

Application: KIPP Tech Valley Charter School

Jen ase - jen@pasekconsulting.com
2021-2022 Annual Report

Summary

ID: 0000000213

Labels: SUNY Trustees

Entry 1 School Info and Cover Page

Completed Aug 1 2022

Instructions

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

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

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

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

KIPP TECH VALLEY CHARTER SCHOOL 800000057554

a1. Popular School Name

KIPP Tech Valley

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

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

SUNY BOARD OF TRUSTEES

d. DISTRICT / CSD OF LOCATION

ALBANY CITY SD

e. DATE OF INITIAL CHARTER

3/2004

f. DATE FIRST OPENED FOR INSTRUCTION

8/2005

c. School Unionized

Is your charter school unionized?

No

h. SCHOOL WEB ADDRESS (URL)

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

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

845

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

925

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

Check all that apply

Grades Served

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

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

No

FACILITIES INFORMATION

m. FACILITIES

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

Yes, 2 sites

KIPP TECH VALLEY CHARTER SCHOOL 800000057554

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	321 Northern Blvd Albany, NY 12210	518-694-9494	Albany	5-8	No

m1a. Please provide the contact information for Site 1.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Michelle Salls	Principal	518-694-9494		msalls@kippcapital.org
Operational Leader	Allison Ford	Director of Operations	518-694-9494		aford@kippcapital.org
Compliance Contact	Jon Thatcher	Regional COO	518-791-4550		jthatcher@kippcapital.org
Complaint Contact	Jon Thatcher	Regional COO	518-791-4550		jthatcher@kippcapital.org
DA A Coordinator	Rachael Pereyeva		518-694-9494		rpereyeva@kippcapital.org
Phone Contact for After Hours Emergencies	Stephanie Valle	Executive Director	518-694-9494		svalle@kippcapital.org

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

Private Space

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

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

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

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

Site 1 Certificate of Occupancy (COO)

Site 1 Fire Inspection Report

[KTVMS 21.22 Fire Inspections - Northern Blvd.pdf](#)

Filename: KTVMS 21.22 Fire Inspections - Northern Blvd.pdf **Size:** 1.6 MB

KIPP Tech Valley

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	1 Dudley Heights, Albany, NY 12210	518-242-7725	Albany	K-4	No

m2a. Please provide the contact information for Site 2.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Phiana Wilcox	Principal	518-242-7725		pwilcox@kippcapital.org
Operational Leader	Michael Jean-Batiste	Director of Operations	518-242-7725		mjean-baptiste@kippcapital.org
Compliance Contact	Jon Thatcher	COO	518-791-4550		jthatcher@kippcapital.org
Complaint Contact	Jon Thatcher	COO	518-791-4550		jthatcher@kippcapital.org
DA A Coordinator	Rachael Pereyea		518-242-7725		rpereyea@kippcapital.org
Phone Contact for After Hours Emergencies	Stephanie Valle	Executive Director	202-271-2176		svalle@kippcapital.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

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, 2022.

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

Site 1 Certificate of Occupancy (COO)

Site 2 Fire Inspection Report

[KTVPS 21.22 Fire Inspections - Dudley Hts.pdf](#)

Filename: KTVPS 21.22 Fire Inspections - Dudley Hts.pdf **Size:** 1.6 MB

CHARTER REVISIONS DURING THE 2021-2022 SCHOOL YEAR

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

Yes

n2. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Other	Merged with Troy Prep	June 16, 2021	March 17, 2022
2				
3				
4				
5				

More revisions to add?

No

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

Yes

ATTESTATIONS

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

Name	Jen Pasek
Position	Consultant
Phone/Extension	518-542-9810
Email	jen@pasekconsulting.com

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

Responses Selected:

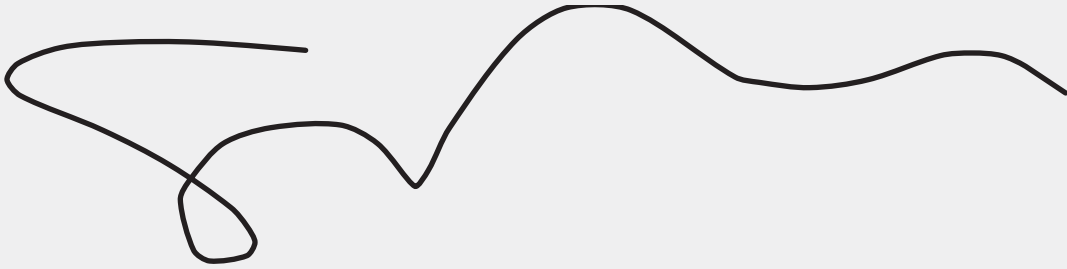
Yes

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

Responses Selected:

Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees



Date

Aug 1 2022

Thank you.



Entry 3 Accountability Plan Progress Reports

Incomplete

Instructions

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

SUNY-authorized charter schools must download an Accountability Plan Progress Report template at

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

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

Entry 4 - Audited Financial Statements

Incomplete

Required of ALL Charter Schools

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

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

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

Entry 4a - Audited Financial Report Template (SUNY)

Incomplete

Instructions - SUNY-Authorized Charter Schools ONLY

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

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

Entry 4c - Additional Financial Documents

Incomplete Hidden from applicant

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

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

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

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

Entry 4d - Financial Services Contact Information

Incomplete Hidden from applicant

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

Form for "Financial Services Contact Information"

1. School Based Fiscal Contact Information

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

2. Audit Firm Contact Information

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

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm

Entry 5 - Fiscal Year 2022-2023 Budget

Incomplete

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

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

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

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

Entry 6 - Board of Trustees Disclosure of Financial Interest Form

Completed Aug 1 2022

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

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

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

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

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

Dr

Filename: Dr. Shai Butler KIPP ghg5SYx.pdf **Size:** 62.4 kB

Don Applyrs KIPP Alb

Filename: Don Applyrs KIPP Alb CjspmRO.pdf **Size:** 524.1 kB

Robert Bellafiore KIPP Alb

Filename: Robert Bellafiore KIPP Alb u0Dn227.pdf **Size:** 526.2 kB

Kelly Walborn KIPP Alb

Filename: Kelly Walborn KIPP Alb ShsYXae.pdf **Size:** 525.6 kB

Kimbrough - KIPP Alb

Filename: Kimbrough KIPP Alb oceM1fx.pdf **Size:** 523.9 kB

Kathryn Marie Hohman KIPP ALB

Filename: Kathryn Marie Hohman KIPP ALB 6PYrQU2.pdf **Size:** 525.3 kB

Guy Alonge III KIPP Alb

Filename: Guy Alonge III KIPP Alb BAElt9W.pdf **Size:** 525.4 kB

Ron Mexico KIPP Alb

Filename: Ron Mexico KIPP Alb p1b1D2n.pdf **Size:** 522.4 kB

John Reilly KIPP Alb

Filename: John Reilly KIPP Alb 0a7045Z.pdf **Size:** 524.2 kB

Young - KIPP Alb

Filename: Young KIPP Alb PbdizaB.pdf **Size:** 525.0 kB

Strianese - KIPP Alb

Filename: Strianese KIPP Alb dsCXM7V.pdf **Size:** 528.0 kB

Entry 7 BOT Membership Table

Completed Aug 1 2022

Instructions

Required of ALL charter schools

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

Entry 7 BOT Table

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

KIPP TECH VALLEY CHARTER SCHOOL 800000057554

Authorizer:

Who is the authorizer of your charter school?

SUNY

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

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD /YYYY)	End Date of Current Term (MM/DD /YYYY)	Board Meetings Attended During 2021-2022
1	John P. Reilly		Chair	Finance	Yes	6	7/1/2019	6/30/2022	10
2	Dr. Shai Butler		Vice Chair	Finance	Yes	2	7/1/2018	6/30/2022	9
3	Carl Young		Secretary	Governance	Yes	4	7/1/2020	6/30/2023	8
4	Guy Alonge III		Treasurer	Finance	Yes	1	1/15/2020	6/30/2022	9

5	Dr. Don- Lee Applrys		Trustee/ Member	Develop ment	Yes	2	7/1/202 1	6/30/20 24	8
6	Kat e Hohman		Trustee/ Member	Governa nce	Yes	1	1/15/20 20	6/30/20 22	6
7	Kelly Kimbrou gh		Trustee/ Member	Develop ment	Yes	2	7/1/202 1	6/30/20 24	5 or less
8	Ron Mexico		Trustee/ Member	Finance	Yes	2	7/1/202 1	6/30/20 24	9
9	Michael Strianes e		Trustee/ Member	Finance	Yes	5	7/1/202 1	6/30/20 22	9

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

Yes

1b. Board Member Information

	Trustee Name	Trustee Email Address	Pos t on on the Board	Commit tee Affiliatio ns	Vot ng Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD /YYYY)	End Date of Current Term (MM/DD /YYYY)	Board Meeting s Attende d During 2021-2022
10	Kelly Walborn		Trustee/ Member	Governa nce	Yes	3	7/1/2021	6/30/2024	5 or less
11	Robert Bellafor e		Trustee/ Member	Develop ment	Yes	1	12/10/2021	6/30/2024	5 or less
12	LaSone Garland -Bryan		Trustee/ Member		Yes	4	7/1/2020	4/27/2022	5 or less
13	Juanita Nabors		Trustee/ Member	Ad ocac y	Yes	6	7/1/2020	09/22/2021	5 or less
14									
15									

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

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

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

3. Number of Board meetings held during 2021-2022

10

4. Number of Board meetings scheduled for 2022-2023

12

Total number of Voting Members on June 30, 2022:

11

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

1

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

2

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

11

Thank you.

Entry 8 Board Meeting Minutes

Incomplete Hidden from applicant

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

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

Entry 9 Enrollment & Retention

Completed Aug 1 2022

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

Required of ALL Charter Schools

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

Entry 9 Enrollment and Retention of Special Populations

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2021-2022	Describe Recruitment Plans in 2022-2023
Economically Disadvantaged	<p>KIPP Tech Valley employs full-time school engagement and recruitment specialists to oversee student recruitment and parent engagement and work with the local community, parents, social services, and faith-based organizations to recruit all students, including those who are economically disadvantaged. KTV also provides students with free uniform shirts, transportation, and school supplies to ensure the school is accessible for all income levels.</p>	<p>In 2021-2022, our percentage of ED students was 76% and our district was 70%.</p>
English Language Learners	<p>Services for English Learners include co-taught classes in kindergarten and 1st grade and grades 5 to 8, academic intervention services in and out of the classroom from our student support team, and at-risk speech services provided by an outside service provider (Spotted Zebra/Achievements). We have found it to be common that middle grade students have achieved English language proficiency and, therefore, have exited and been re-designated; lack of data sharing from originating district schools has hampered efforts to track these students after they have tested out, a problem which will be largely resolved when the large majority of incoming 5th graders are from KTV Primary School. Further, in addition to regularly scheduled professional development sessions led on-site</p>	<p>Going forward, we will continue to recruit ELL students utilizing the strategies on the left.</p>

by the KTV management team and nationally through the KIPP network, KTV will continue to enhance professional development that specifically targets students with English as a new language.

Recruitment correspondence (including written materials and oral presentations in both English and Spanish) will continue to explicitly reference the school's commitment to serving all—including families in poverty—academically low-achieving students, students with disabilities, linguistically and culturally diverse families, and other youth at risk of academic failure.

KTV retains full-time school engagement and recruitment specialists to oversee student recruitment and parent engagement. While a wide variety of recruitment efforts have been employed, strategies that the specialists have found most effective in increasing student enrollment include parent word of mouth (as well as incentives, such as earning a uniform shirt for each referral), attendance at community events and student performances, visits to local daycare centers, and the distribution of brochures. KTV is continuing to develop plans—outlining specific steps and benchmarks for monitoring progress—to ensure that appropriate services and placements are made available to students with disabilities who

<p>Students with Disabilities</p>	<p>are enrolled or seeking enrollment in KTV to the same extent that their needs would be met within the traditional public schools.</p> <p>We will also continue build an internal student support team to benefit all students, including a larger percentage of special education students. We are currently contracting with a speech pathologist and occupational and physical therapists, and we employ three counselors and one school psychologist/Response to Intervention interventionist full time. Instructional staff, including special education providers, will continue to collaborate regularly to find creative and/or alternative solutions (including reaching beyond existing resources) to serve all students.</p> <p>Home visits (by request pre-enrollment and for all incoming Kindergarten students) will continue to relieve issues of access and support for students with disabilities and whose families are less mobile.</p>	<p>In 2021-2022, our percentage of SWD was 5%. Going forward, we will be adding a Director of Special Education (a regional leadership position) who will help build and strengthen our school-based SPED programs."</p>
-----------------------------------	--	--

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2021-2022	Describe Retention Plans in 2022-2023
	<p>KTV is focused on retaining all students, and ensuring our program matches the needs of all families. We consistently work receive feedback from families and students on our program and</p>	<p>Our retention rate for ED students was 84% between</p>

Economically Disadvantaged	match resources and support to family needs. We also leverage best practices across the KIPP network to ensure high retention and student retention is an ongoing focus of our leadership team's work.	2020-21 and 2021-22. Going forward, we will continue utilizing the strategies listed to the left.
English Language Learners	KTV is focused on retaining all students, and ensuring our program matches the needs of all families. We consistently work receive feedback from families and students on our program and match resources and support to family needs. We also leverage best practices across the KIPP network to ensure high retention and student retention is an ongoing focus of our leadership team's work.	Our retention rate for ELLs was 81% between 2020-21 and 2021-22. Going forward, we will continue utilizing the strategies listed to the left.
Students with Disabilities	KTV is focused on retaining all students, and ensuring our program matches the needs of all families. We consistently work receive feedback from families and students on our program and match resources and support to family needs. We also leverage best practices across the KIPP network to ensure high retention and student retention is an ongoing focus of our leadership team's work.	Our retention rate for SWD was 83% between 2020-21 and 2021-22. Going forward, we will continue utilizing the strategies listed to the left.

Entry 10 - Teacher and Administrator Attrition

Completed Aug 1 2022

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

A. TEACH System - Employee Clearance

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

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

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

B. Emergency Conditional Clearances

Emergency Conditional Clearances

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

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

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

Attestation

Responses Selected:

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

Entry 11 Percent of Uncertified Teachers

Incomplete Hidden from applicant

Instructions

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

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

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

Entry 11 Uncertified Teachers

School Name:

Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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

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

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

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

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

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

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

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

	FTE Count
Total	

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

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

	FTE Count
Total Category D	

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	

Thank you.



Entry 12 Organization Chart

Incomplete Hidden from applicant

Instructions

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

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

Entry 13 School Calendar

Completed Aug 1 2022

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

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

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

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

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

KIPP Cap Calendar 2022-23

Filename: KIPP Cap Calendar 2022 23 YkEL5U.pdf Size: 214.4 kB

Entry 14 Links to Critical Documents on School Website

Completed Aug 1 2022

Instructions

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

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

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

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

Form for Entry 14 Links to Critical Documents on School Website

School Name: KIPP Te Valley Charter School

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

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

	Link to Documents
1. Current Annual Report (i.e., 2021-2022 Annual Report)	https://www.kippcapital.org/about/
2. Board meeting notices, agendas and documents	https://www.kippcapital.org/about/board-of-trustees/
3. New York State School Report Card	https://www.kippcapital.org/about/
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	https://www.kippcapital.org/about/
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo)	https://www.kippcapital.org/wp-content/uploads/2021/09/KIPP Albany Website-DRAFT KIPP Albany DISTRICT EOP FINAL-s_1339483.pdf
6. Authorizer-approved FOIL Policy	https://www.kippcapital.org/alumni-community/
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	https://www.kippcapital.org/alumni-community/

Thank you.



Entry 15 Staff Roster

Incomplete Hidden from applicant

[INSTRUCTIONS](#)

Required of Regents and NYCDOE-authorized Charter Schools ONLY

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

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

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

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

ALBANY, NEW YORK

AUDITED FINANCIAL STATEMENTS

OTHER FINANCIAL INFORMATION

AND

INDEPENDENT AUDITOR'S REPORTS

JUNE 30, 2022

(With Comparative Totals for 2021)

CONTENTS

<u>AUDITED FINANCIAL STATEMENTS</u>	<u>PAGE</u>
Independent Auditor's Report	3
Statement of Financial Position	5
Statement of Activities and Changes in Net Assets	6
Statement of Functional Expenses	7
Statement of Cash Flows	8
Notes to Financial Statements	10
 <u>OTHER FINANCIAL INFORMATION:</u>	
Independent Auditor's Report on Other Financial Information	22
Statement of Activities by School	23
Statement of Functional Expenses by School:	
KIPP Tech Valley Charter School	24
Albany Community Charter School	25

INDEPENDENT AUDITOR'S REPORT

Board of Trustees
KIPP Albany Community Public Charter Schools

Report on the Financial Statements

Opinion

We have audited the financial statements of KIPP Albany Community Public Charter Schools which comprise the statement of financial position as of June 30, 2022 and the related statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of KIPP Albany Community Public Charter Schools as of June 30, 2022, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

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

Responsibilities of Management for the Financial Statements

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

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

Auditor's Responsibilities for the Audit of the Financial Statements

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

In performing an audit in accordance with GAAS, we:

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

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

Report on Summarized Comparative Information

We have previously audited KIPP Albany Community Public Charter Schools' June 30, 2021 financial statements, and we expressed an unmodified opinion on those audited financial statements in our report dated October 22, 2021. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2021 is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Reporting Required by Government Auditing Standards

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

Mengel, Metzger, Baw & Co. LLP

Rochester, New York
October 27, 2022

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

STATEMENT OF FINANCIAL POSITION

JUNE 30, 2022

(With Comparative Totals for 2021)

<u>ASSETS</u>	<u>June 30,</u>	
	<u>2022</u>	<u>2021</u>
<u>CURRENT ASSETS</u>		
Cash and cash equivalents	\$ 12,242,566	\$ 12,566,300
Grants and contracts receivable	2,783,398	1,230,187
Accounts receivable, net of allowance for uncollectible accounts of \$800,000 and \$429,000, respectively	1,245,602	914,697
Prepaid expenses	92,481	100,059
Inventory	<u>87,902</u>	<u>136,093</u>
TOTAL CURRENT ASSETS	16,451,949	14,947,336
<u>PROPERTY AND EQUIPMENT, net</u>	28,782,919	28,604,662
<u>OTHER ASSETS</u>		
Restricted cash - debt services reserve fund	131,665	131,666
Cash designated by Board for operating reserve	351,393	351,357
Cash in escrow	150,335	150,335
Security deposits	<u>3,280</u>	<u>3,280</u>
	<u>636,673</u>	<u>636,638</u>
TOTAL ASSETS	<u>\$ 45,871,541</u>	<u>\$ 44,188,636</u>
<u>LIABILITIES AND NET ASSETS</u>		
<u>CURRENT LIABILITIES</u>		
Current portion of loan payable	\$ 389,985	\$ 371,004
Accounts payable	890,669	698,724
Accrued expenses	107,427	82,446
Accrued payroll and benefits	711,912	544,483
Deferred revenue	<u>5,000</u>	<u>-</u>
TOTAL CURRENT LIABILITIES	2,104,993	1,696,657
<u>OTHER LIABILITIES</u>		
Long-term debt including loan premium of \$4,318,156 and \$4,470,115, respectively, net of loan issuance costs of \$295,299 and \$305,691, respectively	<u>27,610,164</u>	<u>28,141,717</u>
TOTAL LIABILITIES	29,715,157	29,838,374
<u>NET ASSETS</u>		
Without donor restrictions	16,123,132	14,321,068
With donor restrictions	<u>33,252</u>	<u>29,194</u>
TOTAL NET ASSETS	<u>16,156,384</u>	<u>14,350,262</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 45,871,541</u>	<u>\$ 44,188,636</u>

