Application: Democracy Prep Charter School

Evonne Jones - evonne.jones@democracyprep.org
Annual Reports

Summary

ID: 0000000253
Status: Annual Report Submission
Last submitted: Mar 26 2021 07:16 PM (EDT)

Entry 1 School Info and Cover Page

Completed Aug 2020

Instructions

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2019-20 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer **(as of June 30, 2020)** or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

DEMOCRACY PREPARATORY CHARTER SCHOOL 310500860894

a1. Popular School Name

(No response)

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

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

SUNY BOARD OF TRUSTEES

c. DISTRICT / CSD OF LOCATION

CSD # 5 - MANHATTAN

d. DATE OF INITIAL CHARTER

10/2005

e. DATE FIRST OPENED FOR INSTRUCTION

7/2006

h. SCHOOL WEB ADDRESS (URL)

http://dpcms.democracyprep.org

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

915

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

503

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

Check all that apply

Grades Served	6, 7, 8, 9, 10, 11, 12

I1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

Yes

I2. NAME OF CMO/EMO AND ADDRESS

NAME OF CMO/EMO	Democracy Prep Public Schools
PHYSICAL STREET ADDRESS	1767 Park Ave, Fifth Floor
CITY	New York
STATE	NY
ZIP CODE	10035
EMAIL ADDRESS	kent.anker@democracyprep.org
CONTACT PERSON NAME	Kent Anker

FACILITIES INFORMATION

m. FACILITIES

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

	Yes, 2 sites

School Site 1 (Primary)

m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	2230 5th Ave, New York, NY 10037	[redacted]	NYC CSD 5	6-8	No

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Nakita Green	[redacted]		nakita.green@democracyprep.org
Operational Leader	Christy Brown			christy.brown@democracyprep.org
Compliance Contact	Kent Anker			kent.anker@democracyprep.org
Complaint Contact	Kent Anker			kent.anker@democracyprep.org
DASA Coordinator	Jordan Stenzel			jstenzel@democracyprep.org
Phone Contact for After Hours Emergencies	Ken Mason			ken.mason@democracyprep.org

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

Co-located Space

m1c. Please list the terms of your current co-location.

	Date school will leave current co-location	Is school working with NYCDOE to expand into current space?	If so, list year expans on will occur.	Is school working with NYCDOE to move to separate space?	If so, list the proposed space and year planned for move	School at Full Capacity at Site
Site 1	Permanent Siting	No		No		Yes

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

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

Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2020.

Site 1 Certificate of Occupancy (COO)

Site 1 Fire Inspection Report

School Site 2

m2. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 2	222 W. 134th St., New York, NY	[redacted]	NYC CSD 5	9-12	No

m2a. Please provide the contact information for Site 2.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Elisa DiMauro	[redacted]		edimauro@democracyprep.org
Operational Leader	Xochilth Cosme			xcosme@democracyprep.org
Compliance Contact	Kent Anker			kent.anker@democracyprep.org
Complaint Contact	Kent Anker			kent.anker@democracyprep.org
DASA Coordinator	Jordan Stenzel			jstenzel@democracyprep.org
Phone Contact for After Hours Emergencies	Ken Mason			ken.mason@democracyprep.org

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

Co-located Space

m2c. Please list the terms of your current co-location.

	Date school will leave current co-location	Is school working with NYCDOE to expand into current space?	If so, list year expans on will occur.	Is school working with NYCDOE to move to separate space?	If so, list the proposed space and year planned for move	School at Full Capacity at Site
Site 2	Permanent Siting	No		No		Yes

CHARTER REVISIONS DURING THE 2019-2020 SCHOOL YEAR

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

Yes

n2. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Change in Grade Le el Configuration	Approved to add elementary grades	8/15/2019	2/11/2020
2				
3				
4				
5				

More revisions to add?

No

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

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

Yes

ATTESTATION

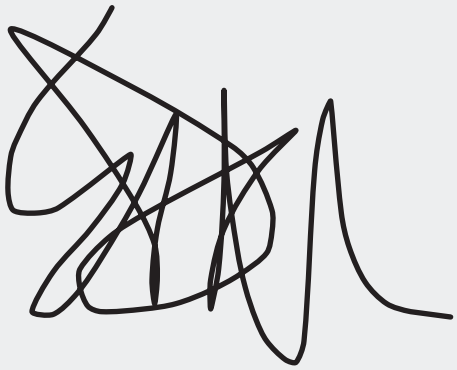
p. Individual Primarily Responsible for Submitting the Annual Report.

Name	Evonne Jones
Position	Policy and Development Manager
Phone/Extension	[redacted]
Email	evonne.jones@democracyprep.org

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

No Responses Selected

Signature, Head of Charter School



Signature, President of the Board of Trustees

Date

Aug 3 2020

Thank you.

Entry 2 NYS School Report Card

Completed Aug 2020

Instructions

SUNY-authorized charter schools only

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

Entry 2 NYS School Report Card Link

DEMOCRACY PREPARATORY CHARTER SCHOOL 310500860894

NEW YORK STATE REPORT CARD

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

(Charter schools completing year one will not yet have a School Report Card or link to one. Please type "URL is not available" in the space provided.)

https://data.nysed.gov/essa.php?instid=800000059313&year=2019&createreport=1&allchecked=1&OverallStatus=1&section_1003=1&EMStatus=1&EMindicators=1&EMcomposite=1&EMgrowth=1&EMcompgrowth=1&EMelp=1&EMprogress=1&EMchronic=1&EMpart=1&HSStatus=1&HSindicators=1&HScomposite=1&HSgradrate=1&HScompgrowth=1&HSelp=1&HSprogress=1&HSchronic=1&HScccr=1&HSpart=1&38ELA=1&38MATH=1&48SCI=1&regents=1&cohort=1&nyseslat=1&nysaa=1&naep=1&staffqual=1&gradrate=1&feddata=1

Entry 3 Progress Toward Goals

Incomplete Hidden from applicant

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

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

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

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

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

1. ACADEMIC STUDENT PERFORMANCE GOALS

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

2019-20 Progress Toward Attainment of Academic Goals

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

2. Do have more academic goals to add?

(No response)

2019-2020 Progress Toward Attainment of Academic Goals

	Academ c tudent Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	2019-2020 progress toward attainment of goal Met/Not Met/Unable to Assess During Due to Closure
Academic Goal 11				
Academic Goal 12				
Academic Goal 13				
Academic Goal 14				
Academic Goal 15				
Academic Goal 16				
Academic Goal 17				
Academic Goal 18				
Academic Goal 19				
Academic Goal 20				

3. Do have more academic goals to add?

(No response)

2019-2020 Progress Toward Attainment of Academic Goals

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

4. ORGANIZATION GOALS

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

2019-2020 Progress Toward Attainment of Organization Goals

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

Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

(No response)

6. FINANCIAL GOALS

2019-2020 Progress Toward Attainment of Financial Goals

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

7. Do have more financial goals to add?

(No response)

2019-2020 Progress Toward Attainment of Financial Goals

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

Thank you.

Entry 3 Accountability Plan Progress Reports

Incomplete

Instructions

SUNY-Authorized Charter Schools ONLY

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

Entry 7 Disclosure of Financial Interest Form

Completed Aug 3 2020

Instructions - Multiple Uploads Permitted

Required of ALL Charter Schools by August 3

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2019-2020 school year must complete a signed:

- **Regents, NYCDOE, and Buffalo BOE Authorized Schools:** Disclosure of Financial Interest Form

- **SUNY- Authorized Charter Schools**: Trustee Financial Disclosure Form

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

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

Greg Weston (19-20 SY) SUNY Trustee-Financial-Disclosure-Form__(14871866)_(1)-1

Filename: Greg Weston 19 20 SY SUNY Trustee Fina Swl0zlo.pdf **Size:** 174.0 kB

Brian Berger (19-20 SY) FiDisc_SUNY_Trustee-Financial-Discl

Filename: Brian Berger 19 20 SY FiDisc SUNY Trus cJ8CETc.pdf **Size:** 647.2 kB

Alastair Wood 19-20 SY- Disclosure Form

Filename: Alastair Wood 19 20 SY Disclosure Fo N5naYUS.pdf **Size:** 898.4 kB

Farida Ilboudo 19-20 SY Please_DocuSign_SUNY_Trustee-Financial-Discl (1)

Filename: Farida Ilboudo 19 20 SY Please DocuSig MeLfi4f.pdf **Size:** 647.8 kB

Jamal Epps SUNY Trustee-Financial-Disclosure-Form (3) (1)

Filename: Jamal Epps SUNY Trustee Financial Disc uZUdiiQ.pdf **Size:** 677.4 kB

Jake Fokey 20-21 SUNY_Trustee-Financial-Disclosure-Form__(4)

Filename: Jake Fokey 20 21 SUNY Trustee Financia E0qoPgV.pdf **Size:** 676.2 kB

Mullings - SUNY Trustee-Financial-Disclosure-Form_Mullings

Filename: Mullings SUNY Trustee Financial Disc m15KuXA.pdf **Size:** 242.4 kB

Ken Weiller (19-20 SY) SUNY Trustee-Financial-Disclosure-Form 2020- Ken Weiller

Filename: Ken Weiller 19 20 SY SUNY Trustee Fina 0WuPL7M.pdf **Size:** 255.0 kB

Josh Pristaw (19-20 SY) FiDisc

Filename: Josh Pristaw 19 20 SY FiDisc KNFF7ZD.pdf **Size:** 816.7 kB

Khary Barnes 19-20 SY - SUNY_Trustee-Financial-Discl

Filename: Khary Barnes 19 20 SY SUNY Trustee UhBlMRL.pdf **Size:** 580.9 kB

Ross Frommer 19-20 SY FiDisc

Filename: Ross Frommer 19 20 SY FiDisc gyGRymV.pdf **Size:** 94.0 kB

Sean Windsor (19-20 SY) SUNY Trustee-Financial-Disclosure-Form (Sean Windsor)

Filename: Sean Windsor 19 20 SY SUNY Trustee Fin VORZhwZ.pdf **Size:** 335.9 kB

REB SUNY Financial Disclosure Form

Filename: REB SUNY Financial Disclosure Form Lg3JFVy.pdf **Size:** 1.0 MB

Updated_Doug_Snyder_(19-20SY)_FiDisc

Filename: Updated Doug Snyder 19 20SY FiDisc 6Rghn5V.pdf **Size:** 938.7 kB

Trevor Gibbons Please_DocuSign_SUNY_Trustee-Financial-Discl (2)

Filename: Trevor Gibbons Please DocuSign SUNY Tr GJvfoOy.pdf **Size:** 649.1 kB

Stephen Gordon Signed 19-20 FiDisc Form

Filename: Stephen Gordon Signed 19 20 FiDisc For 54wIgjl.pdf **Size:** 6.2 MB

Dr N doc1

Filename: Dr N doc1.pdf **Size:** 52.6 kB

S

Filename: S.King FiDisc 19 20 1.pdf **Size:** 57.5 kB

Entry 8 BOT Membership Table

Completed Aug 2020

Instructions

Required of All charter schools

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

Entry 8 BOT Table

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

information for all --VOTING and NON-VOTING-- trustees.

DEMOCRACY PREPARATORY CHARTER SCHOOL 310500860894

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

	Trustee Name and Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2019-2020
1	Dr. Robert North [redacted]	Chair	Executive Committee	Yes	2	07/01/2019	06/30/2021	9
2	Roger Berg [redacted]	Secretary	Executive Committee, Academic Accountability Committee	Yes	2	07/01/2019	06/30/2021	8
3	Brian Berger [redacted]	Treasurer	Finance and Audit Committee, Community and Family Communications Committee, Executive Committ	Yes	2	07/01/2019	06/30/2021	8

			ee					
4	Brittany Mullings [redacted]	Trustee/Member	Community and Family Communications Committee	Yes	2	07/01/2019	06/30/2021	9
5	Jamal Epps [redacted]	Trustee/Member	Finance Committee (prior to resignation)	Yes	2	07/01/2019	02/12/2020	5 or less
6	Jake Foley [redacted]	Trustee/Member	Unassigned as of July 28, 2020	Yes	2	07/01/2020	06/30/2023	5 or less
7	Trevor Gibbons [redacted]	Trustee/Member	Governance Committee	Yes	2	07/01/2020	06/30/2023	7
8	Stephen P. Gordon [redacted]	Trustee/Member	Strategic Partnerships, Real Estate (prior to resignation)	Yes	2	07/01/2019	02/12/2020	5 or less
9	Sean Windsor [redacted]	Trustee/Member	Finance and Audit Committee	Yes	2	07/01/2019	06/30/2021	9

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

Yes

1b. Current Board Member Information

	Trustee Name and Email Address	Pos t on on the Board	Committ ee Affiliation s	Vot ng Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/ YYYY)	End Date of Current Term (MM/DD/ YYYY)	Board Meetings Attended During 2019-2020
10	Alastair Wood [redacted]	Trustee/M ember	Academ c Accounta bility Committ ee, Governan ce Committ ee	Yes	2	07/01/20 19	06/30/20 21	5 or less
11	Josh Pr staw [redacted]	Vice Chair	Executive Committ ee, Real Estate Committ ee	Yes	2	07/01/20 19	06/30/20 21	8
12	Doug Snyder [redacted]	Vice Chair	Executive Committ ee	Yes	2	07/01/20 19	06/30/20 21	5 or less
13	Kenneth J. Weiller [redacted]	Trustee/M ember	Academ c Accounta bility Committ ee,	Yes	2	07/01/20 19	06/30/20 21	8

	[redacted]		Development Committee					
14	Greg Weston [redacted]	Trustee/Member	Real Estate Committee	Yes	2	07/01/2019	06/30/2021	8
15	Khary Barnes [redacted]	Vice Chair	Executive Committee, Governance Committee	Yes	1	07/10/2019	07/10/2021	5 or less

1c. Are there more than 15 members of the Board of Trustees?

