

Application: Leadership Prep Canarsie Charter School

Amanda Barile - abarile@leadershipprep.org
Annual Reports

Summary

ID: 0000000299

Status: Annual Report Submission

Entry 1 School Info and Cover Page

Completed Jul 31 2020

Instructions

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

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

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

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

LEADERSHIP PREPARATORY CANARSIE CHARTER SCHOOL 331800860943

a1. Popular School Name

LPC

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

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

SUNY BOARD OF TRUSTEES

c. DISTRICT / CSD OF LOCATION

CSD #18 - BROOKLYN

d. DATE OF INITIAL CHARTER

7/2013

e. DATE FIRST OPENED FOR INSTRUCTION

8/2013

h. SCHOOL WEB ADDRESS (URL)

<http://nyc.uncommonschools.org/leadership-prep-canarsie-elementary/>

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

780

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

810

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

Check all that apply

Grades Served

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

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

Yes

I2. NAME OF CMO/EMO AND ADDRESS

NAME OF CMO/EMO	Uncommon Schools
PHYSICAL STREET ADDRESS	826 Broadway, 9th Floor
CITY	New York
STATE	NYNY
ZIP CODE	10003
EMAIL ADDRESS	mblake@uncommonschoools.org
CONTACT PERSON NAME	Michael Blake

FACILITIES INFORMATION

m. FACILITIES

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

	Yes, 2 sites
--	--------------

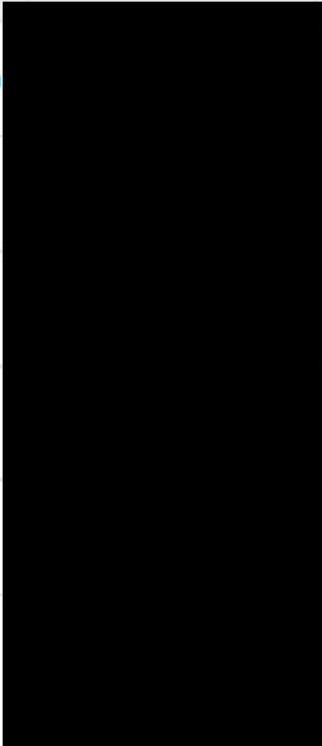
School Site 1 (Primary)

m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	1001 E. 100th Street, 3rd Floor, Brooklyn, NY 11236	(347) 390-0570	NYC CSD 18	K-4	No

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Mallorie Bocachica			mbocachica@leadershipprep.org
Operational Leader	Hannah Bell			hannah.bell@leadershipprep.org
Compliance Contact	John Kim			john.kim@uncommonschools.org
Complaint Contact	John Kim			john.kim@uncommonschools.org
DASA Coordinator	Denise Rowe			drowe@leadershipprep.org
Phone Contact for After Hours Emergencies	Hannah Bell			hannah.bell@leadershipprep.org

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

Co-located Space

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

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

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

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

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

Site 1 Certificate of Occupancy (COO)

Site 1 Fire Inspection Report

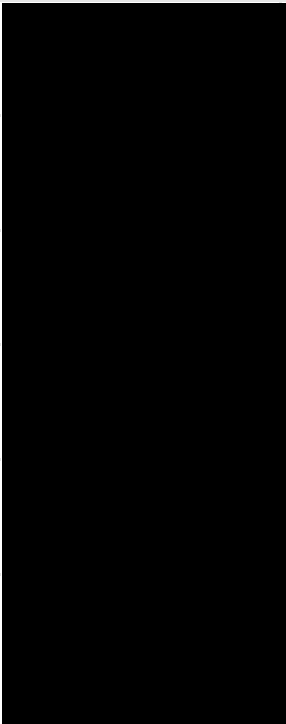
School Site 2

m2. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 2	1070 E. 104th Street, 3rd Floor, Brooklyn 11236	347-390-0560	NYC CSD 18	5-8	No

m2a. Please provide the contact information for Site 2.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Michael Scott Jr.			michael.scottjr@leadershipprep.org
Operational Leader	Abby Chapman			abby.chapman@leadershipprep.org
Compliance Contact	Mary Katherine Flynn			mflynn@uncommonschools.org
Complaint Contact	Mary Katherine Flynn			mflynn@uncommonschools.org
DASA Coordinator	Temi Kufeji			tkufeji@leadershipprep.org
Phone Contact for After Hours Emergencies	Abby Chapman			abby.chapman@leadershipprep.org

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

Co-located Space

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

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

CHARTER REVISIONS DURING THE 2019-2020 SCHOOL YEAR

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

Yes

n2. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Change in student/family handbook	The school completed its annual revision of its student and family handbook in order to ensure compliance, clarify language for parents and students, and to reflect practice in schools.	6/18/2020	
2	Change in teacher/staff handbook	The school completed its annual revision of its employee handbook in order to ensure compliance and to best support all staff.	6/18/2020	
3				
4				
5				

More revisions to add?

No

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

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

Yes

ATTESTATION

p. Individual Primarily Responsible for Submitting the Annual Report.

Name	Hannah Bell
Position	Director of Operations
Phone/Extension	347-390-0570
Email	hannah.bell@leadershipprep.org

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

Responses Selected:

Yes

Signature, Head of Charter School

A handwritten signature in black ink on a light gray background. The signature is stylized and cursive, starting with a large 'H' and ending with a long, sweeping tail.

Signature, President of the Board of Trustees

A handwritten signature in black ink on a light gray background. The signature is cursive and appears to read 'Lester Kunkle'.

Date

Jul 31 2020

Thank you.



Entry 2 NYS School Report Card

Completed Jul 31 2020

Instructions

SUNY-authorized charter schools only

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

Entry 2 NYS School Report Card Link

LEADERSHIP PREPARATORY CANARSIE CHARTER SCHOOL 331800860943

NEW YORK STATE REPORT CARD

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

(Charter schools completing year one will not yet have a School Report Card or link to one.

Please type "URL is not available" in the space provided.)

<https://data.nysed.gov/essa.php?year=2019&instid=800000063982>

Entry 3 Progress Toward Goals

Incomplete Hidden from applicant

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

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

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

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

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

1. ACADEMIC STUDENT PERFORMANCE GOALS

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

2019-20 Progress Toward Attainment of Academic Goals

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

2. Do have more academic goals to add?

(No response)

2019-2020 Progress Toward Attainment of Academic Goals

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

3. Do have more academic goals to add?

(No response)

2019-2020 Progress Toward Attainment of Academic Goals

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

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

4. ORGANIZATION GOALS

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

2019-2020 Progress Toward Attainment of Organization Goals

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

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

5. Do have more organizational goals to add?

(No response)

6. FINANCIAL GOALS

2019-2020 Progress Toward Attainment of Financial Goals

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

7. Do have more financial goals to add?

(No response)

2019-2020 Progress Toward Attainment of Financial Goals

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

Thank you.

