

Application: International Charter School of New York

Joseph Valdes - jvaldes@icsnyc.org
Annual Reports

Summary

ID: 0000000256

Status: Annual Report Submission

Entry 1 School Info and Cover Page

Completed Aug 3 2020

[Instructions](#)

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

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

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

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

INTERNATIONAL CHARTER SCHOOL OF NEW YORK (THE) 331300861079

a1. Popular School Name

ICSNYC

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

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

SUNY BOARD OF TRUSTEES

c. DISTRICT / CSD OF LOCATION

CSD #13 - BROOKLYN

d. DATE OF INITIAL CHARTER

11/2014

e. DATE FIRST OPENED FOR INSTRUCTION

8/2015

h. SCHOOL WEB ADDRESS (URL)

<https://www.icsnyc.org/>

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

549

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

406

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

Check all that apply

Grades Served

K, 1, 2, 3, 4, 5

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

No

FACILITIES INFORMATION

m. FACILITIES

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

	Yes, 2 sites
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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	55 Willoughby Street	718-305-4199	NYC CSD 13	K-1	K-1

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Emily Chocolaad			echocolaad@icsnyc.org
Operational Leader	Adriana Ortiz			aortiz@icsnyc.org
Compliance Contact	Matthew Levey			matthew@icsnyc.org
Complaint Contact	Matthew Levey			matthew@icsnyc.org
DASA Coordinator	Annie Harris Kornblith			aharriskornblith@icsnyc.org
Phone Contact for After Hours Emergencies	Adriana Ortiz			aortiz@icsnyc.org

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

Private Space

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

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

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

Site 1 Certificate of Occupancy (COO)

[47-55 Willoughby Certificate of Occupancy.pdf](#)

Filename: 47-55 Willoughby Certificate of Occupancy.pdf **Size:** 37.1 kB

Site 1 Fire Inspection Report

[ICS 55 Willoughby Fire Department Inspection 2019.pdf](#)

Filename: ICS 55 Willoughby Fire Department Inspection 2019.pdf **Size:** 1.1 MB

School Site 2

m2. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 2	9 Hanover Place	718-305-4199	NYC CSD 13	2-5	2-5

m2a. Please provide the contact information for Site 2.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Emily Chocolaad			echocolaad@icsnyc.org
Operational Leader	Adriana Ortiz			aortiz@icsnyc.org
Compliance Contact	Matthew Levey			matthew@icsnyc.org
Complaint Contact	Matthew Levey			matthew@icsnyc.org
DASA Coordinator	Annie Harris Kornblith			aharriskornblith@icsnyc.org
Phone Contact for After Hours Emergencies	Adriana Ortiz			aortiz@icsnyc.org

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

Private Space

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

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

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

Site 2 Certificate of Occupancy (COO)

[9 Hanover Certificate of Occupancy.pdf](#)

Filename: 9 Hanover Certificate of Occupancy.pdf **Size:** 35.9 kB

Site 2 Fire Inspection Report

[ICS 9 Hanover Fire Department Inspection 2019.pdf](#)

Filename: ICS 9 Hanover Fire Department Inspection 2019.pdf **Size:** 501.3 kB

CHARTER REVISIONS DURING THE 2019-2020 SCHOOL YEAR

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

No

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

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

Yes

ATTESTATION

p. Individual Primarily Responsible for Submitting the Annual Report.

Name	Matthew Levey
Position	Executive Director
Phone/Extension	718-305-4199
Email	matthew@icsnyc.org

p. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand 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. Check **YES if you 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



Signature, President of the Board of Trustees



Date

Jul 31 2020

Thank you.



Entry 2 NYS School Report Card

Completed Aug 3 2020

[**Instructions**](#)

SUNY-authorized charter schools only

Provide a direct web link to the most recent New York State School Report Card for the charter school

(See <https://reportcards.nysed.gov/>) . This report captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State statute (8 NYCRR 119.3).

Entry 2 NYS School Report Card Link

INTERNATIONAL CHARTER SCHOOL OF NEW YORK (THE) 331300861079

NEW YORK STATE REPORT CARD

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

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

<https://data.nysed.gov/profile.php?instid=800000083989>

Entry 3 Progress Toward Goals

Incomplete Hidden from applicant

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

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

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

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

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

1. ACADEMIC STUDENT PERFORMANCE GOALS

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

2019-20 Progress Toward Attainment of Academic Goals

	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				
Academic Goal 2				
Academic Goal 3				
Academic Goal 4				
Academic Goal 5				
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

2. Do have more academic goals to add?

(No response)

2019-2020 Progress Toward Attainment of Academic Goals

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

3. Do have more academic goals to add?

(No response)

2019-2020 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Meet	If not met, describe efforts the school will take to meet goal. If unable to assess

				goal, type N/A for Not Applicable
Academic Goal 21				
Academic Goal 22				
Academic Goal 23				
Academic Goal 24				
Academic Goal 25				
Academic Goal 26				
Academic Goal 27				
Academic Goal 28				
Academic Goal 29				
Academic Goal 30				
Academic Goal 31				
Academic Goal 32				
Academic Goal 33				
Academic Goal 34				
Academic Goal 35				
Academic Goal 36				
Academic Goal 37				
Academic Goal 38				
Academic Goal 39				
Academic Goal 40				

4. ORGANIZATION GOALS

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

2019-2020 Progress Toward Attainment of Organization Goals

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

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

5. Do have more organizational goals to add?

(No response)

6. FINANCIAL GOALS

2019-2020 Progress Toward Attainment of Financial Goals

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

7. Do have more financial goals to add?

(No response)

2019-2020 Progress Toward Attainment of Financial Goals

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

Thank you.

Entry 3 Accountability Plan Progress Reports

Completed Sep 15 2020

Instructions

SUNY-Authorized Charter Schools ONLY

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

[2019-20-ICSNYC-Accountability-Plan-Progress-Report-K-5](#)

Filename: 2019 20 ICSNYC Accountability Plan Pr 4RYAvfT.docx Size: 112.6 kB

Entry 7 Disclosure of Financial Interest Form

Completed Aug 3 2020

Instructions - Multiple Uploads Permitted

Required of ALL Charter Schools by August 3

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

complete a signed:

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

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

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

[Combined](#)

Filename: Combined.pdf **Size:** 3.6 MB

Entry 8 BOT Membership Table

Completed Aug 3 2020

Instructions

Required of All charter schools

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

Entry 8 BOT Table

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

INTERNATIONAL CHARTER SCHOOL OF NEW YORK (THE) 331300861079

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

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	Trustee Name and Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2019-2020
1	Kenneth [REDACTED]	Trustee/Member	Finance	Yes	2	11/14/2014	7/31/2021	10
2	Mark Carhart [REDACTED]	Chair	Finance, Governance	Yes	2	5/2/2016	7/31/2022	11
3	Monir Hoque, [REDACTED]	Vice Chair	Finance	Yes	2	11/14/2014	7/1/2021	9
4	Mike Nigro, [REDACTED]	Treasurer	Finance	Yes	1	3/12/2018	7/1/2021	11
5	Joseph Lewis Jr. [REDACTED]	Secretary	Academic	Yes	2	11/14/2014	7/1/2021	10
6	Eve Martinez, [REDACTED]	Parent Rep	Finance	Yes	2	7/1/2017	07/31/2021	9
	Maya [REDACTED]							

7	[REDACTED]	Trustee/Member	Governance		1	04/09/2018	7/1/2021	10
8	Oluwake mi Omotunde, [REDACTED]	Parent Rep	Academic	Yes	1	7/1/2019	7/1/2020	9
9	Lindsay Malanga, [REDACTED]	Trustee/Member	Academic	Yes	2	06/07/2016	11/30/2019	9

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

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total Number of BOT Members on June 30, 2020	9
b.Total Number of Members Added During 2019-2020	2
c. Total Number of Members who Departed during 2019-2020	2
d.Total Number of members, as set in Bylaws, Resolution or Minutes	9

3. Number of Board meetings held during 2019-2020

10

4. Number of Board meetings scheduled for 2020-2021

12

Thank you.

