

# Application: New Ventures Charter Schools

Susan Varvara - svarvara@integrationcharterschools.org  
2022-2023 Annual Report

## Summary

ID: 0000000056

Labels: Board of Regents

## Entry 1 School Info and Cover Page

Completed - Aug 1 2023

### 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 the [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 2022-2023 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, 2023**) or you may not be assigned the correct tasks.

## BASIC INFORMATION

### a. SCHOOL NAME

(Select name from the drop down menu)

NEW VENTURES CHARTER SCHOOL 800000084244

**a1. Popular School Name**

New Ventures

**b. CHARTER AUTHORIZER (As of June 30th, 2023)**

Please select the correct authorizer as of June 30, 2023 or you may not be assigned the correct tasks.

BOARD OF REGENTS

**c. School Unionized**

Is your charter school unionized?

No

**d. DISTRICT / CSD OF LOCATION**

CSD #31 - STATEN ISLAND

**e. Date of Approved Initial Charter**

Nov 18 2014

**f. Date School First Opened for Instruction**

Jul 13 2015

**g. Approved School Mission and Key Design Elements**

*(Regents, NYCDOE and Buffalo BOE authorized schools only)*

The mission of New Ventures Charter School is to create a learning community in which all students, including those living in challenging economic circumstances and those living with emotional challenges and other disabilities, develop the skills and social fluency to lead fulfilling and contributive lives in their communities. Toward this end, NVCS will promote college and career readiness for over-age and under-credited, disconnected and at-risk youth aged 16-21 living on Staten Island, enabling them to graduate from high school prepared to excel in their academic, professional, and personal lives.

**h. School Website Address**

<https://newventurescharter.org/>

**i. Total Approved Charter Enrollment for 2022-2023 School Year**

180

**j. Total Enrollment on June 30, 2023 - excluding Pre-K program enrollment**

161

k. Grades Served

Grades served during the 2022-2023 school year (exclude Pre-K program students):

Use the CTRL button to select multiple grades to accurately capture every grade level served.

Responses Selected:

10
11
12

I. Charter Management Organization

Do you have a [Charter Management Organization](#)?

No
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FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2023-2024?

	No, just one site.
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School Site 1 (Primary)



**m1. SCHOOL SITES**

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for previous year (K-5, 6-9, etc.)	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	1441 South Avenue, Staten Island NY 10314	347-855-2238	NYC CSD 31	10-12	10-12	11-12

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

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Ryan Melis	Principal	347-855-2238		<a href="mailto:rmelis@newventurescharter.org">rmelis@newventurescharter.org</a>
Operational Leader	Susan Varvara	Director of Operations	347-855-2238		<a href="mailto:svarvara@integrationcharterschools.org">svarvara@integrationcharterschools.org</a>
Compliance Contact	Susan Varvara	Director of Operations	347-855-2238		<a href="mailto:svarvara@integrationcharterschools.org">svarvara@integrationcharterschools.org</a>
Complaint Contact	Susan Varvara	Director of Operations	347-855-2238		<a href="mailto:svarvara@integrationcharterschools.org">svarvara@integrationcharterschools.org</a>
DASA Coordinator	Nicholas Sayegh	Teacher	347-855-2238		<a href="mailto:nsayegh@newventurescharter.org">nsayegh@newventurescharter.org</a>
Phone Contact for After Hours Emergencies	Ryan Melis	Principal	718-709-7680		<a href="mailto:rmelis@newventurescharter.org">rmelis@newventurescharter.org</a>

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

Private Space

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

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

**Certificate of Occupancy and Fire Inspection.** Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2023.

- Fire inspection certificates must be updated annually. For the upcoming school year 2023-2024, submit a current fire inspection certificate.
- If the fire inspection certificate is dated after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2023.

### Site 1 Certificate of Occupancy (COO)

[1441 South Avenue Certificate of Occupancy dated March 30 2023.pdf](#)

**Filename:** 1441 South Avenue Certificate of Occupancy dated March 30 2023.pdf **Size:** 55.6 kB

### Site 1 Fire Inspection Report

*This is required, marked optional for administrative purposes.*

### n. List of owned, rented, leased facilities not used to educate students

Separate by semi-colon (;)

none

## CHARTER REVISIONS DURING THE 2022-2023 SCHOOL YEAR

o. Were there any revisions to the school's charter during the 2022-2023 school year? (Please include approved or pending material and non-material charter revisions).

