

Application: Elmwood Village Charter School Days Park

Liz Evans - levans@elmwoodvillageschool.org
2021-2022 Annual Report

Summary

ID: 0000000245

Labels: SUNY Trustees

Entry 1 School Info and Cover Page

Completed Jul 28 2022

[Instructions](#)

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

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

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

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK 800000059315

a1. Popular School Name

(No response)

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

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

SUNY BOARD OF TRUSTEES

d. DISTRICT / CSD OF LOCATION

BUFFALO CITY SD

e. DATE OF INITIAL CHARTER

1/2006

f. DATE FIRST OPENED FOR INSTRUCTION

9/2006

c. School Unionized

Is your charter school unionized?

No

h. SCHOOL WEB ADDRESS (URL)

www.evcsbuffalo.org

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

450

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

445

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

Check all that apply

Grades Served

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

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

No

FACILITIES INFORMATION

m. FACILITIES

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

No, just one site.

ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK 800000059315

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	40 Days Park, Buffalo, NY 14201	716-886-4581	Buffalo	K-8	No

m1a. Please provide the contact information for Site 1.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	David Phillips	Principal	716-886-4581		
Operational Leader	Liz Evans	Director of Operations	716-886-4581		
Compliance Contact	David Phillips	Data Manager			
Complaint Contact	Liz Evans	Director of Operations	716-886-4581		
DASA Coordinator	David Phillips	Principal	716-886-4581		
Phone Contact for After Hours Emergencies	Liz Evans	Director of Operations	716-886-4581		

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

Private Space

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

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

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

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

Site 1 Certificate of Occupancy (COO)

[Certificate of Occupancy 40 Days.pdf](#)

Filename: Certificate of Occupancy 40 Days.pdf **Size:** 498.4 kB

Site 1 Fire Inspection Report

[2021-11-19 Certificate of Fire Inspection Days Park.pdf](#)

Filename: 2021-11-19 Certificate of Fire Inspection Days Park.pdf **Size:** 409.9 kB

CHARTER REVISIONS DURING THE 2021-2022 SCHOOL YEAR

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

No

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

Yes

ATTESTATIONS

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

Name	Liz Evans
Position	Director of Operations
Phone/Extension	716-886-4581-403
Email	levans@elmwoodvillageschool.org

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

Responses Selected:

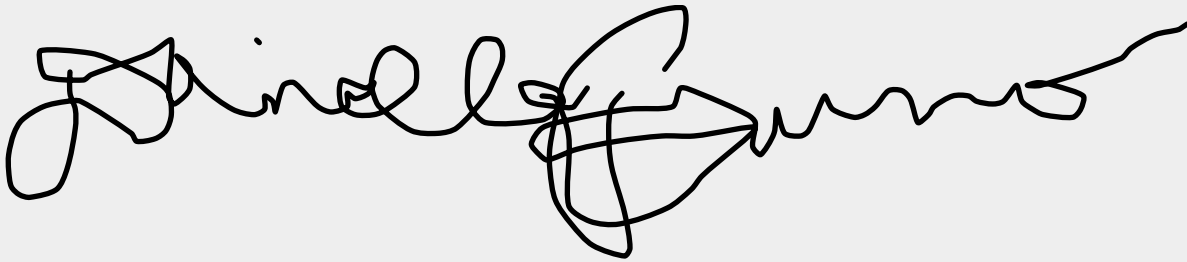
Yes

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


Responses Selected:

Yes

Signature, Head of Charter School

A handwritten signature in black ink on a light gray background. The signature is cursive and appears to read "Daniel Burns".

Signature, President of the Board of Trustees

A handwritten signature in black ink on a light gray background. The signature is cursive and appears to read "Jennifer Bernahn Smith".

Date

(No response)

Thank you.



Entry 3 Accountability Plan Progress Reports

Incomplete

Instructions

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

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

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

Entry 4 - Audited Financial Statements

Completed Nov 1 2022

Required of ALL Charter Schools

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

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

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

EVCS audited FS 06

Filename: EVCS audited FS 06.30.2022 FINAL.pdf Size: 768.2 kB

Entry 4a - Audited Financial Report Template (SUNY)

Completed Nov 1 2022

Instructions - SUNY-Authorized Charter Schools ONLY

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

NYSED CSO.

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

EVCS - Days Park 2021-22-Audited-Financial-Statement

Filename: EVCS Days Park 2021 22 Audited pw7IFRn.xlsx **Size:** 176.0 kB

Entry 4c - Additional Financial Documents

Incomplete Hidden from applicant

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

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

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

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

Entry 4d - Financial Services Contact Information

Incomplete Hidden from applicant

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

Form for "Financial Services Contact Information"

1. School Based Fiscal Contact Information

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

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm

Entry 5 - Fiscal Year 2022-2023 Budget

Completed Oct 30 2022

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

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

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

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

[EVCS Days Park 2022-23-Budget-and-Quarterly-Report-Template-1](#)

Filename: EVCS Days Park 2022 23 Budget and xJIpPIV.xlsx **Size:** 534.7 kB

Entry 6 - Board of Trustees Disclosure of Financial Interest Form

Completed Jul 28 2022

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

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

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2021-2022
1	Mimi Barnes-Coppola		Trustee/Member	Academic Excellence, Nominating	Yes	5	07/01/2022	06/30/2025	7
2	Lacole Brumfield		Trustee/Member	None	Yes	2	07/01/2020	06/30/2023	11
3	Jennifer Bernacki Smith		Chair	Executive, Space Planning	Yes	3	07/01/2022	06/30/2025	12
4	Ed Castine		Treasurer	Executive, Audit/Finance	Yes	1	03/31/2021	06/30/2024	9
5	Kathy Franklin-Adams		Trustee/Member	Academic Excellence	Yes	6	07/01/2020	06/30/2023	12
6	Joshua Pennel		Trustee/Member	None	Yes	1	08/12/2020	06/30/2023	12
7	Pamela Pollock		Secretary	Executive, Academic Excellence	Yes	5	07/01/2022	06/30/2025	12

			ce, Nominat ing						
8	Matthe w Ryan		Vice Chair	Executiv e, Audit/Fi nance, Nominat ing, Fundrais ing	Yes	3	07/01/2 022	06/30/2 025	11
9	Anna Sotelo- Peryea		Parent Rep	Culture	Yes	1	08/12/2 020	06/30/2 023	12

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

Yes

1b. Board Member Information

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2021-2022
10	Jacob Piorkowski		Parent Rep	None	Yes	1	09/07/2021	06/30/2024	12
11	Kenneth Gholston		Trustee/Member	None	Yes	1	09/07/2021	06/30/2024	12
12									
13									
14									
15									

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

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

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

3. Number of Board meetings held during 2021-2022

13

4. Number of Board meetings scheduled for 2022-2023

12

Total number of Voting Members on June 30, 2022:

11

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

2

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

1

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

15

Thank you.

Entry 8 Board Meeting Minutes

Completed Jul 28 2022 Hidden from applicant

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

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

[EVCS BOT Minutes 2021-2022](#)

Filename: EVCS BOT Minutes 2021 2022 buJemIa.pdf Size: 1.6 MB

Entry 9 Enrollment & Retention

Completed Jul 28 2022

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

Required of ALL Charter Schools

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

Entry 9 Enrollment and Retention of Special Populations

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2021-2022	Describe Recruitment Plans in 2022-2023
Economically Disadvantaged	<p>Application packets and brochures mailed to Buffalo Urban League, Jewish Family Services, ACCESS of WNY, University District Community Development Association, 11 CAO Head Start program sites. Participated in 4 in-person charter school fairs run by CAO Head Start and the New York Charter School Association; Advertised in WNY Family Magazine (a free monthly publication available in grocery stores and pediatricians offices); Advertisement in free publications (neighborhood publications), participation in virtual KidFest (free event for WNY families by PBS)</p>	<p>EVCS has begun attending in-person recruiting events now that COVID-19 is waning. EVCS will continue advertising in free publications and will continue outreach through social media (Facebook, Instagram, Twitter, LinkedIn.) EVCS has a dedicated Admissions Coordinator who coordinates with Communications Lead to do all outreach work.</p>
English Language Learners	<p>Translated brochures and applications into top three local languages (Spanish, Karen, Arabic) and had ENL teachers bring them to immigrant and refugee assistance organizations throughout the city, including the International Institute and Journey's End Refugee Services center. ENL teachers communicate with education coordinators at each agency to ensure awareness of EVCS Days Park's services. Outreach at local community centers, refugee agencies, refugee support groups, and translation of all promotional materials into other languages, as done in past</p>	<p>EVCS will continue outreach to refugee and international organizations. EVCS is planning on leveraging current ENL families to help with identifying potential ENL students.</p>

	efforts.	
Students with Disabilities	<p>Advertisement in Special Education issue of WNY Family Magazine, a free publication widely available in grocery stores and pediatricians' offices.</p> <p>Referrals through Special Ed service providers, Best Self Behavioral Services and Buffalo Hearing and Speech, as well as the Buffalo Public District CSE.</p> <p>Outreach to local service agencies, advertisement in special editions in free family magazines, and word of mouth, as done in past efforts.</p>	<p>EVCS will continue to advertise in free WNY Family magazine, which also has a robust online presence. EVCS continues to partner with local service providers and admissions coordinator will do outreach to those organizations.</p>

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2021-2022	Describe Retention Plans in 2022-2023
	<p>EVCS has School-wide Title I services.</p> <ul style="list-style-type: none"> • EVCS participates in the Community Eligibility Provision for food service and provided free breakfast and lunch to all students. • EVCS provided busing. • EVCS provided technology and hotspots to all students/families that need it in order to provide continuity of instruction • EVCS has a Parent Involvement Policy that is intended to help close the gap between disadvantaged students and their peers. • EVCS selects instructional programs that are proven to have success with students in 	

<p>Economically Disadvantaged</p>	<p>School-wide Title I settings.</p> <ul style="list-style-type: none"> • EVCS provides homeless children and unaccompanied youth enrolled at the school with the same education as their peers, including bus transportation, and makes every effort to coordinate social services delivery to the student and family in order to stabilize the living environment. • EVCS documented the living arrangements of its students, via a questionnaire that asks if they are living in a shelter, with relatives or others due to lack of housing, in an abandoned apartment/building, in a motel/hotel, camping ground, car, train or bus station or other similar situation due to the lack of adequate housing; or temporarily housed in a shelter awaiting a permanent foster care placement. This is part of the enrollment form and is kept on file. • EVCS provides equal access as per the McKinney-Vento Homeless Assistance Act. • EVCS partners with afterschool providers to provide after-care at no cost to families. 	<p>EVCS will continue all past efforts to the extent possible. EVCS will provide technology and hotspots to all students/families that need it in order to provide continuity of instruction. EVCS uses all modes available for communicating families experiencing poverty in order to communicate available support for their child's learning and family stability including texting, emails, and backpack communication.</p>
	<p>EVCS employed a full-time ENL teacher at each campus to adequately address the learning needs of students with limited English proficiency in all grades. EVCS utilizes the ENL teacher as a resource to offer strategies to all other teachers on teaching language arts to children with limited English proficiency. EVCS</p>	

English Language Learners

provided professional development to faculty on strategies to teach language arts to students with limited English proficiency. The administration of the school makes written resources available to all instructional staff. The ENL teacher educates students and families on the role of the ENL teacher in the classroom. The Student Services Coordinator and the ENL teacher participate in professional development on issues relating to educating children with limited English proficiency. The school maintained contracts with translators to assist school personnel with home-school communication. The school engages the services of translators from the International Institute of Buffalo for parent-teacher conferences. EVCS has a contract with Language Line to facilitate communication through electronic devices, like phones. EVCS will continue all past efforts. EVCS continues to strengthen the availability of translated materials to better maintain communication with families of ENL students.

EVCS will continue past efforts to the extent possible, including working with support organizations to coordinate the distribution of technology and hotspots to those students who need it. EVCS participates in the ENL collaborative for WNY charter schools that will be continuing to provide additional resources and PD to help reach ENL students and their families.

To the extent appropriate and allowed by each student's IEP, EVCS educates students with disabilities in the least restrictive environment with their nondisabled peers. EVCS employs a special education coordinator (Student Services Coordinator) and at

Students with Disabilities

least one special education teacher per grade level to provide services to the greatest practical extent.

In addition to speech pathologists and an occupational therapist, EVCS contracts with Buffalo Hearing and Speech to provide any additional related services in accordance with each student's IEP or Section 504 Plan. Classroom teachers at EVCS are knowledgeable about the needs of students with disabilities, and are informed of their responsibilities for particular students.

The Student Services Coordinator and special education teachers work under the Principal to review and assure that quarterly IEP reports are sent to parents, and that annual review meetings are held.

The Principal and Student Services Coordinator ensure that referrals are made to the CSE when Rtl indicates that the child may have a disability.

The Principal and the Student Services Coordinator review the progress of students with disabilities with appropriate staff members.

All instructional staff members at EVCS participate in annual professional development and training on issues pertaining to special education. In addition to curriculum-based assessments, EVCS uses diagnostic measures to monitor academic progress three times throughout the year. EVCS shares a full time Behavior Intervention Specialist between

EVCS will continue past efforts to the greatest extent possible. EVCS will be working to deliver minutes to students with IEPs in the best possible mode.

campuses who worked with teachers on behavior intervention plans, and on developing strategies to keep students with emotional disabilities in the classroom as much as possible.

Entry 10 - Teacher and Administrator Attrition

Completed Jul 28 2022

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

A. TEACH System - Employee Clearance

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

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

^[1] Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.nysed.gov/common/nysed/files/programs/charter-schools/employeefingerprintoct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

B. Emergency Conditional Clearances

Emergency Conditional Clearances

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

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

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

Attestation

Responses Selected:

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

Entry 11 Percent of Uncertified Teachers

Incomplete Hidden from applicant

Instructions

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

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

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

Entry 11 Uncertified Teachers

School Name:

Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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

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

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

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

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

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

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

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

	FTE Count
Total	

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

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

	FTE Count
Total Category D	

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	

Thank you.



Entry 12 Organization Chart

Incomplete Hidden from applicant

Instructions

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

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

Entry 13 School Calendar

Completed Jul 28 2022

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

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

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

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

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

EVCS School Calendar 2022-2023-Final

Filename: EVCS School Calendar 2022 2023 Final.pdf Size: 186.6 kB

Entry 14 Links to Critical Documents on School Website

Completed Jul 28 2022

Instructions

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

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

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

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

Form for Entry 14 Links to Critical Documents on School Website

School Name: Elmwood Village Charter School Days Park

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

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

	Link to Documents
1. Current Annual Report (i.e., 2021-2022 Annual Report)	https://www.evcsbuffalo.org/about-elmwood-village-charter-schools/annual-reports-accountability/
2. Board meeting notices, agendas and documents	https://www.evcsbuffalo.org/about-elmwood-village-charter-schools/our-board-of-trustees/
3. New York State School Report Card	https://www.evcsbuffalo.org/about-elmwood-village-charter-schools/annual-reports-accountability/
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo	http://www.evcsbuffalo.org/for-parents-and-students/security-safety/
6. Authorizer-approved FOIL Policy	https://www.evcsbuffalo.org/about-elmwood-village-charter-schools/?doing_wp_cron=1626898081.1285529136657714843750
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	https://www.evcsbuffalo.org/about-elmwood-village-charter-schools/?doing_wp_cron=1626898081.1285529136657714843750

Thank you.



Entry 15 Staff Roster

Incomplete Hidden from applicant

INSTRUCTIONS

Required of Regents and NYCDOE-authorized Charter Schools ONLY

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

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

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

ELMWOOD VILLAGE CHARTER SCHOOLS

SINGLE AUDIT REPORTING PACKAGE

JUNE 30, 2022

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INDEPENDENT AUDITORS' REPORT

The Board of Trustees
Elmwood Village Charter Schools

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying balance sheets of Elmwood Village Charter Schools (the Organization) as of June 30, 2022 and 2021, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization as of June 30, 2022 and 2021, and the changes in its net assets and cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America (GAAP).

Basis for Opinion

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

Responsibilities of Management for the Financial Statements

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

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for one year after the date that the financial statements are issued.

Auditors' Responsibilities for the Audit of the Financial Statements

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

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

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

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

Additional Information

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

Other Reporting Required by Government Auditing Standards

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



Lynden & McCormick, LLP

October 27, 2022

ELMWOOD VILLAGE CHARTER SCHOOLS

Balance Sheets

June 30,	2022	2021
Assets		
Current assets:		
Cash	\$ 6,282,010	\$ 5,766,025
Receivables (Note 2)	1,786,739	1,130,500
Prepaid expenses and other	58,184	191,873
	<u>8,126,933</u>	<u>7,088,398</u>
Property and equipment, net (Note 3)	12,256,490	12,254,694
Restricted cash	150,000	150,000
	<u>\$ 20,533,423</u>	<u>\$ 19,493,092</u>
Liabilities and Net Assets		
Current liabilities:		
Current portion of long-term debt (Note 5)	\$ 300,628	\$ 294,522
Accounts payable	712,775	411,815
Accrued expenses	1,450,732	1,296,568
	<u>2,464,135</u>	<u>2,002,905</u>
Long-term debt (Note 5)	5,624,906	5,866,475
Net assets:		
Without donor restrictions	12,439,882	11,574,677
With donor restrictions (Note 6)	4,500	49,035
	<u>12,444,382</u>	<u>11,623,712</u>
	<u>\$ 20,533,423</u>	<u>\$ 19,493,092</u>

ELMWOOD VILLAGE CHARTER SCHOOLS

Statements of Activities

For the years ended June 30,	2022	2021
Net assets without donor restrictions:		
Support and revenue:		
Enrollment fees:		
Resident students	\$ 10,338,424	\$ 9,764,168
Resident students with disabilities	1,353,839	1,253,608
Contributions:		
Federal, state, and local awards	2,022,066	1,412,523
Paycheck Protection Program (Note 12)	-	1,451,500
Rental income	238,459	235,239
Interest income	4,478	11,874
Other income	31,730	4,980
Net assets released from restrictions	44,535	62,406
Total support and revenue	<u>14,033,531</u>	<u>14,196,298</u>
Expenses:		
Program expenses:		
Regular education	7,084,399	6,163,936
Special education	1,805,055	1,648,374
Other program	1,374,030	1,280,128
Supporting services:		
Management and general	2,904,842	2,522,743
Total expenses	<u>13,168,326</u>	<u>11,615,181</u>
Change in net assets without donor restrictions	<u>865,205</u>	<u>2,581,117</u>
Net assets with donor restrictions:		
Contributions	-	45,035
Net assets released from restrictions	(44,535)	(62,406)
Change in net assets with donor restrictions	<u>(44,535)</u>	<u>(17,371)</u>
Change in net assets	820,670	2,563,746
Net assets - beginning	<u>11,623,712</u>	<u>9,059,966</u>
Net assets - ending	<u>\$ 12,444,382</u>	<u>\$ 11,623,712</u>

See accompanying notes.

ELMWOOD VILLAGE CHARTER SCHOOLS

Statement of Functional Expenses

For the year ended June 30, 2022

	Number of Positions	Regular Education	Special Education	Other Programs	Management and General	Total
Administrative personnel	24.0	\$ -	\$ -	\$ -	\$ 1,361,443	\$ 1,361,443
Instructional personnel	123.0	4,056,859	1,133,896	-	-	5,190,755
Non-instructional personnel	17.6	-	-	832,188	-	832,188
Total salaries	164.6	\$ 4,056,859	\$ 1,133,896	\$ 832,188	\$ 1,361,443	\$ 7,384,386
Salaries		\$ 4,056,859	\$ 1,133,896	\$ 832,188	\$ 1,361,443	\$ 7,384,386
Employee benefits and taxes		1,052,158	272,086	238,477	503,563	2,066,284
Retirement		341,468	95,037	71,106	124,291	631,902
Professional fees		-	-	-	240,876	240,876
Other purchased and consulting services		50,499	119,732	-	-	170,231
Rent expense		86,336	-	40,936	176,552	303,824
Repairs and maintenance		126,855	33,473	27,702	52,214	240,244
Insurance		44,016	-	20,868	90,010	154,894
Utilities		92,001	24,638	19,385	31,811	167,835
Supplies and materials		206,421	-	-	-	206,421
Staff development		101,491	-	-	-	101,491
Marketing and recruitment		-	-	-	13,604	13,604
Technology		220,377	-	-	-	220,377
Student services		187,618	-	-	-	187,618
Office expense		25,416	5,274	6,872	18,604	56,166
Interest		59,180	624	27,447	117,070	204,321
Other expenses		1,060	-	-	29,067	30,127
		6,651,755	1,684,760	1,284,981	2,759,105	12,380,601
Depreciation		432,644	120,295	89,049	145,737	787,725
Total		\$ 7,084,399	\$ 1,805,055	\$ 1,374,030	\$ 2,904,842	\$ 13,168,326

ELMWOOD VILLAGE CHARTER SCHOOLS

Statement of Functional Expenses

For the year ended June 30, 2021

	Number of Positions	Regular Education	Special Education	Other Programs	Management and General	Total
Administrative personnel	20.8	\$ -	\$ -	\$ -	\$ 1,207,313	\$ 1,207,313
Instructional personnel	99.5	3,560,356	1,023,908	-	-	4,584,264
Non-instructional personnel	19.5	-	-	821,739	-	821,739
Total salaries	139.8	\$ 3,560,356	\$ 1,023,908	\$ 821,739	\$ 1,207,313	\$ 6,613,316
Salaries		\$ 3,560,356	\$ 1,023,908	\$ 821,739	\$ 1,207,313	\$ 6,613,316
Employee benefits and taxes		947,717	273,647	220,000	333,550	1,774,914
Retirement		333,935	103,304	51,582	60,338	549,159
Professional fees		-	-	-	279,963	279,963
Other purchased and consulting services		14,248	131,801	-	-	146,049
Rent expense		32,994	-	42,892	204,735	280,621
Repairs and maintenance		110,203	33,610	18,406	22,817	185,036
Insurance		31,859	1,399	36,244	74,645	144,147
Utilities		80,431	24,610	12,736	14,985	132,762
Supplies and materials		105,016	-	-	-	105,016
Staff development		46,271	-	-	-	46,271
Marketing and recruitment		-	-	-	5,050	5,050
Technology		172,951	-	-	-	172,951
Student services		132,841	-	3,511	-	136,352
Office expense		-	-	-	57,772	57,772
Interest		68,426	6,406	64,817	131,523	271,172
Other expenses		330	-	-	25,465	25,795
		5,637,578	1,598,685	1,271,927	2,418,156	10,926,346
Depreciation		526,358	49,689	8,201	104,587	688,835
Total		\$ 6,163,936	\$ 1,648,374	\$ 1,280,128	\$ 2,522,743	\$ 11,615,181

ELMWOOD VILLAGE CHARTER SCHOOLS

Statements of Cash Flows

For the years ended June 30,

	2022	2021
Operating activities:		
Cash received from enrollment fees	\$ 11,575,680	\$ 11,035,493
Cash received from contributions	1,169,613	1,055,523
Cash received from rental activities	238,459	235,239
Cash received from other sources	205,398	16,854
Payments to employees for services and benefits	(9,928,408)	(8,764,198)
Payments to vendors and suppliers	(1,846,691)	(1,745,143)
Interest paid	(204,321)	(271,172)
Net operating activities	1,209,730	1,562,596
Investing activities:		
Property and equipment expenditures	(394,795)	(1,727,741)
Financing activities:		
Principal payments on long-term debt	(298,950)	(6,215,779)
Proceeds from long-term debt	-	6,211,738
Net financing activities	(298,950)	(4,041)
Net change in cash and restricted cash	515,985	(169,186)
Cash and restricted cash - beginning	5,916,025	6,085,211
Cash and restricted cash - ending	\$ 6,432,010	\$ 5,916,025

Notes to Financial Statements

1. Summary of Significant Accounting Policies:

Organization and Purpose:

Elmwood Village Charter Schools (the Organization) operates Elmwood Village Charter School Days Park (EVCS Days Park) and Elmwood Village Charter School Hertel (EVCS Hertel) in the City of Buffalo, New York (the City) authorized by the Board of Trustees of the State University of New York (Board of Trustees).

EVCS Days Park is chartered through June 2025 and EVCS Hertel is chartered through July 2027. Continuance of operations after these dates is contingent upon charter renewal approvals.

EVCS Days Park currently offers classes from kindergarten through eighth grade. EVCS Hertel offered classes from kindergarten through sixth grade in 2022 (kindergarten through fifth in 2021).

Subsequent Events:

Management has evaluated events and transactions for potential recognition or disclosure through October 27, 2022, the date the financial statements were available to be issued.

Cash:

Cash in financial institutions potentially subjects the Organization to concentrations of credit risk, since it may exceed insured limits at various times throughout the year. The Organization complies with a requirement to hold no less than \$150,000 in an escrow account to pay legal and audit expenses that would be associated with dissolution should it occur. This is included as restricted cash on the balance sheets as of June 30, 2022 and 2021.

Property and Equipment:

Property and equipment is stated at cost net of accumulated depreciation. Depreciation is provided over estimated asset service lives using the straight-line method. Maintenance and repairs are charged to operations as incurred; significant improvements are capitalized.

Revenue Recognition:

Enrollment Fees

Enrollment fees are received from the public-school districts where the students reside. The amount received each year from the resident district is generally the product of the approved operating expense per pupil and the full time equivalent enrollment of the students in the Organization residing in that district. The respective districts also reimburse the Organization for special education service based on approved applicable rates for the services provided. Revenues are recognized over the period the services are provided. The Organization generally invoices the resident district bimonthly and payment is due in 30 days. Enrollment fees received in advance are deferred and recognized when earned. The Organization's enrollment fees are received primarily from the City School District.

Contributions

Contributions are reported at fair value at the date the pledge or award is received. Contributions are recorded as restricted support if they are received with donor stipulations that limit their use. When a donor restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions. Contributions received with donor-imposed restrictions that are met in the same reporting period are shown as support without donor restrictions.

Conditional contributions, primarily government awards, are recorded as revenue when the Organization meets requirements in compliance with specific agreements. Amounts received before the required conditions are met are reported as refundable advances on the accompanying balance sheets. These conditional contributions are subject to compliance and financial audits by the funding sources. Management believes no significant adjustments are necessary to recognized amounts.

Receivables

Receivables are stated at the amounts management expects to collect from outstanding balances. Balances that are outstanding after management has used reasonable collection efforts are written off through a charge to uncollectible receivables and a credit to accounts receivable. An allowance for doubtful accounts is considered unnecessary by management because all significant amounts deemed uncollectible are written off each year.

Income Taxes:

The Organization is a 501(c)(3) corporation exempt from taxation under Section 501(a) of the Internal Revenue Code.

Transportation and Food Services:

Several districts provide the Organization with certain transportation services without cost. The City School District also provides food services without cost. The value of these services has not been recorded in the accompanying financial statements.

Use of Estimates:

The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results could differ from those estimates.

Functional Expense Allocation:

The Organization's costs of providing its various programs and activities have been summarized on a functional basis in the statements of functional expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited. These costs include salaries, benefits, and payroll taxes, which are allocated based on estimates of time and effort, and depreciation, interest, and repairs and maintenance, which are allocated based on management's estimate of program benefit.

Reclassifications:

The 2021 financial statements have been reclassified to conform with the presentation adopted in 2022.

2. Receivables:

	2022	2021
Enrollment fees	\$ 596,614	\$ 623,638
Grants	1,190,125	506,862
	<u>\$ 1,786,739</u>	<u>\$ 1,130,500</u>

Enrollment fees receivable as of June 30, 2022 and 2021 include amounts withheld by the City School District for disputed rates of special education services provided by the Organization from 2008 through 2018 (Note 11).

3. Property and Equipment:

	2022	2021
Land	\$ 546,400	\$ 546,400
Building and improvements	13,921,738	13,875,958
Leasehold improvements	140,806	140,806
Instructional equipment	1,572,778	1,256,625
Office equipment	447,404	446,970
Construction in progress	361,766	-
	<u>16,990,892</u>	<u>16,266,759</u>
Less accumulated depreciation	4,734,402	4,012,065
	<u>\$ 12,256,490</u>	<u>\$ 12,254,694</u>

Construction in progress at June 30, 2022 represents a renovation project at EVCS Hertel. The project is expected to be completed in fiscal 2023 at a total cost of approximately \$955,000.

4. Short-Term Borrowings:

The Organization has available a \$200,000 bank demand line of credit for working capital with interest payable at prime plus .25%. The line is subject to the usual terms and conditions applied by the bank for working capital financing, secured by essentially all assets of the Organization, and is annually reviewed and renewed. There were no borrowings on the line of credit at June 30, 2022 and 2021.

5. Long Term Debt:

	2022	2021
Bank mortgage note payable, monthly installments of \$33,252 including interest at 3.152%, secured by Organization property and equipment, balloon payment of approximately \$4,756,000 due March 2026.	\$ 5,627,452	\$ 5,842,828
Bank note payable, monthly installments of \$5,644 including interest at 3.152%, secured by Organization property and equipment, due through March 2026.	239,625	298,648
Equipment loans, varying monthly installments and interest rates, secured by related equipment, due through May 2027.	89,134	58,564
	<u>5,956,211</u>	<u>6,200,040</u>
Less unamortized debt issuance costs	30,677	39,043
	<u>5,925,534</u>	<u>6,160,997</u>
Less current portion	300,628	294,522
	<u>\$ 5,624,906</u>	<u>\$ 5,866,475</u>

Debt issuance costs are amortized as interest expense over the remaining term of the debt arrangements. Amortization expense of debt issuance costs for the years ended June 30, 2022 and 2021 was \$8,366 and \$32,417 respectively.

Aggregate maturities of net long-term debt balances at June 30, 2022 are:

2023	\$ 300,628
2024	308,754
2025	307,905
2026	4,997,533
2027	10,714
	<u>\$ 5,925,534</u>

The bank loan agreements contain certain covenants relating to, among other things, the maintenance of levels of debt service coverage and various other restrictions. Management believes it complies with pertinent covenants.

6. Net Assets with Donor Restrictions:

Net assets with donor restrictions are available for use by the Organization to provide additional financial support for specific student purposes stipulated by the donor.

7. Retirement Plans:

The Organization participates in the New York State Teachers' Retirement System (TRS) which is a cost-sharing multiple employer public employee retirement system. TRS offers a wide range of plans and benefits which are related to years of service and final average salary, vesting of retirement benefits, death and disability.

TRS is administered by the New York State Teachers' Retirement Board and provides benefits to plan members and beneficiaries as authorized by the Education Law and the Retirement and Social Security Law of the State of New York. TRS issues a publicly available financial report that contains financial statements and required supplementary information. The report may be obtained from TRS at www.nystrs.org.

No employee contribution is required for those whose service began prior to July 1976. TRS requires employee contributions of 3% of salary for the first 10 years of service for those employees who joined from July 1976 through December 2009. Participants whose service began on or after January 1, 2010 through March 31, 2012 are required to contribute 3.5% of compensation throughout their active membership in TRS. Participants whose service began on or after April 1, 2012 are required to contribute a percentage ranging from 3% to 6% each year, based on their level of compensation.

Pursuant to Article 11 of the Education Law, rates are established annually for TRS by the New York State Teachers' Retirement Board at an actuarially determined rate. The rate is 9.80% of the annual covered payroll for the year ended June 30, 2022, and 9.53% for the year ended June 30, 2021. The Organization's required contributions for the years ended June 30, 2022 and 2021 were \$588,800 and \$513,578.

The Organization also has a contributory defined contribution pension plan covering selected employee groups. The Organization contributes a percentage of non-instructional employees' salaries to the plan, subject to certain limitations. The Organization's pension expenses for the years ended June 30, 2022 and 2021 were \$43,102 and \$35,581.

8. Operating Lease:

The Organization leases property under the terms of a non-cancelable operating lease. Rental expense under this lease was \$303,824 and \$280,621 for the years ended June 30, 2022 and 2021. In 2012, the Organization entered into a non-cancellable sub lease for this property.

Future minimum annual rentals due are:

2023	\$ 289,200
2024	289,200
2025	289,200
2026	289,200
2027	24,100
	<u>\$ 1,180,900</u>

Future minimum annual rentals to be received under the sublease are:

2023	\$ 255,600
2024	257,400
2025	257,400
2026	257,400
2027	21,400
	<u>\$ 1,049,200</u>

9. Cash Flows Information:

The 2022 statement of cash flows excludes the effect of construction in progress included in accounts payable at June 30, 2022 totaling \$331,239. The 2022 statement of cash flows also excludes property and equipment additions acquired with term financing arrangements of \$63,487.

10. Financial Assets Available for Operating Purposes:

The Organization obtains financial assets generally through enrollment fees, contributions, and rental income. The financial assets are acquired throughout the year to help meet the Organization's cash needs for general expenditures. If necessary, the Organization also has access to a \$200,000 bank demand line of credit (Note 4).

The Organization's financial assets available within one year of the balance sheet date to meet cash needs for general expenditures consist of the following at June 30, 2022 and 2021:

	<u>2022</u>	<u>2021</u>
Cash available for operations	\$ 6,277,510	\$ 5,716,990
Receivables	1,786,739	1,130,500
	<u>\$ 8,064,249</u>	<u>\$ 6,847,490</u>

11. Contingency:

In 2019, an audit by the Office of the New York State Comptroller determined the City School District had provided incorrect special education rates for over a decade. As a result, there is a dispute with the rate used for aid that passes through the City School District to the School for special education services.

The City School District recouped approximately \$501,400 in special education aid in the 2019-20 and 2020-21 school years through a reduction in the City School District's payments for enrollment fees earned by the School. To recover amounts withheld and pursuant to guidance, the School has submitted a State intercept to the New York State Education Department Commissioner and is following all administrative procedures to resolve the matter. Management believes the School will be successful in challenging the City School District's recoupment of funds through the State administrative procedure, and all amounts withheld per above have been recognized as enrollment fees receivable at June 30, 2022 and 2021 in the accompanying financial statements (Note 2).

12. Risks and Uncertainties due to COVID-19:

On January 31, 2020, the United States Secretary of Health and Human Services (HHS) declared a public health emergency related to the global spread of coronavirus COVID-19, and a pandemic was declared by the World Health Organization in February 2020. Efforts to fight the widespread disease included limiting or closing many businesses and all schools and resulted in a severe disruption of operations for many organizations.

In May 2020, the Organization received a loan of \$1,451,500 from the Small Business Administration (SBA) under the Paycheck Protection Program of the Coronavirus Aid, Relief and Economic Security (CARES) Act in response to the pandemic. The Organization received SBA forgiveness on the loan in 2021 and the proceeds have been recognized as contributions revenue in the accompanying 2021 statement of activities.

The full extent of the impact of COVID-19 on the Organization's operational and financial performance will depend on further developments, including the duration and spread of the outbreak, and its impact on schools, including its students and families, employees, and vendors, none of which can be predicted.

ELMWOOD VILLAGE CHARTER SCHOOLS

Additional Information
Combining Statement of Activities

For the year ended June 30, 2022
With comparative totals for June 30, 2021

	EVCS Days Park	EVCS Hertel	Total 2022	Total 2021
Net assets without donor restrictions:				
Support and revenue:				
Enrollment fees:				
Resident students	\$ 5,815,311	\$ 4,523,113	\$ 10,338,424	\$ 9,764,168
Resident students with disabilities	795,135	558,704	1,353,839	1,253,608
Contributions:				
Federal, state, and local awards	1,076,526	945,540	2,022,066	1,412,523
Paycheck Protection Program	-	-	-	1,451,500
Rental income	235,939	2,520	238,459	235,239
Interest income	2,239	2,239	4,478	11,874
Other income	17,565	14,165	31,730	4,980
Net assets released from restrictions	22,518	22,017	44,535	62,406
Total support and revenue	7,965,233	6,068,298	14,033,531	14,196,298
Expenses:				
Program expenses:				
Regular education	3,935,137	3,149,262	7,084,399	6,163,936
Special education	1,169,283	635,772	1,805,055	1,648,374
Other program	697,727	676,303	1,374,030	1,280,128
Supporting services:				
Management and general	1,456,780	1,448,062	2,904,842	2,522,743
Total expenses	7,258,927	5,909,399	13,168,326	11,615,181
Change in net assets without donor restrictions	706,306	158,899	865,205	2,581,117
Net assets with donor restrictions:				
Contributions	-	-	-	45,035
Net assets released from restrictions	(22,518)	(22,017)	(44,535)	(62,406)
Change in net assets with donor restrictions	(22,518)	(22,017)	(44,535)	(17,371)
Changes in net assets	683,788	136,882	820,670	2,563,746
Net assets - beginning	9,961,063	1,662,649	11,623,712	9,059,966
Net assets - ending	\$ 10,644,851	\$ 1,799,531	\$ 12,444,382	\$ 11,623,712

ELMWOOD VILLAGE CHARTER SCHOOLS

**Additional Information
Combining Statement of Functional Expenses**

For the year ended June 30, 2022
With comparative totals for June 30, 2021

	EVCS Days Park					
	Number of Positions	Regular Education	Special Education	Other Programs	Management and General	Total
Administrative personnel	12.0	\$ -	\$ -	\$ -	\$ 679,160	\$ 679,160
Instructional personnel	68.5	2,266,054	726,869	-	-	2,992,923
Non-instructional personnel	8.3	-	-	420,312	-	420,312
Total salaries	88.8	\$ 2,266,054	\$ 726,869	\$ 420,312	\$ 679,160	\$ 4,092,395
Salaries		\$ 2,266,054	\$ 726,869	\$ 420,312	\$ 679,160	\$ 4,092,395
Employee benefits and taxes		615,323	182,909	127,148	263,119	1,188,499
Retirement		204,782	64,764	38,816	66,401	374,763
Professional fees		-	-	-	120,438	120,438
Other purchased and consulting services		25,422	83,342	-	-	108,764
Rent expense		43,168	-	20,468	88,276	151,912
Repairs and maintenance		65,471	20,135	12,924	24,334	122,864
Insurance		22,008	-	10,434	45,005	77,447
Utilities		39,871	12,789	7,395	11,950	72,005
Supplies and materials		119,472	-	-	-	119,472
Staff development		48,785	-	-	-	48,785
Marketing and recruitment		-	-	-	6,354	6,354
Technology		119,005	-	-	-	119,005
Student services		88,743	-	-	-	88,743
Office expense		11,593	2,790	2,986	8,524	25,893
Interest		29,453	329	13,669	58,441	101,892
Other expenses		1,060	-	-	14,369	15,429
		3,700,210	1,093,927	654,152	1,386,371	6,834,660
Depreciation		234,927	75,356	43,575	70,409	424,267
Total		\$ 3,935,137	\$ 1,169,283	\$ 697,727	\$ 1,456,780	\$ 7,258,927

EVCS Hertel

Number of Positions	Regular Education	Special Education	Other Programs	Management and General	Total	Total 2022	Total 2021
12.0	\$ -	\$ -	\$ -	\$ 682,283	\$ 682,283	\$ 1,361,443	\$ 1,207,313
54.5	1,790,805	407,027	-	-	2,197,832	5,190,755	4,584,264
9.3	-	-	411,876	-	411,876	832,188	821,739
75.8	\$ 1,790,805	\$ 407,027	\$ 411,876	\$ 682,283	\$ 3,291,991	\$ 7,384,386	\$ 6,613,316
	\$ 1,790,805	\$ 407,027	\$ 411,876	\$ 682,283	\$ 3,291,991	\$ 7,384,386	\$ 6,613,316
	436,835	89,177	111,329	240,444	877,785	2,066,284	1,774,914
	136,686	30,273	32,290	57,890	257,139	631,902	549,159
	-	-	-	120,438	120,438	240,876	279,963
	25,077	36,390	-	-	61,467	170,231	146,049
	43,168	-	20,468	88,276	151,912	303,824	280,621
	61,384	13,338	14,778	27,880	117,380	240,244	185,036
	22,008	-	10,434	45,005	77,447	154,894	144,147
	52,130	11,849	11,990	19,861	95,830	167,835	132,762
	86,949	-	-	-	86,949	206,421	105,016
	52,706	-	-	-	52,706	101,491	46,271
	-	-	-	7,250	7,250	13,604	5,050
	101,372	-	-	-	101,372	220,377	172,951
	98,875	-	-	-	98,875	187,618	136,352
	13,823	2,484	3,886	10,080	30,273	56,166	57,772
	29,727	295	13,778	58,629	102,429	204,321	271,172
	-	-	-	14,698	14,698	30,127	25,795
	2,951,545	590,833	630,829	1,372,734	5,545,941	12,380,601	10,926,346
	197,717	44,939	45,474	75,328	363,458	787,725	688,835
	\$ 3,149,262	\$ 635,772	\$ 676,303	\$ 1,448,062	\$ 5,909,399	\$ 13,168,326	\$ 11,615,181

ELMWOOD VILLAGE CHARTER SCHOOLS

Additional Information
Schedule of Expenditures of Federal Awards

For the year ended June 30, 2022

Federal Grantor/Pass-Through Grantor/Program Title	Assistance Listing Number	Grantor Number	Expenditures
<u>U.S. Department of Education</u>			
Passed through New York State Education Department:			
Title I Grants to Local Educational Agencies	84.010	0021-22-4340/0021-22-5325	\$ 281,542
English Language Acquisition State Grants	84.365	0293-22-4340	22,641
Supporting Effective Instruction State Grants	84.367	0147-22-4340/0147-22-5325	40,529
Student Support and Academic Enrichment Program	84.424	0204-22-4340/0204-22-5325	19,991
Education Stabilization Fund:			
Elementary and Secondary School Emergency Relief Fund	84.425D	5890-21-4340/5890-21-5325	5,377 ¹
Elementary and Secondary School Emergency Relief Fund	84.425D	5891-21-4340/5890-21-5325	702,323 ¹
American Rescue Plan Elementary and Secondary School Emergency Relief Fund	84.425U	5880-21-4340/5880-21-5325	<u>662,758 ¹</u>
Total U.S. Department of Education			<u>1,735,161</u>
<u>Federal Communications Commission</u>			
Emergency Connectivity Fund Program	32.009	n/a	<u>169,190</u>
Total Expenditures of Federal Awards			<u>\$ 1,904,351</u>

¹ Total Education Stabilization Fund - \$1,370,458

Notes to Schedule of Expenditures of Federal Awards

1. Summary of Significant Accounting Policies:

Basis of Presentation

The accompanying schedule of expenditures of federal awards presents the activity of all federal award programs administered by Elmwood Village Charter Schools (the Organization), an entity as defined in Note 1 to the Organization's financial statements. Federal awards received directly from federal agencies, as well as federal awards passed through from other governmental agencies, are included on the schedule of expenditures of federal awards.

Basis of Accounting

The amounts reported as federal expenditures generally were obtained from the appropriate federal financial reports for the applicable programs and periods. The amounts reported in these federal financial reports are prepared from records maintained for each program, which are periodically reconciled with the Organization's financial reporting system. The federal expenditures are recorded on the accrual basis.

Indirect Costs

The Organization typically does not allocate indirect costs to federal programs and as such, the 10% de minimis indirect cost rate permitted by the Uniform Guidance is not applicable.

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

The Board of Trustees
Elmwood Village Charter Schools

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Elmwood Village Charter Schools (the Organization), which comprise the balance sheet as of June 30, 2022, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 27, 2022.

Report on Internal Control over Financial Reporting

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

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

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

Report on Compliance and Other Matters

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

Purpose of this Report

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

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

October 27, 2022

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

The Board of Trustees
Elmwood Village Charter Schools

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Elmwood Village Charter Schools' (the Organization) compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the Organization's major federal programs for the year ended June 30, 2022. The Organization's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

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

Basis for Opinion on Each Major Federal Program

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

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

Responsibilities of Management for Compliance

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

Auditors' Responsibilities for the Audit of Compliance

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

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

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

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

Report on Internal Control Over Compliance

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

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

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

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

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

October 27, 2022

Schedule of Findings and Questioned Costs

For the year ended June 30, 2022

Section I. Summary of Auditors' Results

Financial Statements

Type of auditors' report issued: *Unmodified*

Internal control over financial reporting:

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

Noncompliance material to financial statements noted? No

Federal Awards

Internal control over major programs:

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

Type of auditors' report issued on compliance for major programs: *Unmodified*

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? No

Identification of major programs:

Name of Federal Program or Cluster	Assistance Listing Number	Amount
Education Stabilization Fund	84.425	<u>\$ 1,370,458</u>

Dollar threshold used to distinguish between type A and type B programs: \$750,000

Auditee qualified as low-risk auditee? No

Section II. Financial Statement Findings

No findings were reported.

Section III. Federal Award Findings and Questioned Costs

No findings were reported.