Entry 9 Board Meeting Minutes

Completed Aug 3 2020 Hidden from applicant

Instructions

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

[03](#)

Filename: 03.09.2020 final.pdf **Size:** 64.4 kB

[02](#)

Filename: 02.20.2020 final.pdf **Size:** 65.4 kB

[04](#)

Filename: 04.14.2020.pdf **Size:** 64.5 kB

[07](#)

Filename: 07.15.19 Minutes.pdf **Size:** 89.4 kB

[09](#)

Filename: 09.06.2019.pdf **Size:** 49.4 kB

[05](#)

Filename: 05.14.20 Final.pdf **Size:** 188.8 kB

[06](#)

Filename: 06.2020 final.pdf **Size:** 68.5 kB

[12](#)

Filename: 12.9.2019 final.pdf **Size:** 56.9 kB

[11](#)

Filename: 11.12.2019.pdf **Size:** 59.8 kB

[10](#)

Filename: 10.07.2019.pdf **Size:** 69.4 kB

Entry 10 Enrollment & Retention

Completed Aug 3 2020

Instructions for submitting Enrollment and Retention Efforts

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

Entry 10 Enrollment and Retention of Special

Populations

Instructions for Reporting Enrollment and Retention Strategies

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

INTERNATIONAL CHARTER SCHOOL OF NEW YORK (THE) 331300861079

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2019-2020	Describe Recruitment Plans in 2020-2021
Economically Disadvantaged	<p>ICS hired a full time community relations and outreach associate dedicated to recruitment and support of families eligible for free and reduced-price lunch. This staff member was charged with ensuring that the school builds strong partnerships with organizations in the neighborhoods surrounding the school, and in areas of CSD 13 that have high percentages of families receiving free and reduced-price lunch (FRL).</p> <p>Our admissions policy provides for lottery preference for incoming families eligible for free and reduced-price lunch.</p> <p>ICS provides subsidy for FRL families for extracurriculars as needed. The school has updated the accessibility and functionality</p>	<p>ICS will continue to expand and enrich our recruitment efforts in the 20-21 school year through a newly formed Diversity Committee, a partnership with Brooklyn Prospect Charter School and hiring a part-time community outreach coordinator.</p> <p>Our admissions policy provides for lottery preference for incoming families eligible for free and reduced-price lunch.</p> <p>ICS provides subsidy for FRL families for extracurriculars as needed. The school has updated the accessibility and functionality of our website based on community feedback.</p>

	<p>of our website based on community feedback.</p>	
<p>English Language Learners/Multilingual Learners</p>	<p>The school website, phone menu and application are available in multiple languages. (English, French, German, Russian, Mandarin and Spanish)</p> <p>Spanish translation is offered at our admissions information sessions, with other languages available upon request. Additional outreach is provided by multilingual staff throughout the year and on an as-needed basis.</p> <p>All marketing, school materials and communications are available in Spanish and English - and translated frequently as needed.</p>	<p>The school website, phone menu and application are available in multiple languages. (English, French, German, Russian, Mandarin and Spanish)</p> <p>Spanish translation is offered at our admissions information sessions, with other languages available upon request. Additional outreach is provided by multilingual staff throughout the year and on an as-needed basis.</p> <p>All marketing, school materials and communications are available in Spanish and English - and translated frequently as needed.</p> <p>ICS has hired a TESOL certified teacher to support ELLs across all grades.</p>
<p>Students with Disabilities</p>	<p>ICS offers ICT classes at each grade level, as well as specialized therapists for OT, PT and Speech. This information is presented on our website, in parent resource materials and at parent information sessions</p> <p>The ILT reaches out to each family with an IEP to understand the nature of the mandated services before the student enrolls to begin building supports prior to the SY.</p>	<p>ICS offers ICT classes at each grade level, as well as specialized therapists for OT, PT and Speech. This information is presented on our website, in parent resource materials and at parent information sessions</p> <p>The ILT reaches out to each family with an IEP to understand the nature of the mandated services before the student enrolls to begin building supports prior to the SY.</p> <p>ICS corresponds with the directors of pre K programs that</p>

	<p>ICS corresponds with the directors of pre K programs that specialize in serving children with disabilities to encourage families who benefit from our programs.</p>	<p>specialize in serving children with disabilities to encourage families who benefit from our programs.</p> <p>We will continue the efforts that were successful in the prior year. Our current SWD population is 15%.</p>
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Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2019-2020	Describe Retention Plans in 2020-2021
Economically Disadvantaged	<p>ICS expanded its efforts to retain FRL families in the 19-20 SY. The School increased funding for after school program scholarships.</p> <p>During COVID, the school provided digital devices and tech assistance to all of our families.</p> <p>Professional development for school leaders and staff was expanded in the Spring, resulting in the formation of teacher and board-led diversity committees. Staff also contributed to workshops aimed at addressing inequity in the school culture and curriculum.</p>	<p>ICS will continue to build out our retention efforts in the coming year. The school has hired outside consultation to work with staff in addressing inequities in the school setting across the year. The BoT has created a Diversity Committee aimed at addressing issues raised by families in recent school surveys, in light of current events. Additionally the school has made efforts to diversify the hiring process.</p>
English Language Learners/Multilingual Learners	<p>Staff continue to address families in their preferred language and support ELLs through small group instruction and targeted interventions as needed. ICS staffs an ELL specialist that provides targeted instruction as well as verbal and written</p>	<p>ICS will continue to expand the support services for our increasing ELL population. In the coming year, ICS anticipates between 5 and 10 new ELLs across K-5.</p> <p>All school materials and communications are available in Spanish and English - and translated frequently as needed.</p>

	<p>translation support to families. Additionally, the school partners with the ELL Consortium for resources and PD.</p>	<p>Live translation is available upon request.</p> <p>ICS has hired a TESOL certified teacher to support ELLs across all grades.</p>
Students with Disabilities	<p>ICS communicates regularly with all parents via email, phone, parent teacher conferences and school events. Special meetings with parents of children with special needs (to discuss issues such as placement, changes of services, and progress) provide additional opportunities for faculty and staff to gauge parental satisfaction and respond to any concerns before they escalate to the point of a student’s withdrawal.</p> <p>With additional leadership and teacher support staffing, our Director of Learning Supports has increased capacity to communicate and advocate for families, especially as it relates to the CSE. In addition, we have increased the availability of SETSS through the dedication of extra staffing hours.</p>	<p>ICS will continue to utilize the retention strategies that were effective in the 19-20 school year. The structure of learning and meeting mandates during COVID has changed approaches entirely. ICS is driven toward providing equity for all of our students. To that end, the school is developing adapted tech and virtual approaches to reach mandates and help students progress.</p> <p>ICS has hired Literacy and Math Instructional Leads to guide teachers and support alignment with curriculum, intervention and technology.</p> <p>ICS has augmented it’s outreach and support to families of students with disabilities, offering alternatives to virtual learning where possible.</p>

Entry 12 Percent of Uncertified Teachers

Incomplete Hidden from applicant

Instructions

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

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

Entry 12 Uncertified Teachers

School Name: INTERNATIONAL CHARTER SCHOOL OF NEW YORK (THE) 331300861079

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, 2020)	
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	
Total Category A: 5 or 30% whichever is less	0

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

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

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

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

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

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

	FTE Count
Total Category D	

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	



Thank you.