Entry 3 Accountability Plan Progress Reports

Incomplete

Instructions

SUNY-Authorized Charter Schools ONLY

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

Entry 7 Disclosure of Financial Interest Form

Completed Jul 31 2020

Instructions - Multiple Uploads Permitted

Required of ALL Charter Schools by August 3

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

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

- **SUNY- Authorized Charter Schools:** [Trustee Financial Disclosure Form](#)

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

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

[Merged_DisclosureFinanceForms](#)

Filename: Merged_DisclosureFinanceForms.pdf **Size:** 7.3 MB

Entry 8 BOT Membership Table

Completed Jul 31 2020

Instructions

Required of All charter schools

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

Entry 8 BOT Table

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

LEADERSHIP PREPARATORY CANARSIE CHARTER SCHOOL 331800860943

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

Trustee Name	Position on the	Committ ee	Voting Member	Number of Terms	Start Date of	End Date of	Board Meetings

	and Email Address	Board	Affiliation s	Per By- Laws (Y/N)	Served	Current Term (MM/DD/ YYYY)	Current Term (MM/DD/ YYYY)	Attended During 2019- 2020
1	Liton Mann III - [REDACTED]	Chair	Executive , Academic	Yes	4	06/01/20 19	06/01/20 22	5 or less
2	Brett Peiser [REDACTED]	Other	N/A	Yes	5	06/01/20 19	06/01/20 22	5 or less
3	Chrystal Stokes Williams [REDACTED]	Other	Audit, Advocacy	Yes	4	06/01/20 20	06/01/20 23	5 or less
4	Ekwutozi a U. Nwabuzo [REDACTED]	Other	Executive , Academic	Yes	2	06/01/20 19	06/01/20 22	5 or less
5	John Kim [REDACTED]	Other	Finance	Yes	2	06/01/20 19	06/01/20 22	5 or less
6	Joseph F. Wayland [REDACTED]	Other	Executive , Finance	Yes	3	06/01/20 19	06/01/20 22	5 or less

7	Michael [REDACTED]	Other	Advocacy	Yes	4	06/01/2008	06/01/2021	5 or less
8	John Greenstei [REDACTED]	Other	Finance, Advocacy	Yes	5	06/01/2020	06/01/2023	5 or less
9	Shakima Jones [REDACTED]	Other	Advocacy , Finance	Yes	3	06/01/2019	06/01/2022	5 or less

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

Yes

1b. Current Board Member Information

	Trustee Name and Email Address	Position on the Board	Committ ee Affiliation s	Voting Member Per By- Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/ YYYY)	End Date of Current Term (MM/DD/ YYYY)	Board Meetings Attended During 2019- 2020
10	Jabali Sawiki [REDACTED]	Other	Academic	Yes	1	12/01/20 19	06/01/20 23	5 or less
11	Ann Mathews [REDACTED]	Other	Academic	Yes	1	06/01/20 18	06/01/20 21	5 or less
12	Tony Pasquarie [REDACTED]	Vice Chair	Executive	Yes	3	06/01/20 18	06/01/20 21	5 or less
13								
14								
15								

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

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total Number of BOT Members on June 30, 2020	12
b.Total Number of Members Added During 2019-2020	1
c. Total Number of Members who Departed during 2019-2020	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	12

3. Number of Board meetings held during 2019-2020

5

4. Number of Board meetings scheduled for 2020-2021

4

Thank you.

Entry 9 Board Meeting Minutes

Completed Jul 31 2020 Hidden from applicant

Instructions

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

Merged BoardMinutes

Filename: Merged BoardMinutes Z58Mt3j.pdf Size: 192.6 kB

Entry 10 Enrollment & Retention

Completed Jul 31 2020

Instructions for submitting Enrollment and Retention Efforts

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

Entry 10 Enrollment and Retention of Special Populations

Instructions for Reporting Enrollment and Retention Strategies

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

LEADERSHIP PREPARATORY CANARSIE CHARTER SCHOOL 331800860943

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2019-2020	Describe Recruitment Plans in 2020-2021
	<ul style="list-style-type: none">• All Uncommon Schools in New York City worked together on community outreach and enrollment efforts. By combining our efforts and sharing information about all of our schools at one time, we were able to reach far more students	

in New York City than if our schools worked independently.

- Uncommon Schools NYC hosted a network-wide Community Day, in which all Uncommon Schools have come together to canvass across Brooklyn, while simultaneously partnering with community organizations to host events in some of our biggest Community School Districts.

- The School used a combined Uncommon Schools application that allowed families to apply to multiple Uncommon Schools with just one application. This made it easier for a family to learn about and access all of our schools and allows our schools to reach a broader population of students.

- In addition to the combined Uncommon Schools application, the School participated in the New York City Charter School Center's Common Application for all charter schools in NYC. By continuing to offer our application as part of the common application for all charter schools, we are able to reach an even broader population of students.

- The School sent out multiple mailings to prospective students throughout the year through Vanguard Direct, Inc., focusing on the zip codes near our schools that have the highest number of FRPL and ELL students. Materials were sent out in English and Spanish, and included a self-addressed, stamped envelope to limit the barrier to return the completed application.

- The School ran both English

Economically Disadvantaged

and Spanish language ads in the New York City Housing Authority Journal. On their website, the NYCHA Journal says they are “hand-delivered to each of the 178,000 apartments in NYCHA’s 334 public housing developments throughout the five boroughs.” It was also be distributed to more than 10,000 NYCHA employees, and mailed to elected officials and community leaders. It was also available through email subscription.

- The School ran both online and in-print Spanish language ads in El Diario – a Spanish language daily newspaper with high circulation throughout Brooklyn.
- The School partnered with El Diario to send a direct Spanish-language email to families that live within our school zip-codes and have school-aged children.
- The School ran advertisements for enrollment on buses with strategic routes throughout the CSDs we serve in Brooklyn.
- Additionally, we implemented an MTA bus shelter advertisement in high pedestrian traffic areas of the neighborhoods in which our schools are located to reach families from within our community school district. The bus shelter advertisements included school-specific information as well as information about our schools, programs, and populations served.

- The School visited the NYCHA sites within our neighborhood on multiple occasions to hang flyers,

The school will continue the efforts at left to recruit economically disadvantaged students, and will also:

- Implement a more robust community canvassing plan that involves current families.
- Expand digital advertising efforts to reach a broader population.

leave applications and speak with residents to ensure that residents of these locations were aware of our school and have the necessary information and materials needed to apply.

- The School ran a digital advertisement campaign that targeted families that live in zip codes near our schools and that have a high number of FRPL eligible and ELL students.
- The School participated in education, health, and career fairs in our school neighborhoods to share information about individual schools and our admissions and application process.
- In order to continue efforts to widely disseminate information about our School to prospective families, this year, the School worked with broadcasting agency, Entercom to run advertisements on two popular NYC radio stations.

See the response to “economically disadvantaged students” above. In addition, the school:

- Used Census tract data to create maps showing the distributions of the populations of the top five most spoken languages after English.
- Using these maps, we created community canvassing walks for the School to take to travel through those neighborhoods. On the walks, school staff and families visited local stores,

organizations, shelters, and apartment buildings and hung flyers and left brochures and applications in English and Spanish at each location. In addition, school staff spoke to residents along the way (in English and in Spanish) to spread the word about our schools.

- We will continue to translate all our outreach materials that are distributed by our schools.

Materials were produced and disseminated in English and Spanish will include our enrollment website and online lottery and waitlist applications, paper lottery applications, full color brochures and flyers, posters, informational packets, and tear away information sheets.

- We utilized the New York City Charter School Center's Common Application, which is available to families in six different languages.

- We identified high priority local community organizations to reach out to, based on factors including location, age group served, and proximity to high non- English-speaking populations. Each organization received a call from the regional admissions office by a fluent Spanish speaking staff member and a mailing including brochures, flyers and applications in all relevant languages.

- We met with the Committee for Hispanic Children, a non-profit referral service which helps Hispanic families find daycares,

English Language
Learners/Multilingual Learners

schools and enrichment programs for their students, to ensure that they were aware of our schools as an option for their families and provided them with outreach materials that they could share with the families that they serve.

- A Spanish speaking staff member was available at our admissions office by phone and email 40 hours a week during student recruitment season.
- We took advantage of the DOE's Over-the-phone Interpretation Services, which allowed our school staff members to communicate with a parent with the assistance of an interpreter on the phone. This service increased our capacity to connect with families who speak a wider range of languages.
- We also know that families of our current ELL students are our best resource to reach new ELL students. All families at our schools will continue to receive applications to distribute to family and friends in English and Spanish. Families of ELL students will continue to receive extra applications. In addition, we worked to identify ELL families interested in volunteering to support student admissions efforts. These families met with a school staff member to learn about a variety of ways that they could get the word out about our schools and distribute applications to others. These families were encouraged to speak at their churches, or other local organizations to spread the

The school will continue the efforts at left to recruit ELL students, and will also:

- Implement a more robust community canvassing plan that involves current families.
- Expand digital advertising efforts to reach a broader population.
- Implement Spanish-Language transit advertisements.

word about our schools.

