

# Application: Great Oaks Charter School

Lauren Perkins - lperkins@greatoakscharter.org  
2021-2022 Annual Report

## Summary

**ID:** 0000000358

**Last submitted:** Oct 31 2022 10:22 PM (EDT)

**Labels:** Board of Regents

## Entry 1 School Info and Cover Page

**Completed** Sep 15 2022

### Instructions

#### Required of ALL Charter Schools

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

## Entry 1 School Information and Cover Page

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

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

## BASIC INFORMATION

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**a. SCHOOL NAME**

(Select name from the drop down menu)

GREAT OAKS CHARTER SCHOOL 800000075841

**a1. Popular School Name**

Great Oaks Charter School - NYC

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

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

BOARD OF REGENTS

**d. DISTRICT / CSD OF LOCATION**

CSD # 1 - MANHATTAN

**e. DATE OF INITIAL CHARTER**

2/2013

**f. DATE FIRST OPENED FOR INSTRUCTION**

8/2013

c. School Unionized

Is your charter school unionized?

No

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

MISSION STATEMENT

Great Oaks Charter School will prepare our students to success in college by obtaining a four-year degree. We will accomplish this by combining high academic and behavioral expectations for our students with an extraordinary level of individual attention to each student needs through tutoring.

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

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

KDE 1	School culture of high academic and behavioral expectations: Our school culture fosters a college-prep mentality, including not only a focus on academic achievement but also the skills necessary for success in college, including collaboration and goal-setting.
KDE 2	Focus on building relationships with students and their families: Throughout the charter term we have emphasized the importance of relationships, which crystalized during the pandemic when we had to clearly communicate with families and maintain their trust as requirements and options constantly changed.
KDE 3	Highly individualized academic program through daily tutoring delivered through the Great Oaks

	Fellows Program: Our Fellows program is one of the unique aspects of our school and allows us to support all students in accessing grade level curriculum.
KDE 4	Small school environment: GO-NYC has formed a tight school community, which has been fostered by our mission statement, clear expectations for learning and behavior, regular communication and events to engage families, and social emotional learning and our Lion's Den program.
KDE 5	College-preparatory instruction: As described in Benchmark 2 we have evolved our curriculum to ensure students are well prepared for college admissions and success. In addition, professional development supports our teachers in delivering engaging lessons. Team teaching also provides further opportunities for instruction tailored to our students' needs.
KDE 6	More time on task: Longer school day/school year and Saturday programming: Compared to traditional public schools, the GO-NYC schedule and calendar allows for substantial amounts of content-based instruction, social emotional learning, and small group tutoring and support.
KDE 7	Data-driven instructional practices: The implementation of regular assessment aligned with our curriculum allows teachers to develop effective instruction and target the needs of individual students. It supports our small group tutoring and informs professional development. We have staff dedicated to data collection and analysis to support teachers in effectively using myriad data.
KDE 8	Focus on English language learners: We use team teaching, push-in and pull-out support, computer-based instruction, and regular assessment and feedback to support our ELL students. In addition, the Fellows program provides ELL students with daily support so they can fully participate in grade level instruction.
KDE 9	(No response)



KDE 10	(No response)
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**Need additional space for variables**

No

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

<https://greatoaksnyc.org/>

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

573

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

304

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

Check all that apply

Grades Served	6, 7, 8, 9
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**I1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?**

Yes

**I2. NAME OF CMO/EMO AND ADDRESS**

NAME OF CMO/EMO	Great Oaks Foundation, Inc.
PHYSICAL STREET ADDRESS	38 Delancey Street
CITY	New York
STATE	NY
ZIP CODE	10002
EMAIL ADDRESS	<a href="mailto:lperkins@greatoakscharter.org">lperkins@greatoakscharter.org</a>
CONTACT PERSON NAME	Lauren Perkins

**FACILITIES INFORMATION**

**m. FACILITIES**

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

	No, just one site.
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**GREAT OAKS CHARTER SCHOOL 800000075841**

**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	38 Delancey Street, New York, NY 10002	(212) 233-5152	NYC CSD 1	6-10	7-9

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

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Timberly Wilson	Executive Director	347-556-6040		<a href="mailto:twilson@greatoakscharter.org">twilson@greatoakscharter.org</a>
Operational Leader	Chandel Smith	Director of Operations, GONYC	718-844-1345		<a href="mailto:csmith1@greatoakscharter.org">csmith1@greatoakscharter.org</a>
Compliance Contact	Lauren Perkins	Chief Operating Officer, GO Foundation	646-617-4800		<a href="mailto:lperkins@greatoakscharter.org">lperkins@greatoakscharter.org</a>
Complaint Contact	Chandel Smith	Director of Operations, GONYC	718-844-1345		<a href="mailto:csmith1@greatoakscharter.org">csmith1@greatoakscharter.org</a>
DA A Coordinator	Chandel Smith	Director of Operations, GONYC	718-844-1345		<a href="mailto:csmith1@greatoakscharter.org">csmith1@greatoakscharter.org</a>
Phone Contact for After Hours Emergencies	Timberly Wilson	Executive Director	347-556-6040		<a href="mailto:twilson@greatoakscharter.org">twilson@greatoakscharter.org</a>

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

Private Space

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

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

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

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

### Site 1 Certificate of Occupancy (COO)

[1091\\_40\\_Delancey\\_TCO\\_issued\\_09092022.pdf](#)

**Filename:** 1091\_40\_Delancey\_TCO\_issued\_09092022.pdf **Size:** 57.6 kB

### Site 1 Fire Inspection Report

[Fire Inspection 1\\_22.pdf](#)

**Filename:** Fire Inspection 1\_22.pdf **Size:** 144.4 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).

Yes

## n2. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Change in schedule/calendar	GO-NYC proposed to shorten the school day from 7:30 a.m. - 4:45 p.m. as stated in the School's Charter Agreement.	October 19, 2021	June 14, 2022
2	Change in schedule/calendar	GO-NYC proposed to to shorten the school year from 200 instructional days as stated in the School's Charter Agreement.	October 19, 2021	June 14, 2022
3	Change in Maximum Approved Enrollment	GONYC proposed to reduce maximum enrollment from 573 as stated in teh School's Charter Agreement to 450 total.	May 10, 2022	Pend ng (September/Octob er 2022)
4				
5				

**More revisions to add?**

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	Lauren Perkins
Position	Chief Operating Officer
Phone/Extension	646-617-4800
Email	<a href="mailto:lperkins@greatoakscharter.org">lperkins@greatoakscharter.org</a>

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

## Responses Selected:

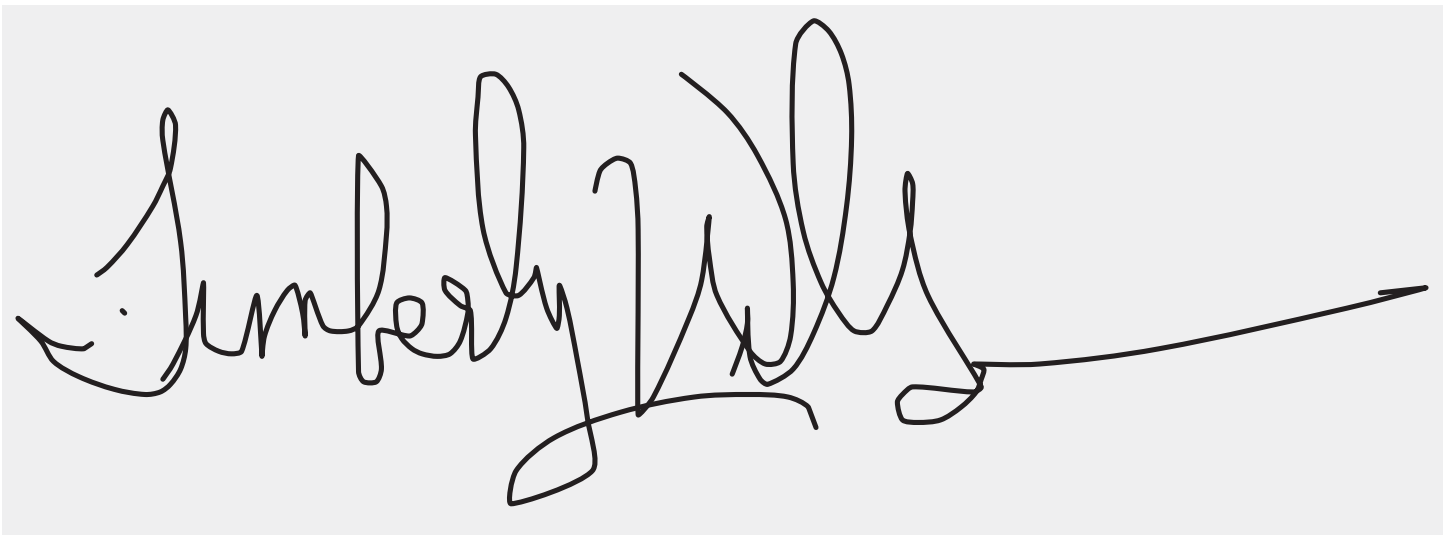
Yes

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

### Responses Selected:

Yes

Signature, Head of Charter School

A handwritten signature in black ink on a light gray background. The signature is cursive and appears to read "Jennifer White". It features a large, looped initial 'J' and a long, horizontal stroke at the end.

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 "Susan White". It features a large, looped initial 'S' and a long, horizontal stroke at the end.



**Date**

Sep 15 2022

Thank you.



## Entry 3 Progress Toward Goals

**Completed** Oct 31 2022

### Instructions

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

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

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

## Entry 3 Progress Toward Goals

### PROGRESS TOWARD CHARTER GOALS

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

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

**GREAT OAKS CHARTER SCHOOL 800000075841**

## 1. ACADEMIC STUDENT PERFORMANCE GOALS

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

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

#### 2021-2022 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1	Students who have been continuously enrolled for two or more years will exceed the CSD 1 average rate of proficiency on the NYS ELA and Math exams.	New York State Exams	Unable to Assess	N/A
Academic Goal 2	50% of all students in grades 6-8 will score a level 3 or 4 on the New York State ELA exams.	New York State Exams	Met	N/A
				To meet this goal, the school will:  - Offer summer school remediation & enrichment in partnership with

Academic Goal 3	50% of all students in grades 6-8 will score a level 3 or 4 on the New York State Math exams.	New York State Exams	Not Met	the Lavinia Group Partner with Metamorphosis Math to strengthen math curriculum implementation. Increase instructional blocks to 100 minute classes with small group instruction including fellows Continue to unpack data weekly in content-based meetings to make necessary instructional shifts to support student learning. Incorporate Buck Institute's PBL approach to increase rigor.
Academic Goal 4	In 7th and 8th grade, 90% of students will be promoted to the next grade after passing all courses.	New York State Exams	Met	N/A
Academic Goal 5	50% of students will meet or exceed Great Oaks' NWEA MAP projected growth (66th percentile) or score 2.0> conditional growth index.(Danny)	NWEA MAP Assessment	Not Met	N/A; Effective August 2022, I-Ready will be used in lieu of NWEA MAP as an evaluative measure of student progress.
	75% of Great Oaks middle-school English Language			

Academic Goal 6	Learner students who have been continuously enrolled for two or more years will score proficient or better on the NYSESLAT exam and no longer be designated as English Language Learners by the time they are promoted to the 9th grade.	NYSESLAT	Unable to Assess	N/A
Academic Goal 7	75% of Great Oaks 8th-grade students will score a level 3 or 4 on the New York State Science Exams.	New York State Science Exam	Not Met	<p>To meet this goal, the school will:</p> <ul style="list-style-type: none"> <li>- Offer after school remedial and enrichment</li> <li>Increase instructional blocks to 100 minute classes with small group instruction</li> <li>- Continue to implement bi-weekly assessments &amp; unpack data weekly in content-based meetings to make necessary instructional shifts to support student learning.</li> <li>- Incorporate Buck Institute's PBL approach to increase rigor.</li> </ul>
	In 7th and 8th			

Academic Goal 8	grade, 90% of students will be promoted to the next grade after passing all courses.	E-Schools SIS Data	Met	N/A
Academic Goal 9	75% of Great Oaks 9th grade students will take and pass the Algebra I Regents exam.	New York State Algebra I Regents Exam	Not Met	<p>To meet this goal, the school will:</p> <ul style="list-style-type: none"> <li>-Offer summer school remediation &amp; enrichment. Leverage Saturday School &amp; office hours to increase student learning.</li> <li>-Partner with Metamorphosis Math to strengthen math curriculum implementation.</li> <li>-Leverage teacher residency program to increase small group instruction</li> </ul>
Academic Goal 10				

## 2. Do have more academic goals to add?

No

## 4. ORGANIZATION GOALS

**For the 2021-2022 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.**

## 2021-2022 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	Great Oaks Charter School will receive an "A" on its NYC DOE Citywide Progress Report	NYC DOE Citywide Progress Report	Unable to Assess	N/A
Org Goal 2	Great Oaks Charter School will annually meet state and federal accountability goals under applicable laws	NYSED Business Portal	Met	N/A
Org Goal 3	60% of parents will complete the New York City DOE Survey	NYC DOE Survey Results	Not Met	To meet this goal, the school will communicate regularly during the open survey period to encourage parents to participate in the survey. Parents will also be reminded during regular calls home.
Org Goal 4				
Org Goal 5				
Org Goal 6				
Org Goal 7				

Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

No

6. FINANCIAL GOALS

## 2021-2022 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	Timely receipt of public and private revenues; actual expenditures align with approved budget.	Budget to Actual tracking; Annual Financial Audit	Met	
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

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

No

Thank you.

## Entry 3 Accountability Plan Progress Reports

**Incomplete** Hidden from applicant

### Instructions

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

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

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

## Entry 4 - Audited Financial Statements



Completed Oct 31 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.**

### **GREAT OAKS CHARTER SCHOOL - 06**

**Filename:** GREAT OAKS CHARTER SCHOOL 06.30. bOGMIHy.pdf **Size:** 553.0 kB

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

**Incomplete** Hidden from applicant

### **Instructions - SUNY-Authorized Charter Schools ONLY**

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

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

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

Completed Oct 31 2022

### **Instructions - Regents-Authorized Charter Schools ONLY**

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

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

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

### **[auditedfinancialreporttemplate-nysed \(1\)](#)**

## Entry 4c - Additional Financial Documents

Completed Oct 31 2022

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

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

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

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

### GREAT OAKS CHARTER SCHOOL - 06

Filename: GREAT OAKS CHARTER SCHOOL 06.30. kjKsho1.pdf Size: 575.7 kB

## Entry 4d - Financial Services Contact Information

Completed Oct 31 2022

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

## Form for "Financial Services Contact Information"

### 1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Benjamin Chan	<a href="mailto:bchan@greatoakscharter.org">bchan@greatoakscharter.org</a>	203-249-5605

## 2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Raymond Jacobi			4

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm

## Entry 5 - Fiscal Year 2022-2023 Budget

**Completed** Oct 31 2022

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

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

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

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

### [final-2022-2023-ar-budget-template \(1\)](#)

**Filename:** final 2022 2023 ar budget templat aUML8Nw.xlsx **Size:** 142.6 kB

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

**Completed** Sep 15 2022

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

- Digitally certified PDF signature (i.e., DocuSign)

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

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

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

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

### **2021-22 Michael Duffy Financial Disclosure**

**Filename:** 2021 22 Michael Duffy Financial Disclosure.pdf **Size:** 528.0 kB

### **2021-22 Kai Lee Financial Disclosure**

**Filename:** 2021 22 Kai Lee Financial Disclosure.pdf **Size:** 523.5 kB

### **2021-22 Liz Case Financial Disclosure**

**Filename:** 2021 22 Liz Case Financial Disclosure.pdf **Size:** 524.8 kB

### **2021-22 Howard Wang Financial Disclosure**

**Filename:** 2021 22 Howard Wang Financial Disclosure.pdf **Size:** 526.1 kB

### **2021-22 Jonee Billy Financial Disclosure**

**Filename:** 2021 22 Jonee Billy Financial Disclosure.pdf **Size:** 525.9 kB

### **2021-22 Susan Akselrad Financial Disclosure**

**Filename:** 2021 22 Susan Akselrad Financial D 99e3TTy.pdf **Size:** 165.4 kB

### **2021-22 Molly Gurny Financial Disclosure**

**Filename:** 2021 22 Molly Gurny Financial Disclosure.pdf **Size:** 525.8 kB

### **2021-22 Ivan Rodriguez Financial Disclosure**

**Filename:** 2021 22 Ivan Rodriguez Financial D A15ebC5.pdf **Size:** 382.1 kB

### **2021-22 Anand Bhatia Financial Disclosure**

**Filename:** 2021 22 Anand Bhatia Financial Disclosure.pdf **Size:** 380.9 kB

### **2021-22 Joseph McDonald Financial Disclosure**

**Filename:** 2021 22 Joseph McDonald Financial FHF3RJy.pdf **Size:** 380.4 kB

## **Entry 7 BOT Membership Table**

## Instructions

### Required of ALL charter schools

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

### Entry 7 BOT Table

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

**GREAT OAKS CHARTER SCHOOL 800000075841**

#### Authorizer:

Who is the authorizer of your charter school?

Board of Regents

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

	Trustee Name	Trustee Email Address	Pos t on on the Board	Commit tee Affiliatio ns	Vot ng Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD /YYYY)	End Date of Current Term (MM/DD /YYYY)	Board Meeting s Attende d During 2021-2022
1	Susan Mustokoff Akselra		Chair	F nance, Facilities , Academ	Yes	3	9/1/2019	09/1/2022	12

	di			CS					
2	Joe McDona ld		Trustee/ Member	Academ ics	Yes	3	9/1/201 9	9/1/202 2	11
3	Howard Wang		Treasure r	F nance	Yes	2	9/1/202 0	9/1/202 3	9
4	Jonee Billy		Trustee/ Member	N/A	Yes	1	12/14/2 021	12/14/2 024	6
5	Anand Bhatia		Trustee/ Member	Facilities	Yes	1	12/14/2 021	12/14/2 024	5 or less
6	Molly Gurny		Trustee/ Member	Academ ics	Yes	1	09/16/2 021	09/16/2 024	7
7	Michael Duffy		Trustee/ Member	Facilities	Yes	3	09/1/20 19	09/1/20 22	11
8	Ivan Rodr gu ez		Trustee/ Member	N/A	Yes	1	01/26/2 022	01/26/2 025	12
9	Elizabet h Case		Trustee/ Member	N/A	Yes	1	12/14/2 021	12/14/2 024	5 or less

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

Yes

**1b. Board Member Information**

	Trustee Name	Trustee Email Address	Pos t on on the Board	Commit tee Affiliatio ns	Vot ng Member Per By- Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD /YYYY)	End Date of Current Term (MM/DD /YYYY)	Board Meeting s Attende d During 2021- 2022
10	Ka -Yan Lee		Trustee/ Member	N/A	Yes	1	05/24/2 022	05/24/2 025	5 or less
11									
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. UNY-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	10
b.Total Number of Members Added During 2021-2022	(No response)
c. Total Number of Members who Departed during 2021-2022	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	6

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

12

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

11

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

10

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

6



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

0

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

7

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

0

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

0

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

0

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

0

Thank you.