Yes

1d. 2019-2020 Board Member Information

	Trustee Name and Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2019-2020
16	Stephanie King [redacted]	Trustee/Member	No assignment as of July 28, 2020	Yes	1	05/14/2020	05/14/2022	5 or less
17	Farida Ilboudo [redacted]	Trustee/Member	Development Committee	Yes	1	05/4/2020	05/14/2022	5 or less
18	Ross Frommer [redacted]	Trustee/Member	Development Committee	Yes	1	07/10/2019	07/10/2021	8
19								
20								
21								

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total Number of BOT Members on June 30, 2020	16
b.Total Number of Members Added During 2019-2020	4
c. Total Number of Members who Departed during 2019-2020	2
d.Total Number of members, as set in Bylaws, Resolution or Minutes	16

3. Number of Board meetings held during 2019-2020

9

4. Number of Board meetings scheduled for 2020-2021

11

Thank you.

Entry 9 Board Meeting Minutes

Completed Aug 2020 Hidden from applicant

Instructions

Schools must upload a complete set of monthly board meeting minutes (July 2019-June 2020), which should match the number of meetings held during the 2019-2020 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by August 3, 2020.

DPNY Board Meeting Minutes 2

Filename: DPNY Board Meeting Minutes 2.12.20 U zv2lr4b.pdf **Size:** 299.0 kB

DPNY Board Meeting Minutes 12

Filename: DPNY Board Meeting Minutes 12.11.19 3R9naYd.pdf **Size:** 294.6 kB

DPNY Board Meeting Minutes 71019 (revised) (1)

Filename: DPNY Board Meeting Minutes 71019 revi M93ipOr.pdf **Size:** 293.6 kB

DPNY Board Meeting Minutes 10

Filename: DPNY Board Meeting Minutes 10.22.19 oEwO1oM.pdf **Size:** 194.7 kB

DPNY Board Meeting Minutes 5

Filename: DPNY Board Meeting Minutes 5.14.20 GG1NmiM.pdf **Size:** 309.3 kB

Revised - DPNY Board Meeting Minutes 4

Filename: Revised DPNY Board Meeting Minutes YO73ZIv.pdf **Size:** 224.0 kB

DPNY Board Meeting Minutes 3

Filename: DPNY Board Meeting Minutes 3.31.20 1 lebiKBK.pdf **Size:** 307.6 kB

DPNY Board Meeting Minutes 9

Filename: DPNY Board Meeting Minutes 9.11.19 U kmy14Lf.pdf **Size:** 215.7 kB

DPNY Board Meeting Minutes 6

Filename: DPNY Board Meeting Minutes 6.25.20 Fi kg5fazT.pdf **Size:** 227.0 kB

Entry 10 Enrollment & Retention

Completed Aug 2020

Instructions for submitting Enrollment and Retention Efforts

ALL charter schools must complete this section. Describe the efforts the charter school has made toward meeting targets in 2018-2019 to attract and retain enrollment of Students with Disabilities (SWDs), English Language Learners/Multilingual Learners (ELLs/MLLs), and students who ar economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2019-2020.

Entry 10 Enrollment and Retention of Special Populations

Instructions for Reporting Enrollment and Retention Strategies

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

DEMOCRACY PREPARATORY CHARTER SCHOOL 310500860894

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2019-2020	Describe Recruitment Plans in 2020-2021
Economically Disadvantaged	Democracy Prep Charter School is open to any child who is eligible under the laws of the State of New York for admission to a public school, and the school ensures compliance with all applicable anti discrimination laws governing public schools, including Title VI of the Civil Rights Act and § 2854(2) of the New York Education Law, governing admission to a charter school. DPCS used various outreach efforts in 2019-20 to attract and retain students who are at risk of academic failure and will continue to adopt and implement new measures designed to retain such students in 2020-21 and beyond. Specifically, we contact guidance counselors in elementary, middle and high schools in Community School District 5 in order to identify high needs students who could	Democracy Prep Charter School will begin to advertise open registration in October each year, and conducts Open Houses beginning in January. Interested families will meet with staff and review the expectations of the school. Canvassing staff will visit, with permission, local elementary schools, after school programs, and youth centers, organize numerous open houses, attend school enrollment fairs, canvass neighborhoods door to door to further reach interested families, mail applications to every eligible family in Harlem, and post flyers and notices in local newspapers, supermarkets, and community centers. 2020-21 in-person

	naturally feed into Democracy Prep Charter School. We also depend on analytical tools to inform recruitment decisions. With support from network resources, Democracy Prep is informed on the neighborhood demographic trends, application to acceptance conversion rates, and previous year's retention rates. This equips canvassers with more targeted walk lists and recruitment strategies.	canvassing plans and school building-based recruitment events may be revised based on Department of Health guidelines related to COVID-19.
English Language Learners/Multilingual Learners	DPCS contacts MLL instructors, coordinators, managers, and leaders in the elementary, middle, and high schools in Community School District 5 in order to identify high needs students who could naturally feed into Democracy Prep Charter School. The school directly mails applications to all students in Upper Manhattan and the Bronx and canvasses each housing development in Upper Manhattan in order to drop off enrollment applications at each door irrespective of whether a school aged student resides in that apartment. Native Spanish speakers, and in some cases French speakers, accompany canvassing efforts to ensure that Spanish speaking and Francophone families are not precluded from applying. Most printed material also includes a Spanish version.	DPCS will provide translation services, if necessary, for all promotional materials (e.g., billboards, public transportation advertisements, and canvassing fliers) and any person to person interaction requiring English translation. The school will continue to directly mail applications to all students in Upper Manhattan and the Bronx and canvass each housing development in Upper Manhattan in order to drop off enrollment applications at each door, particularly in areas where a language other than English is primarily spoken. 2020-21 in-person canvassing plans and school building-based recruitment events may be revised based on Department of Health guidelines related to COVID-19.
	DPCS contacts special education	DPCS strongly encourages a diverse community of students and families and does not discriminate against or limit the

Students with Disabilities	instructors, coordinators, managers, and leaders in elementary, middle, and high schools in Community School District 5 in order to identify high needs students who could naturally feed into Democracy Prep Charter School. DPCS does not collect SPED or MLL data during the application phase. Instead, we use community engagement works in tandem with data metrics. Through programming such as DP Hearts Harlem and summer family ice cream socials, our school is able to establish a footprint in the community we serve and develop meaningful relationships with families by providing opportunities for them to meet principals and staff members in person to discuss DPCS's special education services.	admission of any student on any unlawful basis including on the basis of disability. DPCS will continue to contact special education instructors, coordinators, managers, and leaders in elementary, middle, and high schools in Community School District 5 in order to identify high needs students who could naturally feed into Democracy Prep Charter School. DPCS was founded with the intent of recruiting and serving an equal or higher proportion of students with disabilities than the surrounding district and will continue to make a specific effort to recruit into the lottery applicant pool at least 20% of students who have disabilities. 2020-21 in-person canvassing plans and school building-based recruitment events may be revised based on Department of Health guidelines related to COVID-19.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2019-2020	Describe Retention Plans in 2020-2021
	Learning Support for DPCS scholars comes through multiple means, including: clear, engaging, high quality lessons in the classroom with low student to teacher ratios; increased learning time relative to schools in the surrounding district; pull out and push in instruction by DPCS's Academic	DPCS's instructional model will continue to incorporate supports for all students struggling academically. All students falling substantially below grade level in reading and math regardless of classification will receive increased attention through small group instruction,

Economically Disadvantaged	Collaboration Team (ACT) members and related services such as counseling, speech, and occupational and physical therapy for students who require it; and after school and Saturday program tutoring for students who require additional individual and small group attention, as determined by assessment data regardless of Special Education or Multilingual Learner classification.	individual tutoring, and other intensive academic supports designed to accelerate their academic growth. DPCS also will provide appropriate accommodations to all students progressing through the initial evaluation process prior to confirmation that the student is eligible for special education and related services.
English Language Learners/Multilingual Learners	During the school year, the Academic Collaboration Team (or ACT Team), teachers, and leadership actively review the progress of MLL students to ensure scholars are supported to meet their goals. Teachers meet with scholars' families at the end of each trimester to monitor the progress towards their language development goals alongside the overarching promotional criteria. At the middle school level, this criteria includes reading level, math proficiency, number of classes passed, and attendance rates; at the high school, this criteria includes major courses being passed, cumulative GPA, AT scores, and attendance rates.	The ACT team, teachers, and leadership will work with scholars and families to ensure they are aware of both their individual development and progress towards promotion. The NYSITELL test will be used to identify students who qualify for our Sheltered English Instruction program for multilingual learners.
	During the school year, the Academic Collaboration Team (or ACT Team), teachers, and leadership actively review the progress of IEP students to ensure scholars are supported to meet their goals. Outside of IEP evaluations, teachers meet with	The ACT team, teachers, and leadership will work with scholars and families to ensure they are

Students with Disabilities	scholars' families at the mid and end points of each trimester to monitor the progress towards their IEP goals alongside overarching promotional criteria. At the middle school level, this criteria includes reading level, math proficiency, number of classes passed, and attendance rates; at the high school, this criteria includes major courses being passed, cumulative GPA, AT scores, and attendance rates.	aware of both their individual development and progress towards promotion. The upfront and transparent communication will allow for a richer academic dialogue around growth to better support the retention of our highest need students.

Entry 12 Percent of Uncertified Teachers

Incomplete Hidden from applicant

Instructions

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

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

Entry 12 Uncertified Teachers

School Name: **DEMOCRACY PREPARATORY CHARTER SCHOOL 310500860894**

Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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

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

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

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

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	
. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	
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	

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	

Thank you.

Entry 13 Organization Chart

Incomplete Hidden from applicant

Instructions

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

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

Entry 14 School Calendar

Completed Aug 2020

Instructions for submitting School Calendar

Required of ALL Charter Schools

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

School calendars must meet the minimum instructional requirements adopted by the Board of Regents in 2018.

Board of egents-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.

DPNY 2020-21 Calendar

Filename: DPNY 2020 21 Calendar ipv8Tzi.pdf **Size:** 78.0 kB

Entry 15 Links to Critical Documents on School Website

Completed Aug 2020 Hidden from applicant

Instructions

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

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

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

Form for Entry 15 Links to Critical Documents on School Website

School Name: Democracy Prep Charter School

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

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

	Link to Documents
1. Most Recent Annual Report (i.e., 2018-19)	http://dpcms.democracyprep.org/resources/
2. Most Recent Board Meeting Notice and Related Agenda Item Documents	http://dpcms.democracyprep.org/about/
2a. Webcast of Board Meetings (per Governor's Executive Order)	http://dpcms.democracyprep.org/about/
3. Link to NYS School Report Card	http://dpcms.democracyprep.org/resources/
4. Most Recent Lottery Notice Announcing Lottery	http://dpcms.democracyprep.org/
5. Authorizer-Approved DASA Policy	http://dpcms.democracyprep.org/resources/
6. District-wide Safety Plan	http://dpcms.democracyprep.org/resources/
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	http://dpcms.democracyprep.org/resources/
7. Authorizer-Approved FOIL Policy	http://dpcms.democracyprep.org/resources/
8. Subject matter list of FOIL records	http://dpcms.democracyprep.org/resources/
9. Link to School Reopening Plan	http://dpcms.democracyprep.org/resources/

Thank you.

Entry 16 COVID 19 Related Information

Completed Aug 2020

Instructions

Required of ALL charter schools

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

If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are

encouraged to refer to Appendix B of the Remote Monitoring and Oversight Plan Spring 2020 remote for best practices regarding end of year assessments in a remote learning environment.

Entry 16 COVID 19 Related Information

School Name: Democracy Prep Charter School

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

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

	Number of students enrolled in school on the last day instruction was provided within physical school facilities	Number of students attending instruction on the last day instruction was provided within physical school facilities	Number of students participating in virtual programming on the last day such programming was offered for the 2019-20 school year
	674	559	674

Table 2: 2019-2020 Assessments and Grade Participation

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

	Assessment Title	Grade K	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12	Number of Participa

															ting Students
	Democracy Prep Public Schools End of Year Math Assessment	✖	✖	✖	✖	✖	✖	✔	✔	✔	✖	✖	✖	✖	335
	Democracy Prep Public Schools End of Year ELA Assessment	✖	✖	✖	✖	✖	✖	✔	✔	✔	✖	✖	✖	✖	335
	Democracy Pre														

	p Public Schools End of Year History Assessment	✖	✖	✖	✖	✖	✖	✔	✔	✔	✖	✖	✖	✖	335
	Democracy Prep Public Schools End of Year Science Assessment	✖	✖	✖	✖	✖	✖	✔	✔	✔	✖	✖	✖	✖	335
	Democracy Prep Public Schools End of	✖	✖	✖	✖	✖	✖	✖	✖	✖	✔	✔	✔	✔	330

	Year ELA Assessment													
	Democracy Prep Public Schools End of Year History Assessment	✖	✖	✖	✖	✖	✖	✖	✖	✖	✔	✔	✔	✔	330
	Democracy Prep Public Schools End of Year Science Assessment	✖	✖	✖	✖	✖	✖	✖	✖	✖	✔	✔	✔	✔	330
	De													

	mocracy Prep Public Schools End of Year Korean Assessment	✖	✖	✖	✖	✖	✖	✖	✖	✖	✔	✔	✔	✔	330
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✔	✔	✔	✔	273
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
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		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	

		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
Total															2933.0

Entry 17 Staff Roster - NEW TASK For Regents Schools Only

Incomplete Hidden from applicant

INSTRUCTIONS - NEW TASK FOR REGENTS-AUTHORIZED CHARTER SCHOOLS

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

SUNY Charter Schools Institute
The State University of New York

FOR INSTITUTE USE ONLY
FILING FOR SCHOOL YEAR: _____
DATE RECEIVED:

DISCLOSURE OF FINANCIAL INTEREST
BY A NOT-FOR-PROFIT CHARTER SCHOOL
EDUCATION CORPORATION TRUSTEE

1. Name of education corporation: Democracy Prep New York Schools

2. Trustee's name (print): Gregory Weston

3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): Member of Facilities Committee

[redacted]

8. Is Trustee an employee of the education corporation? Yes. X No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None."* Please note that if you answered yes to Question 8, 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)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
	NONE		

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

10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write "None*."