Entry 13 Organization Chart

Incomplete Hidden from applicant

[Instructions](#)

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

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

Entry 14 School Calendar

Completed Sep 15 2020

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

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

School calendars must meet the [minimum instructional requirements](#) adopted by the Board of Regents in 2018.

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

20-21 ICS SY Calendar

Filename: 20 21 ICS SY Calendar.pdf **Size:** 51.5 kB

Entry 15 Links to Critical Documents on School Website

Incomplete Hidden from applicant

Instructions

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

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

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

Form for Entry 15 Links to Critical Documents on School Website

School Name: International Charter School of New York

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

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

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

Thank you.



Entry 16 COVID 19 Related Information

Completed Aug 3 2020

Instructions

Required of ALL charter schools

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

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

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

Entry 16 COVID 19 Related Information

School Name: International Charter School of New York

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

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

	Number of students enrolled in school on the last day instruction was provided within physical school facilities	Number of students attending instruction on the last day instruction was provided within physical school facilities	Number of students participating in virtual programming on the last day such programming was offered for the 2019-20 school year
	406	327	361

Table 2: 2019-2020 Assessments and Grade Participation

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

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

																ting Stud ents
		X	X	X	X	X	X	X	X	X	X	X	X	X		
		X	X	X	X	X	X	X	X	X	X	X	X	X		
		X	X	X	X	X	X	X	X	X	X	X	X	X		
		X	X	X	X	X	X	X	X	X	X	X	X	X		
		X	X	X	X	X	X	X	X	X	X	X	X	X		
		X	X	X	X	X	X	X	X	X	X	X	X	X		
		X	X	X	X	X	X	X	X	X	X	X	X	X		
		X	X	X	X	X	X	X	X	X	X	X	X	X		
		X	X	X	X	X	X	X	X	X	X	X	X	X		
		X	X	X	X	X	X	X	X	X	X	X	X	X		
		X	X	X	X	X	X	X	X	X	X	X	X	X		
		X	X	X	X	X	X	X	X	X	X	X	X	X		
		X	X	X	X	X	X	X	X	X	X	X	X	X		
		X	X	X	X	X	X	X	X	X	X	X	X	X		
		X	X	X	X	X	X	X	X	X	X	X	X	X		
		X	X	X	X	X	X	X	X	X	X	X	X	X		
		X	X	X	X	X	X	X	X	X	X	X	X	X		
		X	X	X	X	X	X	X	X	X	X	X	X	X		
		X	X	X	X	X	X	X	X	X	X	X	X	X		
		X	X	X	X	X	X	X	X	X	X	X	X	X		
		X	X	X	X	X	X	X	X	X	X	X	X	X		
		X	X	X	X	X	X	X	X	X	X	X	X	X		

		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
Tota l															0

Entry 17 Staff Roster - NEW TASK For Regents Schools Only

Incomplete Hidden from applicant

[INSTRUCTIONS - NEW TASK FOR REGENTS-AUTHORIZED CHARTER SCHOOLS](#)

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



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

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

- Name of education corporation: International Charter School of New York
- Trustee's name (print): _____
- Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): _____



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

9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None."* Please note that if you answered yes to Question 8, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

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

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

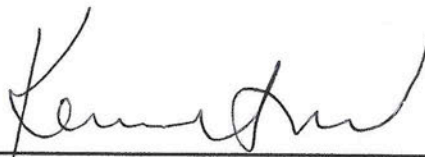


Signature

Date

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

Entity Conducting Business with the Education Corporation	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest	Steps Taken to Avoid Conflict of Interest
<p style="text-align: center;">None</p> <p style="text-align: center;"><i>Please write "None" if applicable. Do not leave this space blank.</i></p>				



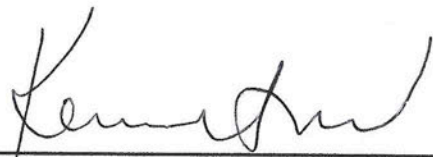
 Signature

7/27/2020

 Date

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

Entity Conducting Business with the Education Corporation	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest	Steps Taken to Avoid Conflict of Interest
<p style="text-align: center;">None</p> <p style="text-align: center;"><i>Please write "None" if applicable. Do not leave this space blank.</i></p>				



 Signature

7/27/2020

 Date

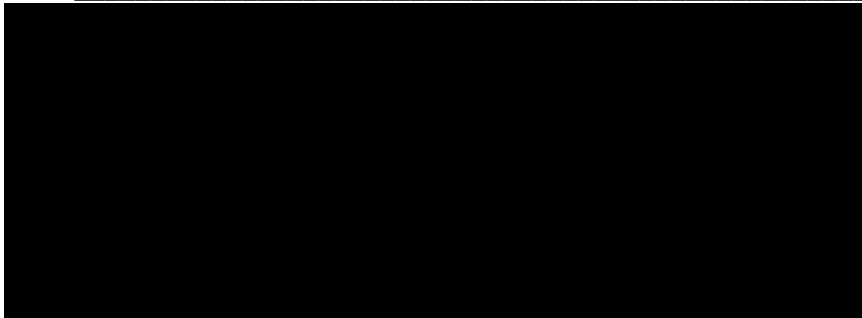


FOR INSTITUTE USE ONLY
FILING FOR SCHOOL
YEAR: _____
DATE RECEIVED: _____

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

- 1. Name of education corporation: International Charter School of New York
- 2. Trustee's name (print): Joseph Lewis
- 3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): _____

Secretary



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

- 9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None."* Please note that if you answered yes to Question 8, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
none	none		
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

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

Entity Conducting Business with the Education Corporation	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Holding an Interest in the Entity Conducting Business with the Education Corporation and the Nature of the Interest	Steps Taken to Avoid Conflict of Interest
<p style="text-align: center;"> none <i>Please write "None" if applicable. Do not leave this space blank.</i> </p>				

Joseph Lewis
Signature

07/31/2020
Date



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

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

- Name of education corporation: International Charter School of New York
- Trustee's name (print): Oluwakemi Omotunde
- Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): _____

Member

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

9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None."* Please note that if you answered yes to Question 8, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
NONE			
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

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

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



Signature

07/28/2020

Date



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

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

1. Name of education corporation: International Charter School of New York
2. Trustee's name (print): Maya Petrocelli
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.):
Chair of Governance Committee



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

9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please write "None." Please note that if you answered yes to Question 8, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
	<i>NONE</i>		
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

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

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



 Signature

7/31/20

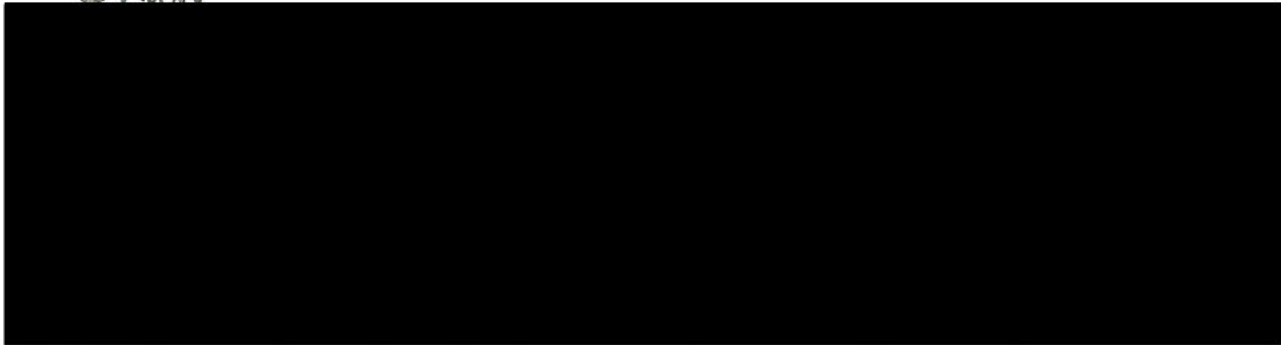
 Date



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

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

1. Name of education corporation: International Charter School of New York
2. Trustee's name (print): Mark Carhart
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): Chair



