre

- Due to lack of response trustee C. Medina will be dismissed from his duties as part of the Charter School of Educational Excellence Board of Trustees. The board will send a letter thank Mr. Medina for his service to CSEE.
- Board Meetings are back in person, hoping that come September school will be full back in person for the students.

Community Open Forum- Mr. Laguerre provided opportunity for the public to address the board. No comments were made from the community.

Executive Session-TABLED

ACTION ITEMS

Resolution 65 2020-2021: Adoption of April 15, 2021 Board of Trustee meeting minutes.

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

Motioned by: S. Cruz

Seconded by: Dr. J. Stenerson

Discussion: None

Votes for and against: Unanimously passed

PASSED AND ADOPTED May 19, 2021

Attest:

By: 

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

Resolution 66 2020-2021: The Board of Trustees moves to adopt an All Gender Bathroom Policy and Procedures based on the Education Law 409-m which requires that single-occupancy bathrooms be “clearly designated” as gender neutral by posting on or near the entry door of each bathroom.

RESOLVED: The Board of Trustees moves to adopt an All Gender Bathroom Policy and Procedures based on the Education Law 409-m which requires that single-occupancy bathrooms be “clearly designated” as gender neutral by posting on or near the entry door of each bathroom. Furthermore, signage for each single-occupancy bathroom designating the bathroom as “male” or “female” will be replaced with signage designating the bathroom as All Gender, and for use by no more than one occupant at a time or for family or assisted use.

Motioned by: S. Cruz

Seconded by: Dr. J. Stenerson

Discussion: None

Votes for and against: Dr. J. Killoran abstained from voting; all other trustees in favor.

PASSED AND ADOPTED May 19, 2021

Attest:

By: 

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

Resolution 67 2020-2021: The Board of Trustees authorizes the adoption of a 90-Day Probationary Period Policy for new employees. This policy will be added to the Charter School of Educational Excellence Employee Handbook and will be effective as of May 20, 2021.

RESOLVED: The Board of Trustees moves to adopt a 90-Day Probationary Period Policy for new employees. This policy will be added to the Charter School of Educational Excellence Employee Handbook and will be effective as of May 20, 2021.

Motioned by: Dr. J. Stenerson

Seconded by: S. Cruz

Discussion: None

Votes for and against: Unanimously passed

PASSED AND ADOPTED May 19, 2021

Attest:

By: 

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

Resolution 68 2020-2021: The Board of Trustees authorizes the adoption of an update Teacher Salary Scale to commence July 2021.

RESOLVED: The Board of Trustees moves to adopt an updated Teacher Salary Scale to commence July 2021. The updated Teacher Salary Scale will reflect increases to teacher's salary based on years of service, educational degrees, and accreditation.

Motioned by: S. Cruz
Seconded by: N. Burns-Lyons
Discussion: None
Votes for and against: Unanimously passed

PASSED AND ADOPTED May 19, 2021

Attest:

By: Nadine Burns-Lyons

Nadine Burns-Lyons
Secretary, Charter School of Educational Excellence

Resolution 69 2020-2021: The Board of Trustees authorizes the Retroactive salary adjustment for the current salary scale in effect for the 2021 school year.

RESOLVED: The Board of Trustees moves to authorize the Retroactive salary adjustment for the current salary scale in effect for the 2021 school year. The resolution to freeze salaries during the 2020-2021 school year is rescinded. Furthermore, the 1% payment made to all staff in December 2020 is designated as bonus.

Motioned by: Dr. J. Stenerson
Seconded by: Dr. J. Killoran
Discussion: None
Votes for and against: Unanimously passed

PASSED AND ADOPTED May 19, 2021

Attest:

By: Nadine Burns-Lyons

Nadine Burns-Lyons
Secretary, Charter School of Educational Excellence

Resolution 70 2020-2021: The Board of Trustees authorizes the allocation of \$30,000.00 for the purchase of instructional resources for the elementary school.

RESOLVED: The Board of Trustees moves to authorize the allocation of \$30,000.00 for the purchase of instructional resources for the elementary school. The following instructional resources will be used to support students: Heinemann F&P Leveled Literacy Intervention at \$9,000.00 and DreamBox Learning (Math program for grades K-6) at \$21,000.00

Motioned by: S. Cruz
Seconded by: Dr. J. Stenerson
Discussion: None
Votes for and against: Unanimously passed

PASSED AND ADOPTED May 19, 2021

Attest:

By:

Nadine Burns-Lyons
Secretary, Charter School of Educational Excellence

Resolution 71 2021-2021: Authorization to purchase 50 laptops with extended warranty at a cost of \$21,670.00 to be used by CSEE students in grades K-10.

RESOLVED: The Board of Trustees moves to authorize the purchase of 50 laptops, with extended warranty, at a cost of \$21,670.00 to be used by CSEE students in grades K-10, to support the remote/hybrid instructional program model.

Motioned by: Dr. J. Stenerson

Seconded by: S. Cruz

Discussion: None

Votes for and against: Unanimously passed

PASSED AND ADOPTED May 19, 2021

Attest:

By:

Nadine Burns-Lyons
Secretary, Charter School of Educational Excellence

Resolution 72 2020-2021: Authorization to enter into a contract with Yonkers Voice to provide CSEE Social Media Management and Video Footage Coverage from June 2021 to June 2022 at the cost of \$15,000.00.