Entity Conducting Business with the Education Corporation	**Nature of Business Conducted**	**Approximate Value of the Business Conducted**	**Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest**	**Steps Taken to Avoid Conflict of Interest**
	NONE			

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

Signature ***7/6/20 Date***

Form Revised November 16, 2015

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FOR INSTITUTE USE ONLY

FILING FOR SCHOOL YEAR: _____

DATE RECEIVED: _____

SUNY Charter Schools Institute
The State University of New York

DISCLOSURE OF FINANCIAL INTEREST BY A NOT-FOR-PROFIT CHARTER SCHOOL EDUCATION CORPORATION TRUSTEE

1. Name of education corporation: Democracy Prep
2. Trustee's name (print): Brian Berger
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): Vice Chairman

[redacted]

8. Is Trustee an employee of the education corporation? ____Yes. __X__No. If you checked yes, please provide a description of the position you hold, your salary and your start date.
   none

9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None*." Please note that if you answered yes to Question 8, 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)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
none	none	none	none

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

DocuSign Envelope ID: A06CC99A-B62A-495E-994A-FE68F8A7BBA8

10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write* **"***None*."

Entity Conducting Business with the Education Corporation	**Nature of Business Conducted**	**Approximate Value of the Business Conducted**	**Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest**	**Steps Taken to Avoid Conflict of Interest**
none	none	none	none	none

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

DocuSigned by:
Brian Berger
041CE002412A436...

/07/08/2020

Signature ***Date***

Form Revised November 16, 2015

10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write "None."*

Entity Conducting Business with the Education Corporation	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation 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				

Signature

7/15/20

Date

Form Revised November 16, 2015

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FOR INSTITUTE USE ONLY

FILING FOR SCHOOL YEAR: _____

DATE RECEIVED: _____

SUNY Charter Schools Institute
The State University of New York

DISCLOSURE OF FINANCIAL INTEREST BY A NOT-FOR-PROFIT CHARTER SCHOOL EDUCATION CORPORATION TRUSTEE

1. Name of education corporation: Democracy Public schools
2. Trustee's name (print): Farida Ilboudo
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): N/A

[redacted]

8. Is Trustee an employee of the education corporation? ____Yes. _X__No. If you checked yes, please provide a description of the position you hold, your salary and your start date.
   N/A

9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None*." Please note that if you answered yes to Question 8, 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)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
N/A	N/A	N/A	N/A

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

DocuSign Envelope ID: 54CBD6B9-10D0-4BA4-BB87-A8FFBE4E8B0D

10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write* **"***None*."

Entity Conducting Business with the Education Corporation	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest	Steps Taken to Avoid Conflict of Interest
N/A	N/A	N/A	N/A	N/A

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

DocuSigned by:
Kavida Alboudo
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Signature

07/20/2020

Date

Form Revised November 16, 2015

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SUNY Charter Schools Institute
The State University of New York

DISCLOSURE OF FINANCIAL INTEREST BY A NOT-FOR-PROFIT CHARTER SCHOOL EDUCATION CORPORATION TRUSTEE

1. Name of education corporation: Democracy Prep New York Schools
2. Trustee's name (print): Jamal Epps
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): Trustee, general

[redacted]

8. Is Trustee an employee of the education corporation? ____Yes. __X__No. If you checked yes, please provide a description of the position you hold, your salary and your start date.
   Not an employee

9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None*." Please note that if you answered yes to Question 8, 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)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
None	None	None	None

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

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10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write* **"***None*."

Entity Conducting Business with the Education Corporation	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest	Steps Taken to Avoid Conflict of Interest
JPMorganChase	CFO of Consumer Branch Banking & Wealth Management	N/A	Jamal Epps	Never to hold Treasu

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

DocuSigned by:
Jamal Epps
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Signature

7/20/2020

Date

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SUNY Charter Schools Institute
The State University of New York

DISCLOSURE OF FINANCIAL INTEREST BY A NOT-FOR-PROFIT CHARTER SCHOOL EDUCATION CORPORATION TRUSTEE

1. Name of education corporation: Democracy Prep New York
2. Trustee's name (print): Jake Foley III
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): Vice Chair

[redacted]

8. Is Trustee an employee of the education corporation? ____Yes. __x__No. If you checked yes, please provide a description of the position you hold, your salary and your start date.
   N/A

9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None*." Please note that if you answered yes to Question 8, 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)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
None	None	None	None

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

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10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write* **"***None*."

Entity Conducting Business with the Education Corporation	**Nature of Business Conducted**	**Approximate Value of the Business Conducted**	**Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest**	**Steps Taken to Avoid Conflict of Interest**
None	None	None	None	None

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

DocuSigned by:
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_____ _____ 6/21/20

Signature ***Date***

Form Revised November 16, 2015

SUNY Charter Schools Institute
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DISCLOSURE OF FINANCIAL INTEREST
BY A NOT-FOR-PROFIT CHARTER SCHOOL
EDUCATION CORPORATION TRUSTEE

1. Name of education corporation:___Democracy Prep New York_____

2. Trustee's name (print):____Brittany Mullings_____

3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.):_____

__Committee Chair: Community and Family Committee_____

[redacted]

8. Is Trustee an employee of the education corporation? ____Yes. __X__No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

_____

9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None*." Please note that if you answered yes to Question 8, 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)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
NONE----------			----------

10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write* **"***None*."

Entity Conducting Business with the Education Corporation	**Nature of Business Conducted**	**Approximate Value of the Business Conducted**	**Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest**	**Steps Taken to Avoid Conflict of Interest**
NONE----------				

Brittany Mullenix

Signature ***Date*** ***____7/16/2020____***

Form Revised November 16, 2015

SUNY Charter Schools Institute
The State University of New York

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FILING FOR SCHOOL YEAR: _____

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DISCLOSURE OF FINANCIAL INTEREST
BY A NOT-FOR-PROFIT CHARTER SCHOOL
EDUCATION CORPORATION TRUSTEE

1. Name of education corporation: Democracy Prep New York

2. Trustee's name (print): Kenneth J. Weiller

3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): Member of Academic Accountability (sub-chair for HS) and Fund Raising (Chair) Committees

[redacted]

8. Is Trustee an employee of the education corporation? ____Yes. _X__No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None*." Please note that if you answered yes to Question 8, 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)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
NONE			

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

10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write* **"***None*."

Entity Conducting Business with the Education Corporation	**Nature of Business Conducted**	**Approximate Value of the Business Conducted**	**Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest**	**Steps Taken to Avoid Conflict of Interest**
NONE				

_____ _____

Signature ***Date***

7/6/2020

Form Revised November 16, 2015

SUNY Charter Schools Institute
The State University of New York

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DISCLOSURE OF FINANCIAL INTEREST
BY A NOT-FOR-PROFIT CHARTER SCHOOL
EDUCATION CORPORATION TRUSTEE

1. Name of education corporation: Democracy Prep New York
2. Trustee's name (print): Joshua Pristaw
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): Vice Chair

[redacted]

8. Is Trustee an employee of the education corporation? ____Yes. ✓No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None."* Please note that if you answered yes to Question 8, 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)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
NONE			

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

10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write "None."*

Entity Conducting Business with the Education Corporation	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest	Steps Taken to Avoid Conflict of Interest
NONE				

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

Signature ***Date*** 7/6/20

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SUNY Charter Schools Institute
The State University of New York

DISCLOSURE OF FINANCIAL INTEREST BY A NOT-FOR-PROFIT CHARTER SCHOOL EDUCATION CORPORATION TRUSTEE

1. Name of education corporation: Democracy Prep NY
2. Trustee's name (print): Khary Barnes
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): Exec. Committee

[redacted]

8. Is Trustee an employee of the education corporation? ____Yes. ____No. If you checked yes, please provide a description of the position you hold, your salary and your start date.
   NO

9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None*." Please note that if you answered yes to Question 8, 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)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
NONE	NONE	NONE	NONE

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

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10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write* **"***None*."

Entity Conducting Business with the Education Corporation	**Nature of Business Conducted**	**Approximate Value of the Business Conducted**	**Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest**	**Steps Taken to Avoid Conflict of Interest**
NONE	NONE	NONE	NONE	NONE

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

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Signature ***Date*** 7/24/20

Form Revised November 16, 2015

SUNY Charter Schools Institute
The State University of New York

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DISCLOSURE OF FINANCIAL INTEREST
BY A NOT-FOR-PROFIT CHARTER SCHOOL
EDUCATION CORPORATION TRUSTEE

1. Name of education corporation: Democracy Prep New York

2. Trustee's name (print): Ross Frommer

3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): Member

[redacted]

8. Is Trustee an employee of the education corporation? ____Yes. __x__No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None."* Please note that if you answered yes to Question 8, 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)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
None			

10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write "None."*

Entity Conducting Business with the Education Corporation	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest	Steps Taken to Avoid Conflict of Interest
None Please write "None" if applicable. Do not leave this space blank.				

Signature

7/7/2020
Date

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SUNY Charter Schools Institute
The State University of New York

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DISCLOSURE OF FINANCIAL INTEREST
BY A NOT-FOR-PROFIT CHARTER SCHOOL
EDUCATION CORPORATION TRUSTEE

1. Name of education corporation: Democracy Prep New York

2. Trustee's name (print): Sean Windsor

3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): None. Member of the Board only.

[redacted]

8. Is Trustee an employee of the education corporation? ____Yes. X No. If you checked yes, please provide a description of the position you hold, your salary and your start date.
_____

9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None*." Please note that if you answered yes to Question 8, 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)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
None *Please write "None" if applicable. Do not leave this space blank.*			

10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write* **"***None*."

Entity Conducting Business with the Education Corporation	**Nature of Business Conducted**	**Approximate Value of the Business Conducted**	**Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest**	**Steps Taken to Avoid Conflict of Interest**
None *Please write "None" if applicable. Do not leave this space blank.*				

7/6/20

Signature ***Date***

Form Revised November 16, 2015

SUNY Charter Schools Institute
The State University of New York

FOR INSTITUTE USE ONLY
FILING FOR SCHOOL YEAR: _____
DATE RECEIVED: _____

DISCLOSURE OF FINANCIAL INTEREST
BY A NOT-FOR-PROFIT CHARTER SCHOOL
EDUCATION CORPORATION TRUSTEE

1. Name of education corporation: *Democracy Prep New York Charter Schools*

2. Trustee's name (print): *Roger E. Berg*

3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): *Board Secretary; Chair of Academic Accountability Committee; member of Executive Committee*

[redacted]

8. Is Trustee an employee of the education corporation? ____Yes. __X__No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None."* Please note that if you answered yes to Question 8, 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)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
	NONE *Please write "None" if applicable. Do not leave this space blank.*		

10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write "None."*

Entity Conducting Business with the Education Corporation	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest	Steps Taken to Avoid Conflict of Interest
Pillsbury Winthrop Shaw Pittman LLP	*Legal Services*	*Paid legal services = $10,000* *Pro Bono legal services = approx. $25,000*	*Roger E. Berg (employee (Senior Counsel) of Pillsbury Winthrop Shaw Pittman LLP)*	*For the paid legal matter, I recused myself from any discussion or decision regarding retention of Pillsbury*

Roger E. Berg

Signature

July 6, 2020

Date

Form Revised November 16, 2015

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DISCLOSURE OF FINANCIAL INTEREST
NOT-FOR-PROFIT CHARTER SCHOOL
EDUCATION CORPORATION TRUSTEE

1. Name of education corporation: Democracy Prep New York Charter Schools

2. Trustee's name (print): Douglas Snyder

3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): Vice chair

[redacted]

8. Is Trustee an employee of the education corporation? ____Yes. ✓No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None."* Please note that if you answered yes to Question 8, 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)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
	None	None	

10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or

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interest, please *write "None"*

Entity Conducting Business with the Education Corporation	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest	Steps Taken to Avoid Conflict of Interest
NONE				

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Signature

7.7.20

Date

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SUNY Charter Schools Institute
The State University of New York

DISCLOSURE OF FINANCIAL INTEREST BY A NOT-FOR-PROFIT CHARTER SCHOOL EDUCATION CORPORATION TRUSTEE

1. Name of education corporation: Democracy Prep New York
2. Trustee's name (print): Trevor B. Gibbons
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): co-chair Governance

[redacted]

8. Is Trustee an employee of the education corporation? ____Yes. __X_No. If you checked yes, please provide a description of the position you hold, your salary and your start date.
   N/A

9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None*." Please note that if you answered yes to Question 8, 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)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
None	None	None	None

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

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10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write* **"***None*."