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

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

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

	Without donor restrictions	With donor restrictions	Year ended June 30,	
			<u>2022</u>	<u>2021</u>
			Total	Total
Operating revenue and support:				
Public School District:				
Resident student enrollment	\$ 25,040,203	\$ -	\$ 25,040,203	\$ 22,973,680
Students with disabilities	363,711	-	363,711	232,978
Grants and contracts:				
Federal - Title and IDEA	665,870	-	665,870	606,169
Federal - Other	3,541,328	-	3,541,328	1,240,870
Food service / Child Nutrition Program	<u>1,529,210</u>	-	<u>1,529,210</u>	<u>490,959</u>
TOTAL OPERATING REVENUE AND SUPPORT	31,140,322	-	31,140,322	25,544,656
Expenses:				
Program services:				
Regular education	19,793,302	-	19,793,302	14,724,994
Special education	1,421,185	-	1,421,185	617,365
Other education	2,682,229	-	2,682,229	2,824,796
Management and general	<u>5,860,542</u>	-	<u>5,860,542</u>	<u>4,527,888</u>
TOTAL EXPENSES	<u>29,757,258</u>	-	<u>29,757,258</u>	<u>22,695,043</u>
SURPLUS FROM SCHOOL OPERATIONS	1,383,064	-	1,383,064	2,849,613
Other income (expense):				
Fundraising	21,127	-	21,127	34,027
Contributions	208,959	32,775	241,734	253,659
Interest income	141	-	141	1,744
Other income	160,056	-	160,056	96,925
Debt issuance costs written off and loan prepayment fees	-	-	-	(1,053,697)
Paycheck Protection Program loan forgiveness	-	-	-	1,171,320
Net assets released from restriction	<u>28,717</u>	<u>(28,717)</u>	-	-
	419,000	4,058	423,058	503,978
CHANGE IN NET ASSETS	1,802,064	4,058	1,806,122	3,353,591
Net assets at beginning of year	14,321,068	29,194	14,350,262	-
Net assets at beginning of year, KIPP Tech Valley Charter School	-	-	-	1,024,838
Transfer in of Albany Community Charter School net assets at beginning of year	-	-	-	9,971,833
	<u>14,321,068</u>	<u>29,194</u>	<u>14,350,262</u>	<u>10,996,671</u>
NET ASSETS AT END OF YEAR	<u>\$ 16,123,132</u>	<u>\$ 33,252</u>	<u>\$ 16,156,384</u>	<u>\$ 14,350,262</u>

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

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

STATEMENT OF FUNCTIONAL EXPENSES

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

	Year ended June 30,									
	2022					2021				
	No of Positions	Regular Education	Special Education	Other Education	Sub-total	Supporting Services Management and General	Total	Total	Total	Total
Personnel services costs:										
Administrative Staff Personnel	89	\$ 2,892,766	\$ 289,277	\$ 578,554	\$ 3,760,597	\$ 2,746,429	\$ 6,507,026	\$ 4,636,903		
Instructional Personnel	135	7,033,460	754,176	-	7,787,636	-	7,787,636	7,115,369		
Non-Instructional Personnel	31	-	-	496,923	496,923	345,864	842,787	670,186		
Total salaries and staff	255	9,926,226	1,043,453	1,075,477	12,045,156	3,092,293	15,137,449	12,422,458		
Fringe benefits and payroll taxes		2,800,355	91,999	361,545	3,253,899	361,545	3,615,444	3,046,381		
Retirement		450,543	15,244	58,223	524,010	58,223	582,233	513,417		
Legal services		-	-	-	-	116,991	116,991	33,501		
Accounting / Audit services		-	-	-	-	141,144	141,144	107,391		
Other purchased / professional / consulting services		632,874	90,901	28,395	752,170	550,959	1,303,129	1,187,029		
Repairs and maintenance		756,604	24,021	97,578	878,203	97,578	975,781	706,859		
Insurance		-	-	-	-	193,797	193,797	209,018		
Utilities		333,724	9,304	43,106	386,134	43,106	429,240	293,163		
Supplies / materials		461,982	15,074	-	477,056	-	477,056	549,139		
Leased equipment		70,307	967	4,833	76,107	37,445	113,552	77,086		
Staff development		467,273	-	-	467,273	51,920	519,193	146,232		
Marketing / recruitment		-	-	-	-	100,494	100,494	83,577		
Food service		-	-	683,520	683,520	-	683,520	173,973		
Student services		1,380,632	47,297	-	1,427,929	-	1,427,929	434,005		
Bad debt expense		-	-	-	-	371,000	371,000	310,230		
Board expenses		-	-	-	-	11,000	11,000	16,151		
Office expense		162,091	5,201	20,912	188,204	329,496	517,700	192,303		
Depreciation and amortization		979,508	32,207	126,464	1,138,179	126,464	1,264,643	969,638		
Interest		826,400	27,539	106,742	960,681	106,742	1,067,423	981,107		
Dues and subscriptions		544,783	17,978	70,345	633,106	70,345	703,451	240,145		
Other		-	-	5,089	5,089	-	5,089	2,240		
		\$ 19,793,302	\$ 1,421,185	\$ 2,682,229	\$ 23,896,716	\$ 5,860,542	\$ 29,757,258	\$ 22,695,043		

The accompanying notes are an integral part of the financial statements

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

STATEMENT OF CASH FLOWS

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

	<u>Year ended June 30,</u>	
	<u>2022</u>	<u>2021</u>
<u>CASH FLOWS - OPERATING ACTIVITIES</u>		
Change in net assets	\$ 1,806,122	\$ 3,353,591
Adjustments to reconcile change in net assets to net cash provided from operating activities:		
Bad debt expense	371,000	310,230
Depreciation and amortization	1,264,643	969,638
Bond trust account written off	-	1,000
Unamortized debt issuance costs written off	-	872,435
Loan premium accretion reducing interest expense	(151,959)	88,643
Prepayment fees included as part of debt refinancing	-	181,262
Paycheck Protection Program loan forgiveness	-	(1,171,320)
Amortization of loan issuance costs included in interest expense	10,392	6,062
Changes in certain assets and liabilities affecting operations:		
Grants and contracts receivable	(1,553,211)	(873,648)
Accounts receivable	(701,905)	(664,579)
Prepaid expenses	7,578	(59,755)
Inventory	48,191	42,947
Accounts payable and accrued expenses	146,266	486,620
Accrued payroll and benefits	167,429	135,354
Deferred revenue	5,000	-
	<u>1,419,546</u>	<u>3,678,480</u>
NET CASH PROVIDED FROM OPERATING ACTIVITIES		
<u>CASH FLOWS - INVESTING ACTIVITIES</u>		
Purchases of property and equipment	(1,372,240)	(576,438)
Transfer of cash from Albany Community Charter School	-	7,225,399
Transfer of restricted cash from Albany Community Charter School	-	360,095
Transfer of dissolution escrow from Albany Community Charter School	-	75,050
	<u>(1,372,240)</u>	<u>7,084,106</u>
NET CASH (USED FOR) PROVIDED FROM INVESTING ACTIVITIES		
<u>CASH FLOWS - FINANCING ACTIVITIES</u>		
Borrowings on long term debt	-	54,537,152
Premium received as part of debt refinancing	-	4,558,757
Repayment of long term debt	(371,005)	(57,224,439)
Termination of interest rate swap as part of debt refinancing	-	(1,374,860)
Debt issuance costs incurred	-	(350,890)
Loan issuance costs incurred	-	(311,753)
	<u>(371,005)</u>	<u>(166,033)</u>
NET CASH USED FOR FINANCING ACTIVITIES		
NET (DECREASE) INCREASE IN CASH, CASH EQUIVALENTS AND RESTRICTED CASH		
	(323,699)	10,596,553
Cash, cash equivalents, and restricted cash at beginning of year	<u>13,199,658</u>	<u>2,603,105</u>
CASH, CASH EQUIVALENTS, AND RESTRICTED CASH AT END OF YEAR		
	<u>\$ 12,875,959</u>	<u>\$ 13,199,658</u>

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

STATEMENT OF CASH FLOWS, Cont'd

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

	<u>Year ended June 30,</u>	
	<u>2022</u>	<u>2021</u>
<u>SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION</u>		
Reconciliation of cash, cash equivalents and restricted cash reported within the statement of financial position that sum to the total amounts shown in the statement of cash flows:		
Cash and cash equivalents	\$ 12,242,566	\$ 12,566,300
Restricted cash - debt service reserve fund	131,665	131,666
Cash designated by Board for operating reserve	351,393	351,357
Cash in escrow	<u>150,335</u>	<u>150,335</u>
Total cash, cash equivalents, and restricted cash shown in the statement of cash flows	<u>\$ 12,875,959</u>	<u>\$ 13,199,658</u>
 Cash paid during the year for interest	 <u>\$ 1,208,990</u>	 <u>\$ 1,037,727</u>
<u>NON-CASH OPERATING AND INVESTING ACTIVITIES</u>		
Purchase of property and equipment through accounts payable	<u>\$ 70,660</u>	<u>\$ -</u>
Non-cash transactions:		
Transfer of assets and liabilities from Albany Community Charter School to KIPP Tech Valley Charter School:		
Accounts receivable	\$ -	\$ 248,909
Inventory	-	175,846
Security deposit	-	3,280
Property and equipment	-	12,227,757
Accounts payable and accrued expenses	-	(120,699)
Accrued payroll and benefits	-	(199,981)
Long-term debt	-	(9,042,227)
Paycheck Protection Program loan payable	-	(1,151,800)
Unamortized debt issuance costs	-	170,204
Unrestricted net assets	<u>-</u>	<u>(9,971,833)</u>
Cash received	<u>\$ -</u>	<u>\$ (7,660,544)</u>

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

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2022

(With Comparative Totals for 2021)

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

The Charter School

KIPP Albany Community Public Charter Schools (the “Charter School”) is an education corporation operating charter schools in Albany, New York.

The Charter School is comprised of Albany Community Charter School (“ACCS”) and KIPP Tech Valley Charter School (“KIPP Tech Valley”). Effective July 1, 2020, ACCS merged with KIPP Tech Valley, with KIPP Tech Valley being the surviving education corporation under the amended name KIPP Albany Community Public Charter Schools.

ACCS was organized in 2006 to operate a charter school for grades K-5, pursuant to Article 56 of the New York State Education Law and in accordance with related charter agreements with the Board of Regents of the University of the State of New York. In January 2012, ACCS received approval to modify its charter renewal and add a middle school program to its existing elementary school program, adding grades 6 through 8 in subsequent years through June 30, 2017. A charter renewal was granted in 2016 and again in 2021, extending the school’s operations for an additional five years, expiring in July 2026.

KIPP Tech Valley was organized in 2004 to operate a charter school for grades 5 through 8, pursuant to Article 56 of the New York State Education Law and in accordance with related charter agreements with the Board of Regents of the University of the State of New York. In 2015, KIPP Tech Valley received approval to modify its charter to include kindergarten through grade 4. A charter renewal was granted in 2010, 2015, and 2020 extending the school’s operations for an additional five years, expiring June 30, 2025.

The Charter School is governed by a Board of Trustees in accordance with the Charter School’s by-laws. The Charter School is a member of Knowledge is Power Program (KIPP) a network of nationally recognized private sector schools through a trademark license agreement with the KIPP Foundation. KIPP provides support and member services to the Charter School to assist the Charter School in fulfilling its mission of preparing all students for future opportunities.

Basis of accounting

The accompanying financial statements are prepared on the accrual basis of accounting, in accordance with accounting principles generally accepted in the United States of America (“GAAP”).

Classification of net assets

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

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

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

The assets, liabilities, activities, and net assets are classified based on the existence or absence of donor or grantor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

Net Assets Without Donor Restrictions

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

Net Assets With Donor Restrictions

Net assets subject to donor (or certain grantor) imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both. Net assets with donor restrictions were \$33,252 and \$29,194 at June 30, 2022 and 2021 respectively.

Revenue recognition

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

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

State and local per pupil revenue

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

Contract balances consisted of \$1,245,602, net of allowances, \$914,697, net of allowances, and \$356,539 of grants and contracts receivable at June 30, 2022, 2021, and 2020, respectively.

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

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

Contributions

Contributions received are recorded as without donor restrictions or with donor restrictions support depending on the existence and/or nature of any donor-imposed restrictions. The Charter School reports grants of cash and other assets as restricted support if they are received with stipulations that limit their use. When a restriction expires, that is, when a stipulated time or purpose restriction is accomplished, donor restricted net assets are reclassified to without donor restriction net assets and reported in the Statement of activities as net assets released from restrictions. The Charter School reports restricted grants as unrestricted support whenever the restrictions are met in the same year the grants are received.

Grant revenue

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

Cash and cash equivalents

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

Cash in escrow

The Charter School maintains cash in an escrow account in accordance with the terms of its charter agreements. The amount in escrow was \$150,335 at both June 30, 2022 and 2021. The agreement requires a balance be maintained to fund any audit and legal expenses incurred should the Charter School cease operations and dissolve.

Grants, contracts and accounts receivables

Grants, contracts and accounts receivables are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts based on its assessment of the current status of individual receivables from grants, agencies and others. Balances that are still outstanding after management has used reasonable collection efforts are written off against the allowance for doubtful accounts. Management has recorded an allowance of \$800,000 as of June 30, 2022 and 2021.

Inventory

Inventory consists of student uniforms and clothing available for use in the Charter School's everyday operation. The inventory is stated at the lower of cost (on a first-in, first-out basis) or net realizable value and is based on a physical inventory taken by management at June 30, 2022 and 2021.

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

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

Property and equipment

Property and equipment are recorded at cost. Depreciation and amortization are computed using the straight-line method on a basis considered adequate to depreciate the assets over their estimated useful lives, which range from three to forty years.

Major renewals and betterments are capitalized, while repairs and maintenance are charged to operations as incurred. Upon sale or retirement, the related cost and allowances for depreciation are removed from the accounts and the related gain or loss is reflected in operations.

Contributed services

The Charter School receives contributed services from volunteers to develop its academic program and to serve on the Board of Trustees. These services are not valued in the financial statements because they do not require "specialized skills" and would typically not be purchased if they were not contributed. In addition, the Charter School received donated services from unpaid volunteers who assisted in fundraising, office administration and program activities. The Charter School was unable to determine a value for these services.

Tax exempt status

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

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

Marketing costs

The Charter School expenses marketing costs as they are incurred. Total marketing costs approximated \$100,000 and \$84,000 for the years ended June 30, 2022 and 2021 respectively.

In-kind contributions

Gifts and donations other than cash are recorded at fair market value at the date of contribution. There were no in-kind contributions received for the years ended June 30, 2022 and 2021.

Use of estimates in the preparation of financial statements

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

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

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

Adoption of new accounting standard - gifts-in-kind

In September 2020, the FASB issued a new accounting update to improve transparency in the reporting of contributed nonfinancial assets, also known as gifts-in-kind. The update requires not-for-profit entities to present contributed nonfinancial assets separately on the statement of activities, apart from contributions of cash and other financial assets. In addition, the update requires not-for-profit entities to disclose in the notes to the financial statements a breakout of the different types of gifts-in-kind recognized, any donor restrictions associated with the gift, the valuation technique(s) used to arrive at the fair value measure, whether or not the gift-in-kind was monetized, and any policies on monetization. The update is effective for fiscal years beginning after June 15, 2021 and will be applied on a retrospective basis. The Charter School adopted this standard during the year ended June 30, 2022 with no impact on the financial statements.

New accounting pronouncement - leases

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

Comparatives for period ended June 30, 2021

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

Reclassifications

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

Subsequent events

The Charter School has conducted an evaluation of potential subsequent events occurring after the statement of financial position date through October 27, 2022, which is the date the financial statements are available to be issued. No subsequent events requiring disclosure were noted.

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE B: LIQUIDITY AND AVAILABILITY

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

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

In addition to financial assets available to meet general expenditures over the next 12 months, the Charter School operates with a surplus budget and anticipates collecting sufficient revenue to cover general expenditures not covered by donor-restricted resources. Refer to the statement of cash flows which identifies the sources and uses of the Charter School's cash and shows positive cash generated by operations for fiscal year 2022 and 2021.

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

	<u>June 30,</u>	
	<u>2022</u>	<u>2021</u>
Cash and cash equivalents	\$ 12,242,566	\$ 12,566,300
Grants and contracts receivable	2,783,398	1,230,187
Accounts receivable	<u>1,245,602</u>	<u>914,697</u>
Total financial assets available to management within one year	16,271,566	14,711,184
Less:		
Amounts unavailable for general expenditures within one year, due to:		
Donor restrictions	<u>(33,252)</u>	<u>(29,194)</u>
Total financial assets available to management for general expenditures within one year	<u>\$ 16,238,314</u>	<u>\$ 14,681,990</u>

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE C: NET ASSETS

At June 30, 2022 and 2021, net assets without donor restrictions consisted of the following

	<u>June 30,</u>	
	<u>2022</u>	<u>2021</u>
Undesignated	\$ 10,670,813	\$ 9,407,655
Cash designated by Board for operating reserve	351,393	351,357
Invested in property and equipment, net of related debt excluding premium	<u>5,100,926</u>	<u>4,562,056</u>
	<u>\$ 16,123,132</u>	<u>\$ 14,321,068</u>

At June 30, 2022 and 2021, net assets with donor restrictions are as follows:

	<u>June 30,</u>	
	<u>2022</u>	<u>2021</u>
KIPP Foundation - Rebranding	\$ 14,477	\$ 23,000
KIPP Foundation - COVID-19	-	6,194
Relay GSE Leadership Program	<u>18,775</u>	<u>-</u>
	<u>\$ 33,252</u>	<u>\$ 29,194</u>

NOTE D: PROPERTY AND EQUIPMENT

Property and equipment at June 30, 2022 and 2021 consisted of the following:

	<u>June 30,</u>	
	<u>2022</u>	<u>2021</u>
Land	\$ 3,430,892	\$ 3,430,892
Buildings and improvements	28,551,596	28,198,170
Other depreciable property	72,044	72,044
Furniture and equipment	<u>3,373,668</u>	<u>2,284,194</u>
	35,428,200	33,985,300
Less accumulated depreciation and amortization	<u>6,645,281</u>	<u>5,380,638</u>
	<u>\$ 28,782,919</u>	<u>\$ 28,604,662</u>

Depreciation and amortization expense for the years ended June 30, 2022 and 2021 was \$1,264,643 and \$969,638 respectively.