## Entry 8 Board Meeting Minutes

Completed Sep 15 2022

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

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

### **GONYC Board Minutes April 2022**

**Filename:** GONYC Board Minutes April 2022.pdf **Size:** 125.4 kB

### **GONYC Board Minutes December 2021**

**Filename:** GONYC Board Minutes December 2021.pdf **Size:** 126.7 kB

### **GONYC Board Minutes October 2021**

**Filename:** GONYC Board Minutes October 2021.docx.pdf **Size:** 80.2 kB

### **GONYC June 2022 Board Meeting Minutes**

**Filename:** GONYC June 2022 Board Meeting Minutes .pdf **Size:** 93.7 kB

### **GONYC May 2022 Board Meeting Minutes**

**Filename:** GONYC May 2022 Board Meeting Minutes .pdf **Size:** 119.5 kB

### **GONYC Board Minutes September 2021**

**Filename:** GONYC Board Minutes September 2021.pdf **Size:** 106.4 kB

### **GONYC Board Minutes March 2022**

**Filename:** GONYC Board Minutes March 2022.pdf **Size:** 130.3 kB

### **Board Minutes November 2021**

**Filename:** Board Minutes November 2021.pdf **Size:** 114.0 kB

### **Board Minutes January 2022**

## [Board Minutes February 2022](#)

# Entry 9 Enrollment & Retention

Completed Sep 15 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>Efforts focused on CSD1, our home district with a high population of economically disadvantaged families. We conducted outreach to prospective students with mailers to homes, flyers in community hubs and visits to local schools. Families in our district receive priority in the school lottery.</p> <p>The school offers services that support economically disadvantaged students and families, which is shared as part of our recruitment outreach, including social worker access to</p>	<p>Building from our 2021-2022 efforts, we continue to partner with schools and community organizations within our Community School District. To support and recruit families, we provided a new and more affordable uniform vendor, targeted mailers to neighborhood homes and grew our internal support network by adding additional social workers.</p> <p>GONYC supports equitable access to remote work and will provide homeless students with</p>

	families, high-dosage tutoring, reduced-cost uniforms, subsidies to school supplies, and subsidized public transportation.	subsidized internet services and equipment.
English Language Learners	<p>English Language Learners (ELLs) receive priority in our school application and lottery. Recruitment materials are produced in multiple languages to be read in the home.</p> <p>The school intentionally and strategically employs a diversity of staff members, including bi-lingual staff in languages including but not limited to: Spanish, Mandarin, and French/Creole.</p>	ELLs continue to receive priority in our school application and lottery. ELL applicants have support with bilingual staff members and receive communication, marketing materials and translators available in their home language.
Students with Disabilities	Students with disabilities also receive priority in our school application and lottery. Students receive daily small group high-dosage tutoring with AmeriCorps Fellows, in addition to instruction in core content areas and electives.	GONYC has decreased class sizes to accommodate a smaller classroom with a minimum of 6 adults per class session. This creates a welcomed and supportive classroom environment for students with disabilities.

### Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2021-2022	Describe Retention Plans in 2022-2023
Economically Disadvantaged	<p>Families are welcomed to a school launch event to bring together the community. GONYC cultivates an inclusive and engaging environment for our community of students' families throughout the school year. Families have access to school social work staff, Project Hope,</p>	Current families are engaged with a weekly newsletter, containing raffles, giveaways and contests. Our community outreach is consistent and we invite neighborhood families to visit and tour school grounds.

	and school leadership for help and support if they are ever in need.	
English Language Learners	Families receive support and help in their home language throughout the recruitment, application and enrollment process. This establishes a level of comfort with incoming families.	Families receive support and help in their home language throughout the recruitment, application and enrollment process. This establishes a level of comfort with incoming families.
Students with Disabilities	The school implements an Integrated Co-teaching model in all grades and subject areas. Students also receive daily small group tutoring with Americorps Fellows, in addition to instruction in core content and electives. The school ensures that students receive mandated services, including but not limited to counseling, speech & language, and occupational therapy. GONYS strategically employs a cadre of SPED teachers at every grade level as well as members of school leadership and its social work team who coordinate services based on students' individual needs.	Great Oaks will continue to implement the Integrated Co-teaching model in all grades and subject areas to support students with disabilities. The school will continue to ensure that SWD receive mandated services as per their IEP including, but not limited to counseling, occupational therapy, and speech & language support. In addition, the school will continue to promote smaller class sizes to meet students' needs.

## Entry 10 - Teacher and Administrator Attrition

Completed Sep 15 2022

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

## **A. TEACH System - Employee Clearance**

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

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

<sup>[1]</sup> Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at [http://www.nysed.gov/common/nysed/files/programs/charter-schools/employee\\_fingerprintoct19.pdf](http://www.nysed.gov/common/nysed/files/programs/charter-schools/employee_fingerprintoct19.pdf) or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospa/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

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## **B. Emergency Conditional Clearances**

### **Emergency Conditional Clearances**

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

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

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

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### **Attestation**

#### **Responses Selected:**

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

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

**Completed** Sep 15 2022

### **Instructions**

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

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

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

## **Entry 11 Uncertified Teachers**

**School Name:**

# Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2022)	5
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	0
Total Category A: 5 or 30% whichever is less	5.0



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

	FTE Count
i. Mathematics	3
ii. Science	2
iii. Computer Science	0
. Technology	0
. Career and Technical Education	0
Total Category B: not to exceed 5	5.0

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2022)	4
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	0
. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	1
Total Category C: not to exceed 5	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	15

## 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	3

## CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	10

## CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	28

Thank you.



## Entry 12 Organization Chart

Completed Sep 15 2022

## Instructions

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

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

### **GO-NYC 21-22 Org Chart (1)**

**Filename:** GO NYC 21 22 Org Chart 1.pdf **Size:** 227.5 kB

## Entry 13 School Calendar

**Completed** Sep 15 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.**

### **2021-22 GO-NYC HS Instructional Calendar V07**

**Filename:** 2021 22 GO NYC HS Instructional Ca qG4PPSq.pdf **Size:** 198.8 kB

### **2021-22 GO-NYC MS Instructional Calendar V07**

**Filename:** 2021 22 GO NYC MS Instructional Ca 3ViH0Wk.pdf **Size:** 204.8 kB

## Entry 14 Links to Critical Documents on School Website

**Completed** Sep 15 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:** Great Oaks Charter School

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

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

	Link to Documents
1. Current Annual Report (i.e., 2021-2022 Annual Report)	<a href="https://greatoaksnyc.org/compliance-documentation/">https://greatoaksnyc.org/compliance-documentation/</a>
2. Board meeting notices, agendas and documents	<a href="https://greatoaksnyc.org/board/previous-years/">https://greatoaksnyc.org/board/previous-years/</a>
3. New York State School Report Card	<a href="https://greatoaksnyc.org/compliance-documentation/">https://greatoaksnyc.org/compliance-documentation/</a>
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	<a href="https://greatoaksnyc.org/compliance-documentation/">https://greatoaksnyc.org/compliance-documentation/</a>
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo	<a href="https://greatoaksnyc.org/compliance-documentation/">https://greatoaksnyc.org/compliance-documentation/</a>
6. Authorizer-approved FOIL Policy	<a href="https://greatoaksnyc.org/compliance-documentation/">https://greatoaksnyc.org/compliance-documentation/</a>
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	<a href="https://greatoaksnyc.org/compliance-documentation/">https://greatoaksnyc.org/compliance-documentation/</a>

**Thank you.**



## **Entry 15 Staff Roster**

**Completed** Sep 15 2022

### **INSTRUCTIONS**

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

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

**Use of the 2021-2022 Annual Report Faculty/Staff roster template is required. Each of the data**

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

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

### **Great Oaks Staff Report SY 21-22**

**Filename:** Great Oaks Staff Report SY 21 22.xlsx **Size:** 48.3 kB

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

**Incomplete**

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

**Name:**

Anand Bhatia

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

**GREAT OAKS CHARTER SCHOOL - NEW YORK CITY**

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

Member

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

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

N/A

3. Are you related, by blood or marriage, to any person employed by the school?

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

No

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

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

No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

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

N/A

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

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

N/A

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. **If there has been no such interest or transaction, write None. Please note that if you answered Yes to Questions 2-3 above, you need not disclose again your employment status, salary, etc.**

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



8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). **If there was no financial interest, write "None."**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None	None	None	None	None
<i>Please write "None" if applicable. Do not leave this space blank.</i>				

DocuSigned by:

Anand Bhatia

FA003913125E4EF

8/9/2022

Signature

Date

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





*last revised 06/8/2020*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Howard Wang

---

**Name of Charter School Education Corporation:**

Great Oaks Charter School - NYC

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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.

None

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.

None

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.

None

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.

None



-

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**

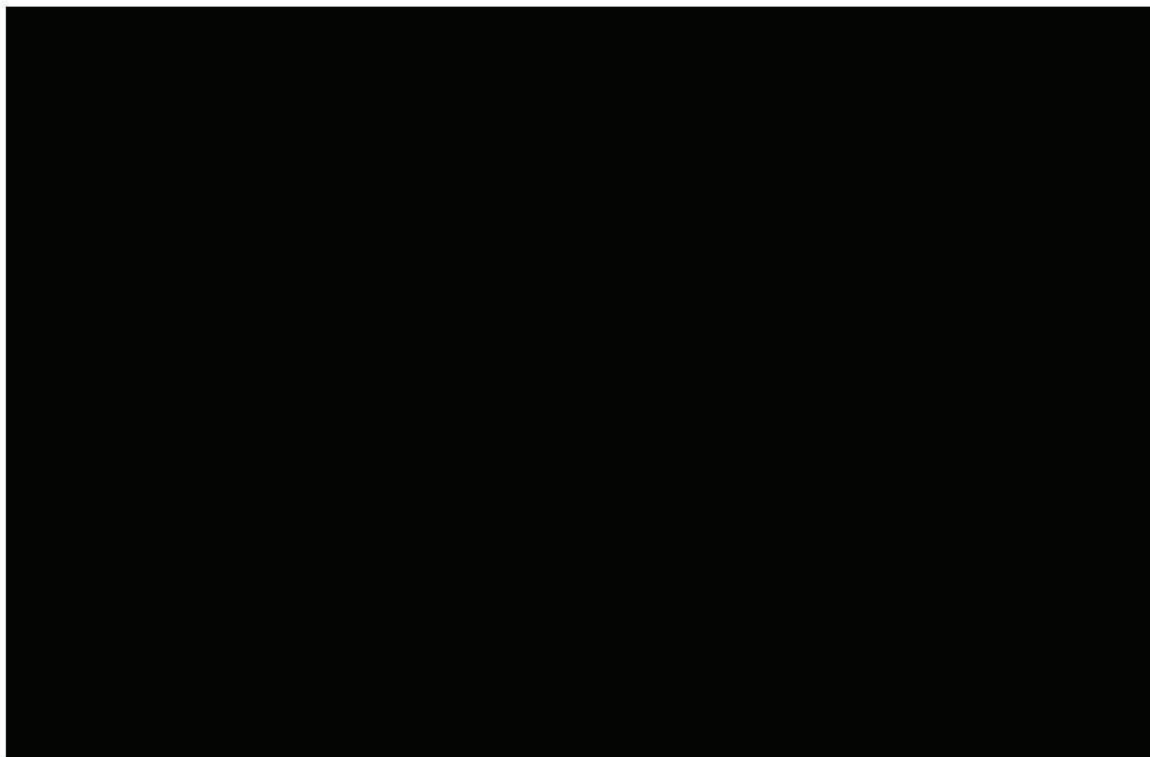
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
None	None	None	None

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**

<b>Organization conducting business with the school(s)</b>	<b>Nature of business conducted</b>	<b>Approximate value of the business conducted</b>	<b>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</b>	<b>Steps taken to avoid conflict of interest</b>
None	None	None	None	None

*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.*



DocuSigned by:  
*Howard Wang*  
8C6D7845285A405...

9/14/2022

**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 Proposed Board of Trustees Member**

**Name:**

Ivan Rodriguez

---

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

**GREAT OAKS CHARTER SCHOOL - NEW YORK CITY**

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

Member & Secretary.

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

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

NO

3. Are you related, by blood or marriage, to any person employed by the school?

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

NO

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

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

NO

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?



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

NO

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☒ **Yes** ☐ **No**

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

Talent Associate, Dir. of Recruitment and Marketing (2014-19) \$65k-\$82,500

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. **If there has been no such interest or transaction, write None. Please note that if you answered Yes to Questions 2-3 above, you need not disclose again your employment status, salary, etc.**

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

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). **If there was no financial interest, write "None."**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
NONE	NONE	NONE	NONE	NONE
<i>Please write "None" if applicable. Do not leave this space blank.</i>				

DocuSigned by:

Ivan Rodriguez

E9C17931E1E5429

4/19/2022

Signature

Date

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*last revised 06/8/2020*



**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Jonee Billy

---

**Name of Charter School Education Corporation:**

Great Oaks Charter School - NYC

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1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

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.

N/A

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.

N/A

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.

N/A

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.

N/A

-

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
N/A	N/a	N/A	N/A

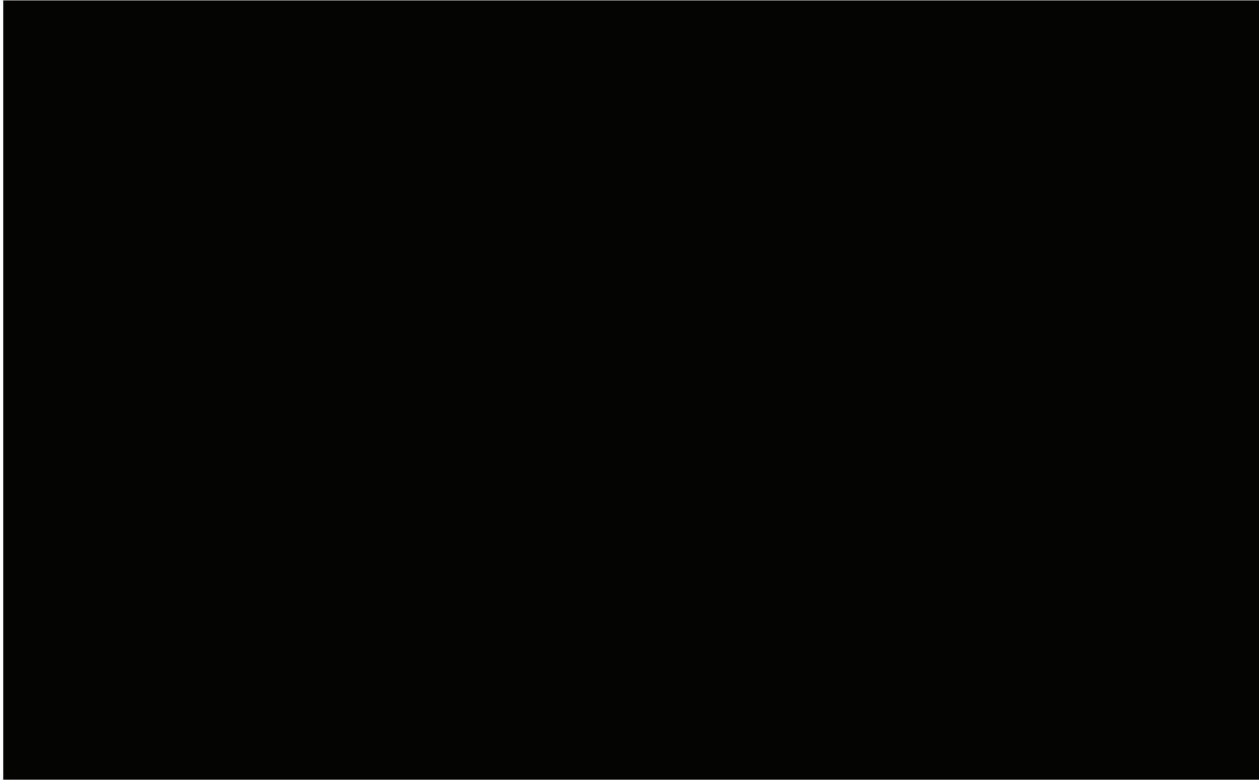
7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation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



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DocuSigned by:  
*Jonee Billy*  
909330C57309403...

9/14/2022

**Signature**

**Date**

Acceptable signature formats include:

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- Print form, manually sign, scan to PDF

*last revised 04/2022*



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

**Name:**

Joseph McDonald

---

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

**GREAT OAKS CHARTER SCHOOL - NEW YORK CITY**

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

member

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

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

None

3. Are you related, by blood or marriage, to any person employed by the school?

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

No

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

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

No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

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

No

6. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

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

None

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. **If there has been no such interest or transaction, write None. Please note that if you answered Yes to Questions 2-3 above, you need not disclose again your employment status, salary, etc.**

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

8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). **If there was no financial interest, write "None."**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None	None	None	None	None
<i>Please write "None" if applicable. Do not leave this space blank.</i>				

DocuSigned by:

Joseph McDonald

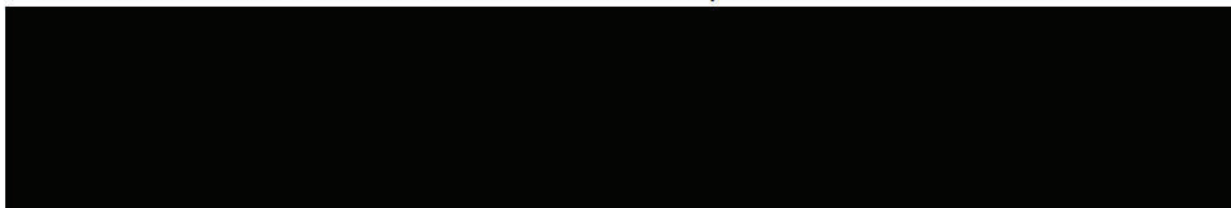
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4/1/2022

Signature

Date

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*last revised 06/8/2020*



**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Kai Lee

---

**Name of Charter School Education Corporation:**

Great Oaks Charter School - NYC

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Trustee

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.

N.A.

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.

N.A.

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.

N.A.

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.

N.A.

-

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**

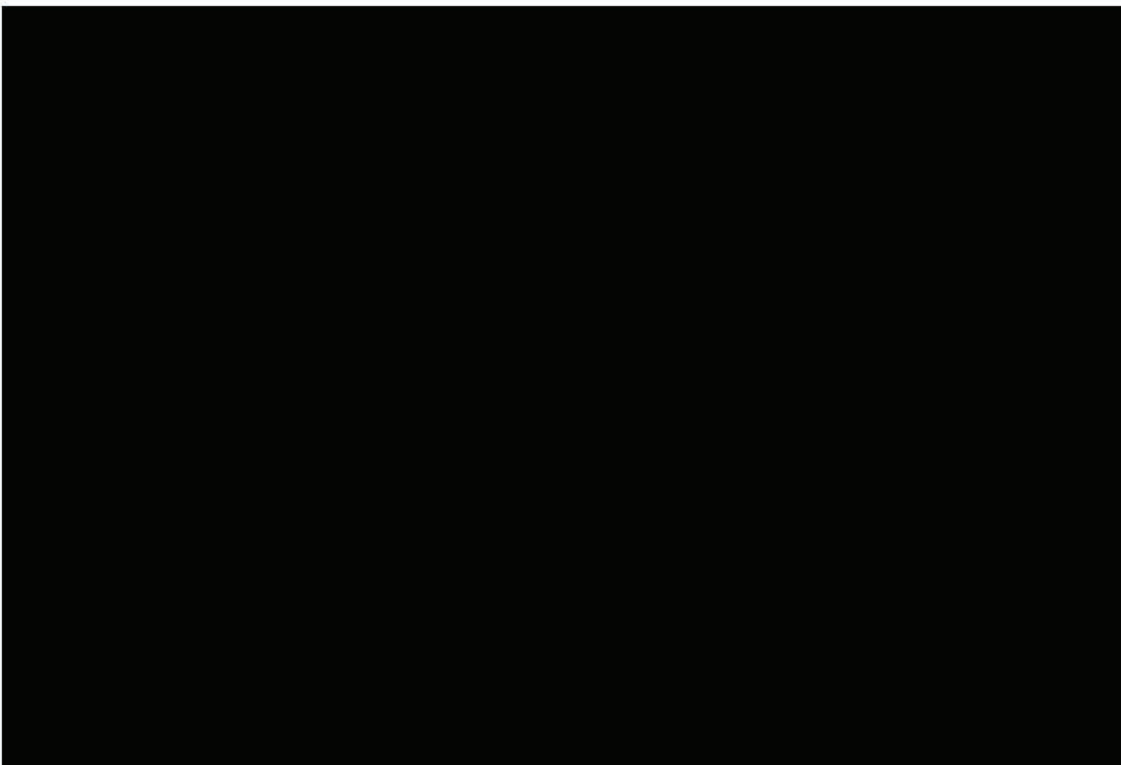
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
N.A.	N.A.	N.A.	N.A.

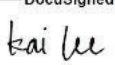
- ☒
- None

Page 4 of 5



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9/13/2022

**Signature**

**Date**

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*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Liz Case

---

**Name of Charter School Education Corporation:**

Great Oaks Charter School - NYC

---

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.