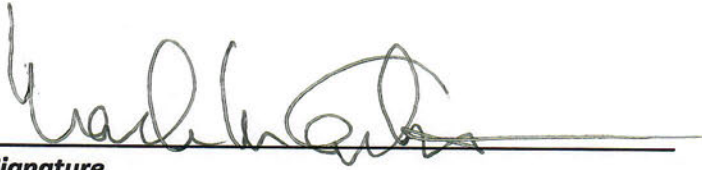
8. Is Trustee an employee of the education corporation? ___ Yes. X No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please *write "None."* Please note that if you answered yes to Question 8, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

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

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



Signature

7/29/2020

Date

International Charter School of New York

Minutes of a Meeting of the Board of Trustees

March 09, 2020

Trustees Present In Person	Others Present in Person
Mark Carhart – Chairperson (MC) Mike Nigro – Treasurer (MN) Maya Petrocelli (MP)	Mathew Levey (ML)
Trustees Present Via Video Phone	Others Present Via Phone
Kenneth Mbonu (KM) Kemi Omotunde (KO) Eve Martinez (EM) Joe Lewis (JL)	Anastasiya Rosenbaum Lindsay Malanga Emily Chocolaad Kate Outten Lee Ilan

1. Call to Order	Meeting is being called to order 5:40 pm
2. Approval of Agenda	Adoption of the agenda as stated
3. Approval of Minutes	Minutes are approved at 5:40pm -unanimously approved
4. Committee Reports	<p>Finance committee:</p> <ul style="list-style-type: none"> • MN reviewed the finance report. • Discussed a proposed change to the maternity policy to make employees whole on their salary – pay the difference between their salary and the amount paid under NYSPFL. Trustees discussed. MC proposed the policy be to pay 50% of the difference up front and 50% upon return. JL agreed. KM asked if there were tax implications. <p>Academic Committee</p> <ul style="list-style-type: none"> • LM asked if there were any questions and offered to let the co-principals’ address any questions. No questions. <p>Governance committee:</p> <ul style="list-style-type: none"> • MP highlighted the need for additional trustee that would join the governance or academic committee.
5. Co-Principals’ Q&A	<p>Co-principals gave a summary of their report. MC asked about data on the 3rd-5th graders and KO responded.</p> <p>MC asked about remote learning in the event of a school shut down. EC spoke about ideas they have had about how teachers might address this.</p>
6. ED Q&A	Report was reviewed. No questions
7. Revised budget	MN presented Finance Committee revised budget and highlighted it accurately reflects enrollment which is 20% below the target when the original

	<p>charter was approved. Finance Committee recommended a vote in favor of the revised budget. MN moved, and the trustees voted unanimously in favor of the revised budget.</p>
<p>8. Public Comments</p>	<p>Lee Ilan</p>
<p>9. Executive Session</p>	<p>6:30 pm JL motioned to go into to Executive Session to discuss a matter described in Public Officers Law Article 7, Section 105(f) “appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person “KM seconded the motion which was approved unanimously.</p> <p>At 6:50 pm EM motioned to exit Executive session, Seconded by KO and approved unanimously</p>
<p>10. Adjournment</p>	<p>At 7:00 pm a motion to adjourn was made by EM, seconded by MN and unanimously approved.</p>

International Charter School of New York

Minutes of a Meeting of the Board of Trustees

February 20, 2020

Trustees Present In Person	Others Present in Person
Mark Carhart – Chairperson (MC) Mike Nigro – Treasurer (MN) Joe Lewis (JL) Kenneth Mbonu (KM) Kemi Omotunde (KO) Eve Martinez (EM)	Mathew Levey (ML) Shamala Bennett Melissa Lee Lee Ilan
Trustees Present Via Phone	Others Present Via Phone
	Emily Carroll Chocolaad Lindsay Malanga

1. Call to Order	Meeting is being called to order 5:35pm
2. Approval of Agenda	Adoption of the agenda as stated
3. Approval of Minutes	Minutes are approved at 5:40pm -unanimously approved
4. Committee Reports	<p>Academic committee:</p> <ul style="list-style-type: none"> • LM reviewed he report. ML added that there is material growth in both ELA and Math across the board (all diverse categories). <p>Governance committee:</p> <ul style="list-style-type: none"> • MC highlighted that they are starting the process of identifying new trustees <p>Principal Report</p> <ul style="list-style-type: none"> • Principal review the report submitted to the packet.
5. Executive Director Q&A	<p>ML reviewed the report submitted to the trustee. ML highlighted that ICS was able to fill previously open staff positions, except for one kindergarten teacher.</p> <p>ML confirmed that the 30 Clinton lease has been cancelled due to the Department of Transportation’s unwillingness to approve the proposed arrival and dismissal plan. The Developer is refunding the school’s deposit and \$50,000 of the school’s expenses. The Trustees discussed the ongoing search for alternative leasable buildings.</p>
6. Other Business	None
7. Public Comments	<p><i>For parents attended the meeting:</i></p> Shamala Bennett Melissa Lee: Lee Ilan Melinda Roberts

	<p><i>The topics/questions raised by parents were the following</i></p> <ul style="list-style-type: none"> • What are the plans for the future of middle school? • Parents highlighted the need for them to make alternative plans for their children • Despite the concern about middle school parents remain committed to ICS • Parent wanted clarity on the role of the parent trustee • A parent wanted to the school to ensure the water is tested for lead <p>MC expressed the board shared the disappointment about the middle school. Regarding the other topics ML will follow up with responses.</p>
<p>8. Executive Session</p>	<p>6:15 pm JL motioned to go into to Executive Session to discuss a matter described in Public Officers Law Article 7, Section 105(f) “appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person “KM seconded the motion which was approved unanimously.</p> <p>At 6:45 pm EM motioned to exit Executive session, Seconded by KO and approved unanimously</p>
<p>9. Adjournment</p>	<p>At 6:50 pm a motion to adjourn was made by EM, seconded by MN and unanimously approved.</p>

International Charter School of New York

Minutes of a Meeting of the Board of Trustees

April 14, 2020

Trustees Present Via Zoom	Others Present in Person
Mark Carhart – Chairperson (MC) Mike Nigro – Treasurer (MN) Kemi Omotunde (KO) Eve Martinez (EM) Joe Lewis (JL) Kenneth Mbonu (KM)	Mathew Levey (ML) Emily Carroll Chocolaad Kate Carroll-Outten (KO) Anastasiya Rosenbaum Shamala Bennett Lee Ilan Musiki Glover Jaclyn Carter Neot Doron George (kindergarten parent) Alida Joy Wray Anna Copron Lindsay Malanga

1. Call to Order	Meeting was called to order 5:36 pm
2. Approval of Agenda	Adoption of the agenda as stated. Unanimously approved
3. Approval of Minutes	MN moved, JL seconded. Minutes are approved at 5: 41pm -Unanimously approved
4. Committee Reports	<p>Finance committee:</p> <ul style="list-style-type: none"> • MN reviewed the finance report. • Indicated there will be a request for approval for a loan <p>Academic Committee</p> <ul style="list-style-type: none"> • Focus is on remote learning. <p>Governance committee:</p> <ul style="list-style-type: none"> • No report
5. Co-Principals' Q&A	<p>MC asked Co-principals how distance learning is going for the staff, students. KO said the focus was on making it equitable, teachers are being flexible. Families had some pushback and concerns in some areas, some families claiming various reasons for challenges to complete assignments. Focus on figure out how we can find balance and an equitable process.</p> <p>ECC How do we authentically assess learning when students are working remotely. We're in a good rhythm and we have looked at the scope and sequence to make sure we hit all important standards, thinking though the virtual and live sessions. Keeping staff engaged. Doing the best we can in a</p>