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE E: CONTINGENCY

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

NOTE F: CONCENTRATIONS

At June 30, 2022 and 2021, approximately 100% of grants and contracts receivable were due from federal agencies relating to certain grants. In addition, 63% of gross accounts receivable is due from three school districts at June 30, 2022 and 67% of gross accounts receivable is due from two school districts at June 30, 2021.

For the years ended June 30, 2022 and 2021, approximately 82% and 91% of total operating revenue and support came from per-pupil funding provided by New York State. The per-pupil rate is set annually by the State based on the school district in which the Charter School's students are located.

NOTE G: LOAN PAYABLE

On July 1, 2020, the Charter School refinanced and consolidated all of the debt of both ACCS and KIPP Tech Valley. The total amount of the bridge loan was \$30,000,000, with payments of interest only starting August 2020, at an interest rate of LIBOR plus 3%, with a floor of 1% LIBOR.

This consolidation resulted in the termination of an interest rate swap agreement of \$1,374,860.

In addition, the Charter School wrote off all unamortized debt issuance costs of approximately \$522,000 associated with the debt refinanced July 1, 2020. The Charter School incurred prepayment penalties of approximately \$181,000. These amounts are included in debt issuance costs written off and loan prepayment fees on the accompanying statement of activities and changes in net assets for the year ended June 30, 2021.

On December 1, 2020, the Charter School obtained financing of \$24,537,152 from Equitable Facilities Fund, Inc. ("Fund") to refinance the bridge loan. In order to facilitate this refinance, the Fund issued a bond, Obligation #1. The proceeds from the bond issuance were loaned to the Charter School. The loan requires monthly payments including interest at a coupon rate of 5% and are secured by mortgages on the buildings. Loan payable consists of the following at June 30, 2022 and 2021:

	<u>June 30,</u>	
	<u>2022</u>	<u>2021</u>
Obligation #1, coupon rate of 5%, due through December 2050	\$ 23,977,292	\$ 24,348,297
Add: unaccreted loan premium	4,318,156	4,470,115
Less: debt issuance costs, net of accumulated amortization	<u>(295,299)</u>	<u>(305,691)</u>
	28,000,149	28,512,721
Less: current portion of loan payable	<u>(389,985)</u>	<u>(371,004)</u>
	<u>\$ 27,610,164</u>	<u>\$ 28,141,717</u>

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE G: LOAN PAYABLE, Cont'd

Unaccreted loan premium related to the issuance of Obligation #1 is \$4,318,156 at June 30, 2022. The unaccreted premium costs are accreted over the term of the indebtedness of the total amount issued and are included in loan payable in the statement of financial position. Debt issuance costs, net of accumulated amortization total \$295,299 and \$305,691 as of June 30, 2022 and 2021, respectively and are recorded as a reduction in loan payable on the accompanying statement of financial position.

Debt issuance costs consist of the following at June 30, 2022 and 2021:

	<u>June 30,</u>	
	<u>2022</u>	<u>2021</u>
Debt issuance costs	\$ 311,753	\$ 311,753
Less: accumulated amortization	<u>16,454</u>	<u>(6,062)</u>
	<u>\$ 295,299</u>	<u>\$ 305,691</u>

The aggregate amount of principal payments subsequent to June 30, 2022 are approximately as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2023	\$ 390,000
2024	410,000
2025	431,000
2026	453,000
2027	476,000
Thereafter	<u>21,817,000</u>
	<u>\$ 23,977,000</u>

In addition, the Charter School wrote off all unamortized debt issuance costs of approximately \$351,000 associated with the debt refinanced on December 1, 2020. These amounts are included in debt issuance costs written off and loan prepayment fees on the accompanying statement of activities and changes in net assets for the year ended June 30, 2021.

In connection with the loan payable, the Charter School is required to maintain certain financial covenants. At June 30, 2022, the Charter School is in compliance with these covenants.

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE H: OPERATING LEASES

The Charter School leases office equipment under non-cancelable operating leases that expire through 2025. The monthly lease payments are approximately \$6,800.

Lease expense was \$113,552 and \$77,086 for the years ended June 30, 2022 and 2021 respectively. The approximate minimum annual lease payments are as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2023	\$ 39,900
2024	23,700
2025	<u>5,900</u>
	<u>\$ 69,500</u>

NOTE I: RETIREMENT PLAN

Albany Community Charter School

The School had adopted a profit-sharing plan under IRC §401(k) covering all eligible employees. The School contributed a matching contribution to each eligible employee's profit-sharing plan at the rate of 4% of the employee's gross compensation for the calendar year. Effective July 1, 2021, the participants of this plan were given the option to roll their balances into the KIPP Tech Valley Charter School 403(b) Plan or receive a distribution. The 401(k) plan was liquidated and closed as of September 30, 2021. No contributions were made to this plan for the year ended June 30, 2022.

KIPP Tech Valley Charter School

The School has a 403(b) tax-deferred annuity retirement plan, which is funded by contributions from both the School and its employees.

The related 401(k) and 403(b) expense for the years ended June 30, 2022 and 2021 was \$582,233 and \$513,417 respectively.

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE J: ACCOUNTING IMPACT OF COVID-19 OUTBREAK

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

In response to the COVID-19 outbreak, in April 2020 the Kipp Tech Valley Charter School and Albany Community Charter School applied for and were approved by banks for loans of \$1,167,900 and \$1,151,800, respectively, through the Paycheck Protection Program established by the Small Business Administration. The loans had a maturity of 2 years and an interest rate of 1%. The loans had the potential for forgiveness provided certain requirements are met by the Charter School. The loans were funded in April 2020. On December 31, 2020, Kipp Tech Valley Charter School’s loan was forgiven in full by the Small Business Administration. \$1,148,380 of the loan was recognized as revenue for the year ended June 30, 2020. The remaining \$19,520 was recognized as revenue for the year ended June 30, 2021 and is reported as Paycheck Protection Program loan forgiveness on the accompanying statement of activities and changes in net assets for the year ended June 30, 2021. On June 2, 2021, the Albany Community Charter School’s loan was forgiven in full by the Small Business Administration, which is reported as Paycheck Protection Program loan forgiveness on the accompanying statement of activities and changes in net assets for the year ended June 30, 2021.

In response to the COVID-19 outbreak, the Federal Government passed several COVID relief acts which include funding for elementary and secondary education. The Elementary and Secondary School Emergency Relief Fund (ESSER Fund) was established to award grants to state and local educational agencies. The Charter School has recognized \$1,773,959 and \$429,949 of revenue relative to ESSER grants during the years ended June 30, 2022 and 2021, respectively. As of June 30, 2022, the Charter School has approximately \$3,476,657 of ESSER grants available for expenditure through September 30, 2024.

NOTE K: CHARTER SCHOOL MERGER

On June 16, 2021, the Charter School's Board of Trustees voted to approve and authorize the merger with True North Troy Preparatory Charter School effective July 1, 2022. KIPP Albany Community Charter Schools will be the surviving education corporation.

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

OTHER CONSOLIDATING FINANCIAL INFORMATION

INDEPENDENT AUDITOR'S REPORT ON OTHER FINANCIAL INFORMATION

Board of Trustees
KIPP Albany Community Public Charter Schools

We have audited the financial statements of KIPP Albany Community Public Charter Schools as of and for the year ended June 30, 2022, and we have issued our report thereon dated October 27, 2022, which contained an unmodified opinion on those financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The 2022 other financial information hereinafter is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements for the year ended June 30, 2022, as a whole.

Mengel, Metzger, Baw & Co. LLP

Rochester, New York
October 27, 2022

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

STATEMENT OF ACTIVITIES BY SCHOOL

JUNE 30, 2022

	<u>KIPP Tech Valley Charter School</u>	<u>Albany Community Charter School</u>	<u>Total</u>
Operating revenue and support:			
Public School District:			
Resident student enrollment	\$ 14,311,422	\$ 10,728,781	\$ 25,040,203
Students with disabilities	264,825	98,886	363,711
Grants and contracts			
Federal - Title and IDEA	399,695	266,175	665,870
Federal - Other	1,375,444	2,165,884	3,541,328
Food service / Child Nutrition Program	<u>886,942</u>	<u>642,268</u>	<u>1,529,210</u>
TOTAL OPERATING REVENUE AND SUPPORT	17,238,328	13,901,994	31,140,322
Expenses:			
Program services:			
Regular education	10,451,643	9,341,659	19,793,302
Special education	990,925	430,260	1,421,185
Other education	1,521,235	1,160,994	2,682,229
Management and general	<u>3,393,502</u>	<u>2,467,040</u>	<u>5,860,542</u>
TOTAL EXPENSES	<u>16,357,305</u>	<u>13,399,953</u>	<u>29,757,258</u>
SURPLUS FROM SCHOOL OPERATIONS	<u>881,023</u>	<u>502,041</u>	<u>1,383,064</u>
Other income:			
Fundraising	11,450	9,677	21,127
Contributions	140,206	101,528	241,734
Interest income	82	59	141
Other income	<u>90,408</u>	<u>69,648</u>	<u>160,056</u>
TOTAL OTHER INCOME	<u>242,146</u>	<u>180,912</u>	<u>423,058</u>
CHANGE IN NET ASSETS	<u>\$ 1,123,169</u>	<u>\$ 682,953</u>	<u>\$ 1,806,122</u>

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

STATEMENT OF FUNCTIONAL EXPENSES BY SCHOOL – KIPP TECH VALLEY CHARTER SCHOOL

JUNE 30, 2022

	No. of Positions	Program Services				Sub-total	Supporting Services		Total
		Regular Education	Special Education	Other Education	Management and General		General		
Personnel services costs:									
Administrative Staff Personnel	49	\$ 1,643,378	\$ 164,338	\$ 328,676	\$ 2,136,392	\$ 1,568,831	\$ 3,705,223		
Instructional Personnel	72	3,491,777	564,228	-	4,056,005	-	4,056,005		
Non-Instructional Personnel	19	-	-	287,960	287,960	226,246	514,206		
Total salaries and staff	140	5,135,155	728,566	616,636	6,480,357	1,795,077	8,275,434		
Fringe benefits and payroll taxes		1,516,134	59,070	196,901	1,772,105	196,901	1,969,006		
Retirement		277,188	10,799	35,998	323,985	35,998	359,983		
Legal services		-	-	-	-	67,855	67,855		
Accounting / Audit services		-	-	-	-	81,864	81,864		
Other purchased / professional / consulting services		386,362	76,740	16,769	479,871	317,833	797,704		
Repairs and maintenance		346,932	13,517	45,056	405,505	45,056	450,561		
Insurance		-	-	-	-	112,402	112,402		
Utilities		152,491	5,451	19,870	177,812	19,870	197,682		
Supplies / materials		215,578	9,565	-	225,143	-	225,143		
Leased equipment		32,611	-	-	32,611	32,612	65,223		
Staff development		254,202	-	-	254,202	28,245	282,447		
Marketing / recruitment		-	-	-	-	33,721	33,721		
Food service		-	-	406,711	406,711	-	406,711		
Student services		746,360	33,115	-	779,475	-	779,475		
Board expenses		-	-	-	-	6,380	6,380		
Office expense		78,468	3,057	10,191	91,716	189,837	281,553		
Depreciation and amortization		532,435	20,744	69,147	622,326	69,147	691,473		
Interest		476,713	18,573	61,911	557,197	61,911	619,108		
Dues and subscriptions		301,014	11,728	39,093	351,835	39,093	390,928		
Bad debt expense		-	-	-	-	259,700	259,700		
Other		-	-	2,952	2,952	-	2,952		
		<u>\$ 10,451,643</u>	<u>\$ 990,925</u>	<u>\$ 1,521,235</u>	<u>\$ 12,963,803</u>	<u>\$ 3,393,502</u>	<u>\$ 16,357,305</u>		

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

STATEMENT OF FUNCTIONAL EXPENSES BY SCHOOL – ALBANY COMMUNITY CHARTER SCHOOL

JUNE 30, 2022

	No. of Positions	Program Services				Sub-total	Supporting Services		Total
		Regular Education	Special Education	Other Education	Management and General		Management and General		
Personnel services costs:									
Administrative Staff Personnel	40	\$ 1,249,388	\$ 124,939	\$ 249,878	\$ 1,624,205	\$ 1,177,598	\$ 2,801,803		
Instructional Personnel	63	3,541,683	189,948	-	3,731,631	-	3,731,631		
Non-Instructional Personnel	12	-	-	208,963	208,963	119,618	328,581		
Total salaries and staff	115	4,791,071	314,887	458,841	5,564,799	1,297,216	6,862,015		
Fringe benefits and payroll taxes		1,284,221	32,929	164,644	1,481,794	164,644	1,646,438		
Retirement		173,355	4,445	22,225	200,025	22,225	222,250		
Legal services		-	-	-	-	49,136	49,136		
Accounting / Audit services		-	-	-	-	59,280	59,280		
Other purchased / professional / consulting services		246,512	14,161	11,626	272,299	233,126	505,425		
Repairs and maintenance		409,672	10,504	52,522	472,698	52,522	525,220		
Insurance		-	-	-	-	81,395	81,395		
Utilities		181,233	3,853	23,236	208,322	23,236	231,558		
Supplies / materials		246,404	5,509	-	251,913	-	251,913		
Leased equipment		37,696	967	4,833	43,496	4,833	48,329		
Staff development		213,071	-	-	213,071	23,675	236,746		
Marketing / recruitment		-	-	-	-	66,773	66,773		
Food service		-	-	276,809	276,809	-	276,809		
Student services		634,272	14,182	-	648,454	-	648,454		
Board expenses		-	-	-	-	4,620	4,620		
Office expense		83,623	2,144	10,721	96,488	139,659	236,147		
Depreciation and amortization		447,073	11,463	57,317	515,853	57,317	573,170		
Interest		349,687	8,966	44,831	403,484	44,831	448,315		
Dues and subscriptions		243,769	6,250	31,252	281,271	31,252	312,523		
Bad debt expense		-	-	-	-	111,300	111,300		
Other		-	-	2,137	2,137	-	2,137		
		\$ 9,341,659	\$ 430,260	\$ 1,160,994	\$ 10,932,913	\$ 2,467,040	\$ 13,399,953		

**KIPP ALBANY COMMUNITY PUBLIC CHARTER
SCHOOLS**

ALBANY, NEW YORK

**SCHEDULES REQUIRED BY
GOVERNMENT AUDITING STANDARDS
AND THE UNIFORM GUIDANCE**

AND

INDEPENDENT AUDITOR'S REPORTS

JUNE 30, 2022

CONTENTS

<u>SCHEDULES REQUIRED BY GOVERNMENT AUDITING STANDARDS AND THE UNIFORM GUIDANCE</u>	<u>PAGE</u>
Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	3
Independent Auditor's Report on Compliance for Each Major Federal Program; Report on Internal Control over Compliance; and Report on the Schedule of Expenditures of Federal Awards in Accordance with the Uniform Guidance	5
Schedule of Expenditures of Federal Awards	8
Schedule of Findings and Questioned Costs	10

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

Board of Trustees
KIPP Albany Community Public Charter Schools

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of KIPP Albany Community Public Charter Schools, which comprise the statement of financial position as of June 30, 2022 and the related statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended and the related notes to the financial statements and have issued our report thereon dated December 14, 2022.

Internal Control Over Financial Reporting

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

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

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

Compliance and Other Matters

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

Purpose of This Report

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

Mengel, Metzger, Baw & Co. LLP

Rochester, New York
December 14, 2022

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM;
REPORT ON INTERNAL CONTROL OVER COMPLIANCE; AND REPORT ON THE SCHEDULE OF
EXPENDITURES OF FEDERAL AWARDS IN ACCORDANCE WITH THE UNIFORM GUIDANCE

Board of Trustees
KIPP Albany Community Public Charter Schools

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited KIPP Albany Community Public Charter Schools' compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of KIPP Albany Community Public Charter Schools' major federal programs for the year ended June 30, 2022. KIPP Albany Community Public Charter Schools' major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

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

Basis for Opinion on Each Major Federal Program

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

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

Responsibilities of Management for Compliance

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

Auditor's Responsibilities for the Audit of Compliance

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

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

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

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

Report on Internal Control Over Compliance

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

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

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

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

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of KIPP Albany Community Public Charter Schools as of and for the year ended June 30, 2022, and have issued our report thereon dated December 14, 2022, which contained an unmodified opinion on those financial statements. Our audit was performed for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the financial statements as a whole.

Mengel, Metzger, Baw & Co. LLP

Rochester, New York
December 14, 2022

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

YEAR ENDED JUNE 30, 2022

	<u>Federal AL Number</u>	<u>Pass-through Grantor's Number</u>	<u>Total Federal Expenditures</u>
U.S. Department of Education:			
<u>Passed through New York State Education Department:</u>			
Title I - Grants to Local Educational Agencies	84.010	0021	\$ 524,433
Title IIA - Supporting Effective Instruction State Grant	84.367	0147	54,293
Title IV - Student Support and Academic Enrichment Program	84.424	0204	36,504
<u>Education Stabilization Funds -</u>			
ESSER II - Elementary and Secondary School Emergency Relief Fund	84.425D	5891	656,655
American Rescue Plan - Elementary and Secondary School Emergency Relief	84.425U	5880	<u>1,117,304</u>
<i>Total Education Stabilization Funds</i>			<u>1,773,959</u>
<u>Passed through KIPP Foundation:</u>			
Charter School Program - Replication and Expansion of High-Quality Charter Schools	84.282M	U282M190024	<u>1,118,504</u>
TOTAL U.S. DEPARTMENT OF EDUCATION			3,507,693
U.S. Department of Agriculture:			
<u>Passed through New York State Education Department:</u>			
<i>Child Nutrition Cluster</i>			
School Breakfast Program	10.553	1000001406	420,867
National School Lunch Program	10.555	1000001406	1,013,474
Emergency Operational Cost - COVID	10.555	1000001406	<u>66,210</u>
<i>Total Child Nutrition Cluster</i>			<u>1,500,551</u>
State Pandemic Electronic Benefit Transfer (P-EBT) Administrative Cost Grant	10.649	1000001406	<u>1,202</u>
TOTAL U.S. DEPARTMENT OF AGRICULTURE			1,501,753
Federal Communications Commission:			
<u>Passed through the Universal Service</u>			
<u>Administrative Company</u>			
Emergency Connectivity Fund Program - COVID	32.009	16067880	<u>648,865</u>
TOTAL FEDERAL COMMUNICATIONS COMMISSION			<u>648,865</u>
TOTAL ALL PROGRAMS			<u>\$ 5,658,311</u>

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS, Cont'd

YEAR ENDED JUNE 30, 2022

NOTE A: BASIS OF PRESENTATION

The above schedule of expenditures of federal awards includes the federal grant activity of KIPP Albany Community Public Charter Schools and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

NOTE B: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following, as applicable, the cost principles contained in Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

KIPP Albany Community Public Charter Schools has elected not to use the 10 percent de minimis indirect cost rate allowed under the Uniform Guidance.