N/A

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.

N/A

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.

N/A

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.

N/A

-

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
N/A	N/A	N/A	N/A

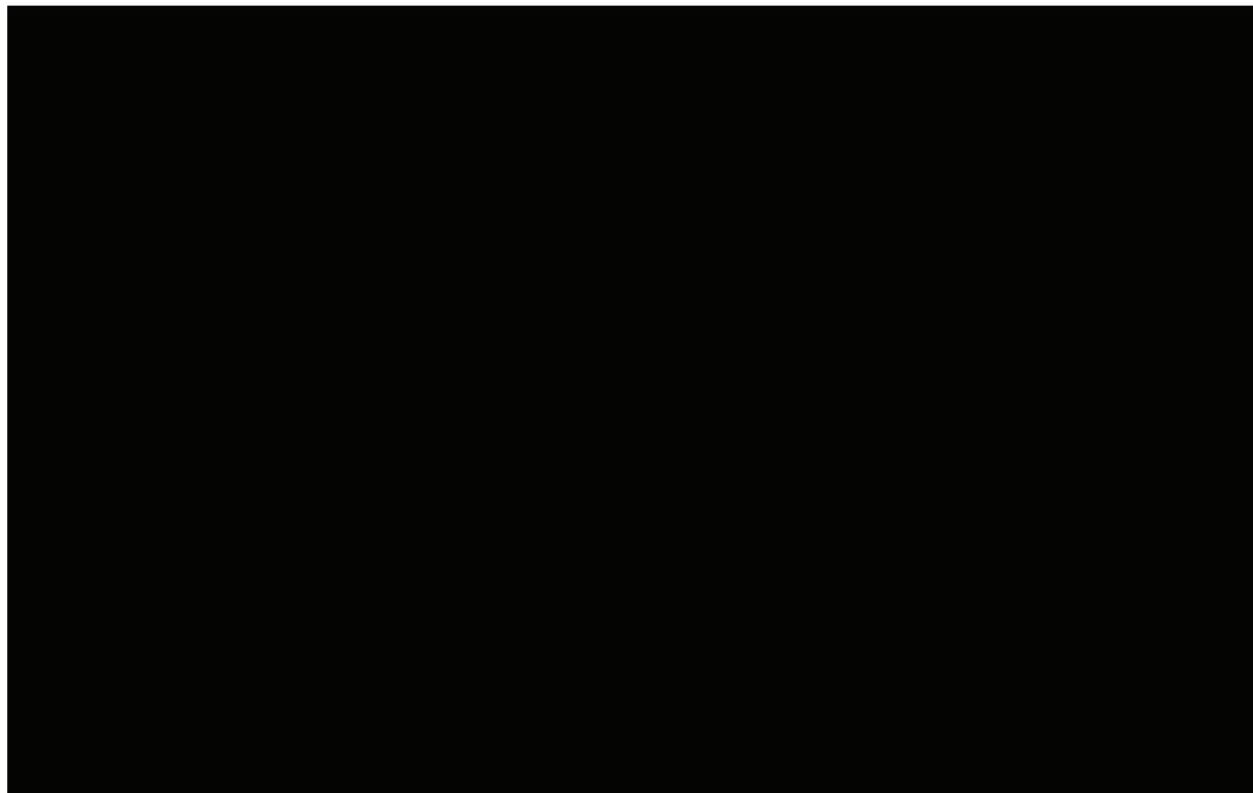


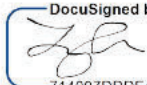
7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation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

<b>Organization conducting business with the school(s)</b>	<b>Nature of business conducted</b>	<b>Approximate value of the business conducted</b>	<b>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</b>	<b>Steps taken to avoid conflict of interest</b>
N/A	N/A	N/A	N/A	N/A

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34-19975000-40490...

9/14/2022

**Signature**

**Date**

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*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Michael Duffy

---

**Name of Charter School Education Corporation:**

Great Oaks Charter School - NYC

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Board

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.

NA

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.

NA

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.

NA

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.

President, GO Foundation; chief executive of a non-profit organization providing support to charter schools throughout the Northeast, particularly the recruitment, training and deployment of AmeriCorps tutors; \$220k, Sept 2011



-

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**

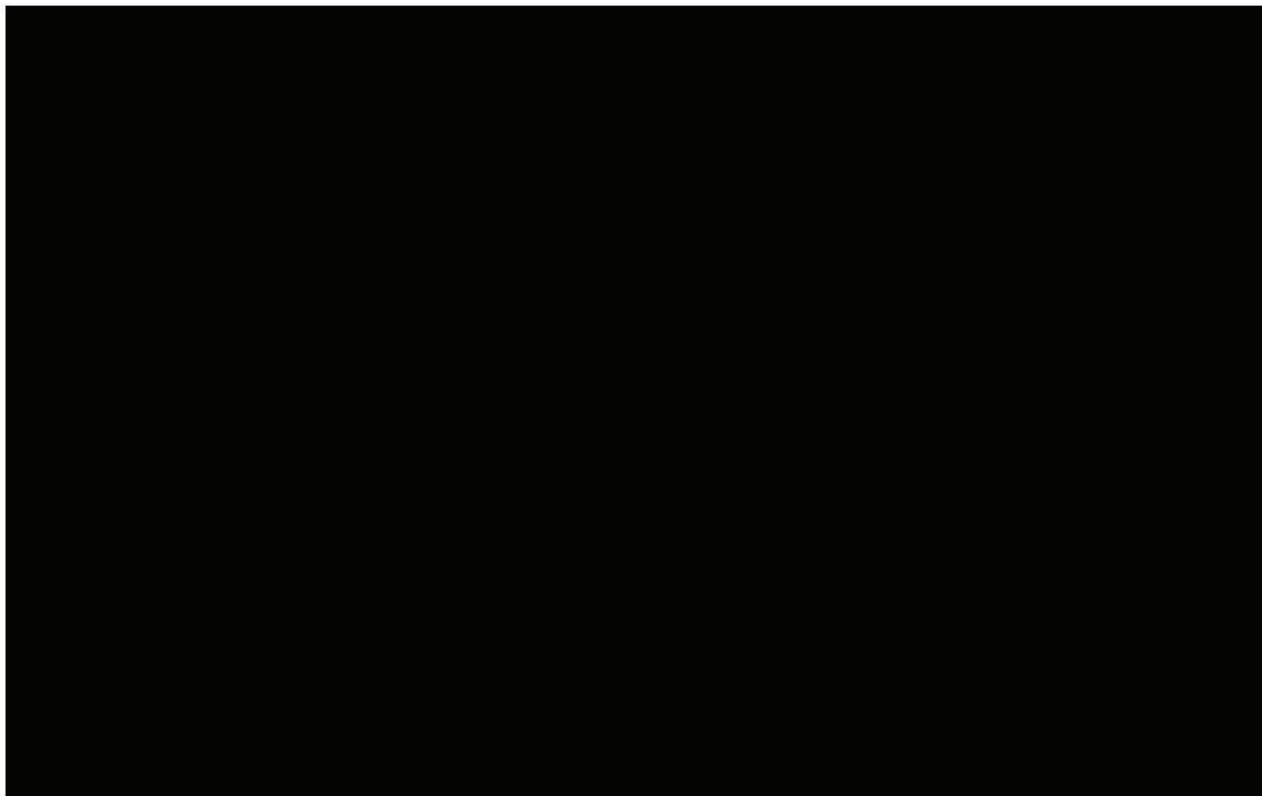
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
2021	Services Agreement between the School and the GO Foundation	abstained from vote on approval	self

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
GO Foundation	School support	\$1m	self	abstained from vote on agreement between school and foundation

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DocuSigned by:  
*Michael Duffy*  
623C343B-6734-46DA-82EC-8992C3681946

9/13/2022

**Signature**

**Date**

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*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Molly Gurny

---

**Name of Charter School Education Corporation:**

Great Oaks Charter School - NYC

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Academic committee 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.

N/A

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.

N/A



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.

N/A

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.

N/A

-

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
N/A	N/A	N/A	N/A

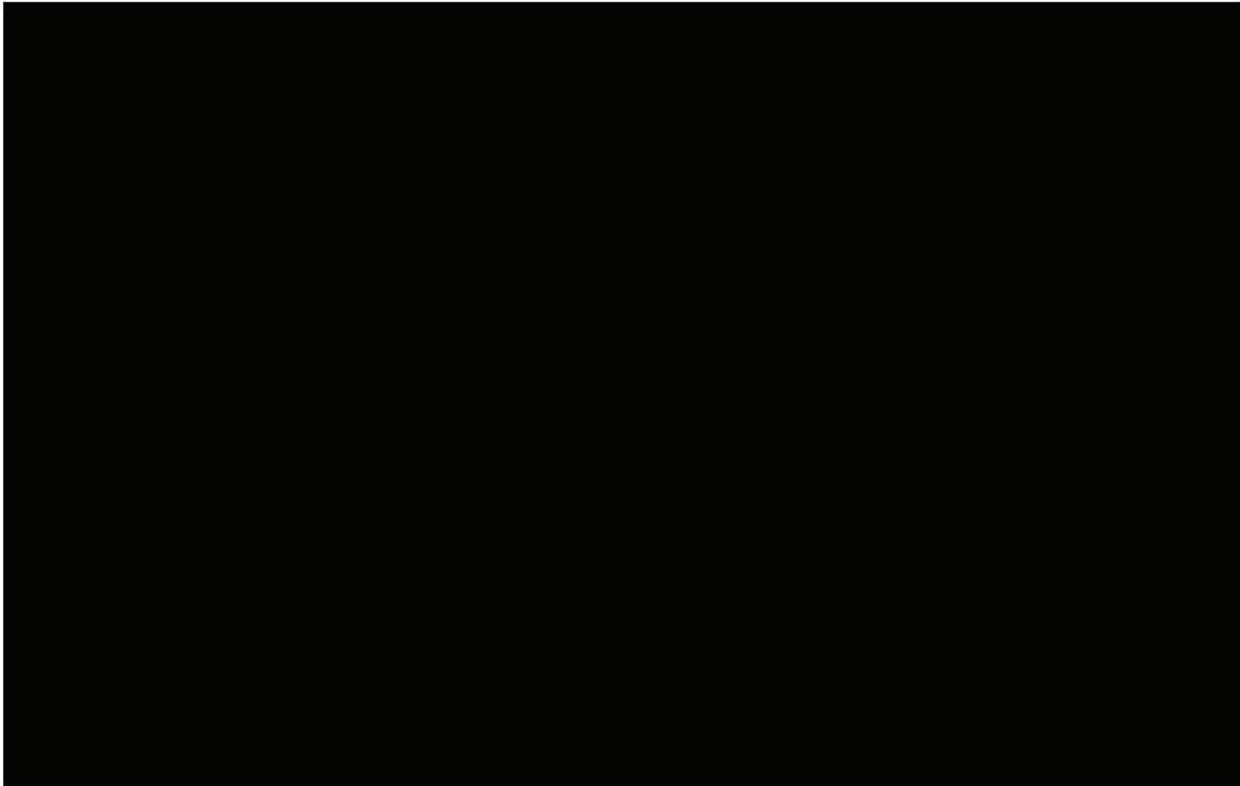
7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation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

<b>Organization conducting business with the school(s)</b>	<b>Nature of business conducted</b>	<b>Approximate value of the business conducted</b>	<b>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</b>	<b>Steps taken to avoid conflict of interest</b>
N/A	N/A	N/A	N/A	N/A



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DocuSigned by:  
*Molly Gurny*  
62-1455172204-145

9/15/2022

**Signature**

**Date**

Acceptable signature formats include:

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- Print form, manually sign, scan to PDF

*last revised 04/2022*

**Disclosure of Financial Interest by a Current  
or Former Trustee**

**Trustee Name:**

Susan Akselrad

---

**Name of Charter School Education Corporation:**

Great Oaks Charter School - NYC

---

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**

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

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.*



*Susan Akselrad*

9/14/2022

**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

*last revised 04/2022*



**Annual Financial Statement Audit Report**  
for Board of Regents Authorized Charter Schools

<b>School Name:</b>	<b>Charter School Name</b>
Date (Report is due Nov. 1):	November 1, 2022
Primary District of Location (If NYC select NYC DOE):	New York City Department of Education
If located in NYC DOE select CSD:	NYCSD #1
School Fiscal Contact Name:	Timberly Wilson
School Fiscal Contact Email:	
School Fiscal Contact Phone:	
School Audit Firm Name:	Mengel, Metzger Barr & Co., LLP
School Audit Contact Name:	Ray Jacobi
School Audit Contact Email:	
School Audit Contact Phone:	
Audit Period:	2021-22
Prior Year:	2020-21

The following items are required to be included:

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

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

Item	If not included, state the reason(s) below (if not applicable fill in N/A):
Management Letter	N/A
Management Letter Response	N/A
Form 990	2021 is not available yet
Federal Single Audit (A-133)	N/A
Corrective Action Plan	N/A



**FILL IN GRAY CELLS**  
**Charter School Name**  
**Statement of Financial Position**  
**as of June 30**

	<u>2022</u>	<u>2021</u>
<b><u>CURRENT ASSETS</u></b>		
Cash and cash equivalents	\$ 660,032	\$ 271,943
Grants and contracts receivable	365,341	241,623
Accounts receivables	-	-
Prepaid Expenses	2,850	45,237
Contributions and other receivables		
Other current assets	<u>174,350</u>	<u>170,000</u>
<b>TOTAL CURRENT ASSETS</b>	1,202,573	728,803
<b><u>NON-CURRENT ASSETS</u></b>		
Property, Building and Equipment, net	\$ 185,364	\$ 263,929
Restricted Cash	75,253	75,223
Security Deposits	318,794	309,494
Other Non-Current Assets	<u>-</u>	<u>-</u>
<b>TOTAL NON-CURRENT ASSETS</b>	579,411	648,646
<b>TOTAL ASSETS</b>	<u><u>1,781,984</u></u>	<u><u>1,377,449</u></u>
<b><u>CURRENT LIABILITIES</u></b>		
Accounts payable and accrued expenses	\$ 252,763	\$ 49,835
Accrued payroll, payroll taxes and benefits	253,700	158,456
Current Portion of Loan Payable	-	-
Due to Related Parties	-	1,200
Refundable Advances	-	-
Deferred Revenue	145,904	-
Other Current Liabilities	<u>-</u>	<u>-</u>
<b>TOTAL CURRENT LIABILITIES</b>	652,367	209,491
<b><u>LONG-TERM LIABILITIES</u></b>		
Loan Payable; Due in More than One Year	\$ -	\$ -
Deferred Rent	8,432	63,750
Due to Related Party	-	-
Other Long-Term Liabilities	<u>425,000</u>	<u>425,000</u>
<b>TOTAL LONG-TERM LIABILITIES</b>	433,432	488,750
<b>TOTAL LIABILITIES</b>	<u>1,085,799</u>	<u>698,241</u>
<b><u>NET ASSETS</u></b>		
Unrestricted	\$ 696,185	\$ 679,208
Temporarily restricted	-	-
Permanently restricted	<u>-</u>	<u>-</u>
<b>TOTAL NET ASSETS</b>	<u>696,185</u>	<u>679,208</u>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<u><u>1,781,984</u></u>	<u><u>1,377,449</u></u>

**ELL IN GRAY CELLS**  
**Charter School Name**  
**Statement of Activities**  
**as of June 30**

	2022		
	Unrestricted	Temporarily Restricted	Total
<b>OPERATING REVENUE</b>			
State and Local Per Pupil Revenue - Reg. Ed	\$ 5,113,417	\$ -	\$ 5,113,417
State and Local Per Pupil Revenue - SPED	1,692,500	-	1,692,500
State and Local Per Pupil Facilities Revenue	1,271,181	-	1,271,181
Federal Grants	507,789	-	507,789
State and City Grants	-	-	-
Other Operating Income	178,114	-	178,114
Food Service/Child Nutrition Program	-	-	-
<b>TOTAL OPERATING REVENUE</b>	<b>8,763,001</b>	<b>-</b>	<b>8,763,001</b>
<b>EXPENSES</b>			
Program Services			
Regular Education	\$ 6,028,031	\$ -	\$ 6,028,031
Special Education	2,407,556	-	2,407,556
Other Programs	-	-	-
Total Program Services	8,435,587	-	8,435,587
Management and general	324,286	-	324,286
Fundraising	-	-	-
<b>TOTAL EXPENSES</b>	<b>8,759,873</b>	<b>-</b>	<b>8,759,873</b>
<b>SURPLUS / (DEFICIT) FROM OPERATIONS</b>	<b>3,128</b>	<b>-</b>	<b>3,128</b>
<b>SUPPORT AND OTHER REVENUE</b>			
Interest and Other Income	\$ -	\$ -	\$ -
Contributions and Grants	-	-	-
Fundraising Support	-	-	-
Investments	-	-	-
Donated Services	-	-	-
Other Support and Revenue	-	-	-
<b>TOTAL SUPPORT AND OTHER REVENUE</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Assets Released from Restrictions / Loss on Disposal of Assets</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CHANGE IN NET ASSETS</b>	<b>3,128</b>	<b>-</b>	<b>3,128</b>
<b>NET ASSETS - BEGINNING OF YEAR</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>PRIOR YEAR/PERIOD ADJUSTMENTS</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET ASSETS - END OF YEAR</b>	<b>\$ 3,128</b>	<b>\$ -</b>	<b>\$ 3,128</b>

CK - Should be zero

(693,057)

2021	
Total	

\$

4,267,129

1,369,595

990,654

336,598

-

158,651

-

7,122,627

\$

4,516,766

2,650,632

-

7,167,398

330,610

-

7,498,008

(375,381)

\$	-
	-
	-
	-
	-
	-
	-

\$	-
----	---

(375,381)

\$	-
	-

\$	(375,381)
----	-----------

(1,054,589)

**FILL IN GRAY CELLS**  
**Charter School Name**  
**Statement of Cash Flows**

**as of June 30**

	<b>2022</b>	<b>2021</b>
<b>CASH FLOWS - OPERATING ACTIVITIES</b>		
Increase (decrease) in net assets	\$ 3,128	\$ (375,381)
Revenues from School Districts	-	-
Accounts Receivable	-	-
Due from School Districts	-	-
Depreciation	217,723	299,396
Grants Receivable	(123,718)	(161,525)
Due from NYS	-	-
Grant revenues	-	-
Prepaid Expenses	42,387	67,387
Accounts Payable	-	-
Accrued Expenses	202,928	(28,158)
Accrued Liabilities	39,926	(231,627)
Contributions and fund-raising activities	-	-
Miscellaneous sources	-	-
Deferred Revenue	145,904	(20,000)
Interest payments	-	-
Other: Imputed interest on long term debt	-	83,210
Other: Due to Related Party	(1,200)	(113,164)
Other Due from Related Party	(4,350)	72,577
<b>NET CASH PROVIDED FROM OPERATING ACTIVITIES</b>	<b>\$ 522,728</b>	<b>\$ (407,285)</b>
<b>CASH FLOWS - INVESTING ACTIVITIES</b>	<b>\$</b>	<b>\$</b>
Purchase of equipment	(139,158)	(51,407)
Other: Security Deposits	(9,300)	2,650
<b>NET CASH PROVIDED FROM INVESTING ACTIVITIES</b>	<b>\$ (148,458)</b>	<b>\$ (48,757)</b>
<b>CASH FLOWS - FINANCING ACTIVITIES</b>	<b>\$</b>	<b>\$</b>
Principal payments on long-term debt	-	(200,000)
Other	-	-
<b>NET CASH PROVIDED FROM FINANCING ACTIVITIES</b>	<b>\$ -</b>	<b>\$ (200,000)</b>
<b>NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS</b>	<b>\$ 374,270</b>	<b>\$ (656,042)</b>
Cash at beginning of year	347,166	-
<b>CASH AND CASH EQUIVALENTS AT END OF YEAR</b>	<b>\$ 721,436</b>	<b>\$ (656,042)</b>