Entity Conducting Business with the Education Corporation	**Nature of Business Conducted**	**Approximate Value of the Business Conducted**	**Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest**	**Steps Taken to Avoid Conflict of Interest**
None	None	None	None	None

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

DocuSigned by:
Trevor B. Gibbons
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7/27/20

Signature ***Date***

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SUNY Charter Schools Institute
The State University of New York

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DISCLOSURE OF FINANCIAL INTEREST
BY A NOT-FOR-PROFIT CHARTER SCHOOL
EDUCATION CORPORATION TRUSTEE

1. Name of education corporation: Democracy Prep New York Charter Schools

2. Trustee's name (print): Stephen P. Gordon

3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): Trustee

[redacted]

8. Is Trustee an employee of the education corporation? ____Yes. __X__No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

   _____

9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None."* Please note that if you answered yes to Question 8, 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)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
NONE			

10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write "None."*

Entity Conducting Business with the Education Corporation	Nature of Business Conducted	Approximate Value of the	Name of Trustee and/or Immediate Family Holding an Interest in the Entity	Steps Taken to Avoid Conflict of Interest
NONE			[redacted]	

Signature ***Date*** 7/22/20

Form Revised November 16, 2015

SUNY Charter Schools Institute
The State University of New York

FOR INSTITUTE USE ONLY
FILING FOR SCHOOL YEAR: _____
DATE RECEIVED: _____

DISCLOSURE OF FINANCIAL INTEREST
BY A NOT-FOR-PROFIT CHARTER SCHOOL
EDUCATION CORPORATION TRUSTEE

1. Name of education corporation: Democracy Prep New York
2. Trustee's name (print): Robert Month
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): Chairperson

[redacted]

8. Is Trustee an employee of the education corporation? ____Yes. ___/No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None."* Please note that if you answered yes to Question 8, 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)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
	None		

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

10. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write "None."*

Entity Conducting Business with the Education Corporation	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation 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				

Signature

7/7/20

Date

Form Revised November 16, 2015

SUNY Charter Schools Institute
The State University of New York

FOR INSTITUTE USE ONLY
FILING FOR SCHOOL YEAR: _____
DATE RECEIVED: _____

DISCLOSURE OF FINANCIAL INTEREST
BY A NOT-FOR-PROFIT CHARTER SCHOOL
EDUCATION CORPORATION TRUSTEE

1. Name of education corporation: **Democracy Prep New York Charter Schools**
2. Trustee's name (print): **Stephanie King**

3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): **N/A**

[redacted]

8. Is Trustee an employee of the education corporation? ___ Yes. **X** No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

_____

9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None."* Please note that if you answered yes to Question 8, 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)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
	NONE		
	Please write "None" if applicable. Do not leave this space blank.		

10. Identify each individual, business, corporation, union association, firm, partnership, committee

proprietorship, 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 education corporation *and* in which such entity, during the preceding school year (July 1 – June 30), you and/or your immediate family member(s) had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the education corporation that is doing business with the education corporation through a management or services agreement, you need not list every transaction between such entity and the education corporation that is pursuant to such agreement; rather, please identify only the name of the entity, your position in the entity as well as the relationship between such entity and the education corporation. If there was no financial interest, please *write "None."*

Entity Conducting Business with the Education Corporation	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest	Steps Taken to Avoid Conflict of Interest
	NONE			

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

Stephanie King
Signature

07/15/2020
Date

Form Revised November 16, 2015

Democracy Prep New York Charter Schools
Board of Trustees Meeting

Democracy Prep Harlem Middle School
6:30 PM – February 12, 2020
200 Park Avenue | New York, NY 10166, 44th Floor, Con Rm. 44B
Meeting Minutes

PRESENT	ABSENT	GUESTS
Dr. Robert North	Jamal Epps	Kent Anker
Brittany Mullings*	Stephen Gordon	Anita Ntem
Ken Weiller		Natasha Trivers
Sean Windsor		Steve Popper
Gregory Weston		
Trevor Gibbons		
Roger Berg		
Brian Berger		
Ross Frommer		
Khary Barnes**		
Joshua Pristaw		
Douglas Snyder**		
Alastair Wood		
Jake Foley**		

**Present by previously noticed video conference.*
*** Participated by teleconference but were not counted for quorum or permitted to vote.*

Dr. Robert North, Board Chairperson, called the meeting to order at 7:05 p.m.

Review and Approval of Minutes

MOTION to approve the December 22nd DPNY board minutes

Motion approved unanimously.

Finance Updates

Brian Berger, Treasurer, reviewed the financials with the Board. Natasha Trivers, Chief Executive Officer, noted that every school in the network has been paying their CMO fees and some have been paying back fees. Mr. Berger stated the need to approve and file the 990 and requested that the Board adopt the following resolution:

IT IS HEREBY RESOLVED that DPPS management is authorized to open up to five new Chase accounts in the names of the five component schools of Democracy Prep New York

Charter Schools such that the accounts can be consolidated under one Democracy Prep New York Charter Schools account in the future;

IT IS FURTHER RESOLVED that the authorized signatories for those accounts shall be Kent Anker, Linda Jones Easton, Dr. Robert North, and Natasha Trivers.

The Board unanimously adopted the Resolution.

Committee Membership and Participation

Brittany Mullings, board member, went through the proposed list of board committee membership. Roger Berg inquired about the board's interest in the Academic Accountability subcommittee, and the conclusion was that Mr. Berger will assume the Chair of the Middle School subcommittee, Alistair Wood will become Chair of the Elementary School subcommittee while Ken Weiller will remain the Chair of the High School subcommittee. Furthermore, the Board discussed the data it wished to review in the future.

Real Estate Committee Update

Josh Pristaw, Chair of the Real Estate Subcommittee, updated the Board on meetings with the real estate broker and project managers and his recommendation that DBI be chosen as the Project Manager.

MOTION to authorize DBI as the selected Project Manager for the completion of Phase I and to authorize Dr. North to sign the agreement.

Motion unanimously approved.

Mr. Pristaw also noted he will propose a motion to formally approve an architect for the next board meeting.

Board Meeting

Dr. North shared the resignation of Jamal Epps with the board. The Board then unanimously adopted the following resolution:

RESOLVED, that the resignation of Jamal Epps as a Trustee of Democracy Prep New York Charter Schools be and hereby is accepted by the Board; and be it

FURTHER RESOLVED, that the number of Trustees constituting the Entire Board is hereby reduced from 16 to 15, effective immediately.

The board discussed potential conflicts with the DPNY March board date and agreed to change the March 11th board meeting to March 31st at 8:00am.

Dr. North also shared the need to move forward with scheduling meetings with prospective board members.

MOTION to adjourn the meeting

Meeting adjourned 8:30pm

Democracy Prep New York Charter Schools
Board of Trustees Meeting

Democracy Prep Harlem Middle School
6:30 PM – December 11, 2019
Pillsbury Winthrop Shaw Pittman LLP 31 West 52nd Street | New York, NY 10019-6131
Meeting Minutes

PRESENT	ABSENT	GUESTS
Dr. Robert North	Jamal Epps	Natasha Trivers (DPPS)
Brittany Mullings	Jake Foley	Danielle Tschihart (Consultant)
Ken Weiller	Douglas Snyder	Lindsay Orstein (Transwestern)
Sean Windsor	Alastair Wood	Anita Ntem (DPPS)
Stephen Gordon	Joshua Pristaw	Chris Kraus (DPPS Board)
Trevor Gibbons	Khary Barnes	
Roger Berg	Gregory Weston	
Brian Berger		
Ross Frommer		

Dr. Robert North, Board Chairperson, called the meeting to order at 6:55 p.m. Dr. North suggested that Natasha Trivers, Chief Executive Officer of Democracy Prep Public Schools, begins the board meeting with the Bronx Business Case Presentation for the Bronx Elementary Schools.

Bronx Business Case Presentation

Ms. Trivers presented on the Bronx Business Case which highlighted the value proposition, the reason for growth and expansion, Democracy Prep's organizational capacity and its current financial standing. She discussed the critical needs in the Bronx evident in district 8, 9 and 12, and Danielle Tshirhart, Independent School Operations and Finance Consultant, noted the demand for seats to be filled in grades K-5, based on the applications needed per seat in the 2019-2020 application pool. She made a strong recommendation for incubating one K-1 school in the 2020-21 SY and starting the remaining schools in the 2021-22 SY.

Roger Berg, board member, inquired about Network Priority #5: Autonomy within a strong framework and Ms. Trivers described the process the Senior Director of Academics, Margaret Marrer, and Superintendent, Steve Popper are undergoing to ensure we strike the right balance with curriculum and assessments moving forward.

Lastly, Lindsay Orstein, Partner at Transwestern, shared information about three potential incubation sites and a few ways buildings could be financed over time for the elementary spaces. Ms. Trivers concluded with an ask from the board to consider the search for an incubation site for one K-1 elementary school by February 15th in order to green light one elementary school in the Bronx in the 20-21 SY. The board stated that they will consider the search and will inform Ms. Trivers of their decision as soon as possible.

Review and Approval of Minutes

Moreover, the board suggested the need to approve the following resolutions:

MOTION to approve the September th and October 22nd DPNY board minutes

RESOLVED, that September th and October 22nd DPNY board minutes are approved.

Finance Updates

Brian Berger, board member, mentioned he will reach out to Karen Daniels, Chief Operating Officer of CSBM, about the JP Morgan Chase account representatives.

The board also discussed the approval of the DPNY finance resolutions.

MOTION to approve the consolidation the bank accounts for each of the schools in DPNY:

WHEREAS, the DPNY Board has been working with DPPS management and with CSBM to identify and consolidate the bank accounts for each of the schools in DPNY,

It is hereby RESOLVED that DPPS management has the authority to:

a) Close the existing Bronx Preparatory Charter School bank accounts at Citibank and Sterling National Bank and transfer the funds to open a new JP Morgan Accounts for Bronx Preparatory Charter School with Kent Anker, Linda Jones Easton, Natasha Trivers, and Dr. Robert North as authorized signatories;

b) Close the existing Harlem Day Charter School and/or Harlem Prep Charter School bank accounts at Bank of America and to transfer the funds to open new JP Morgan Accounts for Bronx Preparatory Charter School with Kent Anker, Linda Jones Easton, Natasha Trivers, and Dr. Robert North as authorized signatories;

c) Open a DPNY operated JP Morgan Savings or Checking Account with Dr. Robert North, as Chair, and Brian Berger, as Treasurer, as authorized signatories.

Committee Membership and Participation

Brittany Mullings, board member, announced that board members interested in committing or reaffirming a DPNY committee position, should express their interests to Anita Ntem, Special Advisor to the CEO, prior to the January 15th board meeting.

DPHHS Leadership

Ms. Trivers announced the resignation of Mark Forman, School Leader of Democracy Prep Harlem High School, effective as of December 20th 2019.6

MOTION to adjourn the meeting

Meeting adjourned 9:10pm

DEMOCRACY PREP NEW YORK
Work Hard. Go to College. Change the World!

Democracy Prep New York Charter Schools
Board of Trustees Meeting

GTIS
8:00 AM – July 10, 2019
787 Seventh Avenue, 50th Floor New York, NY

Meeting Minutes

PRESENT	ABSENT	GUESTS
Dr. Robert North	Jamal Epps	Khary Barnes (DPE)
Joshua Pristaw	Jake Foley	Natasha Trivers (DPPS)
Brittany Mullings	Douglas Snyder	Linda Jones Easton (DPPS)
Gregory Weston	Ken Weiller	Kent Anker (DPPS)
Alastair Wood		Carlos Mojica (DPPS)
Sean Windsor		Jonathan Howard (DPPS)
Stephen Gordon		Anita Ntem (DPPS)
Trevor Gibbons		Karen Daniels (CSBM)
Roger Berg*		Svetlana Gnesina (CSBM)
Brian Berger*		Raj Thakkar* (CSBM)
*By phone, not counted for quorum		

Dr. Robert North, Board Chairperson, called the meeting to order at 8:20 a.m. The Board discussed the need to approve the minutes from the previous two meetings, formally approve the Management Agreement that had been agreed to by the Executive Committee, to give Dr. North the authority to remove a School Leader between meetings if the need arises, and to authorize DPPS to submit the annual reports for each of the charters in DPNY and to submit the renewal requests for DPCS and BP.

MOTION: Motion to approve minutes from the April and May meetings.

Motion passed unanimously.

MOTION: Motion to approve the 2019-20 Management Agreement.

Motion passed unanimously.

MOTION: Motion to, pursuant to Section 2(o) of the Management Agreement to authorize the Chair to approve leadership changes between meetings should the need arise.

Motion passed unanimously.

MOTION: Motion to authorize DPPS to submit annual reports for BP, DPCS, DPE, DPH, and HP and to submit the renewal applications for DPCS and BP.

Motion passed unanimously.

Network Update

Natasha Trivers, DPPS CEO, reported that School Leader PD was ongoing at Bronx Prep this week, as well as for Assistant Principals. She explained to the Board that in addition to Steve Popper newly appointed Superintendent, Tanya Nunez and Duncan Scherer, had joined Steve's team as Assisstant Superintendents.