RESOLVED: The Board of Trustees moves to authorize CSEE to enter into a contract with Yonkers Voice, to provide CSEE Social Media Management and Video Footage Coverage from June 2021 to June 2022 at the cost of \$15,000.00.

Motioned by: S. Cruz

Seconded by: W. Soto

Discussion: Satisfied with the service of coverage for specific school events the company has provided video footage for.

Votes for and against: Unanimously passed

PASSED AND ADOPTED May 19, 2021

Attest:

By:

Nadine Burns-Lyons
Secretary, Charter School of Educational Excellence

Finance Report- S. Cruz

- Financial statements have been reviewed; the school is in good standing; kudos to the Business Office for always doing research prior to purchasing items.
- Foundation- hosting CSEE Golf Outing August 12th at Dunwoodie Golf Course

- Ribbon Cutting Ceremony of new high school- looking at dates in Mid-August.
- Finance Committee has three separate initiatives at this time- The Foundation; continue fundraising efforts at the school, and contributions from donors.

Academic Report – Dr. J. Stenerson

- Yonkers Public Schools invited CSEE to collaborate with a grant
- Regents exam- last week of school
- 60% of students in grades 3-8 took the ELA and Math New York State Assessments
- End of June will be laptop collection and pick up student summer packets
- Staff survey will be sent out May 21st.

Facilities Report- E. LaGuerre

- Extensive meeting was held with ConEd, inspectors and vendors
- Construction is on schedule and on budget- painting, furniture arriving, new fencing
- Other major capital improvements will take place to the current facility

PTO Report- TABLED

Human Resource Report- M. Bautista

- Continue staff recruitment efforts, interview, and hiring process for the 21-22 school year.
- Moving forward to keep TRS updated.
- Weekly meetings with the Superintendent

Middle School Principal Report-J. Jacaruso

- Parent/Teacher conferences took place for the 3rd marking period; teachers met with parents to discuss their child's report card and ways to support students at home
- My Sisters Place Workshop for grades 6-8- on healthy relationships vs. abusive relationships.
- Weekly team meetings and faculty meetings to discuss end of year events
- Teachers are in the process of creating students summer reading and projects for all content areas.

Elementary School Principal Report- J. Spina

- K-1 Movement Program- currently in the process of interviewing movement artists to find the best fit to fill the position for our school.
- The Kindergarten Team along with Principal Spina participated in virtual professional development facilitated by Sarah Lawrence on *Project Based Learning and the Garden*
- Students in K-4 recently completed their persuasive letters

High School Principal Report- D. Palmer

- April 2021 most improved students of the month were identified; students earned a certificate and an assignment pass for their accomplishments.
- 9th and 10th students participated in My Sisters Place workshop on the topic of healthy relationships.
- Submitted application to Mercy College to offer 4 college level courses at the high school for the 2021-2022 school year as part of their High School Achievement Program.

Athletics Report- M. DeSimone

- CSEE approved for Section 1 Friend and Neighbor Status
- Mr. LaGuerre commends the Softball Team, and extends his gratitude to Mr. DeSimone

Superintendent Report- C. Lopez

- Visit from Regent Francis Wills on May 3rd
- Ongoing meetings with STEER (STEER for student athletes): Mentorship Program for MS-Hs Students
- Working diligently on enrollment numbers for the 21-22 school year
- NYSED CSO Mid Term Site Visit held on May 17th
- Trustee. Killoran extends the opportunity to all Principals if they want to have their students talk live on the radio show.

Director of Operations Report- E. LaGuerre

- For the month of March 108 technology support requests made via the Technology referral form and rectified.
- Collaborated in ongoing meetings regarding the technology needs for the new high school building
- Graduation supplies have been ordered and some already received for drive-by graduation scheduled for 6/24

Facility of School Buildings Report-TABLED**BoostED Finance Report- P. Augello**

- Base Per Pupil revenue is slightly above budget; the actual revenue recorded through the end of April is based upon the April 1st billable enrollment of 904 students. The budgeted enrollment for the year is 902.
- General & Administration expenses, in total, are on par with the budget.

Motion to Adjourn- 7:03 pm

**Board of Trustees Hybrid Meeting
June 19, 2021**

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

Absent: Lisbel Rosario, Dr. D. Gerson

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

Call to order: 12:55 pm

Welcome and Introductory Remarks: Mr. LaGuerre

- Welcomed everyone to today's Board of Trustees Meeting via zoom and in-person. Two trustees have been excused for today's meeting; at this time, there is quorum.

ACTION ITEMS

Resolution 73 2020-2021: Adoption of May 19, 2021 Board of Trustee meeting minutes.

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

Motioned by: Dr. J. Killoran

Seconded by: S. Cruz

Discussion: None

Votes for and against: Unanimously passed

PASSED AND ADOPTED June 19, 2021

Attest:

By: 

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

Resolution 74 2020-2021: The Board of Trustees moves to convert the laundromat space into a full functioning automotive lab to provide the CSEE high school auto technology CTE program.

RESOLVED: The Board of Trustees moves to convert the laundromat space into a full functioning automotive lab to provide the CSEE high school auto technology CTE program. NYSED CSO office has given CSEE the approval to proceed with the renovation of the laundromat space, to be converted into the high school auto technology lab. The former laundromat space, leased by CSEE, will be converted to a fully functional, hands-on automotive lab to support the existing automotive curriculum offered at the CSEE High School.