Please note, listing the revisions here does not constitute a request. Schools are advised to seek revision requests through their authorizer directly.

Yes

o2. 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 discipline or code of conduct policy	Unified Code of Conduct across Integration Charter Schools for charters	08/01/2022	06/12/2023
2				
3				
4				
5				

More revisions to add?

No

ATTESTATIONS

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

Name	Denise Cividanes
Position	Chief of Staff
Phone/Extension	347-855-2238-1422
Email	<a href="mailto:dcividanes@integrationcharterschools.org">dcividanes@integrationcharterschools.org</a>

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

#### Responses Selected:

Yes

As outlined in ENTRY 10:

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

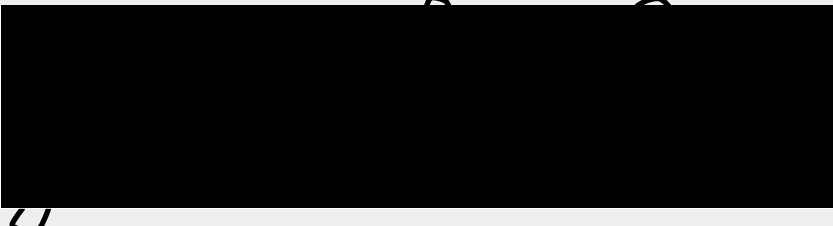
#### Responses Selected:

Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees



Date

Aug 1 2023



Thank you.

## Entry 2 Links to Critical Documents on School Website

Completed - Aug 1 2023

### Instructions

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

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

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

6. Authorizer-approved FOIL Policy; and

7. Subject matter list of FOIL records. (Example: See [NYSED Subject Matter List](#))

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

## Form for Entry 2 Links to Critical Documents on School Website

School Name: New Ventures Charter Schools

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

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

[New York State Report Card](#)

[Emergency Response Plan Memo](#)

[NYSED Subject Matter List](#)

	Link to Documents
1. Current Annual Report (i.e., 2022-2023 Annual Report)	<a href="https://daba7e.a2cdn1.secureserver.net/wp-content/uploads/2022/11/Hand-Book-NVCS.docx.pdf?time=1689007108">https://daba7e.a2cdn1.secureserver.net/wp-content/uploads/2022/11/Hand-Book-NVCS.docx.pdf?time=1689007108</a>
2. Board meeting notices, agendas and documents	<a href="https://integrationcharterschools.org/ics-documents/">https://integrationcharterschools.org/ics-documents/</a>
3. New York State School Report Card	<a href="https://newventurescharter.org/parent-resources/">https://newventurescharter.org/parent-resources/</a>
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	<a href="https://daba7e.a2cdn1.secureserver.net/wp-content/uploads/2023/07/New-Ventures-Charter-School-DASA-Policy-1.pdf?time=1689007108">https://daba7e.a2cdn1.secureserver.net/wp-content/uploads/2023/07/New-Ventures-Charter-School-DASA-Policy-1.pdf?time=1689007108</a>
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo	<a href="https://daba7e.a2cdn1.secureserver.net/wp-content/uploads/2022/07/21-22-ICS-District-Wide-Safety-Plan-.pdf?time=1689007108">https://daba7e.a2cdn1.secureserver.net/wp-content/uploads/2022/07/21-22-ICS-District-Wide-Safety-Plan-.pdf?time=1689007108</a>
6. Authorizer-approved FOIL Policy	<a href="https://daba7e.a2cdn1.secureserver.net/wp-content/uploads/2022/07/FOIL-Policy-22-23-docx.docx.pdf?time=1689007108">https://daba7e.a2cdn1.secureserver.net/wp-content/uploads/2022/07/FOIL-Policy-22-23-docx.docx.pdf?time=1689007108</a>
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	<a href="https://daba7e.a2cdn1.secureserver.net/wp-content/uploads/2022/07/FOIL-ICS-Subject-Matter-List-22-23-.docx.pdf?time=1689007108">https://daba7e.a2cdn1.secureserver.net/wp-content/uploads/2022/07/FOIL-ICS-Subject-Matter-List-22-23-.docx.pdf?time=1689007108</a>

Thank you.



## Entry 3 Progress Toward Goals

Completed - Oct 30 2023



# Instructions

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

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2023**.

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

## Entry 3 Progress Toward Goals

### PROGRESS TOWARD CHARTER GOALS

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

Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 1, 2023.