Transmittal Form
Annual Financial Statement Audit Report
for SUNY Authorized Charter Schools

Charter School Name:	Elmwood Village Charter School Days Park
Audit Period:	2021-22
Prior Period:	2020-21
Report Due Date:	Tuesday, November 1, 2022
School Fiscal Contact Name:	Lisa Kirisits, CPA
School Fiscal Contact Email:	lisak@kirisitscpa.com
School Fiscal Contact Phone:	716-881-0089 X 302
School Audit Firm Name:	Lumsden & McCormick CPAs
School Audit Contact Name:	Donna Gosner
School Audit Contact Email:	[REDACTED]
School Audit Contact Phone:	[REDACTED]

SUNY CHARTER SCHOOLS INSTITUTE - Reporting Requirements:

Online Portal: <https://my.epicenternow.org/>

Required 8 Items:

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

And, if applicable:

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

	<i>If not included, state the reason(s) below. Or, if not applicable fill in "N/A":</i>
4) Management Letter	
5) Management Letter Response	
6) Form 990; or Extension Form 8868	
7) Federal Single Audit/ Uniform Guidance in 2 CFR Part 200, Subpart F	
8) Corrective Action Plan	

ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK
Statement of Financial Position
as of June 30, 2022

<u>ASSETS</u>	<u>2021-22</u>	<u>2020-21</u>
<u>CURRENT ASSETS</u>		
Cash and cash equivalents	\$ -	\$ -
Grants and contracts receivable	-	-
Accounts receivables	-	-
Prepaid expenses	-	-
Contributions and other receivables	-	-
TOTAL CURRENT ASSETS	-	-
<u>PROPERTY, BUILDING AND EQUIPMENT, net</u>	-	-
<u>OTHER ASSETS</u>	-	-
TOTAL ASSETS	-	-
<u>LIABILITIES AND NET ASSETS</u>		
<u>CURRENT LIABILITIES</u>		
Accounts payable and accrued expenses	\$ -	\$ -
Accrued payroll and benefits	-	-
Deferred Revenue	-	-
Current maturities of long-term debt	-	-
Short Term Debt - Bonds, Notes Payable	-	-
Other	-	-
TOTAL CURRENT LIABILITIES	-	-
<u>LONG-TERM LIABILITIES</u>		
Deferred Rent	-	-
All other long-term debt and notes payable, net current maturities	-	-
TOTAL LONG-TERM LIABILITIES	-	-
TOTAL LIABILITIES	-	-
<u>NET ASSETS</u>		
Without Donor Restrictions	-	-
With Donor Restrictions	-	-
TOTAL NET ASSETS	-	-
TOTAL LIABILITIES AND NET ASSETS	-	-

CK - Should be zero

-

-

ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK

Statement of Activities

as of June 30, 2022

	2021-22			2020-21
	Without Donor Restrictions	With Donor Restrictions	Total	Total
REVENUE, GAINS AND OTHER SUPPORT				
Public School District				
Resident Student Enrollment	\$ 5,815,311	\$ -	\$ 5,815,311	\$ 5,827,721
Students with disabilities	795,135	-	795,135	835,147
Grants and Contracts				
State and local	-	-	-	-
Federal - Title and IDEA	1,017,276	-	1,017,276	1,492,641
Federal - Other	-	-	-	-
Other	57,000	-	57,000	241,751
NYC DoE Rental Assistance	-	-	-	-
Food Service/Child Nutrition Program	-	-	-	-
TOTAL REVENUE, GAINS AND OTHER SUPPORT	7,684,722	-	7,684,722	8,397,260
EXPENSES				
Program Services				
Regular Education	\$ 3,935,137	\$ -	\$ 3,935,137	\$ 3,628,806
Special Education	1,169,283	-	1,169,283	1,009,274
Other Programs	697,727	-	697,727	685,663
Total Program Services	5,802,147	-	5,802,147	5,323,743
Management and general	1,456,780	-	1,456,780	1,381,160
Fundraising	-	-	-	-
TOTAL OPERATING EXPENSES	7,258,927	-	7,258,927	6,704,903
SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS	425,795	-	425,795	1,692,357
SUPPORT AND OTHER REVENUE				
Contributions				
Foundations	\$ -	\$ 2,250	\$ 2,250	\$ -
Individuals	-	-	-	-
Corporations	-	-	-	22,518
Fundraising	-	-	-	-
Interest income	2,239	-	2,239	-
Miscellaneous income	253,504	-	253,504	-
Net assets released from restriction	22,518	(22,518)	-	-
TOTAL SUPPORT AND OTHER REVENUE	278,261	(20,268)	257,993	22,518
CHANGE IN NET ASSETS	704,056	(20,268)	683,788	1,714,875
NET ASSETS BEGINNING OF YEAR	9,938,545	22,518	9,961,063	8,246,188
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-
NET ASSETS END OF YEAR	\$ 10,642,601	\$ 2,250	\$ 10,644,851	\$ 9,961,063

ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK
Statement of Cash Flows
as of June 30, 2022

	2021-22	2020-21
CASH FLOWS - OPERATING ACTIVITIES		
Increase (decrease) in net assets	\$ -	\$ -
Revenues from School Districts	-	-
Accounts Receivable	-	-
Due from School Districts	-	-
Depreciation	-	-
Grants Receivable	-	-
Due from NYS	-	-
Grant revenues	-	-
Prepaid Expenses	-	-
Accounts Payable	-	-
Accrued Expenses	-	-
Accrued Liabilities	-	-
Contributions and fund-raising activities	-	-
Miscellaneous sources	-	-
Deferred Revenue	-	-
Interest payments	-	-
Other	-	-
Other	-	-
NET CASH PROVIDED FROM OPERATING ACTIVITIES	\$ -	\$ -
CASH FLOWS - INVESTING ACTIVITIES		
Purchase of equipment	-	-
Other	-	-
NET CASH PROVIDED FROM INVESTING ACTIVITIES	\$ -	\$ -
CASH FLOWS - FINANCING ACTIVITIES		
Principal payments on long-term debt	-	-
Other	-	-
NET CASH PROVIDED FROM FINANCING ACTIVITIES	\$ -	\$ -
NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS	\$ -	\$ -
Cash at beginning of year	-	-
CASH AND CASH EQUIVALENTS AT END OF YEAR	\$ -	\$ -

ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK
Statement of Functional Expenses
as of June 30, 2022

		2021-22							2020-21	
		Program Services				Supporting Services				
No. of Positions		Regular Education	Special Education	Other Education	Total	Fund-raising	Management and General	Total	Total	
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Personnel Services Costs										
Administrative Staff Personnel	12.00	-	-	-	-	-	679,160	679,160	679,160	641,693
Instructional Personnel	68.50	2,266,054	726,869	-	2,992,923	-	-	-	2,992,923	2,816,709
Non-Instructional Personnel	8.30	-	-	420,312	420,312	-	-	-	420,312	447,493
Total Salaries and Staff	88.80	2,266,054	726,869	420,312	3,413,235	-	679,160	679,160	4,092,395	3,905,895
Fringe Benefits & Payroll Taxes		615,323	182,909	127,148	925,380	-	263,119	263,119	1,188,499	1,080,833
Retirement		204,782	64,764	38,816	308,362	-	66,401	66,401	374,763	326,448
Management Company Fees		-	-	-	-	-	-	-	-	-
Legal Service		-	-	-	-	-	27,230	27,230	27,230	53,414
Accounting / Audit Services		-	-	-	-	-	88,958	88,958	88,958	86,755
Other Purchased / Professional / Consulting Services		25,422	83,342	-	108,764	-	4,250	4,250	113,014	72,243
Building and Land Rent / Lease / Facility Finance Interest		72,621	329	34,137	107,087	-	146,717	146,717	253,804	198,137
Repairs & Maintenance		65,471	20,135	12,924	98,530	-	24,334	24,334	122,864	91,649
Insurance		22,008	-	10,434	32,442	-	45,005	45,005	77,447	73,160
Utilities		39,871	12,789	7,395	60,055	-	11,950	11,950	72,005	48,202
Supplies / Materials		119,472	-	-	119,472	-	-	-	119,472	58,638
Equipment / Furnishings		-	-	-	-	-	-	-	-	-
Staff Development		48,785	-	-	48,785	-	-	-	48,785	25,885
Marketing / Recruitment		-	-	-	-	-	-	6,354	6,354	2,525
Technology		119,005	-	-	119,005	-	-	-	119,005	94,698
Food Service		-	-	-	-	-	-	-	-	-
Student Services		88,743	-	-	88,743	-	-	-	88,743	68,542
Office Expense		11,593	2,790	2,986	17,369	-	8,524	8,524	25,893	27,077
Depreciation		234,927	75,356	43,575	353,858	-	70,409	70,409	424,267	357,748
OTHER		1,060	-	-	1,060	-	14,369	14,369	15,429	133,054
Total Expenses		\$ 3,935,137	\$ 1,169,283	\$ 697,727	\$ 5,802,147	\$ -	\$ 1,450,426	\$ 1,456,780	\$ 7,258,927	\$ 6,704,903

ELMWOOD VILLAGE CHARTER SCHOOLS

SINGLE AUDIT REPORTING PACKAGE

JUNE 30, 2022

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INDEPENDENT AUDITORS' REPORT

The Board of Trustees
Elmwood Village Charter Schools

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying balance sheets of Elmwood Village Charter Schools (the Organization) as of June 30, 2022 and 2021, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization as of June 30, 2022 and 2021, and the changes in its net assets and cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America (GAAP).

Basis for Opinion

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

Responsibilities of Management for the Financial Statements

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

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for one year after the date that the financial statements are issued.

Auditors' Responsibilities for the Audit of the Financial Statements

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

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

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


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

Additional Information

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

Other Reporting Required by Government Auditing Standards

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



Lynden & McCormick, LLP

October 27, 2022

ELMWOOD VILLAGE CHARTER SCHOOLS

Balance Sheets

June 30,	2022	2021
Assets		
Current assets:		
Cash	\$ 6,282,010	\$ 5,766,025
Receivables (Note 2)	1,786,739	1,130,500
Prepaid expenses and other	58,184	191,873
	<u>8,126,933</u>	<u>7,088,398</u>
Property and equipment, net (Note 3)	12,256,490	12,254,694
Restricted cash	150,000	150,000
	<u>\$ 20,533,423</u>	<u>\$ 19,493,092</u>
Liabilities and Net Assets		
Current liabilities:		
Current portion of long-term debt (Note 5)	\$ 300,628	\$ 294,522
Accounts payable	712,775	411,815
Accrued expenses	1,450,732	1,296,568
	<u>2,464,135</u>	<u>2,002,905</u>
Long-term debt (Note 5)	5,624,906	5,866,475
Net assets:		
Without donor restrictions	12,439,882	11,574,677
With donor restrictions (Note 6)	4,500	49,035
	<u>12,444,382</u>	<u>11,623,712</u>
	<u>\$ 20,533,423</u>	<u>\$ 19,493,092</u>

ELMWOOD VILLAGE CHARTER SCHOOLS

Statements of Activities

For the years ended June 30,	2022	2021
Net assets without donor restrictions:		
Support and revenue:		
Enrollment fees:		
Resident students	\$ 10,338,424	\$ 9,764,168
Resident students with disabilities	1,353,839	1,253,608
Contributions:		
Federal, state, and local awards	2,022,066	1,412,523
Paycheck Protection Program (Note 12)	-	1,451,500
Rental income	238,459	235,239
Interest income	4,478	11,874
Other income	31,730	4,980
Net assets released from restrictions	44,535	62,406
Total support and revenue	<u>14,033,531</u>	<u>14,196,298</u>
Expenses:		
Program expenses:		
Regular education	7,084,399	6,163,936
Special education	1,805,055	1,648,374
Other program	1,374,030	1,280,128
Supporting services:		
Management and general	2,904,842	2,522,743
Total expenses	<u>13,168,326</u>	<u>11,615,181</u>
Change in net assets without donor restrictions	<u>865,205</u>	<u>2,581,117</u>
Net assets with donor restrictions:		
Contributions	-	45,035
Net assets released from restrictions	(44,535)	(62,406)
Change in net assets with donor restrictions	<u>(44,535)</u>	<u>(17,371)</u>
Change in net assets	820,670	2,563,746
Net assets - beginning	<u>11,623,712</u>	<u>9,059,966</u>
Net assets - ending	<u>\$ 12,444,382</u>	<u>\$ 11,623,712</u>

See accompanying notes.

ELMWOOD VILLAGE CHARTER SCHOOLS

Statement of Functional Expenses

For the year ended June 30, 2022

	Number of Positions	Regular Education	Special Education	Other Programs	Management and General	Total
Administrative personnel	24.0	\$ -	\$ -	\$ -	\$ 1,361,443	\$ 1,361,443
Instructional personnel	123.0	4,056,859	1,133,896	-	-	5,190,755
Non-instructional personnel	17.6	-	-	832,188	-	832,188
Total salaries	164.6	\$ 4,056,859	\$ 1,133,896	\$ 832,188	\$ 1,361,443	\$ 7,384,386
Salaries		\$ 4,056,859	\$ 1,133,896	\$ 832,188	\$ 1,361,443	\$ 7,384,386
Employee benefits and taxes		1,052,158	272,086	238,477	503,563	2,066,284
Retirement		341,468	95,037	71,106	124,291	631,902
Professional fees		-	-	-	240,876	240,876
Other purchased and consulting services		50,499	119,732	-	-	170,231
Rent expense		86,336	-	40,936	176,552	303,824
Repairs and maintenance		126,855	33,473	27,702	52,214	240,244
Insurance		44,016	-	20,868	90,010	154,894
Utilities		92,001	24,638	19,385	31,811	167,835
Supplies and materials		206,421	-	-	-	206,421
Staff development		101,491	-	-	-	101,491
Marketing and recruitment		-	-	-	13,604	13,604
Technology		220,377	-	-	-	220,377
Student services		187,618	-	-	-	187,618
Office expense		25,416	5,274	6,872	18,604	56,166
Interest		59,180	624	27,447	117,070	204,321
Other expenses		1,060	-	-	29,067	30,127
		6,651,755	1,684,760	1,284,981	2,759,105	12,380,601
Depreciation		432,644	120,295	89,049	145,737	787,725
Total		\$ 7,084,399	\$ 1,805,055	\$ 1,374,030	\$ 2,904,842	\$ 13,168,326

ELMWOOD VILLAGE CHARTER SCHOOLS

Statement of Functional Expenses

For the year ended June 30, 2021

	Number of Positions	Regular Education	Special Education	Other Programs	Management and General	Total
Administrative personnel	20.8	\$ -	\$ -	\$ -	\$ 1,207,313	\$ 1,207,313
Instructional personnel	99.5	3,560,356	1,023,908	-	-	4,584,264
Non-instructional personnel	19.5	-	-	821,739	-	821,739
Total salaries	139.8	\$ 3,560,356	\$ 1,023,908	\$ 821,739	\$ 1,207,313	\$ 6,613,316
Salaries		\$ 3,560,356	\$ 1,023,908	\$ 821,739	\$ 1,207,313	\$ 6,613,316
Employee benefits and taxes		947,717	273,647	220,000	333,550	1,774,914
Retirement		333,935	103,304	51,582	60,338	549,159
Professional fees		-	-	-	279,963	279,963
Other purchased and consulting services		14,248	131,801	-	-	146,049
Rent expense		32,994	-	42,892	204,735	280,621
Repairs and maintenance		110,203	33,610	18,406	22,817	185,036
Insurance		31,859	1,399	36,244	74,645	144,147
Utilities		80,431	24,610	12,736	14,985	132,762
Supplies and materials		105,016	-	-	-	105,016
Staff development		46,271	-	-	-	46,271
Marketing and recruitment		-	-	-	5,050	5,050
Technology		172,951	-	-	-	172,951
Student services		132,841	-	3,511	-	136,352
Office expense		-	-	-	57,772	57,772
Interest		68,426	6,406	64,817	131,523	271,172
Other expenses		330	-	-	25,465	25,795
		5,637,578	1,598,685	1,271,927	2,418,156	10,926,346
Depreciation		526,358	49,689	8,201	104,587	688,835
Total		\$ 6,163,936	\$ 1,648,374	\$ 1,280,128	\$ 2,522,743	\$ 11,615,181

ELMWOOD VILLAGE CHARTER SCHOOLS

Statements of Cash Flows

For the years ended June 30,	2022	2021
Operating activities:		
Cash received from enrollment fees	\$ 11,575,680	\$ 11,035,493
Cash received from contributions	1,169,613	1,055,523
Cash received from rental activities	238,459	235,239
Cash received from other sources	205,398	16,854
Payments to employees for services and benefits	(9,928,408)	(8,764,198)
Payments to vendors and suppliers	(1,846,691)	(1,745,143)
Interest paid	(204,321)	(271,172)
Net operating activities	1,209,730	1,562,596
Investing activities:		
Property and equipment expenditures	(394,795)	(1,727,741)
Financing activities:		
Principal payments on long-term debt	(298,950)	(6,215,779)
Proceeds from long-term debt	-	6,211,738
Net financing activities	(298,950)	(4,041)
Net change in cash and restricted cash	515,985	(169,186)
Cash and restricted cash - beginning	5,916,025	6,085,211
Cash and restricted cash - ending	\$ 6,432,010	\$ 5,916,025

Notes to Financial Statements

1. Summary of Significant Accounting Policies:

Organization and Purpose:

Elmwood Village Charter Schools (the Organization) operates Elmwood Village Charter School Days Park (EVCS Days Park) and Elmwood Village Charter School Hertel (EVCS Hertel) in the City of Buffalo, New York (the City) authorized by the Board of Trustees of the State University of New York (Board of Trustees).

EVCS Days Park is chartered through June 2025 and EVCS Hertel is chartered through July 2027. Continuance of operations after these dates is contingent upon charter renewal approvals.

EVCS Days Park currently offers classes from kindergarten through eighth grade. EVCS Hertel offered classes from kindergarten through sixth grade in 2022 (kindergarten through fifth in 2021).

Subsequent Events:

Management has evaluated events and transactions for potential recognition or disclosure through October 27, 2022, the date the financial statements were available to be issued.

Cash:

Cash in financial institutions potentially subjects the Organization to concentrations of credit risk, since it may exceed insured limits at various times throughout the year. The Organization complies with a requirement to hold no less than \$150,000 in an escrow account to pay legal and audit expenses that would be associated with dissolution should it occur. This is included as restricted cash on the balance sheets as of June 30, 2022 and 2021.

Property and Equipment:

Property and equipment is stated at cost net of accumulated depreciation. Depreciation is provided over estimated asset service lives using the straight-line method. Maintenance and repairs are charged to operations as incurred; significant improvements are capitalized.

Revenue Recognition:

Enrollment Fees

Enrollment fees are received from the public-school districts where the students reside. The amount received each year from the resident district is generally the product of the approved operating expense per pupil and the full time equivalent enrollment of the students in the Organization residing in that district. The respective districts also reimburse the Organization for special education service based on approved applicable rates for the services provided. Revenues are recognized over the period the services are provided. The Organization generally invoices the resident district bimonthly and payment is due in 30 days. Enrollment fees received in advance are deferred and recognized when earned. The Organization's enrollment fees are received primarily from the City School District.

Contributions

Contributions are reported at fair value at the date the pledge or award is received. Contributions are recorded as restricted support if they are received with donor stipulations that limit their use. When a donor restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions. Contributions received with donor-imposed restrictions that are met in the same reporting period are shown as support without donor restrictions.

Conditional contributions, primarily government awards, are recorded as revenue when the Organization meets requirements in compliance with specific agreements. Amounts received before the required conditions are met are reported as refundable advances on the accompanying balance sheets. These conditional contributions are subject to compliance and financial audits by the funding sources. Management believes no significant adjustments are necessary to recognized amounts.

Receivables

Receivables are stated at the amounts management expects to collect from outstanding balances. Balances that are outstanding after management has used reasonable collection efforts are written off through a charge to uncollectible receivables and a credit to accounts receivable. An allowance for doubtful accounts is considered unnecessary by management because all significant amounts deemed uncollectible are written off each year.

Income Taxes:

The Organization is a 501(c)(3) corporation exempt from taxation under Section 501(a) of the Internal Revenue Code.

Transportation and Food Services:

Several districts provide the Organization with certain transportation services without cost. The City School District also provides food services without cost. The value of these services has not been recorded in the accompanying financial statements.

Use of Estimates:

The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results could differ from those estimates.

Functional Expense Allocation:

The Organization's costs of providing its various programs and activities have been summarized on a functional basis in the statements of functional expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited. These costs include salaries, benefits, and payroll taxes, which are allocated based on estimates of time and effort, and depreciation, interest, and repairs and maintenance, which are allocated based on management's estimate of program benefit.

Reclassifications:

The 2021 financial statements have been reclassified to conform with the presentation adopted in 2022.

2. Receivables:

	2022	2021
Enrollment fees	\$ 596,614	\$ 623,638
Grants	1,190,125	506,862
	<u>\$ 1,786,739</u>	<u>\$ 1,130,500</u>

Enrollment fees receivable as of June 30, 2022 and 2021 include amounts withheld by the City School District for disputed rates of special education services provided by the Organization from 2008 through 2018 (Note 11).

3. Property and Equipment:

	2022	2021
Land	\$ 546,400	\$ 546,400
Building and improvements	13,921,738	13,875,958
Leasehold improvements	140,806	140,806
Instructional equipment	1,572,778	1,256,625
Office equipment	447,404	446,970
Construction in progress	361,766	-
	<u>16,990,892</u>	<u>16,266,759</u>
Less accumulated depreciation	4,734,402	4,012,065
	<u>\$ 12,256,490</u>	<u>\$ 12,254,694</u>

Construction in progress at June 30, 2022 represents a renovation project at EVCS Hertel. The project is expected to be completed in fiscal 2023 at a total cost of approximately \$955,000.

4. Short-Term Borrowings:

The Organization has available a \$200,000 bank demand line of credit for working capital with interest payable at prime plus .25%. The line is subject to the usual terms and conditions applied by the bank for working capital financing, secured by essentially all assets of the Organization, and is annually reviewed and renewed. There were no borrowings on the line of credit at June 30, 2022 and 2021.

5. Long Term Debt:

	2022	2021
Bank mortgage note payable, monthly installments of \$33,252 including interest at 3.152%, secured by Organization property and equipment, balloon payment of approximately \$4,756,000 due March 2026.	\$ 5,627,452	\$ 5,842,828
Bank note payable, monthly installments of \$5,644 including interest at 3.152%, secured by Organization property and equipment, due through March 2026.	239,625	298,648
Equipment loans, varying monthly installments and interest rates, secured by related equipment, due through May 2027.	89,134	58,564
	<u>5,956,211</u>	<u>6,200,040</u>
Less unamortized debt issuance costs	30,677	39,043
	<u>5,925,534</u>	<u>6,160,997</u>
Less current portion	300,628	294,522
	<u>\$ 5,624,906</u>	<u>\$ 5,866,475</u>

Debt issuance costs are amortized as interest expense over the remaining term of the debt arrangements. Amortization expense of debt issuance costs for the years ended June 30, 2022 and 2021 was \$8,366 and \$32,417 respectively.

Aggregate maturities of net long-term debt balances at June 30, 2022 are:

2023	\$ 300,628
2024	308,754
2025	307,905
2026	4,997,533
2027	10,714
	<u>\$ 5,925,534</u>

The bank loan agreements contain certain covenants relating to, among other things, the maintenance of levels of debt service coverage and various other restrictions. Management believes it complies with pertinent covenants.

6. Net Assets with Donor Restrictions:

Net assets with donor restrictions are available for use by the Organization to provide additional financial support for specific student purposes stipulated by the donor.

7. Retirement Plans:

The Organization participates in the New York State Teachers' Retirement System (TRS) which is a cost-sharing multiple employer public employee retirement system. TRS offers a wide range of plans and benefits which are related to years of service and final average salary, vesting of retirement benefits, death and disability.

TRS is administered by the New York State Teachers' Retirement Board and provides benefits to plan members and beneficiaries as authorized by the Education Law and the Retirement and Social Security Law of the State of New York. TRS issues a publicly available financial report that contains financial statements and required supplementary information. The report may be obtained from TRS at www.nystrs.org.

No employee contribution is required for those whose service began prior to July 1976. TRS requires employee contributions of 3% of salary for the first 10 years of service for those employees who joined from July 1976 through December 2009. Participants whose service began on or after January 1, 2010 through March 31, 2012 are required to contribute 3.5% of compensation throughout their active membership in TRS. Participants whose service began on or after April 1, 2012 are required to contribute a percentage ranging from 3% to 6% each year, based on their level of compensation.

Pursuant to Article 11 of the Education Law, rates are established annually for TRS by the New York State Teachers' Retirement Board at an actuarially determined rate. The rate is 9.80% of the annual covered payroll for the year ended June 30, 2022, and 9.53% for the year ended June 30, 2021. The Organization's required contributions for the years ended June 30, 2022 and 2021 were \$588,800 and \$513,578.

The Organization also has a contributory defined contribution pension plan covering selected employee groups. The Organization contributes a percentage of non-instructional employees' salaries to the plan, subject to certain limitations. The Organization's pension expenses for the years ended June 30, 2022 and 2021 were \$43,102 and \$35,581.

8. Operating Lease:

The Organization leases property under the terms of a non-cancelable operating lease. Rental expense under this lease was \$303,824 and \$280,621 for the years ended June 30, 2022 and 2021. In 2012, the Organization entered into a non-cancellable sub lease for this property.

Future minimum annual rentals due are:

2023	\$ 289,200
2024	289,200
2025	289,200
2026	289,200
2027	24,100
	<u>\$ 1,180,900</u>

Future minimum annual rentals to be received under the sublease are:

2023	\$ 255,600
2024	257,400
2025	257,400
2026	257,400
2027	21,400
	<u>\$ 1,049,200</u>

9. Cash Flows Information:

The 2022 statement of cash flows excludes the effect of construction in progress included in accounts payable at June 30, 2022 totaling \$331,239. The 2022 statement of cash flows also excludes property and equipment additions acquired with term financing arrangements of \$63,487.

10. Financial Assets Available for Operating Purposes:

The Organization obtains financial assets generally through enrollment fees, contributions, and rental income. The financial assets are acquired throughout the year to help meet the Organization's cash needs for general expenditures. If necessary, the Organization also has access to a \$200,000 bank demand line of credit (Note 4).

The Organization's financial assets available within one year of the balance sheet date to meet cash needs for general expenditures consist of the following at June 30, 2022 and 2021:

	<u>2022</u>	<u>2021</u>
Cash available for operations	\$ 6,277,510	\$ 5,716,990
Receivables	1,786,739	1,130,500
	<u>\$ 8,064,249</u>	<u>\$ 6,847,490</u>

11. Contingency:

In 2019, an audit by the Office of the New York State Comptroller determined the City School District had provided incorrect special education rates for over a decade. As a result, there is a dispute with the rate used for aid that passes through the City School District to the School for special education services.

The City School District recouped approximately \$501,400 in special education aid in the 2019-20 and 2020-21 school years through a reduction in the City School District's payments for enrollment fees earned by the School. To recover amounts withheld and pursuant to guidance, the School has submitted a State intercept to the New York State Education Department Commissioner and is following all administrative procedures to resolve the matter. Management believes the School will be successful in challenging the City School District's recoupment of funds through the State administrative procedure, and all amounts withheld per above have been recognized as enrollment fees receivable at June 30, 2022 and 2021 in the accompanying financial statements (Note 2).

12. Risks and Uncertainties due to COVID-19:

On January 31, 2020, the United States Secretary of Health and Human Services (HHS) declared a public health emergency related to the global spread of coronavirus COVID-19, and a pandemic was declared by the World Health Organization in February 2020. Efforts to fight the widespread disease included limiting or closing many businesses and all schools and resulted in a severe disruption of operations for many organizations.

In May 2020, the Organization received a loan of \$1,451,500 from the Small Business Administration (SBA) under the Paycheck Protection Program of the Coronavirus Aid, Relief and Economic Security (CARES) Act in response to the pandemic. The Organization received SBA forgiveness on the loan in 2021 and the proceeds have been recognized as contributions revenue in the accompanying 2021 statement of activities.

The full extent of the impact of COVID-19 on the Organization's operational and financial performance will depend on further developments, including the duration and spread of the outbreak, and its impact on schools, including its students and families, employees, and vendors, none of which can be predicted.

ELMWOOD VILLAGE CHARTER SCHOOLS

Additional Information
Combining Statement of Activities

For the year ended June 30, 2022
With comparative totals for June 30, 2021

	EVCS Days Park	EVCS Hertel	Total 2022	Total 2021
Net assets without donor restrictions:				
Support and revenue:				
Enrollment fees:				
Resident students	\$ 5,815,311	\$ 4,523,113	\$ 10,338,424	\$ 9,764,168
Resident students with disabilities	795,135	558,704	1,353,839	1,253,608
Contributions:				
Federal, state, and local awards	1,076,526	945,540	2,022,066	1,412,523
Paycheck Protection Program	-	-	-	1,451,500
Rental income	235,939	2,520	238,459	235,239
Interest income	2,239	2,239	4,478	11,874
Other income	17,565	14,165	31,730	4,980
Net assets released from restrictions	22,518	22,017	44,535	62,406
Total support and revenue	7,965,233	6,068,298	14,033,531	14,196,298
Expenses:				
Program expenses:				
Regular education	3,935,137	3,149,262	7,084,399	6,163,936
Special education	1,169,283	635,772	1,805,055	1,648,374
Other program	697,727	676,303	1,374,030	1,280,128
Supporting services:				
Management and general	1,456,780	1,448,062	2,904,842	2,522,743
Total expenses	7,258,927	5,909,399	13,168,326	11,615,181
Change in net assets without donor restrictions	706,306	158,899	865,205	2,581,117
Net assets with donor restrictions:				
Contributions	-	-	-	45,035
Net assets released from restrictions	(22,518)	(22,017)	(44,535)	(62,406)
Change in net assets with donor restrictions	(22,518)	(22,017)	(44,535)	(17,371)
Changes in net assets	683,788	136,882	820,670	2,563,746
Net assets - beginning	9,961,063	1,662,649	11,623,712	9,059,966
Net assets - ending	\$ 10,644,851	\$ 1,799,531	\$ 12,444,382	\$ 11,623,712

ELMWOOD VILLAGE CHARTER SCHOOLS

**Additional Information
Combining Statement of Functional Expenses**

For the year ended June 30, 2022
With comparative totals for June 30, 2021

	EVCS Days Park					
	Number of Positions	Regular Education	Special Education	Other Programs	Management and General	Total
Administrative personnel	12.0	\$ -	\$ -	\$ -	\$ 679,160	\$ 679,160
Instructional personnel	68.5	2,266,054	726,869	-	-	2,992,923
Non-instructional personnel	8.3	-	-	420,312	-	420,312
Total salaries	88.8	\$ 2,266,054	\$ 726,869	\$ 420,312	\$ 679,160	\$ 4,092,395
Salaries		\$ 2,266,054	\$ 726,869	\$ 420,312	\$ 679,160	\$ 4,092,395
Employee benefits and taxes		615,323	182,909	127,148	263,119	1,188,499
Retirement		204,782	64,764	38,816	66,401	374,763
Professional fees		-	-	-	120,438	120,438
Other purchased and consulting services		25,422	83,342	-	-	108,764
Rent expense		43,168	-	20,468	88,276	151,912
Repairs and maintenance		65,471	20,135	12,924	24,334	122,864
Insurance		22,008	-	10,434	45,005	77,447
Utilities		39,871	12,789	7,395	11,950	72,005
Supplies and materials		119,472	-	-	-	119,472
Staff development		48,785	-	-	-	48,785
Marketing and recruitment		-	-	-	6,354	6,354
Technology		119,005	-	-	-	119,005
Student services		88,743	-	-	-	88,743
Office expense		11,593	2,790	2,986	8,524	25,893
Interest		29,453	329	13,669	58,441	101,892
Other expenses		1,060	-	-	14,369	15,429
		3,700,210	1,093,927	654,152	1,386,371	6,834,660
Depreciation		234,927	75,356	43,575	70,409	424,267
Total		\$ 3,935,137	\$ 1,169,283	\$ 697,727	\$ 1,456,780	\$ 7,258,927

EVCS Hertel

Number of Positions	Regular Education	Special Education	Other Programs	Management and General	Total	Total 2022	Total 2021
12.0	\$ -	\$ -	\$ -	\$ 682,283	\$ 682,283	\$ 1,361,443	\$ 1,207,313
54.5	1,790,805	407,027	-	-	2,197,832	5,190,755	4,584,264
9.3	-	-	411,876	-	411,876	832,188	821,739
75.8	\$ 1,790,805	\$ 407,027	\$ 411,876	\$ 682,283	\$ 3,291,991	\$ 7,384,386	\$ 6,613,316
	\$ 1,790,805	\$ 407,027	\$ 411,876	\$ 682,283	\$ 3,291,991	\$ 7,384,386	\$ 6,613,316
	436,835	89,177	111,329	240,444	877,785	2,066,284	1,774,914
	136,686	30,273	32,290	57,890	257,139	631,902	549,159
	-	-	-	120,438	120,438	240,876	279,963
	25,077	36,390	-	-	61,467	170,231	146,049
	43,168	-	20,468	88,276	151,912	303,824	280,621
	61,384	13,338	14,778	27,880	117,380	240,244	185,036
	22,008	-	10,434	45,005	77,447	154,894	144,147
	52,130	11,849	11,990	19,861	95,830	167,835	132,762
	86,949	-	-	-	86,949	206,421	105,016
	52,706	-	-	-	52,706	101,491	46,271
	-	-	-	7,250	7,250	13,604	5,050
	101,372	-	-	-	101,372	220,377	172,951
	98,875	-	-	-	98,875	187,618	136,352
	13,823	2,484	3,886	10,080	30,273	56,166	57,772
	29,727	295	13,778	58,629	102,429	204,321	271,172
	-	-	-	14,698	14,698	30,127	25,795
	2,951,545	590,833	630,829	1,372,734	5,545,941	12,380,601	10,926,346
	197,717	44,939	45,474	75,328	363,458	787,725	688,835
	\$ 3,149,262	\$ 635,772	\$ 676,303	\$ 1,448,062	\$ 5,909,399	\$ 13,168,326	\$ 11,615,181

ELMWOOD VILLAGE CHARTER SCHOOLS

Additional Information
Schedule of Expenditures of Federal Awards

For the year ended June 30, 2022

Federal Grantor/Pass-Through Grantor/Program Title	Assistance Listing Number	Grantor Number	Expenditures
<u>U.S. Department of Education</u>			
Passed through New York State Education Department:			
Title I Grants to Local Educational Agencies	84.010	0021-22-4340/0021-22-5325	\$ 281,542
English Language Acquisition State Grants	84.365	0293-22-4340	22,641
Supporting Effective Instruction State Grants	84.367	0147-22-4340/0147-22-5325	40,529
Student Support and Academic Enrichment Program	84.424	0204-22-4340/0204-22-5325	19,991
Education Stabilization Fund:			
Elementary and Secondary School Emergency Relief Fund	84.425D	5890-21-4340/5890-21-5325	5,377 ¹
Elementary and Secondary School Emergency Relief Fund	84.425D	5891-21-4340/5890-21-5325	702,323 ¹
American Rescue Plan Elementary and Secondary School Emergency Relief Fund	84.425U	5880-21-4340/5880-21-5325	<u>662,758</u> ¹
Total U.S. Department of Education			<u>1,735,161</u>
<u>Federal Communications Commission</u>			
Emergency Connectivity Fund Program	32.009	n/a	<u>169,190</u>
Total Expenditures of Federal Awards			<u>\$ 1,904,351</u>

¹ Total Education Stabilization Fund - \$1,370,458

Notes to Schedule of Expenditures of Federal Awards

1. Summary of Significant Accounting Policies:

Basis of Presentation

The accompanying schedule of expenditures of federal awards presents the activity of all federal award programs administered by Elmwood Village Charter Schools (the Organization), an entity as defined in Note 1 to the Organization's financial statements. Federal awards received directly from federal agencies, as well as federal awards passed through from other governmental agencies, are included on the schedule of expenditures of federal awards.

Basis of Accounting

The amounts reported as federal expenditures generally were obtained from the appropriate federal financial reports for the applicable programs and periods. The amounts reported in these federal financial reports are prepared from records maintained for each program, which are periodically reconciled with the Organization's financial reporting system. The federal expenditures are recorded on the accrual basis.

Indirect Costs

The Organization typically does not allocate indirect costs to federal programs and as such, the 10% de minimis indirect cost rate permitted by the Uniform Guidance is not applicable.

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

The Board of Trustees
Elmwood Village Charter Schools

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Elmwood Village Charter Schools (the Organization), which comprise the balance sheet as of June 30, 2022, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 27, 2022.

Report on Internal Control over Financial Reporting

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

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

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

Report on Compliance and Other Matters

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

Purpose of this Report

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

A handwritten signature in blue ink that reads "Lynda E. McCormick, LLP". The signature is written in a cursive style.

October 27, 2022

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

The Board of Trustees
Elmwood Village Charter Schools

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Elmwood Village Charter Schools' (the Organization) compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the Organization's major federal programs for the year ended June 30, 2022. The Organization's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

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

Basis for Opinion on Each Major Federal Program

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

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

Responsibilities of Management for Compliance

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

Auditors' Responsibilities for the Audit of Compliance

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

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

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

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

Report on Internal Control Over Compliance

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

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

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

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

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

October 27, 2022

Schedule of Findings and Questioned Costs

For the year ended June 30, 2022

Section I. Summary of Auditors' Results

Financial Statements

Type of auditors' report issued: *Unmodified*

Internal control over financial reporting:

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

Noncompliance material to financial statements noted? No

Federal Awards

Internal control over major programs:

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

Type of auditors' report issued on compliance for major programs: *Unmodified*

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? No

Identification of major programs:

Name of Federal Program or Cluster	Assistance Listing Number	Amount
Education Stabilization Fund	84.425	<u>\$ 1,370,458</u>

Dollar threshold used to distinguish between type A and type B programs: \$750,000

Auditee qualified as low-risk auditee? No

Section II. Financial Statement Findings

No findings were reported.

Section III. Federal Award Findings and Questioned Costs

No findings were reported.

**Elmwood Village Charter School
Board of Trustees Meeting
Wednesday, July 21, 2021
Meeting Site: EVCS Days Park**

Trustees Present: Jennifer Bernacki-Smith; Lacoie Brumfield; Ed Castine; Kathy Franklin-Adams; Joshua Pennell; Pamela Pollock; Matt Ryan (remote), Liz Santacrose; Anna Sotelo Peryea

Trustees Excused: Mimi Barnes-Coppola

Trustees Absent: None

Others Present: Danielle Bruno, Director EVCS Days Park; Liz Evans, EVCS Director of Operations; Liz Fisher, Director, EVCS Hertel; Anne Wechsler, EVCS Director of Curriculum and Instruction; Lisa Kirisits, CPA, Kirisits & Associates, EVCS Accountants

CALL TO ORDER

Liz Santacrose called the meeting to order at 6:05 PM. She presented the agenda. There were no changes.

MINUTES

The minutes of the Elmwood Village Charter Schools Board of Trustees Meeting held on June 16, 2021, were presented.

Ed moved and Kathy seconded that the minutes be accepted as presented. Approved unanimously.

TREASURER'S REPORT

Lisa presented the Treasurer's Report. For the year ended June 30, 2021, EVCS showed an increase in net assets of \$2,592,200 vs. a budgeted decrease in net assets of approximately (\$39,100). The result was a favorable variance of approximately \$2,631,200. The Paycheck Protection Program (PPP) loan was forgiven in May, 2021 in the amount of \$1,451,500 and is shown as "Gain on extinguishment of debt".

Budget lines showing significant favorable and unfavorable variances were explained and discussed. Most have been reported in previous minutes and have been attributed to factors resulting from a year of remote instruction. Lisa reminded the Board that this is the end of the fiscal year and that final figures were subject to change due to the late arrival of some bills.

Jen moved and Kathy seconded that the minutes be accepted as presented. Approved unanimously.

DIRECTORS' REPORT

The Directors' Report was prepared jointly by Danielle Bruno, Liz Evans, Liz Fisher and Anne Wechsler.

Liz Fisher began the report by introducing the newly appointed Assistant Principal at the Hertel Campus. Catrice Huff, who began her employment with EVCS as of July 15, 2021, was welcomed remotely.

Reopening Update

Plans continue for a full reopening of school in the fall. Neither NYS Department of Health nor NYS Department of Education has issued new guidance to schools as yet. EVCS is planning for the current guidelines of 3 feet of social distancing.

Operations/Facilities

Transportation: Buffalo Public Schools is anticipating a shortage of up to 150 bus drivers. Parents have been notified of the changes to bussing times and have completed applications. Because of the shift in transportation times, morning care will be discontinued and supervision will shift to the afternoon.

Shared: Both buildings are preparing for fall with thorough cleaning and reorganization of furniture to ensure a safe 3-foot social distancing of students.

Admissions/Student Enrollment

EVCS is continuing to make offers to families. Both schools will be fully enrolled for fall 2021 with a healthy wait list at all grade levels.

Technology

No updates.

HR Updates

Personnel

HR Current Work

- **HR Policy Updates:** Over the past few months HR has developed numerous policies to be added to the employee handbook. The policies were created to cover areas currently lacking and to follow best practices. The policies were developed after reviewing materials from the Society of Human Resources (SHRM) and employee handbooks from other school districts. Kimberly Rosenfeld from Human Resources met with the Board remotely to explain and discuss recent modifications to the employees handbook which had been distributed to members earlier in the week. There was some discussion regarding clarification of certain items and modifications of some sections to improve use of non-binary language.
Lacole moved and Kathy seconded that the revised handbook be accepted with the suggested modifications. Approved unanimously.

- **Assistant Principal:** EVCS welcomes a new Assistant Principal, Catrice Huff. Ms Huff is joining EVCS with many years of experience as an educator and educational administrator. Most recently, Ms. Huff was an instructional Coach for Buffalo Public Schools. Her diverse experience in education includes managing, coordinating, founding and directing child care centers in our region. Assistant Principal Huff will work closely with Principal Liz Fisher to Lead EVCS Hertel. Ms. Huff's start date was July 15th. She is currently participating in a 4-day Responsive Classroom training.

Currently Hiring: General Education and Special Education Teachers, Custodians, Social Worker (shared between campuses).

Hertel Renewal

EVCS Hertel's charter is up for renewal. The application is due to SUNY Charter School Institute by August 16, 2021. SUNI CSI will be reaching out to the School Leadership Team to schedule a visit to the school in order to conduct observations and focus groups of parents, students, teachers and trustees sometime during the 2021-2022 school year.

Academics

Planning for Next Year: The PD and faculty meeting schedule has been finalized for 2021-2022 to include a focus on goals and asset-based mindset.

Summer Tutoring: Tutoring will be concluding on August 6th.

Professional Development/Strategic Planning

Strategic Planning: The two-day Board Strategic Planning Retreat concludes tomorrow, July 22, from 5-7 pm.

Other Business

None.

ELECTION OF OFFICERS

The Nominating Committee proposed the following slate of Board Officers for 2021-2022:

CHAIR	Jennifer Bernacki-Smith
VICE CHAIR	Matthew Ryan
TREASURER	Ed Castine
SECRETARY	Pamela Pollock

-Ed moved and Kathy seconded that Jennifer Bernacki-Smith be elected to the position of EVCS Board President for 21-22. Approved unanimously.

-Pam moved and Ed seconded that Matthew Ryan be elected to the position of EVCS Board Vice President for 21-22. Approved unanimously.

-Jennifer moved and Lacle seconded that Ed Castine be elected to the position of EVCS Board Treasurer for 21-22. Approved unanimously.

-Lacle moved and Kathy seconded that Pamela Pollock be elected to the position of EVCS Board Secretary for 21-22. Approved unanimously.

SUBCOMMITTEE REPORTS

Space Planning Committee	No report
Nominating Committee	Matt Moscati and Evelyn Kerney have completed their terms as EVCS Board Members. Jamie Smith's children have graduated from EVCS. Hence, she is no longer eligible to serve as Days Park Parent Representative. Liz thanked these individuals for their dedicated service. There is an ongoing search for qualified members to fill these positions.
Academic Excellence Committee	No report
Fundraising Committee	No Report

COMMUNITY ASSOCIATION

The Days Park Community Association recently elected a new slate of officers. The first meeting of the group will be held during the week of July 26, 2021. The Hertel Community Association is on vacation until September.

ANNOUNCEMENTS/NEW BUSINESS

Liz Santacrose announced that she will be resigning from the EVCS BOT, effective August 15, 2021, in order to accept a teaching position at EVCS Days Park. The Board expressed sadness at her departure from the Board, but excitement to add a wonderful new teacher to the EVCS faculty.

The final item of business was to establish the Board meeting schedule for 2021-2022. In keeping with the general practice of meeting on the third Wednesday of the month, meeting dates will be:

August 18, 2021; Sept. 15, 2021; Oct. 20, 2021; Nov. 17, 2021; Dec. 15, 2021; Jan. 19, 2022; Feb. 16, 2022; Mar. 16, 2022; April 20, 2022; May 18, 2022; June 15, 2022; and July 20, 2022. All meetings begin at 6:00 PM.

As there was no further business, **Jen moved and Kathy seconded that the meeting be adjourned. Approved unanimously.** The meeting was adjourned at 7:51 PM.