Motioned by: Dr. J. Killoran

Seconded by: W. Soto

Discussion: None

Votes for and against: Unanimously passed

PASSED AND ADOPTED June 19, 2021

Attest:

By: 

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

Resolution 75 2020-2021: The Board of Trustees moves to retain Partners for Architecture to develop design drawings to convert the laundromat space into a certified automotive technology lab for CSEE HS students.

RESOLVED: The Board of Trustees moves to retain Partners for Architecture to develop design drawings to convert laundromat space into a certified automotive technology lab for CSEE HS students at a cost of \$27,500. These services include schematic drawings (floor plans); full construction drawings, including electrical, mechanical, and engineering; construction administration (review shop drawings and RFIs); submission and approval from the department of buildings.

Motioned by: S. Cruz

Seconded by: Dr. J. Stenerson

Discussion: None

Votes for and against: Unanimously passed

PASSED AND ADOPTED June 19, 2021

Attest:

By: 

Nadine Burns-Lyons

Secretary, Charter School of Educational Excellence

Resolution 76 2020-2021: The Board of Trustees moves to enter into an agreement with Mercy College, for the purpose of providing eligible CSEE high school students, with specific accredited college courses which include Environmental Science, Pre-Calculus, American History 105 and 106.

RESOLVED: The Board of Trustees moves to enter into an agreement with Mercy College for the purpose of providing eligible CSEE high school students with specific accredited college courses which include Environmental Science, Pre-Calculus, American History 105 and 106. Eligible CSEE high school students will participate in the Mercy College High School Achievement program in order to acquire college credits while still in high school. CSEE will cover the cost of the program, at \$150.00 per course (3 credits) for each student, not to exceed \$16,000 for the 2022 school year.

Motioned by: Dr. J. Killoran

Seconded by: Dr. J. Stenerson

Discussion: Question was asked if the school is still looking to get reimbursed by a contributor for the cost of these courses.

Votes for and against: Unanimously passed

PASSED AND ADOPTED June 19, 2021

Attest:

By: 

Nadine Burns-Lyons
Secretary, Charter School of Educational Excellence

Resolution 77 2020-2021: The Board of Trustees moves to adopt the fiscal budget for the 2021-2022 school year as presented to the board.

RESOLVED: The Board of Trustees moves to adopt the fiscal budget for the 2021-2022 school year as presented to the board.

Motioned by: Dr. J. Killoran

Seconded by: N. Burns-Lyons

Discussion: None

Votes for and against: Unanimously passed

PASSED AND ADOPTED June 19, 2021

Attest:

By: 

Nadine Burns-Lyons
Secretary, Charter School of Educational Excellence

Finance Report-TABLED

Academic Report – TABLED

Facilities 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*

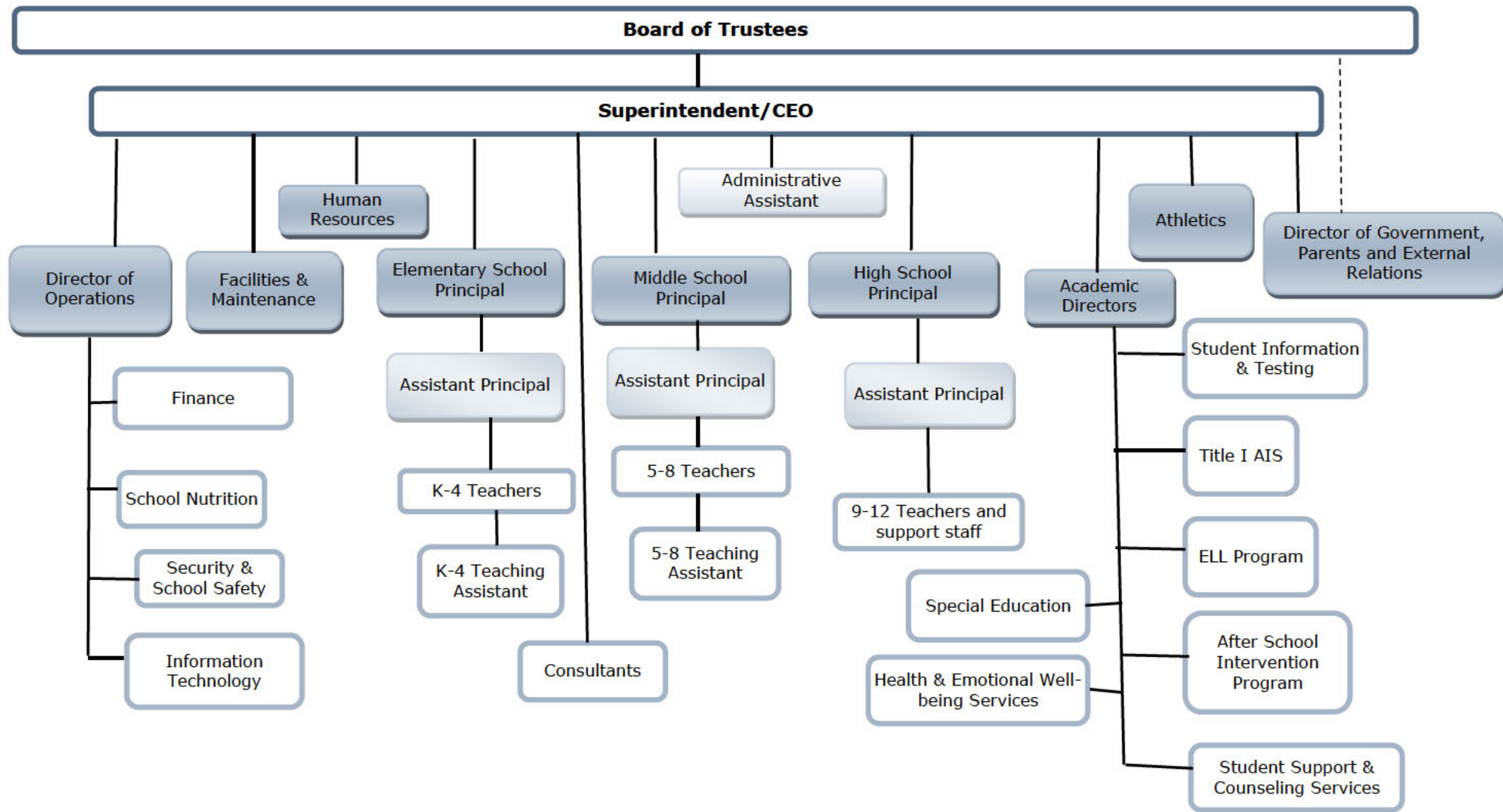
Facility of School Buildings Report-TABLED