	<p>tough situation; staff done a great job of collaborating to stay engaged with families.</p> <p>MC asked about assessment. How do we know? KO during the small group they come prepared with completed assignments from the following week, It isn't possible my option to get real, authentic assessment. I do feel like we are getting decent data, who are completing the assignments and who are not. Just knowing that we have a pacing calendar. But we may not know in terms of mastery,</p>
6. ED Q&A	Report was reviewed. No questions
7. Loan Application	MN presented the application and justification for the PPP loan. The school is facing severe and unprecedented uncertainty about future finances due to the shut down and loss of state tax revenues. Following a brief discussion, the Trustees voted unanimously to approve the loan application.
8. Public Comments	Parents made a range of observations generally praising the teachers for their efforts to maintain the continuity of learning despite the closure of the school
9. Adjournment	At 6:36 pm the meeting was adjourned

International Charter School of New York
 Minutes of a Meeting of the Board of Trustees
 July 15, 2019

Trustees Present In Person	Others Present in Person
Mark Carhart – Chairperson (MC) Monir Hoque Vice Chairperson – (MH) Joseph Lewis – Secretary (JL) Maya Petrocelli (MP) Oluwakemi Omotunde (KO) Eve Martinez (EM)	Mathew Levey (ML) Emily Carroll-Chocolaad Kate Carroll-Outten Anastasia Rosebaum
Trustees Present Via Phone	Others Present Via Phone
Lindsay Malanga - (LM)	

1. Call to Order	Meeting is being called to order 5:35pm
2. Approval of Agenda	Adoption of the agenda as stated
3. Approval of Minutes	Minutes are approved at 5:40pm -unanimously approved
4. Committee Reports	<ul style="list-style-type: none"> • Finance Committee: The surplus ended up being at about \$1mm. • Academic Committee: No Report Submitted • Governance: There will be a committee for working on Mathew’s evaluation and compensation.
5. Re-Election of Trustees	<ul style="list-style-type: none"> • We voted on re-electing the following trustee <ul style="list-style-type: none"> ○ Mark Carhart – 3yr term ○ Lindsay Malanga – 3yr term ○ Eve Martinez – 1yr term • Unanimously approved by trustees
6. Executive Director Q&A	<ul style="list-style-type: none"> • Hired two new co-principals to run the school. Emily and Kate joined to lead the school. • It is challenging to fill positions at schools. There is a new recruiting process to put in place. There are two new positions to fill.

	<ul style="list-style-type: none"> Ellen is continuing to play a role in the school as she prepares for full retirement. Trustees and ED discussed defining her role clearly.
7. Other Business	None
8. Public Comments	<p>Future meetings: September 9th – Kepos/ October 7th – Kepos/ November 12th – 1 metro tech/ December 9th – kepos/ January 6th – 1 metrotech/ February 10th – Metrotech / March 9th – Kepos/ April 14th – Kepos/ May 4th – 1 Metrotech/ June 10th – Kepos</p> <p>Meetings will start at 5:30pm</p>
9. Executive Session	None
10. Adjournment	At 6:02pm a motion to adjourn was made by EM, seconded by (MC) and unanimously approved.

International Charter School of New York

Meeting Minutes of the Board of Trustees

September 9th, 2019

Trustees Present In Person	Others Present in Person
Mark Carhart – Chairperson (MC) Monir Hoque - Vice Chairperson(MH) Mike Nigro – Treasurer (MN) Kenneth Mbonu (KM) Lindsay Malanga(LM) Oluwakemi Omotunde (OO) Eve Martinez (EM)	Mathew Levey (ML) Ashish Kapadia(AK) Emily Chocolaad Kate Outten Grace Coleman-Reid Jackie Carter Anushka Dufresne
Trustees Present Via Phone	Others Present Via Phone
N/A	N/A

1. Call to Order	The meeting was called to at 6:04PM.
2. Approval of Agenda	There were no comments on the agenda, and was approved as stated.
3. Approval of July Minutes	There were no corrections to the July minutes and they were approved unanimously at 6:05PM
4. Committee Reports	<p>Finance: The finance report was provided ahead of time. A question was posed about “too much cash”, but we are right on target of how much we should have reserved to be fiscally sound.</p> <p>Academic: LM planning a visit for October and invites others to join.</p> <p>Governance: Currently compiling the results of the survey. Eve, Mike, Lindsay slated to complete ED evaluation.</p>
5. Principal Report	Emily working on some last minute adjustments to the kindergarten classes and possibly needing another class. Will be complete by the end of the week.

6. ED Report	Report was provided prior to the meeting. Academic results showed areas of strength and there is definitely room for improvement. Audit was successful.
7. Other Business	None
8. Public Comments	Timing for the new school year was brought into question. We had to make our Thursday half days longer to meet the state requirements.
9. Executive Session	None

10. Adjournment

At 6:36pm a motion to adjourn was made by LM, seconded by MN and unanimously approved.

International Charter School of New York

Minutes of a Meeting of the Board of Trustees

May 14, 2020

Trustees Present Via Zoom	Others Present in Person
Mark Carhart – Chairperson (MC) Mike Nigro – Treasurer (MN) Kemi Omotunde (KO) Eve Martinez (EM) Joe Lewis (JL) Kenneth Mbonu (KM) Maya Petrocelli (MP) Kenneth Mbonu (KM)	Emily Carroll Chocolaad (EC) Mathew Levey (ML) Anastasiya Rosenbaum (AR) Lee Ilan Lindsay Malanga Peter Engel Neot Doron Anna Corpron Jaclyn Carter

1. Call to Order	Meeting was called to order 5:32 pm
2. Approval of Agenda	Adoption of the agenda as stated. Unanimously approved
3. Approval of Minutes	MP moved, MN seconded. Minutes are unanimously approved at 5: 35 pm -
4. Committee Reports	<p>Finance committee:</p> <ul style="list-style-type: none"> • MN reviewed the finance report. • PPP loan for \$855k, was approved. Increases cash on the balance sheet but will be recorded as a liability. Fund to be used to pay for salaries in May and June to forestall the need for any furloughs or layoffs. • The 2020-21 budget is drafted and ready for review and approval <p>Academic Committee There was a question about the low attendance number for the 4th grade. Committee highlighted that recommendations were made to the administration to address the challenges in that grade. ED and ML indicated they are aware and working on plans to address.</p> <p>Governance committee:</p> <ul style="list-style-type: none"> • No report
5. Principal's Q&A	EC was asked to provide an opinion on the general process of learning within the school. Her overall appraisal is positive. Teaching and students are simultaneous learning to adjust the learning in the new situation. Contact with student is positive except for a small number of students. The mental health team is working with those students.