- We ran Spanish language ads with El Diario – a Spanish publication with the largest readership increase than any other daily newspaper in New York. Uncommon Schools will also place bilingual advertisements in the NYCHA Journal and several neighborhood weekly publications throughout the student recruitment cycle.
- Uncommon Schools NYC ran Google and additional digital ads in Spanish so that families searching for information about schools in New York City in Spanish see ads for our school and be directed to our Spanish webpages and applications.
- Each applicant, whether they are selected in the lottery or placed on the waitlist, will receive a letter in both Spanish and English telling them the results of the lottery and the next steps to enrolling in the school.

See the response to “economically disadvantaged students” above. In addition, the school:

- Identified and targeted all preschools that are certified to offer services to students with disabilities in our school communities. Head Starts will be included in this search, as they are mandated to serve a student body with at least 10% students with disabilities.
- Identified a list of preschools,

Students with Disabilities

Pre-K programs, and early childhood development centers that are high priority for our schools due to their location and student population. These high priority sites received calls, visits, and recruitment materials for both elementary and middle school.

- Worked to build strong connections with our Committee on Special Education to ensure they know we are an option for students, should they wish to recommend students to join us.
- Reached out to related service agencies that we work with/have worked with in the past, to talk about the supports we offer students and asked if they had any students who could be recommended to apply.
- Confirmed that application materials clearly stated that all students, including those with disabilities, are eligible to apply. This language appeared on our enrollment websites, Kindergarten and 5th grade lottery applications, waitlist applications for all grades, the brochures that were distributed to organizations and mail to 24,000 Brooklyn families, as well as in the presentations given at our information sessions.
- Our admissions office and school-based staff will continue to be trained on this question so that they could answer the concerns of any families of potential applicants with special needs who called in.
- Revised our admissions brochure to explicitly mention

The school will continue the efforts at left to recruit students with disabilities, and will also:

- Implement a more robust community canvassing plan that involves current families.
- Expand digital advertising efforts to reach a broader population

	<p>our high-quality intervention programs that our schools offer of tutoring and small group instruction.</p> <ul style="list-style-type: none"> • We created a one-page overview of Special Education Services at Uncommon to share with prospective families. 	
--	--	--

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2019-2020	Describe Retention Plans in 2020-2021
Economically Disadvantaged	<p>In accordance with our mission to prepare students for college, we want all of our students, including FRPL, ELL and students with disabilities, to stay with us through high school graduation. The School has had historically high levels of persistence for these sub-populations. We believe that creating high-quality educational program, hiring and training highly qualified teachers, and communicating regularly with families of all students has helped us to achieve high rates of persistence across our student body. We will continue to analyze our data to ensure that we are serving students from these populations as effectively as all other students and keeping them in our schools in the same numbers.</p>	<p>We will continue the efforts described at left in 2019 to ensure that high numbers of economically disadvantaged students are given the supports they need to persist in the School.</p>
	<p>See response for retention of economically disadvantaged students. In addition, each school has an English as a New</p>	<p>We will continue the efforts</p>

English Language Learners/Multilingual Learners	Language teacher in its school, to more directly and completely ensure that students learning English are supported in the school and are provided with direct English instruction by a qualified teacher as needed.	described at left in 2019 to ensure that high numbers of ELL students are given the supports they need to persist in the School.
Students with Disabilities	See response for retention of economically disadvantaged students.	We will continue the efforts described at left in 2019 to ensure that high numbers of students with disabilities are given the supports they need to persist in the School.

Entry 12 Percent of Uncertified Teachers

Incomplete Hidden from applicant

Instructions

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

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

Entry 12 Uncertified Teachers

School Name: LEADERSHIP PREPARATORY CANARSIE CHARTER SCHOOL 331800860943

Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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

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

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

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

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

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

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

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

	FTE Count
Total Category D	

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	



Thank you.

Entry 13 Organization Chart

Incomplete Hidden from applicant

[Instructions](#)

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

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

Entry 14 School Calendar

Completed Jul 31 2020

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

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

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

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

[UncommonCalendar 20-21 BrooklynLeader v1](#)

Filename: UncommonCalendar 20 21 BrooklynLeader avo1YN5.pdf **Size:** 300.7 kB

Entry 15 Links to Critical Documents on School Website

Incomplete Hidden from applicant

Instructions

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

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

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

Form for Entry 15 Links to Critical Documents on School Website

School Name: Leadership Prep Canarsie Charter School

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

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

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

Thank you.



Entry 16 COVID 19 Related Information

Completed Jul 31 2020

Instructions

Required of ALL charter schools

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

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

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

Entry 16 COVID 19 Related Information

School Name: Leadership Prep Canarsie Charter School

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

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

	Number of students enrolled in school on the last day instruction was provided within physical school facilities	Number of students attending instruction on the last day instruction was provided within physical school facilities	Number of students participating in virtual programming on the last day such programming was offered for the 2019-20 school year
	811	574	774

Table 2: 2019-2020 Assessments and Grade Participation

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

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

		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
		x	x	x	x	x	x	x	x	x	x	x	x	x	
Tota															0
I															

Entry 17 Staff Roster - NEW TASK For Regents Schools Only

Incomplete Hidden from applicant

INSTRUCTIONS - NEW TASK FOR REGENTS-AUTHORIZED CHARTER SCHOOLS

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



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


1. Name of education corporation: Uncommon / Collegiate Board of Trustees
2. Trustee's name (print): John Greenstein
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.):
none (member of Finance, Advocacy Committees)
4. Home address: [REDACTED]
5. Business Address: [REDACTED]
6. Daytime phone: [REDACTED]
7. E-mail: [REDACTED]
8. Is Trustee an employee of the education corporation? ___ Yes. ☒ No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

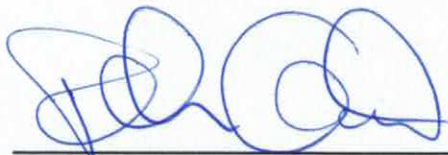
9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please write "None." Please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

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

✓

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

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



Signature

6/17/20

Date



FOR INSTITUTE USE ONLY

FILING FOR SCHOOL
YEAR: _____

DATE RECEIVED: _____

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

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

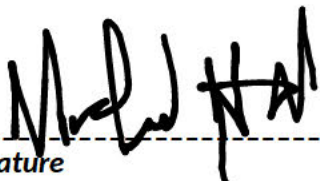
4. Home address: _____
5. Business Address: _____
6. Daytime phone: _____
7. E-mail: _____
8. Is Trustee an employee of the education corporation? ____Yes. ____No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

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

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

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



 Signature

6/18/2020

 Date

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

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

4. Home _____

5. Business _____

6. Daytime _____

7. E-mail _____

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))
<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>				

Shakima Jones

Signature

Date



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

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

4. Home address: _____
5. Business Address: _____
6. Daytime phone: _____
7. E-mail: _____
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))
<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
Please write “None” if applicable. Do not leave this space blank.				