Ms. Trivers then introduced the Board to Carlos Mojica, Vice President of Infrastructure, to give the enrollment report. Mr. Mojica reported that enrollment was currently 250 over the target and 650 over budget, but he cautioned that it was early in the summer and that intensive follow up was still required to insure that those potential scholars registered and attended DP. Ms. Trivers added that we needed to match Success' glossy acceptance package next year and in response to the Board's questions noted that there had been challenges at Bronx Prep High, Endurance High School, and Harlem Prep Middle, but that new leadership from Emmanuel George at Endurance was helping enrollment efforts.

Merger with DPE

Kent Anker, DPPS EVP and General Counsel, updated the Board on the status of the DPE Merger, which is on the Regents Agenda for its meeting on July 15, 2019.

As part of the merger, the Board discussed the addition of three Board members from DPE to the DPNY Board.

MOTION: Motion to elect Khary Barnes, Sonya Crosswell, and Ross Frommer to the DPNY Board pending the final approval of the DPE/DPNY merger.

Motion passed unanimously.

Appointment of New School Leaders

Ms. Trivers then told the Board about new school leaders recommended for appointment by DPPSE:

1) Nakita Green to be Principal of DPCMS. Ms. Green was formerly a Leader U Fellow at HPH and was highly recommended by Lisa Friscia (DPPS Chief People Officer), Steve Popper (DPPS Superintendent), Ajaka Roth (DPPS Director of Talent Development) and Ms. Trivers. Ms. Green has a strong commitment to an academic culture and to take civics to the next level.
2) Willie Gould to be Campus Director at Pathways. Mr. Gould was a Leader U Fellow at Pathways and was a founding teacher at Pathways and was highly recommended by the team.
3) Mark Forman to be Principal of DPHHS replacing Mr. Rooney who has returned to Indiana. Mr. Forman has been a leader at a charter school in Texas for the last 6 years. Dr. North noted that Mr. Rooney's leaving was a loss to DP, and told the Board about the surprise tribute to him at the DPHHS graduation from his former students.

4) Emmanuel George to be Principal at DPEHS. Mr. George was well known to the Board, having been a founding member and Principal at DPHMS and having led the turnaround at Bronx Prep before spending the last year at the CMO.

MOTION: Motion to approve DPPS's recommendation for the new school leaders.

Motion passed unanimously.

Finance Update
Karen Daniels from CSBM presented the budget for 2019-20 which had been previously reviewed by the Finance Committee in June. She also explained that CSBM was revising DP's payment process and was looking to implement the use of bill.com in September. Ms. Daniel reiterated CSBM's recommendation to stay with the Board's current auditor. The Board noted that it intended to start a process for review of its auditor for FY21 as a matter of good governance.

As part of CSBM's review of DP procedures, CSBM recommended that the Board adopt certain recommendations of best practices including changing the threshold for what school leaders could approve to payments up to $5000 from $1000 to avoid bottlenecks in the approval process, to institute weekly A/P meetings and cash flow analysis and to insure that there was an appropriate number of signatories for DPNY bank accounts such that payments could be made in a timely way. Ms. Daniels also said that CSBM would prepare a report and diagnosis of best practices for DP financial systems for the Board.

Ms. Daniels then requested Board approval of the 2019-20 budget, the amendments to financial procedures and to add three signatories to DPNY accounts.

Motion: Motion to approve engagement of PKK O'Connor Davies for the DPNY FY19 audit.

Motion approved unanimously.

Motion: Motion to approve the 2019-20 Budget.

Motion approved unanimously.

Motion: Motion to amend the financial policies and procedures as described in the CSBM proposal attached to these minutes, including changing the threshold for approval of transactions by school leaders to $5000 with anything $5000 or over to be approved by the CMO, and adding Kent Anker, Natasha Trivers, and Dr. Robert North as signatories to the DPNY bank accounts.

Motion approved unanimously.

Legal Update
Mr. Anker updated the Board concerning the incident involving scholars at DPCMS in April. He noted that DPCS and DPPS had been served with a Notice of Claim by an attorney for the female student involved. The Board asked about revised procedures and Ms. Trivers described the changes that DPCMS had instituted in response.

Bronx Expansion Update
Mr. Howard introduced himself to the Board and walked the Board through the Bronx expansion business case describing how there was a demand for elementary school seats in the Bronx. He described the basic financial model and the facilities funding issues. Mr. Anker updated the Board on the facilities application and appeal to the Commissioner of Education. Ms. Trivers explained that we were focused on charter "deserts" in the Bronx and not where Success or Boys Prep was already located. The Board stated that it wanted to be informed about the process and to be helpful in any continuing conversations about real estate and financing including regarding a "Friends of" entity, Opportunity Zones, or other opportunities. Mr. Gordon, Mr. Weston, and Mr. Pristaw expressed interest in being an ad hoc advisory group regarding expansion.

LIIF Update
Mr. Anker described the proposal for the LIIF loan extension and the need for DPNY to fund the $200,000 interest reserve for the Taino building loan. The Board asked a number of questions concerning the transaction. Mr. Anker explained the status of the construction and agreed to share any further documents from LIIF. He also briefed the Board on conversations with Civic Builders concerning the project at St. Phillips. The Board authorized continued conversations with both entities.

Democracy Prep New York Charter Schools
Board of Trustees Meeting

Democracy Prep Harlem Middle School
6:30 PM – October 22, 2019
207 W 133rd St, New York, NY 10030
Meeting Minutes

PRESENT	ABSENT	GUESTS
Dr. Robert North	Jamal Epps	Natasha Trivers (DPPS)
Joshua Pristaw	Jake Foley	Kent Anker (DPPS)
Brittany Mullings	Douglas Snyder	DPNY School Leaders
Ken Weiller	Alastair Wood	Karen Daniels (CSBM)
Sean Windsor	Greg Weston	
Roger Berg	Stephen Gordon	
Brian Berger	Trevor Gibbons	
Ross Frommer		
Khary Barnes		

Dr. Robert North, Board Chairperson, called the meeting to order.

School Update

The Board heard from each of the DPNY school leaders who described their goals and intentions for the 2019-20 school year. Goals included increasing joy, improving culture, academic rigor, Prep for Prep, Strategic DEI, and Purpose over Power. Mr. Gil shared four letters with the Board from Bronx Prep High School students about how much Bronx Prep had meant to them.

Finance Update

Ms. Daniels presented the Board with an update on financial matters which included a number of necessary resolutions proposed to the Board. She also updated the Board with regard to audit preparation, due to SUNY by November 1, and calls with SUNY concerning the financial relationship between DPNY and DPPS.

The Board discussed the need to review the audit and supported a motion to delegate review of the audit to the Executive Committee.

MOTION to give the Executive Committee the authority to review and approve the Audited Financial Statements of DPNY:

It is hereby RESOLVED that the Executive Committee is authorized to review, and shall have the authority to approve, the Audited Financial Statements of Democracy Prep New York Charter Schools.

Ms. Daniels then informed the Board regarding dormant accounts that had been maintained for dissolution purposes for DPH and DPCS and described her and Linda Jones Easton's efforts to recover funds from each of those accounts at TD Bank. She further described the need to consolidate and rationalize DPNY's reserve accounts and to resolve the signers for each of DPNY's accounts at TD Bank, Citibank, and JP Morgan Chase, among other institutions.

The Board agreed that those accounts and signers needed to be amended.

MOTIONS to dissolve reserve accounts, transfer funds from those accounts, remove authorized signers, and approve new accounts and signers:

> WHEREAS, the Board was informed by CSBM of the existence of multiple accounts for Democracy Prep New York Charter Schools' component schools; and
>
> WHEREAS, CSBM, working with DPPS management, has been investigating dormant bank accounts for Democracy Prep New York Charter Schools and the signers on those accounts;
>
> It is hereby RESOLVED that Melanie Hok Velazquez, Greg Spreeman, Seth Andrew and Zaid Mohammed be removed as signers for all bank and investment accounts held by Democracy Prep New York Charter Schools, Bronx Preparatory Charter School, Democracy Prep Charter School, Democracy Prep Endurance Charter School, Democracy Prep Harlem Charter School, and Harlem Prep Charter School, including all variations of those business names, including, but not limited to, accounts held at TD Bank, Fidelity, and Citibank, and
>
> It is further RESOLVED that Kent Anker, Linda Jones Easton, and Natasha Trivers shall be authorized signers on all of the accounts referenced above, subject to all existing restrictions on disbursements of funds as set forth in the Financial Policies and Procedures manual, as from time to time amended, and resolutions of this Board.
>
> It is hereby RESOLVED that Democracy Prep New York Charter Schools shall open a consolidated dissolution reserve account at JP Morgan Chase in the amount of $225,000 as required by state law, to be funded from the existing dissolution reserve accounts of DPNY's legacy charter entities, with the Chair, Acting Chair, and Treasurer of this Board, acting individually, being the sole authorized signatories on such account, and
>
> It is further RESOLVED, that any remaining funds in the dissolution reserve accounts of DPNY's legacy charter entities be transferred to DPNY's investment account, and

It is further RESOLVED that upon transfer of the funds as specified in the preceding resolutions, Linda Jones Easton is authorized to close the dissolution reserve accounts of each of Bronx Preparatory Charter Schools, Democracy Prep Charter School, Democracy Prep Endurance Charter School, Democracy Prep Harlem Charter School, and Harlem Prep Charter School, and

It is further RESOLVED that Linda Jones Easton is authorized to close all other existing TD Bank and Citibank accounts of Democracy Prep New York Charter Schools, Bronx Preparatory Charter School, Democracy Prep Charter School, Democracy Prep Endurance Charter School, Democracy Prep Harlem Charter School and Harlem Prep Charter School and to transfer the funds in those accounts to a JP Morgan Chase account of Democracy Prep New York Charter Schools.

Ms. Daniels then explained to the Board the need to amend the Fiscal Policies and Procedures Manual to conform with the new procedures for bill.com as attached hereto.

MOTION to amend the Fiscal Policies and Procedures Manual concerning bill.com:

WHEREAS, in order to improve Democracy Prep New York Charter Schools financial processes and procedures CSBM has recommended that Democracy Prep New York Charter Schools use bill.com to rationalize procurement and purchasing;

WHEREAS, the use of bill.com requires certain amendments of the Financial Policies and Procedures manual (attached hereto);

It is hereby RESOLVED that the amendments to the Financial Policies and Procedures manual be approved.

Real Estate Committee Report

Mr. Pristaw informed the Board of the recommendations of the Real Estate Committee and its decision to choose Transwestern as DPNY's broker for the development of Bronx elementary schools. He requested approval of a motion to authorize Mr. Pristaw to sign the brokerage agreement on behalf of DPNY and to give the Real Estate Committee the authority to choose a project management team.

MOTION to grant Mr. Pristaw the authority to sign the Transwestern agreement and the Real Estate Committee the authority to choose a project management team subject to final approval of any agreements by the Board.

WHEREAS, the Real Estate Committee, pursuant to authority granted to it, has determined that Democracy Prep New York Charter Schools shall hire Transwestern as Democracy Prep New York Charter Schools real estate broker in connection with its search for elementary school sites in the Bronx

It is hereby RESOLVED that Joshua Pristaw, as Chair of the Real Estate Committee be authorized to sign the Transwestern brokerage agreement.

It is hereby RESOLVED that the Real Estate Committee be empowered to choose a project management team for the Bronx elementary school projects subject to final approval of any retention agreements by the full Board.

Legal Update

Mr. Anker described the need for the Board to update the DPNY whistleblower policy pursuant to New York law and the SUNY guidelines.

MOTION to approve updated Whistleblower Policy for DPNY (as attached).

> It is hereby RESOLVED that the proposed Whistleblower Policy be adopted in the form attached to these minutes.

Network Update

Ms. Trivers gave the network update highlighting the first of ten new videos telling DP's story as of 2019. She showed the Board an older video and contrasted what that video said about DP then vs. the new video showing DP now.

Governance

The Board discussed the need to add new members and to review attendance. Ms. Mullings raised the need for the Board to update committee memberships and to reassess which members were on which committees. The Board agreed to review committees at its next meeting.

MOTION: to Adjourn.
Motion approved unanimously.

Democracy Prep New York Charter Schools
Board of Trustees Meeting

Zoom
8:00 AM – May 14th, 2020
+ 646 558 8656, Password: 728934.
Meeting Minutes

PRESENT	ABSENT	GUESTS
Dr. Robert North	Jake Foley	Kent Anker
Brittany Mullings	Alastair Wood	Linda Jones Easton
Ken Weiller	Trevor Gibbons	Steve Popper
Sean Windsor		Anita Ntem
Gregory Weston		Valerie Martinez
Roger Berg		Karen Daniels
Brian Berger		Danielle Tschirhart
Ross Frommer		
Khary Barnes		
Joshua Pristaw		
Douglas Snyder		
Farida Ilboudo		
Stephanie King		

Participated by tele and videoconference

Dr. Robert North, Board Chairperson, called the meeting to order at 8:05 a.m.

Review and Approval of Minutes

MOTION to approve the April 23rd DPNY board minutes

Motion approved unanimously.

Board Update

Dr. North reported on the following:

- Harlem Prep's Charter renewal
- SUNY's approval of Farida Ilboudo and Stephanie King as DPNY board members
- The need to review and approve the Memorandum of Agreement

- Debrief of DPPS Board Meeting
- Action Items for the June Board Meeting

The board also reported on the expiration dates of the DPNY materials in Box and the limitations in accessing board documents. Natasha Trivers, CEO for Democracy Prep Public Schools (DPPS), stated that the Information and Technology team will look into the expiration timelines for Box, and it will be adjust moving forward.