**ELI I IN CBAV CELIC**  
**Charter School Name**  
**Statement of Functional Expenses**  
**as of June 30**

	No. of Positions	2022				2021			
		Program Services				Supporting Services			
		Regular	Special	Other Education	Total	Fundraising	Management and	Total	Total
Personnel Services Costs		\$	\$	\$	\$	\$	\$	\$	\$
Administrative Staff Personnel	28.00	1,119,917	347,745	-	1,467,662	-	163,074	163,074	1,630,736
Instructional Personnel	31.00	1,828,999	865,303	-	2,694,302	-	-	-	2,694,302
Non-Instructional Personnel	-	-	-	-	-	-	-	-	-
Total Salaries and Staff	59.00	2,948,916	1,213,048	-	4,161,964	-	163,074	163,074	4,325,038
Fringe Benefits & Payroll Taxes		552,002	221,664	-	773,666	-	27,562	27,562	801,228
Retirement		-	-	-	-	-	-	-	-
Management Company Fees		593,634	238,222	-	831,856	-	60,056	60,056	891,912
Legal Service		-	-	-	-	-	-	-	-
Accounting / Audit Services		-	-	-	-	-	-	-	-
Other Purchased / Professional / Building and Land Rent / Lease		1,192,592	458,227	-	1,650,819	-	48,210	48,210	1,699,029
Repairs & Maintenance		41,884	16,817	-	58,701	-	2,090	2,090	60,791
Insurance		57,382	23,043	-	80,425	-	2,864	2,864	83,289
Utilities		-	-	-	-	-	-	-	-
Supplies / Materials		109,234	37,488	-	146,722	-	1,957	1,957	148,679
Equipment / Furnishings		22,393	7,711	-	30,104	-	416	416	30,520
Staff Development		103,752	41,663	-	145,415	-	5,180	5,180	150,595
Marketing / Recruitment		6,884	2,171	-	9,055	-	19	19	9,074
Technology		76,272	29,930	-	106,202	-	3,426	3,426	109,628
Food Service		-	-	-	-	-	-	-	-
Student Services		-	-	-	-	-	-	-	-
Office Expense		126,654	42,714	-	169,368	-	1,827	1,827	171,195
Depreciation		150,001	60,232	-	210,233	-	7,490	7,490	217,723
OTHER		46,431	14,626	-	61,057	-	115	115	61,172
Total Expenses		\$ 6,028,031	\$ 2,407,556	\$ -	\$ 8,435,587	\$ -	\$ 324,286	\$ 324,286	\$ 8,759,873

**February Board Minutes (Virtual Meeting)**  
**Board of Trustees – GO NYC**  
**February 16, 2022**

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**Attendance:**

**GO-NYC:** S. Smith, C. Riccardi, T. Wilson, J. Silkowitz, D. Tang, M. Hebert,

**BOARD:** S. Akselrad, J. McDonald, M. Duffy, I. Rodriguez, H. Wang, M. Gurney, A. Bhatia (not approved), J. Billy (not approved)

**GOF:** L. Perkins, B. Chan, J. Thomases

**Call to Order:** Board Meeting called to order by S. Akselrad at 5:02p.m.

**January Board Meeting Minutes Approved at 5:04 p.m.**

**Board Proposal of New Business:**

**School Report: T. Wilson**

- GO-NYC Highlights
  - New York Charter School Association Webinar took place 2/8/2022
  - Community Partnership Development
    - Powerplay
      - Empowering Girls Through Play. Various new sports opportunities; Rugby, Boxing, Tennis, Fencing
    - MVP (Minority Voices Prosper)
      - Creating career mentorship for minority students
  - Middle School Leadership Team Instructional Walkthrough
  - Black Excellence Day
- Staff Recruitment
  - Middle School Vacancies
    - MS Math Teacher (2)
    - MS Science Teacher (1)
  - High School Vacancies
    - HS English Teacher (4)
    - HS Math Teacher (3)
    - HS Science (3)
    - HS Social Studies Teacher (1)
    - HS Inquiry (2)
    - HS Health (2)
    - HS Language (1)
  - Recruitment Process and Timeline
    - Start Process of 2022.
    - January 2022 -
      - GOF & GONYC Recruitment Planning
    - February 2022 -
      - Intent to Returns
      - Hiring Committee
    - March 2022 -

- Post All Teaching Positions
    - Begin Scheduling and Conducting Candidate Demo Lessons and Interviews
  - April-June 2022
    - Hiring
  - Summer 2022
    - Professional Development
- Proposed Recruitment Incentives
  - Signing bonus for critical needs areas (i.e. Math and Science)
  - Referral bonus
  - Teacher-leadership opportunities
    - Teacher Resident Mentor Stipend
- GO-NYC Financial Problem of Practice
  - Goal: Create a warm, caring, and strengths-based staff and student culture that values openness, hard work, and student achievement.
  - Culture Support Strategies
    - Staff breakfast/lunch
    - Staff break room snacks
    - Holiday parties
    - Pizza parties
    - Family information sessions with refreshments
    - Gift cards
    - Stipends
    - “Roar” Award
    - And a host of other activities
  - Month to Month tracking of spending
  - Credit card spending categories
    - Fixed versus Variable
- Basis of Annual Decision Making
  - Student Enrollment
  - Academic Objectives
  - Staffing Needs
  - Grant Revenue
- Our Collective Approach
  - Proactive, not Reactive
    - Timing
    - Modular
    - Forecasting revenue and expense
  - Team Ownership
    - 3Cs Approach: Collaborate, Communicate and Consistency.
  - Strategic SWOT
    - Prioritize Goals, Objectives and Cost
    - Separate variable vs. fixed costs
  - Adapt
    - Reforecast the Budget & Shift to ensure alignment.

**Operations Update: S. Smith**



- Reviewed enrollment targets for the 2022-2023 school year by grade against applications received through SchoolMint.
- Student Enrollment Data (Applications Numbers vs Targets)
  - 6th Grade Applications, 72 applicants w/ 63 seats to fill
  - 7th Grade Applications, 10 applicants w/ 24 seats to fill
  - 8th Grade Applications, 9 applicants w/ 29 seats to fill
  - 9th Grade Applications, 100 applicants w/ 31 seats to fill
  - 10th Grade Applications, 0 applications w/ 20 seats to fill

**Finance Committee Report:** Reviewed the financial dashboard.

**Facilities Update: M. Duffy:** Our Lady of Pompeii Lease Signed

**Adjournment: 6:25pm**

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

**Great Oaks Charter School NY**

# Appendix A

## **Great Oaks Charter School NY Resolution Elect Ivan Rodriguez to the Board of Trustees**

WHEREAS the Board of **Great Oaks Charter School NY** has duly held a board meeting on **January 26, 2022** consistent with its bylaws, and

WHEREAS a quorum of **Great Oaks Charter School NY** trustees had, and

WHEREAS discussions concerning an addition of additional board members to the Board of Trustees of **Great Oaks Charter School NY**, and

WHEREAS a motion to add **Ivan Rodriguez** as a member(s) to the Board of Trustees was made, and

WHEREAS the above referenced motion was seconded, and thereafter a vote to accept or reject said motion was taken by the Board of **Great Oaks Charter School NY**, and

WHEREAS the above referenced motion was duly accepted and passed by **Great Oaks Charter School NY** board,

NOW, therefore, **Great Oaks Charter School NY** Board of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED, and having discovered no State or federal criminal history, or having provided information regarding such history to NYSED, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, has voted to select **Ivan Rodriguez** as a member to its Board of Trustees, with a term expiring on **3** years from the date of NYSED approval, pending approval by NYSED. The resolution approving **Ivan Rodriguez** is adopted upon NYSED's approval

I, **Susan Akselrad**, as **President** of the Board of Trustees of **Great Oaks Charter School NY**, organized and existing under the laws of New York, hereby certify that the above is a true copy of a resolution adopted by the Board of Trustees of **Great Oaks Charter School NY** at a meeting convened and held November 16, 2021 at which a quorum was present and voting throughout and that such resolution is adopted upon NYSED's approval and is in accordance with the provisions of the charter and by-laws of **Great Oaks Charter School NY**.

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

Dated: **January 26, 2022**

**January Board Minutes (Virtual Meeting)**  
**Board of Trustees – GO NYC**  
**January 26, 2022**

---

**Attendance:**

**GO-NYC:** S. Smith, C. Riccardi, T. Wilson, J. Silkowitz, D. Tang, C. Smith, M. Hebert, Z. Cardinal

**BOARD:** S. Akselrad, J. McDonald, M. Duffy, I. Rodriguez, H. Wang, M. Gurney, A. Bhatia, J. Billy (not approved)

**GOF:** L. Perkins, B. Chan, J. Thomases

**Call to Order:** Board Meeting called to order by S. Akselrad at 5:02 p.m.

**December Board Meeting Minutes Approved at 5:04 p.m.**

**Board Resolutions:** to select Ivan Rodriguez as a member to the Board of Trustees with a term expiring three years from the date of NYSED approval. A copy of the resolution is in Appendix A.

**School Report: T. Wilson, J. Silkowitz, S. Smith**

- Spotlight of the month featuring Zoe Cardinal and Aden Vera presenting the Great Oaks Gazette newsletter.
- Middle School Student Data
  - Overall goal is 50% proficiency in ELA and Math on the NY State Exams
  - Reviewed academic data from the ELA and Math Interim Assessment 1 and the bi-weekly quizzes. Data was reported by grade level. The board also reviewed sample questions from the quizzes showing student's work in solving the problems.
- High School Student Data
  - Overall goal is 75% of GONYC ninth grade students will demonstrate grade-level proficiency on the 2022 NYS Algebra and Living Environment Regents Exams.
  - Reviewed data from the Algebra 1 and Living Environment Regents mock exam. The passing rate for the whole grade, general education and special education groups was presented.
- School-wide academic intervention includes Saturday academy, homework center, after school enrichment/clubs, and 1:1 student coaching.

**Operations Update: S. Smith**

- Reviewed enrollment targets for the 2022-2023 school year by grade against applications received through SchoolMint.
- Reviewed community outreach efforts to promote the school and build partnerships.

**Finance Committee Report:** Reviewed the financial dashboard.

**Facilities Update: M. Duffy:** Lease negotiations continue with the site identified as a permanent facility.

**Executive Session:** The board entered into executive session at 6:15pm. Timberly Wilson was unanimously approved as the Executive Director of Great Oaks Charter School NY.

**Adjournment: 6:25pm**

\_\_\_\_\_, President of the Board of Trustees  
Signature

**Great Oaks Charter School NY**

# Appendix A

## **Great Oaks Charter School NY Resolution Elect Ivan Rodriguez to the Board of Trustees**

WHEREAS the Board of **Great Oaks Charter School NY** has duly held a board meeting on **January 26, 2022** consistent with its bylaws, and

WHEREAS a quorum of **Great Oaks Charter School NY** trustees had, and

WHEREAS discussions concerning an addition of additional board members to the Board of Trustees of **Great Oaks Charter School NY**, and

WHEREAS a motion to add **Ivan Rodriguez** as a member(s) to the Board of Trustees was made, and

WHEREAS the above referenced motion was seconded, and thereafter a vote to accept or reject said motion was taken by the Board of **Great Oaks Charter School NY**, and

WHEREAS the above referenced motion was duly accepted and passed by **Great Oaks Charter School NY** board,

NOW, therefore, **Great Oaks Charter School NY** Board of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED, and having discovered no State or federal criminal history, or having provided information regarding such history to NYSED, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, has voted to select **Ivan Rodriguez** as a member to its Board of Trustees, with a term expiring on **3** years from the date of NYSED approval, pending approval by NYSED. The resolution approving **Ivan Rodriguez** is adopted upon NYSED's approval

I, **Susan Akselrad**, as **President** of the Board of Trustees of **Great Oaks Charter School NY**, organized and existing under the laws of New York, hereby certify that the above is a true copy of a resolution adopted by the Board of Trustees of **Great Oaks Charter School NY** at a meeting convened and held November 16, 2021 at which a quorum was present and voting throughout and that such resolution is adopted upon NYSED's approval and is in accordance with the provisions of the charter and by-laws of **Great Oaks Charter School NY**.

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

Dated: **January 26, 2022**

**November Board Minutes (In-Person Meeting)**  
**Board of Trustees – GO NYC**  
**November 16, 2021**

---

**Attendance:**

**GO-NYC:** S. Smith, C. Riccardi, T. Wilson, J. Silkowitz, C. K. Boyle, D. Tang

**BOARD:** S. Akselrad, J. McDonald, M. Duffy, I. Rodriguez, H. Wang, M. Gurney

**GOF:** L. Perkins, B. Chan, J. Thomases, V. Ceas

**Call to Order:** Board Meeting called to order by S. Akselrad at 5:30 p.m.

**Executive Session:** S. Akselrad called the meeting to order and entered into an Executive Session at 5:31 p.m. Executive Session concluded at 5:52 p.m.

- Timberly Wilson was named Interim Executive Director.
- Reviewed the plan for a national Executive Director search and the interview process.

**Finance Committee Report:** The school's auditing firm, Mengel Metzger Barr, presented the results of the fiscal year 21 audit. The Audited Financial Statements and the Report to the Finance Committee were presented to the Board of Trustees. Material findings were identified and discussed in detail.

**October Board Meeting Minutes Approved 5:55 p.m.**

**Board Secretary:** The Board of Trustees voted Ivan Rodriguez as Board Secretary.

**Board Resolution** to select Molly Gurney as a member to the Board of Trustees with a term expiring November 16, 2024, pending SED approval. A copy of the resolution is in Appendix A.

**Charter Revision Resolution:** The Board approved a revision to the School's Charter to modify the length of the school day while continuing to have a longer day than the district of location. A copy of the resolution is in Appendix B.

**Charter Revision Resolution:** The Board approved a revision to the School's Charter to modify the length of the school year while continuing to have a longer school year than the district of location. A copy of the resolution is in Appendix C.

**School Report: T. Wilson**

- Leadership update and revised organizational chart.
- Charter renewal timeline
- Student enrollment: 306 students are enrolled in GO-NYC
- COVID-19 policy update and communication to staff.
  - As of 11/26, new hires must be vaccinated with one dose of the vaccine as long as the second dose is scheduled within 30 days of hire
  - All staff members must be fully vaccinated by 12/29

- Staff members who are not vaccinated must have an approved medical or religious exemption to continue employment

**Facilities Update: M. Duffy**

- Lease negotiations continue with the site identified as a permanent facility.

**Academic Walkthrough: J. Thomases and J. McDonald**

- Debrief the walkthrough facilitated by the Great Oaks Foundation and the Academic Committee of the Board of Trustees on November 2, 2021.

**Adjournment: 6:55pm**

\_\_\_\_\_, President of the Board of Trustees  
Signature

**Great Oaks Charter School NY**



## Appendix A

### **Great Oaks Charter School NY Resolution Elect Molly Gurney to the Board of Trustees**

WHEREAS the Board of **Great Oaks Charter School NY** has duly held a board meeting on **November 16, 2021** consistent with its bylaws, and

WHEREAS a quorum of **Great Oaks Charter School NY** trustees had, and

WHEREAS discussions concerning an addition of additional board members to the Board of Trustees of **Great Oaks Charter School NY**, and

WHEREAS a motion to add **Molly Greer Gurny** as a member(s) to the Board of Trustees was made, and

WHEREAS the above referenced motion was seconded, and thereafter a vote to accept or reject said motion was taken by the Board of **Great Oaks Charter School NY**, and

WHEREAS the above referenced motion was duly accepted and passed by **Great Oaks Charter School NY** board,

NOW, therefore, **Great Oaks Charter School NY** Board of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED, and having discovered no State or federal criminal history, or having provided information regarding such history to NYSED, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, has voted to select **Molly Greer Gurny** as a member to its Board of Trustees, with a term expiring on **3** years from the date of NYSED approval, pending approval by NYSED. The resolution approving **Molly Greer Gurny** is adopted upon NYSED's approval

I, **Susan Akselrad**, as **President** of the Board of Trustees of **Great Oaks Charter School NY**, organized and existing under the laws of New York, hereby certify that the above is a true copy of a resolution adopted by the Board of Trustees of **Great Oaks Charter School NY** at a meeting convened and held November 16, 2021 at which a quorum was present and voting throughout and that such resolution is adopted upon NYSED's approval and is in accordance with the provisions of the charter and by-laws of **Great Oaks Charter School NY**.

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

Dated: **November 16, 2021**  
**Great Oaks Charter School NY**

## **Appendix B**

### **REQUEST FOR CHARTER REVISION TO SHORTEN THE SCHOOL DAY HOURS**

Whereas: GO-NYC is successfully serving and educating students with an extended school year, it would like to shorten the school day from 7:30 a.m. - 4:45 p.m. as stated in the School's Charter Agreement.

Now it is hereby resolved that: Susan Akselrad, President of the Board of Trustees, is hereby authorized to submit to the Board of Regents a request for a revision to the School's Charter to modify the length of the school day while continuing to have a longer day than the district of location.

Respectfully submitted,

Susan Akselrad, President

## **Appendix C**

### **REQUEST FOR CHARTER REVISION TO SHORTEN THE SCHOOL YEAR**

Whereas: GO-NYC is successfully serving and educating students with an extended school year, it would like to shorten the school year from 200 instructional days as stated in the School's Charter Agreement.

Now it is hereby resolved that: Susan Akselrad, President of the Board of Trustees, is hereby authorized to submit to the Board of Regents a request for a revision to the School's Charter to modify the length of the school year while continuing to have a longer school year than the district of location.

Respectfully submitted,

Susan Akselrad, President


## PROJECTED BUDGET FOR 2021-2022

**JULY 1, 2021 to JUNE 30, 2022**

	Actual Student Enrollment	Total Revenue
Total Paid Student Enrollment	1,000	100,000
Total Expenses	1,000	100,000
Net Income	1,000	100,000

## REVENUE

### REVENUES FROM STATE SOURCES

CY Per Pupil Rate	\$16,844.00

5,390,080			
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
5,390,080	-	-	-

-	1,350,000	-	-
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	-	-	-	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
	5,390,080	1,350,000	-	-

## REVENUE FROM FEDERAL FUNDING

-	91,340	-
-	114,466	-
-	25,009	-
-	-	-

-	-	-	-
-	-	-	-
-	-	-	-
-	-	330,931	-
-	-	561,746	-

Contributions and Donations, Fundraising  
Erate Reimbursement  
Interest Income, Earnings on Investments

90,200	-	-
76,539	-	-
-	-	-

NYC-DYCD (Department of Youth and Community Developmt.)