BoostED Finance Report- *see attached*

Let the record reflect that this meeting is being held on a Juneteenth what is now designated as a National Holiday. All students in the K-10 program participated in acknowledging and celebrating this National Holiday.

Motion to Adjourn- 1:07 pm

Charter School of Educational Excellence Organizational Chart



Charter School of Educational Excellence

2021-2022 School Year Calendar - DRAFT JUNE 21

July 2021

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

July

5	School Closed - Fourth of July Holiday
8	Board Meeting

MARKING PERIOD 1: SEPTEMBER 3-NOVEMBER 5

MARKING PERIOD 2: NOVEMBER 8 - JANUARY 28

MARKING PERIOD 3: JANUARY 31 - APRIL 8

MARKING PERIOD 4: APRIL 11 - JUNE 24

August 2021

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August

18	Board Meeting
16-27	Professional Development - ALL TEACHING STAFF REPORT TO SCHOOL

September 2021

Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

September

MARKING PERIOD 1: SEPTEMBER 3-NOVEMBER 5

3-Sep	All students report to school - Full Day for students and staff
6	School/Central Office Closed - Labor Day
7,8	School/Central Office Closed - Rosh Hashanah
9	Board Meeting
16	School/Central Office Closed - Yom Kippur

October 2021

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

October

11	School/Central Office Closed - Columbus Day
14	Board Meeting
19	Half Day for Students - Staff Professional Development
Marking Period 1 Progress Report - October 15, 2021	

November 2021

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

November

MARKING PERIOD 2: NOVEMBER 8 - JANUARY 28

2	School Closed for Students - Election Day - Staff Professional Development
10	Board Meeting
11	School/Central Office Closed - Veterans' Day
19	Half Day for Students - Parent/Teacher Conferences
24	Half Day for Students - Staff Professional Development
25-26	School/Central Office Closed - Thanksgiving Recess

December 2021						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

December

- 9 Board Meeting
 24-31 School Closed - Holiday Recess
 24 School/Central Office Closed - Christmas Day
 31 School/Central Office Closed - New Year's Day

Marking Period 2 Progress Report - December 17, 2021

January 2022						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

January

MARKING PERIOD 3: JANUARY 31 - APRIL 8

- 3 School Reopens after Holiday Recess
 13 Board Meeting
 17 School/Central Office Closed - Martin Luther King Jr. Day
 25 Half Day for Students - Staff Professional Development

February 2022						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

February

- 10 Board Meeting
 11 Half Day for Students - Parent/Teacher Conferences
 21-25 School Closed - Winter Recess
 21-22 Central Office Closed - Presidents' Holidays
 28 School Reopens after Winter Recess

March 2022						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

March

- 10 Board Meeting
 15 Half Day for Students - Staff Professional Development
 29-31 NEW YORK STATE ELA ASSESSMENTS (MAKE UP 4/1-4/8/22)

Marking Period 3 Progress Report - March 18, 2022

April 2022						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

April

MARKING PERIOD 4: APRIL 11 - JUNE 24

- 7 Board Meeting
 8-15 School Closed - Spring Recess
 15 Central Office Closed - Good Friday
 18 School Reopens after Spring Recess
 22 Half Day for Students - Parent/Teacher Conferences
 26-29 NEW YORK STATE MATH ASSESSMENTS (MAKE UP 4/29-5/9/22)

May 2022						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June 2022						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May

- 3** School/Central Office Closed - EID-UL-FITR
 12 Board Meeting
17 Half Day for Students - Staff Professional Development
30 School/Central Office Closed - Memorial Day

Marking Period 4 Progress Report - May 27, 2022

June

- 11 Board Retreat and Board Meeting
20 School/Central Office Closed - Juneteenth Observance
23 Half Day for Students
24 Last Day of School-Half Day for Students-Report Card Distribution
 Total Days Schools in Session: 182

CHARTER SCHOOL OF EDUCATIONAL EXCELLENCE

Storage not orderly - - 9-C-1
Stairwell

PUBLIC SCHOOL FIRE AND BUILDING SAFETY REPORT

(THIS REPORT IS TO BE SUBMITTED ELECTRONICALLY – DO NOT MAIL THIS REPORT)

All buildings which are owned, operated, or leased by public school districts, Boards of Cooperative Educational Services (BOCES), and nonpublic schools must be inspected annually for compliance with applicable sections of 8NYCRR155 Regulations of the Commissioner of Education and for compliance with the 2020 Building Code of New York State, 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.