<p>6. ED Q&A</p>	<p>Mathew thanked Emily for stepping up and filling the gap with Kate's departure. He highlighted the good work she is doing lower grades. EM reinforced the thoughts expressed by ML. EC expressed the desire to ensure reinforce a growth mindset and empower leadership staff to ensure problem solving is part of the culture within both buildings.</p>
<p>7. Vote 20 – 21 Budget</p>	<p>MN reviewed the assumptions made about the 20/21 budget. There was assumption of lower enrollment and flat per pupil reimbursement. Typically, there is an increase so flat is conservative. For expenses, there is an assumed the 2% contingency for unforeseen changes. Expenses assume that all open positions are filled. MN recommended that the board pass the budget.</p> <p>ML highlighted that depending social distancing guidelines, ICS may need to rent additional space. There is no material concern regarding staff.</p> <p>At 6:20 MN motioned/ EM seconded unanimously approved</p>
<p>8. Other Business</p>	<p>None</p>
<p>9. Public Comments</p>	<p>Parents were generally observing. A question was asked about having a nurse in the 9 Hanover building to address potential issues related to Coronavirus.</p>
<p>10. Executive Session</p>	<p>At 6:17pm a motion was made to go into Executive Session to discuss matters covered under Public Officers Law, Article 7, Section 105(f). At 7:49 a motion was made to end the Executive Session and return to regular session.</p> <p>MC proposed amending the budget to address the cost of the contract discussed in Executive Session. Contract to be discussed and voted on at the June Board meeting. EM motioned, MP seconded, unanimously approved</p>
<p>11. Adjournment</p>	<p>At 7:50 pm the meeting was adjourned</p>

International Charter School of New York

Minutes of a Meeting of the Board of Trustees

June 17, 2020

Trustees Present Via Zoom	Others Present in Person
Mark Carhart – Chairperson (MC) Monir Hoque – Vice Chair (MH) Mike Nigro – Treasurer (MN) Joe Lewis – Secretary (JL) Oluwakemi Omotunde (KO) Kenneth Mbonu (KM) Maya Petrocelli (MP) Kenneth Mbonu (KM) Eve Martinez (EM)	Emily Carroll Chocolaad (EC) Mathew Levey (ML) Anastasiya Rosenbaum (AR) Lindsay Malanga (LM) Cliff Schneider (CS) Tennille Prince Musiki Glover Anna Corpron Melissa Duphiny Simone Narrow Neot Doron Lee Ilan Priscila Neri Nadedge Bernadel Jason Jimenez Rosheen Simmonds Shamala Bennett Veronica Diaferia Diann Johnson Mia Samuelson Sereeta Dawson Shonette Johnson

1. Call to Order	Meeting was called to order 5:32 pm
2. Approval of Agenda	Adoption of the agenda as stated. Unanimously approved
3. Transition Agreement with Prospect Schools (PS)	<p>MC introduced CS to explain the TA to Trustees. CS provided an overview of the draft agreement. MC asked if there were any issues still to be settled. CS said no. MN asked about the conditions under which PS could back out of the agreement; JL followed up. CS assured that once the agreement is signed it is “a done deal” and no one can walk away.</p> <p>MC asked for a monition to approve the agreement subject to minor modifications, MH moved, KM seconded. Approved unanimously.</p>
4. Approval of Minutes	MN moved, OO seconded. Minutes are unanimously approved at 5:54 pm -
5. Committee Reports	<p>Finance committee:</p> <ul style="list-style-type: none"> • MN reviewed the finance report. • PPP loan for \$855k, is being spent appropriately on salaries

	<p>Academic Committee LM gave an overview of the Academic report. Turning towards summer school and planning for 2021.</p> <p>Governance committee:</p> <ul style="list-style-type: none"> • No report
6. Principals' Q&A	<p>Report was reviewed. EC spoke about the planning for return to school. Three large plans but likely the hybrid model with some days in school and others at home, to allow for distancing, will be chosen. Plan to communicate with families on July 10th and July 31 to gather additional data and share thinking.</p> <p>Led staff discussions to reflect on race and identity in the wake of George Floyd death's. Feel there is more work to be done and would like to engage an outside consultant to help ICS become an anti-racist organization. Want to also allow families to engage in that reflection.</p>
7. ED Q&A	<p>ML Acknowledged the high level of family participation and satisfaction on the school survey of distance learning.</p>
8. Other Business	<p>MC reviewed plans to offer a social bonus program for all employees that was discussed in the prior Board meeting. A total budget of \$500,00 was proposed with staff to receive a uniform amount, with exceptions as the Board may direct. KM moved that the bonus program be approved, EM seconded. Approved unanimously.</p> <p>MC noted it may not make sense for the Trustees to meet in August for the retreat due to health considerations.</p>
9. Public Comments	<p>Many family members were present for the meeting. Uniformly they spoke in praise of the school's efforts during distance learning and in support of the proposed transition agreement with Brooklyn Prospect.</p> <p>Simone Narrow, the FO president, wanted to acknowledge the 5th grade families that are leaving ICS and to note that the FO had provided each student with a \$20 gift certificate for books as a gift.</p>
10. Executive Session	<p>At 6:40 pm a motion was made to go into Executive Session to discuss matters covered under Public Officers Law, Article 7, Section 105(f). MN motioned, EM approved. Unanimously approved.</p> <p>At 7:49 a motion was made to end the Executive Session and return to regular session.</p>
11. Adjournment	<p>At 7:50 pm the meeting was adjourned</p>

International Charter School of New York

Minutes of a Meeting of the Board of Trustees

Dec 9, 2019

Trustees Present In Person	Others Present in Person
Mark Carhart - Chairperson (MC) Monir Hoque - Vice Chairperson (MH) Mike Nigro - Treasurer (MN) Kenneth Mbonu (KM) Maya Petrocelli (MP)	Mathew Levey (ML) Kate Outten (KO) Alida Joy-Way Sean Auyeung Jacqueline Carter Chris Lee
Trustees Present Via Phone	Others Present Via Phone
Eve Martinez	

1. Call to Order	Meeting was called to order 6:06pm (MC)
2. Approval of Agenda	Adoption of the agenda, (MN) motioned/(MH) 2 nd – Unanimously approved
3. Approval of Minutes	Minutes are approved at 6:16pm (ML) motioned/ (MN) 2 nd - unanimously approved
4. Committee Reports	<p>Academic: LM briefed Trustees on the iReady assessment program and the changes in small group instruction (SGI)</p> <p>Finance: MN briefed Trustees on the finance committee review of the revised K-5 budget submission for the SUNY renewal application.</p> <p>Governance: MP asked Trustees to provide nominees to replace Lindsay Malanga, who resigned in late November.</p>
5. Principal Report	<ul style="list-style-type: none"> • Trustees reviewed their reports in the pack • There were no questions or comments on the report
6. Executive Director Q&A	Overview of the recent steps made to address concerns about retention and turnover.
7. Other Business	None
8. Public Comments	<p>Four Parents were in attendance and the following topics were raised:</p> <p>CL concerned about the past few months. 2B lost the lead teacher. Have met with Kate and Matthew and expressed concerns.</p> <p>JC also an optimistic person, losing friends. Just my friends. Not Georgia's friends. Changes that are happening are good for the school. But other teachers were leaving and upset for a valid reason and to lump them all together is unfair. Exit interviews with staff? Update about the building?</p>

	<p>SA – acknowledge the steps taken so far. Update on the building and the middle school. Status of BSA and the developer</p> <p>AJW – acknowledge work on teacher retention and attrition. Still anxious about communications, despite the fact that we are coming here we do not feel communications are well addressed. How that is going to help on communications. My points stand. Anxiety still there. Middle school also causing anxiety.</p> <p>JC: Will we have a building? Some people think the school might go away.</p> <p>LM spoke about her role. Steps in proposal to strengthen and support the school.</p>
9. Executive Session	<p>6:40pm MH motioned to go into to Executive Session to discuss a matter described in Public Officers Law Article 7, Section 105(f) “appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person “KM seconded the motion which was approved unanimously.</p> <p>At 7:10 pm MP motioned to exit Executive session, Seconded by MN and approved unanimously</p>
10. Adjournment	<p>At 7: 15 pm KM motioned/ MH seconded and unanimously approved</p>