Food Service (Income from meals)

Text Book

Other Local Revenue

**TOTAL REVENUE FROM LOCAL and OTHER SOURCES**

**TOTAL REVENUE**

**EXPENSES**

**ADMINISTRATIVE STAFF PERSONNEL COSTS**

Executive Management

Instructional Management

Deans, Directors & Coordinators

CFO / Director of Finance

Operation / Business Manager

Administrative Staff

**TOTAL ADMINISTRATIVE STAFF**

No. of Positions

4.00
2.00
6.00
-
3.00
3.00
<b>18</b>

446,760	-	-	-
330,000	-	-	-
577,180	-	-	-
-	-	-	-
210,000	-	-	-
202,395	-	-	-
<b>1,766,335</b>			

**INSTRUCTIONAL PERSONNEL COSTS**

Teachers - Regular

Teachers - SPED

Substitute Teachers

Teaching Assistants

Specialty Teachers

Aides

Therapists & Counselors

Other

**TOTAL INSTRUCTIONAL**

10.00
12.00
-
-
4.00
-
3.00
-
<b>29</b>

1,058,755	-	-	-
-	821,966	-	-
-	-	-	-
-	-	-	-
286,010	-	-	-
-	-	-	-
-	223,000	-	-
-	-	-	-
<b>1,344,765</b>	<b>1,044,966</b>		

**NON-INSTRUCTIONAL PERSONNEL COSTS**

Nurse

Librarian

Custodian

Security

Other

**TOTAL NON-INSTRUCTIONAL**

-
-
-
-
-

-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	13,500	-
		<b>13,500</b>	

**SUBTOTAL PERSONNEL SERVICE COSTS**

<b>47</b>
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<b>3,111,100</b>	<b>1,044,966</b>	<b>13,500</b>	
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**PAYROLL TAXES AND BENEFITS**

Payroll Taxes

Fringe / Employee Benefits

Retirement / Pension

**TOTAL PAYROLL TAXES AND BENEFITS**

237,999
479,109
15,556
<b>732,664</b>

79,940	1,033	-	-
160,925	-	-	-
5,225	-	-	-
<b>246,089</b>	<b>1,033</b>		

**TOTAL PERSONNEL SERVICE COSTS**

<b>14,533</b>
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<b>3,843,764</b>	<b>1,291,055</b>	<b>14,533</b>	
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**CONTRACTED SERVICES**

Accounting / Audit	-	-	24,000	-
Legal	-	-	-	-
Management Company Fee	438,034	-	-	-
Nurse Services	-	-	-	-
Food Service / School Lunch	-	-	-	-
Payroll Services	-	-	8,000	-
Special Ed Services	-	-	-	-
Titlment Services (i.e. Title I)	-	-	-	-
Other Purchased / Professional / Consulting	438,586	-	-	-
<b>TOTAL CONTRACTED SERVICES</b>	<b>876,620</b>		<b>32,000</b>	

<b>SCHOOL OPERATIONS</b>				
Board Expenses	-	-	500	-
Classroom / Teaching Supplies & Materials	30,000	-	-	-
Special Ed Supplies & Materials	-	73,000	-	-
Textbooks / Workbooks	32,192	-	-	-
Supplies & Materials other	-	-	-	-
Equipment / Furniture	-	-	-	-
Telephone	-	-	18,000	-
Technology	70,225	-	-	-
Student Testing & Assessment	40,000	-	-	-
Field Trips	2,000	-	-	-
Transportation (student)	-	-	-	-
Student Services - other	61,500	-	-	-
Office Expense	25,000	-	-	-
Staff Development	25,000	-	-	-
Staff Recruitment	5,000	-	-	-
Student Recruitment / Marketing	15,000	-	-	-
School Meals / Lunch	-	-	-	-
Travel (Staff)	-	-	-	-
Fundraising	-	-	-	-
Other	-	-	425,216	-
<b>TOTAL SCHOOL OPERATIONS</b>	<b>305,917</b>	<b>73,000</b>	<b>443,716</b>	

<b>FACILITY OPERATION &amp; MAINTENANCE</b>				
Insurance	-	-	81,000	-
Janitorial	-	-	155,000	-
Building and Land Rent / Lease	-	-	1,351,532	-
Repairs & Maintenance	-	-	25,000	-
Equipment / Furniture	-	-	55,000	-
Security	-	-	-	-
Utilities	-	-	103,031	-
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>			<b>1,770,563</b>	

<b>DEPRECIATION &amp; AMORTIZATION</b>				
	-	-	180,000	-
<b>TOTAL EXPENSES</b>	<b>5,026,301</b>	<b>1,364,055</b>	<b>2,440,812</b>	



NET INCOME

1,914,242	547,691	(2,440,812)	-
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ENROLLMENT - \*School Districts Are Linked To Above Entries\*

District of Location  
School District 2 (Enter Name)  
School District 3 (Enter Name)  
School District 4 (Enter Name)  
School District 5 (Enter Name)

TOTAL ENROLLMENT

REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED
242	78	320
		-
		-
		-
		-
242	78	320

REVENUE PER PUPIL

28,680	24,510	-
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EXPENSES PER PUPIL

20,770	17,488	7,628
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		Assumptions
		DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
ROW 10.		
MANAGEMENT & GENERAL	TOTAL	BY THE BOARD OF DIRECTORS IN JUNE 2021; NOT THE RECONCILED BUDGET BASED
-	8,852,289	
-	8,831,168	
-	21,121	
-	-	
	398	The total budgeted enrollment was 320; SPED students received PP and Special Ed funding.
SERVICES		
MANAGEMENT & GENERAL	TOTAL	
-	5,390,080	
-	-	
-	-	
-	-	
-	-	
-	5,390,080	
-	1,350,000	
-	-	
-	-	
-	-	
-	6,740,080	
-	91,340	
-	114,466	
-	25,009	
-	-	
-	-	
-	-	
-	330,931	ESSER II - CRRSA
-	561,746	
-	90,200	
-	76,539	
-	-	

-	-	
-	-	
-	32,192	
-	1,351,532	Lease Assistance through NYCDOE
	<b>1,550,463</b>	
	<b>8,852,289</b>	
		<i>List exact titles and staff FTE's ( Full time equivalent)</i>
-	446,760	
-	330,000	
-	577,180	
-	-	
-	210,000	
-	202,395	
	<b>1,766,335</b>	
-	1,058,755	
-	821,966	
-	-	
-	-	
-	286,010	
-	-	
-	223,000	
-	-	
	<b>2,389,731</b>	
-	-	
-	-	
-	-	
-	-	
-	13,500	Teacher stipends for summer school
	<b>13,500</b>	
	<b>4,169,566</b>	
-	318,972	
-	640,034	15.4% of Payroll
-	20,780	Assumes 2% contribution and 25% participation rate
	<b>979,786</b>	
	<b>5,149,352</b>	

-	24,000	
-	-	
-	438,034	
-	-	
-	-	
-	8,000	
-	-	
-	-	
-	438,586	Contract for high-dosage tutoring
-	908,620	
-	500	
-	30,000	
-	73,000	
-	32,192	
-	-	
-	-	
-	18,000	
-	70,225	
-	40,000	
-	2,000	
-	-	
-	61,500	Extracurricular activities such as athletics, after school programs, Saturday school
-	25,000	
-	25,000	
-	5,000	
-	15,000	
-	-	
-	-	
-	-	
-	425,216	PPE related to COVID-19, subsidized uniforms for students, tutoring-related expenses
-	822,633	
-	81,000	
-	155,000	
-	1,351,532	
-	25,000	
-	55,000	Photocopy machine lease
-	-	
-	103,031	
-	1,770,563	
-	180,000	
-	8,831,168	

[illegible]

**April Board Minutes (Virtual Meeting)**  
**Board of Trustees – GO NYC**  
**April 20, 2022**

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**Attendance:**

**GO-NYC:** T. Wilson, C. Smith, K. Boyle, D. Tang

**BOARD:** S. Akselrad, J. McDonald, M. Duffy, I. Rodriguez, H. Wang, M. Gurney, J. Billy A. Bhatia (not approved)

**GOF:** B. Chan, A. Knott, L. Perkins

**Call to Order:** Board Meeting was called to order by S. Akselrad at 5:33 p.m.

**March Board Meeting Minutes Approved at 5:35 p.m.**

**Board Proposal of New Business:** N/A

**Facilities Update: M. Duffy**

- Our Lady of Pompeii
  - Progress Report

**School Report: T. Wilson**

- State Testing
  - ELA - 3/29 & 3/30
    - 97% Participation
    - Test was administered in a seamless fashion
  - Math - 4/26 & 4/27
    - All hands on deck to replicate ELA flow
- Lottery Update
  - Public Lottery - April 6
    - 24 Families Attended
      - Offered Seats
      - 6th Grade - 100
      - 7th Grade - 50
      - 8th Grade - 25
      - 9th Grade - 24
      - 10th Grade - 15
    - Enrollment
      - Offer Status - 123
      - Registration In Progress - 38
      - Registration Completed - 13
    - Recruitment
      - MCS Open House
      - Family Enrollment Days
- Staff Recruitment
  - Need
    - MS
      - Two Math Teachers

- HS
    - Three Math Teachers
    - Three Science Teachers
    - One Foreign Language
  - Offers
    - MS
      - Dean of Culture
      - Social Worker
      -
    - HS
      - Dean of Culture
      - Social Worker
      - PE/Health Teacher
      - ELA Teacher
      - Science Teacher
- Middle School Promotion Ceremony
  - Where: Laguardia Performance Center
  - When: June 22nd
  - Time: 2PM
- Charter Renewal
  - Monday May 16th
  - Documents submitted
  - 4 Year Renewal

**Finance Committee Report:** Reviewed the financial dashboard.

- Spending vs tracking based on enrollment

**Adjournment: 6:40pm**

\_\_\_\_\_, President of the Board of Trustees  
Signature

**Great Oaks Charter School NY**



# Appendix A

## **Great Oaks Charter School NY Resolution Elect Ivan Rodriguez to the Board of Trustees**

WHEREAS the Board of **Great Oaks Charter School NY** has duly held a board meeting on **January 26, 2022** consistent with its bylaws, and

WHEREAS a quorum of **Great Oaks Charter School NY** trustees had, and

WHEREAS discussions concerning an addition of additional board members to the Board of Trustees of **Great Oaks Charter School NY**, and

WHEREAS a motion to add **Ivan Rodriguez** as a member(s) to the Board of Trustees was made, and

WHEREAS the above referenced motion was seconded, and thereafter a vote to accept or reject said motion was taken by the Board of **Great Oaks Charter School NY**, and

WHEREAS the above referenced motion was duly accepted and passed by **Great Oaks Charter School NY** board,

NOW, therefore, **Great Oaks Charter School NY** Board of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED, and having discovered no State or federal criminal history, or having provided information regarding such history to NYSED, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, has voted to select **Ivan Rodriguez** as a member to its Board of Trustees, with a term expiring on **3** years from the date of NYSED approval, pending approval by NYSED. The resolution approving **Ivan Rodriguez** is adopted upon NYSED's approval

I, **Susan Akselrad**, as **President** of the Board of Trustees of **Great Oaks Charter School NY**, organized and existing under the laws of New York, hereby certify that the above is a true copy of a resolution adopted by the Board of Trustees of **Great Oaks Charter School NY** at a meeting convened and held November 16, 2021 at which a quorum was present and voting throughout and that such resolution is adopted upon NYSED's approval and is in accordance with the provisions of the charter and by-laws of **Great Oaks Charter School NY**.

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

Dated: **January 26, 2022**

**December Board Minutes (Virtual Meeting)**  
**Board of Trustees – GO NYC**  
**December 14, 2021**

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**Attendance:**

**GO-NYC:** S. Smith, C. Riccardi, T. Wilson, J. Silkowitz, K. Boyle, D. Tang, A. Latessa, C. Smith  
**BOARD:** S. Akselrad, J. McDonald, M. Duffy, I. Rodriguez, H. Wang,  
**GOF:** L. Perkins, B. Chan, J. Thomases

**Call to Order:** Board Meeting called to order by S. Akselrad at 5:31 p.m.

**November Board Meeting Minutes Approved 5:34 p.m.**

**Election of Joneé Billy:** The Board of Trustees elected Joneé Billy to the Board of Trustees. The Board will submit Joneé's application to the State Education Department along with the appropriate background information.

**Board Resolutions:** to select Anand Bhatia and Elizabeth Case as a member to the Board of Trustees with a term expiring three years from the date of NYSED approval. A copy of the resolution is in Appendix A and Appendix B respectively.

**Facilities Update: M. Duffy**

Lease negotiations continue with the site identified as a permanent facility.

**School Report: T. Wilson**

- Spotlight of the month featuring Alisson Latessa, Middle and High School Art Teacher.
- Discussed a safety incident on the Lower East Side and reviewed the school's subsequent response and follow-up with families.
- Campus Reset
  - Each grade had a town hall with students and families to review academic and behavioral expectations.
- Student enrollment update to review current enrollment counts by grade level.
- Reviewed attendance rate by grade and SPED designation and discussed the next steps to follow up with families.
- New Director of Special Education starts January 3, 2022.

**Finance Committee Report:** Reviewed the financial dashboard.

**Academic Walkthrough: J. Thomases and J. McDonald**

- Debrief the walkthrough facilitated by the Great Oaks Foundation and the Academic Committee of the Board of Trustees on November 2, 2021.

**Adjournment: 6:55pm**

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

**Great Oaks Charter School NY**

# Appendix A

## **Great Oaks Charter School NY Resolution Elect Anand Bhatia to the Board of Trustees**

WHEREAS the Board of **Great Oaks Charter School NY** has duly held a board meeting on **December 14, 2021** consistent with its bylaws, and

WHEREAS a quorum of **Great Oaks Charter School NY** trustees had, and

WHEREAS discussions concerning an addition of additional board members to the Board of Trustees of **Great Oaks Charter School NY**, and

WHEREAS a motion to add **Anand Bhatia** as a member(s) to the Board of Trustees was made, and

WHEREAS the above referenced motion was seconded, and thereafter a vote to accept or reject said motion was taken by the Board of **Great Oaks Charter School NY**, and

WHEREAS the above referenced motion was duly accepted and passed by **Great Oaks Charter School NY** board,

NOW, therefore, **Great Oaks Charter School NY** Board of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED, and having discovered no State or federal criminal history, or having provided information regarding such history to NYSED, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, has voted to select **Anand Bhatia** as a member to its Board of Trustees, with a term expiring on **3** years from the date of NYSED approval, pending approval by NYSED. The resolution approving **Anand Bhatia** is adopted upon NYSED's approval

I, **Susan Akselrad**, as **President** of the Board of Trustees of **Great Oaks Charter School NY**, organized and existing under the laws of New York, hereby certify that the above is a true copy of a resolution adopted by the Board of Trustees of **Great Oaks Charter School NY** at a meeting convened and held November 16, 2021 at which a quorum was present and voting throughout and that such resolution is adopted upon NYSED's approval and is in accordance with the provisions of the charter and by-laws of **Great Oaks Charter School NY**.

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

Dated: **December 14, 2021**

# Appendix B

## **Great Oaks Charter School NY Resolution Elect Elizabeth Case to the Board of Trustees**

WHEREAS the Board of **Great Oaks Charter School NY** has duly held a board meeting on **December 14, 2021** consistent with its bylaws, and

WHEREAS a quorum of **Great Oaks Charter School NY** trustees had, and

WHEREAS discussions concerning an addition of additional board members to the Board of Trustees of **Great Oaks Charter School NY**, and

WHEREAS a motion to add **Elizabeth Case** as a member(s) to the Board of Trustees was made, and

WHEREAS the above referenced motion was seconded, and thereafter a vote to accept or reject said motion was taken by the Board of **Great Oaks Charter School NY**, and

WHEREAS the above referenced motion was duly accepted and passed by **Great Oaks Charter School NY** board,

NOW, therefore, **Great Oaks Charter School NY** Board of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED, and having discovered no State or federal criminal history, or having provided information regarding such history to NYSED, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, has voted to select **Elizabeth Case** as a member to its Board of Trustees, with a term expiring on **3** years from the date of NYSED approval, pending approval by NYSED. The resolution approving **Elizabeth Case** is adopted upon NYSED's approval

I, **Susan Akselrad**, as **President** of the Board of Trustees of **Great Oaks Charter School NY**, organized and existing under the laws of New York, hereby certify that the above is a true copy of a resolution adopted by the Board of Trustees of **Great Oaks Charter School NY** at a meeting convened and held November 16, 2021 at which a quorum was present and voting throughout and that such resolution is adopted upon NYSED's approval and is in accordance with the provisions of the charter and by-laws of **Great Oaks Charter School NY**.

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

Dated: **December 14, 2021**

**March Board Minutes (Virtual Meeting)**  
**Board of Trustees – GO NYC**  
**March 30, 2022**

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**Attendance:**

**GO-NYC:** T. Wilson, C. Smith, K. Boyle, D. Tang

**BOARD:** S. Akselrad, J.McDonald, M. Duffy, I. Rodriguez, H. Wang, M. Gurney, A. Bhatia (not approved)

**GOF:** B.Chan, A.Knott, L. Perkins

**Call to Order:** Board Meeting called to order by S. Akselrad at 5:32p.m.

**February Board Meeting Minutes Approved at 5:33 p.m.**

**Board Proposal of New Business:** N/A

**Facilities Update: M. Duffy**

- Our Lady of Pompeii
  - Lease revision
  - Partners in lease
    - Gran Kriegel Associates - Civic Builders/Architect
    - Willkie Fair & Gallagher - Law Firm
    - Blue Hub Capital - Lender
  - Timeline:
    - Lease signing - 4/22-5/22
    - Pre-Development - 6/22-10/22
    - Construction - 11/22-6/23

**School Report: T. Wilson**

- GO-NYC Highlights
  - Student-Led Conferences
  - Pi Day
- FY22 Updates
  - School Culture Updates
    - Increasing Student Expectations
      - Two Expulsions, HS
      - Two Safety Transfers, MS & HS
    - Increasing Student Expectations
      - Honor Roll & Incentives
        - Movie Night, Spy Museum Field Trip, School Dance, HS Peer Mentorship
  - Math & ELA Data & Goals
    - ELA Projections
      - Level 3 & 4 - 50%
      - Leverage small groups to close gaps
      - Increased rigor for students who excel
      - Project-Based Learning to increase curriculum

- Tutorial integrated into a block schedule
  - Math Projections
    - Level 3 & 4 - 16%
    - Increased motivation and excitement for math
    - Coaching centered on transferable skills
    - Standardized math curriculum, to focus on foundational skills
    - A newly structured math block that enables students to learn new & advanced content and closes gaps from previous grades
  - HS Academics
    - Increase academic intervention groups
    - Mock Regents test
      - Living Environment - 4/11
      - Algebra - 4/12
      - ELA - 4/13
      - Makeup - 4/14
    - Summer School 7/5-8/15
  - Spring Instructional Walkthrough
    - What teacher skills and practices improve student confidence and intrinsic motivation?
      - Reliance on classroom incentive systems
      - Few teachers were “warm demanders”
      - The success criteria for student tasks were not clearly visible
    - Next Steps
      - PD and coaching to create a culture of joy & encouragement as well as rigor
      - Relevant content to connect the “why” for students
- FY 23 Planning
  - Projected Student Enrollment
    - MS - 175
    - HS - 185
  - Enrollment and Recruitment Data
    - Overall application increase across all grades to date
    - Lottery 4/7
    - Intent to Return/Schoolmint update. Will create a streamlined process
    - Community outreach and advertising
  - Teacher Retention
    - Middle School
      - 16 Teachers
        - 13 renewed
        - 2 Math & 1 Sci not to be renewed
    - High School
      - 10 Teachers
        - 5 returning
        - 5 not to be renewed
    - Fellow to Staff Hiring
      - FY 22 - 7 Fellows hired



- FY 23 - 3 Fellows hired
- Teacher Vacancies
  - MS - Math (2), Science (2)
  - HS - ELA (4), Math (3), Inquiry (2), Science (3), PE (1), Foreign Language (1)
  - Recruitment
    - Teaching positions posted
    - Schedule interviews and demo lessons

**Finance Committee Report:** Reviewed the financial dashboard.

- Invest more into high-quality teachers
- Allocate more funding towards instructional support
- Conserve funding for upcoming facility relocations/reno

**Adjournment: 6:55pm**

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

**Great Oaks Charter School NY**

# Appendix A

## **Great Oaks Charter School NY Resolution Elect Ivan Rodriguez to the Board of Trustees**

WHEREAS the Board of **Great Oaks Charter School NY** has duly held a board meeting on **January 26, 2022** consistent with its bylaws, and

WHEREAS a quorum of **Great Oaks Charter School NY** trustees had, and

WHEREAS discussions concerning an addition of additional board members to the Board of Trustees of **Great Oaks Charter School NY**, and

WHEREAS a motion to add **Ivan Rodriguez** as a member(s) to the Board of Trustees was made, and

WHEREAS the above referenced motion was seconded, and thereafter a vote to accept or reject said motion was taken by the Board of **Great Oaks Charter School NY**, and

WHEREAS the above referenced motion was duly accepted and passed by **Great Oaks Charter School NY** board,

NOW, therefore, **Great Oaks Charter School NY** Board of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED, and having discovered no State or federal criminal history, or having provided information regarding such history to NYSED, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, has voted to select **Ivan Rodriguez** as a member to its Board of Trustees, with a term expiring on **3** years from the date of NYSED approval, pending approval by NYSED. The resolution approving **Ivan Rodriguez** is adopted upon NYSED's approval

I, **Susan Akselrad**, as **President** of the Board of Trustees of **Great Oaks Charter School NY**, organized and existing under the laws of New York, hereby certify that the above is a true copy of a resolution adopted by the Board of Trustees of **Great Oaks Charter School NY** at a meeting convened and held November 16, 2021 at which a quorum was present and voting throughout and that such resolution is adopted upon NYSED's approval and is in accordance with the provisions of the charter and by-laws of **Great Oaks Charter School NY**.