BEDS CODE #

6 6 2 3 0 0 8 6 0 8 6 2

District/School Name

Y O N K E R S

Facility/Building Name

CHARTER SCHOOL OF EDUCATIONAL EXCELLENCE

Street Address (NO PO Box Numbers)

2 6 0 W A R B U R T O N A V E

City/Town/Village

Zip Code

Y O N K E R S N Y 1 0 7 0 1

INSTRUCTIONS

- Read the "Manual for Public School Facility - Fire and Building Safety Inspections" prior to inspecting the facility and complete a separate report for each facility.
- Part I: General Information. School officials must complete this section annually.
- Part II: This section to be completed by the inspector and non-conformances recorded on page 4, Fire Safety Non-Conformance Reporting Sheet.
- Part II-A Regulations of the Commissioner 155.7: This section must be completed for student occupied buildings only. (Questions 1-7, Nonconformance Reporting Sheet) Do not complete this section for school buildings located in the cities of Buffalo, Syracuse, Rochester, and Yonkers.
- Part II-B Regulations of the Commissioner 155.25: This part to be completed for all buildings with electrically operated partitions. (Question 8, Non-Conformance Reporting Sheet) 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State. This part to be completed for all buildings. (Questions 9-26, Non-Conformance Reporting Sheet).
- Part III Certifications. To be completed by persons as indicated.
- A copy of this form must be kept on file at the school for three years and must be available for public review.
- Posting of Certificate of Occupancy: Any temporary, qualified, or annual Certificate of Occupancy must be posted in public view in a prominent location within this facility.

Part I: General Information and Fire/Life Safety History

Inspection Date 11/25/20

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 x

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

Name *

Halpern Realty Corp

Address *

141 Ayers Court Suite LLA

Teaneck, N.J. 07666

Telephone # *

201-894-1977

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?



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	9/17	<input checked="" type="radio"/>	<input type="radio"/>
2	9/25	<input checked="" type="radio"/>	<input type="radio"/>
3	9/26	<input type="radio"/>	<input checked="" type="radio"/>
4	10/4	<input checked="" type="radio"/>	<input type="radio"/>
5	10/8	<input checked="" type="radio"/>	<input type="radio"/>
6	10/10	<input type="radio"/>	<input checked="" type="radio"/>
7	10/16	<input checked="" type="radio"/>	<input type="radio"/>
8	10/28	<input checked="" type="radio"/>	<input type="radio"/>
9	11/7	<input checked="" type="radio"/>	<input type="radio"/>
10	11/13	<input type="radio"/>	<input checked="" type="radio"/>
11	11/27	<input checked="" type="radio"/>	<input type="radio"/>
12	12/10	<input type="radio"/>	<input checked="" type="radio"/>

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

--

d. on the next page, please provide dates of the required monthly EMERGENCY EVACUATION DRILLS

Per NYS Fire Code; Section 405, Table 405.2
Required, monthly, for all occupants of Group E (Educational) buildings
NOTE: Some drills reported below may coincide with dates reported in 8 (b) above

d. provide dates of the required monthly EMERGENCY EVACUATION DRILLS

	dates of drills	comments
1	9/17	
2	9/25	
3	10/4	
4	10/8	
5	10/16	
6	10/28	
7	11/7	
8	11/27	
9		
10		
11		
12		

e. If the required monthly evacuation drills were not held during the previous 12 months, provide reason:

The school building closed and transitioned to all remote learning starting 3/13/2020 for the remainder of the 2019-2020 school year.

f. Average time to evacuate facility was: 3 minutes 44 seconds

g. 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

h. 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: Non-Conformance Reporting Sheets

PART II - A

Item	Non-Conf	Date Corrected	Date Reinspected
01A-2	<input type="checkbox"/>		
01B-1	<input type="checkbox"/>		
01C-1	<input type="checkbox"/>		
01D-1	<input type="checkbox"/>		
01E-1	<input type="checkbox"/>		
02A-2	<input type="checkbox"/>		
02B-1	<input type="checkbox"/>		
02C-3	<input type="checkbox"/>		
02D-1	<input type="checkbox"/>		
02E-2	<input type="checkbox"/>		
02F-3	<input type="checkbox"/>		
02G-2	<input type="checkbox"/>		
03A-3	<input type="checkbox"/>		
03B-1	<input type="checkbox"/>		
04A-2	<input type="checkbox"/>		
04B-2	<input type="checkbox"/>		
04C-1	<input type="checkbox"/>		
05A-3	<input type="checkbox"/>		
05B-2	<input type="checkbox"/>		
05C-2	<input type="checkbox"/>		
06A-1	<input type="checkbox"/>		
06B-1	<input type="checkbox"/>		
06C-1	<input type="checkbox"/>		
06D-2	<input type="checkbox"/>		
06E-3	<input type="checkbox"/>		
06F-1	<input type="checkbox"/>		
06G-1	<input type="checkbox"/>		
06H-2	<input type="checkbox"/>		
07A-3	<input type="checkbox"/>		
07B-2	<input type="checkbox"/>		
07C-2	<input type="checkbox"/>		