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### 1. ACADEMIC STUDENT PERFORMANCE GOALS

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

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2023**.

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## 2022-2023 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	60% of NVCS students will graduate with a Regents Diploma within 3 years of entering NVCS.	ATS and PowerSchool (SIS) enrollment/transcripts	Not Met	<p>To meet our goal of 60% of our students graduating with a Regents diploma within 3 years of entering NVCS, we have put increased resources and emphasis on giving our teachers increased support inside the classroom.</p> <p>We have brought on a Director of Academic Intervention to improve RTI systems and personalized support.</p> <p>We have also hired subject-area coaches that will support New Ventures and all of ICS schools.</p> <p>We have expanded our Danielson observation process to be more transparent using TeachBoost and also more supportive</p>

				<p>of teacher growth by focusing on specific components. We hired a Deputy Chief Schools Officer of Teaching and Learning who will continue to provide coaching feedback and will support our growth in student success.</p> <p>We are providing ICS network level professional development for teachers every month for New Ventures staff.</p>
Academic Goal 2	90% of graduating students will apply to college prior to graduation.	Counselor updates	Not Met	<p>We recently hired a College and Career counselor specifically for New Ventures Charter School. This employee comes with years of experience in college and career counseling and will provide our students with a plethora of options when it comes to post-secondary goals. Our students will be going on trips (both day and overnight) to experience colleges and institutions within the tri-state area. This will open our students' eyes, and they will have the</p>

				<p>opportunity to experience college campuses and understand the many pathways available to them to achieve their post-secondary goals.</p>
Academic Goal 3	<p>50% of graduating students will enroll in college within one year following graduation.</p>	<p>National Student Clearinghouse</p>	<p>Not Met</p>	<p>We recently hired a College and Career counselor specifically for New Ventures Charter School. This employee comes with years of experience in college and career counseling and will provide our students with a plethora of options when it comes to post-secondary goals. Our students will be going on trips (both day and overnight) to experience colleges and institutions within the tri-state area. This will open our students' eyes, and they will have the opportunity to experience college campuses and understand the many pathways available to them to achieve their post-secondary goals. This counselor will be planning an alumni event that will bring in former New</p>

				Ventures students and allow us to track their progress after they graduate high school.
Academic Goal 4	90% of graduating students who do not enter college will be gainfully employed or enrolled in a training program within one year.	Staff will periodically contact graduates, Counselor updates	Not Met	<p>We have not previously been able to track this data, however with our newly hired college and career counselor, she will be planning an alumni event that will bring in former New Ventures students and allow us to track their progress after they graduate high school.</p> <p>Also, through school families, the staff will be responsible for contacting students in their “school families” and following up with their progress after life at New Ventures.</p>
Academic Goal 5	75% of graduating students will demonstrate college readiness by scoring 75 or better on the English Regents, AND 80 or better on a math Regents, by scoring 480 on the SAT Critical Reading and 500 on the SAT Math, by achieving ACT scores of 20 or higher in English and 21 or higher in	College Board ATS	Unable to Assess	N/A

	Math, or by achieving a “college ready” passing score on the CUNY Access tests for Math and English.			
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

2. Do have more academic goals to add?

No

#### 4. ORGANIZATION GOALS

**For the 2022-2023 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”.**

## 2022-2023 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**

**2022-2023 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)

**2021-2022 Progress Toward Attainment of Financial Goals**

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

**Thank you.**



## Entry 3 Accountability Plan Progress Reports

Incomplete - Hidden from applicant

### Instructions

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

SUNY-authorized charter schools must download an Accountability Plan Progress Report template at [Accountability Plan Progress Report](#). After completing, SUNY-authorized charter schools must upload the document into the Annual Report Portal, and into the SUNY Epicenter document management system by September 15, 2023.

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

## Entry 4 - Audited Financial Statements

Completed - Oct 30 2023

#### Required of ALL Charter Schools

**ALL SUNY-authorized charter schools** must upload the financial statements and related documents in PDF format into the [Annual Report Portal](#) and into the SUNY Epicenter document management system no later than **November 1, 2023**. SUNY-authorized charter schools are asked to ensure that security features such as password protection are turned off.

**ALL Regents, NYCDOE, and Buffalo BOE-authorized charter schools** must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2023**. Upload the independent auditor's report, any advisory and/or management letter, and the internal controls report as one submission, combined into a PDF file, ensuring that security features such as password protections are removed from all school uploaded documents.