International Charter School of New York

Minutes of a Meeting of the Board of Trustees

November 12, 2019

Trustees Present In Person	Others Present in Person
Mark Carhart – Chairperson (MC) Monir Hoque – (MH) Joseph Lewis – Secretary (JL) Oluwakemi Omotunde (OO) Kenneth Mbonu (KM)	Mathew Levey (ML) Emily Chocolaad (EC) Kate Outten (KO) Anastasiya Rosenbaum Alida Joy-Way Neot Doron Estelle Holm-Peterson Sean Auyeung
Trustees Present Via Phone	Others Present Via Phone

1. Call to Order	Meeting was called to order 5:35pm (MC)
2. Approval of Agenda	Adoption of the agenda, (MH) motioned/(KM) 2 nd – Unanimously approved
3. Approval of Minutes	Minutes are approved at 5:40pm (KM) motioned/ (MH) 2 nd - unanimously approved
4. Committee Reports	<i>No comments</i>
5. Principal Report	<ul style="list-style-type: none"> • The principals reviewed their reports in the pack • There were no questions or comments on the report
6. Executive Director Q&A	<ul style="list-style-type: none"> • What is the status of building? <ol style="list-style-type: none"> 1. The BSA asked for further information about arrival, dismissal and traffic patterns. ICS and developer are collaborating on a response and plan that addressed the BSA concerns. 2. There are also environmental and regulatory questions the BSA asked which the developer can address without school input. Not significant.
7. Other Business	None
8. Public Comments	Four Parents were in attendance and the following topics were raised: <ol style="list-style-type: none"> 1. Communication with parents can be improved. The meeting times are sometimes not convenient. There needs to be additional methods for having a dialogue between administration and parents. 2. School needs a parent coordinator to engage directly with parents. They can act as a buffer between parents and administration. 3. Teacher hiring and retention: There is concern about 4th grade teacher (quality, retention). Teacher benefits and salary is not competitive with the market. 4. The opening of the Hanover location could have been smoother at the start of the year. Concerned about teacher retention

	<p>5. Classroom management and staffing can be improved to ensure that quality education is happening in the classroom.</p> <p>6. Parents want to ensure the school is moving forward. Nurse in the school. Parents wants ICS to continue to be a top choice when compared to other schools in the area.</p>
9. Executive Session	<p>6:48pm JL motioned to go into to Executive Session to discuss a matter described in Public Officers Law Article 7, Section 105(f) "appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person " OO seconded the motion which was approved unanimously.</p> <p>At 7:45 pm MC motioned to exit Executive session, Seconded by KM and approved unanimously</p>
10. Adjournment	At 7:50 pm KM motioned/ MH seconded and unanimously approved

International Charter School of New York
Minutes of a Meeting of the Board of Trustees

October 7, 2019

Trustees Present In Person	Others Present in Person
Mark Carhart – Chairperson (MC) Monir Hoque – (MH) Joseph Lewis – Secretary (JL) Mike Nigro (MN) Lindsay Malanga (LM) Oluwakemi Omotunde (OO) Kenneth Mbonu (KM)	Mathew Levey (ML) Emily Chocolaad (EC) Kate Outten (KO) Anastasiya Rosenbaum (AR) Simone Narrow Sean Ayung Musiki Glover
Trustees Present Via Phone	Others Present Via Phone

1. Call to Order	Meeting was called to order 5:35pm (MC)
2. Approval of Agenda	Adoption of the agenda, (MH) motioned/ KM 2 nd – Unanimously approved
3. Approval of Minutes	Minutes were approved. (LM) motioned/ (MH) 2 nd - unanimously approved
4. Committee Reports	<ul style="list-style-type: none"> • Finance Committee: Discussed the sweeping of excess funds from the checking account and into interest-bearing fund. The movement of funds is done manually as opposed to automatically. However, the situation will be monitored and may potentially change in the future. • Academic Committee: The committee visited the school the previous week to observe progress in school culture and instruction. • Governance: The committee met and gathered feedback for the ED Annual Review. MH shared with ML. ML is working on responding to the comments and we expect to discuss at the upcoming meeting. At the next meet, the board will enter executive session to discuss ML’s review.
5. Executive Director Q&A	<ul style="list-style-type: none"> • The group discussed open positions and the list of new hires. Despite the new hires, overall total personnel expense will be remain relatively constant because of positions that were budgeted but not filled. <ul style="list-style-type: none"> a. We are adding part time talent and HR Director b. Replacing enrollment coordinator and adding a behavior coach for 2 – 5 c. We have budgeted for a Deputy Executive Director but have not hired at this time • Recruitment of new teachers is progressing well. There are a few interviews scheduled and some demo-lessons.

International Charter School of New York
Minutes of a Meeting of the Board of Trustees

<p>6. Principal Report</p>	<ul style="list-style-type: none"> • The Principa’sl report is broken down in to three sections: Instruction/ Culture/ Operation <ul style="list-style-type: none"> a. Principals are spending additional time classrooms b. Orby, school mascot, is being used in K-1 to promote culture and will be introduced to the 2 to 5. c. The 2 – 5 school is moving to IReady which will provide data current level of students and lessons on how to move students.
<p>7. Other Business</p>	<p>MC reviewed the upcoming CSI reauthorization visit. Board Survey results were distributed and discussed.</p>
<p>8. Public Comments</p>	<p>Parents who attended highlighted the following in their open remarks</p> <ul style="list-style-type: none"> • Concern about the transparency of the leadership transition being limited. Some stakeholders speculated there was more than the school could reveal. • Highlighted the need for additional information about the transition. There was a desire to hear from Ellen before her departure • Many returning parents were surprised to hear that the culture changes were going to be made prior to Ellen leaving. For example a perception that choice time for upper grade was eliminated, and recess was shortened.
<p>9. Executive Session</p>	<p>At 6:15 pm MC motioned/ 2nd – KM, approved unanimously to go into to Executive Session to discuss a matter described in Public Officers Law Article 7, Section 105(f) “appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person “</p> <p>At 6:47 pm LM motioned/2nd JL, to return from Executive Session to public session</p>
<p>10. Adjournment</p>	<p>At 6:50 KM motioned/ MN 2nd Unanimously approved</p>



2020-2021 CALENDAR OF IMPORTANT DATES

August 31	First Day of Classes
September 7	Labor Day - NO SCHOOL. OFFICE CLOSED
October 12	Columbus Day - NO SCHOOL. OFFICE CLOSED
November 11	Veterans Day - NO SCHOOL. OFFICE CLOSED
November 25 - 27	Thanksgiving Recess - NO SCHOOL. OFFICE CLOSED
December 23 - January 1	Winter Recess - NO SCHOOL. OFFICE CLOSED
January 4	Classes resume
January 18	Martin Luther King, Jr. Day - NO SCHOOL. OFFICE CLOSED
February 15	Presidents' Day - NO SCHOOL. OFFICE CLOSED
February 15 - 19	Mid-Winter Break - NO STUDENTS. OFFICE OPEN
February 22	Classes resume
April 2 - April 9	Spring Break - NO STUDENTS. OFFICE OPEN
April 12	Classes resume
May 31	Memorial Day - NO SCHOOL. OFFICE CLOSED
June 17	LAST DAY OF SCHOOL

TOTAL INSTRUCTIONAL DAYS: 182

AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
1	21	21	17	16	19	15	23	16	20	13



CROSS STREETS
LIVINGSTON ST
FULTON ST.