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

YEAR ENDED JUNE 30, 2022

SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

- Material weakness (es) identified? _____ yes x no
- Significant deficiency(ies) identified that are not considered to be material weaknesses? _____ yes x none reported

Noncompliance material to financial statements noted? _____ yes x no

Federal Awards

Internal control over major programs:

- Material weakness (es) identified? _____ yes x no
- Significant deficiency(ies) identified that are not considered to be material weaknesses? _____ yes x none reported

Type of auditor's report issued on compliance for major programs: Unmodified

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

Identification of major program:

AL Number:

10.553 10.555
84.425D

84.425U

Name of Federal Program or Cluster:

Child Nutrition Cluster
ESSER II - Elementary and Secondary School
Emergency Relief Fund
American Rescue Plan - Elementary and
Secondary Emergency Relief Fund

Dollar threshold used to distinguish between type A and type B programs:

\$750,000

Auditee qualified as low-risk auditee? _____ yes x no

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS
SCHEDULE OF FINDINGS AND QUESTIONED COSTS, Cont'd
YEAR ENDED JUNE 30, 2022

FINDINGS – FINANCIAL STATEMENT AUDIT

- NONE

FINDINGS AND QUESTIONED COSTS – MAJOR FEDERAL AWARD PROGRAMS AUDIT

- NONE

SCHEDULE OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS

- NONE



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: KIPP Tech Valley Charter School
2. Trustee's name (print): Shai L Butler
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): Vice Chair



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

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

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



 Signature

7-22-22

 Date

NONPUBLIC FIRE AND BUILDING SAFETY REPORT

Per NYS Education Law 807-A(1) All school buildings containing classroom, dormitory, laboratory, physical education, dining or recreational facilities for student use, which are owned, operated, or leased by nonpublic schools must be inspected at least annually for hazards which may endanger the lives of students, teachers and employees therein and for compliance with applicable sections of 8NYCRR155 Regulations of the Commissioner of Education and for compliance with the 2020 Building Code of New York State, 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.

NONPUBLIC SCHOOL BEDS CODE#

0	1	0	1	0	0	8	6	0	8	6	7
---	---	---	---	---	---	---	---	---	---	---	---

School Name

T	e	c	h		V	a	l	l	e	y		M	i	d	d	l	e									
---	---	---	---	--	---	---	---	---	---	---	--	---	---	---	---	---	---	--	--	--	--	--	--	--	--	--

Facility/Building Name

K	I	P	P		M	i	d	d	l	e		s	c	h	o	o	l									
---	---	---	---	--	---	---	---	---	---	---	--	---	---	---	---	---	---	--	--	--	--	--	--	--	--	--

Street Address (NO PO Box Numbers)

3	2	1		N	o	r	t	h	e	r	n		B	l	v	d										
---	---	---	--	---	---	---	---	---	---	---	---	--	---	---	---	---	--	--	--	--	--	--	--	--	--	--

City/Town/Village

A	l	b	a	n	y																					
---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Zip Code

12210

Name of Municipality Responsible for Local Code Enforcement

A	l	b	a	n	y																					
---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

INSTRUCTIONS

- Read the “*Manual for Nonpublic School Facility - Fire & Building Safety Inspections*” prior to inspecting the facility and complete a separate report for each facility/building and location.
- **Part I:** General Information. School officials must complete this section annually.
- **Part II:**
 - Items 08A-2 through 08E-2 on the Non-Conformance Report Sheet – Must be completed for facilities with electrically operated partitions per Regulations of the Commissioner 155.25
 - Items 09A-2 through 26 on the Non-Conformance Report Sheet – Must be completed for all facilities per 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.
- **Part III (A, B, C & D) Certifications** -To be completed by individuals as indicated.

A copy of this form must be kept on file at the school for three years and must be available for public review.

Part I: General Information and Fire/Life Safety History (complete annually)

Inspection Date

Note: Please insert the date the actual inspection took place.

Inspections shall be performed between July 1st and December 1st of the current school year.

1. Please indicate the primary use of this facility:

- STUDENT INSTRUCTION
- OTHER STUDENT USE

Please Specify:

2. Is there a fire sprinkler system in this facility?

YES NO

If 'yes', is the sprinkler alarm connected with the building alarm?

YES NO

3. Is there a fire hydrant system for facility protection?

YES NO

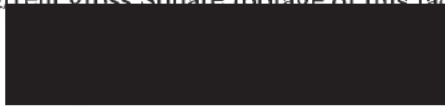
If YES, indicate ownership of system (select one):

Yes _____ public owned
_____ school owned
other (please specify)

4. Indicate the ownership of this facility

- LEASED
- OWNED

5. What is the current gross Square footage of this facility?



(to the nearest whole ten feet)

6. Fire and Emergency Drills

- a. Per Section 807, paragraph 2 of the New York State Education Law entitled Fire and Emergency Drills, confirm that a copy of Section 807 has been printed and distributed as guidance to teaching staff as required Yes YES _____ NO
- b. Provide dates of twelve fire and emergency drills required by Section 807 of Education Law held between September 1st and June 30th of the previous school year:

FIRE & EMERGENCY DRILLS

NOTE Eight (8) are required between September 1, and December 31
Eight (8) drills are required to be evacuation drills.
Four (4) drills are required to be lockdown drills

	Date	Evacuation	Lockdown
1	5-15-21	3.45	
2	5-21-21	2.55	
3	6-15-21	2.42	
4			
5			
6			
7			
8			
9			
10			
11			
12			

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

This site was performing virtual learning, during this time no fire drill or lock down were performed as no students were in the facility

d. Average time to evacuate this facility was: 3 minutes 20 seconds

e. Confirm that arson and fire prevention instruction was provided in accordance with Section 808 of the Education Law (revised 9/1/05) which requires every school in New York State to provide a minimum of 45 minutes of instruction in arson and fire prevention; injury prevention and life safety for each month that school is in session.

yes _____ YES _____ NO

f. Confirm that employee fire prevention, evacuation and fire safety training was provided and records maintained are being maintained in accordance with Section F406 of the NYS Fire Code

yes _____ YES _____ NO

7. Have there been any fires in this facility since the last annual fire safety inspection report?

_____ YES _____ No _____ NO

a. If YES, indicate: _____ total number of fires

b. _____ total number of injuries

c. _____ total cost of property damage

8. If the fire alarm system was activated since the last fire safety inspection, was the fire department immediately notified in accordance with Section F401.3.2 of the NYS Fire Code?

yes YES _____ NO

Part II: Nonpublic School Fire & Building Safety Non-Conformance Report Sheet

School Name Tech Valley Middle

Building Name KIPP Middle school

321 Northern Blvd

Item #	Non-Conformance	Date Corrected	Item #	Non-Conformance	Date Corrected	Item #	Non-Conformance	Date Corrected
08A-2			14A-2			20A-1		
08B-2			14B-2			20B-1		
08C-2			14C-2			20C-1		
08D-2			14D-1					
08E-2			14E-1			21A-3		
09A-2			15A-2			22A-3		
09B-2			15B-1			22B-3		
09C-1			15C-2			22C-3		
09D-1			15D-2					
			15E-1			23A-1		
09F-2						23B-1		
09G-2			16A-2			23C-1		
			16B-2			23D-2		
10A-2			16C-2					
10B-2			16D-2			24A-3		
10C-1								
10D-1			17A-3			25A-1		
			17B-2			25B-1		
11A-2			17C-2			25C-1		
11B-1			17D-2					
11C-2			17E-1			26A-3		
11D-2			17F-3					
11E-1			17G-1					
			17H-2					
12A-1			17I-2					
12B-3			17J-1					
12C-2			17K-1					
12D-2			17L-1					
12E-1								
12F-1			18A-2					
12G-1			18B-2					
12H-1			18C-2					
12I-1			18D-2					
12J-1								
12K-1			19A-3					
12L-1			19B-2					
12M-1			19C-1					
12N-1			19D-1					
12O-2			19E-1					
			19F-1					
13A-2			19G-1					
13B-2			19H-2					

If any additional non-conformances are observed, check item 26A-3 and list the Code section below.

Inspector

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

Yes No

JWA

Part III: NonPublic School Certifications

All sections are required to be completed: Section III-A; III-B III-C & III-D

Section III-A Fire Inspection Method

Which method(s) did the school authorities use to complete the annual fire safety inspection for this building?

Check appropriate box or boxes

- Inspection by the fire department of the city, town, village or fire district in which the building is located
- Inspection by a fire corporation whose territory includes the school building
- Inspection by the county fire coordinator, or the officer performing the powers and duties of a county fire coordinator pursuant to a local law, of the county in which the building is located
- Inspection by a fire inspector (Building Safety Inspector or Code Enforcement Official) who holds a valid certification

For additional information regarding these methods, please see: <https://www.nysenate.gov/legislation/laws/EDN/807-A>

Section III-B-Fire Inspection by Local Fire Department, Fire District, Fire Corporation, County Fire Coordinator and/ or Fire Inspector (Building Safety Inspector or Code Enforcement official) who holds a valid certification.

The individual noted below inspected this building on 8/19/2021 (date) and the information in this Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to 19 NYCRR 1208-3.1.

Inspector's Name: Robert Potter Title: FF/Investigator/Code Enforcement Official

Signature: [Signature] Date: 8/19/2021

Inspector's Organization: Albany Fire Dept

Inspector's Telephone #: 518 221 6560 Inspector's Email: jpotter@albanyny.gov

Inspector's Code Enforcement Certification # 0321-0094
(as assigned by the NYS Department of State)

Section III-C Contact info for the Authority-Having-Jurisdiction [AHJ] Local Municipality, Town or Village

Name of Local/Municipal Code Enforcement Office: Albany Fire Dept

Address: 26 Broad St
Albany NY 12210

Name of contact person: Robert Potter Title: FF/Investigator/Code Enforcement Official

Telephone #: 518 221 6560 Email address: jpotter@albanyny.gov

Section III-D School or Building Administrator, Director, or Headmaster

The individual noted below certifies that this building was inspected as indicated in Section III-A above and hereby submits this fire inspection report on behalf of the Board of Trustees and certifies that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Nonpublic School Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. Violations which were not corrected immediately shall be corrected within an accepted period of time as approved by the Commissioner.

Name: Kevin J. Brady Title: Sr. Dir of Regional Ops.

Signature: [Signature] Telephone #: 518-858-1171

Email: brady@albanycommunityes.org

**SHEPHERD COMMUNICATION AND SECURITY
21A RAILROAD AVE. ALBANY, NEW YORK 12205**

518)-372-4849

License Number: [REDACTED]

SYSTEM RECORD OF INSPECTION AND TESTING

Start Date: 8.9.21 Completion Date: 8.9.21
Start Time: 7:00 am Completion Time: _____

1. PROPERTY INFORMATION

Name of Property: Tech valley middle
Address: 321 northern blvd
Description of Property: School
Name of Property Representative: Nick
Address: _____
Phone: _____ Fax: _____ Email: _____

2. TESTING AND MONITORING ORGANIZATION

Testing Organization: SHEPHERD COMMUNICATION & SECURITY
Address: 21A RAILROAD AVE, ALBANY
Testing Organization Representative: Gary Czelusniak
License No: [REDACTED]
Phone: (518)-372-4849 Fax: (315)-533-1258 Email: service@shepherdcnyc.com
Monitoring Organization: USA central station
Monitoring Organization Address: Port Chester
Monitoring Organization Phone: 18004222300
Monitoring Organization Fax: _____
Monitoring Organization Email: _____
Account Number [REDACTED]
Means of Transmission: Pots
Entity to which alarms are Retransmitted: _____

3. DOCUMENTATION

Onsite location of the required record documents and site-specific software:

SHEPHERD COMMUNICATION AND SECURITY
21A RAILROAD AVE. ALBANY, NEW YORK 12205

518)-372-4849

License Number: XXXXXXXXXX

4. DECIPTION OF SYSTEM OR SERVICE

4.1 Control Unit

Manufacturer: Simplex

Model Number: 4010

4.2 Software Firmware Version

Firmware revision number: N/A

4.3 System Power

4.3.1 Primary Power

Nominal Voltage: 120v

Overcurrent Protection Type: Breaker#42

Amps: 20

Disconnecting Location: EC panel "LP1A-1B section1"

4.3.2 Secondary Power

Type: Battery

Battery Type: SLA

Location: FACP

Standby Power Calculation: Standby Mode 24 Hours, Alarm Mode 5 Minutes

5. NOTIFICATION MADE PRIOR TO TESTING

Monitoring Company	Contact: <u>USA</u>	Time: <u>1:00 pm</u>
Building Management	Contact: <u>MOD</u>	Time: _____
Building Occupants	Contact: _____	Time: _____
Authority have Jurisdiction	Contact: _____	Time: _____
Other	Contact: _____	Time: _____

6. TESTING RESULTS

6.1 Control Equipment

	Visual	Functional	Comments
Control Unit	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Lamps/LEDs/LCDs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Fuses	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Trouble Signals	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Disconnect Switches	<input type="checkbox"/>	<input type="checkbox"/>	_____
Ground Fault	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Supervision	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____

**SHEPHERD COMMUNICATION AND SECURITY
21A RAILROAD AVE. ALBANY, NEW YORK 12205**

518)-372-4849

License Number: 12000302304

(Continued from previous page)

Local Annunciator	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Remote Annunciator	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Remote Power Panels	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____

6.2 Secondary Power

	Visual	Functional	Comments
Battery Condition	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Load Voltage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Discharge Test	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Charger Test	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Remote Panel Batteries	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____

6.3 Alarm/Supervisory Initiating Devices

Attach additional test sheets for all Initiating devices.

6.4 Notification Appliances

Attach additional test sheets for all Notification devices.

6.5 Interface Equipment

Attach additional test sheets for all supplementary equipment.

6.6 Supervising Station Monitoring

	YES	NO	TIME	COMMENTS
Alarm Signal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	8:00	_____
Alarm Restore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Trouble Signal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Trouble Restore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Supervisory Signal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Supervisory Restore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Supervision	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____

6.7 Public Emergency Alarm Reporting System

	YES	NO	TIME	COMMENTS
Alarm Signal	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Alarm Restore	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Trouble Signal	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

SHEPHERD COMMUNICATION AND SECURITY
21A RAILROAD AVE. ALBANY, NEW YORK 12205

518)-372-4849

License Number: 12000302304

(Continued from previous page)

Trouble Restore	<input type="checkbox"/>	<input type="checkbox"/>	_____
Supervisory Signal	<input type="checkbox"/>	<input type="checkbox"/>	_____
Supervisory Restore	<input type="checkbox"/>	<input type="checkbox"/>	_____
Supervision	<input type="checkbox"/>	<input type="checkbox"/>	_____

7. NOTIFICATION THAT TESTING IS COMPLETE

Monitoring Company	Contact: <u>USA</u>	Time: _____
Building Management	Contact: <u>MOD</u>	Time: _____
Building Occupants	Contact: _____	Time: _____
Authority have Jurisdiction	Contact: _____	Time: _____
Other _____	Contact: _____	Time: _____

8. SYSTEM RESTORED TO NORMAL

Date: 8.9.21 Time: _____

9. SYSTEM DEFECTS, OR MALFUNCTIONS STILL EXISTING AT THE END OF THE INSPECTION.

10. CERTIFICATION

This system noted above has been inspected and tested according to NFPA 72, edition 2015.

Inspector Signed: 

Print Name: Gary Czelusniak

Title: FA Inspector

Date: 8.9.21

**SHEPHERD COMMUNICATION AND SECURITY
21A RAILROAD AVE. ALBANY, NEW YORK
12205**

(518)-372-4849

License Number: [REDACTED]

**INIATING DEVICE
SUPPLEMENTARY RECORD OF INSPECTION AND TESTING**

Start Date: 8.9.21
Start Time: 8:00 am

Completion Date: 8.9.21
Completion Time: 2:00 pm

1. PROPERTY INFORMATION

Name of Property: Kidd @NorthernBLVD
Address: 321 northern boulevard

2. DEVICE INFORMATION

Device Type	Address	[REDACTED]	Test Results
MPS	10	[REDACTED]	Pass
"	56	[REDACTED]	Pass
SD	45	[REDACTED]	Pass
MPS	28	[REDACTED]	Pass
SD	33	[REDACTED]	Pass
"	36	[REDACTED]	Pass
"	29	[REDACTED]	Pass
"	37	[REDACTED]	Pass
SD	38	[REDACTED]	Pass
SD	26	[REDACTED]	Pass
"	39	[REDACTED]	Pass
"	35	[REDACTED]	Pass
"	44	[REDACTED]	Pass
SD	24	[REDACTED]	Pass
SD	23	[REDACTED]	Pass
SD	25	[REDACTED]	Pass
MPS	60	[REDACTED]	Pass
SD	53	[REDACTED]	Pass
MPS	66	[REDACTED]	Pass
SD	04	[REDACTED]	Pass
MPS	69	[REDACTED]	Pass

SHEPHERD COMMUNICATION AND SECURITY
21A RAILROAD AVE. ALBANY, NEW YORK 12205

518)-372-4849

License Number [REDACTED]

Device Type	Address	[REDACTED]	Test Results
SD	2	[REDACTED]	Pass
SD	1	[REDACTED]	Pass
MPS	75	[REDACTED]	
SD	3	[REDACTED]	
SD	22	[REDACTED]	
MPS	88	[REDACTED]	
SD	21	[REDACTED]	
SD	8	[REDACTED]	Pass
SD	29	[REDACTED]	Pass
SD	6	[REDACTED]	Pass
SD	5	[REDACTED]	Pass
SD	45	[REDACTED]	
SD	33	[REDACTED]	Pass
SD	41	[REDACTED]	Pass
SD	27	[REDACTED]	Pass
SD	40	[REDACTED]	
"	36	[REDACTED]	
"	97	[REDACTED]	
SD	32	[REDACTED]	
SD	62	[REDACTED]	Pass
"	63	[REDACTED]	Pass
"	64	[REDACTED]	Pass
"	68	[REDACTED]	
"	67	[REDACTED]	
"	70	[REDACTED]	
"	65	[REDACTED]	
SD	86	[REDACTED]	Pass
"	82	[REDACTED]	Pass

**SHEPHERD COMMUNICATION AND SECURITY
21A RAILROAD AVE. ALBANY, NEW YORK
12205**

(518)-372-4849

License Number [REDACTED]