Respectfully submitted,

Pamela Pollock

**Elmwood Village Charter School
Board of Trustees Meeting
Wednesday, August 18, 2021
Meeting Site: EVCS Days Park Campus**

Trustees Present: Mimi Barnes-Coppola; Matthew Ryan, Jennifer Bernacki-Smith; Lacole Brumfield; Joshua Pennell; Anna Sotelo Peryea

Trustees Excused: Ed Castine; Kathy Franklin-Adams; Pamela Pollock

Others Present: Danielle Bruno, Director EVCS Days Park; Liz Evans, EVCS Director of Operations; Liz Fisher, Director, EVCS Hertel; Lisa Kirisits, EVCS Accountant

CALL TO ORDER

Jennifer Bernacki-Smith called the meeting to order at 6:07 PM. She presented the agenda. There were no changes.

MINUTES

The minutes of the Elmwood Village Charter Schools Board of Trustees Meeting held on July 21, 2021, were presented.

Lacole moved and Josh seconded that the minutes be accepted as presented. Approved unanimously.

TREASURER'S REPORT

Lisa Kirisits, EVCS Accountant, presented 7/31/2021 Financial Statements and shared the attached 'discussion & analysis' bullet points.

Mimi moved and Lacole seconded that the Treasurer's Report be accepted. Approved unanimously.

Lisa presented the report of bank balances and shared that the finance committee has not been rolling CDs, but rather letting cash build up in money market funds. Matt Ryan shared that the committee would be looking to direct more CD investment when rates are more attractive.

Discussion was had about how often and when the board would like Lisa to present in person. In general the board supports every other monthly meeting. That said, Lisa was asked to look at the forward 12 month calendar of meetings and suggest to the finance committee which she should attend, for them to approve.

DIRECTORS' REPORT

The Directors' Report (attached) was prepared jointly by Danielle Bruno, Liz Evans, Liz Fisher and Anne Wechsler... presented by Danielle, Liz and Liz.

Discussion was had around Covid aspects such as CDC direction on masks, protocols on providing remote teacher guidance, etc.

Liz Evans shared that enrollment and wait list volume was within typical range, full and wait list at earlier grade with some open slots in the 5th and later grades.

Discussion was had about technology tools such as Chrome books not being returned and the expense of replacement. The board talked over possible solutions such as deposits for the devices, replacement charges, etc. but ultimately agreed we would not pursue these measures at this time.

Board was made aware that the SUNY approver requests all Trustees to attend an interview October 13 5:30pm at the Hertel campus

Other Business

Jen reported that we would have committee sign ups at the September board meeting

SUBCOMMITTEE REPORTS

Space Planning : The Space Planning Committee has not met this period.
 The plan is to meet soon.

Nominating: Matt reported that the Nominating Committee has been interviewing candidates for the Days Park Parent Rep position on the board, which was vacated BY Jamie Smith as her term ended. A nominee will be brought to the board at the next meeting.

Jen reported that since the bylaws were updated to allow for 15 Trustees, there is now some question around how many trustees are needed for a quorum, and how at the current size of 9 trustees, obtaining a quorum is difficult. She will review the language and come to the Board at the September meeting with any suggested adjustments.

The committee is reviewing candidates with the intent of filling at least one additional, 'at large' trustee position. This addition, plus the Day Park Parent Rep would bring the board to 11.

Academic Excellence: Mimi reported that she is looking for data from school staff and intends to get the committee to a meeting before the September board meeting.

Fundraising: The Fundraising Committee has not met. Matt is looking for another board member to take the lead of this committee at the next committee sign up.

COMMUNITY ASSOCIATION

There was no update from the Days Park CA.
There was no update from Hertel CA.

ANNOUNCEMENTS/NEW BUSINESS

There was no additional business nor further announcements.

Josh moved and Lacle seconded that the meeting be adjourned. Approved unanimously. The meeting was adjourned at 7:30 PM.

Respectfully submitted,

Matthew Ryan

Future Meetings:

September 15, 2021 (Hertel); October 20, 2021 (Days Park); November 17, 2021 (Hertel); December 15, 2021 (Days Park); January 19, 2022 (Hertel); February 16, 2022 (Days Park); March 16, 2022 (Hertel); April 20, 2022 (Days Park); May 18, 2022 (Hertel); June 15, 2022 (Days Park); July 20, 2022 (Hertel)

All meetings begin at 6:00 PM

ELMWOOD VILLAGE CHARTER SCHOOLS
FINANCIAL STATEMENTS
FOR THE MONTH ENDED JULY 31, 2021

DRAFT

The Board of Trustees
Elmwood Village Charter Schools
Buffalo, New York

Management is responsible for the accompanying financial statements of Elmwood Village Charter Schools (a nonprofit organization), which comprise the balance sheet as of July 31, 2021, and the related statement of activities for the month ended July 31, 2021, in accordance with accounting principles generally accepted in the United States of America, presented with comparative budget information. We have performed a compilation engagement of the historical financial information in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the historical financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these historical financial statements.

Management has elected to omit substantially all of the disclosures and the statement of cash flows required by accounting principles generally accepted in the United States of America for historical financial statements and the summaries of significant assumptions and accounting policies required under established guidelines for presentation of prospective financial statements. If the omitted disclosures and statement of cash flows were included in the financial statements, and the omitted summa were included in the budgeted information, they might influence the user's conclusions about the School's financial position, results of operations, and budgeted revenues and expenses. Accordingly, the accompanying presentation is not designed for those who are not informed about such matters.

The supplementary budget information and supplemental schedules are presented for purposes of additional analysis and is not a required of the basic financial statements. This information is the representation of management. The supplementary information and schedules were subject to our compilation engagement; however, we have not audited or reviewed the supplementary budget information or schedules and, accordingly, do not express an opinion, a conclusion, or provide any form of assurance on such information.

We are not independent with respect to Elmwood Village Charter Schools because we perform certain accounting services, including preparation of general journal entries and exercise judgment related to estimates that impair our independence.

Buffalo, New York
August 14, 2021

Elmwood Village Charter Schools
Balance Sheet
July 31, 2021
(See accountants' report)

ASSETS

Cash	\$ 4,950,846.89
Prepaid expenses	184,835.44
Grants and other receivables	1,024,611.54
Property and equipment, net of accumulated depreciation	12,233,858.68
Deposits	<u>2,225.00</u>
Total Assets	<u>\$ 18,396,377.55</u>

LIABILITIES AND NET ASSETS

Liabilities:	
Accounts payable	\$ 152,263.19
Accrued expenses	892,861.92
Lease payable	56,254.66
Mortgages and notes payable, less unamortized debt issuance costs	6,058,078.60
Paycheck Protection Program	0.00
Deferred revenue	<u>2,018.50</u>
Total Liabilities	<u>7,161,476.87</u>
Net Assets:	
Net assets without donor restrictions	11,197,900.68
Net assets with donor restrictions	<u>37,000.00</u>
Total Net Assets	<u>11,234,900.68</u>
Total Liabilities and Net Assets	<u>\$ 18,396,377.55</u>

Elmwood Village Charter Schools
Statement of Activities
For the month ended July 31, 2021 (Historical and Budgeted)
(See accountants' compilation report)

	YTD Actual	YTD Budget	Favorable (Unfavorable) Variance	Annual Budget
Change in net assets without donor restrictions:				
Revenue and support:				
State Aid	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,461,400.00
Special education	0.00	0.00	0.00	1,310,000.00
Federal grants	69,302.96	85,000.00	(15,697.04)	1,343,930.00
Private grants and contributions	1,010.00	0.00	1,010.00	167,400.00
Rental income	19,661.58	19,700.00	(38.42)	235,900.00
Investment Income	(945.19)	600.00	(1,545.19)	6,000.00
Student activities	0.00	0.00	0.00	12,000.00
Fundraising income	0.00	400.00	(400.00)	50,000.00
Unrealized gain/ loss	0.00	0.00	0.00	0.00
Other Income	153.78	0.00	153.78	0.00
Gain on extinguishment of debt	0.00	0.00	0.00	0.00
Total revenue and support	<u>89,183.13</u>	<u>105,700.00</u>	<u>(16,516.87)</u>	<u>13,586,630.00</u>
Expenses				
Instructional:				
Instructional salaries	11,093.77	12,675.00	1,581.23	5,012,128.00
Summer school salaries	0.00	0.00	0.00	40,700.00
Instructional consultants	0.00	0.00	0.00	37,400.00
Afterschool	0.00	0.00	0.00	8,000.00
Textbooks & library books	53,185.04	38,000.00	(15,185.04)	60,700.00
Classroom supplies	125.21	700.00	574.79	77,200.00
Student activities	0.00	0.00	0.00	70,000.00
Special education	8,076.96	7,475.00	(601.96)	1,263,590.00
Student services	0.00	0.00	0.00	11,400.00
Transportation	55.50	0.00	(55.50)	10,000.00
Instructional resources	0.00	700.00	700.00	80,000.00
Total instructional	<u>72,536.83</u>	<u>59,550.00</u>	<u>(12,986.83)</u>	<u>6,671,118.00</u>
Administrative:				
Administrative salaries	34,801.30	7,586.00	2,805.87	537,157.00
Central Office salaries	41,061.70	44,026.00	2,964.23	547,271.00
Talent development	219.70	500.00	280.93	101,160.00
Consultants	15.00	600.00	475.00	7,500.00
Dues and memberships	549.00	3,300.00	(2,349.00)	16,400.00
Student recruitment	0.00	0.00	0.00	5,000.00
Parent engagement	0.00	200.00	200.00	2,000.00
Total administrative	<u>81,834.97</u>	<u>86,212.00</u>	<u>4,377.03</u>	<u>1,216,488.00</u>
Maintenance:				
Maintenance salaries	21,593.13	30,200.00	8,606.87	362,400.00
Contracted services	2,644.35	8,000.00	5,355.65	105,120.00
Custodial supplies	1,196.00	5,200.00	4,004.00	47,000.00
Repairs & maintenance	9,175.23	2,000.00	(7,175.23)	140,000.00
Total maintenance	<u>34,608.71</u>	<u>45,400.00</u>	<u>10,791.29</u>	<u>654,520.00</u>
General:				
Payroll taxes	39,341.39	66,500.00	27,158.61	798,300.00
Employee benefits	108,908.77	110,600.00	1,691.23	1,327,100.00
Pension expense	42,100.00	53,100.00	11,000.00	637,600.00
Occupancy	23,639.23	25,200.00	1,560.77	302,400.00
Utilities	9,999.71	300.00	(9,699.71)	145,600.00
Insurance	5,444.98	14,300.00	8,855.02	171,400.00
Office supplies	2,742.04	5,400.00	2,657.96	65,000.00
Telephone	1,863.05	2,400.00	536.95	29,000.00
Technology	29,360.97	12,300.00	(17,060.97)	158,000.00
Postage	520.99	600.00	79.01	6,000.00
Copier & printing	0.00	1,400.00	1,400.00	17,100.00
Professional fees	17,101.60	20,000.00	2,898.40	240,000.00
Depreciation & amortization	61,597.20	67,100.00	5,502.80	805,000.00
Miscellaneous	166.01	1,800.00	1,633.99	20,600.00
Fundraising expense	0.00	0.00	0.00	30,000.00
Interest expense	16,983.73	16,600.00	(383.73)	198,110.00
Total general	<u>359,769.67</u>	<u>397,600.00</u>	<u>37,830.33</u>	<u>4,951,210.00</u>
Total expenses	<u>548,750.18</u>	<u>588,762.00</u>	<u>40,011.82</u>	<u>13,493,336.00</u>
Change in net assets \$	<u>(459,567.05)</u>	<u>(483,062.00)</u>	<u>23,494.95</u>	<u>93,294.00</u>
Net assets - beginning	11,694,467.73			
Net assets - ending \$	<u>11,234,900.68</u>			

Elmwood Village Charter Schools
Statement of Activities - Days Park
For the month ended July 31, 2021 (Historical and Budgeted)
(See accountants' compilation report)

	Grants	School Operations	YTD Actual	YTD Budget	Favorable (Unfavorable) Variance	Annual Budget
Change in net assets without donor restrictions:						
Revenue and support:						
State Aid	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,842,500.00
Special education	0.00	0.00	0.00	0.00	0.00	886,300.00
Federal grants	31,690.47	4,089.75	35,780.22	40,300.00	(4,519.78)	658,794.00
Private grants and contributions	0.00	10.00	10.00	0.00	10.00	83,700.00
Rental income	0.00	9,830.79	9,830.79	9,850.00	(19.21)	118,000.00
Investment Income	0.00	(472.60)	(472.60)	300.00	(772.60)	3,000.00
Student activities	0.00	0.00	0.00	0.00	0.00	6,700.00
Fundraising income	0.00	0.00	0.00	0.00	0.00	25,000.00
Unrealized gain/ loss	0.00	0.00	0.00	0.00	0.00	0.00
Other Income	153.78	0.00	153.78	0.00	153.78	0.00
Gain on extinguishment of debt	0.00	0.00	0.00	0.00	0.00	0.00
Total revenue and support	<u>31,844.25</u>	<u>13,457.94</u>	<u>45,302.19</u>	<u>50,450.00</u>	<u>(5,147.81)</u>	<u>7,623,994.00</u>
Expenses						
Instructional:						
Instructional salaries	0.00	6,098.73	6,098.73	2,833.00	(3,265.73)	2,847,255.00
Summer school	0.00	0.00	0.00	0.00	0.00	28,350.00
Instructional consultants	0.00	0.00	0.00	0.00	0.00	18,700.00
Afterschool	0.00	0.00	0.00	0.00	0.00	2,600.00
Textbooks & library books	0.00	27,002.29	27,002.2	20,000.00	(7,002.29)	33,600.00
Classroom supplies	0.00	0.00	0.00	500.00	500.00	47,600.00
Student activities	0.00	0.00	0.00	0.00	0.00	45,000.00
Special education	0.00	7,529.36	7,529.3	6,808.00	(721.36)	743,464.00
Student services	0.00	0.00	0.00	0.00	0.00	5,700.00
Transportation	0.00	27.93	27.93	0.00	(27.93)	5,000.00
Instructional resources	0.00	0.00	0.00	350.00	350.00	40,000.00
Total instructional	<u>0.00</u>	<u>40,658</u>	<u>40,658.31</u>	<u>30,491.00</u>	<u>(10,167.31)</u>	<u>3,817,269.00</u>
Administrative:						
Administrative salaries	0.00	16,430.96	16,430.96	16,216.00	(214.96)	273,326.00
Central Office salaries	0.00	21,625.61	21,625.61	22,483.50	857.89	280,122.00
Talent development	0.00	109.54	109.54	250.00	140.46	50,580.00
Consultants	0.00	62.50	62.50	300.00	237.50	3,800.00
Dues and memberships	0.00	2,824.50	2,824.50	1,650.00	(1,174.50)	8,200.00
Student recruitment	0.00	0.00	0.00	0.00	0.00	2,500.00
Parent engagement	0.00	0.00	0.00	100.00	100.00	1,000.00
Total administrative	<u>0.00</u>	<u>41,053.11</u>	<u>41,053.11</u>	<u>40,999.50</u>	<u>(53.61)</u>	<u>619,528.00</u>
Maintenance:						
Maintenance salaries	0.00	7,585.96	7,585.96	12,737.50	5,151.54	152,850.00
Contracted services	0.00	697.79	697.79	2,700.00	2,002.21	47,000.00
Custodial supplies	0.00	1,196.00	1,196.00	4,000.00	2,804.00	25,000.00
Repairs & maintenance	0.00	1,315.32	1,315.32	1,400.00	84.68	80,000.00
Total maintenance	<u>0.00</u>	<u>10,795.07</u>	<u>10,795.07</u>	<u>20,837.50</u>	<u>10,042.43</u>	<u>304,850.00</u>
General:						
Payroll taxes	0.00	22,927.36	22,927.36	37,150.00	14,222.64	445,900.00
Employee benefits	1,077.47	65,856.52	67,663.99	67,050.00	(613.99)	804,300.00
Pension expense	0.00	25,300.00	25,300.00	30,250.00	4,950.00	363,500.00
Occupancy	0.00	11,819.62	11,819.62	12,600.00	780.38	151,200.00
Utilities	0.00	2,572.03	2,572.03	100.00	(2,472.03)	67,200.00
Insurance	0.00	2,722.49	2,722.49	7,300.00	4,577.51	87,800.00
Office supplies	0.00	342.58	342.58	3,000.00	2,657.42	36,000.00
Telephone	0.00	1,274.23	1,274.23	1,500.00	225.77	18,000.00
Technology	2,600.00	12,309.09	14,909.09	6,450.00	(8,459.09)	84,000.00
Postage	0.00	260.50	260.50	300.00	39.50	3,000.00
Copier & printing	0.00	0.00	0.00	1,000.00	1,000.00	12,000.00
Professional fees	0.00	8,550.80	8,550.80	10,000.00	1,449.20	120,000.00
Depreciation & amortization	0.00	32,548.60	32,548.60	37,500.00	4,951.40	450,000.00
Miscellaneous	0.00	83.01	83.01	1,100.00	1,016.99	12,600.00
Fundraising expense	0.00	0.00	0.00	0.00	0.00	15,000.00
Interest expense	0.00	8,484.07	8,484.07	8,300.00	(184.07)	99,210.00
Loss due to flood	0.00	0.00	0.00	0.00	0.00	0.00
Total general	<u>4,407.47</u>	<u>195,050.90</u>	<u>199,458.37</u>	<u>223,600.00</u>	<u>24,141.63</u>	<u>2,769,710.00</u>
Total expenses	<u>4,407.47</u>	<u>287,557.39</u>	<u>291,964.86</u>	<u>315,928.00</u>	<u>23,963.14</u>	<u>7,511,357.00</u>
Change in net assets \$	<u>\$ 27,436.78</u>	<u>\$ (274,099.45)</u>	<u>\$ (246,662.67)</u>	<u>\$ (265,478.00)</u>	<u>\$ 18,815.33</u>	<u>\$ 112,637.00</u>

Elmwood Village Charter Schools
Statement of Activities - Hertel
For the month ended July 31, 2021 (Historical and Budgeted)
(See accountants' compilation report)

Change in net assets without donor restrictions:	Grants	School Operations	YTD Actual	YTD Budget	Favorable (Unfavorable) Variance	Annual Budget
Revenue and support:						
State Aid	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,618,900.00
Special education	0.00	0.00	0.00	0.00	0.00	423,700.00
Federal grants	29,432.99	4,089.75	33,522.74	44,700.00	(11,177.26)	685,136.00
Private grants and contributions	0.00	1,000.00	1,000.00	0.00	1,000.00	83,700.00
Rental income	0.00	9,830.79	9,830.79	9,850.00	(19.21)	117,900.00
Investment Income	0.00	(472.59)	(472.59)	300.00	(772.59)	3,000.00
Student activities	0.00	0.00	0.00	0.00	0.00	5,300.00
Fundraising income	0.00	0.00	0.00	400.00	(400.00)	25,000.00
Unrealized gain/ loss	0.00	0.00	0.00	0.00	0.00	0.00
Other Income	0.00	0.00	0.00	0.00	0.00	0.00
Gain on extinguishment of debt	0.00	0.00	0.00	0.00	0.00	0.00
Total revenue and support	<u>29,432.99</u>	<u>14,447.95</u>	<u>43,880.94</u>	<u>55,250.00</u>	<u>(11,369.06)</u>	<u>5,962,636.00</u>
Expenses						
Instructional:						
Instructional salaries	0.00	4,995.04	4,995.04	9,842.00	4,846.96	2,164,873.00
Summer school	0.00	0.00	0.00	0.00	0.00	12,350.00
Instructional consultants	0.00	0.00	0.00	0.00	0.00	18,700.00
Afterschool	0.00	0.00	0.00	0.00	0.00	5,400.00
Textbooks & library books	0.00	26,182.75	26,182.75	18,000.00	(8,182.75)	27,100.00
Classroom supplies	0.00	125.21	125.21	200.00	74.79	29,600.00
Student activities	0.00	0.00	0.00	0.00	0.00	25,000.00
Special education	0.00	547.60	547.60	667.00	119.40	520,126.00
Student services	0.00	0.00	0.00	0.00	0.00	5,700.00
Transportation	0.00	27.92	27.92	0.00	(27.92)	5,000.00
Instructional resources	0.00	0.00	0.00	3 0.00	350.00	40,000.00
Total instructional	<u>0.00</u>	<u>31,878.52</u>	<u>31,878.2</u>	<u>29,059.00</u>	<u>(2,819.52)</u>	<u>2,853,849.00</u>
Administrative:						
Administrative salaries	0.00	18,349.17	8 49.17	21,370.00	3,020.83	263,831.00
Central Office salaries	0.00	19,436.16	1 36.16	21,542.50	2,106.34	267,149.00
Talent development	0.00	0 3	1 53	250.00	140.47	50,580.00
Consultants	0.00	2.50	62 0	300.00	237.50	3,700.00
Dues and memberships	0.00	2,82 50	824.50	1,650.00	(1,174.50)	8,200.00
Student recruitment	0.00	0 0	0.00	0.00	0.00	2,500.00
Parent engagement	0.00	0.0	0.00	100.00	100.00	1,000.00
Total administrative	<u>0 0</u>	<u>40,781.8</u>	<u>40,781.86</u>	<u>45,212.50</u>	<u>4,430.64</u>	<u>596,960.00</u>
Maintenance:						
Maintenance salaries	0 00	007 17	14,007.17	17,462.50	3,455.33	209,550.00
Contracted services	0 0	1,946.56	1,946.56	5,300.00	3,353.44	58,120.00
Custodial supplies	0.00	0.00	0.00	1,200.00	1,200.00	22,000.00
Repairs & maintenance	0.00	7,859.91	7,859.91	600.00	(7,259.91)	60,000.00
Total maintenance	<u>00</u>	<u>23,813.64</u>	<u>23,813.64</u>	<u>24,562.50</u>	<u>748.86</u>	<u>349,670.00</u>
General:						
Payroll taxes	0.0	16,414.03	16,414.03	29,350.00	12,935.97	352,400.00
Employee benefits	0 0	41,244.78	41,244.78	43,550.00	2,305.22	522,800.00
Pension expense	0.00	16,800.00	16,800.00	22,850.00	6,050.00	274,100.00
Occupancy	0.00	11,819.61	11,819.61	12,600.00	780.39	151,200.00
Utilities	0.00	7,427.68	7,427.68	200.00	(7,227.68)	78,400.00
Insurance	0.00	2,722.49	2,722.49	7,000.00	4,277.51	83,600.00
Office supplies	0.00	2,399.46	2,399.46	2,400.00	0.54	29,000.00
Telephone	0.00	588.82	588.82	900.00	311.18	11,000.00
Technology	2,150.00	12,301.88	14,451.88	5,850.00	(8,601.88)	74,000.00
Postage	0.00	260.49	260.49	300.00	39.51	3,000.00
Copier & printing	0.00	0.00	0.00	400.00	400.00	5,100.00
Professional fees	0.00	8,550.80	8,550.80	10,000.00	1,449.20	120,000.00
Depreciation & amortization	0.00	29,048.60	29,048.60	29,600.00	551.40	355,000.00
Miscellaneous	0.00	83.00	83.00	700.00	617.00	8,000.00
Fundraising expense	0.00	0.00	0.00	0.00	0.00	15,000.00
Interest expense	0.00	8,499.66	8,499.66	8,300.00	(199.66)	98,900.00
Loss due to flood	0.00	0.00	0.00	0.00	0.00	0.00
Total general	<u>2,150.00</u>	<u>158,161.30</u>	<u>160,311.30</u>	<u>174,000.00</u>	<u>13,688.70</u>	<u>2,181,500.00</u>
Total expenses	<u>2,150.00</u>	<u>254,635.32</u>	<u>256,785.32</u>	<u>272,834.00</u>	<u>16,048.68</u>	<u>5,981,979.00</u>
Change in net assets \$	<u>27,282.99</u>	<u>\$ (240,187.37)</u>	<u>\$ (212,904.38)</u>	<u>\$ (217,584.00)</u>	<u>\$ 4,679.62</u>	<u>\$ (19,343.00)</u>

Elmwood Village Charter Schools
Financial statement discussion & analysis
For the month ended July 31, 2021

A review of the Statement of Activities:

Below is a summary of key statistics for July 2021:

	Budget	Actual
Staff FTEs	153	141
Current ratio		4.72:1

CHANGE IN NET ASSETS:

Bottom line:

For the month ended July 31, 2021, EVCS shows a decrease in net assets of \$(459,600) vs. a budgeted decrease in net assets of approximately (\$483,100). The result is a favorable variance of approximately \$23,500.

REVENUE

State aid - Enrollment is budgeted at 756 (455 – Days Park, 331 – Hertel). State aid revenue is recognized over the period of September through June. No revenue is recorded for July.

Special education - Special education revenue is budgeted at \$1,310,000 (\$658,800 at Days Park and \$423,700 at Hertel). Student FTE's are budgeted at 13 weighted @ .9 and 57 weighted at @ 1.65. Special education revenue is recognized over the period of September through June. No revenue is recorded for July.

Special education recoupment - The SPED "clawback" issue came to light in May 2019 as a result of an audit the Buffalo Public Schools underwent from the State Comptroller's Office. BPS has already recouped all of the \$501,328 in aid already paid that it claims to be excess. An intercept has been filed with NYSED for the deductions in 2019-20 to receive these funds directly from the state and is currently under consideration by them. In February 2021, NYSED recommended that the intercepts for the 5 of 6 and 6 of 6 for the 2019-2020 school year be approved for one school. This approval (for one school) was forwarded to the State Comptroller's Office and was deducted from the district's next payment. The assumption is the approval will be replicated for all charter schools affected including Elmwood Village. NYSED originally requested that 2020-21 related intercepts be held while 2019-20 was considered but has now released all remaining intercepts to be submitted for consideration.

Elmwood Village Charter Schools
Financial statement discussion & analysis
For the month ended July 31, 2021

Federal and State grants - Below is a table of federal and state grants budgeted versus actual funding through July 31, 2021:

Days Park	YTD Actual	YTD Budget	(Under) over budget	Full Yr Budget
20-21 Title I	-	-	-	147,100
20-21 Title II	-	-	-	16,400
20-21 Title III (Consortium)	4,090	-	4,090	-
20-21 Title IV	-	-	-	12,100
ESSER - CARES	1,807	-	1,807	-
ESSER 2 - CRRSA	-	40,300	(40,300)	483,194
ESSER 3 - ARP	29,883	-	29,883	-
Total	35,780	40,300	(4,520)	658,794

Hertel	YTD Actual	YTD Budget	(Under) over budget	Full Yr Budget
20-21 Title I	-	-	-	125,800
20-21 Title II	-	-	-	12,500
20-21 Title III (Consortium)	4,090	-	4,090	-
20-21 Title IV	-	-	-	11,000
ESSER - CARES	-	-	-	-
ESSER 2 - CRRSA	2,150	44,700	(42,550)	535,836
ESSER 3 - ARP	27,283	-	27,283	-
Total	33,523	44,700	(11,177)	685,136
Grand Total	69,303	85,000	(15,697)	1,343,930

EXPENSES

The most significant **favorable and unfavorable** variances are:

Textbooks & library books - Textbooks & library books total \$53,200 for the month of July 2021 as compared to \$38,000 budgeted resulting in an unfavorable variance of \$(15,200). This is likely a timing difference as most of the spending in this area occurs at the start of school.

Payroll Taxes – Payroll taxes amounted to approximately \$39,300 for the month of July 2021 as compared to \$66,500 budgeted, resulting in a favorable variance of \$27,200. Payroll taxes are budgeted evenly throughout the year while payroll expense is usually at its lightest in July. This is a timing issue that will level out over the school year.

Elmwood Village Charter Schools
Financial statement discussion & analysis
For the month ended July 31, 2021

Pension Expense – Pension expense amounted to approximately \$42,100 for July 2021 as compared to \$53,100 budgeted resulting in a favorable variance of \$11,000. Like payroll taxes, this is likely a timing issue that should level over the course of the school year.

Technology Expense – Technology expense totals \$29,400 for the month of July 2021 as compared to \$12,300 budgeted resulting in an unfavorable variance of \$(17,100). This is likely a timing difference as most of the spending in this area occurs at the start of school.

A review of the Balance Sheet:

Grants and other receivables – The expenditures must be made prior to the cash being received. The lead time for grant requisitions are approximately 6 - 8 weeks. There were grant receivables on July 31, 2021 of approximately \$577,000. Other receivables include \$501,328 BPS “claw back” matter offset by (\$124,200) due to Buffalo Public Schools for the 2019-20 and 2020-21 school years and other district receivables from 2020-21 of \$70,500.

Property and equipment - Total property & equipment includes approximately \$16,294,800 in cost on July 31, 2021 less accumulated depreciation of approximately \$4,060,900 for a net total of \$12,233,900 in property & equipment.

Accrued expenses - Accrued expenses totaling approximately \$892,900 represents accrued payroll of \$189,600, accrued pension of \$680,700, and \$22,000 in other accruals on July 31, 2021.

Deferred revenue – Deferred revenue represents state aid billings received in advance of being earned. The most recent state aid checks from Buffalo amounted to approximately \$1,043,506 (Days Park) and \$790,285 (Hertel) and were due on July 1 but were not received from BPS until August 11, 2021 (1 of 6 billing for 2021-22) based on 756 (425 – Days Park and 331 Hertel) Buffalo students. The next checks are due from BPS on September 1.

The current ratio is the ratio of the School’s current assets (e.g. current assets consisting of cash, receivables and prepaid expenses = approx. \$6,160,300) to current liabilities (e.g. consisting of accounts payable, deferred revenue, accrued expenses, current portion of long term debt = approx. \$1,322,300) and measures the School’s ability to meet current obligations as they become due. The School’s current ratio at July 31, 2021 was 4.66 to 1 (4.66:1). A current ratio in excess of 2:1 is considered favorable.

Continued strategy:

- Pay all priority vendors timely (payroll, payroll taxes, health insurance).
- Continue to follow up on federal grant reimbursement requests.
- Monitor cash flows and cash management.



Directors' Report

August 18, 2021

Reopening Update

The New York State Department of Education issued guidance to schools in the absence of any official guidance from the NYSDOH or the Executive Office. NYSED guidance and recommendations mirror the CDC's, and EVCS will follow those recommendations for our reopening.

Health and Safety:

- **Universal masking** - all students and staff will be masked at all times while indoors (with the exception of meals and snacks), regardless of vaccination status. This is recommended by the CDC due to the circulating Delta variant. Our students were very comfortable with this measure last year, and it was implemented without incident.
- **Physical distancing** - we will continue to follow the guidance to maintain 3 feet of distancing between students indoors. Students will maintain 6 feet of physical distancing during aerobic or wind-producing classes (physical education, dance, and music). Our Operations and Facilities Teams have been hard at work since spring, preparing our schools to accommodate all students and staff safely.
- **Cohorting** - students will remain in homeroom groups for all indoor classes, specials, and lunch.
- **Ventilation** - our ventilation systems were updated last year for the highest level of filtration. We will continue to be vigilant about ensuring high levels of ventilation.
- **Handwashing and respiratory etiquette** - these practices will continue to remain in place.
- **Cleaning and disinfection** - all areas of our schools will be cleaned and disinfected daily.
- **Limited Visitors** - Our visitor policy will remain mostly in place, given the high number of unvaccinated students in our schools. We will invite families and visitors into our schools on a very limited basis for specific events or volunteer opportunities.
- **Sick student/staff protocols** - Students should not come to school if they have any signs of infectious illness. We will continue to follow protocols recommended by the CDC. Students or staff who present any symptoms of COVID-19 will be required to have a negative COVID test before returning to school. (if your child has allergies or other health concerns, make sure our school nurse has documentation from the doctor.)
- **Contact tracing** - According to CDC guidance, students are not automatically excluded from school as close or proximal contacts to a positive individual if correct and consistent masking has been followed. Therefore, quarantines for exposures that take place in school will be determined by the local Department of Health.

Academic and Social-Emotional Learning: We are fortifying the support we offer our students, with enhancements to the curriculum and instructional program, including:

- **Instructional Time** - We will return to a full 80 minutes of instruction in ELA and Math, as well as an additional small group reading block daily.



- **Really Great Reading** - This “Science of Reading” program will be implemented in Grades K-3 as a component of core instruction and in Grades 4-8 as an intervention. This program teaches essential foundational reading skills and allows teachers to pinpoint exactly which skills have been mastered and which have not, along with resources to address identified gaps in learning.
- **Social Studies, Science, and Health** - Additional blocks of time for social studies, science, and health have been scheduled to ensure students receive this important knowledge building instruction every week.
- **Fly Five Curriculum** - All students will receive explicit social-emotional instruction weekly with the Fly Five curriculum published by Responsive Classroom (the foundational approach that underscores everything we do at EVCS).
- **In-Person Specials** - All specials classes (art, dance, music, physical education, and Spanish) will be conducted in person.
- **Additional Supports for Students, Families and Staff** - Each school will have a Learning Specialist to provide direct support to students in ELA and Math. A Social Worker will work across both campuses to support students and families. Instructional Coaches and Special Education Mentors will support teachers to promote excellent instruction in every classroom.

Operations/Facilities

Hertel: Outside units were looked over by HVAC vendor and found to have heating elements that were in good shape. DWC is putting together a quote for running gas lines and utilizing these units to improve heating/cooling and ventilation throughout the building.

Days Park: No updates

Shared: Classroom setup began this week and teachers are ensuring classrooms are safe and engaging.

Admissions/Student Enrollment

EVCS is continuing to make offers to families and collect enrollment documents.

Technology

Chromebooks are being examined, reinitialized and readied for use in the buildings. Many Chromebooks were damaged or lost throughout the last year and more devices are being ordered to replace them, but there are delays with electronic devices, as happened last year. EVCS added 100 more hours of service for 2021-2022 from Station 28 to address additional need.

Grants

ESSER/ARP Application

The final American Rescue Plan application is due to NYSED by Tuesday 8/31/21. The draft budget was



presented to stakeholders at the end of June in a Zoom meeting and covers 3/2020 through 8/2023 with the possibility of an extension until 8/2024 if needed. **This plan needs to be approved by the Board before 8/31.**

Knox Foundation

EVCS was invited to submit an application for the Knox Foundation. The due date for the prior year report and the application for 2021-2022 is Friday 8/20/2021.

ECF Grant

This Emergency Connectivity Fund grant, which is administered through the FCC was submitted this month and will cover expenses of new student Chromebooks purchased after 7/1/2021 in the amount of approximately \$68,000.

HR Updates

Personnel

We will present a slate of new hires at the September meeting.

HR Current Work

Currently Hiring: General Education and Special Education Teachers, Teaching Assistant, ENL, Custodians, Social Worker (shared between campuses).

Hertel Renewal

EVCS Hertel's renewal application was submitted to SUNY Charter School Institute on August 16, 2021. A request for further documents, due 9/17/2021 was received Tuesday 8/17/21 and the leadership team will be meeting to organize document production.

Academics

Planning for Next Year: The PD and faculty meeting schedule has been finalized for 2021-22 to include a focus on schoolwide data, goals, and asset-based mindset.

Professional Development/Strategic Planning

Professional Development: Professional Development began on August 16 for all new staff. On August 18, the entire faculty kicked off this year's two week August PD sessions. Highlights for this year include:

- Responsive Classroom
- The First Six Weeks: Classroom Routines/Procedures, Academic Routines, Teacher Moves
- Science of Reading (Really Great Reading)
- Wonders and Teach Like a Champion Novel Studies
- Vertical Alignment



- Power Standards, Curriculum Mapping, Pacing Guides
- Culturally Relevant Education - guest presenter Dr. Jevon Hunter
- Co-Teaching
- Trauma-Informed Practices
- Courageous Conversations

Strategic Planning: The School Leadership Team met with Lindsay Haldeman to review the draft strategic plan, which will be formatted and shared with the Board at the September, 2021 meeting.

Other Business

None.

Respectfully submitted by Danielle Bruno, Liz Evans, Liz Fisher, and Anne Wechsler -- August 18, 2021

**Elmwood Village Charter Schools
Board of Trustees Special Meeting
Monday, August 30, 2021
Meeting Site: EVCS Days Park**

Trustees Present: Mimi Barnes-Coppola; Jennifer Bernacki-Smith; Lacoie Brumfield; Ed Castine; Kathy Franklin-Adams; Joshua Pennell; Pamela Pollock; Matt Ryan; Anna Sotelo Peryea

Trustees Excused: None

Trustees Absent: None

Others Present: Danielle Bruno, Director EVCS Days Park; Liz Evans, EVCS Director of Operations; Anne Wechsler, EVCS Director of Curriculum and Instruction

CALL TO ORDER

Jen Bernacki-Smith called the meeting to order at 6:04 PM. She explained that the meeting had been called in order to approve several time-sensitive measures with a quorum present. Jen presented the agenda. There were no changes.

STAFFING

Personnel

The following additions/replacements to EVCS staff were proposed:

Position	Name	Campus	Qualifications
General Education Teacher	Damien Boyd	Days Park	Master's Degree - Buffalo State College Childhood Education Bachelor's Degree - University of Buffalo English Certification: Childhood Education (Grades 1-6)
Special Education Teacher	Brittany Bradberry	Days Park	Master's Degree - Canisius College Special Education Bachelor's Degree - D'Youville College Business Management Certifications:

Instructional Assistant	Randy Chi	Days Park	Bachelor's Degree (in progress) Sociology and Criminal Justice EVCS Alumni
Special Education Teacher	Brenna Culbreth	Hertel	Bachelor's Degree - SUNY Fredonia Childhood Inclusive Education Certifications: Childhood Education (Grades 1-6) Students with Disabilities (Grades 1-6)
Instructional Assistant	Lauren Roth	Hertel	Bachelor's Degree - University at Buffalo Health and Human Services - Early Childhood Concentration Master's Degree - Canisius College Childhood Education (In Progress)
Special Education Teacher	Kelly Gandt	Days Park	Bachelor's Degree - Buffalo State College Childhood and Special Education Master's Degree (in progress) - Buffalo State College Early Childhood Education and Special Education Certificates: Childhood Education (Grades 1-6) Students with Disabilities (Grades 1-6)
ENL Teacher	Cassidy Gillespie	Hertel	Master's Degree - SUNY Buffalo Childhood Education Bachelor's Degree - Smith College Art

			Certification: Childhood Education (Grades 1-6) Early Childhood Education (B-2nd) TESOL
Elementary Spanish Teacher	Tanya Gonzalez	Days Park	Bachelor's Degree - Universidad Central de Bayamon Education Secondary

Instructional Assistant	Miranda Hayes	Hertel	<p>Bachelor's Degree - Houghton College Inclusive Childhood Education</p> <p>Certifications childhood Education 1-6 Students with Disabilities 1-6 (pending)</p>
Assistant Principal	Catrice Huff	Hertel	<p>Master's Degree: Buffalo State College Childhood Education</p> <p>Master's Degree: Canisius College Educational Leadership and Supervision</p> <p>Certifications: Childhood Education (Grades 1-6) Professional Certificate School Building Leader Emergency COVID-19 School District Leader Emergency COVID-19 Early Childhood Education (Birth-Grade 2) Professional Certificate</p>
Special Education Teacher	Melissa Galligan	Hertel	<p>Master's Degree - Niagara University Special Education - 1-6</p> <p>Bachelor's Degree Niagara University Early Childhood and Childhood Education</p> <p>Certifications: Students with Disabilities (B-2) Students with Disabilities (1-6) Early Childhood Education (B-2) Childhood Education (1-6)</p>
School Counselor	ErinMcFarland	Hertel	<p>Master's Degree - State University of New York at Buffalo School Counseling</p> <p>Bachelor's Degree - John Carroll University Psychology</p> <p>Certifications: New York School Counselor</p>

General Education Teacher	Elizabeth Santacrose	Days Park	<p>Master's Degree - Buffalo State College Childhood Education</p> <p>Juris Doctor - University of Buffalo Law School</p> <p>Bachelor's Degree - Syracuse University Political Science and Environmental Policy</p>
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			<p>Certification:</p> <p>Childhood Education (Grades 1-6)</p>
Speech Language Pathologist	Alexis Eimer	Days Park	<p>Bachelor's Degree - University at Buffalo Communicative Disorders and Sciences</p> <p>Master's Degree - University at Buffalo Speech Language Pathology</p> <p>Certifications:</p> <p>New York State Teacher of Students with Speech and Language Disabilities</p> <p>ASHA Clinical Competence in Speech-Language Pathology New York State Speech Language Pathologist</p>
Instructional Assistant	Markese Thomas	Days Park	<p>Bachelor's Degree - Valor christian College Arts in christian Ministry</p> <p>5 Years of Teaching Experience at Sankofa Charter School</p>
Special Education Teacher	Michael Urban	Days Park	<p>Master's Degree - SUNY Oswego Special Education</p> <p>Bachelor's Degree - SUNY Oswego Adolescence Education</p>
General Education Teacher	Katherine Wilkins	Hertel	<p>Bachelor's Degree - SUNY Buffalo Early Childhood and Childhood Education</p> <p>Certification:</p> <p>Early Childhood Education (Birth-2)</p> <p>Childhood Education (Grades 1-6)</p>

Instructional Assistant	Monica Wrobel	Hertel	Bachelor's Degree - Canisius College Latin American Studies, Spanish Master's Degree - Canisius College Childhood Education (In Progress)
Special Education Teacher	Charlene Zmuda	Days Park	Master's Degree - Canisius College Early Childhood Education Bachelor's Degree - Bryant and Stratton College Business

Currently Hiring: Custodians,
2021-2022 School Year Hiring: SPED Teacher, Social Worker, Music Teacher, Instructional Assistant, Health and Safety Room Attendant, Substitute Teachers

Matt moved and Kathy seconded that all proposed hires be approved. Approved unanimously.

ESSER APPLICATION

Highlights of the ESSER (Elementary and Secondary School Emergency Relief) Grant spending were reviewed and discussed. One concern was the sustainability of the new positions at the end of the grant period. The matter has been discussed with Lisa Kirisits, EVCS Accountant, who feels that the school will be able to support the additional personnel at the end of the grant period.

Specifics of the grant were as follow:

This plan applies to Elmwood Village Charter School Days Park and Elmwood Village Charter School Hertel except where otherwise noted.

Introduction

Elmwood Village Charter Schools (EVCS) consist of EVCS Days Park and EVCS Hertel in Buffalo New York. EVCS educates 900 students in grades K-8 in the 2021-2022 school year. EVCS is a high-performing charter school focusing on rigorous academics, social-emotional well-being, and student choice. EVCS's mission is:

The Elmwood Village Charter Schools will provide a stimulating and engaging learning environment that recognizes student capability, fosters their connectedness to their immediate and broader communities, and offers them ways to contribute to school life.

EVCS believes that all students can and will learn at high levels when provided with the right learning conditions.

EVCS values diversity and inclusion both in its student body and in its staff. EVCS practices the inclusion model of educating students, with a general education teacher in each classroom, and a special education teacher at each grade level.

ESSER ARP Allocations

EVCS Days Park was allocated \$987,646 and EVCS Hertel was allocated \$1,017,833.

Stakeholder Input

EVCS presented the draft ESSER ARP budget to stakeholders, including parents, AIS, ENL, general education and special education teachers, student support coordinators, administrators, community partners, and intervention specialists, in a Zoom meeting on 6/16/2021. Feedback was collected during the meeting and via Google form after the meeting, which was considered and used in finalizing the budget for submission.

Budget categories

EVCS understands that the ARP Act requires LEAs to reserve at least 20% of their 90% ARP-ESSER allocation to address learning loss through the implementation of evidence-based interventions, such as summer learning or summer enrichment, extended day, comprehensive afterschool programs, or extended school year programs, and ensure that such interventions respond to students' academic, social, and emotional needs and address the disproportionate impact of the coronavirus on economically disadvantaged students, children with disabilities, English learners, racial and ethnic minorities, migrant students, students experiencing homelessness, and children and youth in foster care. To this end EVCS will be using much of the Schools' allocations toward instructional and other support personnel to mitigate learning loss, and help students to recover academically and emotionally from a traumatic and disruptive year and a half.

Professional Salaries and Employee Benefits

EVCS Days Park

Professional Salaries \$490,698 Employee Benefits \$136,737

Total Salaries and Benefits: \$627,435

This includes the following:

- Learning Specialist (1 FTE)
- Summer PD Stipends - SY22/23 (48 FTE)
- Instructional Assistant (4 FTE)
- Social Worker - SY21/22 & 22/23 (0.5 FTE)
- Instructional Coach - SY21/22 & 22/23 (0.5 FTE)
- Summer School Salaries 2021 & 2022 (23.75 FTE)
- After School Coordinator - SY21/22 & SY22/23 (1 FTE)

EVCS Hertel

Professional Salaries \$595,780 Employee Benefits \$124,114

Total Salaries and Benefits: \$719,894

This amount includes the following:

- Learning Specialist (1 FTE)
- Summer PD Stipends - SY22/23 (32 FTE)
- Instructional Assistant (5 FTE)
- Social Worker - SY21/22 & 22/23 (0.5 FTE)
- Instructional Coach - SY21/22 & 22/23 (0.5 FTE)
- Summer School Salaries 2021 & 2022 (10.3 FTE)
- Student Life Coordinator SY21/22 & SY22/23 (1 FTE)
- SPED Mentor Stipend SY21/22 & SY22/23 (1 FTE)
- After School Coordinator Stipend SY21/22 & SY22/23 (1 FTE)

- School Counselor (0.81 FTE)

Learning Specialist is a new position during the grant period. Veteran EVCS teachers will be participating in student data meetings and working with those students at risk of academic failure to get students moving toward proficiency

Summer Stipends will be used for targeted PD and summer school work in order to develop teachers in new curricular and intervention programs, as well as working with students at risk of academic failure to prepare them for the next school year.