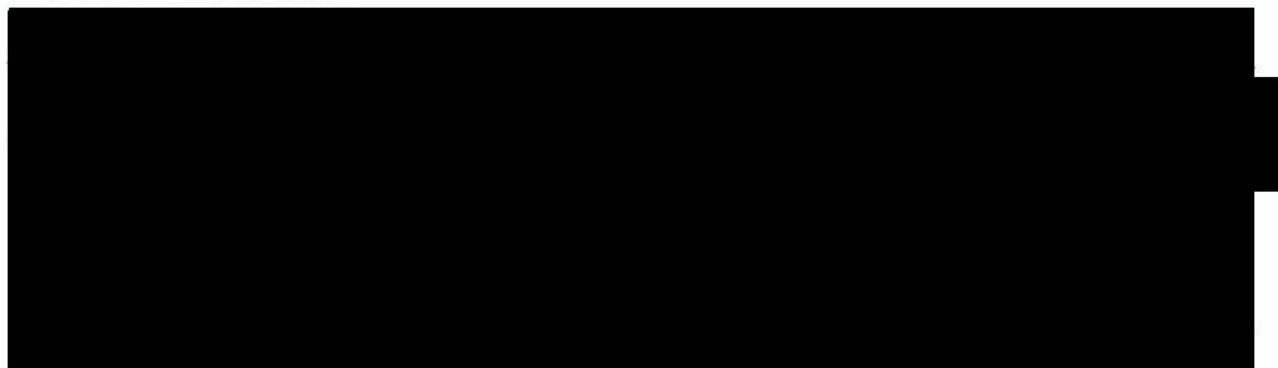
Signature

Date



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

1. Name of education corporation: Uncommon Charter Schools New York City
2. Trustee's name (print): Linton Mann III
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): Chair




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

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

Date(s)	Nature of Financial Interest/Transaction	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
None			

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

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



 Signature

6-19-2020

 Date

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

1. Name of education corporation: Uncommon Schools New York City
2. Trustee's name (print): Ann Mathews
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): Member

4. Home address: _____

5. Business Address: _____

6. Daytime phone: _____

7. E-mail: _____

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

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

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

Ann Mathews
Signature

06/19/2020
Date

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

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

4. Home _____
5. Business _____
6. Daytime _____
7. E-mail _____

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))
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

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

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

Signature

Date



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

1. Name of education corporation: UNCOMMON SCHOOLS NPC
2. Trustee's name (print): ANTHONY W. PASQUARZELLO
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): VZCE -
CITIZEN

4. Home

5. Business

6. Daytime

7. E-mail

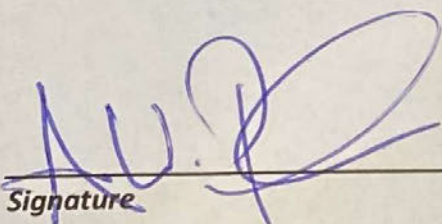
8. Is Trustee an employee of the education corporation? ☐ Yes. ☒ No. If you checked yes, please provide a description of the position you hold, your salary and your start date.

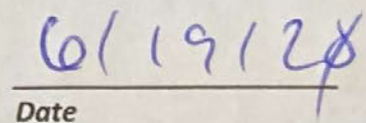
9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please write "None." Please 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))
Please write "None" if applicable. Do not leave this space blank. NONE			

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

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


Signature


Date



FOR INSTITUTE USE ONLY

FILING FOR SCHOOL
YEAR: _____

DATE RECEIVED: _____

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

1. Name _____ of _____ education corporation: _____ Uncommon Schools
NYC _____
2. Trustee's _____ name _____ (print): _____ Brett
Peiser _____
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair,
etc.): _____ None _____

[Redacted area]

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

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

Date(s)	Nature of Financial Interest/Transaction	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
---------	--	--	--

I am the CEO of Uncommon Schools which is Uncommon NYC's educational partner. I recuse myself from all discussions and votes when there's any conflict of interest.			

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 am the CEO of Uncommon Schools which is Uncommon NYC's educational partner. I recuse myself from all discussions and votes when there's any conflict of interest.				

Bruce Rose

Signature

6/19/20

Date

Form Revised November 16, 2015



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

1. Name of education corporation: Uncommon Schools
2. Trustee's name (print): Jabali Sawicki
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): N/A

4. Home

5. Business

6. Daytime

7. E-mail

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

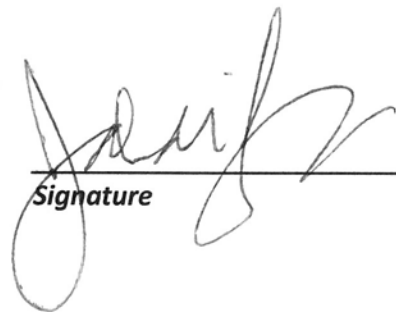
9. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members have held or engaged in with the education corporation during the prior school year. If there has been no such financial interest or transaction, please write "None." Please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

Date(s)	Nature of Financial Interest/Transaction	Steps Taken to Avoid a Conflict of Interest, (e.g., did not vote, did not participate in discussion)	Identity of Person Holding Interest or Engaging in Transaction (e.g., you and/or immediate family member (name))
	None		→

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

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

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


 Signature

6/30/2020
 Date

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

1. Name of education corporation: Uncommon NYC
2. Trustee's name (print): Joseph Wayland
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc: Chair of Finance Committee; Member of Executive Committee

- 4.
- 5.
- 6.
- 7.

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

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

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

Joseph Wayland (electronically)
Signature

June 18, 2020
Date



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

1. Name of education corporation: Uncommon Schools NYC
2. Trustee's name (print): Chrystal Stokes Williams
3. Position(s) on board, if any: (e.g., chair, treasurer, committee chair, etc.): _____
Audit Committee Chair

4. Home address: _____

5. Business Address: _____

6. Daytime phone: _____

7. E-mail: _____

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))
	<u>NONE</u> <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
Please write "None" if applicable. Do not leave this space blank. <i>None</i>				



 Signature

6/23/20

 Date

2019-2020 Uncommon Schools NYC Board Meeting #1

Date: 09/24/2019 **Location:** Excellence Boys Charter School
225 Patchen Ave, Brooklyn, NY
11233

Time: 5:00-7:00pm

Called By: Linton Mann III

Attendees: Trustees Present: Linton Mann III, Brett Peiser, Joseph Wayland, Michael Hall, John Greenstein, Chrystal Stokes Williams,

Trustees Not Present, Dialing in: John Kim, Ekwutozia Nwabuzor, Shakima Jones, Ann Mathews

Uncommon Schools Staff: Crystal McQueen-Taylor, Regional Senior Director, NYC; Laura Kelly, Regional Coordinator; Juliana Worrell, Chief Schools Officer

The meeting was called to order at 5:13pm by Board of Trustees Chair Linton Mann III.

Mr. Mann welcomed Trustees to the meeting and reviewed the agenda. There were no members of the public present for public comment.

Crystal McQueen-Taylor then provided a welcome and introduction to the 2019-2020 school year, delivering updates regarding Uncommon NYC summer experiences including Camp Uncommon, Summer Teaching Fellowship, and the first days of school.

Ms. McQueen-Taylor then introduced Chief Schools Officer Juliana Worrell, who presented Uncommon NYC's 2018-2019 New York state exam results. Ms. Worrell walked through the data and highlighted Uncommon NYC's state exam successes as well as areas for growth. She then outlined the research work and initiatives planned to address growth areas in response to the exam results for the upcoming school year.

Mr. Mann then entertained a motion to move to Executive Session to protect student privacy in discussing a school matter. Michael Hall motioned to move into Executive Session, John Greenstein seconded the motion, and all those present voted to approve the motion. Mr. Mann initiated the Executive Session at 6:16pm. Joe Wayland motioned to close Executive session, Michael Hall seconded the motion, and all present voted to approve the motion. Executive Session ended at 6:33pm.

Mr. Mann then presented the results of Uncommon NYC's Board feedback survey, the plan to onboard a new Trustee in the 2019-2020 school year, and asked Trustees to sign up for school visits. Mr. Mann called for a review of and vote on the minutes from the June 2019 Board of Trustees meeting. Joe Wayland motioned to approve the June minutes. John Greenstein seconded the motion and all the present Trustees voted to approve the June 2019 minutes.