**INITIATING DEVICE
SUPPLEMENTARY RECORD OF INSPECTION AND TESTING**

Start Date: 8.9.21
Start Time: 8:00 am

Completion Date: 8.9.21
Completion Time: 2:00 pm

1. PROPERTY INFORMATION

Name of Property: Kipp@northern
Address: 321 northern blvd






















2. DEVICE INFORMATION

Device Type	Address	Location	Test Results
Smoke	7	[REDACTED]	Pass
"	9	[REDACTED]	Pass
"	11	[REDACTED]	Pass
"	12	[REDACTED]	Pass
"	14	[REDACTED]	Pass
Heat	15	[REDACTED]	Pass
Smoke	20	[REDACTED]	Pass
"	21	[REDACTED]	Pass
"	87	[REDACTED]	Pass
"	76	[REDACTED]	Pass
"	83	[REDACTED]	Pass
"	80	[REDACTED]	Pass
"	77	[REDACTED]	Pass
Waterflow	31	[REDACTED]	Pass
SD	42	[REDACTED]	Pass
SD	46	[REDACTED]	Pass
RTU-7	48	[REDACTED]	Pass
RTU-8	49	[REDACTED]	Pass
RTU-9	50	[REDACTED]	Pass
RTU-10	51	[REDACTED]	Pass
RTU-11	52	[REDACTED]	Pass

**SHEPHERD COMMUNICATION AND SECURITY
21A RAILROAD AVE. ALBANY, NEW YORK 12205**

518)-372-4849

License Number: 

Device Type	Address	Location	Test Results
SD	55		Pass
SD	57		Pass
"	58		Pass
"	59		Pass
"	61		Pass
"	73		Pass
"	74		Pass
"	81		Pass
"	84		Pass
"	85		Pass
"	87		Pass
RTU-1	90		Pass
RTU-2	91		Pass
RTU-3	92		Pass
RTU-4	93		Pass
RTU-5	94		Pass
RTU-6	95		Pass
Heat	96		Pass
Heat	71		Pass
Tamper	30		Pass
Heat	72		Pass

SHEPHERD COMMUNICATION AND SECURITY
21A RAILROAD AVE. ALBANY, NEW YORK 12205

518)-372-4849

License Number [REDACTED]

NOTIFICATION DEVICE
SUPPLEMENTARY RECORD OF INSPECTION AND TESTING

Start Date: 8.9.21
Start Time: 8:00 am

Completion Date: 8.9.21
Completion Time: 2:00 pm

1. PROPERTY INFORMATION

Name of Property: Kipp@ Northern BLVD
Address: 321 northern blvd

2. DEVICE INFORMATION

Appliance Type	Location	Test Results
Strobe	[REDACTED]	Pass
Horn/Strobe	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
Strobe	[REDACTED]	Pass
"	[REDACTED]	Pass
Horn/Strobe	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
Strobe	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
Horn/strobe	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass

SHEPHERD COMMUNICATION AND SECURITY
21A RAILROAD AVE. ALBANY, NEW YORK 12205

518)-372-4849

License Number [REDACTED]

**NOTIFICATION DEVICE
SUPPLEMENTARY RECORD OF INSPECTION AND TESTING**

Start Date: 8.9.21

Completion Date: 8.9.21

Start Time: 8:00 am

Completion Time: 1:30 pm

1. PROPERTY INFORMATION

Name of Property: Kipp @ NorthernBLVD

Address: 321 northern blvd

2. DEVICE INFORMATION

Appliance Type	Location	Test Results
Horn/strobe	[REDACTED]	Pass
Strobe	[REDACTED]	Pass
"	[REDACTED]	Pass
Horn/Strobe	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
Horn/strobe	[REDACTED]	Pass
"	[REDACTED]	Pass

Report of Inspection/Test

Annual NFPA 25

2021-08-16

Property

Tech Valley
321 Northern Blvd
ALBANY NY 12204
Mark Reilly
Print Date: 2021-08-16

Conducted by: Isaac Clark

RBM-Guardian Fire Protection, INC
8 Enterprise Drive
ALBANY NY 12204
518-463-4340
danc@rbm-guardian.com



Report of Inspection/Test General Questions

OWNER SECTION

Is the building occupied?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Has the occupancy classification, hazard of contents, and/or storage method remained the same since the last inspection?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are all fire protection systems in service?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Has the system remained in service without modification since the last inspection?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Was the system free of actuations of devices or alarms since the last inspection?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		

FIRE DEPARTMENT CONNECTION

Is the FDC plainly visible and easily accessible?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are the FDC swivels and couplings not damaged?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are the FDC caps and plugs in place and undamaged?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Is the FDC check valve free of leaks?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Is the FDC identification sign(s) in place?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		

SPRINKLER HEADS

Are there the proper number and type of spare sprinklers with a list in place?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are visible sprinklers in the proper position: upright, pendent, sidewall?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are visible sprinklers free of corrosion and physical damage?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Is there proper clearance below the sprinklers?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are visible sprinklers free of foreign materials including foreign paint?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Is there liquid in all visible glass bulb sprinklers?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are there spare sprinklers and a sprinkler wrench?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are all the sprinklers dated 1920 or later?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Fast response sprinklers 20 or more years old replaced or successfully sample tested within last 10 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Standard response sprinklers 50 or more years old replaced or successfully sample tested within last 10 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Standard response sprinklers 75 or more years old replaced or successfully sample tested within last 5 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Dry-type sprinklers replaced or successfully sample tested within last 10 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA

Report of Inspection/Test

Annual NFPA 25

2021-08-16

Property

Tech Valley
321 Northern Blvd
ALBANY NY 12204
Mark Reilly
Print Date: 2021-08-16

Conducted by: Isaac Clark

RBM-Guardian Fire Protection, INC
8 Enterprise Drive
ALBANY NY 12204
518-463-4340
danc@rbm-guardian.com



PIPES

Are the visible pipe and fittings in good condition with no external corrosion?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Do visible pipe and fittings have no mechanical damage or leaks?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Does visible pipe have no external loads?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are visible pipe hangers and seismic braces not damaged or loose?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Is the pipe through freezers free if any ice blockage?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		

CONTROL VALVE AREA

Are the control valves with locks in correct (open or closed) position?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Are the control valves with locks locked or is supervision in place?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Are the control valves with locks accessible?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Are the control valves with locks free from any leaks?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Are the control valves with locks have the appropriate wrenches?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Are the control valves with locks properly identified?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Are the control valves with electrical supervision in correct (open or closed) position?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are the control valves with electrical supervision locked or is supervision in place?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are the control valves with electrical supervision accessible?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are the control valves with electrical supervision free from any leaks?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are the control valves with electrical supervision have the appropriate wrenches?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Are the control valves with electrical supervision properly identified?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA

VALVE AREA

Are all check valves externally inspected, operating properly, and are in good condition?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are the gauges on system operable and in good working condition?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are the gauges on system showing normal water supply pressure?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Is the hydraulic name plate (calculated systems) attached securely to the riser and legible?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Are Pressure reducing valves (sprinkler system) in open position and not leaking?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Are Pressure reducing valves (sprinkler system) with downstream pressure per the design?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA

Report of Inspection/Test

Annual NFPA 25

2021-08-16

Property

Tech Valley
321 Northern Blvd
ALBANY NY 12204
Mark Reilly
Print Date: 2021-08-16

Conducted by: Isaac Clark

RBM-Guardian Fire Protection, INC
8 Enterprise Drive
ALBANY NY 12204
518-463-4340
danc@rbm-guardian.com



Are Pressure reducing valves in good condition including no handwheels broken?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Have the mechanical waterflow alarm devices passed tests by opening inspector's test connection/bypass connection with alarms actuating and flow observed?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Do valve supervisory switches indicate movement?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	The electrical waterflow alarm devices passed test by opening inspector's test connection/bypass connection with alarms actuating and flow observed?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Have post indicating valves been opened until spring or torsion felt in the rod and then closed back 1/4 turn?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	All control valves operated through full range and returned to normal position?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Have pressure reducing valves passed partial flow test?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA		

BACKFLOW PREVENTERS

Is relief port on RPZ device not discharging?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	
---	---	--

ALARMS

Are alarms and supervisory devices not damaged?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Is the alarm valve free from physical damage?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Is the trim in correct (open or closed) position?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Is there no leakage in the retarding chamber or drains?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA

MAINTENANCE

If a sprinkler failed a sample test were all the sprinklers represented by that sample replaced?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	If conditions were found that required flushing, was flushing of the system conducted?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Have adjusted, repaired, reconditioned, or replaced components had proper tests/inspections performed?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Was a drain test conducted after opening any closed valve?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Operating stem of all OS&Y valves lubricated, completely closed and reopened?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Have sprinklers and spray nozzles protecting commercial cooking equipment and ventilating systems been placed annually?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Do the alarm valve(s), strainers, filters and restricted offices pass internal inspection?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		

Report of Inspection/Test

Annual NFPA 25

2021-08-16

Property

Tech Valley
321 Northern Blvd
ALBANY NY 12204
Mark Reilly
Print Date: 2021-08-16

Conducted by: Isaac Clark

RBM-Guardian Fire Protection, INC
8 Enterprise Drive
ALBANY NY 12204
518-463-4340
danc@rbm-guardian.com



Report of Inspection/Test for System - WET #1

ANTIFREEZE

What do the Antifreeze test at in Fahrenheit NA

MAIN DRAIN FLOW TESTS

System	Initial static	Residual	Static	Seconds to Return to Initial Static	Flow Observed?	Did waterflow alarm operate?	Are results comparable to previous test?
WET #1	68	58	62	5	Yes		Yes

INSPECTORS TEST CONNECTION

System	Location	Description	Time to Alarm (seconds)	Reported?	Smooth Orifice	Easily Accessible	Signs?	Pass?
WET #1	End of hall	IT	35	Yes	Yes	Yes	Yes	Yes

VALVES

System	Description	Location	Valve Type	Size	Secured	Open	Easily Accessible	Signs	Exercised	Stems Lubricated	# of Turns
WET #1	Main	Riser	Butterfly	3"	Supervision	Yes	Yes	Yes	Yes	N/A	7

DRAIN VALVES

System	Description	Location	Drain	Aux Drain Drained	Water Flow Observed
WET #1	Main	Riser	Angle Valve	Yes	Yes

Report of Inspection/Test

Annual NFPA 25

2021-08-16

Property

Tech Valley
321 Northern Blvd
ALBANY NY 12204
Mark Reilly
Print Date: 2021-08-16

Conducted by: Isaac Clark

RBM-Guardian Fire Protection, INC
8 Enterprise Drive
ALBANY NY 12204
518-463-4340
danc@rbm-guardian.com



Deficiencies - General Questions

None

Deficiencies - General Wet System Questions

None

Deficiencies - WET #1

None

Deficiencies - Inspectors Test Connection

None

Deficiencies - Valves

None

Deficiencies - Drain Valves

None

Report of Inspection/Test

Annual NFPA 25

2021-08-16

Property

Tech Valley
321 Northern Blvd
ALBANY NY 12204
Mark Reilly
Print Date: 2021-08-16


Conducted by: Isaac Clark

RBM-Guardian Fire Protection, INC
8 Enterprise Drive
ALBANY NY 12204
518-463-4340
danc@rbm-guardian.com




Inspector Signature

I state that the information on this form is correct at the time and place of my inspection, and all equipment tested at this time was left in operational condition upon completion of this inspection except as noted.

Inspector Name	Signature	Date Completed
Isaac Clark		2021-08-16

Client Signature

I state that the information on this form is correct at the time and place of my inspection, and all equipment tested at this time was left in operational condition upon completion of this inspection except as noted.

Client Name	Signature	Date Completed
Nick		2021-08-16



HYDRAULIC TEST REPORT

THIS REPORT COVERS ELEVATOR # 878P LOCATION 321 NORTHER BLDG

CAPACITY 2100 LBS. FPM 100 PASSENGER FREIGHT

MANUFACTURER THYSSEN KRAUP TYPE VALVE I-2

TYPE CONTROLLER TAC 20 VOLTS 460 AC DC

SYSTEM TESTED WITH LBS.

NO LOAD PRESSURE 160 UNIT TAG PRESSURE 450

NORMAL WORKING PRESSURE

RELIEF VALVE SETTING 475 (Inch car to engage stop ring)

FULL LOAD UP 350 FPM FULL LOAD DOWN FPM

NO LOAD UP 160 FPM NO LOAD DOWN FPM

STATIC TEST (15 minutes) HEAT LEVEL PISTON SIZE 3.88

PRESSURE SWITCH OK LOW OIL TIMER OK BATTERY LOWERING

REMARKS:

PERSON IN CHARGE BOB COLE COMPANY OTIS

WITNESSED BY DANNY CHARLESTON QEI # 6-3942

DATE 6-22-21



City of Albany
Department of Buildings & Regulatory Compliance
200 Henry Johnson Blvd. – Suite 1
Albany, NY 12210
Phone: (518) 434-5165
Fax: (518) 434-6015
www.albanyny.gov

Elevator Inspection Certification Form

*This form must be filled out by a licensed Elevator Contractor **only** when the Elevator is in full compliance and returned to the Department of Buildings & Regulatory Compliance. A separate form must be submitted for each Elevator.*

Address: 321 Northern Blvd, Albany, NY 12210
Owner's Name: Kipp Tech Valley Middle School
Contact Person: Mark Reilly Contact Phone: (518) 360-4609
City Elevator No: 878-P Initial Inspection Date: 6/22/2021
Inspector: Dan Charleston

This is to certify that the above referenced elevator located at the above referenced address in the City of Albany, NY, has been inspected and found to be in compliance with NYS Fire Prevention and Building Code (19NYCRR) and the appropriate American Society of Mechanical Engineers Standard A17.1 or A18.1.

Operation of this elevator without a valid Certificate of Operation is a violation.

I hereby certify that I have read the instructions and examined this form and know the same to be true and correct.

Dan Charleston 6/22/2021
Signature of Inspector Date

Liberty Elevator Experts
Company



(844) 542-3538
 625 Barksdale Rd
 Barksdale Professional Center
 Suite 113
 Newark, DE 19711
 Info@LibertyElevatorExperts.com

Company: KIPP MIDDLE SCHOOL
 Office: ALBANY NY
 Location: 321 NORTHERN BLVD
 QEI #: 3942
 Inspector: [Signature]
 Date: 6/20/20
 Original Insp: 8/23/11
 Contact:

Routine Inspection Report for Elevators and Escalators

Owner: KIPP MIDDLE SCHOOL
 Address: 321 NORTHERN BLVD.
 Location Inspected: 321 NORTHERN BLVD
 Maintenance Contract with: OTIS
 Authority: CITY
 Any New elevators or major alterations: NO
 Inspections Due: 2 + 8
 Last NL: 2-20-19
 Contact:
 Diaried: YES
 Last FL:

RISE	2					
NUMBER	878-P					
PASSENGER	✓					
FREIGHT						
ESCALATOR						
OTHER						

Notes: NO VIOLATIONS

COPY FILED WITH CITY OF ALBANY

NOTICE: This report has been compiled through the process of interview and observation. The report reflects only those conditions and practices which could be ascertained through interview and observation at the time of the call by the inspector. It does not represent the hazards and/or exposures not shown hereon do not in fact exist. We do not assume any responsibility for inaccurate or erroneous information, express or implied, given to the inspector or for any other matters beyond our cause or control.



KIPP

TECH VALLEY MIDDLE SCHOOL

School Safety Toolkits

KIPP TECH VALLEY: DRILL SCHEDULE AND LOG

New York State Laws requires schools to conduct twelve drills be conducted each school year, four of which must be lock-down drills, the remaining eight are required to be evacuation drills. The date to complete the first eight drills has been changed to December 31.

The first eight drills should be some combination of the two types of drills, however the legislation does not specify the combination. *The following worksheet will assist in the planning and documentation of schools drills when they occur.*

School: KIPP TECH VALLEY Middle School **Executive Director:** Stephanie Valle

FIRE DRILLS: Schools must conduct at least eight fire drills annually.

Date Scheduled	Date Conducted	Weather Conditions	Number of Occupants	Evacuation Time	Comments:
5/15/21	5/15/2021		202	11:30am	3:45 min out
5/21/21	5/21/21		198	10:15am	2:55 min out
6/15	6/15		175	1:15pm	2:42min out

LOCKDOWN DRILLS: Schools must conduct at least four lockdown drills annually.

Date Scheduled	Date Conducted	Number of Occupants	Student Participation	Response Time	Comments:

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

Trustee Name:

Don Applyrs

Name of Charter School Education Corporation:

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

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

Trustee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

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

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

Yes No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

None

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

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

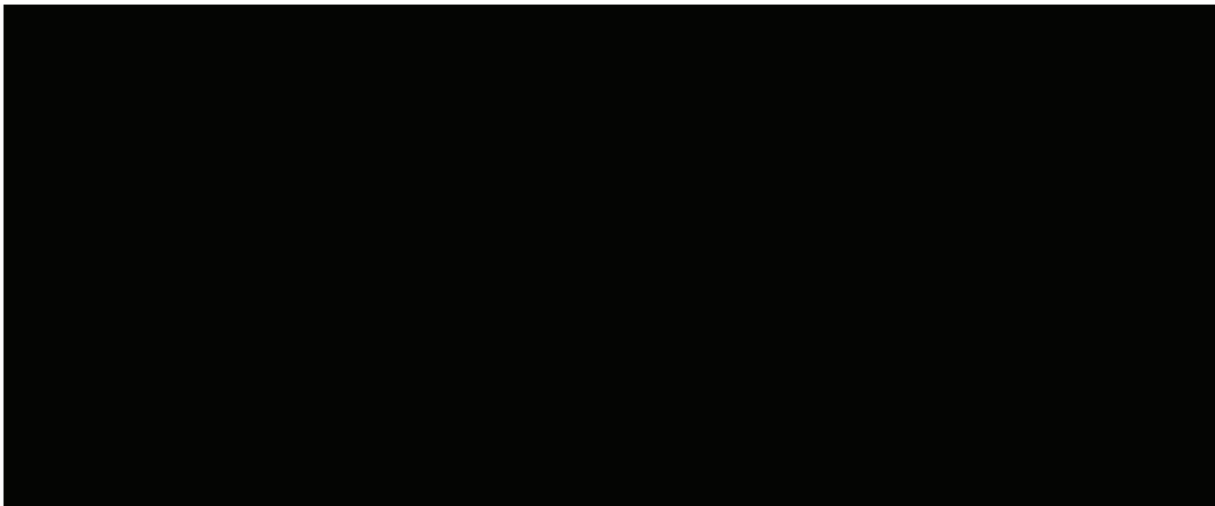
None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

Business Address:



DocuSigned by:
Don Applyrs
6CB5D3651A3C472...