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

Dated: **January 26, 2022**

**September Board Minutes (Virtual Meeting)**  
**Board of Trustees – GO NYC**  
**October 19, 2021**

---

**Attendance:**

**GO-NYC:** S. Smith, C. Riccardi, T. Wilson, J. Silkowitz, C. K. Boyle, D. Tang

**BOARD:** S. Akselrad, J. McDonald, M. Duffy, I. Rodriguez

**GOF:** L. Perkins, B. Chan, J. Thomases

**Call to Order:** Board Meeting called to order by S. Akselrad at 5:35 p.m.

**September Board Meeting Minutes Approved 5:39 p.m.**

**Executive Leadership Team Report: T. Wilson, J. Silkowitz, S. Smith**

- Schoolwide Updates
  - School Culture:
    - We implemented a comprehensive plan to support culture on the 2nd floor (8th and 9th grade). Staff have post positions to support with transitions.
    - Wellness Wednesdays to support student and adult culture. Professional development is canceled one Wednesday per month and staff are allowed to leave work early.
- Middle School Report
  - Interim Assessments
    - ELA Interim Assessment Passing Rate: 6th Grade: 40%, 7th Grade: 25%, 8th Grade: 20%
    - Math Interim Assessment Passing Rate: 6th Grade: 6%, 7th Grade: 5%, 8th Grade: 3%
    - Action plan includes intervention for students below grade level, targeted teaching for students on the cusp of grade level, and to continue to push the students academically on grade level.
  - Staffing
    - One open position for 6th/7th grade science teacher
  - SEL Highlights
    - Student led conferences, wellness Wednesdays, field day for students and staff, and spirit week
- High School Report
  - Staffing
    - One open position for 9th grade history teacher
  - Data Update
    - Attendance report update
  - School and Academic Culture
    - Glows: Student Attendance, Impact of Progress Notices, Family Communication, Teacher Collaboration, Student understanding of grades, and Differentiation Emerging

- Grows: Impact of cell phones, Increased data points needed, More hands-on activities, Increased differentiation of assignments, and Indoor space for basketball
- o School Operations Report
  - Facilities Search
- o SED Renewal Next Steps
  - Board Focus Group with the SED
  - Review and edit draft NYSED renewal report
  - March/April 2022 NYSED Board of Regents Vote
- o Current enrollment is 304 students

**Finance Update: B. Chan**

- Audit preparation
- September 30th financial dashboard

**Facilities Update: M. Duffy**

- Lease negotiations for Our Lady of Pompeii

**Adjournment: 7:15pm**

**September Board Minutes (Virtual Meeting)**  
**Board of Trustees – GO NYC**  
**September 21, 2021**

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**Attendance:**

**GO-NYC:** S. Smith, C. Riccardi, T. Wilson, J. Silkowitz, C. Smith, K. Boyle

**BOARD:** S. Akselrad, J. McDonald, H. Wang, M. Duffy, I. Rodriguez

**GOF:** L. Perkins, B. Chan, J. Thomas

**Call to Order:** Board Meeting called to order by S. Akselrad at 5:37 p.m.

**August Board Meeting Minutes Approved 5:39 p.m.**

**Executive Leadership Team Report: T. Wilson, J. Silkowitz, S. Smith**

- Middle School Report
  - 21-22 School Year Launch
  - Staffing
    - One open position for 6th/7th grade math teacher
  - MAP Results
    - Projected ELA State Exam Data: L1-28%; L2-38%; L3-27%, L4-6%
    - Projected Math State Exam Data: L1-68%; L2-17%; L3-10%, L4-5%
  - Saturday Academy Overview
    - Fall: September 2021 through October 2021 from 9:30-11:30. The focus is on SHSAT preparation.
    - Winter/Spring: January 2022 through April 2022 from 9:30-12:30pm. Open to 6th-8th graders and the focus is on academic support and test preparation.
    - Saturday Regents Prep: Saturdays leading up to the Regents Exams. Open to 9th graders and there's an enrichment block included.
- High School Report
  - 21-22 School Year Launch
  - Staffing
    - One open position for 9th grade history teacher
  - MAP Results
    - Projected ELA SAT Proficiency: 29%; Projected ELA ACT Proficiency: 8%
    - Projected Math SAT Proficiency: 8%; Projected Math ACT Proficiency: 5%
- School Operations Report
  - Charter renewal hearing on 9/27 at 5:30pm; SED virtual site visit on 10/5 and 10/7
  - COVID-19 Vaccination Policy: 10 GO-NYC staff and 3 fellows are unvaccinated
  - Current enrollment is 302 students

**Finance Update: B. Chan**

- Audit preparation

- August 30th financial dashboard

**Facilities Update: M. Duffy**

- Term sheet signed and lease negotiations will commence.

**Adjournment: 7:00pm**

**June Board Minutes (Virtual Meeting)**  
**Board of Trustees – GO NYC**  
**June 15, 2022**

---

**Attendance:**

**GO-NYC:** T. Wilson, D. Tang, K. Singleton, T. Wilson II

**BOARD:** S. Akselrad, M. Duffy, I. Rodriguez, H. Wang, J. Billy, K. Lee, A. Bhatia

**GOF:** B.Chan, J. Thomases

**Call to Order:** The board meeting was called to order by S. Akselrad at 5:33 p.m.

**May Board Meeting Minutes Approved at 5:35 p.m.**

**Finance Report: B. Chan, H. Wang**

- Financial position remains healthy through may '22
- A new system is in place to monitor spending
- For next year, the budget is based on an enrollment of 350 students and a new 10th grade
- Per pupil rate will increase by 4.5% for FY23. ESSER funding and increased lease assistance are other vital sources of revenue
- 10th-grade teachers and increases in instructional pay make up 90% of payroll increase. Teachers make up 65% of the payroll.
- The FY23 budget shows a positive margin.

**\*Motion to approve the FY23 budget: 5:56 pm**

**\*Motion to approve Chromebook purchases: 6:02 pm**

**School Report: T. Wilson**

- NYSED Charter Renewal Update
  - The BoR approved the school for a **three-year renewal** and a revision to amend one of the school's Key Design Elements.
- Highlights
  - Trip to Liberty Science Center
  - Middle School Leadership conference
  - GO-NYC Fashion show

**FY' 23 Student Enrollment (In Progress)**

- Enrollment Goal
  - MS - 180
  - HS - 170
- Estimated Students Returning
  - MS -99



- HS - 137
- Total Enrollment as of 6/14
  - MS - 142
  - HS - 148
- Staff Recruitment
  - MS Open Positions:
    - MS-Math Teacher (2)
  - HS Open Positions
    - HS
      - Math Teachers (3)
      - Science Teachers (1)
      - Guidance counselor
- Summer school planning is underway
  - Scheduled dates are July 5-Aug 5
  - Lavinia is offering group teacher training week
  - Culminating student activity with Hands in 4 youth
  - Family fun events
- 8th Grade graduation ceremony 2 pm time confirmed

**Facilities Report: M. Duffy, A. Bhatia**

As of June 2022

- Progress report provided by M. Duffy
- Lease negotiations are still underway with the Archdiocese
- Final lease is expected to be presented to the board for approval during the July 27th board retreat, followed by a visit to the location at 420 Bleeker street

**\*Motion for approval of S. Akselrad as designated signee: 6:30 pm**

**Board Proposal of New Business: N/A**

**Adjournment: 6:34pm**

\_\_\_\_\_, President of the Board of Trustees

Signature

**Great Oaks Charter School NYC**

**May Board Minutes (Virtual Meeting)**  
**Board of Trustees – GO NYC**  
**May 24, 2022**

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**Attendance:**

**GO-NYC:** T. Wilson, C. Smith, D. Tang

**BOARD:** S. Akselrad, J. McDonald, M. Duffy, I. Rodriguez, H. Wang, M. Gurney, J. Billy, K. Lee

**GOF:** B.Chan, J. Thomases

**Call to Order:** Board Meeting was called to order by S. Akselrad at 5:35 p.m.

**April Board Meeting Minutes Approved at 5:38 p.m.**

**Board Proposal of New Business:** N/A

**Facilities Update: M. Duffy**

- Our Lady of Pompeii
  - Progress report provided by M. Duffy
  - Lease negotiations are underway with the Archdiocese
  - Final lease is expected to be presented to the board for approval during the June 15th meeting

**School Report: T. Wilson, C. Smith**

- NYSED Charter Renewal Vote
  - May 16th vote was postponed to Monday, June 12th-13th to address the following issues:
    - Fiscal Management
    - Low Student Enrollment
  - All required documents have been submitted
  - 4+ year renewal is expected by the NYSED
- Highlights
  - Partnerships: Powerplay and Wapping HS visit
  - GONYC received the Bloomberg Summer Rise Award up to \$140,000 to help the school provide a high-quality summer program
  - Summer School Planning is underway
  - RCA Expo training for staff development
- Performance Data HS Regents Projections: Pass Rate
  - Living Environment 37%
  - Algebra I 41%
  - ELA 48%

#### FY' 23 Student Enrollment (In Progress)

- Enrollment Goal
  - MS - 195
  - HS - 185
- Estimated Students Returning
  - MS - 89
  - HS - 97
- Total Enrollment as of 5/24
  - MS - 158
  - HS - 126
- Staff Recruitment  
MS Open Positions:
  - MS-Math Teacher (1)HS Open Positions
  - HS
    - Math Teachers (3)
    - Science Teachers (2)
    - Foreign Language (1)
- New HS Director 22-23: Kara Singleton

#### \*8th Grade Graduation

Jun 22, 2022 pm at The Laguardia Performance Center

#### **Finance Committee Report: B. Chan, H. Wang**

As of April 2022

- Financial position remains healthy
- Spending is tracking against steady enrollment of 304 students
- FY '23 budget considerations in the age of uncertainty
  - COVID
  - The preliminary cost of the lease and moving expenses etc...

**Board Resolution** to select Kai-Yan Lee as a member of the Board of Trustees at 6:57 pm with a term expiring May 24, 2025, pending SED approval. A copy of the resolution is in Appendix A.

#### **Adjournment: 7:04pm**

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

**Great Oaks Charter School NYC**

## Appendix A

### **Great Oaks Charter School NY Resolution Elect Kai-Yan Lee to the Board of Trustees**

WHEREAS the Board of **Great Oaks Charter School NY** has duly held a board meeting on **May 24, 2022** consistent with its bylaws, and

WHEREAS a quorum of **Great Oaks Charter School NY** trustees had, and

WHEREAS discussions concerning an addition of additional board members to the Board of Trustees of **Great Oaks Charter School NY**, and

WHEREAS a motion to add **Kai-Yan Lee** as a member(s) to the Board of Trustees was made, and

WHEREAS the above referenced motion was seconded, and thereafter a vote to accept or reject said motion was taken by the Board of **Great Oaks Charter School NY**, and

WHEREAS the above referenced motion was duly accepted and passed by **Great Oaks Charter School NY** board,

NOW, therefore, **Great Oaks Charter School NY** Board of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED, and having discovered no State or federal criminal history, or having provided information regarding such history to NYSED, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, has voted to select **Kai-Yan Lee** as a member to its Board of Trustees, with a term expiring on **3** years from the date of NYSED approval, pending approval by NYSED. The resolution approving **Kai-Yan Lee** is adopted upon NYSED's approval

I, **Susan Akselrad**, as **President** of the Board of Trustees of **Great Oaks Charter School NY**, organized and existing under the laws of New York, hereby certify that the above is a true copy of a resolution adopted by the Board of Trustees of **Great Oaks Charter School NY** at a meeting convened and held May 24, 2022 at which a quorum was present and voting throughout and that such resolution is adopted upon NYSED's approval and is in accordance with the provisions of the charter and by-laws of **Great Oaks Charter School NY**.

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

Dated: **May 24, 2022**  
**Great Oaks Charter School NY**



**GREAT OAKS CHARTER SCHOOL**

**MANHATTAN, NEW YORK**

**AUDITED FINANCIAL STATEMENTS**

**REPORT REQUIRED BY**  
**GOVERNMENT AUDITING STANDARDS**

**AND**

**INDEPENDENT AUDITOR'S REPORTS**

**JUNE 30, 2022**

**(With Comparative Totals for 2021)**

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## INDEPENDENT AUDITOR'S REPORT

Board of Trustees  
Great Oaks Charter School

### **Report on the Audit of the Financial Statements**

#### ***Opinion***

We have audited the financial statements of Great Oaks Charter School, which comprise the statement of financial position as of June 30, 2022, and the related statements of activities and changes in net assets, functional expenses, and cash flows for the year 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 Great Oaks Charter School as of June 30, 2022, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### ***Basis of Opinion***

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

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

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

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



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

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

In performing an audit in accordance with GAAS, 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 Great Oaks Charter School'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 Great Oaks Charter School's ability to continue as a going concern for a reasonable period of time.

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

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

We have previously audited Great Oaks Charter School's June 30, 2021 financial statements, and we expressed an unmodified opinion on those audited financial statements in our report dated October 29, 2021. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2021 is consistent, in all material respects, with the audited financial statements from which it has been derived.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated October 13, 2022 on our consideration of Great Oaks Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Great Oaks Charter School's internal control over financial reporting and compliance.

*Mengel, Metzger, Barw & Co. LLP*

Rochester, New York  
October 13, 2022

GREAT OAKS CHARTER SCHOOL

STATEMENT OF FINANCIAL POSITION

JUNE 30, 2022

(With Comparative Totals for 2021)

<u>ASSETS</u>	<u>June 30,</u>	
	<u>2022</u>	<u>2021</u>
<u>CURRENT ASSETS</u>		
Cash	\$ 660,032	\$ 271,943
Grants and contracts receivables	365,341	241,623
Prepaid expenses	2,850	45,237
Due from related party	174,350	170,000
TOTAL CURRENT ASSETS	1,202,573	728,803
<u>PROPERTY AND EQUIPMENT, net</u>	185,364	263,929
<u>OTHER ASSETS</u>		
Cash in escrow	75,253	75,223
Security deposits	318,794	309,494
	394,047	384,717
TOTAL ASSETS	<u>\$ 1,781,984</u>	<u>\$ 1,377,449</u>
<u>LIABILITIES AND NET ASSETS</u>		
<u>CURRENT LIABILITIES</u>		
Accounts payable and accrued expenses	252,763	\$ 49,835
Due to related party	-	1,200
Accrued payroll and benefits	253,700	158,456
Deferred revenue	145,904	-
TOTAL CURRENT LIABILITIES	652,367	209,491
<u>OTHER LIABILITIES</u>		
Paycheck Protection Program loan payable	425,000	425,000
Deferred lease liability	8,432	63,750
OTHER LIABILITIES	433,432	488,750
TOTAL LIABILITIES	1,085,799	698,241
<u>NET ASSETS</u>		
Without donor restrictions	696,185	679,208
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 1,781,984</u>	<u>\$ 1,377,449</u>

The accompanying notes are an integral part of the financial statements.

GREAT OAKS CHARTER SCHOOL

STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

YEAR ENDED JUNE 30, 2022  
(With Comparative Totals for 2021)

	Year ended June 30,	
	2022	2021
Operating revenue and other support:		
Resident student enrollment	\$ 5,113,417	\$ 4,267,129
Students with disabilities	1,692,500	1,369,595
Government grants and contracts	507,789	336,598
NYCDOE rental assistance revenue	1,271,181	990,654
In-kind contributions	632,998	612,377
Contributions and other income	<u>178,114</u>	<u>158,651</u>
TOTAL OPERATING REVENUE AND SUPPORT	9,395,999	7,735,004
Expenses:		
Program services:		
Regular education	6,500,479	4,972,772
Special education	2,554,256	2,807,003
Management and general	<u>324,287</u>	<u>330,610</u>
TOTAL EXPENSES	<u>9,379,022</u>	<u>8,110,385</u>
CHANGE IN NET ASSETS	16,977	(375,381)
Net assets at beginning of year	<u>679,208</u>	<u>1,054,589</u>
NET ASSETS AT END OF YEAR	<u>\$ 696,185</u>	<u>\$ 679,208</u>

The accompanying notes are an integral part of the financial statements.

GREAT OAKS CHARTER SCHOOL  
STATEMENT OF FUNCTIONAL EXPENSES  
YEAR ENDED JUNE 30, 2022  
(With Comparative Totals for 2021)

	No. of Positions	Year ended June 30,				
		2022			2021	
		Program Services			Management and General	
		Regular Education	Special Education	Sub-total	Total	Total
Personnel services costs:						
Administrative staff personnel	28	\$ 1,119,917	\$ 347,745	\$ 1,467,662	\$ 1,630,736	\$ 1,452,117
Instructional personnel	31	1,828,999	865,303	2,694,302	2,694,302	1,808,444
	59	2,948,916	1,213,048	4,161,964	163,074	3,260,561
Total salaries and wages						
Payroll taxes and employee benefits						
In-kind services		552,002	221,664	773,666	27,562	639,131
Professional development		472,448	146,700	619,148	-	612,377
Professional fees		103,752	41,663	145,415	5,180	134,068
Student and staff recruitment		593,634	238,222	831,856	60,056	772,390
Curriculum and classroom		6,884	2,171	9,055	19	45,972
Supplies and materials		109,234	37,488	146,722	1,957	144,565
Insurance		126,654	42,714	169,368	1,827	103,265
Information technology		57,382	23,043	80,425	2,865	65,249
Occupancy / facility costs		76,272	29,930	106,202	3,426	117,346
Non-capitalized equipment and furnishings		1,192,592	458,227	1,650,819	48,210	1,715,403
Repairs and maintenance		22,393	7,711	30,104	416	3,334
Imputed interest		41,884	16,817	58,701	2,090	25,792
Depreciation and amortization		-	-	-	-	83,210
Other		150,001	60,232	210,233	7,490	299,396
		46,431	14,626	61,057	115	88,326
		\$ 6,500,479	\$ 2,554,256	\$ 9,054,735	\$ 324,287	\$ 8,110,385

The accompanying notes are an integral part of the financial statements.

GREAT OAKS CHARTER SCHOOL

STATEMENT OF CASH FLOWS

YEAR ENDED JUNE 30, 2022  
(With Comparative Totals for 2021)

	Year ended June 30,	
	<u>2022</u>	<u>2021</u>
<u>CASH FLOWS - OPERATING ACTIVITIES</u>		
Change in net assets	\$ 16,977	\$ (375,381)
Adjustments to reconcile change in net assets to net cash provided from (used for) operating activities:		
Depreciation and amortization	217,723	299,396
Imputed interest on long term debt	-	83,210
Changes in certain assets and liabilities affecting operations:		
Grants and contracts receivables	(123,718)	(161,525)
Prepaid expenses	42,387	67,387
Due from related party	(4,350)	72,577
Accounts payable and accrued expenses	202,928	(28,158)
Accrued payroll and benefits	95,244	(158,519)
Due to related party	(1,200)	(113,164)
Deferred revenue	145,904	(20,000)
Deferred lease liability	<u>(55,318)</u>	<u>(73,108)</u>
NET CASH PROVIDED FROM (USED FOR) OPERATING ACTIVITIES	536,577	(407,285)
<u>CASH FLOWS - INVESTING ACTIVITIES</u>		
Purchases of property and equipment	(139,158)	(51,407)
Security deposits	<u>(9,300)</u>	<u>2,650</u>
NET CASH USED FOR INVESTING ACTIVITIES	(148,458)	(48,757)
<u>CASH FLOWS - FINANCING ACTIVITIES</u>		
Repayments on long-term debt	<u>-</u>	<u>(200,000)</u>
NET CASH USED FOR FINANCING ACTIVITIES	<u>-</u>	<u>(200,000)</u>
NET INCREASE (DECREASE) IN CASH AND RESTRICTED CASH	388,119	(656,042)
Cash and restricted cash at beginning of year	347,166	1,003,208
CASH AND RESTRICTED CASH AT END OF YEAR	<u>\$ 735,285</u>	<u>\$ 347,166</u>

GREAT OAKS CHARTER SCHOOL  
STATEMENT OF CASH FLOWS, Cont'd  
YEAR ENDED JUNE 30, 2022  
(With Comparative Totals for 2021)

		Year ended June 30,	
		<u>2022</u>	<u>2021</u>
<u>SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION</u>			
Reconciliation of cash reported within the statements of financial position that sum to the total amounts shown in the statement of cash flows:			
Cash		\$ 660,032	\$ 271,943
Cash in escrow		<u>75,253</u>	<u>75,223</u>
Total cash and restricted cash shown in the statement of cash flows		<u>\$ 735,285</u>	<u>\$ 347,166</u>
<u>NON-CASH OPERATING ACTIVITIES</u>			
In-kind - contributed tutor services and contributed textbooks		<u>\$ 632,998</u>	<u>\$ 612,377</u>

The accompanying notes are an integral part of the financial statements.