**PLEASE NOTE:** This task appears as visible and optional task in the online portal until August 1 2023 but will be identified as a required task thereafter and due on November 1, 2023. This is a required task, and it is marked optional for administrative purposes only.

#### ICS - Annual Report - Audit Documents

Filename: ICS\_-\_Annual\_Report\_-\_Audit\_Docume\_UdUNDj9.pdf Size: 1.0 MB

## Entry 4a – Audited Financial Report Template (SUNY)

Incomplete - Hidden from applicant

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

SUNY-authorized schools must download the Excel spreadsheet entitled “Audited Financial Statement Template” at <http://www.newyorkcharters.org/fiscal/>. After completing, schools must upload the document into the [Annual Report Portal](#) and into the SUNY Epicenter document management system no later than **November 1, 2023**.

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

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

Completed - Oct 30 2023

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

Regents-authorized schools must download and complete the Excel spreadsheet entitled “Audited Financial Report Template” from the online portal or the [2022-2023 Annual Reports](#) webpage. Upload the completed file in Excel format and submit by **November 1, 2023**.

**Please complete one spreadsheet at the Education Corporation level and submit the same spreadsheet for each of the schools.**

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

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

### [ICS Audited Financial Template FY23](#)

Filename: ICS\_Audited\_Financial\_Template\_FY\_RNs6jlf.xlsx Size: 74.7 kB

## Entry 4c – Additional Financial Documents

Completed - Oct 30 2023

**Regents, NYCDOE and Buffalo BOE authorized schools** must upload financial documents and submit by **November 1, 2023**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a "federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold."

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

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

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

### [ICS - Management Rep Letter \(signed\)](#)

Filename: ICS\_-\_Management\_Rep\_Letter\_signed\_AXnPObX.pdf Size: 416.1 kB

### [INTEGRATION CHARTER SCHOOLS - 06](#)

Filename: INTEGRATION\_CHARTER\_SCHOOLS\_-\_06.3\_sZPNjw9.pdf Size: 405.6 kB

### [Northfield 5084 06](#)

Filename: Northfield\_5084\_06.30.23\_zES8AQW.pdf Size: 1.4 MB

## Entry 4d - Financial Contact Information

Completed - Oct 30 2023

**Regents, NYCDOE, and Buffalo BOE authorized schools** should enter financial contact information directly into the form within the portal by **November 1, 2023**.

## Form for "Financial Contact Information"

### 1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Jeanine Taylor	<a href="mailto:jtaylor@integrationcharterschools.org">jtaylor@integrationcharterschools.org</a>	347-855-2238

### 2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Michelle Cain	<a href="mailto:mcain@mmb-co.com">mcain@mmb-co.com</a>	585-423-1860	1

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm
	Charter School Business Management	Karen Daniels	425 East 79th Street, Suite 1F New York, NY 10075	<a href="mailto:kdaniels@csbm.com">kdaniels@csbm.com</a>	888-710-2726	1

## Entry 5 – Fiscal Year 2023-2024 Budget

Completed - Oct 31 2023

**SUNY-authorized charter schools** should download the [2023-2024 Budget and Quarterly Report Template and the 2023-2024 Budget Narrative Questionnaire](#) from the SUNY website and upload the completed templates into the Annual Report Portal and into the Epicenter document management system. **Due November 1, 2023.**

**Regents, NYCDOE, and Buffalo BOE authorized charter schools** should upload a copy of the school's FY22 Budget using the [2023-2024 Budget Template](#) into the Annual Report Portal or from the Annual Report website. **Due November 1, 2023.**

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

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

[updated-2023-2024-ar-budget-template - NVCS](#)

Filename: updated-2023-2024-ar-budget-templ\_Aa6cHCe.xlsx Size: 39.7 kB

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

Completed - Aug 1 2023

### Required of ALL Charter Schools

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 2022-2023 school year must complete and sign a Trustee [Disclosure of Financial Interest Form](#) is due on August 1, 2023. Acceptable signature formats include:

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

All completed forms must be collected and uploaded in .PDF format for each individual member. **The education corporation is responsible for ensuring that each member who served on the board during the 2022-2023 school year completes the form.**

Charter schools **must** submit the latest version of the form. 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 Trustee Disclosure of Financial Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation.