6/22/2022

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Guy Alonge III

Name of Charter School Education Corporation:

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

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

Treasurer

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

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

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

Yes No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

None

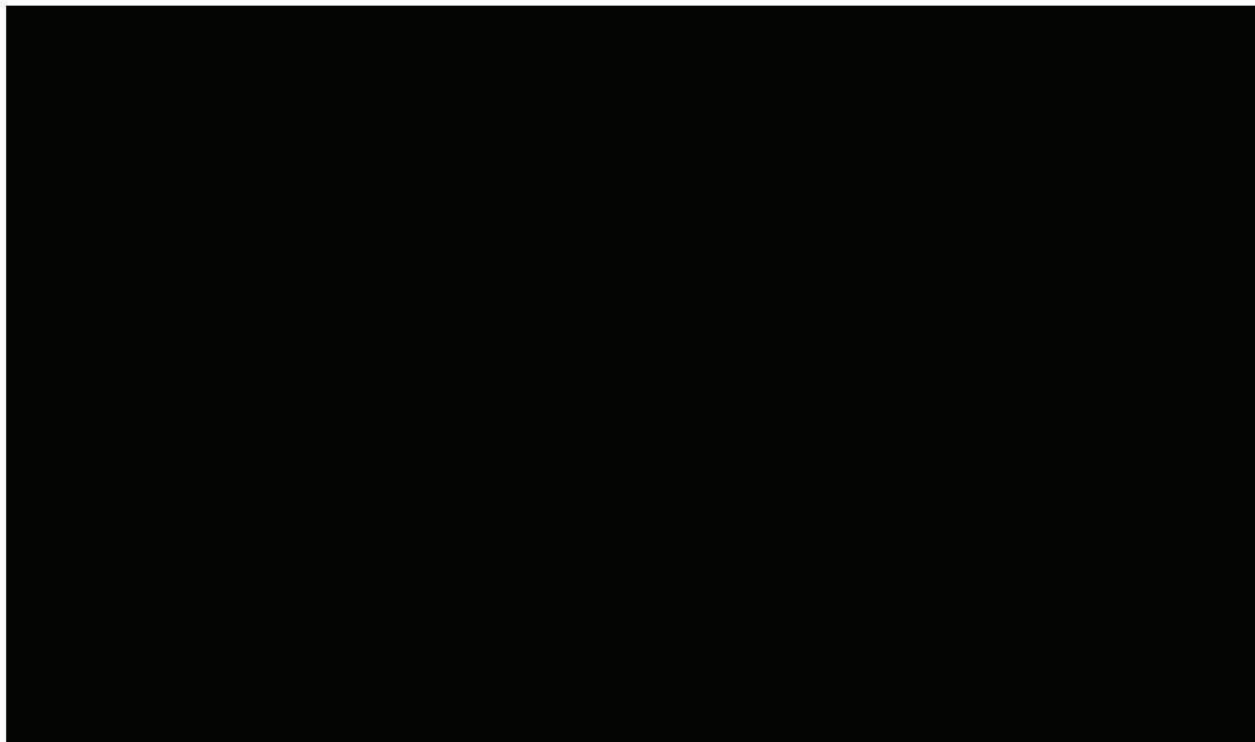
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
AMSURE	HEalth Insurance	40,000	GUY ALONGE	I HAVE NO INVOLVEMENT AT ALL IN THE PLACEMENT OF KIPP'S HEALTH INSURANCE NOR DO I GET ANY TYPE OF PAYMENT AS A RESULT OF THIS RELATIONSHIP

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.



DocuSigned by:
Guy Alonge
63709612F3E74C1...

6/23/2022

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

John P Reilly

Name of Charter School Education Corporation:

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

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

Board Chair

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

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

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

Yes No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

None

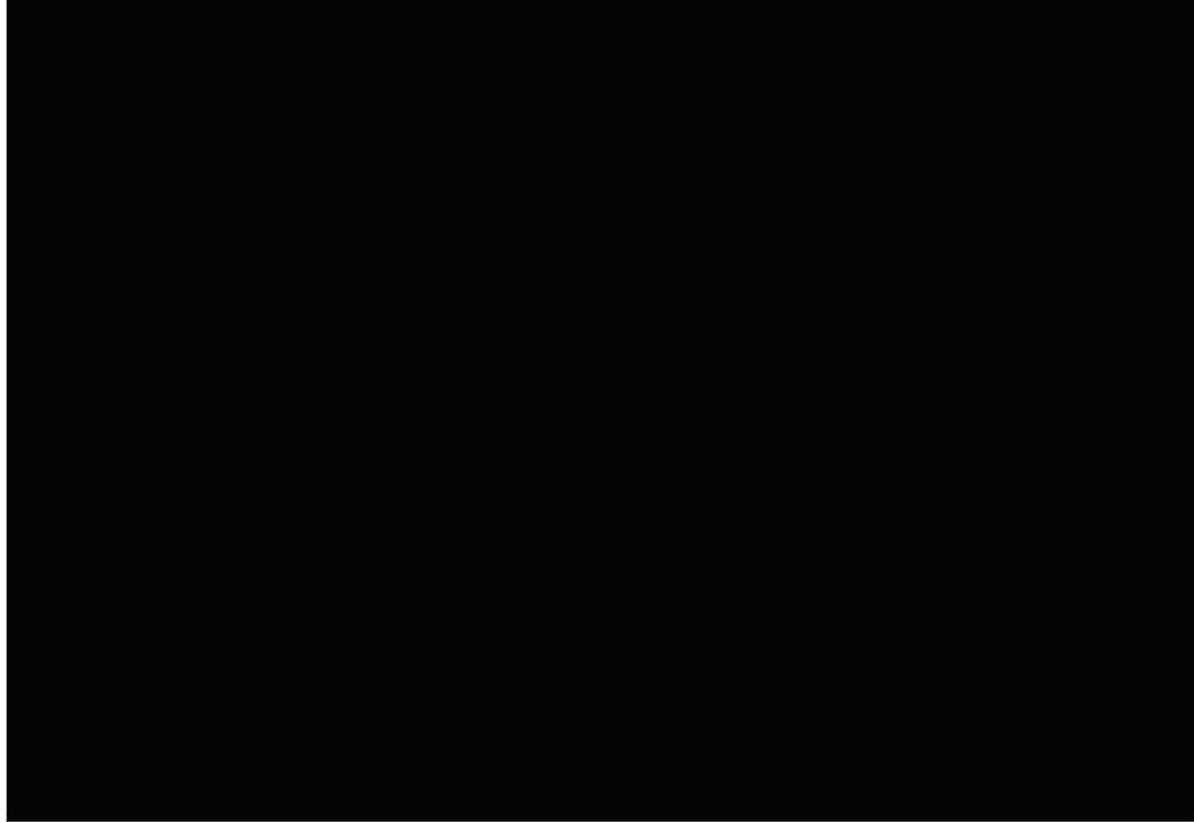
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.



DocuSigned by:
John Reilly
B7D3BB18159848D...

6/22/2022

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Sharif Kabir

Name of Charter School Education Corporation:

True North Troy Preparatory Charter School

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

Trustee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

My first cousin, once removed, Julian Edwards, is a student at Troy Prep High School. He has not to my knowledge or though my actions, benefited as a result of his relationship to me.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

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

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

Yes No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

None

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

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

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
n/a	n/a	n/a	n/a	n/a

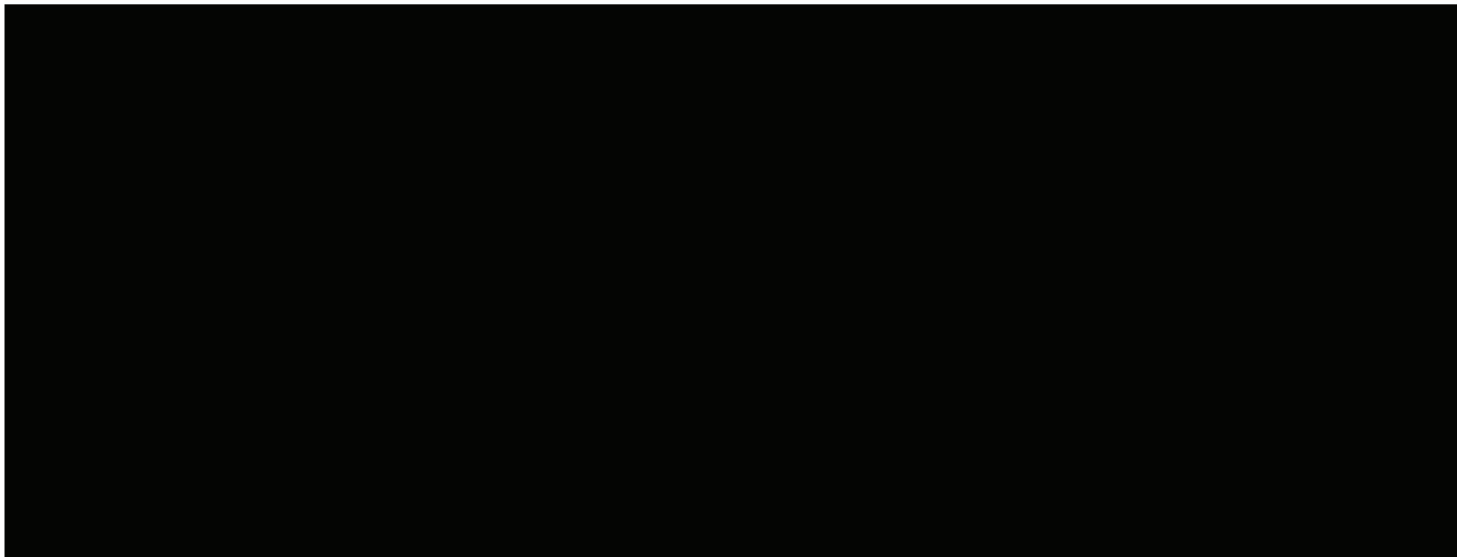
True North Troy Preparatory Charter School

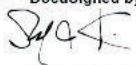
- Sharif Kabir

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

Business Address:



DocuSigned by:

53F9A7017B044A8...

7/11/2022

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Kelly Walborn

Name of Charter School Education Corporation:

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

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

Trustee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

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

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

Yes No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

None

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

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

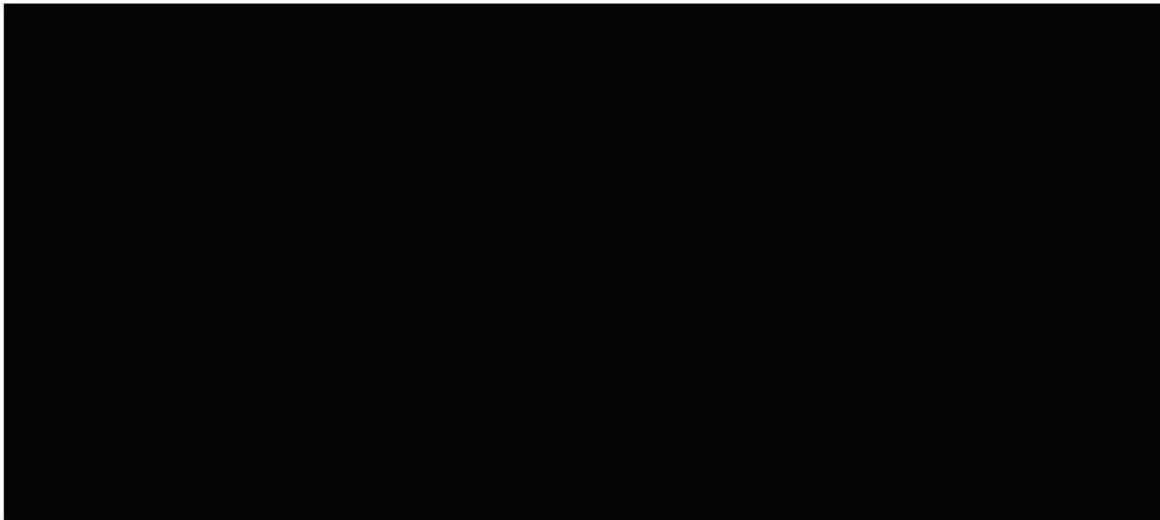
None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

Business Address:



DocuSigned by:
Kelly Walborn
55D2572BFBB04FF...

6/30/2022

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Kelly Kimbrough

Name of Charter School Education Corporation:

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

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

Trustee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

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

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

Yes No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

None

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

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

None

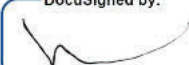
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

Business Address:



DocuSigned by:

D8C1D97A88EC4D8...

6/23/2022

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Robert Bellafiore

Name of Charter School Education Corporation:

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

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

Trustee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

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

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

Yes No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

None

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

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

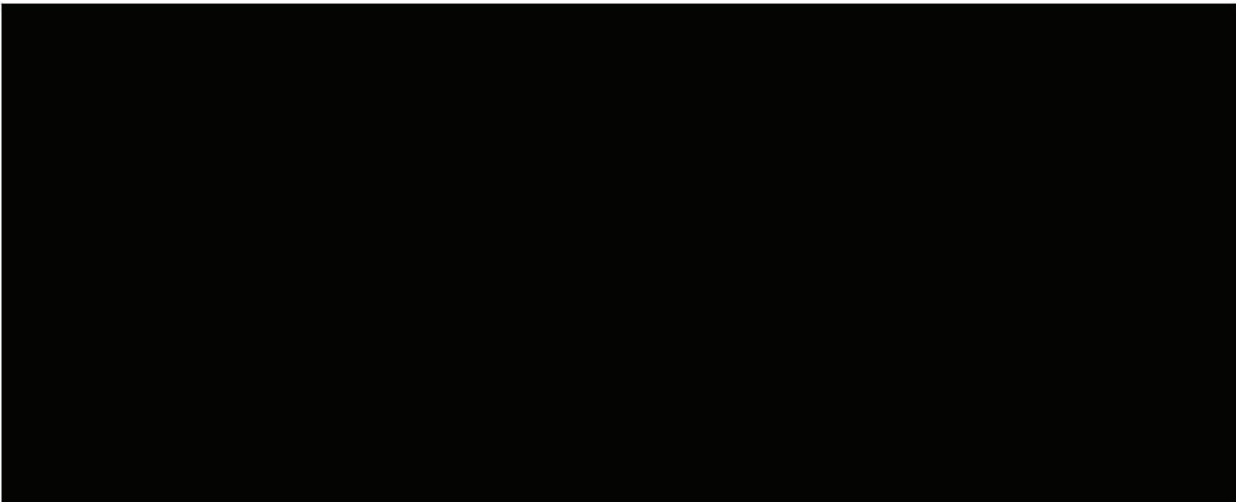
None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.



Business Address:



DocuSigned by:
Robert Bellafiore
BA5D59A21C5F409...

6/22/2022

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Ronald Mexico

Name of Charter School Education Corporation:

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

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

Trustee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

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

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

Yes No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

None

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

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

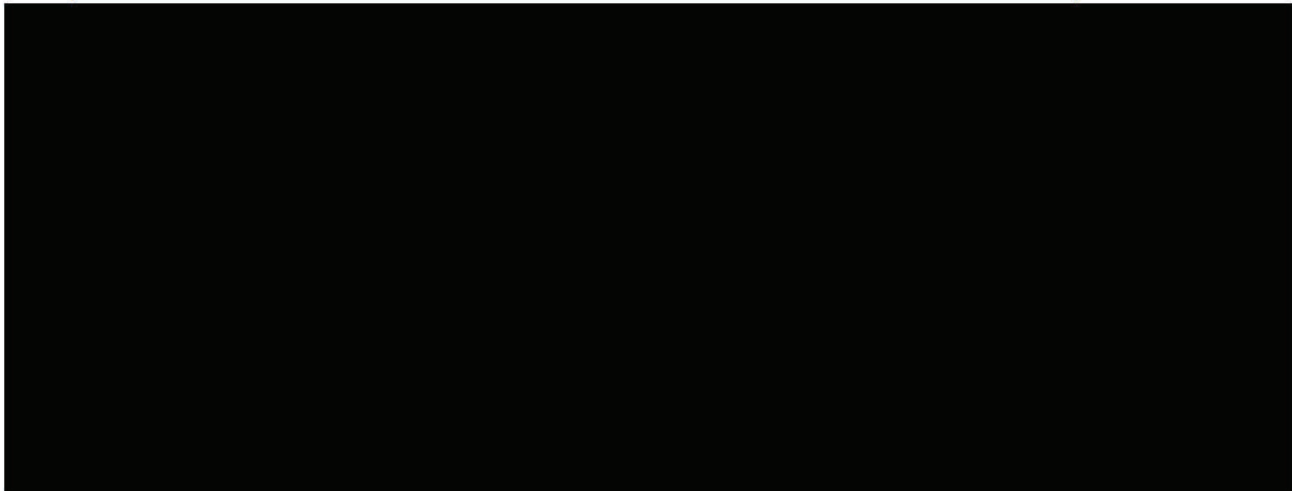
None

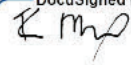
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

Business Address:



DocuSigned by:

6C1AFB65AA2E498...

6/23/2022

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Michael J. Strianese

Name of Charter School Education Corporation:

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

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

Trustee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

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

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

Yes No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

None

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

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

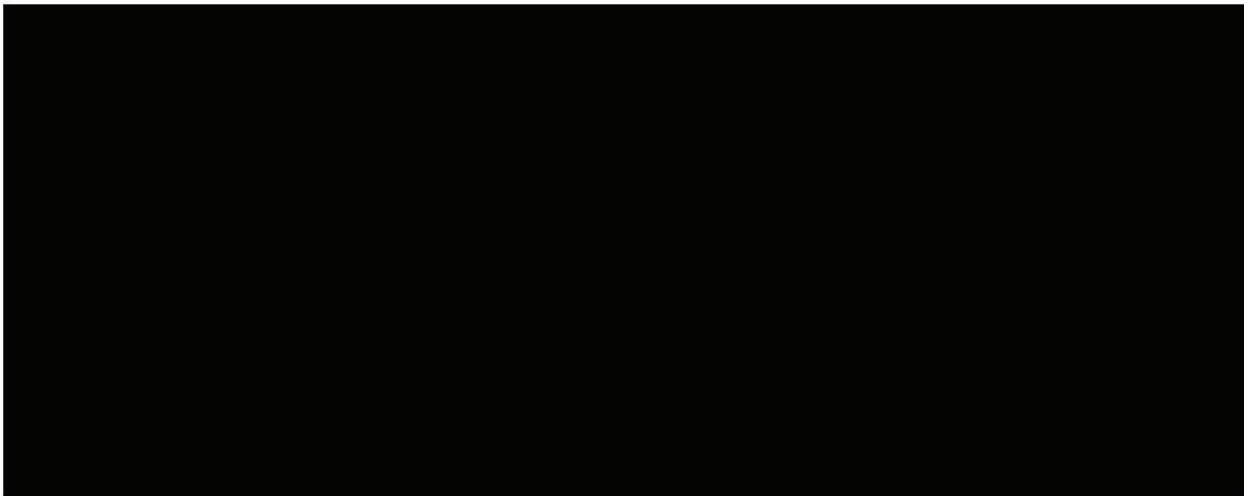
None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
Brighter Choice Foundation	Awarded grant	\$20K	Self, Chair of BCF Board	Recusal from any votes and removal from any conversations
New York Charter Schools Association	Receives membership income	\$15K	Self, CFO of NYCSA	Recusal from any votes and removal from any conversations

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

Business Address:



DocuSigned by:
Michael J. Strianese
F21004393414480...