PART II - B

Item	Non-Conf	Date Corrected	Date Reinspected
08A-2			
08B-2			
08C-2			
08D-2			
08E-2			
09A-2			
09B-2			
09C-1	✓		
09D-1			
09F-2			
09G-2			
10A-2			
10B-2			
10C-1			
10D-1			
11A-2			
11B-1			
11C-2			
11D-2			
11E-1			
12A-1			
12B-3			
12C-2			
12D-2			
12E-1			
12F-1			
12G-1			
12H-1			
12I-1			
12J-1			
12K-1			
12L-1			
12M-1			
12N-1			
12O-2			

PART II - B

Item	Non-Conf	Date Collected	Date Reinspected
13A-2			
13B-2			
14A-2			
14B-2			
14C-2			
14D-1			
14E-1			
15A-2			
15B-1			
15C-2			
15D-2			
15E-1			
16A-2			
16B-2			
16C-2			
16D-2			
17A-3			
17B-2			
17C-2			
17D-2			
17E-1			
17F-3			
17G-1			
17H-2			
17I-2			
17J-1			
17K-1			
17L-1			
18A-2			
18B-2			
18C-2			
18D-2			
19A-3			
19B-2			
19C-1			

Part II: Non-Conformance Reporting Sheets

PART II - B

Item	Non-Conf	Date Corrected	Date Reinspected
19D-1	<input type="checkbox"/>		
19E-1	<input type="checkbox"/>		
19F-1	<input type="checkbox"/>		
19G-1	<input type="checkbox"/>		
19H-2	<input type="checkbox"/>		
20A-1	<input type="checkbox"/>		
20B-1	<input type="checkbox"/>		
20C-1	<input type="checkbox"/>		
21A-3	<input type="checkbox"/>		
22A-3	<input type="checkbox"/>		
22B-3	<input type="checkbox"/>		
22C-3	<input type="checkbox"/>		
23A-1	<input type="checkbox"/>		
23B-1	<input type="checkbox"/>		
23C-1	<input type="checkbox"/>		
23D-2	<input type="checkbox"/>		
24A-3	<input type="checkbox"/>		
25A-1	<input type="checkbox"/>		
25B-1	<input type="checkbox"/>		
25C-1	<input type="checkbox"/>		
26A-3	<input type="checkbox"/>		

If any additional nonconformances are observed, check item 26A-3 and list the specific code sections here:

Inspector

Confirm that the inspector has been provided with a copy of the previous year's school fire safety inspection report:

☒ YES

☐ NO

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 #: 

Title: CEO

Certification # 

Email: 

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 11/25/20 and can confirm the specific locations of any non-conformances (provide inspection date) identified within this report.

Name: David Pagan

Telephone: 

Title: Custodian

Email: _____

Signature David Pagan

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: Cindy Lopez

Telephone #: 

Title: Superintendent

Email: 

Signature Cindy Lopez

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

School District _____
Facility # _____

Building Name CHARTER SCHOOL OF
EDUCATIONAL EXCELLENCE

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					<p>If any additional non-conformances are observed, check item 26A-3 and list the Code section below.</p> <p>_____</p> <p>_____</p> <p>_____</p> <p><u>Inspector</u></p> <p>The inspector has been provided with a copy of the previous year's school fire safety report:</p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>				
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 11/25/20

Final Inspection (if required):

Fire Safety Inspector: Name _____
Date _____

Registry # [REDACTED] (26E-4)

Registry # _____ (26F-4)

CHARTER SCHOOL OF EDUCATIONAL EXCELLENCE
HIGH SCHOOL

Storage not orderly - - 9-C-1
Outside in front of building

PUBLIC SCHOOL FIRE AND BUILDING SAFETY REPORT

(THIS REPORT IS TO BE SUBMITTED ELECTRONICALLY – DO NOT MAIL THIS REPORT)

All buildings which are owned, operated, or leased by public school districts, Boards of Cooperative Educational Services (BOCES), and nonpublic schools must be inspected annually for compliance with applicable sections of 8NYCRR155 Regulations of the Commissioner of Education and for compliance with the 2020 Building Code of New York State, 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.