GREAT OAKS CHARTER SCHOOL  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2022  
(With Comparative Totals for 2021)

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Charter School

Great Oaks Charter School (the “Charter School”) is an educational corporation that operates as a charter school in Manhattan, New York. On November 5, 2012, the Board of Regents and the Board of Trustees of the University of the State of New York, for and on the behalf of the State Department of Education granted the Charter School a charter valid for a term of five years and renewable upon expiration. On June 14, 2022, the Charter School was awarded a three-year renewal through June 30, 2025. The Charter School was granted a charter for grades 6-12. The Charter School was organized to create a rigorous, supportive middle and high school program that ensures its graduates have the requisite knowledge and habits of mind to earn a degree from a competitive four-year college or University. During the fiscal years 2022 and 2021, the Charter School operated classes for 304 students in grades 6 through 9 and operated classes for 265 students in grades 6 through 8, respectively.

Basis of accounting

The Charter School maintains its books and records on the accrual basis of accounting in conformity with accounting principles generally accepted in the United States of America (GAAP).

Classification of net assets

To ensure observance of limitations and restrictions placed on the use of resources available to the Charter School, the accounts of the Charter School are maintained in accordance with the principles of accounting for not-for-profit Charter Schools. This is the procedure by which resources are classified for reporting purposes into net asset groups, established according to their nature and purpose. Accordingly, all financial transactions have been recorded and reported by net asset group.

Net assets, revenues, gains, and losses are classified based on the existence or absence of donor or grantor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

*Net Assets Without Donor Restrictions*

Net assets available for use in general operations and not subject to donor (or certain grantor) restrictions. The Board of Trustees has discretionary control to use these in carrying on operations in accordance with the guidelines established by the Charter School.

*Net Assets With Donor Restrictions*

Net assets subject to donor (or certain grantor) imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both. The Charter School had no net assets with donor restrictions at June 30, 2022 or 2021.

Revenue recognition

Revenue from Exchange Transactions: The Charter School recognizes revenue in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Update (ASU) 2014-09, Revenue from Contracts with Customers, as amended. ASU 2014-09 applies to exchange transactions with customers that are bound by contracts or similar arrangements and establishes a performance obligation approach to revenue recognition.

GREAT OAKS CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

The Charter School records substantially all revenues over time as follows:

Public school district revenue

The Charter School recognizes revenue as educational programming is provided to students throughout the year. The Charter School earns public school district revenue based on the approved per pupil tuition rate of the public school district in which the pupil resides. The amount received each year from the resident district is the product of the approved per pupil tuition rate and the full-time equivalent student enrollment of the School. Each NYS school district has a fixed per pupil tuition rate which is calculated annually by NYSED in accordance with NYS Education Law. Amounts are billed in advance every other month and payments are typically received in six installments during the year. At the end of each school year, a reconciliation of actual enrollment to billed enrollment is performed and any additional amounts due or excess funds received are agreed upon between the Charter School and the district(s) and are paid or recouped. Additional funding is available for students requiring special education services. The amount of additional funding is dependent upon the length of time and types of services provided by the Charter School to each student, subject to a maximum amount based upon a set rate for each district as calculated by NYSED.

Rental assistance

Facilities rental assistance funding is provided by the New York City Dept of Education (NYCDOE) to qualifying charter schools located in the five boroughs of NYC. In order to receive rental assistance funding, a charter school must have commenced instruction or added grade levels in the 2014-15 school year or thereafter, and go through a space request process with the NYCDOE. If NYCDOE is not able to provide adequate space, the charter school can become eligible for rental assistance. Rental assistance is calculated as the lesser of 30% of the per-pupil tuition rate for NYC times the number of students enrolled, or actual total rental costs. As rental assistance is based on the number of students enrolled, revenue is recognized throughout the year as educational programming is provided to students.

The following table summarizes contract balances at their respective statement of financial position dates:

		June 30,	
	2022	2021	2020
Grants and contracts receivables	\$ -	\$ 15,926	\$ 57,654
Accounts payable and accrued expenses	\$ 28,405	\$ -	\$ -

Contributions

The Charter School recognizes contributions when cash, securities or other assets, an unconditional promise to give, or a notification of a beneficial interest is received. Conditional promises to give, that is, those with a measurable performance or other barrier, and a right of return, are not recognized until the conditions on which they depend have been substantially met.

Contributions and unconditional promises to give are recorded as revenue in the appropriate class of net assets depending on the existence of any donor restrictions. A contribution that is received and expended in the same period for a specific purpose is classified as revenue without donor restrictions.



GREAT OAKS CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Grant revenue

Some of the Charter School's revenue is derived from cost-reimbursable federal and state contracts and grants, which are conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when the Charter School has incurred expenditures in compliance with specific contract or grant provisions. Certain grants are subject to audit and retroactive adjustments by its funders. Any changes resulting from these audits are recognized in the year they become known. Qualifying expenditures that have been incurred but are yet to be reimbursed are reported as grants and contracts receivable in the accompanying statement of financial position. Amounts received prior to incurring qualifying expenditures are reported as deferred revenue in the accompanying statement of financial position, which amounted to approximately \$145,900 and \$- at June 30, 2022 and 2021, respectively.

Cash

Cash balances are maintained at financial institutions located in New York and are insured by the Federal Deposit Insurance Corporation up to \$250,000 at each institution. In the normal course of business, the cash account balances at any given time may exceed insured limits. However, the Charter School has not experienced any losses in such accounts and does not believe it is exposed to significant risk in cash.

Cash in escrow

The Charter School maintains cash in an escrow account, pursuant to its Charter Agreement, to pay off expenses in the event of dissolution of the Charter School. The amount in escrow was approximately \$75,000 at June 30, 2022 and 2021.

Grants and contracts receivables

Grants and contracts receivables are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts based on its assessment of the current status of individual receivables from grants, agencies and others. Balances that are still outstanding after management has used reasonable collection efforts are written off against the allowance for doubtful accounts. There was no allowance for doubtful accounts at June 30, 2022 and 2021.

Property and equipment

Property and equipment are recorded at cost. Depreciation and amortization are computed using the straight-line method on a basis considered adequate to depreciate the assets over their estimated useful lives, which range from three to seven years. Items with a cost of \$2,500 or more and an estimated useful life of more than one year are capitalized. Leasehold improvements are being amortized over the term of the lease or the useful life of the improvement, whichever is shorter.

Deferred lease liability

The Charter School leases its facility. The lease contains pre-determined fixed escalations of the base rent. In accordance with GAAP, the Charter School recognizes the related rent expense on a straight-line basis and records the difference between the recognized rental expense and the amounts paid under the lease as a deferred lease liability.

GREAT OAKS CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Tax exempt status

The Charter School is a tax-exempt organization under section 501(c)(3) of the Internal Revenue Code and applicable state regulations and, accordingly, is exempt from federal and state taxes on income.

The Charter School files Form 990 tax returns in the U.S. federal jurisdiction. The tax returns for the years ended June 30, 2019 through June 30, 2022 are still subject to potential audit by the IRS. Management of the Charter School believes it has no material uncertain tax positions and, accordingly it will not recognize any liability for unrecognized tax benefits.

Marketing costs

The Charter School expenses marketing costs as they are incurred. Total marketing and recruiting costs approximated \$9,100 and \$46,000 for the years ended June 30, 2022 and 2021, respectively.

Contributed services

The Charter School receives transportation services, metro cards, certain special education services and physical, occupational, vision, hearing, and speech therapy for students from the local district as part of the district's responsibility for students from their district.

Gifts-In-kind

Gifts and donations other than cash are recorded at fair market value at the date of contribution. In-kind contributions consist of services of tutors paid for by Great Oaks Foundation, Inc. ("GOF"). The Charter School valued the contributed tutor services by utilizing the actual payroll totals GOF paid the tutors that worked for the Charter School during the fiscal year. The Charter School recorded \$619,148 and \$612,377 of in-kind tutor services during the years ended June 30, 2022 and 2021, respectively. The Charter School also received contributed textbooks. In valuing the contributed textbooks, the Charter School estimated the fair value based upon comparable textbooks across the industry. There were no associated donor restrictions with the contributed tutor services or textbooks.

The table below outlines the program utilizations:

Contributed Nonfinancial Assets	June 30,			
	2022		2021	
	Program			
	Regular education	Special education	Total	Total
Tutor services	\$ 472,448	\$ 146,700	\$ 619,148	\$ 612,377
Text books - supplies and materials	10,568	3,282	13,850	-
	<u>\$ 483,016</u>	<u>\$ 149,982</u>	<u>\$ 632,998</u>	<u>\$ 612,377</u>

GREAT OAKS CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Use of estimates in the preparation of financial statements

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

Comparatives for year ended June 30, 2021

The financial statements include certain prior year summarized comparative information in total but not by net asset class or functional classification. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the Charter School's financial statements for the year ended June 30, 2021, from which the summarized information was derived.

Adoption of new accounting standard - gifts-in-kind

In September 2020, the FASB issued a new accounting update to improve transparency in the reporting of contributed nonfinancial assets, also known as gifts-in-kind. The update requires not-for-profit entities to present contributed nonfinancial assets separately on the statement of activities, apart from contributions of cash and other financial assets. In addition, the update requires not-for-profit entities to disclose in the notes to the financial statements a breakout of the different types of gifts-in-kinds recognized, any donor restrictions associated with the gift, the valuation technique(s) used to arrive at the fair value measure, whether or not the gift-in-kind was monetized, and any policies on monetization. The update is effective for fiscal years beginning after June 15, 2021 and is being applied on a retrospective basis. The Charter School adopted this standard during the year ended June 30, 2022.

New accounting pronouncements - leases

In February 2016, the FASB issued a new standard related to leases to increase transparency and comparability among entities by requiring the recognition of right-of-use ("ROU") assets and lease liabilities on the statement of financial position. Most prominent among the changes in the standard is the recognition of ROU assets and lease liabilities by lessees for those leases classified as operating leases under current U.S. GAAP. For nonpublic entities, the FASB voted on May 20, 2020, to extend the guidance in this new standard to be effective for fiscal years beginning after December 15, 2021, and interim periods within fiscal years beginning after December 15, 2022. The standard is currently effective for the Charter School's fiscal year ending June 30, 2023. The Charter School is currently evaluating the provisions of this standard to determine the impact the new standard will have on the Charter School's financial position or results of operations.

Reclassifications

Certain prior year amounts have been reclassified to conform with present year presentation.

Subsequent events

The Charter School has conducted an evaluation of potential subsequent events occurring after the statement of financial position date October 13, 2022, which is the date the financial statements are available to be issued. No subsequent events requiring disclosure were noted, except as disclosed in Note D.

GREAT OAKS CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE B: LIQUIDITY AND AVAILABILITY

The Charter School regularly monitors liquidity required to meet its operating needs and other contractual commitments. The Charter School's main source of liquidity is its cash accounts.

For purposes of analyzing resources available to meet general expenditures over a 12-month period, the Charter School considers all expenditures related to its ongoing activities of teaching, and public service as well as the conduct of services undertaken to support those activities to be general expenditures.

In addition to financial assets available to meet general expenditures over the next 12 months, the Charter School operates with a balanced budget and anticipates collecting sufficient revenue to cover general expenditures not covered by donor-restricted resources.

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the statement of financial position date, comprise the following at June 30, 2022 and 2021:

	June 30,	
	2022	2021
Cash	\$ 660,032	\$ 271,943
Grants and contracts receivables	<u>365,341</u>	<u>241,623</u>
Total financial assets available to management for general expenditures within one year	<u>\$ 1,025,373</u>	<u>\$ 513,566</u>

NOTE C: PROPERTY AND EQUIPMENT

Property and equipment consist of the following:

	June 30,	
	2022	2021
Equipment	\$ 708,144	\$ 573,313
Furniture and fixtures	271,765	271,765
Software	21,413	21,413
Leasehold improvements	<u>1,192,877</u>	<u>1,188,550</u>
	2,194,199	2,055,041
Less accumulated depreciation	<u>2,008,835</u>	<u>1,791,112</u>
	<u>\$ 185,364</u>	<u>\$ 263,929</u>

GREAT OAKS CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE D: SCHOOL FACILITY AND TUTOR HOUSING

On June 24, 2015, the Charter School entered into a sublease for the third floor in their location at Delancey Street, New York. The lease commenced on July 1, 2015 and would have expired in February 2022. In April 2021, the lease was amended to extend the lease through August 2023. On May 1, 2018, the Charter School entered into a lease for the second floor in their location at Delancey Street, New York. The rent commencement date was July 1, 2018 and would have expired in August 2021. In April 2021, the lease was amended to extend the lease through August 2023. Rent expense for the years ended June 30, 2022 and 2021 was approximately \$1,264,000 and \$1,186,000 respectively.

The Charter School also leases several apartment units to provide tutors with housing. Leases are renewed annually and rent expense for tutor housing for the years ended June 30, 2022 and 2021 was \$216,650 and \$215,500 respectively.

The future minimum payments required under these agreements are approximately as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2023	\$ 1,382,000
2024	231,000
	<u>\$ 1,613,000</u>

On August 16, 2022, the Great Oaks Foundation signed a lease agreement with the Church of Our Lady of Pompeii ("OLP") for a facility to be the site of the School. The lease agreement will begin no later than August 1, 2023. The term of the lease is for 20 years with a 10 year renewal option. The annual rent is \$1,521,156 for the first year escalating by 2% each subsequent year. The lease includes capital project credits to be allocated across months 9 to 50.

The School is expected to enter into a sublease agreement with the Foundation with terms that align with the lease between the Foundation and OLP.

The expected budget for the buildout of the School is approximately \$3,500,000.

NOTE E: CONTINGENCY

Certain grants and contracts may be subject to audit by funding sources. Such audits might result in disallowance of costs submitted for reimbursement by the Charter School. Management is of the opinion that such disallowances, if any, will not have a material effect on the accompanying financial statements. Accordingly, no amounts have been provided in the accompanying financial statements for such potential claims.

GREAT OAKS CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE F: CONCENTRATIONS

For the years ended June 30, 2022 and 2021, approximately 86% of total operating revenue and support came from per-pupil funding provided by New York State through the New York City Department of Education and NYCDOE rental assistance, respectively. The per-pupil rate is set annually by the State based on the school district in which the Charter School's students are located.

At June 30, 2022, approximately 100% and 93% of grants and contracts receivable were due from federal agencies relating to certain grants, respectively.

NOTE G: RELATED PARTY TRANSACTIONS

The Charter School entered into an academic, tutor and business service agreement with Great Oaks Foundation, Inc. ("GOF"), a not-for-profit organization dedicated to help start and run charter schools. The agreement provides academic, management and other administrative support services to the Charter School. Pursuant to the terms of the agreement, the Charter School shall pay GOF a fee equivalent to 8.5% of the budgeted noncompetitive public revenue of the school for the year. Additionally, in 2017 the agreement was amended to include an additional service fee from the Charter School for each tutor, staff and teacher to the Charter School. The current agreement is effective through June 30, 2023; however, the agreement automatically renews for successive one-year periods until the expiration of the Charter unless the Board of Trustees, by majority vote, or the Foundation declines to renew the agreement. Service fees were \$755,778 and \$681,547 for the years ended June 30, 2022 and 2021, respectively. These amounts are included in professional fees in the accompanying statement of functional expenses.

Approximately \$- and \$1,000 of these service fees were accrued in amounts due to related party on the accompanying statement of financial position at June 30, 2022 and 2021, respectively.

In addition to the service fees described, the Charter School will pay GOF for expenses incurred on the Charter School's behalf. There were no reimbursable expenses accrued in amounts due to related party on the accompanying statement of financial position at June 30, 2022 and 2021.

Approximately \$174,000 and \$170,000 of grant funding is due from GOF to the Charter School at June 30, 2022 and 2021 respectively. This amount is included in due from related party on the accompanying statement of financial position.

NOTE H: LONG-TERM DEBT

In connection with the lease agreement, the Charter School obtained an uncollateralized \$1,100,000 promissory note from Kunskapsskolan USA, Inc. for the leasehold improvements associated with their school space. The loan has an imputed interest rate of 8% per annum. The imputed fair value of the loan at July 1, 2015 was \$900,812. Interest expense for the year ended June 30, 2021 was approximately and \$83,200. The loan was fully paid off as of June 30, 2021 and no interest was incurred during the year ended June 30, 2022.

GREAT OAKS CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE I: PAYCHECK PROTECTION PROGRAM LOAN PAYABLE

In response to the COVID-19 outbreak, in April 2020, the Charter School applied for and was approved by a bank for a loan of \$425,000 through the Paycheck Protection Program established by the Small Business Administration. The loan has a maturity of 2 years and an interest rate of 1%. The loan has the potential for forgiveness provided certain requirements are met by the Charter School. The loan was funded on May 4, 2020. Due to the potential forgiveness, repayment terms have not been finalized as of the report date; therefore, the entire balance is classified as long-term at June 30, 2022 and 2021. In April 2022, the Charter School applied for forgiveness from the Small Business Administration and is awaiting their response.

NOTE J: OPERATING LEASE

The Charter School leases office equipment under a non-cancelable lease agreement at a monthly cost of approximately \$3,500 through September 2025.

The future minimum payments on the lease agreement are approximately as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2023	\$ 24,300
2024	11,800
2025	11,800
2026	3,000
	<u>\$ 50,900</u>

NOTE K: RETIREMENT PLAN

The Charter School sponsors a defined contribution 403(b) plan covering all eligible employees. The Charter School matches 50% of the portion of the elective employee deferrals which does not exceed 4% of the participant's annual compensation. The Charter School may also elect to make additional contributions to the plan on a discretionary basis. The Charter School made contributions of approximately \$17,300 and \$14,600 for the years ended June 30, 2022 and 2021, respectively.

NOTE L: FUNCTIONAL EXPENSES

The financial statements report certain categories of expenses that are attributed to more than one program or supporting function. Therefore, expenses require allocation on a reasonable basis that is consistently applied. All expenses that are allocated to more than one program or supporting function are allocated on the basis of estimates of time and effort.

GREAT OAKS CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE M: FINANCIAL IMPACT OF COVID-19 OUTBREAK

On January 30, 2020, the World Health Organization (“WHO”) announced a global health emergency because of a new strain of coronavirus (the “COVID-19 outbreak”) and the risks to the international community as the virus spreads globally beyond its point of origin. In March 2020, the WHO classified the COVID-19 outbreak as a pandemic, based on the rapid increase in exposure globally. The full impact of the COVID-19 outbreak continues to evolve as of the date of this report. As such, it is uncertain as to the full magnitude that the pandemic will have on the Charter School’s financial condition, liquidity, and future results of operations. Management is actively monitoring the global situation on its financial condition, liquidity, operations, suppliers, industry, and workforce. Given the daily evolution of the COVID-19 outbreak and the global responses to curb its spread, the Charter School is not able to estimate the effects of the COVID-19 outbreak on its results of operations, financial condition, or liquidity for fiscal year 2023.

In response to the COVID-19 outbreak, the Federal Government passed several COVID relief acts which include funding for elementary and secondary education. The Elementary and Secondary School Emergency Relief Fund (ESSER Fund) was established to award grants to state and local educational agencies. The Charter School has recognized \$286,625 and \$88,735 of revenue relative to ESSER grants during the year ended June 30, 2022 and 2021, respectively. As of June 30, 2022, the Charter School has \$788,773 of ESSER grants still available through September 30, 2024 and 2023.



**GREAT OAKS CHARTER SCHOOL**

**REPORT REQUIRED BY GOVERNMENT AUDITING STANDARDS**

INDEPENDENT AUDITOR'S 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*

Board of Trustees  
Great Oaks Charter School

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Great Oaks Charter School, which comprise the statement of financial position as of June 30, 2022 and the related statements of activities and changes in net assets, 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 13, 2022.