6/27/2022

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Carl S. Young

Name of Charter School Education Corporation:

KIPP ALBANY COMMUNITY PUBLIC CHARTER SCHOOLS

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

Former Secretary

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

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

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

Yes No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

None

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

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

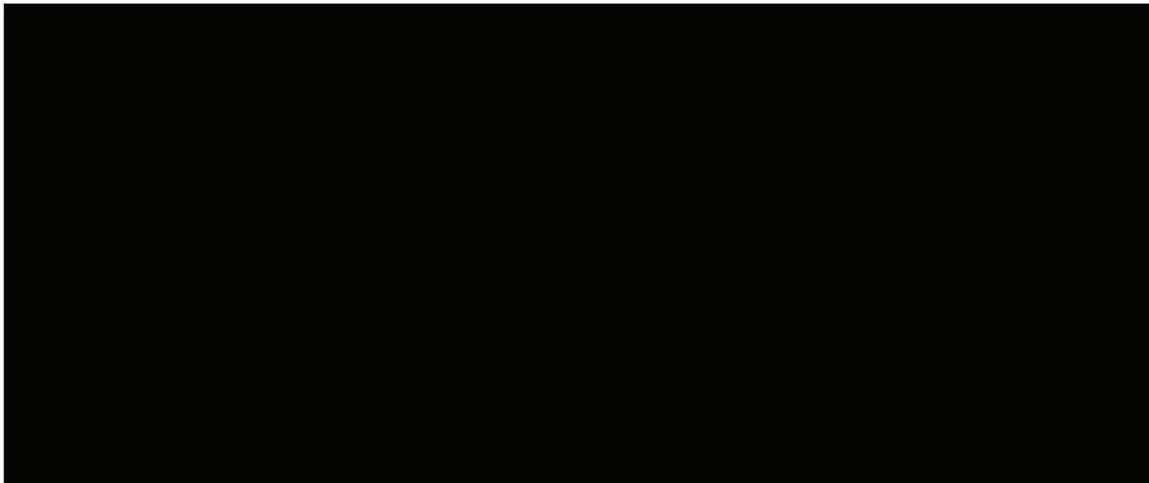
None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

Business Address:



DocuSigned by:
Carl S. Young
5697682158924B0...

6/26/2022

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

revised 11.12.2020

NONPUBLIC FIRE AND BUILDING SAFETY REPORT

Per NYS Education Law 807-A(1) All school buildings containing classroom, dormitory, laboratory, physical education, dining or recreational facilities for student use, which are owned, operated, or leased by nonpublic schools must be inspected at least annually for hazards which may endanger the lives of students, teachers and employees therein and for compliance with applicable sections of 8NYCRR155 Regulations of the Commissioner of Education and for compliance with the 2020 Building Code of New York State, 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.

NONPUBLIC SCHOOL BEDS CODE#

0	1	0	1	0	0	8	6	0	8	6	7
---	---	---	---	---	---	---	---	---	---	---	---

School Name

T	e	c	h		V	a	l	l	e	y		P	r	i	m	a	r	y		s	c	h	o	o	l
---	---	---	---	--	---	---	---	---	---	---	--	---	---	---	---	---	---	---	--	---	---	---	---	---	---

Facility/Building Name

K	i	p	p		P	r	i	m	a	r	y		S	c	h	o	o	l							
---	---	---	---	--	---	---	---	---	---	---	---	--	---	---	---	---	---	---	--	--	--	--	--	--	--

Street Address (NO PO Box Numbers)

1		D	u	d	l	e	y		H	e	i	g	h	t	s										
---	--	---	---	---	---	---	---	--	---	---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--

City/Town/Village

A	l	b	a	n	y																				
---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Zip Code

12210

Name of Municipality Responsible for Local Code Enforcement

A	l	b	a	n	y																				
---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

INSTRUCTIONS

- Read the “*Manual for Nonpublic School Facility - Fire & Building Safety Inspections*” prior to inspecting the facility and complete a separate report for each facility/building and location.
- **Part I:** General Information. School officials must complete this section annually.
- **Part II:**
 - Items 08A-2 through 08E-2 on the Non-Conformance Report Sheet – Must be completed for facilities with electrically operated partitions per Regulations of the Commissioner 155.25
 - Items 09A-2 through 26 on the Non-Conformance Report Sheet – Must be completed for all facilities per 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.
- **Part III (A, B, C & D) Certifications** -To be completed by individuals as indicated.

A copy of this form must be kept on file at the school for three years and must be available for public review.

Part I: General Information and Fire/Life Safety History (complete annually)

Inspection Date

Note: Please insert the date the actual inspection took place.

Inspections shall be performed between July 1st and December 1st of the current school year.

1. Please indicate the primary use of this facility:

STUDENT INSTRUCTION

OTHER STUDENT USE

Please Specify:

2. Is there a fire sprinkler system in this facility?

YES NO

If 'yes', is the sprinkler alarm connected with the building alarm?

YES NO

3. Is there a fire hydrant system for facility protection?

YES NO

If YES, indicate ownership of system (select one):

yes _____

public owned

school owned

other (please specify)

4. Indicate the ownership of this facility

LEASED

OWNED

5. What is the current gross Square footage of this facility?



(to the nearest whole ten feet)

6. Fire and Emergency Drills

a. Per Section 807, paragraph 2 of the New York State Education Law entitled Fire and Emergency Drills, confirm that a copy of Section 807 has been printed and distributed as guidance to teaching staff as required _____ YES _____ NO

b. Provide dates of twelve fire and emergency drills required by Section 807 of Education Law held between September 1st and June 30th of the previous school year:

FIRE & EMERGENCY DRILLS

NOTE Eight (8) are required between September 1, and December 31

Eight (8) drills are required to be evacuation drills.

Four (4) drills are required to be lockdown drills

	Date	Evacuation	Lockdown
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			

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

d. Average time to evacuate this facility was: _____ minutes _____ seconds

e. Confirm that arson and fire prevention instruction was provided in accordance with Section 808 of the Education Law (revised 9/1/05) which requires every school in New York State to provide a minimum of 45 minutes of instruction in arson and fire prevention; injury prevention and life safety for each month that school is in session.

_____ YES _____ NO

f. Confirm that employee fire prevention, evacuation and fire safety training was provided and records maintained are being maintained in accordance with Section F406 of the NYS Fire Code

_____ YES _____ NO

7. Have there been any fires in this facility since the last annual fire safety inspection report?

_____ YES _____ NO

a. If YES, indicate: _____ total number of fires

b. _____ total number of injuries

c. _____ total cost of property damage

8. If the fire alarm system was activated since the last fire safety inspection, was the fire department immediately notified in accordance with Section F401.3.2 of the NYS Fire Code?

_____ YES _____ NO

Part II: Nonpublic School Fire & Building Safety Non-Conformance Report Sheet

School Name _____ Building Name _____

Item #	Non-Conformanc	Date Corrected	Item #	Non-Conformanc	Date Corrected	Item #	Non-Conformanc	Date Corrected	
08A-2			14A-2			20A-1			
08B-2			14B-2			20B-1			
08C-2			14C-2			20C-1			
08D-2			14D-1						
08E-2			14E-1			21A-3			
09A-2			15A-2			22A-3			
09B-2			15B-1			22B-3			
09C-1			15C-2			22C-3			
09D-1			15D-2						
			15E-1			23A-1			
09F-2						23B-1			
09G-2			16A-2			23C-1			
			16B-2			23D-2			
10A-2			16C-2						
10B-2			16D-2			24A-3			
10C-1									
10D-1						25A-1			
			17A-3			25B-1			
11A-2			17B-2			25C-1			
11B-1			17C-2						
11C-2			17D-2			26A-3			
11D-2			17E-1						
11E-1			17F-3						
			17G-1						
12A-1			17H-2						
12B-3			17I-2						
12C-2			17J-1						
12D-2			17K-1						
12E-1			17L-1						
12F-1									
12G-1			18A-2						
12H-1			18B-2						
12I-1			18C-2						
12J-1			18D-2						
12K-1									
12L-1			19A-3						
12M-1			19B-2						
12N-1			19C-1						
12O-2			19D-1						
			19E-1						
13A-2			19F-1						
13B-2			19G-1						
			19H-2						
If any additional non-conformances are observed, check item 26A-3 and list the Code section below. _____ _____ _____							Inspector The inspector has been provided with a copy of the previous year's school fire safety report: Yes _____ No _____		

Fire Drill Tracker 2020-2021

Date	Time	# of Students	Duration coming out	Duration going in	Notes
5/15	10:30	212	3:58	3:20	
5/21	10:45	238	3:54	3:16	
6/15	10:45	203	3:39	3:11	



Empire Elevator Inspection Services Inc.



LIBERTY ELEVATOR EXPERTS

HYDRAULIC TEST REPORT

THIS REPORT COVERS ELEVATOR # 830-P LOCATION 1 DUDLEY HGTS ALBANY

CAPACITY 2500 LBS. FPM 100 PASSENGER [check] FREIGHT []

MANUFACTURER TKE TYPE VALVE I-2

TYPE CONTROLLER TAC 20 VOLTS 480 AC [check] DC []

SYSTEM TESTED WITH [] LBS.

NO LOAD PRESSURE 200 UNIT TAG PRESSURE 200/42 5/10

NORMAL WORKING PRESSURE 185

RELIEF VALVE SETTING 510/490 ACTUAL (Inch car to engage stop ring)

FULL LOAD UP 420 FPM FULL LOAD DOWN [] FPM

NO LOAD UP [] FPM NO LOAD DOWN [] FPM

STATIC TEST (15 minutes) LEVEL PISTON SIZE 3.88

PRESSURE SWITCH OK LOW OIL TIMER OK BATTERY LOWERING N/A

REMARKS: []

PERSON IN CHARGE BOB COLE COMPANY OTIS

WITNESSED BY Danny Charleston QEI # C-3842

DATE 6/22/21



City of Albany
Department of Buildings & Regulatory Compliance
200 Henry Johnson Blvd. – Suite 1
Albany, NY 12210
Phone: (518) 434-5165
Fax: (518) 434-6015
www.albanyny.gov

Elevator Inspection Certification Form

*This form must be filled out by a licensed Elevator Contractor **only** when the Elevator is in full compliance and returned to the Department of Buildings & Regulatory Compliance. A separate form must be submitted for each Elevator.*

Address: 1 Dudley Heights, Albany, NY12210
Owner's Name: Kipp Tech Valley Charter School
Contact Person: Mark Reilly Contact Phone: (518) 360-4609
City Elevator No: 830-P Initial Inspection Date: 6/22/2021
Inspector: Dan Charleston

This is to certify that the above referenced elevator located at the above referenced address in the City of Albany, NY, has been inspected and found to be in compliance with NYS Fire Prevention and Building Code (19NYCRR) and the appropriate American Society of Mechanical Engineers Standard A17.1 or A18.1.

Operation of this elevator without a valid Certificate of Operation is a violation.

I hereby certify that I have read the instructions and examined this form and know the same to be true and correct.

Dan Charleston 6/22/2021
Signature of Inspector Date

Liberty Elevator Experts
Company



(844) 542-3538
 625 Barksdale Rd
 Barksdale Professional Center
 Suite 113
 Newark, DE 19711
 Info@LibertyElevatorExperts.com

Company: KIPPTECH VALLEY
 Office: ALBANY NY
 Location: 1 DUDLEY HEIGHTS
 QEI #: C-3942
 Inspector: Dan
 Date: 6/22/18
 Original Insp: 8/28/18
 Contact:

Routine Inspection Report for Elevators and Escalators

Owner: KIPPTECH VALLEY CHARTER SCHOOL Contact:
 Address: 1 DUDLEY HEIGHTS ALBANY NY
 Location Inspected: SAME
 Maintenance Contract with: OTIS
 Authority: CITY Inspections Due: 2+8 Diaried: YES
 Any New elevators or major alterations: Last NL: 3/20 Last FL: 2/19

RISE	2					
NUMBER	830-P					
PASSENGER	✓					
FREIGHT						
ESCALATOR						
OTHER						

Notes: NO VIOLATIONS

COPY FILED WITH CITY OF ALBANY

NOTICE: This report has been compiled through the process of interview and observation. The report reflects only those conditions and practices which could be ascertained through interview and observation at the time of the call by the inspector. It does not represent the hazards and/or exposures not shown hereon do not in fact exist. We do not assume any responsibility for inaccurate or erroneous information, express or implied, given to the inspector or for any other matters beyond our cause or control.

Part III: NonPublic School Certifications

All sections are required to be completed: Section III-A; III-B III-C & III-D

Section III-A Fire Inspection Method

Which method(s) did the school authorities use to complete the annual fire safety inspection for this building?

Check appropriate box or boxes

- Inspection by the **fire department** of the city, town, village or **fire district** in which the building is located
- Inspection by a **fire corporation** whose territory includes the school building
- Inspection by the **county fire coordinator**, or the officer performing the powers and duties of a county fire coordinator pursuant to a local law, of the county in which the building is located
- Inspection by a **fire inspector (Building Safety Inspector or Code Enforcement Official)** who holds a valid certification

For additional information regarding these methods, please see: <https://www.nysenate.gov/legislation/laws/EDN/807-A>

Section III-B-Fire Inspection by Local Fire Department, Fire District, Fire Corporation, County Fire Coordinator and/ or Fire Inspector (Building Safety Inspector or Code Enforcement official) who holds a valid certification.

The individual noted below inspected this building on 10/21/2021 (date) and the information in this Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to 19 NYCRR 1208-3.1.

Inspector's Name: Robert Potter Title: NYS CEO FF/Inv

Signature: [Signature] Date: 10/21/2021

Inspector's Organization: Albany Fire Dept

Inspector's Telephone #: 518 221 6560 Inspector's Email: jpotter@albanyny.gov

Inspector's Code Enforcement Certification # 0321-0094
(as assigned by the NYS Department of State)

Section III-C Contact info for the Authority-Having-Jurisdiction [AHJ]-Local Municipality, Town or Village

Name of Local/Municipal Code Enforcement Office: Albany Fire Dept

Address: 26 Broad St Albany NY 12202

Name of contact person: Robert Potter Title: NYS CEO FF/Inv

Telephone #: 518 221 6560 Email address: jpotter@albanyny.gov

Section III-D School or Building Administrator, Director, or Headmaster

The individual noted below certifies that this building was inspected as indicated in Section III-A above and hereby submits this fire inspection report on behalf of the Board of Trustees and certifies that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Nonpublic School Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. Violations which were not corrected immediately shall be corrected within an accepted period of time as approved by the Commissioner.

Name: Jennifer Brady Title: Sr. Dir. of Regional Ops

Signature: [Signature] Telephone #: 518-858-1171

Email: jbrady@albanycommunitycs.org

**SHEPHERD COMMUNICATION AND SECURITY
21A RAILROAD AVE. ALBANY, NEW YORK 12205**

518)-372-4849

License Num [REDACTED]

SYSTEM RECORD OF INSPECTION AND TESTING

Start Date: 8.9.21 Completion Date: 8.9.21
Start Time: 8:00 am Completion Time: 4:00 pm

1. PROPERTY INFORMATION

Name of Property: Kipp@ Dudley
Address: 1 Dudley
Description of Property: School
Name of Property Representative: Nick
Address: _____
Phone: _____ Fax: _____ Email: _____

2. TESTING AND MONITORING ORGANIZATION

Testing Organization: SHEPHERD COMMUNICATION & SECURITY
Address: 21A RAILROAD AVE, ALBANY
Testing Organization Representative: Gary Czelusniak
License No: [REDACTED]
Phone: (518)-372-4849 Fax: (315)-533-1258 Email: service@shepherdcny.com
Monitoring Organization: USA central station
Monitoring Organization Address: Port Chester
Monitoring Organization Phone: 18004222300
Monitoring Organization Fax: _____
Monitoring Organization Email: _____
Account Number: 926362
Means of Transmission: Pots
Entity to which alarms are Retransmitted: _____

3. DOCUMENTATION

Onsite location of the required record documents and site-specific software:

**SHEPHERD COMMUNICATION AND SECURITY
21A RAILROAD AVE. ALBANY, NEW YORK 12205**

518)-372-4849

License Number XXXXXXXXXX

4. DECIPTION OF SYSTEM OR SERVICE

4.1 Control Unit

Manufacturer: Simplex

Model Number: 4010

4.2 Software Firmware Version

Firmware revision number: N/A

4.3 System Power

4.3.1 Primary Power

Nominal Voltage: 120v

Overcurrent Protection Type: Breaker#33

Amps: 20

Disconnecting Location: EC panel "LVDP"(left)

4.3.2 Secondary Power

Type: Battery

Battery Type: SLA

Location: FACP

Standby Power Calculation: Standby Mode 24 Hours, Alarm Mode 5 Minutes

5. NOTIFICATION MADE PRIOR TO TESTING

Monitoring Company	Contact: <u>USA</u>	Time: <u>8:00 am</u>
Building Management	Contact: <u>MOD</u>	Time: _____
Building Occupants	Contact: _____	Time: _____
Authority have Jurisdiction	Contact: _____	Time: _____
Other	Contact: _____	Time: _____

6. TESTING RESULTS

6.1 Control Equipment

	Visual	Functional	Comments
Control Unit	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Lamps/LEDs/LCDs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Fuses	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Trouble Signals	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Disconnect Switches	<input type="checkbox"/>	<input type="checkbox"/>	_____
Ground Fault	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Supervision	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____

**SHEPHERD COMMUNICATION AND SECURITY
21A RAILROAD AVE. ALBANY, NEW YORK 12205**

518)-372-4849

License Number: XXXXXXXXXX

(Continued from previous page)

Local Annunciator	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Remote Annunciator	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Remote Power Panels	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____

6.2 Secondary Power

	Visual	Functional	Comments
Battery Condition	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Load Voltage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Discharge Test	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Charger Test	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Remote Panel Batteries	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____

6.3 Alarm/Supervisory Initiating Devices

Attach additional test sheets for all Initiating devices.

6.4 Notification Appliances

Attach additional test sheets for all Notification devices.

6.5 Interface Equipment

Attach additional test sheets for all supplementary equipment.

6.6 Supervising Station Monitoring

	YES	NO	TIME	COMMENTS
Alarm Signal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	8:00	_____
Alarm Restore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Trouble Signal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Trouble Restore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Supervisory Signal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Supervisory Restore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Supervision	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____

6.7 Public Emergency Alarm Reporting System

	YES	NO	TIME	COMMENTS
Alarm Signal	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Alarm Restore	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Trouble Signal	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

**SHEPHERD COMMUNICATION AND SECURITY
21A RAILROAD AVE. ALBANY, NEW YORK 12205**

518)-372-4849

License Number: XXXXXXXXXX

(Continued from previous page)

Trouble Restore	<input type="checkbox"/>	<input type="checkbox"/>	_____
Supervisory Signal	<input type="checkbox"/>	<input type="checkbox"/>	_____
Supervisory Restore	<input type="checkbox"/>	<input type="checkbox"/>	_____
Supervision	<input type="checkbox"/>	<input type="checkbox"/>	_____

7. NOTIFICATION THAT TESTING IS COMPLETE

Monitoring Company	Contact: USA	Time: _____
Building Management	Contact: MOD	Time: _____
Building Occupants	Contact: _____	Time: _____
Authority have Jurisdiction	Contact: _____	Time: _____
Other _____	Contact: _____	Time: _____

8. SYSTEM RESTORED TO NORMAL

Date: 8.9.21 Time: 4:00 pm

9. SYSTEM DEFECTS, OR MALFUNCTIONS STILL EXISTING AT THE END OF THE INSPECTION.

10. CERTIFICATION

This system noted above has been inspected and tested according to NFPA 72, edition 2015.