BEDS CODE #

6 6 2 3 0 0 8 6 0 8 6 2

District/School Name

Y O N K E R S

Facility/Building Name

CHARTER SCHOOL OF EDUCATIONAL EXCELLENCE

Street Address (NO PO Box Numbers)

1 5 P A L M E R R O A D

City/Town/Village

Y O N K E R S N Y

Zip Code

1 0 7 0 1

INSTRUCTIONS

- Read the "Manual for Public School Facility - Fire and Building Safety Inspections" prior to inspecting the facility and complete a separate report for each facility.
- Part I: General Information. School officials must complete this section annually.
- Part II: This section to be completed by the inspector and non-conformances recorded on page 4, Fire Safety Non-Conformance Reporting Sheet.
- Part II-A Regulations of the Commissioner 155.7: This section must be completed for student occupied buildings only. (Questions 1-7, Nonconformance Reporting Sheet) Do not complete this section for school buildings located in the cities of Buffalo, Syracuse, Rochester, and Yonkers.
- Part II-B Regulations of the Commissioner 155.25: This part to be completed for all buildings with electrically operated partitions. (Question 8, Non-Conformance Reporting Sheet) 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State. This part to be completed for all buildings. (Questions 9-26, Non-Conformance Reporting Sheet).
- Part III Certifications. To be completed by persons as indicated.
- A copy of this form must be kept on file at the school for three years and must be available for public review.
- Posting of Certificate of Occupancy: Any temporary, qualified, or annual Certificate of Occupancy must be posted in public view in a prominent location within this facility.

Part I: General Information and Fire/Life Safety History

Inspection Date 11/25/20

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 *

St. Bartholomew's Church

Address *

15 Palmer Road

Yonkers, NY 10701

Telephone # *

914-965-0566

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	9/26	<input type="radio"/>	<input checked="" type="radio"/>
2	10/4	<input checked="" type="radio"/>	<input type="radio"/>
3	10/7	<input checked="" type="radio"/>	<input type="radio"/>
4	10/10	<input type="radio"/>	<input checked="" type="radio"/>
5	10/11	<input checked="" type="radio"/>	<input type="radio"/>
6	10/24	<input checked="" type="radio"/>	<input type="radio"/>
7	10/28	<input checked="" type="radio"/>	<input type="radio"/>
8	11/6	<input checked="" type="radio"/>	<input type="radio"/>
9	11/13	<input type="radio"/>	<input checked="" type="radio"/>
10	11/15	<input checked="" type="radio"/>	<input type="radio"/>
11	11/20	<input checked="" type="radio"/>	<input type="radio"/>
12	12/16	<input type="radio"/>	<input checked="" type="radio"/>

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

d. on the next page, please provide dates of the required monthly EMERGENCY EVACUATION DRILLS

EMERGENCY EVACUATION DRILLS

Per NYS Fire Code; Section 405, Table 405.2

Required, monthly, for all occupants of Group E (Educational) buildings

NOTE: Some drills reported below may coincide with dates reported in 8 (b) above

d. provide dates of the required monthly EMERGENCY EVACUATION DRILLS

	dates of drills	comments
1	10/4	
2	10/7	
3	10/11	
4	10/24	
5	10/28	
6	11/06	
7	11/15	
8	11/20	
9		
10		
11		
12		

e. If the required monthly evacuation drills were not held during the previous 12 months, provide reason:

School building closed and transitioned to all remote learning starting on 3/13/2020 for the remainder of the 2019-2020 school year.

f. Average time to evacuate facility was: 2 minutes 33 seconds

g. 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

h. 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: Non-Conformance Reporting Sheets

PART II - A

Item	Non-Conf	Date Corrected	Date Reinspected
01A-2			
01B-1			
01C-1			
01D-1			
01E-1			
02A-2			
02B-1			
02C-3			
02D-1			
02E-2			
02F-3			
02G-2			
03A-3			
03B-1			
04A-2			
04B-2			
04C-1			
05A-3			
05B-2			
05C-2			
06A-1			
06B-1			
06C-1			
06D-2			
06E-3			
06F-1			
06G-1			
06H-2			
07A-3			
07B-2			
07C-2			

PART II - B

Item	Non-Conf	Date Corrected	Date Reinspected
08A-2	<input checked="" type="checkbox"/>		<input type="text"/>
08B-2	<input type="checkbox"/>		<input type="text"/>
08C-2	<input type="checkbox"/>		<input type="text"/>
08D-2	<input type="checkbox"/>		<input type="text"/>
08E-2	<input type="checkbox"/>		<input type="text"/>
09A-2	<input type="checkbox"/>		
09B-2	<input type="checkbox"/>		
09C-1	<input checked="" type="checkbox"/>		
09D-1	<input type="checkbox"/>		
09F-2	<input type="checkbox"/>		
09G-2	<input type="checkbox"/>		
10A-2	<input type="checkbox"/>		
10B-2	<input type="checkbox"/>		
10C-1	<input type="checkbox"/>		
10D-1	<input type="checkbox"/>		
11A-2	<input type="checkbox"/>		
11B-1	<input type="checkbox"/>		
11C-2	<input type="checkbox"/>		
11D-2	<input type="checkbox"/>		
11E-1	<input type="checkbox"/>		
12A-1	<input type="checkbox"/>		
12B-3	<input type="checkbox"/>		
12C-2	<input type="checkbox"/>		
12D-2	<input type="checkbox"/>		
12E-1	<input type="checkbox"/>		
12F-1	<input type="checkbox"/>		
12G-1	<input type="checkbox"/>		
12H-1	<input type="checkbox"/>		
12I-1	<input type="checkbox"/>		
12J-1	<input type="checkbox"/>		
12K-1	<input type="checkbox"/>		
12L-1	<input type="checkbox"/>		
12M-1	<input type="checkbox"/>		
12N-1	<input type="checkbox"/>		
12O-2	<input type="checkbox"/>		