Resolved: The minutes of the Uncommon New York City Board of Trustees Meeting in June 2019 are approved.

Mr. Mann then entertained a motion to adjourn the meeting. Chrystal Stokes Williams motioned to adjourn, Michael Hall seconded the motion. All voted in favor of adjourning the meeting.

The meeting was closed at 6:43pm.

2019-2020 Uncommon Schools NYC Board Meeting #2

Date: 12/17/2019 **Location:** Williamsburg Collegiate
Charter School
157 Wilson St.
Brooklyn, NY 11211

Time: 9:00 - 11:00am

Called By: Linton Mann III

Attendees: Trustees Present: Linton Mann III, Brett Peiser, Ekwutozia Nwabuzor, Shakima Jones, Tony Pasquariello, Chrystal Stokes Williams, John Greenstein, Ann Mathews

Trustees Not Present, Dialing in: Joseph Wayland, John Kim

Uncommon Schools Staff: Crystal McQueen-Taylor, Regional Senior Director; Tracy Wax, Senior Associate Director, External Affairs; Laura Kelly, Regional Coordinator; Paul Bambrick-Santoyo, Chief Schools Officer; Talia Shaul, Chief Talent Officer; Taylor Robinson, Senior Project Manager; Brendan Campbell, Chief of Staff 9-12; Courtney McTeer, External Affairs Coordinator; Eric Pressberg, Director of External Strategy

The meeting was called to order at 9:05am by Board of Trustees Chair Linton Mann III.

Mr. Mann welcomed Trustees to the meeting and reviewed the agenda. There were no members of the public present for public comment.

Mr. Mann introduced Uncommon Schools Chief Schools Officer Paul Bambrick-Santoyo, who presented on the state of Uncommon NYC's high schools. Mr. Bambrick-Santoyo reviewed Uncommon NYC's high school performance and current college admissions expectations and alumni persistence in college. Mr. Bambrick-Santoyo fielded questions about the high school program and supports for alumni and shared initiatives for the curriculum team.

After the review of high school initiatives, Mr. Mann then introduced Talia Shaul, Chief Talent Officer, who reviewed the plan for updating compensation in the NYC region for all roles. Ms. Shaul shared survey and market data and the plan to engage the Board of Trustees going forward.

Then, Crystal McQueen-Taylor, Regional Senior Director, provided an update on the student enrollment in all schools. She reviewed internal and external factors impacting enrollment and how the NYC region and Uncommon Schools Inc. is responding to the data. She then shared the plan for Uncommon Schools Inc.'s five-year strategic plan and how the Board will be involved in the planning process.

Mr. Mann entertained a motion to approve new Board of Trustees member Jabali Sawicki. Shakima Jones motioned for a vote of approval. Tony Pasquariello seconded the motion for approval, and all present members voted in favor of approving Mr. Sawicki as a member of the Uncommon NYC Board of Trustees.

Resolved: Jabali Sawicki is approved as a member of the Uncommon NYC Board of Trustees.

Mr. Mann called for a review of and vote of approval on the minutes from the September 2019 Board of Trustees meeting. Shakima Jones motioned to approve the minutes. Tony Pasquariello seconded the motion, and all present voted to approve.

Resolved: The minutes of the Uncommon New York City Board of Trustees Meeting in September 2019 are approved.

Chrystal Stokes Williams, chair of Uncommon NYC's Audit Committee, then reviewed the findings from the 2018-2019 Audit report.

John Greenstein then provided a report from Uncommon NYC's Advocacy committee meeting and the advocacy strategy going forward this year.

Mr. Mann then provided a report on Uncommon NYC's Academic Committee meeting, which included data on Uncommon NYC's attendance and attrition information as well as review of the status of individual schools. Mr. Mann encouraged all board members to visit schools throughout the year.

Mr. Mann then entertained a motion to adjourn the meeting. Shakima Jones motioned to adjourn, Ekwutozia Nwabuzor seconded the motion. All voted in favor of adjourning the meeting.

The meeting was closed at 11:37am.

2019-2020 Uncommon Schools NYC Board Meeting – Special Session

Date: 02/05/2020 **Location:** Video Call Meeting
 Location for public to attend:
 Kings Elementary School
 905 Winthrop St.
 Brooklyn, NY 11203

Time: 12:00 – 1:00pm

Called By: Linton Mann III

Attendees: Trustees on Video Call: Linton Mann III, John Kim, Shakima Jones, Ekwutozia Nwabuzor, Chrystal Stokes Williams, Jabali Sawicki, John Greenstein, Brett Peiser

Trustees, Dialing in without video: Tony Pasquariello, Joseph Wayland

Uncommon Schools Staff: Crystal McQueen-Taylor, Regional Senior Director, New York City; Tracy Wax, Senior Associate Director of External Affairs; Laura Kelly, External Affairs Coordinator

The meeting was called to order at 12:05pm by Board of Trustees Chair Linton Mann III.

Mr. Mann welcomed Trustees to the meeting and reviewed the agenda. There were no members of the public present.

Brett Peiser shared the context and the details of an updated proposed lease of real property that was approved by the Board of Trustees in December 2017. The previous approval was for the purchase of a 99-year lease from Excellence Academies Foundation of the brownstone adjacent to the Excellence Boys facility for the appraised value, with the Board Chair signing any final agreements on behalf of the Board. The space shall be used as office and administrative space by the regional support staff of Uncommon New York City Charter schools. Since 2017, the Board Chair participated in negotiations with Excellence Academies Foundations and the updated lease terms were presented by Mr. Peiser as a representative of Excellence Academies Foundation. Mr. Peiser fielded questions about the lease agreement and then excused himself from the conversation to allow Trustees to discuss by leaving the video call. After discussion, Trustees decided to table the vote of approval on the updated lease until the meeting in March 2020.

Crystal McQueen-Taylor shared a plan to update chartered enrollment for Brooklyn East Collegiate and Ocean Hill Collegiate to ensure compliance with SUNY, the authorizer. Mr. Mann entertained a motion by John Greenstein to approve revisions of chartered enrollment of Brooklyn East Collegiate and Ocean Hill Collegiate to comply with SUNY guidelines. Shakima Jones seconded the motion, and all present on video voted to approve.

Resolved: Revisions to the chartered enrollment of Brooklyn East Collegiate and Ocean Hill Collegiate to comply with SUNY guidelines are approved.

Crystal McQueen-Taylor then introduced an updated Uncommon NYC growth plan. Certain planned new school openings for 2020-21 are proposed to be delayed due to the availability

of public space and greenlighting considerations. Mr. Mann entertained a motion by Ekwutozia Nwabuzor to approve the request to amend the NYC growth plan. John Greenstein seconded the motion, and all present on video voted to approve.

Resolved: The revised NYC growth plan is approved to submit to SUNY, Uncommon NYC's charter authorizer.

The meeting was closed at 12:58pm.

2019-2020 Uncommon Schools NYC Board Meeting #3

Date: 3/11/2020 **Location:** Uncommon Schools
Home Office
826 Broadway
New York, NY 10003

Time: 5:00 - 7:30pm

Called By: Linton Mann III

Attendees: Trustees Present: Linton Mann III, Brett Peiser, Ekwutozia Nwabuzor, Shakima Jones, Chrystal Stokes Williams, John Greenstein, Ann Mathews, Joseph Wayland, John Kim

Trustees Not Present, Dialing in: Tony Pasquariello, Michael Hall

Uncommon Schools Staff: Crystal McQueen-Taylor, Regional Senior Director; Tracy Wax, Senior Associate Director, External Affairs; Tara Marlovits, Chief Advisor

The meeting was called to order at 5:15pm by Board of Trustees Chair Linton Mann III.

Mr. Mann welcomed Trustees to the meeting and reviewed the agenda. There were no members of the public present for public comment.