### [Barrett Williams, Dr](#)

Filename: Barrett\_Williams\_Dr\_Kathlyn\_8Brb6h9.pdf Size: 506.4 kB

### [Blackman, Sheldon](#)

Filename: Blackman\_Sheldon\_I4t2ajS.pdf Size: 169.0 kB

### [Caridi, Michael](#)

Filename: Caridi\_Michael\_fOeTRqE.pdf Size: 2.1 MB

### [Henick, Denise](#)

Filename: Henick\_Denise\_V7LIRYk.pdf Size: 489.4 kB

### [Fritz, Bonnie](#)

Filename: Fritz\_Bonnie\_XFXBsOv.pdf Size: 1.0 MB

### [Fucini, Edward](#)

Filename: Fucini\_Edward\_J8ZGGhJ.pdf Size: 369.2 kB

### [Lehr, David](#)

Filename: Lehr\_David\_OADRIsZ.pdf Size: 512.9 kB

### [Miller, Deborah](#)

Filename: Miller\_Deborah\_jkUtaba.pdf Size: 194.8 kB

### [Lefkowitz, Robin](#)

Filename: Lefkowitz\_Robin\_RtKX7dV.pdf Size: 938.7 kB

### [Schueler, Doris](#)

Filename: Schueler\_Doris\_h3ai5GZ.pdf Size: 168.9 kB

[Patel, Jill](#)

Filename: Patel\_Jill\_LzcBx62.pdf Size: 483.5 kB

[Strand, John](#)

Filename: Strand\_John\_SzDvS3P.pdf Size: 170.9 kB

## Entry 7 BOT Membership Table

Completed - Aug 1 2023

## Instructions

### Required of ALL charter schools

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

## Entry 7 BOT Table

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

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### Authorizer:

Who is the authorizer of your charter school?

Board of Regents

**1. 2022-2023 Board Member Information (Enter info for each BOT member)**

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Completed Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2022-2023
1	Dr. Kathlyn Barrett Williams	[REDACTED]	Trustee/Member	Education & Accountability	Yes	1	11/1/2021	10/31/2024	5 or less
2	Sheldon Blackman	[REDACTED]	Trustee/Member	None	Yes	3	11/1/2022	10/31/2025	10
3	Michael Caridi	[REDACTED]	Trustee/Member	Finance & Audit	Yes	3	11/1/2021	10/31/2024	6
4	Bonnie Fritz	[REDACTED]	Trustee/Member	Education & Accountability	Yes	2	11/1/2020	10/31/2023	7
5	Edward Fucini	[REDACTED]	Treasurer	Executive, Finance & Audit	Yes	1	11/1/2020	10/31/2023	6
6	Denise Henick	[REDACTED]	Trustee/Member	Governance & Nominating	Yes	2	11/1/2021	10/31/2024	5 or less
7	Robin Lefkowitz	[REDACTED]	Trustee/Member	Executive, Governance & Nominating	Yes	3	11/1/2022	10/31/2025	8
8	David Lehr	[REDACTED]	Vice Chair	Executive, Governance	Yes	3	11/1/2021	10/31/2024	7

				nce & Nominati ng					
9	Deborah Miller	██████ ██████ ██████ ██	Secretar y	Executiv e, Educatio n & Account ability, Governance & Nominati ng	Yes	2	11/1/2020	10/31/2023	10

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

Yes

## 1b. Board Member Information

		Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2022- 2023
10	Jill H.B. Patel	[REDACTED]	Chair	Executive, Education & Accountability, Finance & Audit	Yes	3	11/1/2021	10/31/2024	9
11	Doris Schueler	[REDACTED]	Trustee/Member	Education & Accountability	Yes	3	11/1/2022	10/31/2025	5 or less
12	John Strand	[REDACTED]	Trustee/Member	Education & Accountability	Yes	2	11/1/2022	10/31/2025	9
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, 2023	12
b.Total Number of Members Added During 2022-2023	0
c. Total Number of Members who Departed during 2022-2023	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	12

### 3. Number of Board meetings held during 2022-2023

10

### 4. Number of Board meetings scheduled for 2023-2024

12

### Total number of Voting Members on June 30, 2023:

12

### Total number of Voting Members added during the 2022-2023 school year:

0

**Total number of Voting Members who departed during the 2022-2023 school year:**

0

**Total Maximum Number of Voting members in 2022-2023, as set by the board in bylaws, resolution, or minutes:**

12

**Total number of Non-Voting Members on June 30, 2023:**

0

**Total number of Non-Voting Members added during the 2022-2023 school year:**

0

**Total number of Non-Voting Members who departed during the 2022-2023 school year:**

0

**Total Maximum Number of Non-Voting members in 2022-2023, as set by the board in bylaws, resolution or minutes:**

0

**Board members attending 8 or fewer meetings during 2022-2023**

8

**Thank you.**

## Entry 8 Board Meeting Minutes

Completed - Aug 1 2023

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

Schools must upload a complete set of monthly board meeting minutes (July 2022-June 2023), which should match the number of meetings held during the 2022-2023 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by **August 1, 2023**.