Instructional Assistants are used in classrooms to assist with small group work and differentiation. IAs will also be trained in and will deliver EVCS's new SEL curriculum, Fly Five.

Social Worker will be a new shared position and will work with EVCS's students and their families to identify and connect with social services resources. The social worker will also be a liaison between the school, our families, and community-based organizations and social service organizations to help lift families up while recovering from disruption, loss and trauma.

Instructional Coach – EVCS will be adding an additional instructional coach to work with teachers on instructional strategies, provide regular and sustained observation and feedback, and facilitate grade- level data meetings.

Student Life Coordinators will work with families and students who are experiencing trauma and will provide strategies for self-regulation, as well as acting as a liaison between the classroom and the family.

Special Education Mentors will work with newer special education teachers in performing duties related to working with those students with IEPs and 504 Plans in order to maximize student success in EVCS's inclusion model program.

After School Coordinator is a new stipended position. This person will liaise with EVCS's afterschool partners, and help ensure that all clubs and extracurricular activities are tracked and scheduled.

Purchased Services

EVCS Days Park

\$72,345

- IT and technology Support for SY 21/22 and SY 22/23

EVCS Hertel

\$78,260

- IT and technology Support for SY 21/22 and SY 22/23

EVCS contracts with an IT company to support EVCS's accounts, technology and construction projects.

Supplies & Materials

EVCS Days Park

\$266,523

- Reading Intervention materials
- Zearn Math SY21/22 & SY22/23
- FLY FIVE (SEL Curriculum)
- Renaissance Learning subscription SY21/22 & SY22/23 • Panorama Education subscription SY21/22 & SY22/23 • JAMF Educational Software SY21/22 & SY22/23
- Zoom subscription SY21/22 & SY22/23

- Go Guardian subscription SY21/22 & SY22/23
- Ergonomic Chromebook storage carts (5)
- Chromebooks (250)
- Sneeze guards (25)
- Tmobile hotspots (12)
- Promethean boards (14)

EVCS Hertel

\$158,551

- Reading Intervention materials
- Zearn Math SY21/22 & SY22/23
- FLY FIVE (SEL Curriculum)
- Renaissance Learning subscription SY21/22 & SY22/23
- Panorama Education subscription
- JAMF Educational Software SY21/22 & SY22/23
- Zoom subscription SY21/22 & SY22/23
- Go Guardian subscription
- Ergonomic Chromebook storage carts (5)
- Chromebooks (125)
- Google Chrome license (45)
- PPE (sneeze guards, face masks, disposable gowns, disposable gloves, hand sanitizer) •

Tmobile hotspots (12)

Assessment and Evaluation

EVCS's assessment system allows us to collect diagnostic, formative and summative data about our students' strengths and weaknesses and this information is used to inform instruction and guide decision making around curriculum. We have made changes to our assessment system in order to allow us to collect the most useful data with the least amount of testing time. In order to ensure reliability and validity, we follow testing administration protocols carefully and, when possible, we cross-reference results from different assessments to ensure that there is not significant variability. An overview follows: Formative Assessments:

Teachers use a variety of tools to assess progress toward mastery of the Next Generation Learning Standards. Examples of such tools are exit tickets, quizzes, programmatic assessments, class-work, homework, class discussion, and presentations. Data from STAR assessments and interim assessments can also be considered formative as it is used by teachers to improve instruction by targeting specific skills and standards.

Diagnostic Assessments:

STAR Reading and Math Assessments – These computer adaptive assessments are given to each student three times a year (each assessment takes approximately 20 minutes to administer).

STAR's Early Literacy assessment is given to students in K and 1, and the STAR Reading and Math assessments are given to all students in grades 1-8. These assessments are used at the beginning of the year as a universal screening tool to determine tiers for RtI, and to drive instruction. The assessments are given again at the mid-year mark to monitor the progress of each student, and to identify strengths and weaknesses at the student level and classroom level.

STAR data helps teachers design instruction to meet the needs of specific learners, ensuring that they are getting appropriate supports and challenges. STAR results are well correlated to student

results on the NYS assessments. A report is available through STAR that predicts a students' performance level on the NYS assessments in reading and math based upon statistical information about students with similar scale scores (when STAR is being used for progress monitoring and a student has 3 or more data points, a trend line is created). End of the year assessments are used to determine the growth of each student, along with a growth percentile for each teacher (both reports are available in STAR). End of the year data is also analyzed to inform curricular and instructional decision for the following year. The STAR administration dates are set by the Director of Curriculum, who also coordinates the administration of STAR with classroom teachers. Teachers access reports on STAR results through the Renaissance Learning platform. Teachers analyze these results during grade level PLC meetings alongside their instructional coach, and they complete data analysis forms noting strengths and weaknesses and outlining plans for intervention and challenge work. Following each STAR administration, data meetings are held with each classroom team (Lead Teacher, Assistant Teacher, Special Education Teacher, AIS Teacher) and the Instructional Leadership Team (Principal, Director of Curriculum & Instruction, and the Student Services Coordinator). The purpose of the data meeting is to analyze STAR data and other relevant data in order to identify trends, monitor progress toward goals, identify appropriate interventions, and develop plans to adjust instruction. EVCS will use academic and SEL assessments to evaluate the effectiveness of the identified intervention programs that are being implemented. EVCS will use Panorama SEL assessment to track student SEL growth and areas of concern. EVCS will use interim curricular assessment, as well as STAR assessments to identify gaps and develop interventions for students' academic growth.

Mimi moved and Pam seconded that the Esser grant allocations be approved. Approved unanimously.

SAFETY PLAN

There was brief discussion of the most recent school safety plan which had been available for review. Ed moved and Lacole seconded that the 2021-2022 EVCS School Safety Plan be approved. Approved unanimously

NEW BOARD OF TRUSTEES MEMBERS

During recent weeks the Board Nominating Committee has been interviewing candidates for new members to the EVCS Board of Trustees. There was an encouraging number of well qualified applicants.

Matt moved and Lacole seconded that Jacob Piorkowski be confirmed for a three-year-term as Parent Representative from the EVCS Days Park Campus. Approved unanimously.

Pam moved and Lacole seconded that Kenneth Gholston be confirmed for a three-year term as an at-large member of the EVCS Board of Trustees. Approved unanimously.

These appointments bring the current number of members on the EVCS Board of Trustees to a total of eleven.

SIZE OF BOARD /QUORUM

The fact that the size of the EVCS Board of Trustees is stated to be between eleven and thirteen members, the question of whether the number of members that constitutes a quorum is also variable, depending on the current total, or whether it is fixed. Jen has been speaking with some lawyers and some experts from the state. She will do some additional investigation prior to further discussion at the September meeting.

ANNOUNCEMENTS / NEW BUSINESS

Liz Evans announced that, as part of the Charter Renewal process for the Hertel Campus, individuals from SUNY expect to meet with Board members on Wednesday, October 13, at 5:30 P.M.

Matt is looking to review Board Committee assignments at the next meeting.

Lacole moved and Ed seconded that the meeting be adjourned. Approved unanimously. The meeting was adjourned at 6:30 P.M.

Respectfully submitted,

Pamela Pollock

Future Meetings:

Sept. 15, 2021; Oct. 20, 2021; Nov. 17, 2021; Dec. 15, 2021; Jan. 19, 2022; Feb. 16, 2022; Mar. 16, 2022; April 20, 2022; May 18, 2022; June 15, 2022; and July 20, 2022.

All meetings begin at 6:00 PM.

**Elmwood Village Charter School
Board of Trustees Meeting
Wednesday, September 15, 2021
Meeting Site: EVCS Hertel**

Trustees Present: Mimi Barnes-Coppola; Jennifer Bernacki-Smith; Lacle Brumfield; Ed Castine; Kathy Franklin-Adams; Ken Gholston; Joshua Pennell; Jake Piorkowski; Pamela Pollock; Anna Sotelo Peryea

Trustees Excused: Matt Ryan

Trustees Absent: None

Others Present: Danielle Bruno, Director EVCS Days Park; Liz Evans, EVCS Director of Operations; Liz Fisher, Director, EVCS Hertel (virtual); Anne Wechsler, EVCS Director of Curriculum and Instruction

CALL TO ORDER

Jen Bernacki-Smith called the meeting to order at 6:03 PM. She presented the agenda. There were no changes.

MINUTES

The minutes of the Elmwood Village Charter Schools Board of Trustees Meeting held on August 18, 2021, were presented.

Kathy moved and Ed seconded that the minutes be accepted as presented. Approved unanimously.

The minutes of the Elmwood Village Charter Schools Board of Trustees Special Meeting held on August 30, 2021, were presented.

Kathy moved and Mimi seconded that the minutes be accepted as presented. Approved unanimously.

TREASURER'S REPORT

Lisa Kirisits, EVCS, Accountant, was unavailable. Ed Castine gave the treasurer's report.

For the two months ended August 31, 2021, EVCS showed a decrease in net assets of (\$1,068,608) vs. a budgeted decrease in net assets of approximately (\$1,546,663). The result was a favorable variance of approximately \$478,055. Full details are available in the printed report.

Ed noted that the auditors have begun collecting necessary information and are on-track for the October Audit Report.

Lacle moved and Josh seconded that the Treasurer's report be accepted. Approved unanimously.

DIRECTORS' REPORT

The Director's Report was prepared jointly by Danielle Bruno, Liz Evans, Liz Fisher and Anne Wechsler

Reopening Update

EVCS opened for in-person instruction for all students on Wednesday, September 1st.

Successes

All students back in session, 5 days per week. There is nothing better.

Challenges:

Staffing

Greater (and later) than usual vacancies during the summer have kept the HR Department and School Leadership Team busy with interviews. There is a national shortage of teachers and substitutes, but EVCS is nearing full staffing for all positions.

Transportation

BPS's transportation department has had some difficulty finding drivers and substitutes for routes. Parents are frustrated with late pick ups and drop offs, but EVCS is referring them to the Transportation Office. Times for drop off and pick up are not as bad as anticipated, possibly due to low ridership in the district.

After-school

Both BestSelf and Boys and Girls Club are starting a week later than usual due to difficulty staffing their programs. Both providers are starting on 9/20/21 and are working on getting up to full enrollment as soon as safe staffing levels can be met.

Vaccines and Testing:

The Governor's Office issued an order that all school staff must be vaccinated OR undergo weekly PCR testing. EVCS has begun collecting evidence of vaccination from all staff members. EVCS has also Partnered with **Community Testing Services** to provide weekly onsite testing for students and staff at no cost. This will help to ensure that the testing mandate will be satisfied.

Operations/Facilities

Hertel: EVCS Hertel is preparing for its facilities inspection in connection with the renewal by SUNY CSI

Days Park: No updates

Shared:

Admissions/Student Enrollment

EVCS is continuing to make offers to families and collect enrollment documents.

Technology

Station 28 has been working hard to make sure each grade level has a Chromebook cart available for students to use. Kindergarten at both schools and 1st grade at Days Park still need Chromebook carts.

Chromebooks are on backorder so delivery date is not yet available.

Promethean Boards (interactive white boards) have been ordered for all Days Park classrooms to replace obsolete SMARTboards. These were funded by Knox grant.

Grants

Another round of Emergency Connectivity Funding was announced by the FCC. EVCS will apply for more Chromebooks for student users as well as monthly hotspot charges for remote students in need of internet service.

HR Updates

Personnel

Position	Name	Campus	Qualifications
General Education Teacher	Bonnie Stephens	Hertel	Master's Degree - Alfred University Early Childhood/Childhood Education Bachelor's Degree - Alfred University Certifications: Mathematics (Gr. 7-12) Literacy (birth - Gr. 6) Early Childhood Ed. (birth - 6) Childhood Education (Gr. 1-6)
Science/Social Studies Teacher	Seth Ehrenberg	Days Park	Master's Degree - Canisius College MS Childhood Education; Students with disabilities (Gr. 1-6) Bachelor's Degree - SUNY Buffalo Business Administration Certifications: Childhood Education (Gr. 1-6) Students with Disabilities (Gr. 1-6)
Music Teacher	Theresa Killian	Days Park	Master's Degree - SUNY Fredonia Music Education Bachelor's Degree - SUNY Buffalo Music Education Certification: Music Education (Gr. Pre K - 12)

Position	Name	Campus	Qualifications
Physical Education Teacher	Jeffrey Johnson	Days Park	Master's Degree - Canisius College Sports Administration Education Bachelor's Degree - SUNY Buffalo Health and Wellness Certifications Health Education
Substitute Teacher	Carrie Connelly	Days Park	Bachelor's Degree - Georgetown Univ. English
Substitute Teacher	Andrew Prisco	Hertel	Bachelor's Degree - SUNY Cortland Kinesiology; concentration in exercise science Master's Degree - in progress Canisius College Physical Education
Substitute Teacher	Elizabeth Turner	Days Park	Master's Degree - Canisius College Differentiated Instruction Bachelor's Degree - Canisius College Early Childhood Education and Childhood Education Certifications: Early Childhood Education (Birth-Gr.2) Childhood Education(Gr. 1-6) Gifted Education Extension
Instructional Assistant	Zulaikha Abdulhalim	Days Park	Bachelor's Degree (in progress) - D'Youville College Nursing Degree
Instructional Assistant	Ken Forbs	Hertel	Bachelor's Degree - SUCB Early Childhood Education
Substitute Teacher	Olivia Geary	Hertel	Master's Degree (in progress) - Canisius College Mental Health Counseling Bachelor's Degree - SUCB Psychology
Special Education Teacher	Samantha Dewitt	Days Park	Master's Degree - Niagara University Literacy (Birth - 6) Bachelor's Degree - SUNY Geneseo Childhood Education/ Special Education Certifications: Students with Disabilities (Gr. 1-6) Childhood Education (Gr. 1-6) Literacy

Currently Hiring: Custodians, Social Worker, Admissions Coordinator, Instructional Assistant, Substitute Teachers

Hertel Renewal

The second round of documents, due Friday 9/17/21 is in the process of being submitted. The schedule is as follows (per SUNY CSI):

- Pre-visit Documents due September 17, 2021 at 12:00 PM
- Pre-visit Call: September 24, 2021 at 1:00 PM
- Physical Plant Submissions due October 8, 2021 at 12:00 PM
- Renewal visit: October 13, 2021
- Board Interview: October 13 2021 at 5:30 PM
- Parent Focus Group: to be discussed further during the Pre-visit call to determine the timing and structure of the meeting

Academics

Meet the Teacher Night is scheduled for Thursday, 9/16/21. It will be held via Zoom. Teachers will be running two sessions in order to accommodate families with multiple children in the school.

Beginning of the year STAR Assessments will be started next week.

The recent meeting of the Academic Excellence Committee will be covered during Subcommittee Reports.

Professional Development/Strategic Planning

September 17 is scheduled as a half-day for professional development. It has been decided to allow teachers to use this time for lesson preparation as the lengthy arrival and dismissal processes have cut into regularly schedule prep time. Coaches will be checking in with teaching teams to provide support.

Other Business

There was no additional business.

SUBCOMMITTEE REPORTS

Space Planning Committee

The Space Planning Committee will meet with John Morris next week to discuss the planned renovations at EVCS Hertel.

Nominating Committee

The Nominating Committee is pleased to report that there were a number of excellent candidates who interviewed for an open position on the EVCS Board of Trustees. The following have been selected:

-Jacob Piorkowski has been elected to serve as Parent Representative from the Days Park Campus.

-Kenneth Gholston was selected to fill an open seat on the EVCS Board.

The new members were welcomed to the Board.

Academic Excellence Committee

The Academic Excellence Committee met via ZOOM on September 14, 2021. Three categories indicative of school health were reviewed.

Student Attendance: Daily average attendance in the years of the pandemic. 2020-2021 annual ADA was 93.5% for both schools combined. (Past records had been around 95+%). Contributing factors were related to Covid, asynchronous instruction, connectivity issues and drops in attendance on days of asynchronous instruction.

Student Performance: STAR Testing data from years 19-20 and 20-21 were reviewed. Overall there has not been significant decline, but not significant growth either. There is close to an 80% predictability rate between STAR and performance on NYS proficiency exams. Teachers continue to receive assistance in monitoring individual student performance and adjusting instruction as required.

Disaggregated data within and between sub-groups was reviewed and discussed. Students of color began and ended the year significantly below non-students of color and growth was limited. The possibility that some economically disadvantaged lower performing students may have had their performance impacted by attending learning hubs around the city was discussed. These Hubs are designed for students to receive group care during school furlough when the parents needed to take them during their work day. These Hubs were rarely staffed by individuals with an educational background. Plans for these students include application of strategically applied interventions as progress is monitored.

School Culture: There is a feeling, based on anecdotal evidence, that students have been feeling rather disconnected from their school community after the past 18 months. Efforts will be made to take advantage of the many team building strategies delineated via Responsive Classroom methods.

Next meeting will be following mid-year assessments.

Fundraising Committee

The Fundraising Committee has not met.

COMMUNITY ASSOCIATION

Days Park: New parent Representative, Jake Piorkoski, reported that the Days Park community Association has elected a new Chairperson, Shaun Doyle. He plans to increase participation on the part of parents of Days Park students.

Hertel: Parent Representative Anna Sotelo-Peryea has been questioning how the association might better support teachers.

-A supply donation drive has been suggested.

-A Chiavetta's Chicken Barbecue to raise funds for the school will be held on September 23, 2021, from 4 PM to 7 PM.

-The Hertel CA will cooperate with the Days Park CA to hold a "Trunk or Treat event in the Hertel parking lot on Saturday, October 23.

ADMINISTRATIVE TEAM REVIEW/EVALUATION

Most of the data has been collected and self-evaluations have been done. Responses need to be collated and evaluated. This topic will be re-visited next month.

BY LAWS CHANGES/QUORUM

Jen distributed copies of the EVCS By-Laws and briefly discussed the impact of the flexible count of Board Members on requirements for a Quorum. No action was taken at this time.

ANNOUNCEMENTS/NEW BUSINESS

Liz Evans presented the Strategic Plan report generated from the EVCS Board Retreat facilitated by Lindsay Haldeman during July, 2021. This report will be discussed at a later date.

There was no additional new business.

Ed moved and Kathy seconded that the meeting be adjourned. Approved unanimously.
The meeting was adjourned at 7:57 PM.

Respectfully submitted,

Pamela Pollock

Future Meetings:

Oct. 20, 2021; Nov. 17, 2021; Dec. 15, 2021; Jan. 19, 2022; Feb. 16, 2022; Mar. 16, 2022; April 20, 2022; May 18, 2022; June 15, 2022; and July 20, 2022.

All meetings begin at 6:00 PM.

**Elmwood Village Charter School
Board of Trustees Meeting
Wednesday, October 20, 2021
Meeting Site: EVCS Days Park**

Trustees Present: Mimi Barnes-Coppola; Jennifer Bernacki-Smith; Lacle Brumfield; Kathy Franklin-Adams; Ken Gholston; Joshua Pennell; Jake Piorkowski; Pamela Pollock; Matt Ryan; Anna Sotelo Peryea

Trustees Excused: Ed Castine

Trustees Absent: None

Others Present: Danielle Bruno, Director EVCS Days Park; Liz Evans, EVCS Director of Operations; Liz Fisher, Director, EVCS Hertel; Lisa Kirisits, CPA, of Kirisits & Associates, EVCS Accountants; Thomas M. Burns, CPA and Peter DeSabio, CPA of Lumsden McComick, LLP, EVCS Auditors

CALL TO ORDER

Jen Bernacki-Smith called the meeting to order at 6:04 PM. She presented the agenda. There were no changes.

MINUTES

The minutes of the Elmwood Village Charter Schools Board of Trustees Meeting held on September 15, 2021, were presented.

Matt moved and Josh seconded that the minutes be accepted as presented. Approved unanimously.

TREASURER'S REPORT

-REVIEW OF FINANCIALS

Lisa Kirisits, gave the treasurer's report. She noted that the June 30, 2021, year-end compiled financial statements were revised since they had been presented to the Board of Trustees in July, 2021. The changes were due to the fact that certain transactions, for example, vendor invoices, are not always received timely from the vendor, "At year end, we hold the year open longer in order to incorporate any late invoices into the books and records of the school." The latest draft incorporated the late received invoices and other transactions that belong in the fiscal year ended June 30, 2021. **Matt moved and Kathy Franklin-Adams seconded that the Final Year-end Financial report be accepted as corrected. Approved unanimously.**

For the three months ended September 30, 2021, EVCS showed a decrease in net assets of (\$916,000) vs. a budgeted decrease in net assets of approximately (\$1,423,600). The result was a favorable variance of approximately \$506,800. Full details are available in the printed report.

Mimi moved and Pam seconded that the Treasurer's report be accepted. Approved unanimously.

The following resolution was also introduced:

WHEREAS, in March 2020 a Declaration of a Disaster Emergency was in order in New York State by the executive order of the governor, and in order to comply with social distancing related to the COVID 19 Pandemic,

WHEREAS, due to employees working remotely during government mandated school closures and difficulties in obtaining a second check signer, alternative means of obtaining proper approvals during the pandemic became necessary,

NOW THEREFORE BE IT RESOLVED, the Board approves the following change in Policy that took effect during the pandemic period from March, 2020 through the signing of this resolution on October 20, 2021. In summary:

- A board check signer is no longer necessary,
- All invoices are approved by school directors prior to payment. All shared invoices (Days Park and Hertel) must be approved by both school directors (any electronic means is acceptable),
- Checks will be signed by the Director of Operations,
- The Board Treasurer receives the monthly bank statements and reviews cancelled checks

The resolution was forwarded to the Financial Committee for further Consideration.

Full wording of the resolution is available under separate cover.

-AUDIT REPORT

Thomas Burns, CPA, and Peter DeSabion, CPA, of Lumsden McCormick Certified Public Accountants presented the findings of the Annual EVCS Financial Audit. No material weaknesses were reported. Highlights included:

- Net income - \$2.6 million (\$764,000 in 2020)
- Revenues - totaled \$14.2 million (increase of \$2.6 million from 2020)
 - *Resident and SPED enrollment fees increased \$504,000 (4.8%)
 - *Contributions from federal, state and local awards increased \$752,000 (114%)
 - *Interest income decreased \$99,000 (89%)
 - *PPP loan forgiveness of \$1,451,500 in 2021
- Expenses - totaled \$11.6 million (increase of \$762,000 from 2020)
 - *personnel costs increased \$1,045,000 (13.2%)
 - *Repairs and Maintenance decreased \$138,000 (43%)
 - *Afterschool expense decreased \$75,000 (95%)
 - *Staff development decreased \$57,000 (55%)
 - *Other purchased and consulting services decreased \$52,000 (26%)
- Balance Sheet
 - *Strong balance sheet, large amount of liquid assets available for operations
 - *Cash of \$5.9 million; \$200,000 restricted
 - *Liabilities of \$7.7 million; primarily long-term debt
 - *Current ratio of 3.71; 3.48 in 2020

Additional details and discussion are available in the full report.

Matt Moved and Lacole seconded that Financial Audit Report be accepted. Approved unanimously.

DIRECTORS' REPORT

The Directors' Report was prepared Jointly by Danielle Bruno, Liz Evans, Liz Fisher and Anne Wechsler.

Reopening Update

EVCS continues to operate a full five-day in-person instructional program.

Challenges, Updates:

Health and Safety

Health and safety staff at both schools has been expanded in order to manage the requirements for students/families/schools set forth by the NYSDOH. Each campus has a School Nurse, a Health and Safety Room Attendant and an LPN on site. These personnel are critical to safe operations during the ongoing pandemic as well as management of regular nursing responsibilities during the school day. Gratitude is extended to Nurse Dana, Nurse Tracy and the entire health and safety staff for the heroic work they are doing to keep the entire school community safe and healthy.

Staffing

EVCS HR Manager, Kim Rosenfeld, has continued efforts to hire for all open positions. EVCS is now fully staffed except for two part-time custodians, a new social worker position, a Spanish teacher at Days Park and a new temporary Facilities Manager while the Facilities Coordinator is out. Daily substitutes continue to be hired on an ongoing basis.

Transportation

BPS's Transportation Department is still experiencing some shortages and bus delays, but those challenges are improving as the year goes on.

After-School

Both Best Self and Boys and Girls Club started on 9/20/21 and are continuing to hire and license staff for the programs. The Boys and Girls Club and Best Self currently have wait lists and are working to hire more staff so that those students may be enrolled as soon as possible.

Vaccines and Testing:

EVCS ended its partnership with CTS (Community Testing Service) for screening testing and is now referring employees who require tests to outside providers until another partnership can be explored.

Attendance and Absenteeism:

EVCS is tracking for both campuses. Reduced attendance and higher chronic absenteeism have been noted due to the "one symptom" policy, whereby students with one symptom must be picked up and tested for COVID. They are not allowed to return to school until they are free of symptoms and provide negative test result.

Overall daily attendance at Days Park was 91.68% and at Hertel it was 90.35%

Recently the ECDOH informed schools that they have secured rapid NAAT tests that satisfy the requirement for returning to school when COVID-like symptoms are present. The supply is expected to last approximately three weeks and the DOH is working to obtain more. Other laboratories are beginning to offer better PCR test turnaround times. This helps to reduce the number of absent days for students.

Operations/Facilities

Hertel: EVCS Hertel completed its conversion of the outside HVAC units to cooling and heating. The system will be turned on when students are not in the building, on November 11. This was undertaken with ESSER money to improve ventilation.

Days Park: The Hudson Street Neighborhood Association undertook a revitalization of the rain gardens that were installed a few years ago. They provided about 10 people to pull out invasive weeds, trim trees and shrubs, mulch, and plant new appropriate plants and trees. EVCS Days Park covered the cost of the plants and mulch which was minimal.

Shared:

Admissions/Student Enrollment

EVCS is continuing make offers to families and collect enrollment documents. Days Park currently has 447 students enrolled, with 2 students in the process of registering. Hertel currently has 346 students with 2 students in the process of registering. EVCS has hired a new Admissions Coordinator/Registrar who will be starting November 1.

Technology

Station 28 has been receiving and setting up new Chromebooks that were delivered in the past few weeks. More Chromebooks will be ordered shortly.

Grants

EVCS's applications for the second round of ESSER funding were approved.

HR Udates

Personnel

Position	Name	Campus	Qualifications
Substitute Teacher	Connor Heelan	Hertel	MBA: Louisiana State University BA: Columbia College of Missouri, Business
Receptionist	Angelina	Hertel	BA (in progress) SUNY Buffalo; Social Work
Custodian	LayLay Too	Hertel	High School Diploma:Hutch Tech Northland Trade School:Electrical Studies (in Progress)
Instructional Assistant	Audra Zasada	Days Park	MA: Medaille College; Students with Disabilities BA: Empire State College; Community & human Services
Substitute Teacher	Bahati Adam	Days Park	BA: SUNY Buffalo Sociology
Health and Safety Room Attendant	Desiree Samuel	Days Park	BA: SUCB; Sociology
Substitute Teacher	Amiyah King	Days Park	MA: SUCB; Public Administration BA: Howard U. Communications
Substitute Teacher	Sarah Flesher	Hertel	MA:Niagara Univ. Education; ELA Gr. 5-12 (in progress) BA; SUNY Buffalo; English
Substitute Teacher	Cameron Morgan	Days Park	MA: SUCB Social Studies, Ed. (in progress) BA: St. Lawrence U.-Pol. Science
Substitute Teacher	Gabriella Galvez-Victoria	Hertel	BA; SUNY Buffalo; Fine Arts
Custodian	Wayne Fuller	Days Park	30 years Custodian experience for NYS Board of Education
Admissions Coordinator	Michelle Cantey	Shared	MA: Herbert Lehman College, CCNY; TESOL BA: CCNY; English

Currently Hiring: Custodians, Social Worker, Substitute Teachers, Elementary Spanish Teacher, Temporary Facilities Manager

**Pam moved and Kathy seconded that all proposed hiring be approved.
Approved unanimously.**

Hertel Renewal

Renewal Team met with parents via ZOOM on Tuesday, October 12th and conducted their day-long school visit and Board discussion on Wednesday, October 13th. They will be issuing a formal report and sending it to the School Leadership Team for factual corrections. A Charter School Committee vote will likely be scheduled for February or March 2022. Here are some of the observations they shared at the end of their visit:

Glow:

They complimented the school's comprehensive of data review and said it is apparent that the data is being used to inform instruction. They also noted that there is a strong and consistent vision of what high quality instruction looks like. Finally, they said that the School's focus on SEL is evident.

The areas of growth they mentioned were connected to the "glows".

Grow:

They noted that while the vision around high quality instruction is clear, it was not always consistently implemented. In addition the school was encouraged to ensure that there was a balance between focus on SEL and holding students to high academic standards. They mentioned that, on occasion, students were not engaging in work, or were avoiding it, and it went unaddressed.

The Leadership Team acknowledged the feedback and offered some context for some of the constructive feedback.

Academics

Parent-teacher conferences took place last week. There was a strong turn-out at both schools.

The first round of Panorama SEL Surveys have been administered. Data analysis meetings will be held to analyze the data and plan data based SEL interventions.

Professional Development/Strategic Planning

Recently, after-school practice clinics have been held from 3:15-4:00. These are essentially mini professional development sessions on specific topics. Topics so far have been:

- Parent-Teacher Conferences
- Behavior Management
- Co-teaching

Meetings have been held with Dr. Jevon Hunter in order to plan Professional Development around Diversity, Equity and Inclusion for the Schools' December and March 1/2 day Professional Development sessions. He will also be working with a smaller group of self-selected teachers on a book study around Gholdy Muhammad's Cultivating Genius.

The School Leadership Team will hold its first quarterly strategic planning sessions on Tuesday and Thursday, October 26th and 28th to review progress towards goals, communications plan, EVCS culture rubric creation and more.

Other Business

None.

SUBCOMMITTEE REPORTS

Space Planning Committee	Colby Smith, EVCS's Owners' Representative, has met with relevant individuals regarding The upcoming construction project at EVCS Hertel. Things appear to be proceeding as planned.
Nominating Committee	The Nominating Committee has not met this period.
Academic Excellence Committee	The Academic Excellence Committee will meet again when the next round of STAR Testing data is available for analysis.
Fundraising Committee	The Fundraising Committee has not met.

A list of current EVCS Board Committees and members was circulated for review. Continuing Board members were invited to confirm or change committee memberships. New Board members were invited to sign up for committees of interest. Upon review it was decided to discontinue the Human Resources Committee as its duties are now covered by professional staff.

ADMINISTRATIVE TEAM REVIEW

Kathy Franklin Adams presented results of the Elmwood Village Charter Schools School Leadership Evaluation Instrument. The document was adapted from Charter Board Partners (charterboards.org) - Head of School Evaluation Toolkit Ed. Fuel (edfuel.org). The instrument was designed to be proactive and to improve all aspects of school functioning. Based on comparison to the previous review, findings showed improvement in communication and time management and was rated as highly effective based on performance during the COVID epidemic.

BY LAW AMENDMENT CHANGE

Lacole moved and Matt seconded to amend Section 2.2.4 of the EVCS By-Laws to read as follows:

The number of Trustees constituting the entire Board shall at no time be more than fifteen (15) or less than five (5), and at no time shall there be any less than two(2) Parent Representative Trustees. The Board shall set the number of trustees at any time without amendment of these by-laws, as long as the number is within said range. As used in these by-laws, the term "entire Board" means the total number of Trustees which the Corporation would have if there were no vacancies.

The motion was approved unanimously.

Mimi moved and Anna seconded that the number of trustees constituting the current Board be set at eleven. Approved unanimously.

Matt moved and Mimi seconded that:

Unless a greater proportion is required by law, a simple majority of the entire Board of Trustees Shall constitute a quorum for the transaction of any corporate business.

The motion was approved unanimously.

COMMUNITY ASSOCIATION

Hertel:

- Anna reported that the school's recent Chiavetta's Chicken Barbecue event resulted in sales of 490 meals, a number of which were purchased for donation.
- The Hertel CA will be collaborating with The Days Park CA to hold a "Trunk or Treat Halloween event for families of both schools in the Hertel Parking lot on Saturday, October 23.
- The group is now preparing for the Holiday Wreath and Poinsettia Sale.
- A flyer for parents is being created in hope of encouraging participation of new CA members.

Days Park:

- Jake has been cooperating with Anna on shared projects such as CA recruitment and the Trunk or Treat event.
- He has been looking for a parent/s who might be able to coordinate an event at the school each month. One such event might be a holiday sale of some Low-cost gift items.
- He reported parent concerns that text messages from the school were sometimes confusing as they were not always specific. Parents are also anxious about the long wait-list for after-school programs.

ANNOUNCEMENTS/NEW BUSINESS

There was no additional business, nor any further announcements.

Ken moved and Josh seconded that the meeting be adjourned. Approved unanimously. The meeting was adjourned at 7:58 PM.

Respectfully submitted,

Pamela Pollock

Future Meetings:

Nov. 17, 2021; Dec. 15, 2021; Jan. 19, 2022; Feb. 16, 2022; Mar. 16, 2022; April 20, 2022; May 18, 2022; June 15, 2022; and July 20, 2022.

All meetings begin at 6:00 PM.

**Elmwood Village Charter School
Board of Trustees Meeting
Wednesday, November 17, 2021
Meeting Site: EVCS Hertel**

Trustees Present: Jennifer Bernacki-Smith; Lacoie Brumfield; Ed Castine; Ken Gholston; Kathy Franklin-Adams; Joshua Pennell; Jacob Piorkowski; Pamela Pollock; Matt Ryan; Anna Sotelo Peryea

Trustees Excused: None

Trustees Absent: Mimi Barnes Coppola

Others Present: Liz Evans, EVCS Director of Operations; Liz Fisher, Director, EVCS Hertel; Dave Phillips, Assistant Director EVCS Days Park; Anne Wechsler, EVCS Director of Curriculum and Instruction

CALL TO ORDER

Jennifer Bernacki-Smith called the meeting to order at 6:04 PM. She presented the agenda. There were no changes.

MINUTES

The minutes of the Elmwood Village Charter Schools Board of Trustees Meeting held on October 20, 2021 were presented. Several corrections were made regarding the Financial Report and the change in the By-Laws. (See corrected copy.)

Matt Ryan moved and Kathy seconded that the minutes be accepted as corrected. Approved unanimously.

TREASURER'S REPORT

In the absence of Lisa Kirisits, EVCS Accountant, Ed Castine presented the Treasurer's Report. For the months ended October 31, 2021, EVCS showed a decrease in net assets of (\$759,100) vs. a budgeted decrease in net assets of approximately (\$1,315,400). The result was a favorable variance of approximately \$556,300.

The Special Education "Clawback" issue came to light in May 2019, as a result of an audit the Buffalo Public Schools from the State Comptroller's Office. BPS has already recouped all of the \$501,328 in aid already paid that it claims to be excess. An intercept has been filed with NYSED for the deductions in 2019-20 to received these funds directly from the state and is currently under consideration by them. In February 2021, NYSED recommended that the intercepts for the 5 of 6 and 6 of 6 for the 2019-2020 school year be approved for one school. This approval (for one school) was forwarded to the State Comptroller's Office and was deducted from the District's next payment. The assumption is the approval will be replicated for all charter schools affected including Elmwood Village. NYSED originally requested that 2020-2021 related intercepts be held while 2019-20 was considered, but has now released all remaining intercepts to be submitted for consideration.

Ed also noted that the due date for Form 990, formerly this week, had been extended to May 15 2022.

He added that that the Financial Committee was looking at the 2-signature checking signing policy to determine a possible threshold for requiring more than a single signature.

Lacole moved and Jacob seconded that the Financial Report be approved. Approved unanimously.

DIRECTORS' REPORT

The Directors' report was prepared jointly by Liz Evans, Liz Fisher, and Anne Wechsler.

Reopening Update

Despite rising local COVID infection rates, EVCS continues to operate a full five-day in-person instructional program.

Challenge Updates:

Health and Safety

Because of rising COVID rates the number of close contacts in classrooms at both campuses has grown. The process of contact tracing is extremely time consuming and involves many staff members - especially the nurse, the principals, the office managers, the isolation room attendants, and the arrival and dismissal teams.

EVCS Hertel has had 4 classes that have gone remote due to having 3 positive cases within one calendar week, and EVCS Days Park has had one class go remote. This intervention measure has helped to stop the spread of cases within classrooms, since new positive cases that arise do not have close contact within the school community, on buses, or in the after school program. When students are in quarantine this creates ripple effects in the staff (classroom staff, student service providers, central office staff and front office staff) to coordinate the distribution of devices.

EVCS Leadership contacted Erie County to ask about any guidance they could provide regarding metrics for schools, or for help with the burdensome task of contact tracing. However, they indicated that they don't have the capacity to offer help or guidance to schools.

EVCS's contact tracing process and communication around COVID cases in the community have been exemplary, according to county representatives.

Staffing

HR Manager, Kim Rosenfeld, is continuing to push hard to fully staff all positions. Since September 1 she has hired 28 staff members - an unprecedented accomplishment.

Vaccines and Testing:

EVCS is continuing to search for a partner who can provide screening testing on-site for staff and students. Currently the school is referring those in need of weekly screening to outside providers. The school has made inquiries about scheduling a vaccine clinic on site, but has been unable to identify any providers. EVCS has been

communicating with families regarding where to find information about vaccines and where to schedule them for their children.

Operations/Facilities

Hertel: Preventative maintenance will take place before and after Thanksgiving - this includes replacing the air filters.

Days Park:

No new information.

Shared:

No new information.

Admissions/Student Enrollment

EVCS's new Admissions coordinator attended the first in-person Charter School Fair at Head Start site in nearly two years. Two more are scheduled for next Friday and Monday. The application for the 2022-2023 school year goes live on December 1st.

Technology

EVCS received 364 new Chromebooks this week. They will be processed to add Chromebook carts for classrooms at both campuses. These were purchased with Emergency Connectivity Fund (ECF) monies.

Grants

Nothing to report.

HR Updates

Personnel

Position	Name	Campus	Qualifications
Health and Safety Room Attendant	Mikayla Neely	Hertel	Associate's Degree; Trocaire College Nursing
Substitute Teacher	Rayshawn Downs	Hertel	-Master's Degree Canisius College Physical Education -Bachelor's Degree; SUNY Brockport Physical Education
Substitute Teacher	Faith George	Days Park	-Bachelor's Degree; Ithaca College Journalism
Special Education Teacher	Amelia Gilsey	Hertel	-Master's Degree; Medialle College Students with Disabilities, Gr. 7-12 -Bachelor's Degree; Buffalo State College, Journalism
Substitute Teacher	Greg Kopra	Days Park	-Bachelor's Degree; Canisius College Business
Substitute Receptionist	Nancy Rand	Shared	-Bachelor's Degree: Miami University Office Administration
Temporary Facilities Manager	Theodore Pitera	Shared	-Master's Degree; Michigan State University, Business Administration

Currently Hiring:

Custodians, Social Worker, Substitute Teachers, Middle School Spanish Teacher, Elementary Spanish Teacher, Special Education Teacher, Instructional Assistants

Matt moved and Jacob seconded that all proposed hiring be approved. Approved unanimously.

Academics

Anne Wechsler reported data from the first round of Panorama SEL Surveys; The goal is: “80% of students will feel capable, connected, and contributing.” Initial survey data follows:

<u>Initial Student Survey Data</u>		
<u>Student SEL Survey Question</u>		<u>% Favorable Responses</u>
CAPABLE	(If you fail at an important goal, how likely are you to try again?)	69..1%
CONNECTED	(Overall, how much do you feel like you belong at your school?)	65.9%
CONTRIBUTING	(If a task needs to be accomplished, how likely are you to offer help and support?)	72.7%
AVERAGE	(Capable, Connected AND Contributing)	69.2%

Professional Development/Strategic Planning

After-school practice clinics continue from 3:15-4:00. Recent topics have been:

- Report Card Grading
- Turn and Talks
- Special Education Progress Notes
- Interpreting Data for PLEPS (Present Level of Educational Performance)

Gender Inclusivity Working Group:

EVCS Has formed a Gender Inclusivity Working Group to look at various aspects of gender inclusion at EVCS. Included are; professional development for staff, school policies and procedures related to gender inclusivity, student gender support plans; Health curriculum; and representation across other subject areas. Current working group members include, school leadership, school counselors, school nurses, and two parent representatives.

Upcoming Professional Development:

December 10th - 1/2 Day

- A group of self-selected teachers will work with Dr. Jevon Hunter, from Buffalo State College. Teachers in this group will be preparing to lead a book study with their peers around Gholdy Muhammed’s Cultivating Genius. It is expected that the school-wide book study, (led by EVCS’s trained teachers) will begin toward the end of the school year. In addition, this self-selected group will work with Dr.

Hunter to develop social justice themed, project-based Units for their classrooms.

-The rest of the faculty will be participating in training provided by GLYS regarding the use of gender inclusive language.

SUBCOMMITTEE REPORTS

Space Planning	The Committee has been looking at the new space which will be opening up at the Hertel Campus, upstairs in the second building. So far, there are plans for music and dance rooms and additional rooms for instruction of English as a New Language.
Nominating	No report
Academic Excellence	No report
Fundraising	No report

The 2021-2022 Committee lists were reviewed and it was announced that a new committee had been formed, The EVCS Culture Committee. Members are Josh, Lacle, Ken, Kathy, and Anna. Monthly committee meetings were encouraged.

Matt moved and Ed seconded that the Board enter into Executive Session to discuss legal and personnel matters. Approved unanimously.

Discussions ensued.

Matt moved and Josh seconded that the Board exit Executive Session. Approved unanimously.

Following Executive Session several actions were taken:

(A) Matt moved and Kathy seconded that, in Danielle's absence, Assistant Principal Dave Phillips be promoted to the position of Temporary Acting Principal at the Days Park Campus. Approved unanimously.

(B) Matt moved and Ed seconded the following Resolution:

-Whereas that the Board of Trustees hereby seeks to employ Kathy Franklin Adams as a mentor at the rate of thirty-five dollars per hour (\$35.00) and

-Whereas. the Board has determined that her employment is in the best interest of the school and is fair and reasonable.

Therefore be it resolved, the Board of Trustees hereby appoints Katherine-Franklin-Adams as a mentor at the rate of pay to be mutually agreed upon, but shall not be above the median benchmark for the role. Approved unanimously.

(C) Be it resolved that the Board of Trustees hereby approves and authorizes Hodgson Russ LLP to file a Third Party Complaint in New York State Supreme Court, Erie County, against Autism Services, Inc. in the pending action under Index No. 808002/2020. Approved unanimously.

COMMUNITY ASSOCIATION

Days Park - Jacob reported increased participation on the part of the Days Park parents. There were 20 participants at the last meeting and Fall activities have been successful. The "Trunk or Treat" Halloween event presented jointly with the Hertel CA was reported to have been a "huge success". The group is currently planning for the annual "Thanksgiving at Days Park". They are hoping to hold some additional fundraisers. One of the projects they would like to sponsor is some playground improvement,

Hertel - Anna noted that safety precautions at the Hertel Campus seem to have been effective. "Thankful at EVCS" donated \$500 to needy families. They plan additional fund raising activities including another Chiavetta's Chicken dinner sale on May 26. Some projects they are considering include an outdoor basketball court and a Winter Warmth Drive. Anna indicated that the "Lost and Found " at the Hertel Campus is "overflowing" and they are considering donation of some of the long-held items.

ANNOUNCEMENTS/NEW BUSINESS

There was neither any additional business nor any further announcements.
Matt moved and Lacole seconded that the meeting be adjourned. Approved unanimously. The meeting was adjourned at 8:13 PM.

Respectfully submitted,

Pamela Pollock

Future Meetings: Dec. 15, 2021; Jan. 19, 2022; Feb. 16, 2022; Mar. 16, 2022; April 20, 2022; May 18, 2022; June 15, 2022; and July 20, 2022.

All meetings begin at 6:00 PM.

**Elmwood Village Charter School
Board of Trustees Meeting
Wednesday, December 15, 2021
Meeting Site: EVCS Days Park**

Trustees Present: Jennifer Bernacki-Smith; Lacoie Brumfield; Ed Castine; Ken Gholston; Kathy Franklin-Adams; Joshua Pennel; Jacob Piorkowski; Pamela Pollock; Matt Ryan; Anna Sotelo Peryea

Trustees Excused: Mimi Barnes-Coppola

Trustees Absent: None

Others Present: Liz Evans, EVCS Director of Operations; Liz Fisher, Director, EVCS Hertel; Dave Phillips, Temporary Acting Principal at EVCS Days Park; Anne Wechsler, EVCS Director of Curriculum and Instruction; Lisa Kirisits, CPA, of Kirisits and Associates, EVCS Accountants

CALL TO ORDER

Jennifer Bernacki-Smith called the meeting to order at 6:04 PM. She presented the agenda. There were no changes.

MINUTES

The minutes of the Elmwood Village Charter Schools Board of Trustees Meeting held on November 17, 2021, were presented.

Matt moved and Ed seconded that the minutes be accepted as presented. Approved unanimously.