***Internal Control over Financial Reporting***

In planning and performing our audit of the financial statements, we considered Great Oaks Charter School'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 opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Great Oaks Charter School's internal control. Accordingly, we do not express an opinion on the effectiveness of Great Oaks Charter School'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 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 over financial reporting that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### ***Compliance and Other Matters***

As part of obtaining reasonable assurance about whether Great Oaks Charter School 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 one instance of noncompliance or other matters that is required to be reported under *Government Auditing Standards* and which is described in the accompanying schedule of prior year findings and responses.

### ***Great Oaks Charter School's Response to Finding***

Great Oaks Charter School's response to the finding identified in our audit is described in the accompanying schedule of prior findings and responses. Great Oaks Charter School's response was not subjected to the auditing procedures applied in the audit in the financial statements and, accordingly, we express no opinion on it.

### ***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 entity'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 entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Mengel, Metzger, Bar & Co. LLP*

Rochester, New York  
October 13, 2022

GREAT OAKS CHARTER SCHOOL

SCHEDULE OF PRIOR YEAR FINDINGS AND RESPONSES

YEAR ENDED JUNE 30, 2022

**Finding 2021-001**

*Statement of condition*

For the 2020-2021 school year, Great Oaks Charter School incurred an enrollment deficiency. The Charter School did not received notification of under enrollment from NYSED.

*Criteria and effect of conditions*

The Charter School did not achieve the 85% threshold allowable under its Charter Agreement that serves as a minimum to indicate a School is maintaining sufficient enrollment demand to “meet or come close to meeting” the enrollment plan outlined in its charter.

*Recommendation*

We recommend the Charter School develop a plan to increase enrollment in conjunction with discussing a reduction in the thresholds with NYSED as a result of the delay in adding additional grades.

*Management’s response*

We concur with the finding. This finding has been reviewed with School leadership. Although notification from NYSED of under-enrollment has yet to be issued so that the School could respond promptly during the school year, corrective action has been taken with the NYSED to seek a waiver due to COVID limitation to recruit, COVID’s impact on the city’s population and the delay in adding grades as referenced in the 2018 charter renewal.

*Current status*

The Charter School incurred an enrollment deficiency in the 2021-2022 school year and did not achieve the 85% threshold allowable under its Charter Agreement that serves as a minimum to indicate a School is maintaining sufficient enrollment demand to “meet or come close to meeting” the enrollment plan outlined in its charter. As of October 13, 2022 the school has not received notification of under enrollment from NYSED. However, the Charter School proactively communicated with NYSED and has submitted a plan to reduce their enrollment plan in their charter renewal that is effective July 1, 2022. This reduction plan is being reviewed by NYSED and is expected to be approved.

GREAT OAKS CHARTER SCHOOL

SCHEDULE OF PRIOR YEAR FINDINGS AND RESPONSES, Cont'd

YEAR ENDED JUNE 30, 2022

**Finding 2018-002**

Statement of condition

During the 2018 audit, the prior auditors noted that due to the vacancy in the controller position, many accounts were not reconciled during the school year.

Criteria and effect of conditions

The Charter School should update and reconcile all material accounts on an ongoing basis.

At year end, the general ledger required significant entries to be recorded to reconcile many of the general ledger balances. This also delayed the audit process.

Recommendation

We recommend that the Charter School establish procedures to ensure that all material general ledger accounts be reconciled and reviewed on a monthly basis.

Management's response

We concur with the finding. The finding has been reviewed with management and staff. Corrective action has been taken and new procedures have already been implemented to reconcile all accounts on a monthly basis.

Prior year status

During our 2019 audit, we noted through the hiring of a new Chief Financial Officer and an outside accountant material general ledger accounts were reconciled, with the exception of accrued expenses which required a significant audit adjustment. We recommend the Charter School keep appropriate details regarding what accrued expenses consist of and ensure that this is reconciled and reviewed on a monthly basis.

Management's response

We concur with the finding. The finding has been reviewed with the School management and staff. Corrective action and new procedures have been implemented to keep the detailed expenses by vendor of the accrued expenses separate, and to ensure they are reconciled and reviewed on a monthly basis.

Prior year status

During our 2020 audit, we noted a significant number of general ledger accounts were not reconciled and required a significant number of adjusting entries throughout the audit process. We also noted all revenue was not recorded, which required a significant audit adjustment. We recommend the Charter School ensure all general ledger accounts are reconciled and reviewed on a monthly basis. We consider this finding to be a significant deficiency which also delayed the audit process.

Management's response

We concur with the finding. This finding has been reviewed with the School management and finance staff. Corrective action has been taken so that general ledger accounts are reviewed and reconciled on a monthly basis. Specific focus will be given to the revenue and accrued expense accounts.

GREAT OAKS CHARTER SCHOOL

SCHEDULE OF PRIOR YEAR FINDINGS AND RESPONSES, Cont'd

YEAR ENDED JUNE 30, 2022

**Finding 2018-002, Cont'd**

Prior year status

During our 2021 audit, we noted a significant number of general ledger accounts were not reconciled and required a significant number of adjusting entries throughout the audit process. We noted all revenue was not recorded, credit card liability and related expenditures were not recorded, which all required significant audit adjustments. Accrued payroll and related payroll tax liability was not reconciled or recorded, which required a material audit adjustment. We recommend the Charter School ensure all general ledger accounts are reconciled and reviewed on a monthly basis. We consider this finding to be a material weakness which also delayed the audit process.

Management's response

We concur with the finding and the importance of reconciling and reviewing general ledger accounts on a monthly basis. This finding has been reviewed with the School management and finance staff. Corrective action has been taken so that general ledger accounts are reviewed and reconciled on a monthly basis with a specific focus on revenue recognition, credit card liability and accrued payroll and related tax liability.

Current status

During our 2022 audit, we noted a significant improvement in the reconciliation of general ledger accounts and adjusting journal entries were not necessary.

GREAT OAKS CHARTER SCHOOL

SCHEDULE OF PRIOR YEAR FINDINGS AND RESPONSES, Cont'd

YEAR ENDED JUNE 30, 2022

**Finding 2018-003**

*Statement of condition*

During the 2018 audit, the prior auditors noted that rent expense was recorded based on actual rent payments.

*Criteria and effect of conditions*

Rent expense should be recorded on the straight-line basis over the term of the lease. Management did not analyze the impact to the general ledger.

A journal entry for \$132,419 was required to correct rent expense.

*Recommendation*

We recommend that rent should be recorded based on the straight-line basis in the future.

*Management's response*

We concur with the finding. The finding has been reviewed with management and staff. Corrective action has been taken and the rent is going to be recorded on the straight-line basis on a monthly basis.

*Prior year status*

During our 2019 audit, we noted that the outside accountant made adjustments to record the rent expense on a straight-line basis. However, additional adjustments were required to account for fixed operating expenses included in the lease agreements. We recommend the Charter School incorporate these fixed expenses into their calculation of deferred rent going forward.

GREAT OAKS CHARTER SCHOOL

SCHEDULE OF PRIOR YEAR FINDINGS AND RESPONSES, Cont'd

YEAR ENDED JUNE 30, 2022

**Finding 2018-003, Cont'd**

Management's response

We concur with the finding. The finding has been reviewed with the School management and staff. Corrective action and new procedures have been implemented to incorporate fixed operating expenses of the lease into the deferred rent calculation. This account will be reviewed and reconciled monthly.

Prior year status

During our 2020 audit, we noted the adjustments to record the rent expense on a straight line basis, includes the additional adjustments to account for fixed operating expenses included in the lease agreements were made. However, we noted an adjustment made to rent expense for \$19,250 that needed to be reversed. We recommend the Charter School reconcile the accounts to ensure proper account balances.

Management's response

We concur with the finding. This finding has been reviewed with the School management and finance staff. Corrective action has been taken so that rent, which is recorded on a straight-line basis with adjustments for fixed operating expenses included in the lease agreement, will be reviewed and reconciled on a monthly basis by the finance team to ensure proper account balances.

Prior year status

During our 2021 audit, we noted the adjustments to record the rent expense on a straight line basis were not made, which required a significant audit adjustment. We recommend the Charter School reconcile the accounts to ensure proper account balances.

Management's response

We concur with the finding. This finding has been reviewed with the School management and finance staff. Corrective action has been taken so that straight line rent including fixed operating expenses will be reviewed and reconciled monthly to ensure proper account balances.

Current status

During our 2022 audit, we noted the adjustments to record the rent expense on a straight line basis were made, and no adjustment was necessary.



**GREAT OAKS CHARTER SCHOOL**

**REPORT TO THE FINANCE COMMITTEE**

**JUNE 30, 2022**

October 13, 2022

Finance Committee  
Great Oaks Charter School

We have audited the financial statements of Great Oaks Charter School as of and for the year then ended June 30, 2022, and have issued our report thereon dated October 13, 2022. Professional standards require that we advise you of the following matters relating to our audit.

#### **Our Responsibility in Relation to the Financial Statement Audit**

As communicated in our engagement letter dated June 10, 2022, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of its respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of Great Oaks Charter School solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We have provided our comments regarding other matters noted during our audit in the schedule of findings and responses attached to the financial statements.

#### **Planned Scope and Timing of the Audit**

We conducted our audit consistent with the planned scope and timing we previously communicated to management.

## **Compliance with All Ethics Requirements Regarding Independence**

The engagement team, others in our firm, as appropriate, and our firm have complied with all relevant ethical requirements regarding independence. Safeguards in place to eliminate or reduce threats to independence to an acceptable level include a skilled, knowledgeable and experienced CFO and Finance Committee who review draft financial statements prior to issuance and accepts responsibility for them.

## **Significant Risks Identified**

We are required to report to those charged with governance significant risks identified which impacted our audit approach.

We have identified the following significant risks during the performance of our risk assessment procedures:

- Management override
- Improper revenue recognition
- Improper allocation of expenses to grants
- Misappropriation of assets

## **Qualitative Aspects of the Entity's Significant Accounting Practices**

### *Significant Accounting Policies*

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by Great Oaks Charter School is included in Note A to the financial statements. As described in Note A to the financial statements, during the year, the Charter School adopted new guidance for gifts-in-kind (ASU 2020-07). No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

### *Significant Accounting Estimates*

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements are the allocations of costs for the statement of functional expenses and the collectability of grants receivable. We evaluated the key factors and assumptions used to develop the estimates and determined that they are reasonable in relation to the basic financial statements taken as a whole.

### *Financial Statement Disclosures*

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting Great Oaks Charter School financial statements relate to revenue and support recognition, concentrations, and the impacts of the COVID-19 pandemic, which is referred to in the notes of the financial statements.

#### **Identified or Suspected Fraud**

We have not identified nor have we obtained information that indicates that fraud may have occurred.

#### **Significant Difficulties Encountered during the Audit**

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

#### **Uncorrected and Corrected Misstatements**

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole. In addition, professional standards require us to communicate to you all material and significant, corrected misstatements that were brought to the attention of management as a result of our audit procedures. We did not identify any material corrected misstatements during the audit.

#### **Disagreements with Management**

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to Great Oaks Charter School's financial statements or the auditor's report. We are pleased to report no such disagreements arose during the course of the audit.

#### **Representations Requested from Management**

We have requested certain written representations from management, which are included in the management representation letter.

#### **Management's Consultations with Other Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

## Other Significant Matters, Findings or Issues

In the normal course of our professional association with Great Oaks Charter School, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, business conditions affecting the entity, and business plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as Great Oaks Charter School' auditors.

\* \* \* \* \*

Should you desire further information concerning these matters, Ray Jacobi will be happy to meet with you at your convenience.

This report is intended solely for the information and use of the Board of Trustees, Finance Committee and management of Great Oaks Charter School and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

*Mengel, Metzger, Barr & Co. LLP*

MENGEL, METZGER, BARR & CO. LLP



# Certificate of Occupancy

CO Number: 1087549-0000003

This certifies that the premises described herein conforms substantially to the approved plans and specifications and to the requirements of all applicable laws, rules and regulations for the uses and occupancies specified. No change of use or occupancy shall be made unless a new Certificate of Occupancy is issued. *This document or a copy shall be available for inspection at the building at all reasonable times.*

A.	<b>Borough:</b> MANHATTAN <b>Address:</b> 40 DELANCY STREET <b>Building Identification Number(BIN):</b> 1087549	<b>Block Number:</b> 420 <b>Lot Number(s):</b> 7501 <b>Additional Lot Number(s):</b> <b>Application Type:</b> NB - NEW BUILDING	<b>Full Building Certificate Type:</b> Temporary <b>Date Issued:</b> 09/09/2022
<b>This building is subject to this Building Code:</b> 1968			
<b>This Certificate of Occupancy is associated with job#</b> 102491590-01			
B.	<b>Construction Classification:</b> I-C: 2 HOUR PROTECTED <b>Building Occupancy Group classification:</b> R-2 - RESIDENTIAL: APARTMENT HOUSES <b>Multiple Dwelling Law Classification:</b> HAEA		
	<b>No. of stories:</b> 17	<b>Height in feet:</b> 198	<b>No. of dwelling units:</b> 51
C.	<b>Fire Protection Equipment:</b> Sprinkler System, Standpipe System		
D.	<b>Parking Spaces and Loading Berths:</b> Open Parking Spaces: 0 Enclosed Parking Spaces: 34 Total Loading Berths: Not available		
E.	<b>This Certificate is issued with the following legal limitations:</b> Restrictive Declaration: None      Zoning Exhibit: None BSA Calendar Number(s): None      CPC Calendar Number(s): None		
<b>Borough Comments:</b>			

Borough Commissioner

Commissioner



## Permissible Use and Occupancy

FLOOR	Occ Group	Max. Persons Permitted	Live Loads (lbs per sq ft)	Zoning Use Group	Dwelling or Rooming Units	Job Reference	Certificate of Occupancy Type	CO Expiration Date
						102491590	Temporary	12/08/2022
						Exceptions:		
						102491590	Temporary	12/08/2022
						Exceptions:		
						102491590	Temporary	12/08/2022
						Exceptions:		
						102491590	Temporary	12/08/2022
						Exceptions:		
						102491590	Temporary	12/08/2022
						Exceptions:		
						102491590	Temporary	12/08/2022
						Exceptions:		



## Permissible Use and Occupancy

FLOOR	Occ Group	Max. Persons Permitted	Live Loads (lbs per sq ft)	Zoning Use Group	Dwelling or Rooming Units	Job Reference	Certificate of Occupancy Type	CO Expiration Date
						102491590	Temporary	12/08/2022
						Exceptions:		
						102491590	Temporary	12/08/2022
						Exceptions:		
						102491590	Temporary	12/08/2022
						Exceptions:		
						102491590	Temporary	12/08/2022
						Exceptions:		
						102491590	Temporary	12/08/2022
						Exceptions:		
						102491590	Temporary	12/08/2022
						Exceptions:		





## Permissible Use and Occupancy

FLOOR	Occ Group	Max. Persons Permitted	Live Loads (lbs per sq ft)	Zoning Use Group	Dwelling or Rooming Units	Job Reference	Certificate of Occupancy Type	CO Expiration Date
							Temporary	12/08/2022
							Temporary	12/08/2022
							Temporary	12/08/2022
							Temporary	12/08/2022
							Temporary	12/08/2022



## Permissible Use and Occupancy

FLOOR	Occ Group	Max. Persons Permitted	Live Loads (lbs per sq ft)	Zoning Use Group	Dwelling or Rooming Units	Job Reference	Certificate of Occupancy Type	CO Expiration Date
							Temporary	12/08/2022
							Temporary	12/08/2022

CofO Comments:

Borough Commissioner

Commissioner



**Tesco Fire Services Inc.**  
License # 12000270662  
51-05 Flushing Ave, #208  
Maspeth, NY 1137

Tel: 917-705-9658  
Fax: 718-228-9194  
[NYC MBE Cert #MWCERT2015-293](#)  
[www.TescoFireServices.com](http://www.TescoFireServices.com)

## **Inspection, Maintenance and Service Agreement for Fire Alarm System and Associated Components**

**Tesco Fire Services Inc.** hereinafter called the "**Contractor**" and "**Great Oaks Charter School**" called the "**Client**" hereby agrees on this the 18th day of January 2022 to the performance of certain services described herein at client premises:

**Client:**

Great Oaks Charter School  
38 Delancey Street  
New York, NY 10002

**Premises to be Serviced:**

Great Oaks Charter School  
38 Delancey Street  
New York, NY 10002

**The contractor will perform the following services:**

(A) Clean and inspect all Fire Alarm Equipment and components on a semi-annual basis with routine adjustments as needed. Test and maintain the system and all related components in accordance with all provisions of NFPA-72 and the N.Y.C Fire Department.

(B) All Cleaning and inspection of Fire Alarm Equipment and components shall be performed during normal business hours, including Nights and weekends, as agreed to and deemed appropriate by the Property Manager.

(C) Purge System (if applicable): Semi-Annually activate each floor and verify proper activation of associated fans and dampers.

NOTE: Tesco Fire Services, Inc. is not responsible for dampers, fans, switches or any other mechanical equipment being controlled or monitored by our modules. We are also not responsible for the design and the air flow volume calculations. All mechanical equipment associated with the post fire smoke purge system is to be maintained and/or repaired as necessary by the building's mechanical contractor.

(D) Logbooks for the fire alarm system shall be supplied and filled out after each inspection by Tesco Fire Services, Inc. (as required by F.D.N.Y.).

(E) Shall be On-Call 24/7 with maximum of 4-hour response time for emergency related issues at prevailing rates as per terms and conditions within this contract.

**Contract Length & Renewals:**

This Contract shall remain in effect for Five (5) years from its date and shall be self-renewing at a 3% increase per year until cancelled in writing by either party. This agreement may be terminated by either party during the contract period with written notice provided to the other party with thirty (30) days' notice and provided all outstanding invoices for services rendered be paid by the Client.

# Great Oaks High School-NYC 2021-2022 Instructional Calendar

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

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

- 3** No Classes: Staff Professional Development  
**14** Last Day: Quarter 2  
**17** M.L.K. Day  
**24-28** Regents/Midterms

19 School Days

- 9-20** School Closed: Staff Professional Development  
**23-25** Student Orientation  
**26** First Day of Classes

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

7 School Days

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

- 21-25** Midwinter Recess

15 School Days

- 6** Labor Day

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

21 School Days

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

- 23** Student-Led Conference

23 School Days

- 6** Student-Led Conference  
**11** Indigenous People's Day  
**22** Last Day: Quarter 1

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

20 School Days

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

- 8** Last Day: Quarter 3  
**15** Good Friday  
**18-22** Spring Recess

15 School Days

- 24-26** Thanksgiving Recess

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

19 School Days

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

- 30** Memorial Day

21 School Days

- 8** Student-Led Conference  
**21-31** Winter Recess

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

13 School Days

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

- 15-23** Regents Exams  
**20** Juneteenth Day  
**24** Last Day of School (Half-Day)

17 School Days



# Great Oaks Middle School-NYC 2021-2022 Instructional Calendar

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

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

- 3** No Classes: Staff Professional Development  
**14** Last Day: Quarter 2  
**17** M.L.K. Day

19 School Days

- 9-20** School Closed: Staff Professional Development  
**23-25** Student Orientation  
**26** First Day of Classes

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

7 School Days

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

- 21-25** Midwinter Recess

15 School Days

- 6** Labor Day

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

21 School Days

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

- 23** Student-Led Conference  
**29-30** ELA State Exam

23 School Days

- 6** Student-Led Conference  
**11** Indigenous People's Day  
**22** Last Day: Quarter 1

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

20 School Days

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

- 8** Last Day: Quarter 3  
**11-15** Spring Recess  
**26-27** Math State Exam

16 School Days

- 24-26** Thanksgiving Recess

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

19 School Days

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

- 30** Memorial Day

21 School Days

- 8** Student-Led Conference  
**21-31** Winter Recess

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

13 School Days

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

- 6** Science State Exam (8th Grade)  
**20** Juneteenth Day  
**23** Last Day of School (Half-Day)

16 School Days