### **2022-2023 ICS Board of Trustees Minutes**

Filename: 2022-2023\_ICs\_Board\_of\_Trustees\_Mi\_bbbdJrb.pdf Size: 1.2 MB

## Entry 9 Enrollment & Retention

Completed - Aug 1 2023

### **Instructions for submitting Enrollment and Retention Efforts**

#### **Required of ALL Charter Schools**

Describe the good faith efforts the charter school has made in 2022-2023 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2023-2024.

#### **\*SUNY-authorized charter schools**

The education corporation must include a plan for the charter to meet or exceed enrollment and retention targets established by the SUNY Trustees for students with disabilities, ELLs, and students who are eligible to participate in the FRPL program. See the [enrollment and retention target calculator](#) to find specific targets.

## Entry 9 Enrollment and Retention of Special Populations

## Good Faith Efforts to Meet Recruitment Targets (Attract)

	Describe Recruitment Efforts in 2022-2023	Describe Recruitment Plans in 2023-2024
Economically Disadvantaged	<p>ICS utilized the Vanguard mailing system to focus on our highly economically disadvantaged communities to ensure all parents received a brochure and postcard within our targeted audience. Our brochures highlighted our program and welcomed them to attend an Open House.</p> <p>The Recruitment team traveled Staten Island and developed fresh new community partnerships by attending community based events as well as reaching out/visiting locally zoned public schools to speak about Richmond Prep and inform them of our program.</p> <p>ICS contracted Content Queens(Social Media Manager), to support paid digital ads, produce promotional videos, marketing and advertisements ads, increase our Social Media presence, and help build brand awareness specifically to reach our targeted audience.</p>	<p>Beginning in January 2023, ICS hired a new Assistant Director of Recruitment and Enrollment, as well as a Coordinator of Student Recruitment &amp; Engagement, and a Recruitment Consultant to help with recruitment and enrollment efforts. We also implemented part time Recruitment Ambassadors to help in the evenings and on the weekends for additional support. This team worked directly in coordination with the schools and community to reach our recruitment and enrollment goals.</p> <p>As our current plan enables us to meet our enrollment goals, we will continue to utilize the efforts made while looking for additional opportunities to engage Staten Island schools and communities.</p>
English Language Learners	<p>Previously stated above and:</p> <p>Our brochure and lottery applications are available in multiple languages and multilingual staff are available to translate in various languages to speak to prospective families. .We also made use of local advertisements in key locations to enhance our outreach within the community with flyers and brochures that are translated in Arabic and</p>	<p>Beginning in January 2023, ICS hired a new Assistant Director of Recruitment and Enrollment, as well as a Coordinator of Student Recruitment &amp; Engagement, and a Recruitment Consultant to help with recruitment and enrollment efforts. We also implemented part time Recruitment Ambassadors to help in the evenings and on the weekends for additional support. This team worked directly in coordination with</p>

	<p>Spanish.</p> <p>We also embedded the Google Translate feature on our website for easy accessibility to translation.</p>	<p>the schools and community to reach our recruitment and enrollment goals.</p> <p>As our current plan enables us to meet our enrollment goals, we will continue to utilize the efforts made while looking for additional opportunities to engage the Staten Island ELL population.</p>
Students with Disabilities	<p>Previously stated above and:</p> <p>Had Special Education Coordinators available at our Open Houses to answer any questions prospective families may have in regards to their child's Individualized Education Plan ( IEP). We also highlight our Innovative Charter Program while recruiting within the community.</p> <p>We also had these Coordinators available to speak to families during registration events.</p>	<p>Beginning in January 2023,ICS hired a new Assistant Director of Recruitment and Enrollment, as well as a Coordinator of Student Recruitment &amp; Engagement, and a Recruitment Consultant to help with recruitment and enrollment efforts. We also implemented part time Recruitment Ambassadors to help in the evenings and on the weekends for additional support. This team worked directly in coordination with the schools and community to reach our recruitment and enrollment goals.</p> <p>As our current plan enables us to meet our enrollment goals, we will continue to utilize the efforts made while looking for additional opportunities to engage the Staten Island population of SWDs</p>