Mr. Mann introduced Uncommon Schools Chief Advisor Tara Marlovits, who presented on the development an org-wide student recruitment, enrollment, and retention strategy. Ms. Marlovits reviewed external factors affecting enrollment, Uncommon Schools' efforts today, as well as potential short and long-term solutions to current enrollment challenges. Ms. Marlovits fielded questions about future growth plans for Uncommon NYC, and future staffing plans for the team that supports recruitment and enrollment.

Mr. Mann then introduced Brett Peiser, Chief Executive Officer. Mr. Peiser presented on the State of Uncommon Schools, which included an overview of the previous Five-Year Strategic Plan and progress towards the pillars of Achieve, Expand, and Impact. He then shared the progress to-date on developing the organization's 2020-2025 Strategic Plan, which includes the pillars Achieve, Expand, Impact, and Thrive. Mr. Peiser also presented on annual home office services survey results, sharing that Uncommon Schools will prioritize improved systems, communications and training for the departments of Real Estate & Finance, HR, and Recruitment. Mr. Peiser fielded questions about staff culture and future plans for student alumni engagement.

Then, Mr. Mann provided an update on Uncommon NYC's lease of a brownstone space adjacent to Excellence Boys Charter School. He shared that Uncommon NYC and Excellence Academy Foundation came to an agreement to move forward with the terms previously approved by the Board of Trustees in December 2017, and that the Uncommon NYC Regional Team will soon move into that space to be used as an office.

Senior Regional Director, Crystal McQueen-Taylor provided an update on Uncommon Schools' response to COVID-19 sharing that along with frequent communication home to parents with up-to-date guidelines from the NYCDOE and the CDC, schools are also equipping all classrooms with the

supplies needed to keep everyone safe and healthy. In addition, a cross functional project team in Uncommon's Home Office was created to formulate a pandemic response plan and sustain communications with staff across all regions.

Mr. Mann entertained a motion to approve an additional Integrated Co-Teaching (ICT) special education admissions lottery preference to provide students with this setting on their IEP greater access to these programs at Bed Stuy Collegiate and Williamsburg Collegiate. Shakima Jones motioned for a vote. Ekwutozia Nwabuzor seconded the motion for approval, and all present members voted in favor of approving the additional lottery preference.[CM1]

Resolved: The addition of an ICT admissions lottery preference for students with special needs is approved.

Mr. Mann called for a review of and vote of approval of the formal addition of a 15:1 special education program to the Excellence Girls charter. This program, which has been in place since 2017, is being added formally to the charter so as to remain in compliance with Uncommon NYC's charter authorizer SUNY. Ekwutozia Nwabuzor motioned for a vote and John Greenstein seconded that motion. All present voted to approve.[CM2]

Resolved: The addition of a 15:1 special education program to the Excellence Girls charter is approved.

Mr. Mann called for a review of and approval vote of on the minutes from December and February Board of Trustees meetings. John Greenstein motioned to approve the minutes. Shakima Jones seconded the motion, and all present voted to approve

Resolved: The minutes of the Uncommon New York City Board of Trustees Meetings in December 2019 and February 2020 are approved.

Mr. Mann then entertained a motion to adjourn the meeting. Shakima Jones motioned to adjourn, John Greenstein seconded the motion. All voted in favor of adjourning the meeting.

The meeting was closed at 7:04pm

2019-2020 Uncommon Schools NYC Board Meeting #4

Date: 6/18/2020 **Location:** Via Zoom Video Conference

Time: 5:00 - 7:30pm

Called By: Linton Mann III

Attendees: Trustees Present: Linton Mann III, Brett Peiser, Shakima Jones, Chrystal Stokes Williams, John Greenstein, Ann Mathews, Joseph Wayland, John Kim, Tony Pasquariello, Michael Hall, Jabali Sawiki

Trustees Not Present: Ekwutozia Nwabuzor

Uncommon Schools Staff: Crystal McQueen-Taylor, Regional Senior Director; Tracy Wax, Senior Associate Director, External Affairs; Jesse Coburn, Assistant Superintendent

The meeting was called to order at 5:05pm by Board of Trustees Chair Linton Mann III.

Mr. Mann welcomed Trustees to the meeting and reviewed the agenda. There were no members of the public present for public comment.

Mr. Mann introduced Jesse Coburn, Uncommon Schools NYC Assistant Superintendent. Mr. Coburn shared graduation and college enrollment data for the graduating class of 2020 from Uncommon NYC high schools. He also updated the Board on Uncommon NYC's high school enrichment initiative, High School 2.0, which launched in school year 2018-2019. Specifically, he detailed how programming like extra-curricular clubs and select internships were sustained during remote learning due to COVID-19.

Senior Regional Director, Crystal McQueen-Taylor provided an update on Uncommon Schools' response to COVID-19, sharing that that Uncommon Schools published all K-8 remote learning instructional content online and granted free access to the public. In addition, she provided an overview of Uncommon's robust summer remote enrichment plan for students and staff. Ms. McQueen-Taylor also detailed Uncommon's strategic approach to planning for school re-entry with the formation of a "Comeback" project team. The team is using a research-based approach to plan for multiple scenarios for re-entry, including those that would vary across Gradespans and those that allow for at least partial remote learning to continue into school year 2020-2021. Ms. McQueen-Taylor fielded questions about expenses for remote learning, and potential health screening for students and staff upon return to school.

Joe Wayland then presented the Finance Committee report, which contained the budget for the 2020-2021 school year and provided updates on contingency budget planning and remote learning expenses. Mr. Wayland then facilitated a Board discussion on cash reserves. Ms. Jones motioned to approve the budget and Mr. Pasquariello seconded the motion. All Trustees present voted to approve the 2020-2021 budget.

Resolved: The budget for Uncommon Schools NYC for the 2020-2021 school year is approved.

Michael Hall then presented the Advocacy Committee Report, which reviewed the efforts made by the External Affairs team over the last school year and highlighted successful and sustained engagement with elected officials. He also updated the Board on how the External Affairs team pivoted to execute on new priorities in the wake of COVID-19.

Mr. Mann then presented the Academic Committee report, including a review of remote learning, its varied formats across Gradespans, and corresponding school health data.

Crystal Stokes Williams then presented the Audit Committee Report, which introduced Mengel Metzger Barr & Co. as Uncommon NYC's auditing firm to audit the 2019-2020 school year. Mr. Greenstein motioned to approve the auditors and Ms. Jones seconded the motion. All Trustees present voted to approve the appointment of the firm.

Resolved: Mengel Metzger Barr & Co is approved to conduct the audit of all Uncommon New York City schools for the 2019-2020 school year.

Mr. Mann then presented the Executive Committee Report. He introduced the Trustees who were part of Uncommon NYC's first board class and were therefore eligible for a renewal in June 2020. Mr. Mann then notified the Board that John Greenstein and Chrystal Stokes-Williams would be renewing their terms. Mr. Wayland motioned to approve the renewal of Mr. Greenstein and Ms. Stokes-Williams and Mr. Hall seconded the motion. All Trustees present voted in favor of renewing Mr. Greenstein and Ms. Stokes Williams for 3-year terms as Trustees.

Resolved: John Greenstein and Chrystal Stokes-Williams are approved for another 3-year term as Trustees of Uncommon Schools New York City.

Ms. McQueen-Taylor then presented the list of new school leaders for the 2020-2021 school year. Mr. Mann shared that the board had interviewed each of these new leaders via Zoom and was in support of their leadership. Ms. Jones motioned to approve the leader transitions. Mr. Hall seconded the motion. All Trustees present voted to approve the motion.