Network Update

Ms. Trivers provided the board with a network update. Her network update included updates pertaining to:

- Finance Team Organization Chart
- Democracy Prep Senior Signing Day and Graduation Dates
- College Acceptances
- Scholar Achievements
- Family Response Data from TNTP's Insight Survey

Development Update

Ken Weiller, board member, discussed ideas with the board in regard to fundraising initiatives. Some of those ideas included collaboration with the College Access and Success Team, External Affairs team and using the board's network as a potential outreach to assist with Alumni needs and microgrants in light of COVID-19. The board provided additional ideas which also included DP Alum Association which will encourage them to give back to Democracy Prep.

Anita Ntem, Special Advisor to the CEO, also noted that Farida Ilboudo, board member, is interested in joining the Development Committee and assisting with fundraising initiatives.

Finance Update

Brian Berger, Chair of the Finance Committee, reported that there were improvements in the cash flow, and that DPPS will receive funds from the Paycheck Protection Program (PPP) program, which Ms. Trivers and Kent Anker, EVP for DPPS, noted that the funds will be used for the CMO payroll and could be used for rent expenses as well. They also noted that they are being meticulous in the utilization of funds to ensure that the loans may be forgiven, thus becoming a grant. The board raised inquiries about other charters who may have applied for the PPP program as well as exploring other potential funding resources.

Moreover, Mr. Berger also reported that the finance committee discussed different case scenarios pertaining to cuts in per people revenue, and he highlighted there will be updates to salaries and health care benefits.

Karen Daniels, President and Chief Operating Officer for Charter School Business Management, suggested that the board review and approve the 990 form, which will authorize Dr. North or Mr. Barnes to sign the document.

Mr. Berg made a motion to approve the DPNY and DPE 990 forms for FY19.

MOTION to approve the DPNY and DPE 990 forms for FY19.

Sean Windsor seconded the approval.

Motion approved unanimously.

The board also discussed remaining items pertaining to signatories and the movement of funds into respective accounts. Ms. Daniels noted that the Financial Policy and Procedures manual will be ready to review and approve by the June board meeting.

Real Estate Update

Josh Pristaw, Chair of the Real Estate Committee, reported on the site plans and potential ground development in the Bronx that could house two elementary schools. Ms. Trivers explained the rationale for the potential Bronx site, including accessibility, transportation and district needs.

Danielle Tschirhart, Consultant for DPPS, provided her analysis of the proposed site and reported some details pertaining to:

- The Site Search Process
- Critical Drivers,
- Deal Fundamentals
- Capital Upside/At Risk
- Location Overview
- Application Data
- PreK-5 Model
- Financial Snapshot and Budget Impacts
- Phase-in Scenarios
- Floor Plans

Some board members raised further inquiries pertaining to enrollment, Pre-K, expense on facilities in respect to available funds and general operations. Ms. Tschirhart encouraged the board to think about potential funding streams to support the finances of the project if they wished to proceed with the next steps.

The Board then discussed the reformation of Friends of Bronx Prep.

MOTION to replace the existing 'Friends of' with a 9 member board, 5 members who are DPNY, one member who is DPPS and 3 independent directors.

Motion approved unanimously.

The board noted they will discuss who will be on the board at a later board engagement.

Academic Accountability

Mr. Berger reported on the promotional and grading policy and procedure and Ms. Trivers stated that Steve Popper, Superintendent, will send more information on the grading and promotional policies to provide clarity and guidance.

Meeting adjourned 10:06 am

Democracy Prep New York Charter Schools
Board of Trustees Meeting

Zoom
8:00 AM – April 23rd, 2020
+ 1 253 215 8782, Password: 700228.
Meeting Minutes

PRESENT	ABSENT	GUESTS
Dr. Robert North	Jake Foley	Kent Anker
Brittany Mullings		Linda Jones Easton
Ken Weiller		Steve Popper
Sean Windsor		Anita Ntem
Gregory Weston		Valerie Martinez
Trevor Gibbons		Karen Daniels
Roger Berg		Farida Ilboudo
Brian Berger		Stephanie King
Ross Frommer		
Khary Barnes		
Joshua Pristaw		
Douglas Snyder		
Alastair Wood		
Natasha Trivers *(Ex-officio)*		

Participated by tele and videoconference

Dr. Robert North, Board Chairperson, called the meeting to order at 8:05 a.m.

Board Update

Dr. North congratulated Natasha Trivers, Chief Executive Officer for Democracy Prep Public Schools, and the Democracy Prep team for the accomplishments noted in US News and World Report. Ms. Trivers shared that Democracy Prep Harlem High School has been named the top high school in NYC and NYS by US News & World Report. Democracy Prep Charter High School has been named the 2nd best charter high school in NYC and NYS for the second year in a row and Bronx Prep Charter High School has been named the 15th best charter high school in the state.

Dr. North proposed a motion be made to memorialize the accomplishments of Democracy Prep Harlem High School, Democracy Prep Charter High School and Bronx Prep Charter High School and to make sure the minutes reflected the success of the schools.

MOTION to memorialize the accomplishments of Democracy Prep Harlem High School, Democracy Prep Charter High School and Bronx Prep Charter High School noted in the US News and World Report in the DPNY Board April 2020 minutes.

Brian Berger seconded the motion.

Motion approved unanimously.

Dr. North also inquired about the ways the DPNY board can support the family of Harlem Prep Elementary scholar, Orion Hinds, who passed away April 21st. Ms. Trivers said she would provide more information about how the board can extend their support.

Furthermore, Dr. North shared the possibility of exploring another online repository such as Google Suite to house board information in addition to the current repository, Box.

Real Estate Update

Josh Pristaw, Chair of the Real Estate Subcommittee, provided the board with an update about the site plans Gluck + has been working on and shared that Transwestern has found a turnkey ground development in the Bronx that could house two elementary schools.

Mr. Pristaw debriefed about his meeting with Ms. Trivers, Kent Anker, EVP for Democracy Prep Public Schools, and Danielle Tschirhart, Consultant for DPPS, about the proposed site and noted that they will work on putting together a package that highlights preliminary financial options in respect to state funding and other key financial impacts. He invited interested board members in being a part of the Real Estate subcommittee to think through next steps. Interested Real Estate Subcommittee board members included Doug Snyder, Ken Weiller and Roger Berg.

Network Update

Ms. Trivers provided the board with a network update. Her network update included updates pertaining to:

- Enrollment
- Distance Learning
- Insight Surveys in Response to COVID-19
- Senior Signing Day
- Graduation

In response, the Board recommended thinking through logistics of returning tech supplies from graduating seniors. Additionally, they suggested using comparable data that provides insight into whether the current enrollment waitlist is in alignment with past historical data. Lastly, the Board shared ideas regarding a potential ceremony for graduating seniors when possible as well as microgrants in supporting alumni who needs the additional support coming back home to join the festivities and events alike.

Finance Update

Brian Berger, Treasurer, informed the board that a total of $3.1 million dollars is currently in three Board savings accounts. Mr. Berger also noted that the 990 deadline has been extended until July 15th and shared Valerie Martinez's, DPPS Chief Financial Officer's assessment of the auditors.

Ms. Daniels also gave an update in regard to Sean Windsor's recommendation of adopting monthly accruals for salaries and the 403(b) match as opposed to a larger adjustment at the conclusion of the fiscal year. Thus, for the next board meeting, Ms. Daniels stated she will do a soft projection of the net income since salary variance is expected to decrease significantly. Ms. Daniels also provided a brief update on the audit.

Academic Accountability

Roger Berg, Chair of Academic Accountability, encouraged the board to reach out and touch base with school leaders at least for 30 minutes every two weeks and share a summary of their discussions with Mr. Berg. He indicated that the board members could contact their respective school leaders directly or could ask Anita Ntem, Special Advisor to the CEO for Democracy Prep Schools, to coordinate the calls. Mr. Berg also provided his insight on the March Academic Dashboard data.

Steve Popper, Superintendent for DPPS, shared that the academic dashboard data includes course pass rates from the first few weeks since the launch of distance learning. Additionally, Mr. Popper shared that he and the office of the Superintendent are in the process of crafting a promotional policy which will take into consideration the hard work and obstacles scholars faced in light of COVID-19. Mr. Popper also stated that their priority has been ensuring that families had access to distance learning materials and support and that, as a result, attendance rates have generally exceeded 90%. In response to Khary Barnes' question about promotional policy, Mr. Popper acknowledged that there will be academic achievement gaps and his team is brainstorming ways to leverage tutoring, intervention blocks, Summer Academy, Prep Academy and other opportunities to address the academic gaps.

Community and Family Update

Brittany Mullings, Chair of Community and Family Committee, stated that she has discussed with Ms. Trivers and Lisa Friscia, Chief People Officer for Democracy Prep Public Schools, the content of the Insight survey which will review family needs and support in response to COVID-19.

Governance Update

Trevor Gibbons, Chair of the Governance Subcommittee, reported that he and fellow committee member Alastair Wood have been reviewing the bylaws in accordance with the guidance provided by f NYCSA and SUNY CSI and that they are looking into potential training for both new and returning board members. The board also noted the need to review and approve the management agreement and conduct a CMO evaluation not later than the June meeting.

Development Update

Dr. North suggested that Ken Weiller, Chair of the Development Committee, and Ross Frommer, board member, coordinate with Ms. Trivers to review details for fundraising.

Review and Approval of Minutes

MOTION to approve the March 31st DPNY board minutes

Motion approved unanimously.

Meeting adjourned 9:45 am

Democracy Prep New York Charter Schools
Board of Trustees Meeting

Google Hangout
8:00 AM – March 31st, 2020
+1 219-208-4376, PIN#: 990 914 649
Meeting Minutes

PRESENT	ABSENT	GUESTS
Dr. Robert North		Kent Anker
Brittany Mullings		Linda Jones Easton
Ken Weiller		Steve Popper
Sean Windsor		Anita Ntem
Gregory Weston		Valerie Martinez
Trevor Gibbons		Danielle Tshirhart
Roger Berg		Karen Daniels
Brian Berger		Farida Ilboudo
Ross Frommer		Stephanie King
Khary Barnes		
Joshua Pristaw		
Douglas Snyder		
Alastair Wood		
Jake Foley		
Natasha Trivers *(Ex-officio)*		

Participated by tele and videoconference

Dr. Robert North, Board Chairperson, called the meeting to order at 8:13 a.m.

Review and Approval of Minutes

MOTION to approve the February 12th DPNY board minutes

Motion approved unanimously.

Network Update

Natasha Trivers, Chief Executive Officer, provided the board with updates regarding the distance learning plan in response to COVID-19. She noted that professional development was launched for teachers the week of March 16, the distance learning plan for scholars launched Monday, March 23, and the network has also launched a remote work best practices platform on the school's online resource hub, the Crest. DPNY schools are providing asynchronous format with students giving them the flexibility to watch pre-recorded videos and walkthrough the lessons at an appropriate time and are

providing synchronous live learning experiences as well for tutoring, special education support services, etc.

Ms. Trivers also noted that more than 2,000 Chromebook devices have been distributed in New York as well as Mifis for families who are homeless and with extreme need. The Board asked about Regents and state exams, fulfilling IEP requirements, distribution and access to wifi, meeting Pathways needs, Google classroom, and addressing how change is monitored.

Finance Updates

Brian Berger, Treasurer, asked the board for guidance on the transfer of funds into a Board Reserve Account. Mr. Pristaw suggested that the account remain liquid in the case that cash, security deposits or any form of immediate coverage is needed.

The Board unanimously adopted Resolution March 2020 Number 1:

> It is hereby RESOLVED that the Board approves the closure and transfer of funds as follows to the Board Reserve Account at JP Morgan managed by Andrew Ivers, each such closure and transfer to effectuated by Democracy Prep Public Schools:
>
> ● Transfer $200,000 each from each of Bronx Preparatory Charter School, Democracy Prep Charter School, Democracy Prep Endurance Charter School, Democracy Prep Harlem Charter School, and Harlem Prep Charter School for a total of $1,000,000.
>
> ● Close and transfer the balance remaining in the Bronx Preparatory Charter School investment account at Fidelity Investments (approximately $800,000);
>
> ● Close and transfer the balance remaining in the Harlem Prep Charter School investment account (approximately $1,300,000).
>
> It is further RESOLVED that the Board directs the Finance Committee to direct Mr. Ivers in the investment strategy to be followed emphasizing liquidity and safety.

Additionally, Mr. Berger reviewed the financials with the Board and Ms. Daniels noted the 990 and audit schedule.

The Board unanimously adopted Resolution March 2020 Number 2:

> WHEREAS, Democracy Prep Public Schools Inc. has hired Valerie Martinez as its Chief Financial Officer as of March 30, 2020;
>
> WHEREAS, in order to perform her duties Ms. Martinez must be named as an authorized signatory on Democracy Prep New York Charter Schools' bank accounts with the exception of the Board Reserve Account;
>
> It is hereby RESOLVED that the Board names Valerie Martinez as an authorized signatory on each of Democracy Prep New York Charter Schools' bank accounts.

Legal Update

Mr. Anker gave the board an update about the renegotiation of the lease for DPNY with Carr Systems and Xerox Financial Services. He provided an overview of their services with the DPNY schools and recommended the Board approve the agreement and approve Dr. North to sign the agreements.