CITY OF NEW YORK
FIRE DEPARTMENT

A-10(B) 10-03

BATTALION E 207
D.O. 42
E 597578

VIOLATION ORDER

To 9 HANOVER PL. BROOKLYN, NY 11201 ADDRESS
INTERNATIONAL CHARTER SCHOOL OF NY NAME OF OWNER, LEASEE, OCCUPANT, ETC.
EDUCATIONAL TYPE OF OCCUPANCY
ROOM NO. OR FLOOR _____ ACCOUNT NO. _____

An inspection this date of the above premises indicates the existence of the following violations under the enforcement jurisdiction of this Department. You are hereby directed to correct such violations by compliance with the following order:

STANDARD ORDER FORM NO.	ITEM NO.	
PBU-11B	1	Failure to maintain the interior fire alarm, in violation of FC 901.6. (Note: IFA control Panel showing "mopping disabled" trouble.) Remedy: The owner shall be responsible for ensuring that the fire and life safety systems are maintained in good working order at all times.

If this order has not been complied with in forthwith days of the issuance date, A SUMMONS will be served for violations of the Administrative Code of the City of New York.

TO 25 FOR-NUMBERING
TO 24 FOR DISMISSAL

By Order of the Fire Commissioner

This is to certify that I have made an inspection of said premises and have issued the above order to:

RICHARD FRASER Operation Manager
NAME OF PERSON WHO RECEIVED THIS ORDER TITLE PH
MOHAMMED RAHMAN / AFPL-1 09/18/19
INSPECTOR DATE UNIT PBU

Unit Address _____



CROSS STREETS
JAY ST.
LAWRENCE ST.

CITY OF NEW YORK
FIRE DEPARTMENT

A-10(B) 10-03

BATTALION E207
 D.O. 42
E 597576

VIOLATION ORDER

To 55 WILLOUGHBY ST. BROOKLYN, NY 11201 INTERNATIONAL CHARTER SCHOOL
ADDRESS NAME OF OWNER, LESSEE, OCCUPANT, ETC.
EDUCATIONAL OF NY
ROOM NO. OR FLOOR TYPE OF OCCUPANCY ACCOUNT NO.

An inspection this date of the above premises indicates the existence of the following violations under the enforcement jurisdiction of this Department. You are hereby directed to correct such violations by compliance with the following order:

STANDARD ORDER FORM NO.	ITEM NO.	
PBU-52	1	Failure to provide ^{maint} and maintain the limited permissible of 20% decorations/artwork in corridor walls, in violation of FC 805.1.4. Note: Applies to 2ND FL & 3RD FL. corridors. Remedy: Artwork and educational work/materials shall be limited on the wall of corridors to not more than 20% of the wall area.
PBU-11B	1	Failure to maintain the interior fire alarm, in violation of FC 901.6. (Note: IFA control panel showing Moping disable) Remedy: The owner shall be responsible for ensuring that the fire and life safety systems are maintained in good working order at all times.

If this order has not been complied with in forthwith days of the issuance date, A SUMMONS will be served for violations of the Administrative Code of the City of New York.

TO 25 FOR-NUMBERING | TO 24 FOR DISMISSAL

By Order of the Fire Commissioner

This is to certify that I have made an inspection of said premises and have issued the above order to:

EMILY CARROLL PRINCIPAL [REDACTED]
NAME OF PERSON WHO RECEIVED THIS ORDER TITLE PHONE #
MOHAMMED RAHMAN/AEPI 09/17/19 PBU
INSPECTOR DATE UNIT

Unit Address [REDACTED] Unit Telephone [REDACTED]



CROSS STREETS
 JAY ST.
 LAWRENCE ST.

CITY OF NEW YORK
 FIRE DEPARTMENT

A-10(B) 10-03

BATTALION E207
 D.O. 42
 E 597575

VIOLATION ORDER

To 55 WILLOUGHBY ST. BROOKLYN, NY 11201 INTERNATIONAL CHARTER SCHOOL
ADDRESS NAME OF OWNER, LESSEE, OCCUPANT, ETC.
EDUCATIONAL OF NY
ROOM NO. OR FLOOR TYPE OF OCCUPANCY ACCOUNT NO.

An inspection this date of the above premises indicates the existence of the following violations under the enforcement jurisdiction of this Department. You are hereby directed to correct such violations by compliance with the following order:

STANDARD ORDER FORM NO.	ITEM NO.	
PBU-40	1	Failure to provide a certificate of fitness holder for the maintenance of IFA/ Fire and emergency drill conductor in violation of Fire code 901.6.3. Remedy: obtain a certificate of fitness (S95) from FDNY as FC 901.6.
PBU-40	1	Failure to provide a certificate of fitness holder for emergency and fire drill conductor as FC 113.1. Remedy: obtain/produce/provide a certificate of fitness (D10 or D20) from FDNY.

If this order has not been complied with in, 30 days of violations of the Administrative Code of the City of New York

TO 25 FOR-NUMBERING | TO 24 FOR DISMISSAL

This is to certify that I have made an inspection of said premises and have issued

EMILY CARROLL PRINCIPAL
NAME OF PERSON WHO RECEIVED THIS ORDER

MOHAMMED RAHMAN/AEPI 09/17/19
INSPECTOR DATE

Unit Address

Unit Telephone

Call M-F: 800-2:30
 9 Metrotech Center
 Brooklyn.
 FDNY
 imarcelin@schools.nyc.gov

Certificate of Occupancy

CO Number: [REDACTED]

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.	Borough: Brooklyn	Block Number: [REDACTED]	Certificate Type: Final
	Address: 9 HANOVER PLACE	Lot Number(s): [REDACTED]	Effective Date: 11/12/2010
	Building Identification Number (BIN): [REDACTED]	Building Type: Altered	
<i>For zoning lot metes & bounds, please see BISWeb.</i>			
B.	Construction classification: [REDACTED]	(Prior to 1968 Code)	
	Building Occupancy Group classification: [REDACTED]	(1968 Code)	
	Multiple Dwelling Law Classification: None		
	No. of stories: [REDACTED]	Height in feet: [REDACTED]	No. of dwelling units: 0
C.	Fire Protection Equipment: Standpipe system, Fire alarm system, Sprinkler system		
D.	Type and number of open spaces: None associated with this filing.		
E.	This Certificate is issued with the following legal limitations: None		
Borough Comments: None			

[Handwritten Signature]
R.A.

Borough Commissioner

[Handwritten Signature]

Commissioner

Certificate of Occupancy

CO Number: [REDACTED]

Permissible Use and Occupancy

All Building Code occupancy group designations are 1968 designations, except RES, COM, or PUB which are 1938 Building Code occupancy group designations.

Floor From To	Maximum persons permitted	Live load lbs per sq. ft.	Building Code occupancy group	Dwelling or Rooming Units	Zoning use group	Description of use
END OF SECTION						

[Handwritten Signature]

Borough Commissioner

[Handwritten Signature]


Commissioner

Certificate of Occupancy

CO Number: [REDACTED]

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.	Borough: Brooklyn	Block Number: [REDACTED]	Certificate Type: Temporary
	Address: 55 WILLOUGHBY STREET	Lot Number(s): [REDACTED]	Effective Date: 11/14/2008
	Building Identification Number (BIN): [REDACTED]	Building Type: Altered	Expiration Date: 02/12/2009
<i>For zoning lot metes & bounds, please see BISWeb.</i>			
B.	Construction classification:	1-A	(1968 Code)
	Building Occupancy Group classification:	E	(1968 Code)
	Multiple Dwelling Law Classification:	None	
	No. of stories: [REDACTED]	Height in feet: [REDACTED]	No. of dwelling units: 0
C.	Fire Protection Equipment: None associated with this filing.		
D.	Type and number of open spaces: None associated with this filing.		
E.	This Certificate is issued with the following legal limitations: None		
Outstanding requirements for obtaining Final Certificate of Occupancy:			
There are 6 outstanding requirements. Please refer to BISWeb for further detail.			
Borough Comments: None			



Borough Commissioner



Commissioner


Certificate of Occupancy

CO Number: [REDACTED]

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Borough Commissioner



Commissioner

END OF DOCUMENT