TREASURER'S REPORT

Kisa Kirisits presented the Treasurer's Report. In summary, for the five months ended November 30, 2021, EVCS showed a decrease in net assets of (\$535,400) vs. budgeted decrease in net assets of approximately (\$1,135,600). The result was a favorable variance of approximately \$600,200.

A highlight of the report regarded the SPED "claw back". In February, 2021, NYSED recommended that the intercepts for 5 of 6 and 6 of 6 for the 2019-2020 school year be approved for one school. This approval (for one school) was forwarded to the State Comptroller's Office and was deducted from the district's next payment. The assumption was that the approval will be replicated for all charter schools affected, including Elmwood Village. NYSED originally requested that 2020-21 related intercepts be held while 2019-20 was considered but has now released all remaining intercepts to be submitted for consideration.

Ed moved and Matt seconded that the treasurer's report be approved. Approved unanimously.

Additional discussion regarding several tabled resolutions related to updates of some financial procedures was held. The following resolution was proposed:

WHEREAS, Elmwood Village Charter Schools has a checking account with Northwest bank,

WHEREAS, Jennifer Bernacki-Smith has been appointed the Board President, Pamela Pollock has been appointed Board Secretary, Edward Robert Castine, Jr. has been appointed Board Treasurer and Elizabeth Fisher has been appointed Principal - Hertel Campus,

WHEREAS, the School would like to add Jennifer Bernacki-Smith, Pamela Pollock, Edward Robert Castine, Jr. and Elizabeth Fisher, as authorized signers on the Northwest checking account,

Whereas, the school would like to keep Elizabeth Evans, and Danielle Bruno as authorized signers on the Northwest checking account,

Whereas the school would like to remove Mimi Barnes-Coppola and Kathy Jamil as signers since they are no longer serving in their prior capacity,

NOW THEREFORE BE IT RESOLVED, The Board approves the following bank signers to sign checks. Each check requires any two individuals listed below to sign each check, with the exception that any checks payable to a school director are signed by two board members:

*Elizabeth Evans, Director of Operations
Danielle Bruno, Principal - Days Park Campus
Elizabeth Fisher, Principal - Hertel Campus
Jennifer Bernacki-Smith, Board President
Pamela Pollock, Board Secretary
Edward Robert Castine, Jr. - Board Treasurer*

Kathy moved and Lacole seconded that the proposed resolution be accepted. Approved unanimously.

The following resolution was also proposed:

WHEREAS, in March of 2020 a Declaration of a Disaster Emergency was put in place in New York State by the executive order of the governor, as well as social distancing requirements related to the COVID-19 pandemic,

WHEREAS, due to employees working remotely during government mandated school closures and difficulties obtaining a second check signer, alternative means of obtaining proper approvals during during the pandemic became necessary,

NOW THEREFORE BE IT RESOLVED, the Board approves the following change in policy that took effect during the pandemic period beginning March 24, 2020 through October 15, 2021:

- *All invoices are approved by school directors prior to payment. All shared invoices (Days Park and Hertel) must be approved by both school directors (any electronic means is acceptable),*
- *Checks will be signed by the Director of Operations,*
- *The Board Treasurer receives the monthly bank statements and reviews cancelled checks to serve as a mitigating control due to the Director of Operations being the sole signer.*

Kathy moved and Lacole seconded that the resolution regarding the emergency check signing procedure be approved. The resolution was approved unanimously.

As a related matter, the following resolution regarding future check signing was proposed:

- *All checks between \$1 - \$4,999 will require one signature (either Director of Operations or Principal)*
- *All checks over \$5000 will require two signatures (either Director of Operations or Principal, and Board Member)*
- *All checks made payable to Principal or Director of Operations will require one signature of a Board Member.*
- *All checks/payments made to "Recurring Vendors" require one signature (Director of Operations, Principal or Board Member) and include the following Recurring Vendors:*
 - Health Insurance provider
 - IT Service provider
 - Telephone/internet provider
 - Insurance (including, liability, umbrella, D&O, work comp, and building)
 - Copier leases and copier overage invoices (subject to an approved contract)
 - Rent
 - Utilities

Kathy moved and Lacole seconded that this related resolution be approved. Approved unanimously.

Finally, the following proposal regarding the Investment Account was proposed:

WHEREAS, the school would like to add Jennifer Bernacki-Smith, Danielle Bruno, Elizabeth Evans, and Elizabeth Fisher, as authorized signers on the Investment Account Strategic Asset Management II at Northwest Investment Services,

WHEREAS, the school would like to continue to keep Edward Robert Castine Jr. as an authorized signer on the Investment Account Strategic Asset Management II at Northwest Investment Services,

WHEREAS,, the School would like to remove Matt Moscati and Elizabeth Santacrose as signers on the Investment Account Strategic Asset Management II at Northwest Investment Services since they are no longer board members,

NOW THEREFORE BE IT RESOLVED, the Board approves the following individuals as authorized signers on Investment Account Strategic Asset Management II at Northwest Investment Services:

*Elizabeth Evans, Director of Operations
Danielle Bruno, Principal - Days Park Campus
Elizabeth Fisher, Principal - Hertel Campus
Jennifer Bernacki-Smith, Board President
Edward Robert Castine, Jr., Board Treasurer*

Joshua moved and Kathy seconded that the resolution be approved. Approved unanimously.

DIRECTORS' REPORTS

The Directors' Report was prepared jointly by Liz Evans, Liz Fisher, David Phillips and Anne Wechsler.

Reopening Update

EVCS continues to operate a full five-day in-person program.

Challenges Updates:

Health and Safety

Despite rising COVID rates, the number of close contacts in classrooms at both campuses has been steady. EVCS's Contact tracing process remains robust, with timely communications to affected families and staff. Health Office Staff members continue to get a lot of push-back about the one-symptom rule and are sometimes the recipients of angry e-mails, phone calls, and in-person tirades.

EVCS Hertel has had no classes that have gone remote due to 3 positive cases within one calendar week. EVCS Days Park has had one class go remote. This intervention measure has continued to help stop the spread of cases within classrooms, since new positive cases that arise do not have close contacts within the school community, on buses, or in after-school.

EVCS Leadership Team solicited questions from families, put together a powerpoint with answers to frequently asked questions by topic, recorded the slideshow and distributed the video recording and slides to the EVCS community. Positive feed back was received from families at both schools. The recording can be viewed here: <https://vimeo.com/652609143>

EVCS Leadership Team and Health and Safety Teams continue to meet regularly to discuss changes in guidance, and how to better communicate with families and staff.

Staffing

There continue to be staffing challenges in classrooms as people are out with a symptom, or calling out for various reasons. In discussions with other charter school leaders this is not unique to EVCS and everyone is struggling with staffing.

Vaccines and Testing

Erie County is piloting a “test to stay” program in Grand Island but has not approached any of the other districts or charter schools about supporting this initiative. EVCS is exploring getting tests from New York State, but would be responsible for administering the test, tracking the students, and reporting them to Erie County and NYS on a daily basis. This would require more time and coordination for EVCS Staff.

A partner was identified and engaged to host a vaccine clinic on site. They were at Days Park on December 8, from 4-6 pm and at Hertel on December 9, from 4-6 pm to provide vaccines and boosters to students, their families and to EVCS staff. There were 48 shots administered at each event for a total of 96 vaccines and boosters given.

EVCS leadership Team also reviewed and will be implementing vaccine and booster protocols issued by New York State indicating that staff or students who received a COVID vaccine or booster and have symptoms commonly associated with that vaccine (except fever) may return to school without a test. These directives will be communicated to staff and families by the end of this week.

Operations and Facilities

Hertel: Nothing to report

Days Park: Nothing to report

Shared: Temporary Facilities Manager, Ted Pitera, has been taking over hiring and supervision of custodial staff at both buildings. He has arranged for updated training on use of equipment and chemicals for all evening staff.

Admissions/Student Enrollment

The application for the 2022-2023 school year went live on December 1st through Enroll Buffalo Charters for new students, including siblings of current students. EVCS Admissions Coordinator, Michelle Cantey, has been managing validation of new applications (student age in Kindergarten, in-district addresses, sibling attending, etc.) as well as answering questions from prospective parents. Following is the number of applications to date for each campus:

	K	1	2	3	4	5	6	7	8	Totals
EVCS										
Days Park	57	10	6	9	10	8	2	9	5	116
EVCS										
Hertel	63	6	3	7	8	7	i	6	0	101

Technology

Following a shipping delay, 22 Promethean boards are now starting to be installed at each campus - 3 at Hertel for new classrooms, and 19 at Days Park to replace Smart Boards.

Grants

A Knox Grant, expected to be awarded at the end of December, is expected to cover 15 of the Promethean Boards.

A new grant cycle has opened for the Cullen Foundation. EVCS is anticipating using this grant to send Leadership Team members and Coaches to Relay training.

HR Updates

Benefits - Health Insurance Renewal

An increase in health insurance premiums was expected for the next renewal period because of national healthcare cost trends. BCBS of Western New York proposed a 13.7% increase to medical and prescription drug insurance. EVCS's HR manager, Kim Rosenfeld countered, requesting an 8% increase which was accepted. During the insurance renewal review Lawley indicated that an 8% increase was in line with other increases in the area. The plans will remain the same as those that are currently offered. This increase will be considered when budget planning begins in January.

An overview of the additional costs follows:

Highmark BCBS of WNY Negotiated Renewal

<u>Plan</u>	<u>Monthly Premium</u>
POS 205	\$109,485.42
POS 250D Select	\$7,183.09
Total Monthly Premium	\$116,668.51
Total Annual Premium	\$1,400,022.12
Total Additional Annual Cost	\$104,127.48
(Calculated off current premium)	
Percentage of Variance	8.04%

Personnel

The following additions to EVCS Faculty and staff were proposed:

Position	Name	Campus	Qualifications
Substitute Teacher	Joan Gearhart	Hertel	-Master's Degree: SUCB; Higher Education and Student Affairs Admin. -Bachelor's Degree: Médaille College; Independent Studies
Substitute Teacher	Alexandra Pagan	Days Park	-Associates Degree - Erie Community Education (still in progress)
Elementary Spanish Teacher	Aeriq Turman	Days Park	-Bachelor's Degree: SUNY Buffalo: Spanish & Human Services
Substitute Teacher	Ana Grujic	Days Park	-Doctorate: SUNY Buffalo; English -Master's Degree: Bowling Green State University; English -Bachelor's Degree: University of Belgrade; English
Custodian	Tim Snow	Hertel	-Bachelor's Degree: University of Michigan; Drawing & Painting -Master's Degree; SUNY Buffalo; Painting
Substitute Teacher	Haley Welch	Days Park	-Bachelor's Degree: Xavier University; English, Gender & Diversity, Chemistry
Social Worker	Rachel Hiller	Shared	-Bachelor's Degree: Northeastern University; Psychology, History and Jewish Studies - Master's Degree: SUNY Buffalo; MSW Social Work

Matt moved and Kathy seconded that all proposed hires be approved. Approved unanimously.

Currently Hiring: Custodians, Substitute Teachers, Middle School Spanish Teacher, Special Education Teacher, Instructional Assistants.

Academics

Report cards will be sent home on December 17. The second round of STAR testing will begin in January, 2022.

Professional Development/Strategic Planning

December 10, 2021 - 1/2 day for students

- A group of self-selected teachers met with Dr. Jevon Hunter, from Buffalo State College.
 - Book Study: Teachers in this group are participating in a book study centered on Ghody Muhammad's Cultivating Genius. Some members will also be preparing to lead a school-wide book study that will begin toward the end of the school year.
 - Critical Inquiry Projects: Some Teachers will be working with Dr. Hunter to develop social justice themed project-based units for their classrooms.
- The rest of the faculty received training provided by GLYS around using gender inclusive language.

Culture

- Staff Morning Meeting - A morning meeting for staff was held to reinforce Responsive Classroom practices and build community among staff members.
- Culture Rubric - A culture rubric is being created to solidify a common vision for school culture and expectations across schools. It is anticipated that portions of this will be used as a walk-through tool, but also envision it being useful to "on-board" new faculty in years to come.
- Brown bag lunches - Once-a-month Brown bag lunches are being held where administrators are present in the cafeteria during teacher lunch periods. This is an informal conversation. It is hoped that this will help strengthen communication and community during this time when it is challenging to connect in-person.
- Culture Huddles are being held weekly at each campus with administrators and behavior support faculty to problem solve and be proactive in responding to student needs. These have resulted in things like regular restorative circles in some grades, new student clubs, identifying privileges (such as lunch in the cafeteria and walks outside after lunch) for older students to increase the joy factor.

Other Business

None.

SUBCOMMITTEE REPORTS

Space Planning

The Committee has been working on plans for the empty two-story building at the Hertel Campus. The building will have use of an elevator. The new spaces will include additional bathrooms, an HVAC room, an IT room, faculty storage space, and a dance/gross motor room on the first floor. The second floor will include room for a Services Coordinator, dedicated spaces for OT/PT, AIS, ENL and 2 Speech rooms, a wellness room, a Counselor's office, space for behavior intervention, staff workroom, Middle School Classrooms, music classrooms, an Assistant Principal Station, and additional storage. The Committee has been working with Colby Smith, who has served as owners' representative for EVCS, to draft a timeline and create a budget.

Finance The Finance Committee met with the Space Planning Committee to discuss the plans for renovations and use of the two-story building at the Hertel Campus.

Ed moved and Jacob seconded that EVCS move forward with the plans to rehab and renovate the unoccupied two-story building at the Hertel Campus. Approved unanimously.

Nominating The nominating Committee has been working to update the rosters of the Board and Board Committees.

Academic Excellence No Report.

Fund Raising No report.

EVCS Culture No report.

PROPERTY AT 124 ELMWOOD

Colby Smith estimated that the necessary repairs at the 124 Elmwood property could cost in the range of \$30,000 - \$50,000 and could likely be approximately the cost to litigate the matter. Some questions remain to be answered before a final decision is reached.

DELAWARE SOCCER CLUB

Garrett Timms, Board Chair of Delaware Soccer Club, and Brett Stothart, Club Manager, have requested that the Club be allowed to use the school gym for their practices for two hours on Monday evenings during the winter. The matter was discussed and it was determined that this practice would not interfere with EVCS activities and that responsible persons were on site to monitor the situation and make sure that the building was properly emptied and securely closed at the end of the evening. The Board agreed that Delaware Soccer Club might be allowed to use the EVCS Gym for Monday evening practices during the winter.

COMMUNITY ASSOCIATION

Jacob reported that the Days Park CA had been discussing ways to raise money for improvements to the Playground. The possibility of writing a grant to fund the project was suggested. He noted that a planned student skating party had been canceled due to increasing cases of COVID. Committee is working to develop ideas for teacher gifts and also for a gift for Danielle. The Thankful at EVCS was reported to have been successful. The school has “adopted” a family, suggested by an agency, to benefit from a clothing drive and possible other giving. The CA is looking for some parents to volunteer to provide extra help during student recess.

Anna reported that the Hertel CA had many volunteers helping with their Thankful at EVCS event. The holiday wreath and poinsettia sale was very successful this year. Both the bottle and can drive and the mitten drive had good responses. She indicated that the group has started to use the word “sharing” to replace the term “donating”. They believe the word has a more positive connotation. They continue to seek ideas for new fundraising activities. Rachel Metz has recently been named Co-Chair of the Hertel CA.

ANNOUNCEMENTS AND NEW BUSINESS

EVCS has received the draft from Albany regarding the Charter renewal for the Hertel Campus. They will be reviewing the draft and revising and re-submitting the report.

Matt moved and Joshua seconded that the Board enter executive session to discuss personnel matters. Approved unanimously. Some discussion ensued.
Matt moved and Joshua seconded that the Board exit executive session. Approved unanimously.

Matt moved and Lacle seconded that the meeting be adjourned. Approved unanimously. The meeting was adjourned at 8:01 PM.

Respectfully submitted,

Pamela Pollock

Future Meetings: Jan. 19, 2022; Feb. 16, 2022; Mar. 16, 2022; April 20, 2022; May 18, 2022; June 15, 2022; and July 20, 2022.

All meetings begin at 6:00 PM.

**Elmwood Village Charter School
Board of Trustees Meeting
Wednesday, January 19, 2021
Meeting Site: EVCS Hertel**

Trustees Present: Mimi Barnes-Coppola; Jennifer Bernacki-Smith; Lacle Brumfield; Ken Gholston; Kathy Franklin-Adams; Joshua Pennel; Pamela Pollock; Matt Ryan; Anna Sotelo Peryea

Trustees Excused: Ed Castine; Jacob Piorkowski

Trustees Absent: None

Others Present: Liz Evans, EVCS Director of Operations; Liz Fisher, Director, EVCS Hertel; Dave Phillips, Temporary Acting Principal at EVCS Days Park; Anne Wechsler, EVCS Director of Curriculum and Instruction

CALL TO ORDER

Jennifer Bernacki-Smith called the meeting to order at 6:05 PM. She presented the agenda. There were no changes.

MINUTES

The minutes of the Elmwood Village Charter Schools Board of Trustees Meeting held on December 15, 2021, were presented.

Matt moved and Josh seconded that the minutes be accepted as presented. Approved unanimously.

TREASURER'S REPORT

Neither Lisa Kirisits, CPA, EVCS Accountant, nor Ed Castine, Chair of the EVCS Financial Committee was in attendance. Hence, the full Financial Report was deferred. Matt Ryan, long-time member of the Financial Committee, stated that the Committee had met recently with the Space Planning Committee to discuss finances for the upcoming construction/renovation at the Hertel Campus. Matt indicated that there were sufficient funds available for the project as some of the CDs had matured and extra money had been borrowed at the time of the Days Park construction. He believed that no additional borrowing would be necessary. The Board was also notified that the final intercept for the mis-directed BPS Special education monies had been submitted.

Mimi moved and Lacle seconded that the abbreviated Financial Report be accepted. Approved unanimously.

DIRECTORS' REPORT

The Directors' Report was prepared jointly by Liz Evans, Liz Fisher, David Phillips, Danielle Bruno and Anne Wechsler.

Reopening Update

EVCS continues to operate a full five-day in-person instructional program.

Challenges Updates:

Health and Safety

EVCS has continued to perform contact tracing for staff and students, which has been made more complex by vaccine status and COVID recovery status metrics that have been added to quarantine/isolation rules. New guidance has been coming from the County and State regularly. EVCS Leadership Team and Health and Safety Team continue to meet regularly to discuss changes in guidance, new protocols and procedures, and how to better communicate with families and staff. All are working to ensure compliance with regulations and maintaining safety for students and staff.

With the high rates of infection brought on by the Omicron variant, and the change to a 5-day quarantine period, EVCS has adjusted the focus of efforts to keep students and faculty safe in school. More energy and attention are now being given to preventative measures such as proper mask wearing, adequate distancing between adults and between students, proper ventilation in classrooms (especially during lunch), etc.

Staffing

EVCS Hertel had to remain closed one extra day after winter break due to staffing shortages. This decision was not made lightly, but the Leadership Team felt that student and staff safety was paramount and that regular school-wide routines couldn't be maintained with anticipated staff levels.

Vaccines and Testing:

Erie County implemented the "test to stay" program in schools. EVCS learned that the school was required to have its own LSL (Limited Service Laboratory) license in order to implement "test-to-stay". This is underway, but EVCS will also have to ensure adequate staffing in order to test students in a safe and timely manner. Updates will be shared with families as they become available.

New York State and Erie County have been issuing changes to regulations and guidance frequently. Based on multiple changes, The EVCS COVID team created the following chart for families which was shared on January 13:

EVCS Isolation & Quarantine Procedures Quick Chart

Updated as of **January 12, 2022** | The contents of this flow chart may be updated as information from either the CDC, NYSDOH, and/or ECDOH changes. All updates will be shared as they become available.

If You Test POSITIVE for COVID
Isolate and report your positive case to your school nurse AND Erie County Department of Health (ECDOH) by clicking this link to report your at-home test results: *

MUST-DO's:

- Stay at home for at least 5 days (with day 0 being the day of your positive test or the first date of symptoms)
- May return to school after 5 days only if:
 - You are fever free for 24 hours without medication
 - AND
 - are symptom -free

If You have COVID-like Symptoms
You **may have COVID** or another illness.

MUST-DO's

- May return to school after 5 days only if:
 - You are fever free for 24 hours without medication AND are Symptom free
- MAY RETURN EARLIER if:
 - All symptoms have resolved AND
 - You receive a negative rapid or PCR test completed by a laboratory

If you are a Close Contact
You have been identified as a **Close Contact** (exposed to someone who has COVID 19) and are **NOT fully vaccinated:**

MUST DO'S

- Quarantine for 5 days (day 0 is the date of last contact)
- If you develop symptoms** follow the center column for **COVID-like** symptoms

You have been identified as a Close Contact and you are **fully vaccinated:** You do not need to quarantine if you do not have symptoms. If you become symptomatic, quarantine immediately and seek COVID testing.

A COVID test is suggested on day 5 for all Close Contacts (regardless of vaccination status)

*<https://www3.erie.gov/covid/form-to-report-a-positive-covid->

Continue to practice masking, social distancing and good hand washing. For more information on vaccination locations, visit :

<https://ww3.erie.gov/covid/vax-calendar>

Operations/ Facilities

Hertel:

The custodial team has been operating short two members since the beginning of the year, but is continuing to keep the building clean and safe. All are thankful for their hard work and dedication throughout this difficult time.

Operations manager, Brittany Mez, has organized a “clean-out” of the two-story building which has been housing teacher supplies and extra furniture. This will take place in February.

Days Park:

The former evening supervisor, who has temporarily replaced Mr. G., has been installing Promethean Boards that arrived at the end of last year. All are grateful for his dedication to EVCS Days Park and for accomplishing so much in such a short time.

Shared: Nothing to report.

Admissions/Student Enrollment

EVCS remains slightly under enrolled, with EVCS Days Park being under enrolled by 10 students, and EVCS Hertel being under enrolled by 3 students. It is more difficult to get parents to switch schools for their children at this time of year. It is hoped that at least 5 spots at Days Park can be filled within the next month. The eighth grade at Days has only 40 students which accounts for part of the under enrollment there.

EVCS is continuing to receive applications through Enroll Buffalo Charters. Below is the number of applications to date for each campus:

	K	1	2	3	4	5	6	7	8	Total
Days Park	95	16	10	13	13	12	8	17	10	194
Hertel	95	11	5	10	10	11	5	12	0	159

Last year at this time EVCS has received 177 applications at EVCS Days Park and 134 at EVCS Hertel.

The Charter School Lottery is scheduled to be held on Tuesday, April 6, 2022.

Technology

After a shipping delay, 22 Promethean Boards have been installed - 3 at Hertel for new classrooms and 19 at Days Park to replace SMART boards.

Grants

EVCS was not awarded a grant from the Knox Foundation, which is now administered through the Community Foundation. Promethean Boards will now be covered through the ESSER ARP grant.

EVCS will be applying for a grant from the Cullen Foundation for RELAY Graduate School of Education training for the Hertel Administrative Team, and for new Instructional Coaches. The deadline is January 28, 2022.

HR Updates

Personnel

Position	Name	Campus	Qualifications
Substitute Teacher	Emily Michalski	Days Park	Bachelor's Degree: D'Youville College; Psychology
Instructional Assistant	Karissa Lichter	Hertel	Master's Degree: Canisius College; Education (in progress) Bachelor's Degree: Canisius College; Psychology
Substitute Teacher	Oscar Wilson	Hertel	Bachelor's Degree: Fredonia University; Criminal Justice

Currently Hiring: Custodians, Social Worker, Substitute Teachers, Middle School Spanish Teacher, Special Education Teacher, Instructional Assistants

Academics

The second round of STAR testing is now being completed. Data meetings with each classroom are scheduled for this week and next.

A meeting of the Academic Excellence Committee will be scheduled to review school-wide data.

Parent/Teacher conferences are scheduled for January 27. This will be a half-day for students.

Professional Development/Strategic Planning

- Book Study: ongoing, optional book study of Ghouldy Muhammad's Cultivating Genius with Dr. Jevon Hunter from Buffalo State College
- Admin Team Quarterly retreat - scheduled for two Half-days (1/27 and 2/1)
- Kathy Franklin-Adams continues to work with Liz Fisher and Catrice Huff.
- Applications will be sent to the Cullen Foundation to send new Admin and coaches to RELAY Leadership Training.

Culture

- Staff Morning Meetings continue (most recent topic, 1/26, "I Messages")
- Brown Bag lunches continue monthly - admin is present in the cafeteria during teacher lunch periods for informal conversation

- Spirit Week will be held the week before February break.
- An online or hybrid book fair will be planned for the spring.
- Recess Support - Parent sign-up lists have been created.

Other Business

The New York Charter School Association (NYCSA) is starting a working group for charter school board members. Their stated aim is:

The Association is looking to launch a working group of charter school board members who are interested in meeting quarterly to share their experiences and challenges serving in their governance role.

The link will be emailed directly to Board members by the end of the week. Interested members are encouraged to sign up directly.

SUBCOMMITTEE REPORTS

Space Planning: Liz Evans updated progress on the renovation of the empty two-story building at the Hertel Campus. Last month's cost estimates were incorrect. The new total projected cost estimate was \$879,600 (rounded up to the nearest \$100). Colby Smith, EVCS's Owner's Representative stated that he will waive his fee. It was the opinion of the Committee that EVCS has sufficient funds in the operating account to cover the costs without the need for borrowing.

Josh moved and Matt seconded that the plans for renovation at the empty two-story building at the Hertel Campus be approved. Approved unanimously.

Finance: Matt indicated that the Finance Committee had nothing else to report.

Nominating: The Committee had nothing to report.

Academic Excellence: The Academic Excellence Committee plans to meet in early February to discuss information from the STAR testing.

Fundraising: No report.

EVCS Culture: A group at the Hertel Campus is planning to schedule GLYS (Gay and Lesbian Youth Services) training in February for parents, mentors and adult caregivers.

LAWSUIT UPDATE - 124 Elmwood building

Board President, Jen Bernacki-Smith, has spoken with EVCS Counsel at Hodgson-Russ regarding the various possibilities of settling the dispute over who is responsible for paying for necessary repairs to the parking lot at the property which is owned by Sam Savarino, leased to Elmwood Village Charter School and sub-let to Autism Services. A pretrial conference with a judge has been scheduled for January 25, 2022. In order to facilitate non-trustees' schedules, further discussion on the lawsuit was delayed until the Executive Session taking place later in the meeting.

COMMUNITY ASSOCIATION

Anna reported on behalf of the Hertel C.A.:

- They have been working on a Clean Loop Recycling Center. This allows recyclers to make their own drop-offs while giving the Credit to the school.
- A restaurant fundraiser is being considered.
- There will be no spring chocolate sale this year.
- The winter warmth fence has been popular again this year. Donated winter clothing items have been moving quickly
- Another Chiavetta's Chicken Barbecue sale is scheduled for May 25. Proceeds are to be dedicated to financing a basketball court for the school.

Jacob was not present this evening. Hence there was no update from the Days Park Campus.

ANNOUNCEMENTS/ NEW BUSINESS

There were no further announcements.

Matt moved and Pam seconded that the Board enter Executive session to discuss some legal and personnel matters. Approved unanimously.

Several items were discussed.

Pam moved and Lacle seconded that the Board exit executive session. Approved unanimously.

Ken moved and Pam seconded that the meeting be adjourned. Approved unanimously.

The meeting was adjourned at 8:05 PM.

**Elmwood Village Charter Schools
Board of Trustees Meeting
Wednesday, February 16, 2022
Meeting Site: EVCS Days Park**

Trustees Present: Mimi Barnes Coppola; Jennifer Bernacki-Smith; Lacoie Brumfield; Ed Castine; Kathy Franklin-Adams; Joshua Pennel; Jacob Piorkowski; Pamela Pollock; Anna Sotelo-Peryea

Trustees Excused: Ken Gholston

Trustees Absent: Matt Ryan

Others Present: Danielle Bruno, Director, EVCS Days Park; Liz Evans, EVCS Director of Operations; Dave Phillips, Assistant Director, EVCS Days Park; Anne Wechsler, EVCS Director of Curriculum and Instruction; Lisa Kirisits, CPA, of Kirisits & Associates, EVCS Accountants

CALL TO ORDER

Jennifer Bernacki-Smith called the meeting to order at 6:05 PM. She presented the agenda. There were no changes.

MINUTES

The Minutes of the Elmwood Village Charter Schools Board of Trustees meeting held on January 19, 2022, were presented. There were no changes.

Mimi moved and Josh seconded that the minutes be accepted as presented. Approved unanimously.

FINANCIALS

Lisa Kirisits presented the Financial Report. For the seven months ended January 31, 2022, EVCS showed a decrease in net assets of (\$10,500) vs. a budgeted decrease in net assets of approximately (\$824,300). The result was a favorable variance of approximately \$813,300.

Lisa explained the assets to liabilities ratio. The current ratio is the ratio of the schools current assets (e.g., current assets consisting of cash, receivables and prepaid expenses = Approx. \$8,176,100) to current liabilities (e.g., consisting of accounts payable, deferred revenue, accrued expenses, current portion of long-term debt = approx. \$3,003,400) and measures the school's ability to meet current obligations as they become due. The school's current ratio on January 31 2022 was 2.72 to 1. A current ratio in excess of 2:1 is considered favorable.

Josh moved and Lacoie seconded that the financial report be approved. Approved unanimously.

LAWSUIT UPDATE

Jacob moved and Josh seconded that the Board enter executive session to have a discussion with the School's Attorney, Andrew Freedman, regarding potential litigation. Approved unanimously.

Explanations and discussion ensued.

Pam moved and Kathy seconded that the Board exit executive session. Approved unanimously.

DIRECTORS' REPORT

The Directors' Report was prepared jointly by Danielle Bruno, Dave Phillips, Liz Evans, Liz Fisher, and Anne Wechsler.

Reopening Update

Challenges Updates:

-Health and Safety

EVCS has continued to perform contact tracing for staff and students, but has reduced close contact identification to those sitting close to students at lunch and other times at which students are unmasked. The Governor and Erie County Executive have discontinued the mask mandate for indoor spaces except for schools. The school mask mandate is in place until March 7th, after which time the Governor will make a decision regarding continuing the requirement. The EVCS Leadership Team and Health and Safety Teams continue to meet regularly to discuss changes in guidance, new protocols and procedures, and how EVCS can better communicate with families and staff. Efforts are being made to ensure compliance with regulations and to keep students and staff safe.

-Staffing

EVCS has continued to hire more substitute teachers and has been using stipends to fill extra duties and coverage. The Leadership team is looking at the stipend structures in light of the upcoming budget year. It will be necessary to ensure that enough is allocated to continue to provide adequate staffing and supervision of students throughout the school day.

-Vaccines and Testing

EVCS is in the process of applying for a limited Laboratory Services License and is discussing the best use of staff to determine the type of testing programs the school should offer.

Operations/Facilities

Hertel: Clean-out of the spaces that will be renovated will begin shortly. Extra furniture that does not fit in classrooms due to physical distancing requirements, as well as classroom supplies, will be temporarily stored in other available spaces. The construction project is anticipated to begin in April, after bidding and application for permits.

Days Park: Nothing to report.

Shared: Nothing to report.

Admissions/Student Enrollment

EVCS continues to be slightly under enrolled, but efforts continue to enroll students. EVCS continues to receive applications for next year through Enroll Buffalo Charters. Below is the number of applications to date for each campus:

	K	1	2	3	4	5	6	7	8	Totals
EVCS	132	24	17	19	23	20	13	26	15	289
Days Park										
EVCS	135	22	11	22	21	21	10	21	n/a	263
Hertel										

Last year at this time (2/22/21) EVCS had received 294 applications at EVCS Days Park, and 250 at EVCS Hertel.

On March 19, EVCS will participate in an in-person charter school fair organized by the New York Charter School Association. The school is heavily engaged in outreach throughout the community. The Lottery will be held on April 5, this year.

Technology

Nothing to report.

Grants

EVCS has applied for a grant from the Cullen Foundation for RELAY Graduate School of Education training for Hertel Administrative Team and new Instructional Coaches. A “site visit” meeting is planned for March 2, 2022.

HR Updates

Position	Name	Campus	Qualifications
Receptionist	Meriah Millner	Hertel	Medaille College: Bachelor’s Degree; Business Administration
Substitute Teacher	Haley Atkins	Days Park	SUNY at Buffalo: Bachelor’s Degree; Psychology
Substitute Teacher	Andreas Queen	Days Park	SUCB: Bachelor’s Degree; History
Substitute Teacher	Jayla Florence Reed	Days Park	SUCB: Bachelor’s Degree; Childhood Education
Day Porter/ Custodian	Juan Green	Days Park	High school Diploma; Bennett County High School

Pam moved and Ed seconded that all proposed hires be approved. Approved unanimously.

Currently Hiring: Custodians, Social Worker, Middle School Spanish Teacher, Special Education Teacher, Middle School Social Studies Teacher, Instructional Assistant

Academics

The Academic Excellence Committee met. (See Committee Reports)

Professional Development/Strategic Planning

- A practice clinic on implementing the “Cold Call” was held for all general education teachers at each campus.
- An optional workshop on using STAR data to drive instruction will be held on 2/17.
- Recent Topics of special education clinics have been: IEP Progress note writing, Writing IEPs, Program Modifications and Accommodations.
- There will be a 1/2-day for professional development on March 25th. The focus of this will be unit development. Teachers will be able to choose from a few options: Pathways Projects, Social Justice Units, Critical Inquiry Projects (with Dr. Hunter), infusing marginalized voices into units across the curriculum.

Culture

- Mid-year SEL survey data meetings were held. Results were used to plan classroom inventions intended to support student social-emotional health.
- Staff Morning Meeting Culture Clinics continue (most recent topic: Classroom Energizers)
- Brown Bag lunches continue monthly. Admin is present in the cafeteria during teacher lunch periods to for informal conversation.
- Spirit Week is being held at each campus this week.

Other Business

The New York Charter School Association (NYCSA) is holding their first working group for charter school board members on February 24th around budgeting procedures. The link for registration is available from Liz Evans.

NYCSA is also organizing and sending out advocacy materials pertaining to the NYS budget process. EVCS will be sharing talking points and letter and call templates with all stakeholders in the next month and a half.

HERTEL RENEWAL UPDATE

The Hertel renewal meeting has been rescheduled for Thursday, March 17, 2022.

SUBCOMMITTEE REPORTS

- Space Planning: The Space Planning Committee has not met this period. Vendors have been visiting new building spaces to assess needs.
- Finance: Finance Committee has not met this period
- Nominating: Nominating Committee has not met this period.
- Academic Excellence: The Academic Excellence Committee met on February 15. Several
A number of parameters were discussed:
Attendance - Average Daily Attendance (ADA) has historically averaged around 95%. This period the ADA was 90.5%. The drop was considered to be related to COVID factors (illness, quarantines, parental fears of exposure, etc.) The past week attendance has jumped to 94-95 %.
Student Performance - Evaluation used fall and winter grade equivalents on the STAR assessments measured against the stated goal “to have, each year, 100% of students make 1-year growth or more in both Math and ELA.” At the halfway point in the year 57% of students were projected to meet the 1-year growth in ELA; 61% projected to meet the 1-year growth in math. Factors impacting growth included remote learning, chronic absences, and lack of connectedness. The fact that student growth percentile has improved is a testament to the teachers and reflects the success of the new reading program.
School Culture - Measures of School Health - Percentage of students feeling capable, connected and contributing (EVCS’s three C’s as stated in the Charter) was in the 65 - 72% range.
Other Factors influencing above include:
- absence of Responsive Classroom morning meetings due to social distancing requirements.
- teacher shortage, keeping salaries commensurate with districts.
- impact of social/emotional issues on instruction.
- teacher coaching and supervision needs increase due to staff changes.
- gaps in growth correlated with POC and chronic absence
-continuity of instruction impacted by remote learning, disconnect from school and chronic absences.
- Fundraising: The Fundraising Committee has not met this period.
- EVCS Culture: The GLYS event was postponed until March. Both CAs will participate. Other items of discussion included Student Heritage and Culture and Social Justice.

COMMUNITY ASSOCIATION

Jacob reported from the Days Park CA. Only 8 people were in attendance at the last meeting. Weather and Covid may have been at least partially responsible for the low numbers. Using parents to assist with recess has been approved. No parent will be left to cover without a responsible staff member. Sign ups for recess duty and other teacher assistance activities will begin on 2/17 using "Sign-Up Genius". The School is planning a one-day, outdoor book sale. Social connections are being maintained with virtual BINGO and other activities. Days Park is planning a shared Chocolate Sale with the Hertel Campus.

Anna also reported that Hertel is seeking parent volunteers to assist teachers with recess and field trips. They are hoping to promote better family engagement using a survey. Another Chiavetta's Chicken Dinner fundraiser is being planned for May.

Ed moved and Jacob seconded that the Board enter executive session for discussion of legal and personnel matters. Approved unanimously.

Discussion ensued.

Lacole moved and Jacob seconded that the Board exit executive session. Approved unanimously.

ANNOUNCEMENTS/NEW BUSINESS

There was no additional business and nothing to announce.

Lacole moved and Jacob seconded that the the meeting be adjourned. Approved unanimously.

The meeting was adjourned at 8:25 PM.

Respectfully submitted,

Pamela Pollock

Future Meetings: Mar. 16, 2022; April 20, 2022; May 18, 2022; June 15, 2022; and July 20, 2022.

All meetings begin at 6:00 PM.

**Elmwood Village Charter Schools
Board of Trustees Meeting
Wednesday, March 16, 2022
Meeting Site: EVCS Hertel**

Trustees Present: Jennifer Bernacki-Smith; Lacoie Brumfield; Ed Castine; Kathy Franklin-Adams; Ken Gholston; Joshua Pennel; Jacob Piorkowski; Pamela Pollock; Matt Ryan; Anna Sotelo-Peryea

Trustees Excused: Mimi Barnes Coppola

Trustees Absent: None

Others Present: Danielle Bruno, Director, EVCS Days Park; Liz Evans, EVCS Director of Operations; Liz Fisher, Director, EVCS Hertel; Anne Wechsler, EVCS Director of Curriculum and Instruction; Lisa Kirisits, CPA, of Kirisits & Associates, EVCS Accountants

CALL TO ORDER

Jennifer Bernacki-Smith called the meeting to order at 6:00 PM. She presented the agenda. There were no changes.

MINUTES

The Minutes of the Elmwood Village Charter Schools Board of Trustees meeting held on February 16, 2022, were presented. There were no changes.

Josh moved and Jacob seconded that the minutes be accepted as presented. Approved unanimously.

FINANCIALS

Lisa Kirisits presented the Financial Report. For the eight months ended February 28, 2022, EVCS showed an increase in net assets of \$337,600 vs. a budgeted decrease in net assets of approximately (\$511,800). The result was a favorable variance of approximately \$849,400.

Remaining significant is the special education recoupment. The SPED “claw back” issue came to light in May 2019 as a result of an audit the Buffalo Public Schools underwent from the State Comptroller’s Office. BPS has already recouped all of the \$501,328 in aid already paid that it claims to be excess. An intercept has been filed with NYSED for the deductions in 2019-20 to receive these funds directly from the state and is currently under consideration by them. In February 2021, NYSED recommended that the intercepts for the 5 of 6 and 6 of 6 for the 2019-2020 school year be approved for one school. This approval (for one school) was forwarded to the State Comptroller’s Office and was deducted from the district’s next payment. The assumption was the approval will be replicated for all charter schools affected including Elmwood Village. NYSED originally requested that 2020-21 related intercepts be held while 2019-20 was considered but has now released all remaining intercepts to be submitted for consideration.

Treasurer, Ed Castine, congratulated Lisa for her continued excellence and advice in managing EVCS Financial matters over the years. The school has significant

funds in “cash” and can “wait and see” what the market brings before making future investments. The Financial Committee will meet in April to review the budget for next year.

**Ed moved and Matt seconded that the financial report be approved.
Approved unanimously.**

LAWSUIT UPDATE

Autism Services has been served with a Third Party Complaint. No date has yet been determined

DIRECTORS' REPORT

The Directors' Report was prepared jointly by Danielle Bruno, Liz Evans, Liz Fisher, and Anne Wechsler.

Reopening Update

Challenges Updates:

-Health and Safety

The mask mandate was discontinued on Wednesday, March 2nd, 2022. Families and staff were informed that masks were now optional throughout school spaces, but all other measures and procedures remained in place. A minimal number of cases have been reported. Students have adjusted well to mask/no mask policies.

-Staffing

EVCS sent out the intent survey on Tuesday 3/15 in order to help determine how many staff vacancies to expect in the coming year.

-Vaccines and Testing

EVCS is in the process of applying for the Limited Laboratory Services License and signed a two-year agreement with our medical director to provide oversight to any COVID testing procedures that EVCS decides to undertake.

Operations/Facilities

Hertel: Extra furniture that did not fit in classrooms due to physical distancing requirements has been moved to a rented trailer. The construction project is anticipated to begin in April, after bidding and application for permits.

The cost to repair the waterline break came to \$5,454, with a \$5,000 deductible. During this time it was discovered that the People Inc. House has been getting water from EVCS's line at no cost. Discussions are in progress with People Inc. to determine the average water usage for the property, bill them for water usage going forward, and determine a cost for their usage over the past 5 years and bill them for that usage. A

maintenance and shared repair agreement is being reviewed so that EVCS and People, Inc. can share the cost of any future damage or repairs.

Days Park: During a recent survey 17 rooms/spaces were identified that needed PA speakers and power units in order to broadcast school-wide announcement, including safety communications regarding drills and lockdowns. The quoted price is \$8,300 which we hope to encumber in the 2021-2022 fiscal year.

Shared: Nothing to report.

Admissions/Student Enrollment

EVCS is continuing to receive applications through Enroll Buffalo Charters. Below is the number of applications to date for each campus:

	K	1	2	3	4	5	6	7	8	Totals
EVCS	158	42	26	25	34	29	18	34	29	395
Days Park										
EVCS	170	35	19	32	31	29	15	28	n/a	359
Hertel										

Total 754

Last year at this time (3/17/21) EVCS had received 650 applications: 341 application at EVCS Days Park, and 309 at EVCS Hertel.

Technology

Technology planning for next year has begun, including assessments of devices that have reached their end of life (end of support) and must be replaced.

SMART Boards at Days Park were replaced by Promethean Boards, which are now used across both campuses.

Grants

EVCS's ESSER ARP grant applications were formally approved by NY State Education Department.

EVCS's Erate application was submitted and will cover 80% of broadband service at each campus, as well as cabling and new network equipment in the addition at Hertel.

HR Updates

New Proposed Administrative Structure and Position

The Administrative Team, along with the HR Manager, have been discussing a change to the organizational structure to create a Director-level position at the Leadership Team level. The reasons for this change are many.

Currently the School Leadership Team consists of the Director of Curriculum and Instruction (DCI), Director of Operations (DO) and the Principals of Days Park and Hertel. While this structure allows the school leader at each building to be in organization-wide communication, planning, and decision making it causes them to take on two focuses in their roles. The role of principal is already weighty and involves not only communication with families, students, and building level staff, evaluation of all instructional AND building level staff, being the safety leader at each building, etc., but also pulls them into organization-wide strategic planning, communication, evaluation planning, etc.

This position would mitigate the principal burnout factor and provide a more robust overall support for school leaders as well as the organization as a whole. An attached proposal detailed the rationale and draft job description.

After some discussion the Board agreed the matter was was complex and merited additional discussion at a future time.

New Hires

Position	Name	Campus	Qualifications
Custodian	Eh Super Kyaing	Days Park	High School Diploma; McKinley High School
Nursing Support	Diane Phillips	Shared	Certified Licensed Practical Nurse; 35+ years of experience
Substitute Teacher	Iyanna Williams	Hertel	SUCB: Bachelor's Degree - (in progress); Childhood and Special Education
Special Education Teacher	Ashley Gehen	Hertel	SUNY at Buffalo: MA; - Literacy SUCB: BA; Childhood Education Certification: Elem. Education (Birth-Gr.6); Literacy Specialist (Birth - Gr. 12) Special Education (Birth - Gr.6)

Pam moved and Ed seconded that all proposed hires be approved. Approved unanimously.

Currently Hiring: Custodians, Middle School Spanish Teacher, Middle School Social Studies Teacher, Instructional Assistant

Academics

- The trimester ends on 3/18. Reports will go home on 4/1.
- NYS ELA Assessments are on 3/30 and 3/31.

Professional Development/Strategic Planning

- Book study with Dr. Hunter is complete. He expressed interest in working more closely with EVCS next year as he is interested in featuring EVCS teachers in his research.
- March 25th is a half-day for professional development. Teachers will collaborate on social justice themed unit plans. Special area teachers and related service providers will collaborate on plans for family engagement.

Culture

New clubs and activities are starting:

- Safety Patrol will be starting at Hertel soon (6th grade students will help with dismissal).
- Kindness Club is being run at Hertel by the school counselor.
- Newspaper club has started for middle school students at Days Park.
- Girls on the Run starts in April at both campuses.