The Board unanimously adopted Resolution March 2020 Number 4:

> WHEREAS, pursuant to the Management Agreement, DPPS has negotiated a favorable copier lease for DPNY with Carr Systems and Xerox Financial Services that provides for terminating DPNY's lease and entering into a new 48 month lease;
>
> WHEREAS, the copier lease will include brand new machines, limit overages, and reduce costs;
>
> WHEREAS, the draft agreements have been provided to the Board;
>
> Therefore, it is hereby RESOLVED that the Board authorizes Dr. Robert North, Chair, to sign all of the required paperwork to effectuate the transaction.

Real Estate Committee Update

Josh Pristaw, Chair of the Real Estate Subcommittee, updated the Board on the process of choosing an architectural firm that aligns with Democracy Prep's project goals in the expansion of Bronx elementary schools. He noted that among the architectural firms, Gluck + was the most aligned, thus he recommended that the Board approve Resolution March 2020 Number 3.

The Board unanimously adopted Resolution March 2020 Number 3:

> WHEREAS, DPNY has empowered the Real Estate Committee to work with DBI, its project manager, Transwestern, and with DPPS in finding locations for DPNY to expand its elementary school offerings;
>
> WHEREAS, the Real Estate Committee. DPPS management and Transwestern interviewed multiple architects with a view to retaining them to develop the programming, specifications and design guidelines for the school locations and to conduct test fits of proposed sites;
>
> WHEREAS, the Real Estate Committee and DPPS agreed that Gluck + was the best architectural firm for the project;
>
> WHEREAS, DBI and DPPS have negotiated a proposed agreement with Gluck + to be entered into with DPNY, a copy of which has been provided to this Board;
>
> NOW, THEREFORE, BE IT RESOLVED that the agreement with Gluck +, in the form attached to these Resolutions, is hereby approved; and be it further
>
> RESOLVED, that the Chair of the Real Estate Committee be authorized to sign the agreement with Gluck + on behalf of Democracy Prep New York Charter Schools, in the form attached to these Resolutions with such changes as he shall deem advisable, and to deliver such further

instructions, certificates, documents or other instruments in implementation thereof which are consistent with these Resolutions as he shall deem necessary or appropriate.

Governance Committee

Trevor Gibbons, Chair of the Governance Subcommittee, re-introduced Farida Ilboudo and Stephanie King to the board and Mr. Gibbons, Mr. Pristaw and Alastair Wood shared some highlights from their visits.

Dr. North shared the resignation of Stephen Gordon with the board.

The Board then unanimously adopted Resolution March 2020 Number 5:

It is hereby:

RESOLVED, that the resignation of Stephen Gordon as a Trustee of Democracy Prep New York Charter Schools be and hereby is accepted by the Board and that the Board thanks Mr. Gordon for his service and would welcome his return should he be elected by the Board; and be it

FURTHER RESOLVED, that the number of Trustees constituting the Entire Board is hereby reduced to 14, effective immediately; and be it

FURTHER RESOLVED, that Farida Ilboudo and Stephanie King be elected to the Board following the recommendation of the Governance Committee pending their approval by SUNY and clearance by the New York State Education Department; and be it

FURTHER RESOLVED, that upon the qualification of Farida Ilboudo and Stephanie King as Trustees, the number of Trustees constituting the Entire Board shall be increased by one for each such Trustee candidate who has so qualified, effective upon such qualification without further action of the Board.

The board also confirmed the scheduled Strategic Plan meeting with Attuned Partners for April 27th at 10:30am. The board also discussed potential conflicts with the DPNY April 22nd board date and agreed to change the April 22nd board meeting to April 23rd at 8:00am.

MOTION to adjourn the meeting

Meeting adjourned 9:54 am

Democracy Prep New York Charter Schools
Board of Trustees Meeting

Democracy Prep Harlem Middle School
6:30 PM – September 11, 2019
207 W 133rd St, New York, NY 10030
Meeting Minutes

PRESENT	ABSENT	GUESTS
Dr. Robert North	Jamal Epps	Natasha Trivers (DPPS)
Joshua Pristaw	Jake Foley	Kent Anker (DPPS)
Brittany Mullings	Douglas Snyder	Steve Popper (DPPS)
Gregory Weston	Alastair Wood	Anita Ntem (DPPS)
Ken Weiller		Karen Daniels (CSBM)
Sean Windsor		Gus Saliba (PKF, LLP)
Stephen Gordon		
Trevor Gibbons		
Roger Berg		
Brian Berger		
Ross Frommer		
Khary Barnes*		
*By phone, not counted for quorum		

Dr. Robert North, Board Chairperson, called the meeting to order at 7:08 p.m. Dr. Robert North informed the Board that he may from time to time be unable to act as Chair of the Board while undergoing some medical procedures. The Board discussed the need to appoint an interim Chair during Dr. North's absence and, accordingly, adopted the following resolutions:

MOTION to confirm the composition of the Executive Committee and to designate Vice Chairs of the Board:

RESOLVED, that Khary Barnes is hereby elected to the Executive Committee of the Board. The composition of the Executive Committee shall henceforth be as follows:

Robert North
Khary Barnes
Brian Berger
Joshua Pristaw
Douglas Snyder
Roger Berg

RESOLVED, that each of Brian Berger, Joshua Pristaw, Douglas Snyder and Khary Barnes is hereby designated as a Vice Chair of the Board. This resolution shall supersede any prior designation of a Vice Chair or Chairs.

MOTION to designate an interim Chair of the Board:

WHEREAS, Dr. Robert North has informed the Board that he may from time to time need to step down temporarily as Chair; it is hereby

RESOLVED, that in the event Dr. North at any time needs to step down temporarily, in his absence and during the continuation of such absence (1) Brian Berger shall serve as Interim Chair and (2) at any time that Brian Berger is unavailable, any other Vice Chair as from time to time designated by the remaining members of the Executive Committee shall serve as Interim Chair.

Each of the foregoing Resolutions passed unanimously.

Dr. North proposed new dates for the October board meeting. The October board meeting has now been confirmed for October 22nd. at 6:30 pm.

Real Estate Matters

Dr. North and Kent Anker, Executive Vice President of Democracy Prep Public Schools (DPPS), discussed the need for the Board to approve and ratify the construction at Taino Towers for Harlem Prep High School.

MOTIONS to approve leasehold improvements at Taino Towers for Harlem Prep High School.

RESOLVED, that the Board approves the modification to the Leased Premises under the Sublease Agreement dated as of September 20, 2016, as amended, between Democracy Prep Public Schools, Inc. as sublessor, and Democracy Prep New York Charter Schools (as successor by merger to Harlem Prep Charter School), as sublessee, resulting from construction of Rooms 317 and 318 on the 3rd Floor of Taino Towers in Harlem Prep High School at a cost of $103,322; and be it further

RESOLVED, that the $103,322 cost of such construction may be charged to the HP Capital Reserve created in the Second Amended Subleases between Democracy Prep Public Schools Inc., and Democracy Prep New York Charter Schools.

Motions passed unanimously.

Mr. Anker informed the Board that the State Education Department had granted DPNY's request for facilities funding for the DPE and DPCS elementary schools.

Josh Pristaw, Board Member shared updates on the selection of real estate brokers to assist Democracy Prep New York Charter Schools in locating suitable private space for the new elementary schools in the Bronx. The list has now been narrowed to two real estate brokers, Transwestern and Denham Wolf. Mr. Pristaw proposed that the final selection be delegated to a newly formed Real Estate Committee of the Board, to which should also be delegated general supervision of the process for locating the appropriate space and negotiating the terms of lease or acquisition, subject to approval by the full Board of major decisions.

Mr. Berger suggested appointing members of the Real Estate Committee

MOTIONS to establish a Real Estate Committee and grant it certain authority.

> RESOLVED that a new Committee of the Board be created, to be designated the Real Estate Committee, with Joshua Pristaw as Chair, and Stephen Gordon and Gregory Weston as members. Such Committee will be charged with all matters relating to the acquisition of private space for expansion of Democracy Prep New York Charter Schools into the Bronx, New York and such other matters as may from time to time be assigned to it by the Board, subject to approval by the Board of any decisions which would involve material commitments or expenditures (defined as commitments or expenditures which exceed $50,000 individually or in the aggregate for related transactions) by Democracy Prep New York Charter Schools.
>
> RESOLVED, that the Real Estate Committee be empowered to choose either Transwestern or Denham Wolf to act as Democracy Prep New York Charter Schools' real estate broker to represent Democracy Prep New York Charter Schools in connection with its search for space to site new elementary schools in the Bronx.

Motions passed unanimously.

Record Access Officer

Mr. Anker noted the need to appoint a Records Access Officer for DPNY pursuant to the Freedom of Information Law. Mr. Anker proposed Jordan Stenzel, Network Director of Operations, to be the Democracy Prep New York Charter Schools Records Access Officer. The Records Access Officer will work with Ximena Flores, Associate General Counsel, to organize the information to be released. If there are objections to the Freedom of Information Act request, Mr. Anker will be the appeal officer (with any unresolved disputes then being subject to resolution by the courts).

MOTION to approve the appointment of Jordan Stenzel, Network Director of Operations, as Democracy Prep New York Charter Schools Records Access Officer.

RESOLVED, that Jordan Stenzel, Director of Network Operations, be appointed as the Democracy Prep New York Charter Schools Records Access Officer.

Motion passed unanimously.

Taino Subleases

Mr. Berg and Mr. Anker then discussed the proposed Second Amended Subleases between Democracy Prep Public Schools Inc. as Sublandlord and Democracy Prep New York Charter Schools as Subtenant, covering the leases by Democracy Prep Endurance High and Harlem Prep High at Taino Towers. Mr. Berg and Mr. Anker confirmed that DPPS and DPNY were in substantial agreement on the form and substance of the document. In order to permit submission of the final document to the authorizers and proceed as rapidly as possible with the process to obtain reimbursement of rentals under the New York State facilities reimbursement program, Mr. Berg and Mr. Anker proposed that the Board approve the Second Amended Subleases pending minor drafting modifications to be agreed to by attorneys for the parties.

MOTION to approve the Second Amended Subleases between Democracy Prep Public Schools Inc. as Sublandlord and Democracy Prep New York Charter Schools as Subtenant:

> RESOLVED, that the Board approves the Second Amended Subleases between Democracy Prep Public Schools Inc., as sublandlord, and Democracy Prep New York Charter Schools, as subtenant, at Taino Towers in accordance with terms presented to this Board by Messrs. Berg and Anker, subject to such minor modifications and final drafting terms as may be agreed to between Pillsbury Winthrop Shaw Pittman LLP, attorneys for Democracy Prep New York Charter Schools, and Cohen Schneider Law, P.C., attorneys for Democracy Prep Public Schools; and be it further
>
> RESOLVED, that Dr. Robert North is authorized to sign such Second Amended Subleases in the form approved by Pillsbury Winthrop Shaw Pittman LLP.
> *Motion passed unanimously.*

Network Update

Natasha Trivers, Chief Executive Officer of DPPS, gave updates on the restoration of internal stakeholders' confidence through school based and CMO wide town halls, CEO listening tours and the CMO culture survey to unpack the strength and growth of DPPS.

Ms. Trivers noted that although there had been a concern of having a mass exodus, 98% of instructional staff was hired across the network. Ms. Trivers went through the enrollment targets and highlighted that all schools in the DPPS network has met their budgeted enrollment target except for Freedom Prep which is currently 8 scholars under their target. In person canvassing was a key lever in Camden and the Bronx this year while digital ads proved fruitful in Las Vegas, Harlem, and the Bronx. Additionally, Ms. Trivers stated that the September management fee has been collected from all regions.

Ms. Trivers also highlighted the work Evan Rudall, Co-Founder and Partner of Attuned Education Partners, will be doing; a few of his plans entail working with senior leaders, attending Board

meetings, and meeting with internal stakeholders as part of the strategic plan. Ms. Trivers also noted the growth of the curriculum team in expanding beyond New York based curriculum and the benefits of having a Director of Curriculum and Instruction in the regions to specialize in their respective statewide curricula.

Ms. Trivers then continued to highlight the priorities of the network:

PRIORITY # 1- Ensure the financial health of our organization
PRIORITY # 2- Student recruitment, enrollment, matriculation, and retention
PRIORITY # 3- Telling our story/ Redefining who we are in 2019
PRIORITY # 4- Improve academic proficiency rates at every grade level throughout our Network
PRIORITY # 5- Protect a core component of our DNA: Autonomy within a strong framework
PRIORITY # 6- Develop a strong Strategic Plan (of which growth is a part)

Ms. Trivers also recalled the three big DP Network Values:

1) Transparency
2) Collaboration
3) Excellency

Lastly, Ms. Trivers shared her Fundraising Goal for the CMO and the schools:

By June 30th, 2020, the CMO will raise 2 million dollars and by the end of the South and West regions' academic school year, Executive Directors and Board members will raise 10% of their school's budget. Although, most regional schools have already raised funds towards their goal, Princess Lyles, Vice President of External Affairs, will assist San Antonio with fundraising efforts in place of not having an Executive Director. Ms. Trivers stated that there is a small development team at the CMO who will also focus on building a foundation of prospective pool, application for grants and solidifying next steps.

Finance Update

Karen Daniels, Chief Operating Officer of Charter School Business Management, proposed the need to approve a change in the competitive bidding threshold for purchases in schools. Drawing on her experience in charter schools, the lowest threshold Ms. Daniels has witnessed has been $10,000 and the highest has been $50,000. Therefore, she suggested that a change from $1,000 to $20,000 would assist in efficiency. The Board suggested the threshold should change from $1,000 to $10,000 and they can revisit if further amendments are needed. Ms. Daniels also suggested an increase in the threshold for dual signatures on checks and wire transfers.