PART II - B

Item	Non-Conf	Date Corrected	Date Reinspected
13A-2			
13B-2			
14A-2			
14B-2			
14C-2			
14D-1			
14E-1			
15A-2			
15B-1			
15C-2			
15D-2			
15E-1			
16A-2			
16B-2			
16C-2			
16D-2			
17A-3			
17B-2			
17C-2			
17D-2			
17E-1			
17F-3			
17G-1			
17H-2			
17I-2			
17J-1			
17K-1			
17L-1			
18A-2			
18B-2			
18C-2			
18D-2			
19A-3			
19B-2			
19C-1			

Part II: Non-Conformance Reporting Sheets

PART II - B

Item	Non-Conf	Date Corrected	Date Reinspected
19D-1			
19E-1			
19F-1			
19G-1			
19H-2			
20A-1			
20B-1			
20C-1			
21A-3			
22A-3			
22B-3			
22C-3			
23A-1			
23B-1			
23C-1			
23D-2			
24A-3			
25A-1			
25B-1			
25C-1			
26A-3			

If any additional nonconformances are observed, check item 26A-3 and list the specific code sections here:

Inspector

Confirm that the inspector has been provided with a copy of the previous year's school fire safety inspection report:

☒ YES

☐ NO

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]

Email: [REDACTED]

(as designated by the NYS Department of State)

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 11/25/20 and can confirm the specific locations of any non-conformances (provide inspection date) identified within this report.

Name: David Pagen

Telephone: [REDACTED]

Title: Custodian

Email:

Signature David Pagen

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: Cindy Lopez

Telephone #: [REDACTED]

Title: Superintendent

Email: [REDACTED]

Signature Cindy Lopez

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									
02A-2					09A-2					14C-2					20A-1				
02B-1					09B-2					14D-1					20B-1				
02C-3					09C-1	✓				14E-1					20C-1				
02D-1					09D-1					15A-2					21A-3				
02E-2					09F-2					15B-1					22A-3				
02F-3					09G-2					15C-2					22B-3				
02G-2					10A-2					15D-2					22C-3				
					10B-2					15E-1					23A-1				
03A-3					10C-1					16A-2					23B-1				
03B-1					10D-1					16B-2					23C-1				
										16C-2					23D-2				
04A-2					11A-2					16D-2					24A-3				
04B-2					11B-1					17A-3					25A-1				
04C-1					11C-2					17B-2					25B-1				
					11D-2					17C-2					25C-1				
					11E-1					17D-2									
05A-3										17E-1									
05B-2					12A-1					17F-3					If any additional non-conformances are observed, check item 26A-3 and list the Code section below. _____ _____ _____ Inspector 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 11/25/20

Final Inspection (if required):

Fire Safety Inspector: Name _____
Date _____

Registry # _____ (26E-4)

Registry # _____ (26F-4)

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 *

Halpern Realty Corp

Address *

141 Ayers Court Suite LLA

Teaneck, N.J. 07666

Telephone # *

(201)894-1977

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?



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	9/16	<input checked="" type="radio"/>	<input type="radio"/>
2	11/19	<input checked="" type="radio"/>	<input type="radio"/>
3	12/21	<input checked="" type="radio"/>	<input type="radio"/>
4	6/10	<input checked="" type="radio"/>	<input type="radio"/>
5	6/17	<input checked="" type="radio"/>	<input type="radio"/>
6	3/4	<input type="radio"/>	<input checked="" type="radio"/>
7	6/22	<input type="radio"/>	<input checked="" type="radio"/>
8		<input type="radio"/>	<input type="radio"/>
9		<input type="radio"/>	<input type="radio"/>
10		<input type="radio"/>	<input type="radio"/>
11		<input type="radio"/>	<input type="radio"/>
12		<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:

Due to COVID-19 students received Remote Instruction.

8d. Average time to evacuate facility was:

3

minutes

42

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

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					<p align="center">If any additional non-conformances are observed, check item 26A-3 and list the Code section below.</p> <p>_____</p> <p>_____</p> <p>_____</p> <p align="center">Inspector</p> <p align="center">The inspector has been provided with a copy of the previous year's school fire safety report:</p> <p align="center">Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>				
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 7/19/21

Registry # (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: [REDACTED]

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 7/19/21 and can confirm the specific locations of any non-conformances (provide inspection date) identified within this report.

Name: David Pagan

Telephone: [REDACTED]

Title: Building Superintendent

Email: [REDACTED]

Signature David Pagan

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: Cindy Lopez

Telephone: [REDACTED]

Title: Superintendent

Email: [REDACTED]

Signature Cindy Lopez

CHARTER SCHOOL OF EDUCATIONAL EXCELLENCE

Fire Safety Violations

Storage - combustibles stored in Electrical Room- 9-F-2

PARTIAL/FINAL CERTIFICATE OF OCCUPANCY

Block: 2358 Lot: 1

- Frank Meyer

CERTIFICATE OF OCCUPANCY

1. Description of Zoning Ordinance variances granted: none

PARTIAL/FINAL CERTIFICATE OF OCCUPANCY

Block: 2106 Lot: 42

☐ Newly Constructed Building
☐ Alteration and/or ☐ Addition to Existing building
☐ Existing Building or Premises
X ☒ Other: **CHANGE OF USE**

[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	GARAGE		
M	Conforming Use	40 + 2 HC	0	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	
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)