Other Business

Ed In Equity Campaign: A letter was sent to Governor Hocu and the Western New York Delegation of the NYS Legislature to educate representatives on the inequity of the funding increases for charter schools throughout the state. One illustration that was shared was this chart of the difference in proposed increases for charter schools in the “big 5” school districts:

Comparison of Projected SY22-23 Buffalo Charter School Tuition to other Big 5 Districts

	Rate SY21-22	Projected Rate SY 22-23	\$ Change	%Change
Buffalo	\$13,308	\$13,417	\$109	0.8%
NYC	\$16,884	\$17,633	\$789	4.7%
Rochester	\$13,995	\$14,216	\$221	1.6%
Albany	\$16,179	\$16,653	\$474	2.9%
Syracuse	\$13,442	\$13,769	\$327	2.4%

The letter advocated for one-time aid to give students in Buffalo charter schools better access to funding, which pays for high quality teachers, safe and comfortable buildings, and tools to educate and assess these students.

HERTEL RENEWAL UPDATE

The vote is scheduled for tomorrow, March 17, 2022. The recommendation was for a five-year renewal .

SUBCOMMITTEE REPORTS

- Space Planning & Finance: The Space Planning Committee has met with the Finance Committee. It has been determined that the school's current assets (e.g., current assets consisting of cash, receivables and prepaid expenses = approx. \$7,545,700) to current liabilities (e.g., consisting of accounts payable, deferred revenue, accrued expenses, current portion of long term debt = approx. \$1,983,600) and measures the school's ability to meet current obligations as they become due. The creation of the new space on the Hertel Campus are projected to be completed sometime in August, 2022.
- Nominating: The Nominating Committee did not meet this month.
- Academic Excellence: The Academic Excellence Committee did not meet this month.
- Fundraising: The Fund Raising Committee has not met this month.
- EVCS Culture: The EVCS Culture Committee has been preparing a Vision statement and developing goals. These will be formalized and presented at a future meeting.

COMMUNITY ASSOCIATION

Jacob reported from the Days Park CA. The meeting had to be re-scheduled and is being held this evening. Sign ups for recess duty and other teacher assistance activities continue using "Sign-Up Genius". A shared Chocolate Sale with the Hertel Campus raised a total of \$9600. The two campuses will continue to work together on fundraising activities including a Pampered Chef Party and a Book Fair.

Anna reported that Hertel is also seeking parent volunteers to assist teachers with recess and field trips. They are hoping to promote better family engagement using a survey. Another Chiavetta's Chicken Dinner fundraiser is being planned for May. The group is also selling gift cards for Anderson's Frozen Custard from which the school receives a portion of the profit. They are planning a Literacy Night in May.

PERSONNEL MATTERS

Matt moved and Ed seconded that the Board enter executive session for discussion of legal and personnel matters. Approved unanimously.

Discussion ensued.

Matt moved and Ed seconded that the Board exit executive session. Approved unanimously.

ANNOUNCEMENTS/NEW BUSINESS

There was no additional business and nothing to announce. **Ed moved and Lacole seconded that the the meeting be adjourned. Approved unanimously.**

The meeting was adjourned at 8:40 PM.

Respectfully submitted,

Pamela Pollock

Future Meetings April 20, 2022; May 18, 2022; June 15, 2022; and July 20, 2022.

All meetings begin at 6:00 PM.

**Elmwood Village Charter School
Board of Trustees Meeting
Wednesday, April, 20, 2022
Meeting Site: EVCS Days Park**

Trustees Present: Jennifer Bernacki-Smith; Ken Gholston; Kathy Franklin-Adams; Joshua Pennel; Joshua Piorkowski; Pamela Pollock; Matt Ryan; Anna Sotelo Peryea

Trustees Excused: Mimi Barnes-Coppola; Lacle Brumfield; Ed Castine;

Trustees Absent: None

Others Present: Danielle Bruno, Director, EVCS Days Park; Liz Evans, EVCS Director of Operations; Liz Fisher, Director, EVCS Hertel; Anne Wechsler, EVCS Director of Curriculum and Instruction; Lisa Kirisits, CPA, of Kirisits & Associates, EVCS Accountants

CALL TO ORDER

Jennifer Bernacki-Smith called the meeting to order at 6:01 PM. She presented the agenda. There were no changes.

MINUTES

The minutes of the Elmwood Village Charter Schools Board of Trustees Meeting held on March 16, 2022 were presented.

Matt moved and Jacob seconded that the minutes be accepted as presented. Approved unanimously.

TREASURER'S REPORT

Matt reported That EVCS currently has approximately \$2.7 million in the bank earning approximately .01% in interest. As interest rates begin to rise, he proposes that EVCS begin to use this money to begin purchasing laddered CDs.

Lisa Kirisits, CPA, reported that, for the nine months ended March 31, 2022, EVCS showed an increase in net assets of \$512,900 vs. a budgeted decrease in net assets of approximately (\$356,300). The result was a favorable variance of approximately \$869,200. According to Lisa, " You have a favorable ratio of cash to liabilities, and revenue in excess of budget. What could be better?"

Lisa also stated that there had been no additional news regarding the BPS intercept. The outcome will be dependent on action by the State Education Department.

The Form 990 for June 30, 2021 was distributed, reviewed and discussed.
Jacob moved and Kathy seconded that the Form 990 be approved. Approved unanimously.

DIRECTORS' REPORT

The Directors' Report was prepared jointly by Danielle Bruno, Liz Evans, Liz Fisher, and Anne Wechsler.

Reopening Update

Health and Safety

Following the practices of the majority of schools in the area, EVCS has removed the daily health attestation. Instead, a daily text reminder is sent to families asking those whose children are symptomatic to keep them home from school and to call their school nurse. Staff now follow the same protocols.

Operations/ Facilities

Hertel:

-Full staffing for custodial positions is now in place.

-Building staff are getting prepared for the start of renovation.

Days Park:

Nothing to report.

Shared:

Operations staff and School Leadership team members are meeting with a Food Service vendor to explore the possibility of contracting out breakfast and lunch service. This could provide EVCS with cost savings.

Admissions/Student Enrollment

EVCS held its public lottery at 1:00 p.m. on Tuesday, April 5th. The admissions Coordinator, Michelle Canty, is in the process of managing offers and registrations. An Open House will be held at each campus this Saturday, April 23, 2022 for families of students who have been offered seats, or are at the top of the wait list for grades with likely open seats in the coming year. EVCS Hertel will host from 10-12 a.m. and EVCS Days Park will host from 1-3 p.m. So far about 117 people have replied that they will attend.

TOTAL APPLICATIONS for 2022-2023

	K	1	2	3	4	5	6	7	8	Total
Days Park	204	56	42	40	50	57	35	56	47	587
Hertel	223	50	38	42	44	50	32	51	0	530

Total: 1117

The total number of 1117 includes post-deadline applications (which appear at the bottom of the waitlist). Last year at this time (4-21-2021) EVCS had received 911 applications at both schools.

Technology

Station 28 is taking inventory of current devices and making recommendations for purchases for the 2022-2023 school year.

Grants

EVCS received \$35,000 in grants from the Cullen Foundation to send Hertel School leaders and 2 instructional coaches to Relay's Leadership Development Programs.

HR Updates

New proposed administrative structure and position

A slide show was presented showing a graphic of a leadership structure headed by a Director of Schools who would be supported by a Principal and an Assistant Principal or Dean of Students at each campus. Educational and financial implications were discussed. The Board agreed that the matter deserved additional consideration and agreed to postpone further discussion at this time.

New Hires

Position	Name	Campus	Qualifications
Custodian	Melissa Rodriguez	Hertel	High School Diploma - Baldwin High School (Jacksonville, FL) 7 years custodial experience
Substitute Teacher	Sydney Bradford	Days Park	-Bachelor's Degree: St. Bonaventure University; International Studies and Spanish -Master's Degree (in progress): St. Bonaventure University; School Counseling
Substitute Teacher	Allison Sinclair	Days Park	-Bachelor's Degree: National Technology Institute for the Deaf; ASL-English Interpretation -Master's Degree (in progress): SUNY at Buffalo; Speech and Language Pathology

Middle School Social Studies Teacher	Nathan Linchuck	Days Park	-Bachelor's Degree: SUNY Geneseo: History -Master's Degree: SUNY Geneseo: Education: Reading and Literacy Certification: Social Studies (Grades K-7) Literacy (Birth-Grade 6) Literacy (Grades 5-120)
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Currently Hiring: Middle School Spanish Teacher, Instructional Assistant. Began 2022-2023 staffing season.

Matt moved and Pam seconded that all proposed hires be approved. Approved unanimously.

Members of the Shared Leadership Team attended the 2022 Teacher Recruitment Day and have identified a number of prospects for future hires.

They will also be attending an event sponsored by the Canisius College School of Education to match Canisius residents with EVCS Classrooms. EVCS has had a partnership with the College's Urban Teacher Residency Program for several years. It is anticipated that next year 4-6 residents will be placed across EVCS campuses. These individuals have proven to be of high quality and, after a year of residency, (in an Assistant role at EVCS), many are ready to step into full time teaching positions on the faculty.

Academics

- NYS ELA Assessments have been completed.
- NYS Math Assessments are on 4/27 & 4/28.
- Parent-Teacher conferences are scheduled for May 19.

Professional Development/Strategic Planning

- The Admin Team has an offsite strategic Planning day on 4/21.

Culture

- EVCS is busy planning for end of the year activities such as Field Day, Kindergarten graduation, 8th grade graduation, and 8th grade class trip.
- Teacher Appreciation Week is the first week of May. Activities are planned for each day of the week to show EVCS teachers how much they are valued.

Other Business

Ed In Equity Campaign: There is a state-wide tour being kicked off in the Bronx on April 30th. The group is expected to be in Niagara's Square on May 14 at noon.

SUBCOMMITTEE REPORTS

Space Planning

A ZOOM meeting was held to review bids for work at the Hertel campus. Bids for the work to be done were considered to be somewhat high. The group was able to negotiate them down by \$90,000 - \$120,000. The Days Park playground is being discussed with all stakeholders.

Finance:

Matt indicated that the Finance Committee will meet soon to review the budget.

Nominating:

Matt reported that the Terms of the following Trustees were about to expire:

Mimi Barnes Coppola

Jennifer Bernacki Smith

Pamela Pollock

Matt Ryan

Jake moved and Josh seconded that the previously named trustees be approved for an additional term on the EVCS Board of Trustees.

Approved unanimously by members present.

Academic Excellence:

The Academic Excellence Committee had nothing to report.

Fundraising:

The Fundraising Committee had no report.

EVCS Culture:

The Culture Committee has developed a statement regarding equity, diversity and inclusion.

COMMUNITY ASSOCIATION

Days Park Jacob reported that the school website had been updated to include information from the CA. They are planning various treats to celebrate Teacher Appreciation Week. These include items such as cards, lottery tickets, water bottles, tote bags, candy, etc. They have planned several family activities such as Bowling Night and a roller skating event. The Association has earmarked \$700 from their budget to purchase supply kits for 14 students in September.

Hertel The Hertel CA has formed a subcommittee to identify ways in which they might better engage families. Responses included replies from 28 different families. They will be looking at the data to develop further plans. They are planning a short outdoor book fair to coincide with Field Day. A Chiavetta's chicken barbecue fundraiser is scheduled for Thursday, May 26. Some of the older students will sponsor a Lemonade Sale on the side. The group continues to collect bottles and cans for recycling.

ANNOUNCEMENTS/ NEW BUSINESS

Matt moved and Jake seconded that the Board enter Executive session to discuss some legal and personnel matters. Approved unanimously.

Several items were discussed.

Josh moved and Jake seconded that the Board exit executive session. Approved unanimously.

There were no further announcements. and no additional business.

Ken moved and Jake seconded that the meeting be adjourned. Approved unanimously.

The meeting was adjourned at 8:45 PM.

Respectfully submitted,

Pamela Pollock

Future Meetings: May 18, 2022; June 15, 2022; and July 20, 2022.

All meetings begin at 6:00 PM.

**Elmwood Village Charter School
Board of Trustees Meeting
Wednesday, May 18, 2022
Meeting Site: EVCS Hertel**

Trustees Present: Mimi Barnes-Coppola; Jennifer Bernacki-Smith; Lacle Brumfield; Ed Castine; Ken Gholston; Kathy Franklin-Adams; Joshua Pennel; Jacob Piorkowski; Pamela Pollock; Anna Sotelo Peryea

Trustees Excused: Matt Ryan

Trustees Absent: None

Others Present: Danielle Bruno, Director, EVCS Days Park; Liz Evans, EVCS Director of Operations; Liz Fisher, Director, EVCS Hertel; Anne Wechsler, EVCS Director of Curriculum and Instruction; Angel Beiter, CPA and Lisa Kirisits, CPA, of Kirisits & Associates, EVCS Accountants

CALL TO ORDER

Jennifer Bernacki-Smith called the meeting to order at 6:06 PM. She presented the agenda. There were no changes.

MINUTES

The minutes of the Elmwood Village Charter Schools Board of Trustees Meeting held on April 18, 2022 were presented.

Jake moved and Josh seconded that the minutes be accepted as presented. Approved unanimously.

TREASURER'S REPORT

Angel Beiter reported that the Projected Operating Budget for the Year Ending June 30, 2023, had been reviewed in detail by the Financial Committee. It was recommended that EVCS use some extra funds that will be available next year to compensate for the learning loss due to COVID and to support teacher retention.

Ed moved and Ken seconded that the Projected Operating Budget for the Year Ending June 30, 2023, be accepted. Approved unanimously.

Lisa Kirisits reported that, for the ten months ended April 30, 2022, EVCS showed an increase in net assets of \$679,700 vs. a budgeted decrease in net assets of approximately (\$204,900), the result was a favorable variance of approximately \$884,600.

Lisa further indicated that, for some time, the interest on the CD investments "has been dismal", less than one percent. In addition, the modest interest on accounts at Northwest Bank has been cancelled by fees. Matt suggested that better rates might

be available elsewhere. He suggested that the Committee might want to investigate some other options.

Lacole moved and Ed seconded that the Financial Report be approved.

Approved unanimously.

DIRECTORS' REPORT

The Directors' Report was prepared jointly by Danielle Bruno, Liz Evans, Liz Fisher and Anne Wechsler.

Reopening Update

Safety and Security Update

Official statements have been issued to families, students, and other concerned individuals regarding the Tops shooter incident on 5/14 and the School-Wide Alert on 5/18. The situation continues to be monitored and appropriate measures have been, and will continue to be taken.

Health and Safety

EVCS recently/finally received its LSL (Limited State License) Certificate. The COVID Team will be meeting as soon as possible to develop protocols for a test-to-stay program. This will allow the school to keep unvaccinated close contacts in school, rather than requiring them to quarantine if exposed.

Operations/Facilities

Hertel: Construction on the Arts Building began on May 9. R&P Oak Hill has been communicating with operations staff to ensure that instruction and other school activities are not interrupted,

Days Park: Nothing to report.

Shared: EVCS opened the **Family Satisfaction Survey** on May 12. It will remain open until May 23. Data will be gathered and analyzed to help inform decisions about programming and operations during the coming year.

EVCS Safety Team has been undertaking building walk-throughs and reviewing and revising the building-based safety plans. These will be updated and the Board will be asked to review and formally approve these plans before the end of August, 2022.

Admissions/Student Enrollment

The Admissions Coordinator is in the process of managing re-enrollments for returning students, and making offers and getting new students registered.

Incoming kindergarten students will participate in “Kindergarten Camp”. Students spend the first two weeks of school in small groups with teachers and service providers. Students engage in a variety of readiness and assessments, and teachers have the opportunity to ensure the creation of balanced classrooms. At the conclusion of Kindergarten Camp, families are informed of their child’s final placement for the year. Last year’s camp was highly successful, and translated to positive outcomes for students. Families also provided positive feedback about the experience.

Technology

Nothing New to report.

Grants

EVCS received \$10,800 for data cabling and security system infrastructure for the Arts Building at Hertel.

HR Updates

New Hires

Position	Name	Campus	Qualifications
Substitute Teacher	Caitlin Parasch	Days Park	-Bachelor’s Degree: University at Buffalo. Mathematics -Master’s Degree: University at Buffalo (in progress). Mathematics Education
Substitute Teacher	Alexa Fiden	Days Park	-Bachelor’s Degree: National Technology Institute for the Deaf. ASLEnglish-Interpretation -Master’s Degree: Canisius College. (in progress) Elementary Education

Currently Hiring: Middle School Spanish teacher, Day Porter, 2022-2023 staffing.

Pam moved and Ed seconded that all proposed new hires be approved. Approved unanimously.

Academics

Approval of 2022-2023 School year Calendar

The proposed Academic Calendar for the 2022-2023 SchoolYear was presented and reviewed.

Pam moved and Anna seconded that the proposed calendar be accepted.

Approved unanimously.

- NYS ELA Assessments have been completed.
- NYS Math Assessments have been completed.
- Parent-Teacher conferences are scheduled for Thursday May 19.
- Science Assessments for grades 4-8 take place in late May/Early June.
- Regents exams in Living Environment and Algebra will take place in June.

Professional Development/Strategic Planning

- Danielle Bruno and Anne Wechsler are participating in a 12 hour workshop (spread across 4 days). The workshop, led by the New Teacher Project (TNTP), focuses on teacher retention.

Culture

- Upcoming Events: Bison's game on June 7th (grades 4-8), Field day, K Graduation, 8th grade Graduation, 8th grade Class trip, Whole School meeting at each campus.
- Exploring an on-campus experience for students in K-3. Possibly bring in presenters from Museum of Science, the Aquarium, or Hawk Creek.

Other Business

- A visit from the School Leadership Team from the University Preparatory Charter School for Young Men, scheduled for today has been re-scheduled.
- EVCS will also be hosting a "Critical Friends" visit from school leaders from the Buffalo and Rochester area. This will be focused on our draft culture rubric that the Leadership Team has been developing in order to reinforce a unified and strong school culture throughout buildings.

SUBCOMMITTEE REPORTS

Space Planning

Subcommittees have met to address specific issues at both the Hertel and Days Park Campuses.

Nominating

Matt nominated the following candidates to serve three-year terms on The EVCS Board of Trustees, filling the slots expiring 6-30-22:

Mimi Barbes Coppola
Jennifer Bernacki Smith
Pamela Pollock
Matt Ryan

	Jacob moved and Kathy seconded that the slate be approved. Approved unanimously.
Finance	No Report
Academic Excellence	No report at this time. A meeting will be scheduled for late June or early July when test results become available for review.
Fundraising	No report.
Culture	Anna reported that she had met with faculty and staff to discuss how extraordinary service might be recognized. Several possibilities were discussed.

PERSONNEL AND ADMINISTRATIVE PLANNING

Jen announced the adoption of the new leadership model. The Leadership team will now consist of the Director of Curriculum and Instruction, the Director of Schools and the Director of operations. Each campus will be led by a Principal who reports to the Director of Schools. Further information about the reasons for this change are available on request.

It was reported that Danielle Bruno was interviewed by the the Board of Trustees and was approved to become Director of Schools at EVCS.

Jake moved and Ed seconded that Danielle Bruno be hired to serve as EVCS director of Schools. Approved with one abstention.

Dave Phillips was also interviewed by the Board of Trustees.

Kathy moved and Mimi seconded that Dave Phillips be hired to serve as Principal at the days Park Campus. Approved unanimously. These new positions will officially begin with the 2022-2023 Academic Year which starts July 1, 2022. The school will be seeking candidates for a new Assistant principal at Days Park.

UPDATE 124 ELMWOOD

EVCS lawyers are working on discovery. Lawsuit conversations are ongoing. No specifics have been asked for.

BUSING UPDATE

Current practice is that EVCS pays the bus company for bringing the students to school when Buffalo Schools are not in session. A ruling for a school district downstate indicated that the school district should be responsible in such cases. The ruling is under appeal. It may be awhile before the matter is settled. Charter schools may want to pursue this issue as a group.

COMMUNITY ASSOCIATION

Jake reported that the Community Associations celebrated Teacher Appreciation Week by giving out tote bags, lottery tickets, etc. Some individual families gave gifts as well. Parents have expressed an interest in coordinating activities/events/procedures between both schools . They plan to try joint meetings at alternate

locations. A monthly CA newsletter is planned and the first issue completed. Future plans include an adult mixer and a family event.

Anna reminded everyone that Hertel's Chiavettas' Chicken Barbecue sale was coming up. Their CA is working on an ongoing "Campus Clean Up" program. They are also looking for a way to install a basketball court on the Hertel Campus.

ANNOUNCEMENTS/NEW BUSINESS

There was no additional business and no further announcements. That being the case, **Mimi moved and Lacle seconded that the meeting be adjourned. Approved unanimously.** The meeting was adjourned at 8:20 PM.

Respectfully submitted,

Pamela Pollock

Future Meetings: June 15, 2022; and July 20, 2022.

All meetings begin at 6:00 PM.

**Elmwood Village Charter School
Board of Trustees Meeting
Wednesday, June 15, 2022
Meeting Site: EVCS Days Park**

Trustees Present: Mimi Barnes-Coppola; Jennifer Bernacki-Smith; Lacle Brumfield; Ed Castine; Ken Gholston; Kathy Franklin-Adams; Joshua Pennel; Jacob Piorkowski; Pamela Pollock; Matt Ryan; Anna Sotelo-Peryea

Trustees Excused: None

Trustees Absent: None

Others Present: Danielle Bruno, Director, EVCS Days Park; Liz Evans, EVCS Director of Operations; Anne Wechsler, EVCS Director of Curriculum and Instruction

CALL TO ORDER

Jennifer Bernacki-Smith called the meeting to order at 6:06 PM. She presented the agenda. There were no changes.

MINUTES

The minutes of the Elmwood Village Charter School Board of Trustees Meeting held on May 18, 2022 were presented.

Ed moved and Josh seconded that the minutes be accepted as presented.

Approved unanimously.

TREASURER'S REPORT

In the absence of EVCS Accountant, Lisa Kirisits, Ed Castine, Chair of the Financial Committee reported. He noted that EVCS Financials are in good shape to close out the fiscal year. For the eleven months ended May 31, 2022, EVCS showed an increase in net assets of \$826,800 vs, a budgeted decrease in net assets of approximately (\$24,400). The result was a favorable variance of approximately \$851,200. The Financial committee is preparing for the annual audit which occurs in September.

Ed also reiterated that EVCS maintains investment accounts worth in excess of \$2.5 million. The Financial committee is actively seeking no-fee investment options at better interest rates and planning to stagger them for liquidity.

Ed moved and Mimi seconded that the Financial committee be empowered to begin the process of evaluating the best options and executing purchases. The motion was approved, Matt Ryan having recused himself from the process.

On another note, as of June 8, 2022, there was no new information on the BPS special education recouplement process.

**Matt moved and Ken seconded that the Financial report be approved.
Approved unanimously.**

DIRECTORS' REPORTS

The Directors' reports were prepared by Danielle Bruno, Liz Evans, Liz Fisher, and Anne Wechsler.

Reopening Update

Health and Safety

EVCS received approval for a limited services laboratory (LSL) license from the New York State Department of Health. With this LSL License, the school has been able to implement the Test-to-Stay program at both campuses under the supervision of the medical director.

The Test to Stay (TTS) program allows **asymptomatic unvaccinated school-based close contacts** (students and staff) to remain in school by testing negative for COVID each day during a five-day period following exposure,

Operations/Facilities

Hertel: Construction on the arts building is continuing. Bi-weekly construction meetings are being held.

Days Park: Nothing to report.

The Operations team is gathering quotes for capital projects, including Hertel parking lot repaving (\$140,000); Blinds for EVCS Days Park (\$41,000). Once multiple bids have been submitted, It is hoped that the Board might consider allocating money from the school's reserves to address the two projects. Final numbers will be presented next month for the Board's consideration and discussion.

Shared:

Safety and Security Update

EVCS Safety Team has been undertaking building walk-throughs and reviewing and revising the building-based safety plans. These will be updated and the Board will be asked to review and formally approve these plans before the end of August, 2022.

In light of the recent events that have taken place in the Buffalo Community and around the nation, school personnel have been meeting to discuss safety and security. One of the changes to the 2022-2023 Building Level Safety Plans will be a new annex that will be added. The new annex is called *A State of Alert*.

A State of Alert is an annex that can be initiated if there is a concern in the community within a defined distance that may develop into an imminent threat. (Maps available on request.) The State of Alert is largely a communication tool for the EVCS community that would prepare the community for further communication or actions to be taken. Examples of concerning situations may be a fight in the neighborhood, a

potentially armed individual, a heavy police presence in response to a danger of which the school becomes aware. Other examples of when a State of Alert may be used are during large community events near campus or community threats which may not yet be credible. State of Alert may transition into a Shelter-in-Place or another annex and will end when there is a clear resolution to the event of concern communicated via news update or law enforcement.

Admissions/Student Enrollment

The Admissions coordinator is in the process of managing re-enrollments for returning students, and making offers and getting new students registered. Retentions of current students are being finalized so she can determine how many spots are available in which grade levels.

Eighth graders are making decisions about which high schools they will be attending in the fall.

Technology

Nothing new to report

Grants

EVCS is scheduling feedback meetings for Title funds for the 2022-2023 school year, as required by the NY State Education Department. These funds are usually applied to salaries for academic intervention teachers, ENL teachers, counselor salaries, and teaching coaches salaries.

HR Updates

Days Park Assistant Principal Search

A representative group of stakeholders (administrators, teachers, support staff, central staff, parent/Board Member) at EVCS Days Park have collaborated in the process of selecting a new Assistant Principal. The team has interviewed four highly qualified candidates and received writing samples from each. On Thursday, June 16, Danielle Bruno and Dave Phillips will hold site visits with the top two candidates for 90 minutes each. The visits will consist of follow-up questions, case study scenarios, a tour and informal observation/debrief of the EVCS school culture. The team will reconvene on Thursday afternoon to review all of the data from the process and make a recommendation for hire.

New Hires

There were no new hires this period.

Currently Hiring: Day Porter, 2022-2023 staffing

Academics

The Academic Excellence Committee is scheduled to meet on the afternoon of June 28 at the Days Park Campus.

Professional Development/Strategic Planning

The two-week August Professional Development is in the planning stages. The first week will be for staff who have worked at EVCS for less than three years. It will include the introductory level, 4-day Responsive Classroom workshop. The second week will be for all staff. Among other things, training on Trauma-informed instruction, and further DEI work with Dr. Hunter from Buffalo State College will be included.

Culture

- Whole School Morning Meetings were held at both campuses for the first time since 2020! There was great positive energy in both groups.
- The Bison's Game outing for students (grades 4-8) scheduled for June 7 was cancelled due to rain. Students will receive tickets to another game to make up for the cancelled field trip.
- Field Days are on Friday June 17 at both Campuses.
- At Hertel, 6th grades are walking to Sonic on Friday to pick up lunches and return to campus for a picnic.
- K-3 students at both campuses enjoyed a Wacky Science presentation by Cris Johnson on June 7th. Cris was understanding about older students missing out on the Bisons game and quickly adjusted his presentation to allow students in grades 4-6 to attend as well.
- Kindergarten Graduation will be held Tuesday, June 21 for Hertel and Wednesday June 22 for Days Park. Both ceremonies will be held outdoors at the Hertel Campus. The Moving Up Ceremony for the Days Park 8th grade will be held Thursday, June 23 at 6 p.m. at Babeville. Board members are cordially invited to attend - It's always a moving ceremony!

Other Business

There was no additional Business.

SUBCOMMITTEE REPORTS

Space Planning Committee

The Committee will continue to meet with the Hertel CA to discuss construction and paving issues. Meetings are also planned for Days Park.

Finance Committee

The Finance Committee will meet with Lisa to develop optimum strategies for future investing.

**Nominating
Committee**

No report

**Academic
Excellence
Committee**

The Academic Excellence Committee will meet later this month to discuss STAR testing results and progress toward Stated goals.

**Fundraising
Committee**

No report.

**EVCS Culture
Committee**

The committee is working some type of "Recognition Wall" to showcase various awards/achievements of the the EVCS community.

124 ELMWOOD - Lawsuit Update

No significant change has been reported in this matter. Autism Services has reportedly collected its data and may report to opposing Counsel and a mediator.

COMMUNITY ASSOCIATION

Danielle plans to meet jointly with both the Days Park and the Hertel Community Associations. One item on the agenda is to review their by-laws. Both groups are interested in meeting together to ensure their alignment while maintaining their individuality.

Jacob reported that The Days Park C.A. will be losing its Co-chairs and will be looking for someone(s) to assume that position. The C.A. has purchased 14 School Supply kits to assist as needed with the opening of school in September. They hope to be able to purchase more. There will be a popcorn fundraiser at the school. There will also be a Book Fair associated with the year-end Field Day.

Hertel reported having another successful Chiavetta's chicken Barbecue fundraiser. The C.A. has donated \$500 in order to make sure that each child will be able to select a Book from the Field Day Book Fair. The clothing drive has been completed. They are looking toward a food/fresh produce drive. The anticipated basketball court is on order.

ANNOUNCEMENTS/NEW BUSINESS

A letter was read from Teresa Roma who is interested in starting a Charter High School and was wondering whether there might be some interest at EVCS. A number of questions were raised. The matter was referred to Liz Evans for further conversation.

Matt moved and Ed seconded the the Board enter executive session to discuss legal and personnel matters. Approved unanimously.

Discussion followed.

Mimi moved and Lacle seconded that the Board exit executive session. Approved unanimously.

There was no additional business.

Ed moved and Kathy seconded that the meeting be adjourned. Approved unanimously.

The meeting was adjourned at 8:20 p.m.

Respectfully submitted,

Pamela Pollock

Future Meetings: July 20, 2022.

All meetings begin at 6:00 PM.

GENERAL INSTRUCTIONS FOR ANNUAL BUDGET/QUARTERLY REPORT

TEMPLATE TABS

1- GRAY tab contains the Instructions

Instructions	Provides description of tabs and input requirements.
Funding by District	Charter School Tuition Rates

2- BLUE tabs require input of information

1.) Name of School	<ul style="list-style-type: none"> >Select school name from list. >Enter contact information.
2.) Enrollment	<p>Enter enrollment information for Annual Budget (& Revisions) and Quarterly Actuals. Includes:</p> <ul style="list-style-type: none"> >Enrollment by Grade >Enrollment by District
3.) Staffing Plan	<p>Enter staffing plan information for Annual Budget (& Revisions) and Quarterly Actuals. Includes:</p> <ul style="list-style-type: none"> >Full Time Equivalent (FTE), by Position Category, By Quarter >"Prior Year" column may <i>initially</i> be completed based upon preliminary data, and <i>subsequently</i> adjusted with Annual Audited data when the Quarter 2 Actuals are being submitted.
4.) Yearly Budget	<p>Enter Yearly Budget information. Includes:</p> <ul style="list-style-type: none"> >"Prior Year" column may <i>initially</i> be completed based upon preliminary data, and <i>subsequently</i> adjusted with Annual Audited data when the Quarter 2 Actuals are being submitted. (Note: Quarterly Revenue allocation may be set) >Budgeted Enrollment data and Per Pupil Revenue for the current year are populated based upon input on tab "2.) Enrollment." >Budgeted FTE for current year is populated based upon input on tab "3.) Staffing Plan." >All other sources of revenue >All expenses >Budget Revisions, as necessary and <i>approved</i> by the school's Board of Directors, should be submitted when submitting Quarterly Actuals.
5.) Balance Sheet	<p>Enter Balance Sheet information for EdCorps. Separate schools merged into a primary EdCorp should NOT use this tab.</p> <ul style="list-style-type: none"> >"Prior Year" column may be <i>initially</i> completed based upon preliminary data, and <i>subsequently</i> adjusted with Annual Audited data when the Quarter 2 Actuals are being submitted.
6.) Quarterly Report	<p>Enter Actual Quarterly Report information. Includes:</p> <ul style="list-style-type: none"> >Actual Enrollment data and Per Pupil Revenue for the current year are populated based upon input on tab "2.) Enrollment." >Actual FTE for current year is populated based upon input on tab "3.) Staffing Plan." >All other sources of revenue >All expenses
7.) Annual Report Requirement	Complete when submitting Actual Quarter 4.

CELL COLORS & GUIDANCE COMMENTS

- = Enter information into the light BLUE shaded cells.
- = Cells labeled in ORANGE contain guidance regarding the input of information.
- = Cells containing RED triangles in the upper right corner contain "guidance comments" on that particular line item. Please "mouse-over" the triangle to reveal each comment.

Charter Funding Alphabetical By NYS School District
*** (Sum of Charter School Basic Tuition and Supplemental Basic Tuition)**



ANNUAL BUDGET & QUARTERLY REPORT TEMPLATE

Elmwood Village Charter School Days Park

SCHOOL

Name:	Elmwood Village Charter School Days Park
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CONTACT INFORMATION

Contact Name:	Lisa M. Kirisits
Contact Title:	CFO
Contact Email:	lisak@kirisitscpa.com
Contact Phone:	716-881-0089 X 302

REPORT PERIOD

Current Academic Year:	2022-23
Prior Academic Year:	2021-22

**ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK
2022-23**

ENROLLMENT BY GRADES

GRADES	K	1	2	3	4	5	6	7	8	9	10	11	12
INITIAL BUDGETED ENROLLMENT	50	50	50	50	50	50	50	50	50	0	0	0	0
TOTAL ENROLLMENT = 450													

ENROLLMENT BY DISTRICT

		PRIOR YEAR	ANNUAL BUDGET TOTAL DISTRICTS/ENROLLMENT BY QUARTER								ACTUAL QUARTERLY TOTAL DISTRICTS/ENROLLMENT			
		ACTUAL	QUARTER 1		QUARTER 2		QUARTER 3		QUARTER 4		QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
			Original	Revised	Original	Revised	Original	Revised	Original	Revised	Actual	Actual	Actual	Actual
NUMBER OF SCHOOL DISTRICTS ENROLLED:		9	9	0	9	0	9	0	9	0	0	0	0	0
NUMBER OF STUDENTS ENROLLED:		442	445	0	445	0	445	0	445	0	0	0	0	0
*NOTE: If there are NO budget revisions at the time of quarterly submittal leave the 'REVISED' Column(s) COMPLETELY BLANK. If budget revisions ARE made, the entire "REVISED" budget columns for the affected quarter(s) must be completed on tabs 2, 3 and 4.														
		PRIOR YEAR	ANNUAL BUDGET ENROLLMENT BY QUARTER								ACTUAL ENROLLMENT BY QUARTER			
		2021-22	QUARTER 1		QUARTER 2		QUARTER 3		QUARTER 4		QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
PRIMARY/OTHER	DISTRICT NAME(S)	Actual Enrollment	Original Budgeted Enrollment	Revised Budgeted Enrollment	Original Budgeted Enrollment	Revised Budgeted Enrollment	Original Budgeted Enrollment	Revised Budgeted Enrollment	Original Budgeted Enrollment	Revised Budgeted Enrollment	Actual Enrollment	Actual Enrollment	Actual Enrollment	Actual Enrollment
1	PRIMARY District	413	416		416		416		416					
2	SECONDARY District	12	13		13		13		13					
3	Other District 3	3	2		2		2		2					
4	Other District 4	4	4		4		4		4					
5	Other District 5	1	1		1		1		1					
6	Other District 6	1	1		1		1		1					
7	Other District 7	3	3		3		3		3					
8	Other District 8	2	2		2		2		2					
9	Other District 9	3	3		3		3		3					
10	Other District 10													
	(Select from drop-down list) →													

		PRIOR YEAR	ANNUAL BUDGET ENROLLMENT BY QUARTER								ACTUAL ENROLLMENT BY QUARTER			
		2021-22	QUARTER 1		QUARTER 2		QUARTER 3		QUARTER 4		QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
PRIMARY/OTHER	DISTRICT NAME(S)	Actual Enrollment	Original Budgeted Enrollment	<i>Revised</i> Budgeted Enrollment	Original Budgeted Enrollment	<i>Revised</i> Budgeted Enrollment	Original Budgeted Enrollment	<i>Revised</i> Budgeted Enrollment	Original Budgeted Enrollment	<i>Revised</i> Budgeted Enrollment	Actual Enrollment	Actual Enrollment	Actual Enrollment	Actual Enrollment

**ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK
2022-23**

STAFFING PLAN - FULL TIME EQUIVALENT ("FTE")

***NOTE:** Enter the number of FTE positions in the "blue" cells.

***NOTE:** If there are NO budget revisions at the time of quarterly submittal leave the 'REVISED' Column(s) COMPLETELY BLANK. If budget revisions ARE made, the entire "REVISED" budget columns for the affected quarter(s) must be completed on tabs 2, 3 and 4.

***NOTE:** Each quarter, the actual FTE should be input.

***NOTE:** State the assumptions that are being made for personnel FTE levels.

ADMINISTRATIVE PERSONNEL FTE	PRIOR YEAR 2021-22 ACTUAL	ANNUAL BUDGETED FTE								ACTUAL QUARTERLY FTE				Description of Assumptions	
		Q1		Q2		Q3		Q4		Q1	Q2	Q3	Q4		
		Original	Revised	Original	Revised	Original	Revised	Original	Revised	Actual	Actual	Actual	Actual		
Executive Management		0.5		0.5		0.5		0.5							Director of Schools
Instructional Management		2.0		2.0		2.0		2.0							Principal, Asst Principal
Deans, Directors & Coordinators		0.5		0.5		0.5		0.5							0.5 Director of Curriculum
CFO / Director of Finance															
Operation / Business Manager		1.0		1.0		1.0		1.0							0.5 Director of Operation and 0.5 Operations Manager
Administrative Staff		5.5		5.5		5.5		5.5							HR, Data Analyst and Support Staff
TOTAL ADMINISTRATIVE STAFF	0.0	9.5	0.0	9.5	0.0	9.5	0.0	9.5	0.0	0.0	0.0	0.0	0.0		
INSTRUCTIONAL PERSONNEL FTE	PRIOR YEAR 2021-22 ACTUAL	ANNUAL BUDGETED FTE								ACTUAL QUARTERLY FTE				Description of Assumptions	
		Q1		Q2		Q3		Q4		Q1	Q2	Q3	Q4		
		Original	Revised	Original	Revised	Original	Revised	Original	Revised	Actual	Actual	Actual	Actual		
Teachers - Regular		22.0		22.0		22.0		22.0							
Teachers - SPED		12.0		12.0		12.0		12.0							
Substitute Teachers		4.5		4.5		4.5		4.5							
Teaching Assistants		14.0		14.0		14.0		14.0							
Specialty Teachers		11.0		11.0		11.0		11.0							ELL, AIS, Dance, Music, PE, Art, Spanish, Learning
Aides															
Therapists & Counselors		6.0		6.0		6.0		6.0							
Other		2.5		2.5		2.5		2.5							
TOTAL INSTRUCTIONAL	0.0	72.0	0.0	72.0	0.0	72.0	0.0	72.0	0.0	0.0	0.0	0.0	0.0		
NON-INSTRUCTIONAL PERSONNEL FTE	PRIOR YEAR 2021-22 ACTUAL	ANNUAL BUDGETED FTE								ACTUAL QUARTERLY FTE				Description of Assumptions	
		Q1		Q2		Q3		Q4		Q1	Q2	Q3	Q4		
		Original	Revised	Original	Revised	Original	Revised	Original	Revised	Actual	Actual	Actual	Actual		
Nurse		1.3		1.3		1.3		1.3							
Librarian		1.0		1.0		1.0		1.0							
Custodian		3.5		3.5		3.5		3.5							
Security															
Other															
TOTAL NON-INSTRUCTIONAL	0.0	5.8	0.0	5.8	0.0	5.8	0.0	5.8	0.0	0.0	0.0	0.0	0.0		
TOTAL PERSONNEL SERVICE FTE	0.0	87.3	0.0	87.3	0.0	87.3	0.0	87.3	0.0	0.0	0.0	0.0	0.0		

ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK

Budget / Operating Plan

2022-23

		ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK												
		Budget / Operating Plan												
		2022-23												
Total Revenue		-	833,430	-	-	2,199,250	-	-	2,278,450	-	-	2,201,975	-	-
Total Expenses		-	1,407,998	-	-	2,033,239	-	-	1,952,939	-	-	1,973,674	-	-
Net Income		-	(574,568)	-	-	166,011	-	-	325,511	-	-	228,301	-	-
Actual Student Enrollment		442	445	-	-	445	-	-	445	-	-	445	-	-
		Prior Year Actual 2021-22 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
			Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance
REVENUE		Allocate Per Pupil	*NOTE: If there are NO budget revisions at the time of quarterly submittal leave the 'REVISED' Column(s) COMPLETELY BLANK. If budget revisions ARE made, the entire "REVISED" budget columns for the affected quarter(s) must be completed on tabs 2, 3 and 4.											
REVENUES FROM STATE SOURCES		2022-23												
Per Pupil Revenue		Per Pupil Rate	PPR %/Qtr->	10.0%	25.0%	30.0%	25.0%	30.0%	25.0%	30.0%	25.0%	30.0%	25.0%	
BUFFALO CITY SD		13,416		558,106	-	-	-	1,674,317	-	-	-	1,674,317	-	-
KENMORE-TONAWANDA UFSD		10,526		13,684	-	-	-	41,051	-	-	-	41,051	-	-
AMHERST CSD		11,616		2,323	-	-	-	6,970	-	-	-	6,970	-	-
CHEEKTOWAGA CSD		11,595		4,638	-	-	-	13,914	-	-	-	13,914	-	-
CHEEKTOWAGA-MARYVALE UFSD		12,516		1,252	-	-	-	3,755	-	-	-	3,755	-	-
LANCASTER CSD		10,392		1,039	-	-	-	3,118	-	-	-	3,118	-	-
SWEET HOME CSD		14,066		4,220	-	-	-	12,659	-	-	-	12,659	-	-
TONAWANDA CITY SD		11,565		2,313	-	-	-	6,939	-	-	-	6,939	-	-
WEST SENECA CSD		11,833		3,550	-	-	-	10,650	-	-	-	10,650	-	-
-		-		-	-	-	-	-	-	-	-	-	-	-
-		-		-	-	-	-	-	-	-	-	-	-	-
-		-		-	-	-	-	-	-	-	-	-	-	-
-		-		-	-	-	-	-	-	-	-	-	-	-
-		-		-	-	-	-	-	-	-	-	-	-	-
-		-		-	-	-	-	-	-	-	-	-	-	-
-		-		-	-	-	-	-	-	-	-	-	-	-
ALL OTHER School Districts: (Weighted Avg)		-		-	-	-	-	-	-	-	-	-	-	-
TOTAL Per Pupil Revenue (Weighted Average Per Pupil Funding)		13,284		-	591,124	-	-	1,773,372	-	-	-	1,773,372	-	-
Special Education Revenue				67,710				203,130				203,130		
Grants														
Stimulus														
DYCD (Department of Youth and Community Development)														
Other														
NYC DoE Rental Assistance														
Other				(424)				(1,272)				(1,672)		
TOTAL REVENUE FROM STATE SOURCES				-	658,410	-	-	1,975,230	-	-	-	1,974,830	-	-
REVENUE FROM FEDERAL FUNDING														
IDEA Special Needs												81,000		
Title I				15,000				45,000				45,000		
Title Funding - Other				3,200				9,600				9,600		
School Food Service (Free Lunch)														
Grants														
Charter School Program (CSP) Planning & Implementation														
Other				122,100				122,100				122,605		
Other														
TOTAL REVENUE FROM FEDERAL SOURCES				-	140,300	-	-	176,700	-	-	-	257,700	-	177,205
LOCAL and OTHER REVENUE														
Contributions and Donations				1,800				5,400				4,900		
Fundraising				-				7,600				11,600		
Erate Reimbursement														
Earnings on Investments				120				120				140		
Interest Income														
Food Service (Income from meals)														
Text Book														
OTHER				32,800				34,200				33,300		
TOTAL REVENUE FROM LOCAL and OTHER SOURCES				-	34,720	-	-	47,320	-	-	-	49,940	-	-
TOTAL REVENUE				-	833,430	-	-	2,199,250	-	-	-	2,278,450	-	2,201,975

ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK

Budget / Operating Plan

2022-23

Total Revenue	-	833,430	-	-	2,199,250	-	-	2,278,450	-	-	2,201,975	-	-
Total Expenses	-	1,407,998	-	-	2,033,239	-	-	1,952,939	-	-	1,973,674	-	-
Net Income	-	(574,568)	-	-	166,011	-	-	325,511	-	-	228,301	-	-
Actual Student Enrollment	442	445	-	-	445	-	-	445	-	-	445	-	-

Prior Year Actual 2021-22 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance

EXPENSES

ADMINISTRATIVE STAFF PERSONNEL COSTS

Avg. No. of
Positions

Executive Management	0.50	10,563	-	-	10,563	-	-	10,563	-	-	10,561	-	-
Instructional Management	2.00	39,296	-	-	46,569	-	-	46,569	-	-	46,566	-	-
Deans, Directors & Coordinators	0.50	10,563	-	-	10,563	-	-	10,563	-	-	10,561	-	-
CFO / Director of Finance	-	-	-	-	-	-	-	-	-	-	-	-	-
Operation / Business Manager	1.00	19,001	-	-	19,001	-	-	19,001	-	-	18,997	-	-
Administrative Staff	5.50	61,300	-	-	60,300	-	-	60,300	-	-	60,300	-	-
TOTAL ADMINISTRATIVE STAFF	9.50	140,723	-	-	146,996	-	-	146,996	-	-	146,985	-	-