Inspector Signed: 

Print Name: Gary Czelusniak

Title: FA Inspector

Date: 8.9.21

**SHEPHERD COMMUNICATION AND SECURITY
21A RAILROAD AVE. ALBANY, NEW YORK
12205**

(518)-372-4849

License Number [REDACTED]

**INITIATING DEVICE
SUPPLEMENTARY RECORD OF INSPECTION AND TESTING**

Start Date: 8.9.21
Start Time: 8:00 am

Completion Date: 8.9.21
Completion Time: 4:00 pm

1. PROPERTY INFORMATION

Name of Property: Kipp @ dudley
Address: 1 Dudley heights

2. DEVICE INFORMATION

Device Type	Address	Location	Test Results
SD	1	[REDACTED]	Pass
"	5	[REDACTED]	Pass
"	6	[REDACTED]	Pass
"	8	[REDACTED]	Pass
"	9	[REDACTED]	Pass
"	12	[REDACTED]	Pass
"	13	[REDACTED]	Pass
"	14	[REDACTED]	Pass
"	15	[REDACTED]	Pass
"	16	[REDACTED]	Pass
"	17	[REDACTED]	Pass
"	18	[REDACTED]	Pass
"	19	[REDACTED]	Pass
"	20	[REDACTED]	Pass
"	21	[REDACTED]	Pass
"	22	[REDACTED]	Pass
"	23	[REDACTED]	Pass
"	24	[REDACTED]	Pass
"	25	[REDACTED]	Pass
"	26	[REDACTED]	Pass
"	29	[REDACTED]	Pass

SHEPHERD COMMUNICATION AND SECURITY
21A RAILROAD AVE. ALBANY, NEW YORK 12205

518)-372-4849

License Number [REDACTED]

Device Type	Address	Location	Test Results
SD	30	[REDACTED]	Pass
"	31	[REDACTED]	Pass
"	32	[REDACTED]	Pass
"	34	[REDACTED]	Pass
Heat	35	[REDACTED]	Pass
SD	39	[REDACTED]	Pass
"	40	[REDACTED]	Pass
"	41	[REDACTED]	Pass
"	43	[REDACTED]	Pass
"	45	[REDACTED]	Pass
"	46	[REDACTED]	Pass
"	47	[REDACTED]	Pass
"	49	[REDACTED]	Pass
"	50	[REDACTED]	Pass
"	51	[REDACTED]	Pass
"	52	[REDACTED]	Pass
"	53	[REDACTED]	Pass
Heat	54	[REDACTED]	Pass
SD	56	[REDACTED]	Pass
"	57	[REDACTED]	Pass
"	58	[REDACTED]	Pass
"	59	[REDACTED]	Pass
"	60	[REDACTED]	Pass
"	61	[REDACTED]	Pass
RTU-1	62	[REDACTED]	Pass
RTU-1	63	[REDACTED]	Pass
RTU-2	64	[REDACTED]	Pass
RTU-2	65	[REDACTED]	Pass

**SHEPHERD COMMUNICATION AND SECURITY
21A RAILROAD AVE. ALBANY, NEW YORK
12205**

(518)-372-4849

License Number: [REDACTED]

**INIATING DEVICE
SUPPLEMENTARY RECORD OF INSPECTION AND TESTING**

Start Date: 8.9.21

Completion Date: 8.9.21

Start Time: 8:00 am

Completion Time: 4:00 pm

1. PROPERTY INFORMATION

Name of Property: Kipp@ dudlev

Address: 1 Dudley heights

2. DEVICE INFORMATION

Device Type	Address	Location	Test Results
RTU-3	66	[REDACTED]	Pass
RTU-3	67	[REDACTED]	Pass
RTU-4	68	[REDACTED]	Pass
RTU-4	69	[REDACTED]	Pass
SD	70	[REDACTED]	Pass
"	71	[REDACTED]	Pass
"	72	[REDACTED]	Pass
"	73	[REDACTED]	Pass
RTU-5	74	[REDACTED]	Pass
RTU-5	75	[REDACTED]	Pass
SD	76	[REDACTED]	Pass
"	77	[REDACTED]	Pass
"	78	[REDACTED]	Pass
"	79	[REDACTED]	Pass
"	81	[REDACTED]	Pass
"	82	[REDACTED]	Pass
"	83	[REDACTED]	Pass
"	150	[REDACTED]	Pass
"	151	[REDACTED]	Pass
"	152	[REDACTED]	Pass
"	153	[REDACTED]	Pass

SHEPHERD COMMUNICATION AND SECURITY
21A RAILROAD AVE. ALBANY, NEW YORK 12205

518)-372-4849

License Number [REDACTED]

Device Type	Address	Location	Test Results
SD	154	[REDACTED]	Pass
"	155	[REDACTED]	Pass
Duct Detector	157	[REDACTED]	Pass
"	158	[REDACTED]	Pass
"	159	[REDACTED]	Pass
SD	160	[REDACTED]	Pass
"	161	[REDACTED]	Pass
"	162	[REDACTED]	Pass
"	163	[REDACTED]	Pass
"	164	[REDACTED]	Pass
"	165	[REDACTED]	Pass
"	166	[REDACTED]	Pass
"	167	[REDACTED]	Pass
"	168	[REDACTED]	Pass
DUCT	169	[REDACTED]	Pass
"	170	[REDACTED]	Pass
"	171	[REDACTED]	Pass
"	172	[REDACTED]	Pass
"	173	[REDACTED]	Pass
Waterflow	2	[REDACTED]	Pass
Tamper	3	[REDACTED]	Pass
MPS	7	[REDACTED]	Pass
"	10	[REDACTED]	Pass
"	27	[REDACTED]	Pass
"	28	[REDACTED]	Pass
"	42	[REDACTED]	Pass
"	44	[REDACTED]	Pass
"	48	[REDACTED]	Pass

**SHEPHERD COMMUNICATION AND SECURITY
21A RAILROAD AVE. ALBANY, NEW YORK
12205**

(518)-372-4849

License Number: [REDACTED]

**INITIATING DEVICE
SUPPLEMENTARY RECORD OF INSPECTION AND TESTING**

Start Date: 8.9.21
Start Time: 8:00 am

Completion Date: 8.9.21
Completion Time: 4:00 pm

1. PROPERTY INFORMATION

Name of Property: Kipp @ dudlev
Address: 1 Dudley heights

2. DEVICE INFORMATION

Device Type	Address	Location	Test Results
MPS	80	[REDACTED]	Pass

**SHEPHERD COMMUNICATION AND SECURITY
21A RAILROAD AVE. ALBANY, NEW YORK 12205**

518)-372-4849

License Number [REDACTED]

**NOTIFICATION DEVICE
SUPPLEMENTARY RECORD OF INSPECTION AND TESTING**

Start Date: 8.9.21
Start Time: 8:00 am

Completion Date: 8.9.21
Completion Time: 4:00 pm

1. PROPERTY INFORMATION

Name of Property: Kipp @ Dudley
Address: 1 Dudley heights

2. DEVICE INFORMATION

Appliance Type	Location	Test Results
Horn/Strobe	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
Strobe	[REDACTED]	Pass
"	[REDACTED]	Pass
Horn/Strobe	[REDACTED]	Pass
"	[REDACTED]	Pass
Strobe	[REDACTED]	Pass
"	[REDACTED]	Pass
Horn/strobe	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
Strobe	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
Horn/strobe	[REDACTED]	Pass
Strobe	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
Horn/strobe	[REDACTED]	Pass
Strobe	[REDACTED]	Pass

SHEPHERD COMMUNICATION AND SECURITY
21A RAILROAD AVE. ALBANY, NEW YORK 12205

518)-372-4849

License Number [REDACTED]

NOTIFICATION DEVICE
SUPPLEMENTARY RECORD OF INSPECTION AND TESTING

Start Date: 8.9.21
Start Time: 8:00 am

Completion Date: 8.9.21
Completion Time: 4:00 pm

1. PROPERTY INFORMATION

Name of Property: Kipp @ Dudley
Address: 1 Dudley heights

2. DEVICE INFORMATION

Appliance Type	Location	Test Results
Strobe	[REDACTED]	Pass
Horn/strobe	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
Strobe	[REDACTED]	Pass
"	[REDACTED]	Pass
Horn/strobe	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
"	[REDACTED]	Pass
Strobe	[REDACTED]	Pass
"	[REDACTED]	Pass
Horn/strobe	[REDACTED]	Pass

Report of Inspection/Test

Annual NFPA 25

2021-08-16

Property

Tech Valley
321 Northern Blvd
ALBANY NY 12204
Mark Reilly
Print Date: 2021-08-16

Conducted by: Isaac Clark

RBM-Guardian Fire Protection, INC
8 Enterprise Drive
ALBANY NY 12204
518-463-4340
danc@rbm-guardian.com



Report of Inspection/Test General Questions

OWNER SECTION

Is the building occupied?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Has the occupancy classification, hazard of contents, and/or storage method remained the same since the last inspection?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are all fire protection systems in service?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Has the system remained in service without modification since the last inspection?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Was the system free of actuations of devices or alarms since the last inspection?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		

FIRE DEPARTMENT CONNECTION

Is the FDC plainly visible and easily accessible?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are the FDC swivels and couplings not damaged?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are the FDC caps and plugs in place and undamaged?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Is the FDC check valve free of leaks?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Is the FDC identification sign(s) in place?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		

SPRINKLER HEADS

Are there the proper number and type of spare sprinklers with a list in place?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are visible sprinklers in the proper position: upright, pendent, sidewall?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are visible sprinklers free of corrosion and physical damage?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Is there proper clearance below the sprinklers?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are visible sprinklers free of foreign materials including foreign paint?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Is there liquid in all visible glass bulb sprinklers?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are there spare sprinklers and a sprinkler wrench?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are all the sprinklers dated 1920 or later?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Fast response sprinklers 20 or more years old replaced or successfully sample tested within last 10 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Standard response sprinklers 50 or more years old replaced or successfully sample tested within last 10 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Standard response sprinklers 75 or more years old replaced or successfully sample tested within last 5 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Dry-type sprinklers replaced or successfully sample tested within last 10 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA

Report of Inspection/Test

Annual NFPA 25

2021-08-16

Property

Tech Valley
321 Northern Blvd
ALBANY NY 12204
Mark Reilly
Print Date: 2021-08-16

Conducted by: Isaac Clark

RBM-Guardian Fire Protection, INC
8 Enterprise Drive
ALBANY NY 12204
518-463-4340
danc@rbm-guardian.com



PIPES

Are the visible pipe and fittings in good condition with no external corrosion?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Do visible pipe and fittings have no mechanical damage or leaks?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Does visible pipe have no external loads?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are visible pipe hangers and seismic braces not damaged or loose?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Is the pipe through freezers free if any ice blockage?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		

CONTROL VALVE AREA

Are the control valves with locks in correct (open or closed) position?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Are the control valves with locks locked or is supervision in place?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Are the control valves with locks accessible?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Are the control valves with locks free from any leaks?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Are the control valves with locks have the appropriate wrenches?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Are the control valves with locks properly identified?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Are the control valves with electrical supervision in correct (open or closed) position?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are the control valves with electrical supervision locked or is supervision in place?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are the control valves with electrical supervision accessible?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are the control valves with electrical supervision free from any leaks?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are the control valves with electrical supervision have the appropriate wrenches?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Are the control valves with electrical supervision properly identified?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA

VALVE AREA

Are all check valves externally inspected, operating properly, and are in good condition?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Are the gauges on system operable and in good working condition?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Are the gauges on system showing normal water supply pressure?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Is the hydraulic name plate (calculated systems) attached securely to the riser and legible?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Are Pressure reducing valves (sprinkler system) in open position and not leaking?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Are Pressure reducing valves (sprinkler system) with downstream pressure per the design?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA

Report of Inspection/Test

Annual NFPA 25

2021-08-16

Property

Tech Valley
321 Northern Blvd
ALBANY NY 12204

Mark Reilly

Print Date: 2021-08-16

Conducted by: Isaac Clark

RBM-Guardian Fire Protection, INC

8 Enterprise Drive

ALBANY NY 12204

518-463-4340

danc@rbm-guardian.com



Are Pressure reducing valves in good condition including no handwheels broken?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Have the mechanical waterflow alarm devices passed tests by opening inspector's test connection/bypass connection with alarms actuating and flow observed?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Do valve supervisory switches indicate movement?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	The electrical waterflow alarm devices passed test by opening inspector's test connection/bypass connection with alarms actuating and flow observed?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Have post indicating valves been opened until spring or torsion felt in the rod and then closed back 1/4 turn?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	All control valves operated through full range and returned to normal position?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Have pressure reducing valves passed partial flow test?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA		

BACKFLOW PREVENTERS

Is relief port on RPZ device not discharging?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA		
---	---	--	--

ALARMS

Are alarms and supervisory devices not damaged?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Is the alarm valve free from physical damage?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Is the trim in correct (open or closed) position?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA	Is there no leakage in the retarding chamber or drains?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA

MAINTENANCE

If a sprinkler failed a sample test were all the sprinklers represented by that sample replaced?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	If conditions were found that required flushing, was flushing of the system conducted?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Have adjusted, repaired, reconditioned, or replaced components had proper tests/inspections performed?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Was a drain test conducted after opening any closed valve?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
Operating stem of all OS&Y valves lubricated, completely closed and reopened?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA	Have sprinklers and spray nozzles protecting commercial cooking equipment and ventilating systems been placed annually?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA
Do the alarm valve(s), strainers, filters and restricted offices pass internal inspection?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA		

Report of Inspection/Test

Annual NFPA 25

2021-08-16

Property

Tech Valley
321 Northern Blvd
ALBANY NY 12204

Mark Reilly

Print Date: 2021-08-16

Conducted by: Isaac Clark

RBM-Guardian Fire Protection, INC

8 Enterprise Drive

ALBANY NY 12204

518-463-4340

danc@rbm-guardian.com



Report of Inspection/Test for System - WET #1

ANTIFREEZE

What do the Antifreeze test at in Fahrenheit

NA

MAIN DRAIN FLOW TESTS

System	Initial static	Residual	Static	Seconds to Return to Initial Static	Flow Observed?	Did waterflow alarm operate?	Are results comparable to previous test?
WET #1	68	58	62	5	Yes		Yes

INSPECTORS TEST CONNECTION

System	Location	Description	Time to Alarm (seconds)	Reported?	Smooth Orifice	Easily Accessible	Signs?	Pass?
WET #1	End of hall	IT	35	Yes	Yes	Yes	Yes	Yes

VALVES

System	Description	Location	Valve Type	Size	Secured	Open	Easily Accessible	Signs	Exercised	Stems Lubricated	# of Turns
WET #1	Main	Riser	Butterfly	3"	Supervision	Yes	Yes	Yes	Yes	N/A	7

DRAIN VALVES

System	Description	Location	Drain	Aux Drain Drained	Water Flow Observed
WET #1	Main	Riser	Angle Valve	Yes	Yes

Report of Inspection/Test

Annual NFPA 25

2021-08-16

Property

Tech Valley
321 Northern Blvd
ALBANY NY 12204
Mark Reilly
Print Date: 2021-08-16

Conducted by: Isaac Clark

RBM-Guardian Fire Protection, INC
8 Enterprise Drive
ALBANY NY 12204
518-463-4340
danc@rbm-guardian.com



Deficiencies - General Questions

None

Deficiencies - General Wet System Questions

None

Deficiencies - WET #1

None

Deficiencies - Inspectors Test Connection

None

Deficiencies - Valves

None

Deficiencies - Drain Valves

None

Report of Inspection/Test

Annual NFPA 25

2021-08-16

Property

Tech Valley
321 Northern Blvd
ALBANY NY 12204

Mark Reilly

Print Date: 2021-08-16

Conducted by: Isaac Clark

RBM-Guardian Fire Protection, INC

8 Enterprise Drive

ALBANY NY 12204

518-463-4340

danc@rbm-guardian.com



Inspector Signature

I state that the information on this form is correct at the time and place of my inspection, and all equipment tested at this time was left in operational condition upon completion of this inspection except as noted.

Inspector Name

Signature

Date Completed

Isaac Clark

A handwritten signature in black ink, appearing to be "Isaac Clark".

2021-08-16

Client Signature

I state that the information on this form is correct at the time and place of my inspection, and all equipment tested at this time was left in operational condition upon completion of this inspection except as noted.

Client Name

Signature

Date Completed

Nick

A handwritten signature in black ink, appearing to be "Nick".

2021-08-16



2022-2023 Calendar



July '22						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

August '22						
S	M	T	W	Th	F	S
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	6 School Days		

- 22-23 Incoming Grades Orientation
- 24 First Day K-12

- 5 Labor Day (School Closed)

September '22						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

21 School Days

October '22						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	20 School Days				

- 10 Indigenous People's Day (School Closed)
- 28 End of Quarter 1

- 11 Veteran's Day (School Closed)
- 17-18 Q1 Report Card Conferences
- 23-25 Thanksgiving (School Closed)

November '22						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	18 School Days		

December '22						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

12 School Days

- 19-30 Winter Break (School Closed)

- 2 New Year's Day Observed (School Closed)
- 3 All Staff PD (School Closed)
- 16 MLK Day (School Closed)
- 27 End of Quarter 2
- 24-27 NYS January Regents

January '23						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	20 School Days			

February '23						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	15 School Days			

- 20 President's Day (School Closed)
- 21-24 February Break (School Closed)

- 2-4 NYS Math Exams (3-7)
- 1-28 Memorial Day (School Closed)

March '23						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

23 School Days

April '23						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	14 School Days					

- 1 Kindergarten Application Deadline
- 4 Kindergarten Lottery
- 6 End of Quarter 3
- 7-14 Spring Break
- 19-21 NYS ELA Exams (3-8)
- 27-28 Q3 Report Card Conferences

- 9 End of Quarter 4 (ES/MS)
- 14 End of Quarter 4 (HS)
- 16 Last Day K-12
- 14-21 NYS Regents Exams
- 19 Juneteenth Observed (School Closed)

May '23						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	22 School Days		

June '23						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

12 School Days

Note Concerning Differences with TCSD:
 The following are days which Troy Prep Schools will differ with Troy City School District (TCSD). As always, Troy Prep will offer transportation on the days when TCSD is off, but Troy Prep is in session. Troy Prep Schools are in session, but Troy City Schools are off. August 24-September 6, September 26, November 8, March 17, May 26