Resolved: The appointment of the following leaders is approved:

New Leader	Role	School
Abby Chapman	Director of Operations	Leadership Prep Canarsie Middle Academy
Leah Clarke	Director of Operations	Ocean Hill Collegiate
Estrella De La Torre	Principal	Leadership Prep Ocean Hill Elementary Academy
Denarius Frazier	Principal	Uncommon Collegiate Charter High School
Indigo McCoy	Director of Operations	Leadership Prep Brownsville Middle Academy
Arielle Snagg	Principal	Leadership Prep Bedford-Stuyvesant Elementary Academy
Justin Solomon	Director of Operations	Excellence Girls Middle Academy

Mr. Mann then introduced proposed Uncommon NYC school leader bonuses. Mr. Wayland motioned to approve leader bonuses, and Mr. Sawicki seconded the motion. All Trustees present voted to approve the leader bonuses for the 2019-2020 school year.

Resolved: Leader bonuses for Uncommon NYC school leaders are approved.

Mr. Mann called for a review of and approval vote of on the minutes from the March Board of Trustees meetings. Ms. Stokes-Williams motioned to approve the minutes. Ms. Jones seconded the motion, and all present voted to approve

Resolved: The minutes of the Uncommon New York City Board of Trustees Meetings in March 2020 are approved.

Ms. McQueen-Taylor then provided an overview of several routine changes to the Uncommon NYC employee handbook in order to ensure legal compliance and to codify employee practices across Uncommon Schools regions. Ms. Jones motioned to approve the changes. Mr. Wayland seconded the motion. All present voted in favor of approving the changes to the employee handbook.

Resolved: The changes to the Uncommon Schools NYC employee handbook are approved.

Ms. McQueen-Taylor then provided an overview of several routine changes to the Uncommon NYC family handbook in order to ensure legal compliance and to make language as clear as possible for families and students. Ms. Jones motioned to approve the changes. Mr. Wayland seconded the motion. All present voted in favor of approving the changes to the family handbook.

Resolved: The changes to the Uncommon Schools NYC family handbook are approved.

Mr. Mann then entertained a motion to move the meeting to an Executive Session. Mr. Wayland motioned to move to an Executive Session, Mr. Sawicki seconded the motion. All voted in favor of moving the meeting to an Executive Session.

The meeting was adjourned at 7:35pm.

[illegible]

KEY	
	Staff Survey/360s/LOA
	PD Days, Leader Meetings, and Retreats
	Other Assessments
	IA Dates
	Holidays or Early Release Day
	Data or Collaborative Scoring Half-Days
	CAT led Meeting
	State Testing Days
	Start / End Dates for Staff, Students
	Working Group Meeting
	Other

July 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6 ACOOs Return 1st/2nd Year DOOs Return	7	8	9	10	11
12	13 3+ Year DOOs Return K-12 DOO Meeting 2pm to 5pm	14	15	16	17	18
19	20	21	22 ACOO Meeting Asups Return	23 ACOO/Asup Meeting	24 Asup Meeting	25
26	27 1st Year Principal PD 1st/2nd Year Principals and 1st Year DCIs Return	28	29 Principal PD 3+ Year Principals Return All Fellows Return DCIs and DOSs Return	30 Principal/DCI PD DOO-Principal PBJ	31 DCI PD Ubuntu K-12 Leader Meeting Annual Report Due	

August 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5 s and DCI Fellows Return New DCI PD	6	7	8
9	10 New Teachers Begin	11 Regional August PD HS Family Orientation SEC Operations PD	12 K-12 DOO Meeting 2pm to 5pm Returning Teachers Begin	13 Brooklyn Roadshow DOS Behavior Intervention	14 SEC & SW Behavior Intervention PD	15
16	17 Elementary and Middle School Family Orientation Window	18	19 SPED Roadshow	20	21	22
23 Week 1	24	25	26	27	28	29 SAT Administration
30 Week 2	31 First day of school for students					

September 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
			ACOO Meeting		S/MS Sustainability 1/2 Day	
					HS Full Day Sustainability	
6 Week 3	7	8	9	10	11	12
	Labor Day (All Schools Closed)				Fall Practice SAT	
		HSC Kickoff Meeting				
13 Week 4	14	15	16	17	18	19
		Asup Inspection (All)		Working Group		
			MS Back to School Night	ES Back to School Night		
20 Week 5	21	22	23	24	25	26
	STEP Round 1 (K-4)					
		Asup Inspection (Select)	Fall Staff Survey			
		HSC Immersion Day at HS	ACOO Meeting		Staff Complete Staff Survey during Friday PD	
			HS Back to School Night	Principal/DCI PD		
		SAT School Day	HS Princ PD/Meeting			
27 Week 6	28	29	30			
	STEP Round 1 (K-4)					
	Fall Staff Survey					
			K-12 DOO Meeting 2pm to 5pm			

October 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
				STEP Round 1 (K-4)		
				Fall Staff Survey		
				Ops Institute		
				Working Group	Working Group	
4 Week 7	5	6	7	8	9	10
	Fall Staff Survey					
	4th Graders Visit Middle Academies					
	HS Open House and Info Night	Asup Inspection (Select)	8th Graders visit HS (OHC, BVC, BEC, EGCS)	IL/DCI Fellow PD	All Gradespans Sust. 1/2 Day	
		8th Graders visit HS (LPCN, LPOH, LPBS, EBCS)		HSC Meeting #2		
		8th Graders visit HS (KCCS, LPBV, BSC, WCCS)		K-8 Recruitment Ambassador Kickoff		
11 Week 8	12	13	14	15	16	17
	All Schools Closed	MS 5-8 ELA/Math/History/Science IA#1				
			SAT School Day	Inst. Inspection #1	5-8 Collab Scoring	
					MS 11:30 Dismissal	
18 Week 9	19	20	21	22	23	24 Early Voting Begins DASA Workshop
			ACOO Meeting	Principal/DCI PD	5-8 Analysis (Schools)	
				HS Princ PD/Meeting		
25 Week 10	26	27	28	29	30	31
		HS IA#1				
		ES 3-4 ELA IA #1		Inst. Inspection #2	3-4 Collab Scoring	
		Asup Inspection (Select)			End of Q1 (ES/MS/HS)	

November 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 Week 11	2	3	4	5	6	7
	Mid-Round STEP (K-4 students far below grade-level)					
	Last Day to Mail in Absentee Ballot	Asup Inspection (Select)	HOSS			
		Election Day	HS LLP PD	Inst Inspection #3	New Student App. Launch	
			K-12 DOO Meeting 2pm to 5pm		Working Group	
					Q1 Founders Day (HS)	
8 Week 12	9	10	11	12	13	14
	Mid-Round STEP (K-4 students far below grade-level)					
	HOSS					
	ES K-4 Math IA #1		Veteran's Day	Inst Inspection #4	K-2 Math Collab Scoring	
	HS DA Day - No Students	3-4 Math Collab Scoring		Working Group	Working Group	
	8th Grade Fall Mixers	MS RCC #1				
	MS 1/2 Day					
15 Week 13	16	17	18	19	20	21
	HOSS					
		Asup Inspection (All)	ACOO Inspection	IL/DCI Fellow PD		
				Recruitment Ambassador Meeting #2		
HS RCC#1						
22 Week 14	23	24	25	26	27	28
			Thanksgiving (All Schools Closed)			
29 Week 15	30					
	STEP Round 2 (K-4)					

December 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
		1	2	3	4	5	
		MS 5-8 Math & ELA IA #2					
		STEP Round 2 (K-4)					
		Asup Inspection (HS, Select)	360s				
				Working Group	5-8 Collab Scoring		
6 Week 16	7			ES RCC #1	MS 11:30 Dismissal	12	
				ES 1/2 Day	Working Group		
		8	9	10	11		
		STEP Round 2 (K-4)					
		360s					
13 Week 17	14		K-12 DOO Meeting 2pm to 5pm	Ops Fellow Winter Training		19	
				Principal/DCI PD	5-8 Analysis (Schools)		
				HS Princ PD/Meeting			
20	21	15	16	17	18	26	
		360s			Inst Inspection #5		All Gradespans
		ACOO Meeting			Working Group		Sust. 1/2 Day
27	28	22	23	24	25	31	
		Winter Break (All Schools Closed)					
		29	30	31			
		Winter Break (All Schools Closed)					