INSTRUCTIONAL PERSONNEL COSTS

Teachers - Regular	22.00	155,678	-	-	314,205	-	-	314,205	-	-	314,212	-	-
Teachers - SPED	12.00	95,359	-	-	170,715	-	-	170,715	-	-	170,711	-	-
Substitute Teachers	4.50	11,535	-	-	34,605	-	-	34,605	-	-	34,605	-	-
Teaching Assistants	14.00	63,754	-	-	125,013	-	-	125,013	-	-	125,020	-	-
Specialty Teachers	11.00	78,072	-	-	155,145	-	-	155,145	-	-	155,138	-	-
Aides	-	-	-	-	-	-	-	-	-	-	-	-	-
Therapists & Counselors	6.00	43,251	-	-	86,001	-	-	86,001	-	-	85,997	-	-
Other	2.50	27,766	-	-	50,942	-	-	50,942	-	-	50,950	-	-
TOTAL INSTRUCTIONAL	72.00	475,415	-	-	936,626	-	-	936,626	-	-	936,633	-	-

NON-INSTRUCTIONAL PERSONNEL COSTS

Nurse	1.25	10,572	-	-	20,643	-	-	20,643	-	-	20,642	-	-
Librarian	1.00	7,686	-	-	15,372	-	-	15,372	-	-	15,370	-	-
Custodian	3.50	39,452	-	-	39,452	-	-	39,452	-	-	39,444	-	-
Security	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL NON-INSTRUCTIONAL	5.75	57,710	-	-	75,467	-	-	75,467	-	-	75,456	-	-

SUBTOTAL PERSONNEL SERVICE COSTS

	87.25	-	673,848	-	-	1,159,089	-	-	1,159,089	-	-	1,159,074	-	-
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PAYROLL TAXES AND BENEFITS

Payroll Taxes		103,800	-	-	103,800	-	-	103,800	-	-	103,750	-	-
Fringe / Employee Benefits		206,400	-	-	206,400	-	-	206,400	-	-	206,600	-	-
Retirement / Pension		97,800	-	-	97,800	-	-	97,800	-	-	98,100	-	-
TOTAL PAYROLL TAXES AND BENEFITS		408,000	-	-	408,000	-	-	408,000	-	-	408,450	-	-

TOTAL PERSONNEL SERVICE COSTS

	87.25	-	1,081,848	-	-	1,567,089	-	-	1,567,089	-	-	1,567,524	-	-
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CONTRACTED SERVICES

Accounting / Audit		21,950	-	-	21,950	-	-	21,950	-	-	21,950	-	-
Legal		6,500	-	-	6,500	-	-	6,500	-	-	6,300	-	-
Management Company Fee		-	-	-	-	-	-	-	-	-	-	-	-
Nurse Services		900	-	-	2,700	-	-	2,700	-	-	2,700	-	-
Food Service / School Lunch		-	-	-	-	-	-	-	-	-	-	-	-
Payroll Services		3,200	-	-	3,200	-	-	3,200	-	-	3,200	-	-
Special Ed Services		6,500	-	-	19,500	-	-	19,500	-	-	19,500	-	-
Titlement Services (i.e. Title I)		-	-	-	-	-	-	-	-	-	-	-	-
Other Purchased / Professional / Consulting		17,700	-	-	19,500	-	-	10,300	-	-	15,100	-	-
TOTAL CONTRACTED SERVICES		56,750	-	-	73,350	-	-	64,150	-	-	68,750	-	-

ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK													
Budget / Operating Plan													
2022-23													
Total Revenue	-	833,430	-	-	2,199,250	-	-	2,278,450	-	-	2,201,975	-	
Total Expenses	-	1,407,998	-	-	2,033,239	-	-	1,952,939	-	-	1,973,674	-	
Net Income	-	(574,568)	-	-	166,011	-	-	325,511	-	-	228,301	-	
Actual Student Enrollment	442	445	-	-	445	-	-	445	-	-	445	-	
	Prior Year Actual 2021-22 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
		Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance
SCHOOL OPERATIONS													
Board Expenses				-			-			-			-
Classroom / Teaching Supplies & Materials		10,900		-	13,400		-	3,300		-	2,600		-
Special Ed Supplies & Materials		940		-	2,820		-	2,820		-	2,820		-
Textbooks / Workbooks		9,100		-	25,900		-	4,200		-	1,400		-
Supplies & Materials other				-			-			-			-
Equipment / Furniture				-			-			-			-
Telephone		3,600		-	3,600		-	3,600		-	3,200		-
Technology		11,000		-	26,500		-	31,400		-	9,200		-
Student Testing & Assessment		-		-	-		-	1,300		-	42,500		-
Field Trips				-			-			-			-
Transportation (student)		1,500		-	4,500		-	4,500		-	4,500		-
Student Services - other		200		-	4,000		-	1,900		-	33,900		-
Office Expense		9,900		-	9,900		-	9,900		-	10,000		-
Staff Development		-		-	49,000		-	-		-	-		-
Staff Recruitment				-			-			-			-
Student Recruitment / Marketing		1,500		-	800		-	200		-	-		-
School Meals / Lunch				-			-			-			-
Travel (Staff)				-			-			-			-
Fundraising		-		-	9,600		-	-		-	5,400		-
Other		4,260		-	4,980		-	4,980		-	4,880		-
TOTAL SCHOOL OPERATIONS	-	52,900	-	-	155,000	-	-	68,100	-	-	120,400	-	-
FACILITY OPERATION & MAINTENANCE													
Insurance		22,800		-	22,800		-	22,800		-	22,400		-
Janitorial		6,200		-	6,500		-	12,000		-	4,300		-
Building and Land Rent / Lease / Facility Finance Interest		62,100		-	62,100		-	62,100		-	62,100		-
Repairs & Maintenance		8,500		-	22,700		-	25,900		-	2,900		-
Equipment / Furniture				-			-			-			-
Security				-			-			-			-
Utilities		6,500		-	13,300		-	20,400		-	14,400		-
TOTAL FACILITY OPERATION & MAINTENANCE	-	106,100	-	-	127,400	-	-	143,200	-	-	106,100	-	-
DEPRECIATION & AMORTIZATION		110,400		-	110,400		-	110,400		-	110,900		-
COVID-19 / CONTINGENCY				-			-			-			-
DEFERRED RENT				-			-			-			-
TOTAL EXPENSES	-	1,407,998	-	-	2,033,239	-	-	1,952,939	-	-	1,973,674	-	-
NET INCOME	-	(574,568)	-	-	166,011	-	-	325,511	-	-	228,301	-	-

ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK													
Budget / Operating Plan													
2022-23													
Total Revenue	-	833,430	-	-	2,199,250	-	-	2,278,450	-	-	2,201,975	-	
Total Expenses	-	1,407,998	-	-	2,033,239	-	-	1,952,939	-	-	1,973,674	-	
Net Income	-	(574,568)	-	-	166,011	-	-	325,511	-	-	228,301	-	
Actual Student Enrollment	442	445	-	-	445	-	-	445	-	-	445	-	
	Prior Year Actual 2021-22 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
		Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance
ENROLLMENT - *School Districts Are Linked To Above Entries*													
Number of Districts:	9	9	-	-	9	-	-	9	-	-	9	-	-
BUFFALO CITY SD	413	416	-	-	416	-	-	416	-	-	416	-	-
KENMORE-TONAWANDA UFSD	12	13	-	-	13	-	-	13	-	-	13	-	-
AMHERST CSD	3	2	-	-	2	-	-	2	-	-	2	-	-
CHEEKTOWAGA CSD	4	4	-	-	4	-	-	4	-	-	4	-	-
CHEEKTOWAGA-MARYVALE UFSD	1	1	-	-	1	-	-	1	-	-	1	-	-
LANCASTER CSD	1	1	-	-	1	-	-	1	-	-	1	-	-
SWEET HOME CSD	3	3	-	-	3	-	-	3	-	-	3	-	-
TONAWANDA CITY SD	2	2	-	-	2	-	-	2	-	-	2	-	-
WEST SENECA CSD	3	3	-	-	3	-	-	3	-	-	3	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-	-
ALL OTHER School Districts: (Weighted Avg)	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL ENROLLMENT	442	445	-	-	445	-	-	445	-	-	445	-	-
REVENUE PER PUPIL	-	1,873	-	-	4,942	-	-	5,120	-	-	4,948	-	-
EXPENSES PER PUPIL	-	3,164	-	-	4,569	-	-	4,389	-	-	4,435	-	-

		ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK					DESCRIPTION OF ASSUMPTIONS
		Budget / Operating Plan					
		2022-23					
		Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget	
Total Revenue		7,513,106	7,513,106	-	7,513,106	7,513,106	
Total Expenses		7,367,850	7,367,850	-	(7,367,850)	(7,367,850)	
Net Income		145,256	145,256	-	145,256	145,256	
Actual Student Enrollment							
		Total Year			VARIANCE		
		Original Budget	Revised Budget	Variance	Budget vs. PY Budget	Budget vs. PY Budget	
REVENUE							
REVENUES FROM STATE SOURCES							
Per Pupil Revenue		2022-23 Per Pupil Rate					
BUFFALO CITY SD	13,416	5,581,056	5,581,056	-	5,581,056	5,581,056	416 students
KENMORE-TONAWANDA UFSD	10,526	136,838	136,838	-	136,838	136,838	13 students
AMHERST CSD	11,616	23,232	23,232	-	23,232	23,232	2 students
CHEEKTOWAGA CSD	11,595	46,380	46,380	-	46,380	46,380	4 students
CHEEKTOWAGA-MARYVALE UFSD	12,516	12,516	12,516	-	12,516	12,516	1 student
LANCASTER CSD	10,392	10,392	10,392	-	10,392	10,392	1 student
SWEET HOME CSD	14,066	42,198	42,198	-	42,198	42,198	3 students
TONAWANDA CITY SD	11,565	23,130	23,130	-	23,130	23,130	2 students
WEST SENECA CSD	11,833	35,499	35,499	-	35,499	35,499	3 students
-	-	-	-	-	-	-	
-	-	-	-	-	-	-	
-	-	-	-	-	-	-	
-	-	-	-	-	-	-	
-	-	-	-	-	-	-	
-	-	-	-	-	-	-	
-	-	-	-	-	-	-	
ALL OTHER School Districts: (Weighted Avg)	-	-	-	-	-	-	
TOTAL Per Pupil Revenue (Weighted Average Per Pupil Funding)	13,284	5,911,241	5,911,241	-	5,911,241	5,911,241	
Special Education Revenue		677,100	677,100	-	677,100	677,100	4 @ 0.9 and 32 @ 1.65
Grants							
Stimulus		-	-	-	-	-	
DYCD (Department of Youth and Community Development)		-	-	-	-	-	
Other		-	-	-	-	-	
NYC DoE Rental Assistance		-	-	-	-	-	
Other		(4,640)	(4,640)	-	(4,640)	(4,640)	adjustment to weighted avg suburb per pupil rate
TOTAL REVENUE FROM STATE SOURCES		6,583,701	6,583,701	-	6,583,701	6,583,701	
REVENUE FROM FEDERAL FUNDING							
IDEA Special Needs		81,000	81,000	-	81,000	81,000	
Title I		150,000	150,000	-	150,000	150,000	
Title Funding - Other		32,000	32,000	-	32,000	32,000	
School Food Service (Free Lunch)		-	-	-	-	-	
Grants							
Charter School Program (CSP) Planning & Implementation		-	-	-	-	-	
Other		488,905	488,905	-	488,905	488,905	ESSER
Other		-	-	-	-	-	
TOTAL REVENUE FROM FEDERAL SOURCES		751,905	751,905	-	751,905	751,905	
LOCAL and OTHER REVENUE							
Contributions and Donations		17,500	17,500	-	17,500	17,500	
Fundraising		25,000	25,000	-	25,000	25,000	
Erate Reimbursement		-	-	-	-	-	
Earnings on Investments		500	500	-	500	500	
Interest Income		-	-	-	-	-	
Food Service (Income from meals)		-	-	-	-	-	
Text Book		-	-	-	-	-	
OTHER		134,500	134,500	-	134,500	134,500	rental income
TOTAL REVENUE FROM LOCAL and OTHER SOURCES		177,500	177,500	-	177,500	177,500	
TOTAL REVENUE		7,513,106	7,513,106	-	7,513,106	7,513,106	

		ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK					DESCRIPTION OF ASSUMPTIONS
		Budget / Operating Plan			2022-23		
		7,513,106	7,513,106	-	7,513,106	7,513,106	
		7,367,850	7,367,850	-	(7,367,850)	(7,367,850)	
Total Revenue		7,513,106	7,513,106	-	7,513,106	7,513,106	
Total Expenses		7,367,850	7,367,850	-	(7,367,850)	(7,367,850)	
Net Income		145,256	145,256	-	145,256	145,256	
Actual Student Enrollment							
		Total Year			VARIANCE		
		Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget	
EXPENSES							
ADMINISTRATIVE STAFF PERSONNEL COSTS							
	Avg. No. of Positions						
Executive Management	0.50	42,250	42,250	-	(42,250)	(42,250)	
Instructional Management	2.00	179,000	179,000	-	(179,000)	(179,000)	
Deans, Directors & Coordinators	0.50	42,250	42,250	-	(42,250)	(42,250)	
CFO / Director of Finance	-	-	-	-	-	-	
Operation / Business Manager	1.00	76,000	76,000	-	(76,000)	(76,000)	
Administrative Staff	5.50	242,200	242,200	-	(242,200)	(242,200)	
TOTAL ADMINISTRATIVE STAFF	9.50	581,700	581,700	-	(581,700)	(581,700)	
INSTRUCTIONAL PERSONNEL COSTS							
Teachers - Regular	22.00	1,098,300	1,098,300	-	(1,098,300)	(1,098,300)	
Teachers - SPED	12.00	607,500	607,500	-	(607,500)	(607,500)	
Substitute Teachers	4.50	115,350	115,350	-	(115,350)	(115,350)	
Teaching Assistants	14.00	438,800	438,800	-	(438,800)	(438,800)	
Specialty Teachers	11.00	543,500	543,500	-	(543,500)	(543,500)	
Aides	-	-	-	-	-	-	
Therapists & Counselors	6.00	301,250	301,250	-	(301,250)	(301,250)	
Other	2.50	180,600	180,600	-	(180,600)	(180,600)	
TOTAL INSTRUCTIONAL	72.00	3,285,300	3,285,300	-	(3,285,300)	(3,285,300)	
NON-INSTRUCTIONAL PERSONNEL COSTS							
Nurse	1.25	72,500	72,500	-	(72,500)	(72,500)	
Librarian	1.00	53,800	53,800	-	(53,800)	(53,800)	
Custodian	3.50	157,800	157,800	-	(157,800)	(157,800)	
Security	-	-	-	-	-	-	
Other	-	-	-	-	-	-	
TOTAL NON-INSTRUCTIONAL	5.75	284,100	284,100	-	(284,100)	(284,100)	
SUBTOTAL PERSONNEL SERVICE COSTS	87.25	4,151,100	4,151,100	-	(4,151,100)	(4,151,100)	
PAYROLL TAXES AND BENEFITS							
Payroll Taxes		415,150	415,150	-	(415,150)	(415,150)	
Fringe / Employee Benefits		825,800	825,800	-	(825,800)	(825,800)	
Retirement / Pension		391,500	391,500	-	(391,500)	(391,500)	
TOTAL PAYROLL TAXES AND BENEFITS		1,632,450	1,632,450	-	(1,632,450)	(1,632,450)	
TOTAL PERSONNEL SERVICE COSTS	87.25	5,783,550	5,783,550	-	(5,783,550)	(5,783,550)	
CONTRACTED SERVICES							
Accounting / Audit		87,800	87,800	-	(87,800)	(87,800)	
Legal		25,800	25,800	-	(25,800)	(25,800)	
Management Company Fee		-	-	-	-	-	
Nurse Services		9,000	9,000	-	(9,000)	(9,000)	
Food Service / School Lunch		-	-	-	-	-	
Payroll Services		12,800	12,800	-	(12,800)	(12,800)	
Special Ed Services		65,000	65,000	-	(65,000)	(65,000)	
Titlement Services (i.e. Title I)		-	-	-	-	-	
Other Purchased / Professional / Consulting		62,600	62,600	-	(62,600)	(62,600)	
TOTAL CONTRACTED SERVICES		263,000	263,000	-	(263,000)	(263,000)	

ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK						DESCRIPTION OF ASSUMPTIONS
Budget / Operating Plan						
2022-23						
	7,513,106	7,513,106	-	7,513,106	7,513,106	
Total Revenue	7,513,106	7,513,106	-	7,513,106	7,513,106	
Total Expenses	7,367,850	7,367,850	-	(7,367,850)	(7,367,850)	
Net Income	145,256	145,256	-	145,256	145,256	
Actual Student Enrollment						
	Total Year			VARIANCE		
	Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget	
SCHOOL OPERATIONS						
Board Expenses	-	-	-	-	-	
Classroom / Teaching Supplies & Materials	30,200	30,200	-	(30,200)	(30,200)	
Special Ed Supplies & Materials	9,400	9,400	-	(9,400)	(9,400)	
Textbooks / Workbooks	40,600	40,600	-	(40,600)	(40,600)	
Supplies & Materials other	-	-	-	-	-	
Equipment / Furniture	-	-	-	-	-	
Telephone	14,000	14,000	-	(14,000)	(14,000)	
Technology	78,100	78,100	-	(78,100)	(78,100)	
Student Testing & Assessment	43,800	43,800	-	(43,800)	(43,800)	
Field Trips	-	-	-	-	-	
Transportation (student)	15,000	15,000	-	(15,000)	(15,000)	
Student Services - other	40,000	40,000	-	(40,000)	(40,000)	
Office Expense	39,700	39,700	-	(39,700)	(39,700)	
Staff Development	49,000	49,000	-	(49,000)	(49,000)	
Staff Recruitment	-	-	-	-	-	
Student Recruitment / Marketing	2,500	2,500	-	(2,500)	(2,500)	
School Meals / Lunch	-	-	-	-	-	
Travel (Staff)	-	-	-	-	-	
Fundraising	15,000	15,000	-	(15,000)	(15,000)	
Other	19,100	19,100	-	(19,100)	(19,100)	Afterschool supplies, dues & memb., other exp
TOTAL SCHOOL OPERATIONS	396,400	396,400	-	(396,400)	(396,400)	
FACILITY OPERATION & MAINTENANCE						
Insurance	90,800	90,800	-	(90,800)	(90,800)	
Janitorial	29,000	29,000	-	(29,000)	(29,000)	
Building and Land Rent / Lease / Facility Finance Interest	248,400	248,400	-	(248,400)	(248,400)	
Repairs & Maintenance	60,000	60,000	-	(60,000)	(60,000)	
Equipment / Furniture	-	-	-	-	-	
Security	-	-	-	-	-	
Utilities	54,600	54,600	-	(54,600)	(54,600)	
TOTAL FACILITY OPERATION & MAINTENANCE	482,800	482,800	-	(482,800)	(482,800)	
DEPRECIATION & AMORTIZATION	442,100	442,100	-	(442,100)	(442,100)	
COVID-19 / CONTINGENCY	-	-	-	-	-	
DEFERRED RENT	-	-	-	-	-	
TOTAL EXPENSES	7,367,850	7,367,850	-	(7,367,850)	(7,367,850)	
NET INCOME	145,256	145,256	-	145,256	145,256	

ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK						
Budget / Operating Plan						
2022-23						
Total Revenue	7,513,106	7,513,106	-	7,513,106	7,513,106	
Total Expenses	7,367,850	7,367,850	-	(7,367,850)	(7,367,850)	
Net Income	145,256	145,256	-	145,256	145,256	
Actual Student Enrollment						
Total Year			VARIANCE		DESCRIPTION OF ASSUMPTIONS	
Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget		
ENROLLMENT - *School Districts Are Linked To Above Entries* Number of Districts: BUFFALO CITY SD KENMORE-TONAWANDA UFSD AMHERST CSD CHEEKTOWAGA CSD CHEEKTOWAGA-MARYVALE UFSD LANCASTER CSD SWEET HOME CSD TONAWANDA CITY SD WEST SENECA CSD - - - - - ALL OTHER School Districts: (Weighted Avg) TOTAL ENROLLMENT REVENUE PER PUPIL EXPENSES PER PUPIL						

ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK
Budget / Operating Plan
2022-23

		833,430			2,199,250			2,278,450			2,201,975			7,513,106
Total Revenue	-													
Total Expenses	-	1,407,998			2,033,239			1,952,939			1,973,674			7,367,850
Net Income	-	(574,568)			166,011			325,511			228,301			145,256
Actual Student Enrollment	442	445			445			445			445			
	Prior Year Actual 2021-22 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30			Original Budget
		Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	
CASH FLOW ADJUSTMENTS														
OPERATING ACTIVITIES <i>{enter descriptions below}</i>														
Example - Add Back Depreciation	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Operating Activities	-	-	-	-	-	-	-	-	-	-	-	-	-	-
INVESTMENT ACTIVITIES <i>{enter descriptions below}</i>														
Example - Subtract Property and Equipment Expenditures	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Investment Activities	-	-	-	-	-	-	-	-	-	-	-	-	-	-
FINANCING ACTIVITIES <i>{enter descriptions below}</i>														
Example - Add Expected Proceeds from a Loan or Line of Credit	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Financing Activities	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Cash Flow Adjustments	-	-	-	-	-	-	-	-	-	-	-	-	-	-
NET INCOME	-	(574,568)			166,011			325,511			228,301			145,256
Beginning Cash Balance	-	-			(574,568)			(408,557)			(83,045)			-
ENDING CASH BALANCE	-	(574,568)			(408,557)			(83,045)			145,256			145,256

		ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK				DESCRIPTION OF ASSUMPTIONS
		Budget / Operating Plan		2022-23		
Total Revenue		7,513,106	-	7,513,106	7,513,106	
Total Expenses		7,367,850	-	(7,367,850)	(7,367,850)	
Net Income		145,256	-	145,256	145,256	
Actual Student Enrollment						
		Total Year		VARIANCE		
		Revised		Original	Revised	
		Budget	Variance	Budget vs. PY	Budget vs. PY	
				Budget	Budget	
CASH FLOW ADJUSTMENTS						
OPERATING ACTIVITIES <i>{enter descriptions below}</i>						
Example - Add Back Depreciation		-	-	-	-	
Other		-	-	-	-	
Total Operating Activities		-	-	-	-	
INVESTMENT ACTIVITIES <i>{enter descriptions below}</i>						
Example - Subtract Property and Equipment Expenditures		-	-	-	-	
Other		-	-	-	-	
Total Investment Activities		-	-	-	-	
FINANCING ACTIVITIES <i>{enter descriptions below}</i>						
Example - Add Expected Proceeds from a Loan or Line of Credit		-	-	-	-	
Other		-	-	-	-	
Total Financing Activities		-	-	-	-	
Total Cash Flow Adjustments		-	-	-	-	
NET INCOME		145,256	-	145,256	145,256	
Beginning Cash Balance		-	-	-	-	
ENDING CASH BALANCE		145,256	-	145,256	145,256	

ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK

BALANCE SHEET

2022-23

DO NOT ENTER BALANCE SHEET DATA ON THIS TEMPLATE

**Balance sheet data for the Ed Corp:
Elmwood Village Charter Schools (Combined)
should be entered on the template for
Elmwood Village Charter School Hertel.**

	Prior Year	Q1	Q2	Q3	Q4
	2021-22	As of 9/30	As of 12/31	As of 3/31	As of 6/30
<u>ASSETS</u>					
<u>CURRENT ASSETS</u>					
Cash and cash equivalents	-	-	-	-	-
Grants and contracts receivable	-	-	-	-	-
Accounts receivables	-	-	-	-	-
Prepaid Expenses	-	-	-	-	-
Contributions and other receivables	-	-	-	-	-
TOTAL CURRENT ASSETS	-	-	-	-	-
<u>PROPERTY, BUILDING AND EQUIPMENT, net</u>	-	-	-	-	-
<u>OTHER ASSETS</u>					
Right of Use Asset	-	-	-	-	-
Other	-	-	-	-	-
TOTAL ASSETS	-	-	-	-	-
<u>LIABILITIES AND NET ASSETS</u>					
<u>CURRENT LIABILITIES</u>					
Accounts payable and accrued expenses	-	-	-	-	-
Accrued payroll and benefits	-	-	-	-	-
Deferred Revenue	-	-	-	-	-
Current maturities of long-term debt	-	-	-	-	-
Short Term Debt - Bonds, Notes Payable	-	-	-	-	-
Lease Liability	-	-	-	-	-
Other	-	-	-	-	-
TOTAL CURRENT LIABILITIES	-	-	-	-	-
LONG-TERM DEBT and NOTES PAYABLE, net current maturities	-	-	-	-	-
LEASE LIABILITY, less current portion	-	-	-	-	-
TOTAL LIABILITIES	-	-	-	-	-
<u>NET ASSETS</u>					
Unrestricted	-	-	-	-	-
Temporarily restricted	-	-	-	-	-
TOTAL NET ASSETS	-	-	-	-	-
TOTAL LIABILITIES AND NET ASSETS	-	-	-	-	-

ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK

Budget / Operating Plan

2022-23

Total Revenue	-	833,430	-	-	2,199,250	-	-	2,278,450	-	-	2,201,975	-
Total Expenses	-	1,407,998	-	-	2,033,239	-	-	1,952,939	-	-	1,973,674	-
Net Income	-	(574,568)	-	-	166,011	-	-	325,511	-	-	228,301	-
Actual Student Enrollment	-	445	-	-	445	-	-	445	-	-	445	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual	Current Budget	Variance

REVENUE	2022-23 Per Pupil Rate	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual	Current Budget	Variance
REVENUES FROM STATE SOURCES													
Per Pupil Revenue													
BUFFALO CITY SD	13,416		558,106	-		1,674,317	-		1,674,317	-		1,674,317	-
KENMORE-TONAWANDA UFSD	10,526		13,684	-		41,051	-		41,051	-		41,051	-
AMHERST CSD	11,616		2,323	-		6,970	-		6,970	-		6,970	-
CHEEKTOWAGA CSD	11,595		4,638	-		13,914	-		13,914	-		13,914	-
CHEEKTOWAGA-MARYVALE UFSD	12,516		1,252	-		3,755	-		3,755	-		3,755	-
LANCASTER CSD	10,392		1,039	-		3,118	-		3,118	-		3,118	-
SWEET HOME CSD	14,066		4,220	-		12,659	-		12,659	-		12,659	-
TONAWANDA CITY SD	11,565		2,313	-		6,939	-		6,939	-		6,939	-
WEST SENECA CSD	11,833		3,550	-		10,650	-		10,650	-		10,650	-
-	-		-	-		-	-		-	-		-	-
-	-		-	-		-	-		-	-		-	-
-	-		-	-		-	-		-	-		-	-
-	-		-	-		-	-		-	-		-	-
-	-		-	-		-	-		-	-		-	-
-	-		-	-		-	-		-	-		-	-
ALL OTHER School Districts: (Count = 0)	-		-	-		-	-		-	-		-	-
TOTAL Per Pupil Revenue (Weighted Average Per Pupil Funding)	13,284		591,124	-		1,773,372	-		1,773,372	-		1,773,372	-
Special Education Revenue			67,710	-		203,130	-		203,130	-		203,130	-
Grants													
Stimulus			-	-		-	-		-	-		-	-
DYCD (Department of Youth and Community Development)			-	-		-	-		-	-		-	-
Other			-	-		-	-		-	-		-	-
NYC DoE Rental Assistance			-	-		-	-		-	-		-	-
Other			(424)	-		(1,272)	-		(1,272)	-		(1,672)	-
TOTAL REVENUE FROM STATE SOURCES			658,410	-		1,975,230	-		1,975,230	-		1,974,830	-
REVENUE FROM FEDERAL FUNDING													
IDEA Special Needs			-	-		-	-		81,000	-		-	-
Title I			15,000	-		45,000	-		45,000	-		45,000	-
Title Funding - Other			3,200	-		9,600	-		9,600	-		9,600	-
School Food Service (Free Lunch)			-	-		-	-		-	-		-	-
Grants													
Charter School Program (CSP) Planning & Implementation			-	-		-	-		-	-		-	-
Other			122,100	-		122,100	-		122,100	-		122,605	-
Other			-	-		-	-		-	-		-	-
TOTAL REVENUE FROM FEDERAL SOURCES			140,300	-		176,700	-		257,700	-		177,205	-
LOCAL and OTHER REVENUE													
Contributions and Donations			1,800	-		5,400	-		5,400	-		4,900	-
Fundraising			-	-		7,600	-		5,800	-		11,600	-
Erate Reimbursement			-	-		-	-		-	-		-	-
Earnings on Investments			120	-		120	-		120	-		140	-
Interest Income			-	-		-	-		-	-		-	-
Food Service (Income from meals)			-	-		-	-		-	-		-	-
Text Book			-	-		-	-		-	-		-	-
OTHER			32,800	-		34,200	-		34,200	-		33,300	-
TOTAL REVENUE FROM LOCAL and OTHER SOURCES			34,720	-		47,320	-		45,520	-		49,940	-
TOTAL REVENUE			833,430	-		2,199,250	-		2,278,450	-		2,201,975	-

ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK

Budget / Operating Plan

2022-23

Total Revenue	-	833,430	-	-	2,199,250	-	-	2,278,450	-	-	2,201,975	-
Total Expenses	-	1,407,998	-	-	2,033,239	-	-	1,952,939	-	-	1,973,674	-
Net Income	-	(574,568)	-	-	166,011	-	-	325,511	-	-	228,301	-
Actual Student Enrollment	-	445	-	-	445	-	-	445	-	-	445	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual	Current Budget	Variance

EXPENSES	Quarter 0												
	No. of Positions												
ADMINISTRATIVE STAFF PERSONNEL COSTS													
Executive Management	-	10,563	-	10,563	-	10,563	-	10,563	-	10,561	-	-	
Instructional Management	-	39,296	-	46,569	-	46,569	-	46,569	-	46,566	-	-	
Deans, Directors & Coordinators	-	10,563	-	10,563	-	10,563	-	10,563	-	10,561	-	-	
CFO / Director of Finance	-	-	-	-	-	-	-	-	-	-	-	-	
Operation / Business Manager	-	19,001	-	19,001	-	19,001	-	19,001	-	18,997	-	-	
Administrative Staff	-	61,300	-	60,300	-	60,300	-	60,300	-	60,300	-	-	
TOTAL ADMINISTRATIVE STAFF	-	140,723	-	146,996	-	146,996	-	146,996	-	146,985	-	-	
INSTRUCTIONAL PERSONNEL COSTS													
Teachers - Regular	-	155,678	-	314,205	-	314,205	-	314,205	-	314,212	-	-	
Teachers - SPED	-	95,359	-	170,715	-	170,715	-	170,715	-	170,711	-	-	
Substitute Teachers	-	11,535	-	34,605	-	34,605	-	34,605	-	34,605	-	-	
Teaching Assistants	-	63,754	-	125,013	-	125,013	-	125,013	-	125,020	-	-	
Specialty Teachers	-	78,072	-	155,145	-	155,145	-	155,145	-	155,138	-	-	
Aides	-	-	-	-	-	-	-	-	-	-	-	-	
Therapists & Counselors	-	43,251	-	86,001	-	86,001	-	86,001	-	85,997	-	-	
Other	-	27,766	-	50,942	-	50,942	-	50,942	-	50,950	-	-	
TOTAL INSTRUCTIONAL	-	475,415	-	936,626	-	936,626	-	936,626	-	936,633	-	-	
NON-INSTRUCTIONAL PERSONNEL COSTS													
Nurse	-	10,572	-	20,643	-	20,643	-	20,643	-	20,642	-	-	
Librarian	-	7,686	-	15,372	-	15,372	-	15,372	-	15,370	-	-	
Custodian	-	39,452	-	39,452	-	39,452	-	39,452	-	39,444	-	-	
Security	-	-	-	-	-	-	-	-	-	-	-	-	
Other	-	-	-	-	-	-	-	-	-	-	-	-	
TOTAL NON-INSTRUCTIONAL	-	57,710	-	75,467	-	75,467	-	75,467	-	75,456	-	-	
SUBTOTAL PERSONNEL SERVICE COSTS	-	673,848	-	1,159,089	-	1,159,089	-	1,159,089	-	1,159,074	-	-	
PAYROLL TAXES AND BENEFITS													
Payroll Taxes		103,800	-	103,800	-	103,800	-	103,800	-	103,750	-	-	
Fringe / Employee Benefits		206,400	-	206,400	-	206,400	-	206,400	-	206,600	-	-	
Retirement / Pension		97,800	-	97,800	-	97,800	-	97,800	-	98,100	-	-	
TOTAL PAYROLL TAXES AND BENEFITS		408,000	-	408,000	-	408,000	-	408,000	-	408,450	-	-	
TOTAL PERSONNEL SERVICE COSTS	-	1,081,848	-	1,567,089	-	1,567,089	-	1,567,089	-	1,567,524	-	-	
CONTRACTED SERVICES													
Accounting / Audit		21,950	-	21,950	-	21,950	-	21,950	-	21,950	-	-	
Legal		6,500	-	6,500	-	6,500	-	6,500	-	6,300	-	-	
Management Company Fee		-	-	-	-	-	-	-	-	-	-	-	
Nurse Services		900	-	2,700	-	2,700	-	2,700	-	2,700	-	-	
Food Service / School Lunch		-	-	-	-	-	-	-	-	-	-	-	
Payroll Services		3,200	-	3,200	-	3,200	-	3,200	-	3,200	-	-	
Special Ed Services		6,500	-	19,500	-	19,500	-	19,500	-	19,500	-	-	
Titlement Services (i.e. Title I)		-	-	-	-	-	-	-	-	-	-	-	
Other Purchased / Professional / Consulting		17,700	-	19,500	-	10,300	-	15,100	-	15,100	-	-	
TOTAL CONTRACTED SERVICES	-	56,750	-	73,350	-	64,150	-	68,750	-	68,750	-	-	

ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK

Budget / Operating Plan

2022-23

Total Revenue	-	833,430	-	-	2,199,250	-	-	2,278,450	-	-	2,201,975	-
Total Expenses	-	1,407,998	-	-	2,033,239	-	-	1,952,939	-	-	1,973,674	-
Net Income	-	(574,568)	-	-	166,011	-	-	325,511	-	-	228,301	-
Actual Student Enrollment	-	445	-	-	445	-	-	445	-	-	445	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual	Current Budget	Variance
	SCHOOL OPERATIONS											
Board Expenses	-	-	-	-	-	-	-	-	-	-	-	-
Classroom / Teaching Supplies & Materials	10,900	-	-	13,400	-	-	3,300	-	-	2,600	-	-
Special Ed Supplies & Materials	940	-	-	2,820	-	-	2,820	-	-	2,820	-	-
Textbooks / Workbooks	9,100	-	-	25,900	-	-	4,200	-	-	1,400	-	-
Supplies & Materials other	-	-	-	-	-	-	-	-	-	-	-	-
Equipment / Furniture	-	-	-	-	-	-	-	-	-	-	-	-
Telephone	3,600	-	-	3,600	-	-	3,600	-	-	3,200	-	-
Technology	11,000	-	-	26,500	-	-	31,400	-	-	9,200	-	-
Student Testing & Assessment	-	-	-	-	-	-	1,300	-	-	42,500	-	-
Field Trips	-	-	-	-	-	-	-	-	-	-	-	-
Transportation (student)	1,500	-	-	4,500	-	-	4,500	-	-	4,500	-	-
Student Services - other	200	-	-	4,000	-	-	1,900	-	-	33,900	-	-
Office Expense	9,900	-	-	9,900	-	-	9,900	-	-	10,000	-	-
Staff Development	-	-	-	49,000	-	-	-	-	-	-	-	-
Staff Recruitment	-	-	-	-	-	-	-	-	-	-	-	-
Student Recruitment / Marketing	1,500	-	-	800	-	-	200	-	-	-	-	-
School Meals / Lunch	-	-	-	-	-	-	-	-	-	-	-	-
Travel (Staff)	-	-	-	-	-	-	-	-	-	-	-	-
Fundraising	-	-	-	9,600	-	-	-	-	-	5,400	-	-
Other	4,260	-	-	4,980	-	-	4,980	-	-	4,880	-	-
TOTAL SCHOOL OPERATIONS	-	52,900	-	-	155,000	-	-	68,100	-	-	120,400	-
FACILITY OPERATION & MAINTENANCE												
Insurance	22,800	-	-	22,800	-	-	22,800	-	-	22,400	-	-
Janitorial	6,200	-	-	6,500	-	-	12,000	-	-	4,300	-	-
Building and Land Rent / Lease / Facility Finance Interest	62,100	-	-	62,100	-	-	62,100	-	-	62,100	-	-
Repairs & Maintenance	8,500	-	-	22,700	-	-	25,900	-	-	2,900	-	-
Equipment / Furniture	-	-	-	-	-	-	-	-	-	-	-	-
Security	-	-	-	-	-	-	-	-	-	-	-	-
Utilities	6,500	-	-	13,300	-	-	20,400	-	-	14,400	-	-
TOTAL FACILITY OPERATION & MAINTENANCE	-	106,100	-	-	127,400	-	-	143,200	-	-	106,100	-
DEPRECIATION & AMORTIZATION												
DEPRECIATION & AMORTIZATION	110,400	-	-	110,400	-	-	110,400	-	-	110,900	-	-
COVID-19 / CONTINGENCY	-	-	-	-	-	-	-	-	-	-	-	-
DEFERRED RENT	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENSES	-	1,407,998	-	-	2,033,239	-	-	1,952,939	-	-	1,973,674	-
NET INCOME	-	(574,568)	-	-	166,011	-	-	325,511	-	-	228,301	-

ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK

Budget / Operating Plan

2022-23

Total Revenue	-	833,430	-	-	2,199,250	-	-	2,278,450	-	-	2,201,975	-
Total Expenses	-	1,407,998	-	-	2,033,239	-	-	1,952,939	-	-	1,973,674	-
Net Income	-	(574,568)	-	-	166,011	-	-	325,511	-	-	228,301	-
Actual Student Enrollment	-	445	-	-	445	-	-	445	-	-	445	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
		Current			Current			Current			Current	
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance

ENROLLMENT - *School Districts Are Linked To Above Entries*

BUFFALO CITY SD	-	416	-	-	416	-	-	416	-	-	416	-
KENMORE-TONAWANDA UFSD	-	13	-	-	13	-	-	13	-	-	13	-
AMHERST CSD	-	2	-	-	2	-	-	2	-	-	2	-
CHEEKTOWAGA CSD	-	4	-	-	4	-	-	4	-	-	4	-
CHEEKTOWAGA-MARYVALE UFSD	-	1	-	-	1	-	-	1	-	-	1	-
LANCASTER CSD	-	1	-	-	1	-	-	1	-	-	1	-
SWEET HOME CSD	-	3	-	-	3	-	-	3	-	-	3	-
TONAWANDA CITY SD	-	2	-	-	2	-	-	2	-	-	2	-
WEST SENECA CSD	-	3	-	-	3	-	-	3	-	-	3	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-	-
ALL OTHER School Districts: (Count = 0)	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL ENROLLMENT	-	445	-	-	445	-	-	445	-	-	445	-
REVENUE PER PUPIL	-	1,873	-	-	4,942	-	-	5,120	-	-	4,948	-
EXPENSES PER PUPIL	-	3,164	-	-	4,569	-	-	4,389	-	-	4,435	-

ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK

Budget / Operating Plan

2022-23

Total Revenue	-	-	-	7,513,106	(7,513,106)	-	-	7,513,106	(7,513,106)	-	-
Total Expenses	-	-	-	7,367,850	7,367,850	-	-	7,367,850	7,367,850	-	-
Net Income	-	-	-	145,256	(145,256)	-	-	145,256	(145,256)	-	-
Actual Student Enrollment	-	-	-			-	-			-	-

TOTALS AND VARIANCE ANALYSIS

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed

REVENUE

REVENUES FROM STATE SOURCES	2022-23 Per Pupil Rate
Per Pupil Revenue	
BUFFALO CITY SD	13,416
KENMORE-TONAWANDA UFSD	10,526
AMHERST CSD	11,616
CHEEKTOWAGA CSD	11,595
CHEEKTOWAGA-MARYVALE UFSD	12,516
LANCASTER CSD	10,392
SWEET HOME CSD	14,066
TONAWANDA CITY SD	11,565
WEST SENECA CSD	11,833
-	-
-	-
-	-
-	-
-	-
-	-
ALL OTHER School Districts: (Count = 0)	-
TOTAL Per Pupil Revenue (Weighted Average Per Pupil Funding)	13,284
Special Education Revenue	
Grants	
Stimulus	
DYCD (Department of Youth and Community Development)	
Other	
NYC DoE Rental Assistance	
Other	
TOTAL REVENUE FROM STATE SOURCES	
REVENUE FROM FEDERAL FUNDING	
IDEA Special Needs	
Title I	
Title Funding - Other	
School Food Service (Free Lunch)	
Grants	
Charter School Program (CSP) Planning & Implementation	
Other	
Other	
TOTAL REVENUE FROM FEDERAL SOURCES	
LOCAL and OTHER REVENUE	
Contributions and Donations	
Fundraising	
Erate Reimbursement	
Earnings on Investments	
Interest Income	
Food Service (Income from meals)	
Text Book	
OTHER	
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	
TOTAL REVENUE	

Actual	Current Budget (Current Quarter)	Actual vs. Current Budget	Current Budget - TY	Actual vs. Current Budget TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget - TY	Actual vs. Original Budget TY	PY Actual (PY TY / Actual CY Quarters)	Actual CY vs. Actual PY
-	-	-	5,581,056	(5,581,056)	-	-	5,581,056	(5,581,056)	-	-
-	-	-	136,838	(136,838)	-	-	136,838	(136,838)	-	-
-	-	-	23,232	(23,232)	-	-	23,232	(23,232)	-	-
-	-	-	46,380	(46,380)	-	-	46,380	(46,380)	-	-
-	-	-	12,516	(12,516)	-	-	12,516	(12,516)	-	-
-	-	-	10,392	(10,392)	-	-	10,392	(10,392)	-	-
-	-	-	42,198	(42,198)	-	-	42,198	(42,198)	-	-
-	-	-	23,130	(23,130)	-	-	23,130	(23,130)	-	-
-	-	-	35,499	(35,499)	-	-	35,499	(35,499)	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	5,911,241	(5,911,241)	-	-	5,911,241	(5,911,241)	-	-
-	-	-	677,100	(677,100)	-	-	677,100	(677,100)	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	(4,640)	4,640	-	-	(4,640)	4,640	-	-
-	-	-	6,583,701	(6,583,701)	-	-	6,583,701	(6,583,701)	-	-
-	-	-	81,000	(81,000)	-	-	81,000	(81,000)	-	-
-	-	-	150,000	(150,000)	-	-	150,000	(150,000)	-	-
-	-	-	32,000	(32,000)	-	-	32,000	(32,000)	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	488,905	(488,905)	-	-	488,905	(488,905)	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	751,905	(751,905)	-	-	751,905	(751,905)	-	-
-	-	-	17,500	(17,500)	-	-	17,500	(17,500)	-	-
-	-	-	25,000	(25,000)	-	-	25,000	(25,000)	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	500	(500)	-	-	500	(500)	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-
-	-	-	134,500	(134,500)	-	-	134,500	(134,500)	-	-
-	-	-	177,500	(177,500)	-	-	177,500	(177,500)	-	-
-	-	-	7,513,106	(7,513,106)	-	-	7,513,106	(7,513,106)	-	-

ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK

Budget / Operating Plan

2022-23

Total Revenue	-	-	-	7,513,106	(7,513,106)	-	-	7,513,106	(7,513,106)	-	-
Total Expenses	-	-	-	7,367,850	7,367,850	-	-	7,367,850	7,367,850	-	-
Net Income	-	-	-	145,256	(145,256)	-	-	145,256	(145,256)	-	-
Actual Student Enrollment	-	-	-			-	-			-	-