MOTION to modify the Financial Policies and Procedures Manual:

RESOLVED that the Financial Policies and Procedures Manual shall be amended as follows:

1) The threshold amount requiring three bids for a purchase shall be increased to $10,000; and
2) one signature shall be sufficient for approval of checks in amounts below $10,000. Checks for $10,000 and over shall still require two signatures.

Motion passed unanimously.

Gus Saliba, Partner of PKF O'Connor Davies, LLP discussed the audit package for FY19and its completion by September 30th. He suggested that there should be a call scheduled by November 1st with the finance committee to report any updates on the audit. He noted that the return is due November 15th and there will be 2 audit reports – one for DPE and one for DPNY. However, next year, there will be one comprehensive report taking into account the merger of DPNY and DPE.

Among other concerns, Mr. Saliba noted debit card charges that lacked receipts which could be the basis for a material weakness.

Academic Update

Steve Popper, Superintendent of DPPS, reviewed the state assessment data. He highlighted that DP NY elementary schools demonstrated higher proficiency rates in 3rd grade ELA and that scholars with disabilities in DP NY elementary schools have demonstrated higher proficiency rates in both English and Language Arts and Math.

Additionally, Mr. Popper noted that Bronx Prep Middle also demonstrated increased proficiency rates and for the high schools, there has been a 2% increase in the pass rate from last year's August Regents to this year's June Regents which should increase after the August Regents.

Mr. Popper then transitioned to share highlights about the Scholastic Aptitude Test. He noted that 4 of the 5 high schools earned averages near at or above the national average of 1060, which Ms. Trivers noted that the national averages for low income scholars would be much lower than Democracy Prep's averages.

Mr. Popper then focused on the areas where growth was needed. He stated that DP Harlem middle school's data have slightly declined from year to year and that 4th grade proficiency rates have decreased for DP elementary schools; however, the team has been working together to look at the potential core factors that has caused this decline. Lastly, Mr. Popper stated that Democracy Prep Endurance High School needs the most support compared to the other DP NY high schools and there have been shifts to provide them with the appropriate support needed.

The Board inquired about the work of interim data correlating with state exam results. Mr. Popper noted that DP has interim assessments that are aligned with state exams and the assessments look different for the high schools; the high schools use practice regent exams. Ms. Trivers also added that unit assessments are aligned with state exams and future DP academic planning should consistently analyze assessment data across the network and use that to see where schools may be struggling network wide.

MOTION to adjourn the meeting

Meeting adjourned 9:25pm

Democracy Prep New York Charter Schools
Board of Trustees Meeting

Zoom
8:00 AM – June 25th, 2020
+ 1 646 558 8656, Meeting ID: 837 0437 669, Password: 476852.
Meeting Minutes

PRESENT	ABSENT	GUESTS
Dr. Robert North		Kent Anker
Brittany Mullings		Linda Jones Easton
Ken Weiller		Valerie Martinez
Sean Windsor		Anita Ntem
Gregory Weston		Karen Daniels
Roger Berg		Natasha Trivers
Brian Berger		
Ross Frommer		
Khary Barnes		
Joshua Pristaw		
Douglas Snyder		
Farida Ilboudo		
Stephanie King		
Alastair Wood		
Trevor Gibbons		
Jake Foley		

Participated by tele and videoconference

Dr. Robert North, Board Chairperson, called the meeting to order at 8:05 a.m.

Review and Approval of Minutes

MOTION to approve the May 14th DPNY board minutes

Motion approved unanimously.

Board Update

Dr. North described some procedures which were under discussion at other schools regarding the re-opening of schools in the Fall, which includes 100% scholar attendance in the school building with face masks and still following social distance protocols. He suggested that consideration be given to these at the DPNY schools. Natasha Trivers, CEO for Democracy Prep Public Schools (DPPS), noted

there are working groups in place to discuss different variations of the reopening of schools and she'll provide more details in the July board meeting.

Kent Anker, Executive Vice President, reviewed the document "Safeguarding Our Schools From Sexual Predators: What Independent School Heads and Trustees Should Ask" which Democracy Prep's insurer advised to distribute to the boards for their review.

Network Update

Ms. Trivers provided the board with a network update. Her network update included updates pertaining to:

- College Access Success Team Newsletter
- Impact of COVID-19 on Alumni Jobs and Next Steps
- Social Media posts regarding alleged weaknesses in DP's earlier leadership, practices & policies

Development Update

Ken Weiller, board member, discussed needing to get the committee together to discuss fundraising strategy. Mr. Weiller noted the importance of aligning the fundraising initiatives for both DPPS and DPNY committees.

Finance Update

Brian Berger, Chair of the Finance Committee, and Karen Daniels, President and Chief Operating Officer for Charter School Business Management, reported on the finance updates which includes the following:

- DPPS Paycheck Protection Program (PPP)
- Checking Account & Shifting Treasury Bills to Savings Account
- CMO Amount owed to DPNY

Valerie Martinez, Chief Financial Officer for DPPS, presented on the DPNY Budget for the 20-21 SY:

- FY21 Budget Assumptions
- Financial Summary – Charter (BPCS, DPCS, DPE, DPHCS, HPCS, Pathways)
- Budget Bridge – Charter (BPCS, DPCS, DPE, DPHCS, HPCS)
- Sensitivity Analysis – Per Pupil Rate
- FY21 Financial Risks / Opportunities

The board suggested scheduling a follow up meeting with the Executive Committee to review proposed modifications in the draft budget to the health care contribution costs for DPNY employees.

MOTION to approve the DPNY FY20-21 Budget, subject to review by the Finance Committee and the Executive Committee of the modified health care contribution percentages of DPNY and the

DPNY employees and authorization for the Executive Committee to adjust the Budget by modifying those percentages if it deemed any such modification to be appropriate and fiscally prudent.

Motion approved unanimously.

Community and Family Committee

Dr. North reported that Brittany Mullings, Chair of the Community and Family Committee, had reviewed and provided feedback on the Scholar and Family Handbook and the Personnel Handbook.

Josh Pristaw, board member, made a motion to approve the Scholar and Family Handbook and the Personnel Handbook.

Mr. Berger seconded the motion

Motion approved unanimously.

Governance Committee

Trevor Gibbons, Chair for the Governance Committee, reported on the steps DPNY board can take to review the CMO evaluation results.

Mr. Gibbons also reported that Alastair Woods reviewed the bylaws and Mr. Woods noted there are no changes that he'd propose. He added that the bylaws already provide the flexibility to conduct meetings by video conferencing to the extent permitted by the Open Meetings Law, which has now been temporarily modified by Executive Order.

Real Estate Update

Mr. Anker proposed (1) extension of the DBI contract for an additional three months and (2) approval of the construction of additional classrooms at Harlem Prep High (HPH) at an estimated cost of $270,000, the funds to be drawn from the DPE Capital Reserve and the HP Capital Reserve maintained by DPPS under the DPE and HP subleases. .

Mr. Pristaw agreed with the approval of the DBI contract and proposed that the board authorizes the Real Estate Committee to review and approve items related to the HPH project.

It was accordingly RESOLVED that the Board:

1) Approves extension of the DBI contract to extends DBI services for an additional 90 days.

2) Authorizes the HPH construction project to create additional rooms at the estimated cost of $270,000;

3) Authorizes the use of the DPE Capital Reserve and the HP Capital Reserve to finance the construction; and

4) Authorizes the Real Estate Committee to review the terms of the DBI extension and the HPH construction project and to authorize any changes therein it deems necessary.

Motions approved unanimously.

Friends of DPNY

Mr. Berger stated that the discussion of the structure of and appointment of directors for Friends of DPNY should be held in the July board meeting.

Academic Accountability

Ms. Trivers noted that the board can review course pass rates, grading and promotional statuses in the July board meeting.

MOTION: Motion to enter executive session to discuss the Management Agreement.

Motion approved unanimously

Meeting adjourned 10:06 am

3872 THIRD AVENUE, BRONX, NY 10457 ★ WWW.**DEMOCRACYPREP**.ORG ★ **FAX** (646) 829-9635

NY Regional Calendar

Jul 2020 (Eastern Time - New York)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29 DPEHS, HPHS & HS Report Card Pick Last Day for HS	30	1	2	3	4
5	6	7	8	9	10	11
12	13 Summer Academy	14	15	16	17	18
19 Summer Academy	20	21	22	23	24	25
26 Summer Academy	27	28	29	30	31	1

NY Regional Calendar

Aug 2020 (Eastern Time - New York)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	31	1
Summer Academy						
2	3	4	5	6	7	8
9	10	11	12	13	14	15
	Summer PD					
	New Teacher PD					
				August Regents		
16	17	18	19	20	21	22
Summer PD						
23	24	25	26	27	28	29
Summer PD						
	Prep Academy Window					
30	31	1	2	3	4	5
Summer PD						
Prep Academy Window						

NY Regional Calendar

Sep 2020 (Eastern Time - New York)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	31	1	2	3	4	5
Summer PD						
Prep Academy Window						
6	7	8	9	10	11	12
	Labor Day	First Day of School				
13	14	15	16	17	18	19
	DPPS ES Diagnostic					
20	21	22	23	24	25	26
	STEP Round One					
27	28	29	30	1	2	3
STEP Round One						

NY Regional Calendar

Oct 2020 (Eastern Time - New York)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29	30	1	2	3
STEP Round One						
4	5	6	7	8	9	10
					T1 Doctor Day	
11	12	13	14	15	16	17
	Indigenous Peoples'			HS T1 Midterms		
18	19	20	21	22	23	24
					DP You	
25	26	27	28	29	30	31

NY Regional Calendar

Nov 2020 (Eastern Time - New York)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6 NY Network Town	7
8	9 STEP Round Two	10	11 Veterans Day	12 MS State Practice Exam One	13	14
15 STEP Round Two	16 ES State Practice Test One Window	17	18	19	20	21
22 ES State Practice Test One Window	23	24	25 Thanksgiving Break	26	27	28
29 ES State Practice Test One Window	30	1 T1 Course	2 T1 Exams	3	4 T1 Ends	5

NY Regional Calendar

Dec 2020 (Eastern Time - New York)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	1	2	3	4	5
ES State Practice Test One Window		T1 Course	T1 Exams		T1 Ends	
6	7	8	9	10	11	12
	T2 Begins		T1 Exam Gradebook		T1 Data Day	
13	14	15	16	17	18	19
	T1 Family Conference Window					
20	21	22	23	24	25	26
			Winter Break			
27	28	29	30	31	1	2
Winter Break						

NY Regional Calendar

Jan 2021 (Eastern Time - New York)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28	29	30	31	1	2
Winter Break						
3	4	5	6	7	8	9
	January Staff PD					
10	11	12	13	14	15	16
					Int'l Trip Chaperone	
17	18	19	20	21	22	23
	MLK Day				NY Network Town	
24	25	26	27	28	29	30
				HS T2 Midterms		
31	1	2	3	4	5	6
	STEP Round Three					
					MS State Practice ELA Exam Two	

NY Regional Calendar

Feb 2021 (Eastern Time - New York)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6
	STEP Round Three				MS State Practice ELA Exam Two	
7	8	9	10	11	12	13
STEP Round Three					T2 Doctor Day	
14	15	16	17	18	19	20
	February Break					
21	22	23	24	25	26	27
	ES State Practice Test Two Window				MS State Practice Math Exam Two	
28	1	2	3	4	5	6
ES State Practice Test Two Window						

NY Regional Calendar

Mar 2021 (Eastern Time - New York)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	1	2	3	4	5	6
	ES State Practice Test Two Window					
7	8	9	10	11	12	13
					ES State Practice	
14	15	16	17	18	19	20
		T2 Course	T2 Exams			
					T2 Ends	
21	22	23	24	25	26	27
	T3 Begins		T2 Exam Gradebook		T2 Data Day	
28	29	30	31	1	2	3
	T2 Family Conference Window					

NY Regional Calendar

Apr 2021 (Eastern Time - New York)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	1	2	3
	T2 Family Conference Window					
4	5	6	7	8	9	10
	April Break					
11	12	13	14	15	16	17
18	19	20	21	22	23	24
			3-8 NYS ELA Exam			
25	26	27	28	29	30	1

NY Regional Calendar

May 2021 (Eastern Time - New York)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
25	26	27	28	29	30	1
2	3	4	5	6	7	8
	AP Exams		3-8 NYS Math Exam			Korean Street
9	10	11	12	13	14	15
AP Exams				HS T3 Midterms		
16	17	18	19	20	21	22
	NYSESLAT Testing				NY Network Town	
23	24	25	26	27	28	29
NYSESLAT Testing						
	STEP Round Four					
		8th Grade Science			T3 Doctor Day	
30	31	1	2	3	4	5
STEP Round Four						
	Memorial Day				8th Grade Science	

NY Regional Calendar

Jun 2021 (Eastern Time - New York)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	31	1	2	3	4	5
STEP Round Four	Memorial Day				8th Grade Science	
6	7	8	9	10	11	12
	DPPS ES Summative 8th Grade NYS				8th Grade Science	
13	14	15	16	17	18	19
		T3 Course	T3 Exams			
20	21	22	23	24	25	26
	Half Day Dismissal For Scholars		T3 Exam Gradebook		Scoring Day for HS	
27	28	29	30	1	2	3
Half Day Dismissal For Scholars		Last Day of School	Last Day of School			