January 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday					
					1	2					
					Winter Break (All Schools Closed)						
3 Week 18	4	5	6	7	8	9					
			Mid Year Survey								
				Inst Inspection #6	Staff Complete Mid Year Survey During Friday PD						
				ES DCI Development Day							
10 Week 19	11	12	13	14	15	16					
							Mid Year Survey				
							ES 3-4 ELA IA #2 (NY)		ES K-2 ELA IA#1	All Gradespans Sust. 1/2 Day	
							Mid Year Review Conversations Begin for School Staff		K-12 DOO Meeting 2pm to 5pm		Inst Inspection #7
										MS DCI Development Day	
			K-4 ELA Collab Scoring								
17 Week 20	18	19	20	21	22	23					
							Mid Year Survey				
							MLK Day (All Schools Closed)	HS IA #2			
								Asup Inspection (Select)	ACOO Meeting	Working Group	End of Q2 (ES/MS/HS)
								Student Recruitment Ambassador Meeting #3		HSC Meeting #3	Working Group
24 Week 21	25	26	27	28	29	30					
							Mid-Round STEP (K-4 students far below grade-level)				
							MS 5-8 ELA/Math/History/Science IA #3				
							K-2 Math Collab Scoring				
							Regents Exams				
							ES K-4 Math IA#2		Q2 Founders Day (HS)	5-8 Collab Scoring	
							3-4 Math Collab Scoring			MS 11:30 Dismissal	
HS LLP PD			Working Group								
31											

February 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Week 22	1	2	3	4	5	6
	Mid-Round STEP (K-4 students far below grade-level)					
	HS Interest Fair (EGCS, BSC, LPBV, LPCN)	Asup Inspection (Select)	HS Interest Fair (KCCS, EBCS, BVC, BEC)	Principal/DCI PD	5-8 Analysis (Schools)	
		HS Interest Fair (WCCS, LPBS, OHC, LPOH)		HS Princ PD/Meeting	Winter Practice SAT	
		ES RCC #2	Recruitment Ambassador Meeting #4			
		ES 1/2 Day				
7 Week 23	8	9	10	11	12	13
	Family Appreciation Week					
		MS RCC #2	HS RCC #2	IL/DCI Fellow PD	ES/MS Sustainability 1/2 Day	
		MS 1/2 Day	HS 1/2 Day		HS Full Day Sustainability	
				Instr Fellow Inspection		
14 Week 24	15	16	17	18	19	20
	President's Day (All Schools Closed)	February Break: NYC Closed				
21 Week 25	22	23	24	25	26	27
		HS Acceptance Ceremony at MS (EGCS, BSC, LPBV, LPCN)	ACOO Meeting	Inst Inspection #8	Mid Year Review	
			HS Acceptance Ceremony at MS (WCCS, LPBS, OHC, LPOH)	DCI Fellow Inspection	Conversations End for School Staff	
				HS Acceptance Ceremony at MS (KCCS, EBCS, BVC, BEC)	Working Group	
28						

March 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Week 26	1	2	3	4	5	6
	STEP Round 3 (K-2, 3-4 students in jeopardy of promotion)					
			HOLD : DOE School Day SAT	Inst Inspection #9	All Gradespans	
			K-12 DOO Meeting 2pm to 5pm	DCI Fellow Inspection	Sust. 1/2 Day	
Week 27	8	9	10	11	12	13
	Window for NY MS ELA Stamina Test				3-4 NY ELA Collab Scoring	SAT Administration
	STEP Round 3 (K-2, 3-4 students in jeopardy of promotion)					
		ES 3-4 ELA IA #3 (NY)		Working Group	Staff LOAs Issued	
Week 28	15	16	17	18	19	20
	Teacher & Social Work Appreciation Week					
		Asup Inspection (Select)		MS Math IA #4 (NY)		
		K-8 Lottery Prep Day for Ambassadors			5-8 Collab Scoring	
Week 29	22	23	24	25	26	27
		HS IA #3				
		ES 3-4 Math IA #3 (NY)			5-8 Analysis (Schools)	
		Asup Inspection (All)	ACOO Meeting		Staff LOAs Returned	
			HOLD : DOE School Day SAT			
			3-4 NY Math Collab Scoring			
Week 30	29	30	31			
	NYC Spring Break					

April 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	
				1	2	3
				NYC Spring Break		
				Lottery Application Deadline	Good Friday	
4 Week 30	5	6	7	8	9	10
Easter	Mid-Round STEP (K-4 students far below grade-level)					
	NYC Spring Break		K-12 DOO Meeting	HS Founders Day	Working Group	
	NYC K & 5th Lottery	HS LLP PD	2pm to 5pm		End of Q3 (ES, MS, HS)	
		Ops Appreciation Week				
					HS DA Day - No Students	
11 Week 31	12	13	14	15	16	17
	K-8 New Student Registration Window					
	Mid-Round STEP (K-4 students far below grade-level)					
				ACOO Meeting		
				Principal/DCI PD		
				HS Princ PD/Meeting		
				HSC Meeting #5		
18 Week 32	19	20	21	22	23	24
		Grades 3-8 NYS ELA Test		HS RCC #3		
		MS 12:30 Dismissal	MS 12:30 Dismissal	HS 1/2 Day		
25 Week 33	26	27	28	29	30	
	K-8 New Student Registration Window					
				ES/MS RCC #3		
				ES/MS 1/2 Day		

Saturday

May 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	
						1
2 Week 34	3	4	5	6	7	8 SAT
	AP Exams					
		Grades 3-7 NYS Math Test				
		Grade 8 Math & Science Mock Regents (NY)				
		MS 12:30 Dismissal	MS 12:30 Dismissal			
9 Week 35	10	11	12	13	14	15
	AP Exams					
	Ops Fellow Spring Training			Recruitment Ambassador Meeting #6	K-2 Collab Scoring	
		ES K-2 ELA IA #2				
16 Week 36	17	18	19	20	21	22
	STEP Round 4 (K-4)					
				ACOO Meeting	K-2 Collab Scoring	
		ES K-2 Math IA #3				
			K-12 DOO Meeting 2pm to 5pm			
23 Week 37	24	25	26	27	28	29
	STEP Round 4 (K-4)					
	DCI Bootcamp	ULC Senior Signing Day	UPC Senior Signing Day	HS LLP Kick Off	ES/MS Sustainability 1/2 Day	
	UCC Senior Signing Day	Grade 4 Science Performance Test Window Starts		UCHS Senior Signing Day	HS Full Day Sustainability	
30 Week 38	31					
	Memorial Day (All Schools Closed)					



Saturday
Administration



June 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	
Week 38		1	2	3	4	5 SAT
			MS Math/ELA/History/Science IA#5 (NY)			
					5-8 Collab Scoring	
					ES/MS End of Q4	
					Grade 4 Science Test Window Ends	
6 Week 39	7	8	9	10	11	12
	HS IA #4					
	HS Closeout and Field Day	9th Grade Registration	ACOO Meeting	MS Stepping Up	NYS ES & MS Last Day	
	Grade 4 Science Written Test			ES/MS 1/2 Day	HS End of Q4	
13 Week 40	14	15	16	17	18	19
	ACOO Planning		*Regents Exams			
	UCC Graduation	ULC Graduation	UPC Graduation	UCHS Graduation	**NYS HS Last Day	
20	21	22	23	24	25	26
	*Regents Exams					
27	28	29	30			
		*In NY, 8th grade/HS proctors and students will have to come in after the last day of school for the Regents exams.				

Saturday
Administration