TOTALS AND VARIANCE ANALYSIS

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed

	Quarter 0 No. of Positions	Current Budget vs. Actual		Actual vs. Original		Actual vs. Original		PY Actual (PY TY / No. of COMPLETED Actual CY Quarters)	Actual CY vs. Actual PY		
		(Current Quarter)	Current Budget	Current Budget - TY	Current Budget TY	(Current Quarter)	Original Budget			Original Budget - TY	
EXPENSES											
ADMINISTRATIVE STAFF PERSONNEL COSTS											
Executive Management	-	-	-	42,250	42,250	-	-	42,250	42,250	-	-
Instructional Management	-	-	-	179,000	179,000	-	-	179,000	179,000	-	-
Deans, Directors & Coordinators	-	-	-	42,250	42,250	-	-	42,250	42,250	-	-
CFO / Director of Finance	-	-	-	-	-	-	-	-	-	-	-
Operation / Business Manager	-	-	-	76,000	76,000	-	-	76,000	76,000	-	-
Administrative Staff	-	-	-	242,200	242,200	-	-	242,200	242,200	-	-
TOTAL ADMINISTRATIVE STAFF	-	-	-	581,700	581,700	-	-	581,700	581,700	-	-
INSTRUCTIONAL PERSONNEL COSTS											
Teachers - Regular	-	-	-	1,098,300	1,098,300	-	-	1,098,300	1,098,300	-	-
Teachers - SPED	-	-	-	607,500	607,500	-	-	607,500	607,500	-	-
Substitute Teachers	-	-	-	115,350	115,350	-	-	115,350	115,350	-	-
Teaching Assistants	-	-	-	438,800	438,800	-	-	438,800	438,800	-	-
Specialty Teachers	-	-	-	543,500	543,500	-	-	543,500	543,500	-	-
Aides	-	-	-	-	-	-	-	-	-	-	-
Therapists & Counselors	-	-	-	301,250	301,250	-	-	301,250	301,250	-	-
Other	-	-	-	180,600	180,600	-	-	180,600	180,600	-	-
TOTAL INSTRUCTIONAL	-	-	-	3,285,300	3,285,300	-	-	3,285,300	3,285,300	-	-
NON-INSTRUCTIONAL PERSONNEL COSTS											
Nurse	-	-	-	72,500	72,500	-	-	72,500	72,500	-	-
Librarian	-	-	-	53,800	53,800	-	-	53,800	53,800	-	-
Custodian	-	-	-	157,800	157,800	-	-	157,800	157,800	-	-
Security	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-
TOTAL NON-INSTRUCTIONAL	-	-	-	284,100	284,100	-	-	284,100	284,100	-	-
SUBTOTAL PERSONNEL SERVICE COSTS	-	-	-	4,151,100	4,151,100	-	-	4,151,100	4,151,100	-	-
PAYROLL TAXES AND BENEFITS											
Payroll Taxes	-	-	-	415,150	415,150	-	-	415,150	415,150	-	-
Fringe / Employee Benefits	-	-	-	825,800	825,800	-	-	825,800	825,800	-	-
Retirement / Pension	-	-	-	391,500	391,500	-	-	391,500	391,500	-	-
TOTAL PAYROLL TAXES AND BENEFITS	-	-	-	1,632,450	1,632,450	-	-	1,632,450	1,632,450	-	-
TOTAL PERSONNEL SERVICE COSTS	-	-	-	5,783,550	5,783,550	-	-	5,783,550	5,783,550	-	-
CONTRACTED SERVICES											
Accounting / Audit	-	-	-	87,800	87,800	-	-	87,800	87,800	-	-
Legal	-	-	-	25,800	25,800	-	-	25,800	25,800	-	-
Management Company Fee	-	-	-	-	-	-	-	-	-	-	-
Nurse Services	-	-	-	9,000	9,000	-	-	9,000	9,000	-	-
Food Service / School Lunch	-	-	-	-	-	-	-	-	-	-	-
Payroll Services	-	-	-	12,800	12,800	-	-	12,800	12,800	-	-
Special Ed Services	-	-	-	65,000	65,000	-	-	65,000	65,000	-	-
Titelment Services (i.e. Title I)	-	-	-	-	-	-	-	-	-	-	-
Other Purchased / Professional / Consulting	-	-	-	62,600	62,600	-	-	62,600	62,600	-	-
TOTAL CONTRACTED SERVICES	-	-	-	263,000	263,000	-	-	263,000	263,000	-	-

ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK

Budget / Operating Plan

2022-23

Total Revenue	-	-	-	7,513,106	(7,513,106)	-	-	7,513,106	(7,513,106)	-	-
Total Expenses	-	-	-	7,367,850	7,367,850	-	-	7,367,850	7,367,850	-	-
Net Income	-	-	-	145,256	(145,256)	-	-	145,256	(145,256)	-	-
Actual Student Enrollment	-	-	-			-	-			-	-

TOTALS AND VARIANCE ANALYSIS

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed

	Actual	Current Budget (Current Quarter)	Actual vs. Current Budget	Current Budget - TY	Actual vs. Current Budget TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget - TY	Actual vs. Original Budget TY	PY Actual (PY TY / No. of COMPLETED Actual CY Quarters)	Actual CY vs. Actual PY
SCHOOL OPERATIONS											
Board Expenses	-	-	-	-	-	-	-	-	-	-	-
Classroom / Teaching Supplies & Materials	-	-	-	30,200	30,200	-	-	30,200	30,200	-	-
Special Ed Supplies & Materials	-	-	-	9,400	9,400	-	-	9,400	9,400	-	-
Textbooks / Workbooks	-	-	-	40,600	40,600	-	-	40,600	40,600	-	-
Supplies & Materials other	-	-	-	-	-	-	-	-	-	-	-
Equipment / Furniture	-	-	-	-	-	-	-	-	-	-	-
Telephone	-	-	-	14,000	14,000	-	-	14,000	14,000	-	-
Technology	-	-	-	78,100	78,100	-	-	78,100	78,100	-	-
Student Testing & Assessment	-	-	-	43,800	43,800	-	-	43,800	43,800	-	-
Field Trips	-	-	-	-	-	-	-	-	-	-	-
Transportation (student)	-	-	-	15,000	15,000	-	-	15,000	15,000	-	-
Student Services - other	-	-	-	40,000	40,000	-	-	40,000	40,000	-	-
Office Expense	-	-	-	39,700	39,700	-	-	39,700	39,700	-	-
Staff Development	-	-	-	49,000	49,000	-	-	49,000	49,000	-	-
Staff Recruitment	-	-	-	-	-	-	-	-	-	-	-
Student Recruitment / Marketing	-	-	-	2,500	2,500	-	-	2,500	2,500	-	-
School Meals / Lunch	-	-	-	-	-	-	-	-	-	-	-
Travel (Staff)	-	-	-	-	-	-	-	-	-	-	-
Fundraising	-	-	-	15,000	15,000	-	-	15,000	15,000	-	-
Other	-	-	-	19,100	19,100	-	-	19,100	19,100	-	-
TOTAL SCHOOL OPERATIONS	-	-	-	396,400	396,400	-	-	396,400	396,400	-	-
FACILITY OPERATION & MAINTENANCE											
Insurance	-	-	-	90,800	90,800	-	-	90,800	90,800	-	-
Janitorial	-	-	-	29,000	29,000	-	-	29,000	29,000	-	-
Building and Land Rent / Lease / Facility Finance Interest	-	-	-	248,400	248,400	-	-	248,400	248,400	-	-
Repairs & Maintenance	-	-	-	60,000	60,000	-	-	60,000	60,000	-	-
Equipment / Furniture	-	-	-	-	-	-	-	-	-	-	-
Security	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	54,600	54,600	-	-	54,600	54,600	-	-
TOTAL FACILITY OPERATION & MAINTENANCE	-	-	-	482,800	482,800	-	-	482,800	482,800	-	-
DEPRECIATION & AMORTIZATION	-	-	-	442,100	442,100	-	-	442,100	442,100	-	-
COVID-19 / CONTINGENCY	-	-	-	-	-	-	-	-	-	-	-
DEFERRED RENT	-	-	-	-	-	-	-	-	-	-	-
TOTAL EXPENSES	-	-	-	7,367,850	7,367,850	-	-	7,367,850	7,367,850	-	-
NET INCOME	-	-	-	145,256	(145,256)	-	-	145,256	(145,256)	-	-

ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK

Budget / Operating Plan

2022-23

Total Revenue	-	-	-	7,513,106	(7,513,106)	-	-	7,513,106	(7,513,106)	-	-
Total Expenses	-	-	-	7,367,850	7,367,850	-	-	7,367,850	7,367,850	-	-
Net Income	-	-	-	145,256	(145,256)	-	-	145,256	(145,256)	-	-
Actual Student Enrollment	-	-	-			-	-			-	-

TOTALS AND VARIANCE ANALYSIS

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed

Actual	Current Budget (Current Quarter)	Actual vs. Current Budget	Current Budget - TY	Actual vs. Current Budget TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget - TY	Actual vs. Original Budget TY	PY Actual (PY TY / Actual CY Quarters)	Actual CY vs. Actual PY
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ENROLLMENT - *School Districts Are Linked To Above Entries*

	Actual	Current Budget (Current Quarter)	Actual vs. Current Budget	Current Budget - TY	Actual vs. Current Budget TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget - TY	Actual vs. Original Budget TY	PY Actual (PY TY / Actual CY Quarters)	Actual CY vs. Actual PY
BUFFALO CITY SD	-	-	-		-	-	-		-	-	-
KENMORE-TONAWANDA UFSD	-	-	-		-	-	-		-	-	-
AMHERST CSD	-	-	-		-	-	-		-	-	-
CHEEKTOWAGA CSD	-	-	-		-	-	-		-	-	-
CHEEKTOWAGA-MARYVALE UFSD	-	-	-		-	-	-		-	-	-
LANCASTER CSD	-	-	-		-	-	-		-	-	-
SWEET HOME CSD	-	-	-		-	-	-		-	-	-
TONAWANDA CITY SD	-	-	-		-	-	-		-	-	-
WEST SENECA CSD	-	-	-		-	-	-		-	-	-
-	-	-	-		-	-	-		-	-	-
-	-	-	-		-	-	-		-	-	-
-	-	-	-		-	-	-		-	-	-
-	-	-	-		-	-	-		-	-	-
-	-	-	-		-	-	-		-	-	-
-	-	-	-		-	-	-		-	-	-
ALL OTHER School Districts: (Count = 0)	-	-	-		-	-	-		-	-	-

TOTAL ENROLLMENT

REVENUE PER PUPIL

EXPENSES PER PUPIL



Charter Schools Institute
The State University of New York

Annual Report Requirement
for SUNY Authorized Charter Schools
ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK
2022-23

Administrative
expenditures per pupil:

\$0.00

Per NYS Statute

Administrative expenditures per pupil: the sum of all general administration salaries and other general administration expenditures divided by the total number of enrolled students. Employee benefit costs or expenditures should not be reported here.

***NOTE: THIS TAB ONLY NEEDS TO BE COMPLETED FOR Q4**

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

Trustee Name:

Anna Sotelo-Peryea

Name of Charter School Education Corporation:

Elmwood Village Charter Schools

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

Parent representative.

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

Yes No

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

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

Yes No

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

My son will be continuing into the 4th grade at Elmwood Village Charter Schools in 2022-2023, and my daughter will be beginning Kindergarten. Neither would receive special benefit from my involvement.

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

Yes **No**

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

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

Yes **No**

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

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

None

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

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

None

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

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



<i>Anna Sotelo-Peryea</i>	06/03/2022
Signature	Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Edward Castine

Name of Charter School Education Corporation:

Elmwood Village Charter School

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

Treasurer

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

Yes No

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

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

Yes No

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

My daughter attended EVCS Hertel in the 2021-2022 school year

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

Yes No

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

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

Yes No

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

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

None

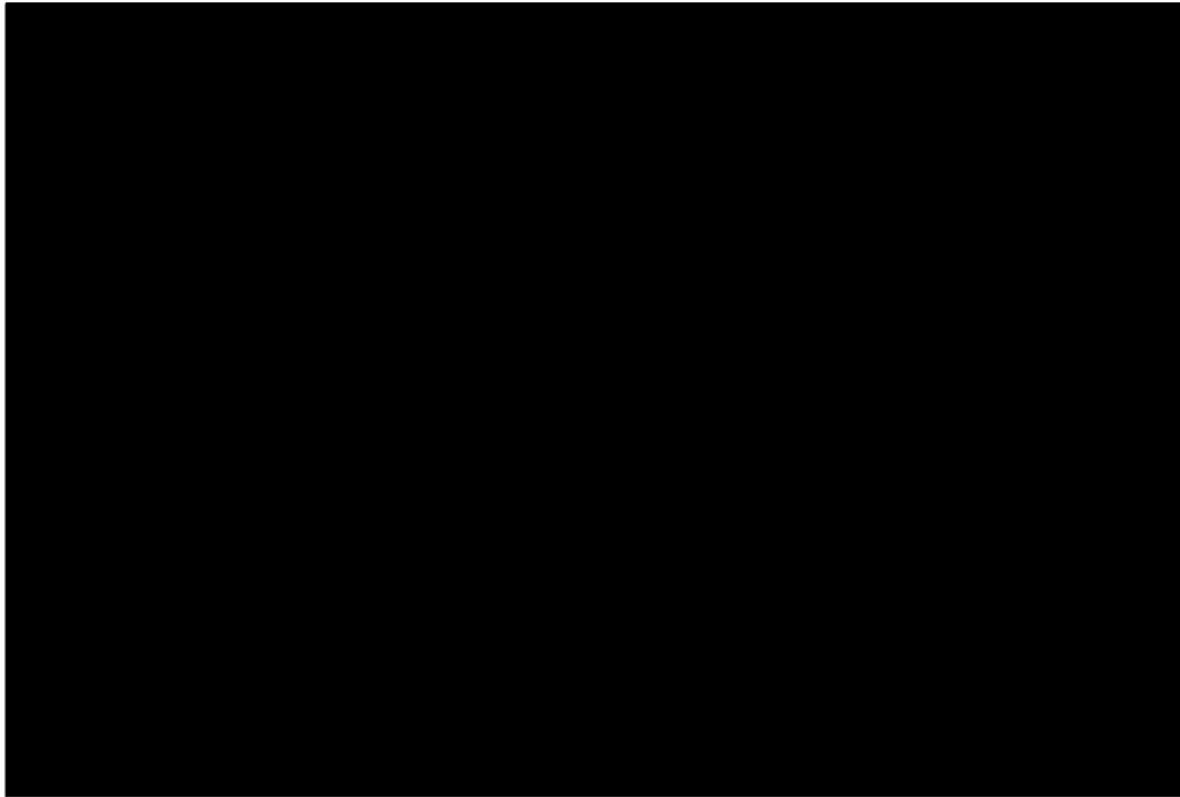
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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

None

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

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



Edward Castine

Signature

7/11/2022

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

JENNIFER BERNACKI SMITH

Name of Charter School Education Corporation:

ELMWOOD VILLAGE CHARTER SCHOOLS

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

CHAIR

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

None

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

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

None

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

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

Trustee Name:

Joshua Pennel

Name of Charter School Education Corporation:

Elmwood Village Charter School

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

Board Member

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

Yes No

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

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

Yes No

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

Two Children Attend EVCS: Madeline & Theodor Pennel

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

Yes No

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

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

Yes No

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

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

None

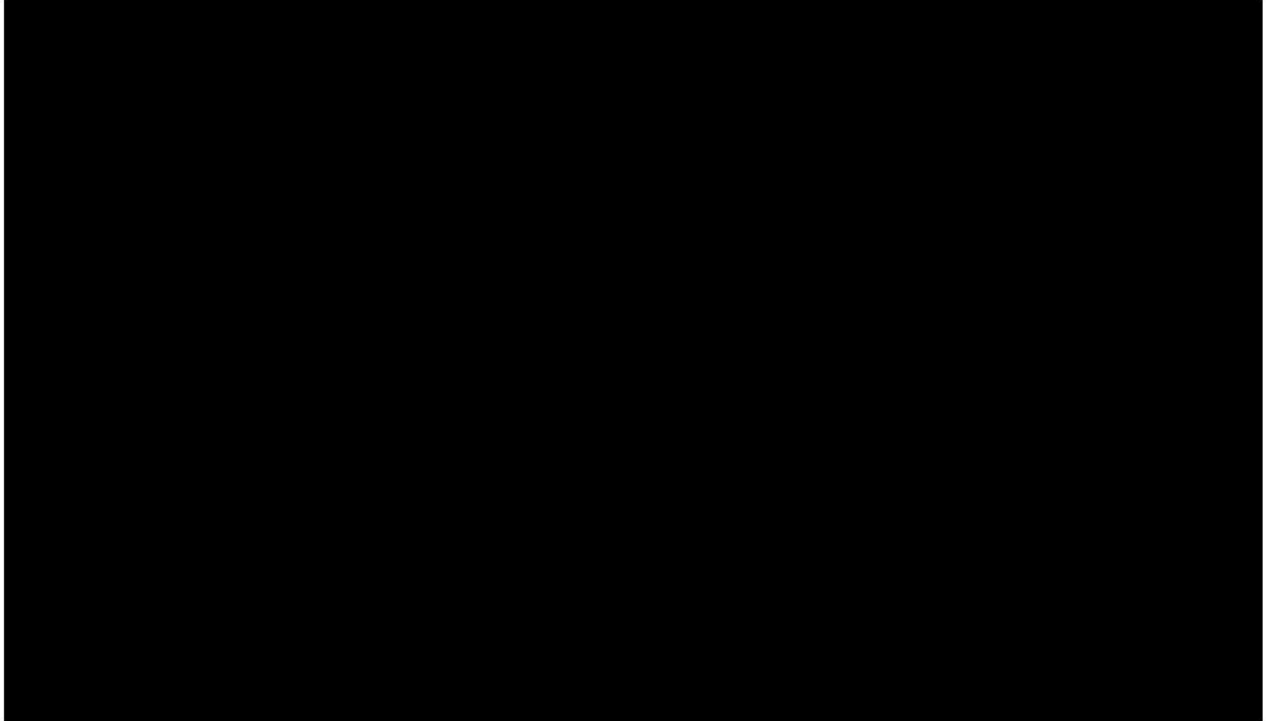
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you


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

None

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

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Signature **Date** 07/12/2022

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Jacob A. Piorkowski

Name of Charter School Education Corporation:

Elmwood Village Charter School

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

Parent Representative,

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

Yes No

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

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

Yes No

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

My daughter is a 3rd grade student at the school.

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

Yes No

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

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

Yes No

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

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

None

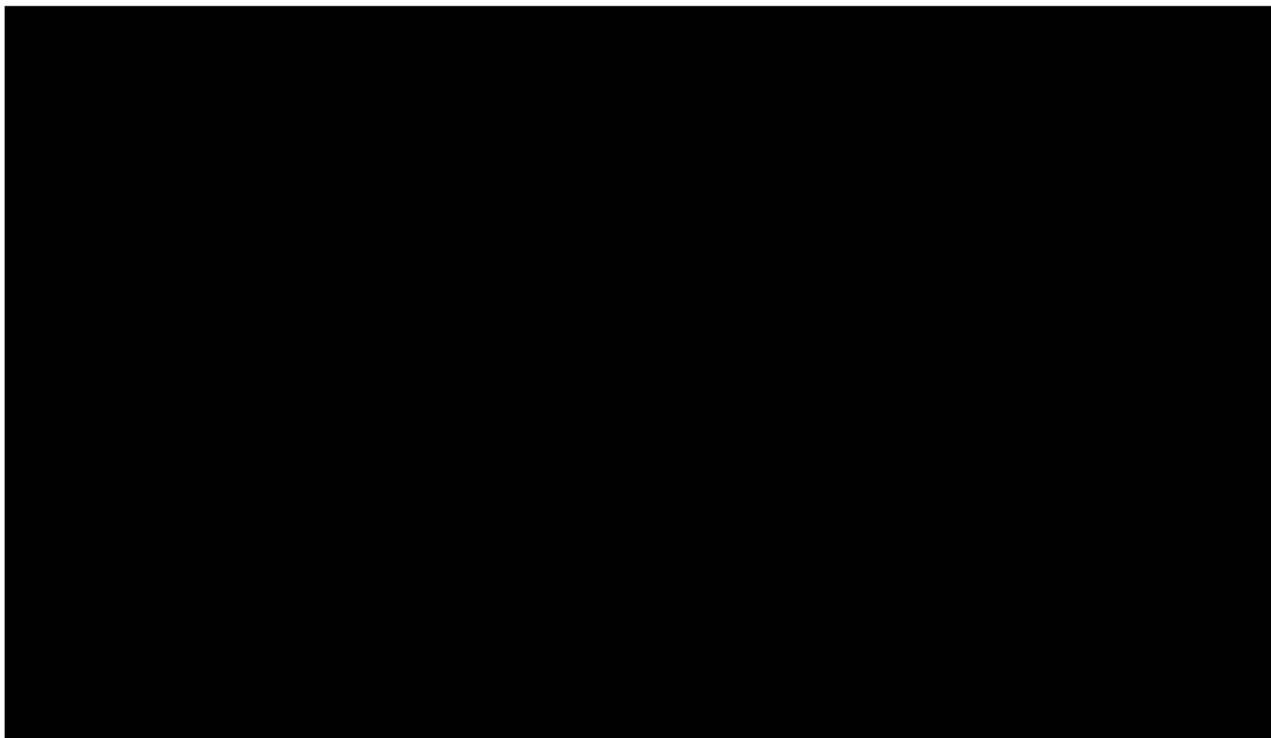
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

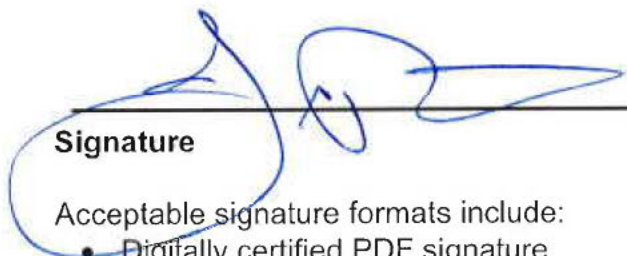
7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation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

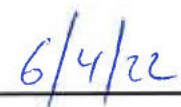
None

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

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Signature


Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Kathleen Franklin Adams

Name of Charter School Education Corporation:

Elmwood Village Charter Schools

1. List all positions held on the education corporation Board of Trustees

("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

NONE

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

No

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

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

Yes

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

I am the grandmother of a student at the Days Park Campus. My being on the Board helps to support the assurance that the mission, vision and goals of EVCS are upheld so he will continue to receive a quality education.

-

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

No

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

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

Yes

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

I was appointed as a mentor for the EVCS Hertel Principal and Assistant Principal (Admin Team) on or about December 16, 2021. As a mentor, I shadowed the Admin Team, set up goals/tasks based on the self-evaluation and results of an oral individual staff survey I conducted. We met monthly to monitor progress and I was available to them as needed. A post survey with staff was conducted and results will be shared with the Admin Team and Leadership Team.

I was paid One Hundred Seventy-five dollars (\$175.00) per hour for my work as a mentor.

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

NONE

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

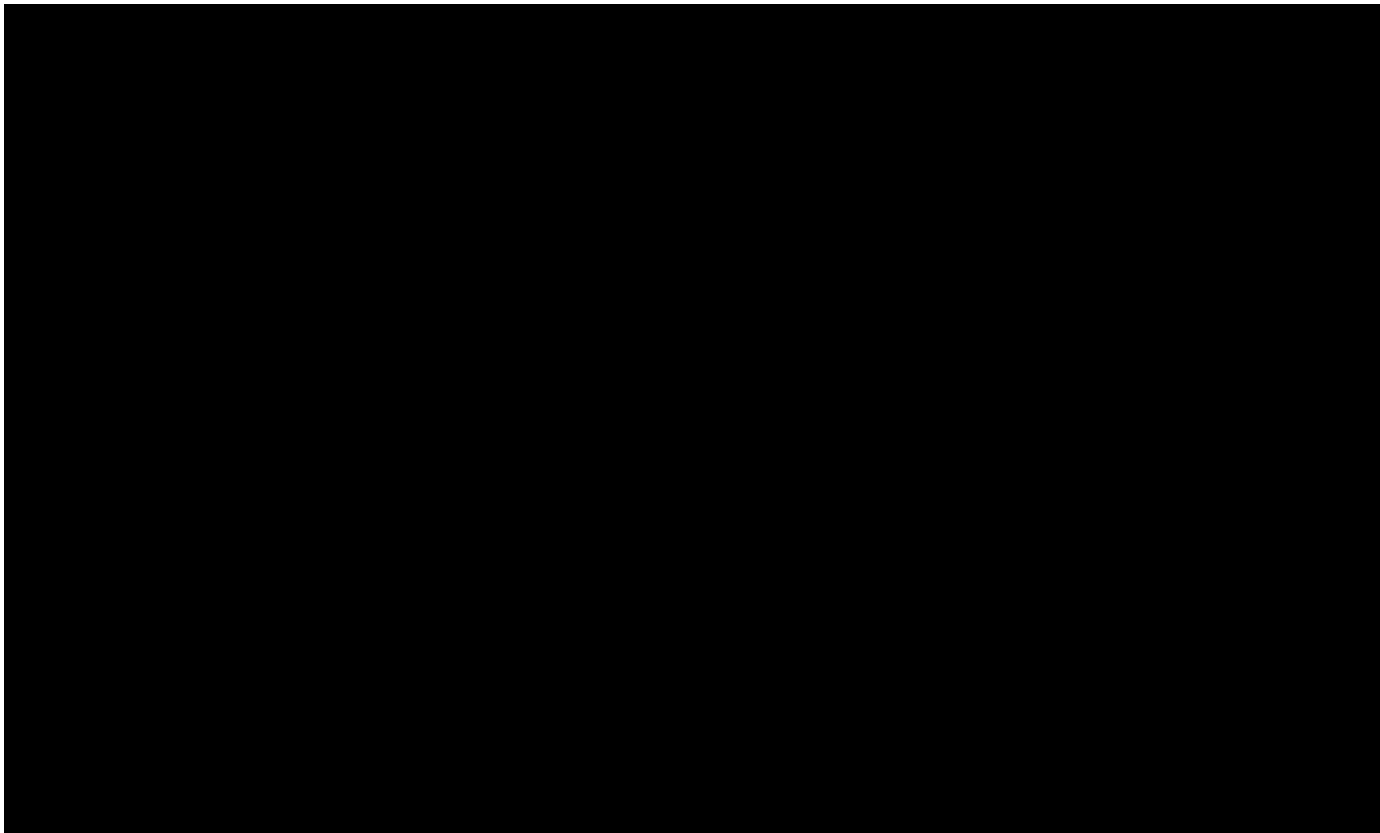
7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or

your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

NONE

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

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



Kathleen Franklin-Adams

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Ken Gholston

Name of Charter School Education Corporation:

Elmwood Village Charter School

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

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

Yes No

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

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

Yes No

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

Parent of two children who currently attend EVCS Days Park campus. They could not benefit financially from being there

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

Yes No

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

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

Yes No

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

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

None

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

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

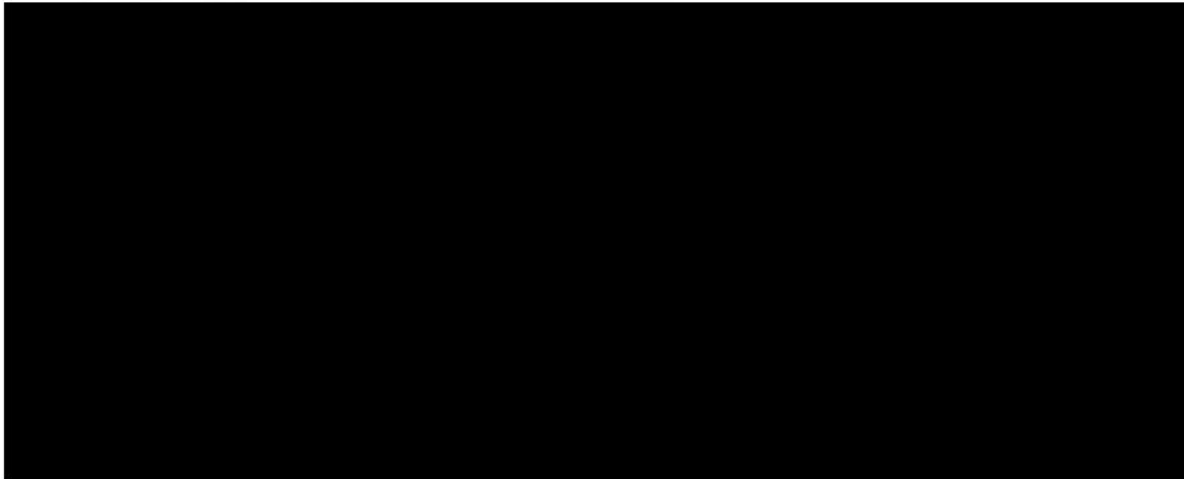
None

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

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

Business Telephone:

Business Address:



Signature  **Date** 7/26/22

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Lacole Brumfield

Name of Charter School Education Corporation:

Elmwood Village Charter Schools

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

Board Member

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

Yes No

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

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

Yes No

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

I am the mother of two students at EVCS. No, my children do not benefit from my participation.

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

Yes No

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

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

Yes No

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

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

None

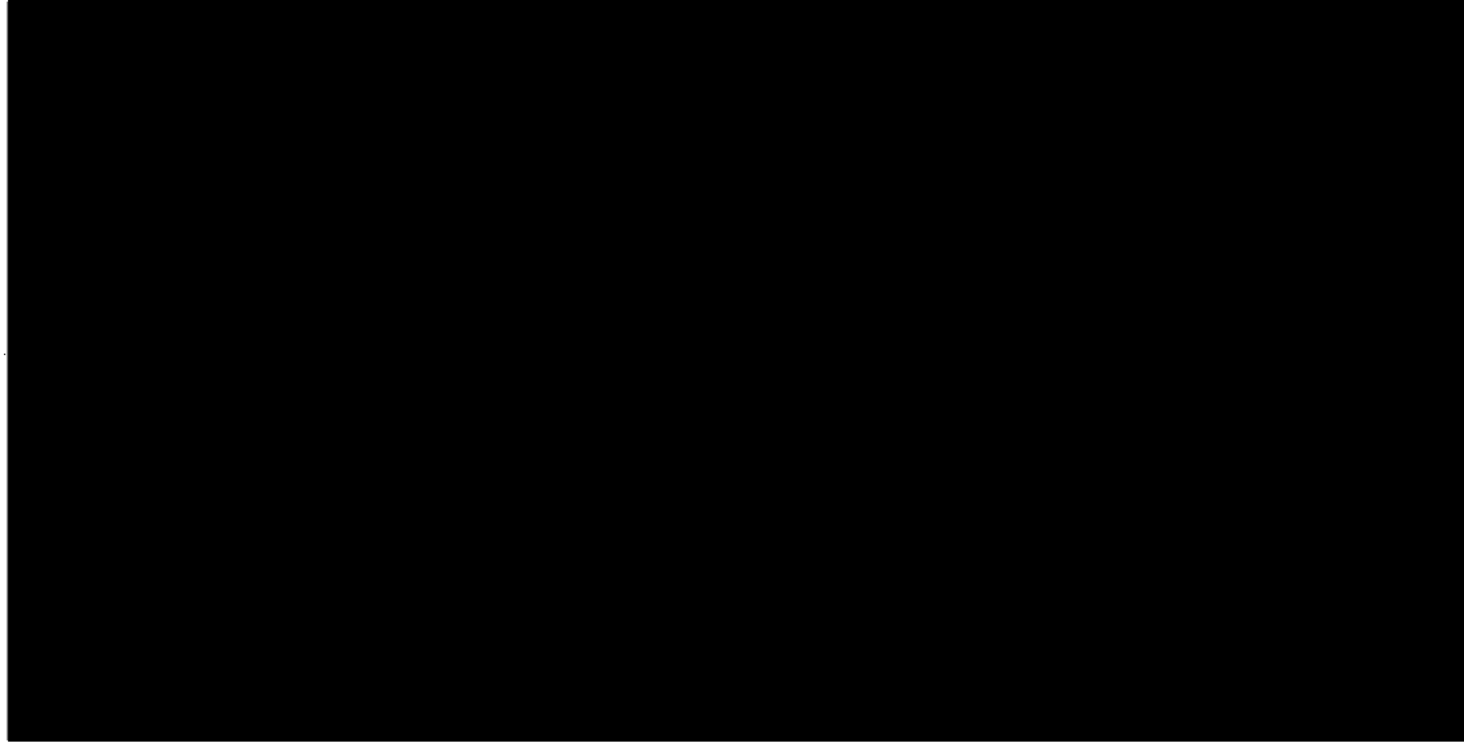
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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

None

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

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A handwritten signature in black ink, appearing to be "John", written over a horizontal line.

Signature

0-3-22

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Mimi Barnes-Coppola

Name of Charter School Education Corporation:

Elmwood Village Charter Schools

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

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

Yes No

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

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

Yes No

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

Elmwood Village Charter Schools

- Mimi Barnes-Coppola

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

Yes No

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

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

Yes No

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

Elmwood Village Charter Schools

- Mimi Barnes-Coppola

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

None

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

Elmwood Village Charter Schools

_ Mimi Barnes-Coppola

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

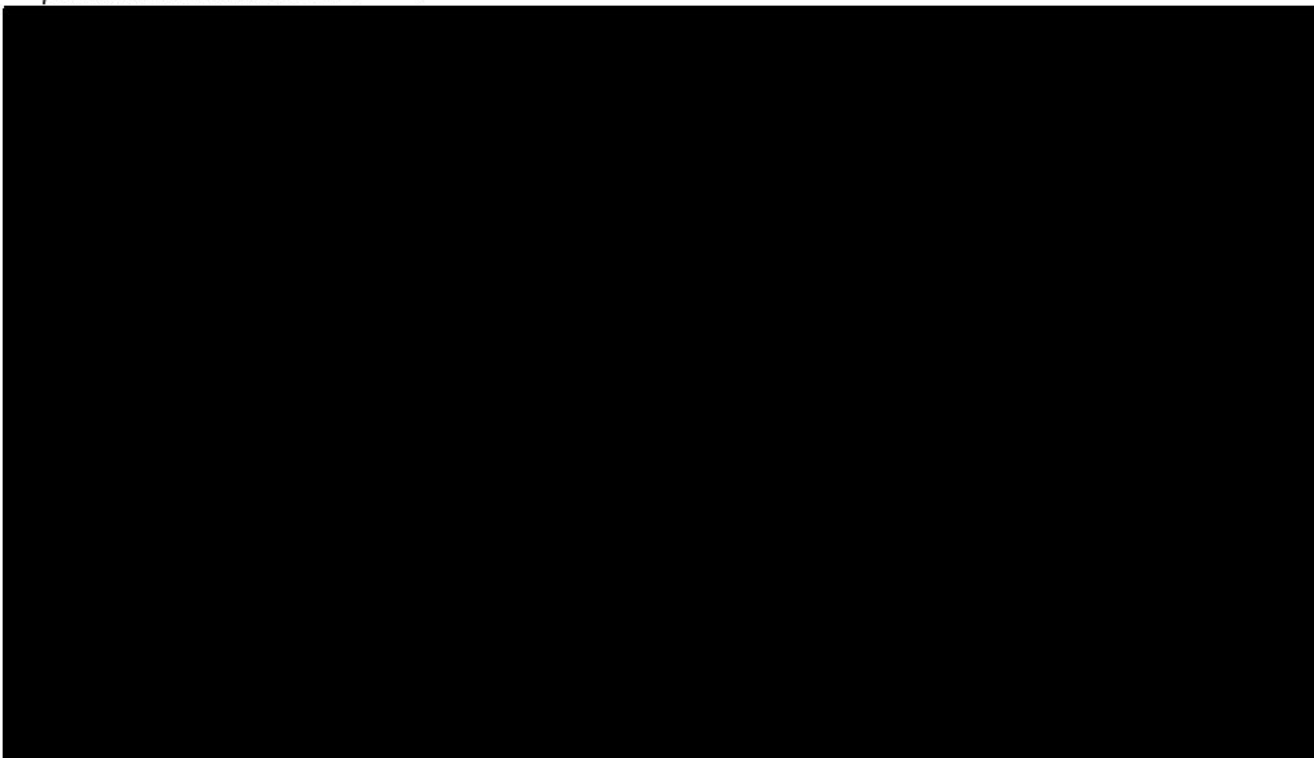
None

Type of entity conducting business with the school(s)	Address of business conducted	Type of business and value of the business conducted	If you or family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

Elmwood Village Charter Schools

- Mimi Barnes-Coppola

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Mimi Barnes-Coppola
Signature

7/13/2022

7/13/2022

Date

Acceptable signature formats include:

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

Form revised 04/2022

Page 1 of 1

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

Trustee Name:

Anna Sotelo-Peryea

Name of Charter School Education Corporation:

Elmwood Village Charter Schools

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

Parent representative.

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

Yes No

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

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

Yes No

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

My son will be continuing into the 4th grade at Elmwood Village Charter Schools in 2022-2023, and my daughter will be beginning Kindergarten. Neither would receive special benefit from my involvement.

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

Yes No

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

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

Yes No

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

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

None

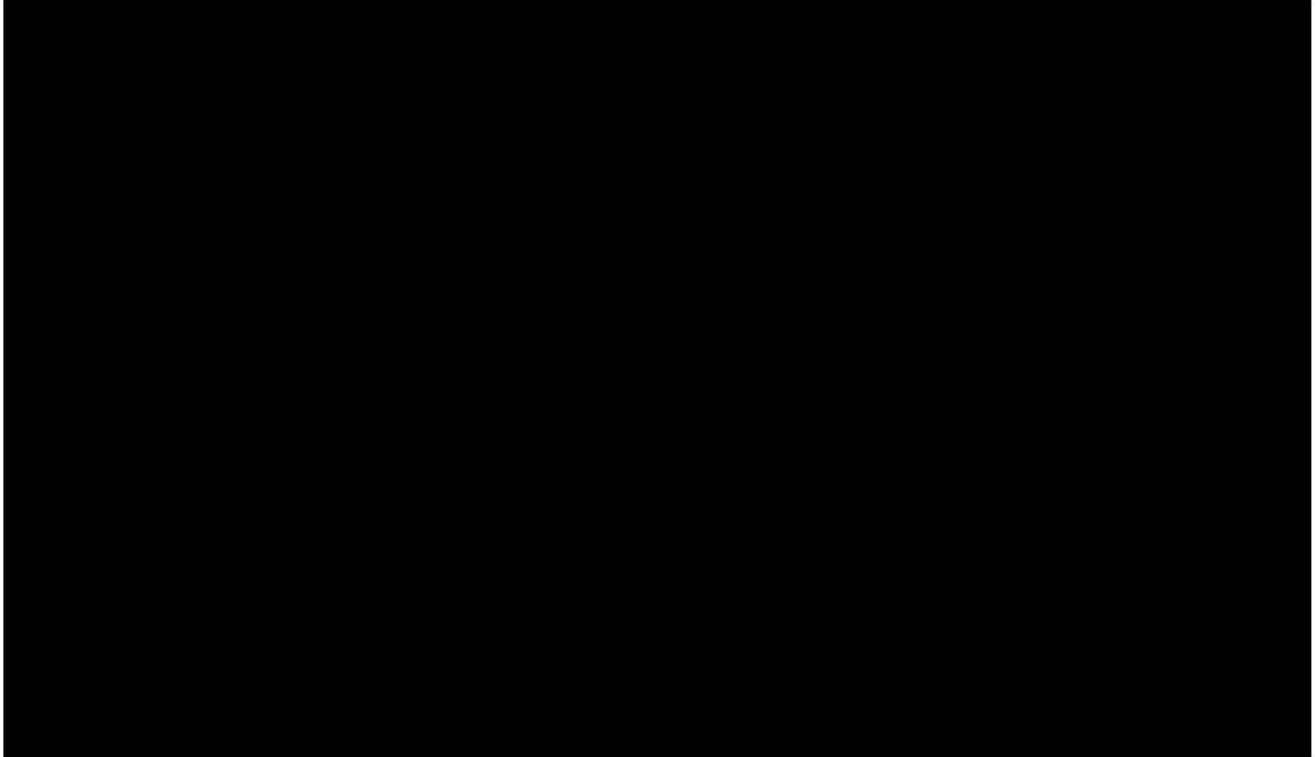
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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

None

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

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06/03/2022

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Pamela Klein Pollock

Name of Charter School Education Corporation:

Elmwood Village Charter Schools

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).
Board Secretary; Executive Committee, Nominating Committee, cademic Excellence Committee

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

Yes No

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

Anne Wechsler is my daughter. In her position as Director of Curriculum and Instruction, she is responsible for evaluating and selecting appropriate teaching materials for all areas of academic instruction. Once a program is selected, she is responsible for ensuring that all teachers learn to use it appropriately. This requires in-service education and follow up observations.

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

None

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

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

None

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



Department of Fire
195 Court Street
Buffalo, NY 14202

CITY OF BUFFALO
BUREAU OF FIRE PREVENTION
65 Niagara Square, Room 321 City Hall
Buffalo, New York 14202
(716) 851-5707 EXT 752 FAX (716) 851-4680



Mark A. Morganti, Chief
Bureau of Fire Prevention

November 19, 2021

RE: Certificate of Fire Inspection for:

**ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK
40 DAYS PARK
BUFFALO, NY 14201**

To Whom It May Concern:

An inspection was conducted at **40 DAYS PARK 14201**, by a member of the City of Buffalo Bureau of Fire Prevention.

ELMWOOD VILLAGE CHARTER SCHOOL DAYS PARK was found to be in compliance with the Fire Code of New York State and Fire Ordinance of the City of Buffalo.

All mechanical systems, wiring and equipment at the structure should be inspected by a qualified, certified/licensed individual to insure proper installation, venting and operation.

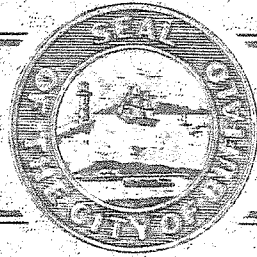
Sincerely,

BUFFALO FIRE DEPARTMENT

A handwritten signature in black ink, appearing to read "Marvin Spates", written over a horizontal line.

MARVIN SPATES

BUREAU OF FIRE PREVENTION



CITY OF

BUFFALO

Certificate of Occupancy

Certificate No.: 19962

In accordance with the appropriate laws of the State of New York and/or the Ordinances of the City of Buffalo the structure(s) located at **40 DAYS PARK** Buffalo, New York, having been inspected and found to conform substantially to applicable laws, ordinances, rules or regulations, said structure(s) is hereby certified for occupancy. This certificate is issued subject to the limitation herein specified and is valid until revoked unless automatically voided by the conditions set forth on the reverse side of this certificate.

James Comerford
Commissioner of Permit and Inspection Services

Date Issued: 08/31/2012

Total Occupancy:

No. Units: N/A

No. Stories: 2

No. Rooms: N/A

Building Type: 2b

Construction: Steel/Masonry

Class: E

Zoning District: R-3

Smoke Detectors: Y

Carbon Monoxide Detectors: Y

Application Codes:

Permit No: 175450

Permit Date: 8/29/2001

Receipt No: N/A

Inspector: Felschow, Robert

Date Inspected: 08/29/2012

Building Usage:

Story

Use

Basement:

Boiler Rm/Engineers Office/Transformer Rm/Meter Rm/Storage Area/Elevator Pit

1st Floor:

Classrooms/Cafeteria/Library/Computer

2nd Floor:

Lab/Offices/Bathrooms/Gymnasium/Storage Rm/Elevator Mech. Rm
Classrooms/Faculty Lounge/Bathrooms/Janitors Closet

SEE REVERSE SIDE

JULY 2022						
S	M	T	W	Th	F	S
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31						

AUGUST 2022						
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SEPTEMBER 2022						
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OCTOBER 2022						
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NOVEMBER 2022						
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DECEMBER 2022						
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JANUARY 2023						
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29	30	31				

FEBRUARY 2023						
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MARCH 2023						
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APRIL 2023						
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MAY 2023						
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JUNE 2023						
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18	19	20	21	22	23	24
25	26	27	28	29	30	



2022-2023 Calendar

Number of Instructional Days:

LEGEND	
	Schools Closed
	Early Dismissal (12:30 PM)
	First Day of School
	Faculty Meetings
	End of Trimester
	Teacher Workdays
	School Event
	NYS Assessments

IMPORTANT DATES

July	
4	Independence Day
August	
15-19	New Staff Professional Development
22-26	Professional Development
30	Open House
September	
1	First Day of School
5	Labor Day
15	Meet the Teacher Night
16	Early Dismissal - 12:30 PM Professional Development
October	
10	Indigenous Peoples' Day
13	Early Dismissal - 12:30 PM P/T Conferences
November	
11	Veterans Day
23	Early Dismissal - 12:30 PM
24-25	Thanksgiving Break
December	
1	End of Trimester 1
2	Early Dismissal - 12:30 PM Recording Day
23-31	Winter Break
January	
2	New Year's Day Holiday
3	Return to School
12	Early Dismissal - 12:30 PM Professional Development
16	Martin Luther King Jr. Day
26	Early Dismissal - 12:30 PM P/T Conferences
February	
20	Presidents' Day
21-24	Midwinter Break
March	
3	Early Dismissal - 12:30 PM
	Professional Development
16	End of Trimester 2
17	Early Dismissal - 12:30pm Recording Day
April	
3-7	Spring Break
19-20	NYS ELA Assessments (Gr. 3-5)
May	
2-3	NYS Math Assessments (Gr. 3-5)
18	Early Dismissal - 12:30 PM P/T Conferences
29	Memorial Day
June	
5	NYS Science Assessment (Gr. 3-5)
16	End of Trimester 3
19	Juneteenth
20	Kindergarten Graduation (tentative)
22	8th Grade Graduation (tentative)
23	Last Day of School
23	Early Dismissal - 12:30 PM Recording Day
26-30	Teacher Workdays

Month	Instructional Days
Sept	21
Oct	20
Nov	19
Dec	16
Jan	20
Feb	15
Mar	23
Apr	15
May	22
Jun	16
Total	187