## Good Faith Efforts To Meet Enrollment Retention Targets

	Describe Retention Efforts in 2022-2023	Describe Retention Plans in 2023-2024
Economically Disadvantaged	<p>Building on our success at retaining students who are economically disadvantaged, NV continued our efforts in supplying resources needed for student success. Additionally, further assistance was provided to complete lunch forms and financial aid forms (FAFSA) for graduating students through our College and Career Counselor.</p> <p>Our McKinney-Vento liaison provides assistance, support and resources to any student who is considered homeless or displaced.</p> <p>The supportive and student-centered environment itself aids in retention. We provide support systems that include counselors who are licensed social workers, staff mentors, peer mentors, and attentive teachers to each student. We strive to keep a high level of communication with our families so that they understand their child's educational and social-emotional path. This is made possible by small class sizes, Wellness classes that provide students with mindfulness and stress relief strategies and allows teachers to know their students well, and weekly Assessment Intervention Meetings (AIM) that bring staff together to discuss students and employ specific strategies to meet their need while also enabling the school to follow up with home contact.</p>	<p>Enhancing all '22-'23 efforts, including:</p> <p>We recently hired a New Ventures dedicated college and career counselor who brings experience and connections with colleges and careers throughout the country. This will broaden our students' horizons and open their minds when planning for their future.</p> <p>Our Economically Disadvantaged population will now have access and opportunity for post-secondary pathways when our college and career counselor leads initiatives such as FAFSA workshops, scholarship writing seminars, free college tours, in-house and out-house college and career days, and more.</p> <p>Through fundraising efforts, New Ventures hopes to minimize student costs for various school activities, end of year celebrations, school trips, and other educational experiences for all students. When applicable, funds will be applied to alleviate the burden of our economically disadvantaged students. This initiative will be overseen by our school administration and our newly hired Dean of School Culture.</p>

	<p>Collaboration occurred with our newly hired ICS Director of Diversity, equity and inclusion, we will be providing on-going support for students to discuss the social injustices in our society. Our Director, who teaches at New Ventures part time, infused this content into our seminar and history courses for this school year.</p> <p>Workshops were given for parents to provide information on grants and scholarships.</p> <p>The Principal and a multilingual counselor participated in parent-teacher conferences at local Staten Island high schools with high ED populations. We had applications readily available for when parents chose to apply on the spot.</p> <p>Laptops were purchased for every student and hotspots provided for families in need. This technology ensured that everyone has the audio and video technology needed to learn both in-person and virtually.</p> <p>With these efforts comes assistance in scholarship identification, writing, and applications. In collaboration with our ELA department, our college and career counselors will guide students through the process of completing resumes, cover letters, mission statements, etc.</p>	
English Language Learners	<p>All of the above, plus</p> <p>All school staff participated in training throughout the year around how they could better support ELL students in the classroom.</p>	<p>Enhancing all '22-'23 efforts, including:</p> <p>Our ELL coordinator and Dean of School Culture will collaborate and train New Ventures staff to foster a</p>

The Principal and a multilingual counselor participated in parent-teacher conferences at local Staten Island high schools with high ELL populations. Applications were readily available should parents choose to apply on the spot.

Regular communication from staff to families, and regular notices from administration to families. Using the program, Parent Square, all messages are automatically translated into the families chosen language. We have found that these efforts have led to a high level of satisfaction and as a result a high level of retention.

The NYSESLAT will continue to be administered to all students to determine eligibility.

All forms of communication between the school and families will be supported by offering Robo calls, emails, parent forms, and brochures in both English and Spanish through the newly acquired ParentSquare platform.

All New Ventures staff will participate in on-going training throughout the year to better support our ELL population. This training will be provided by our recently ELL certified counselor.

The ELA department will be offering courses which focus on literacy development, essay structure and writing. Strategies for comprehension and decoding of

culturally inclusive environment by promoting understanding and respect for diverse cultures and backgrounds. This will include cultural events and celebrations that provide opportunities for ELL and non-ELL students to share their cultural experience and develop greater interpersonal connections.

Dedicated planning and support time between our ELL coordinator and classroom teachers, to ensure proper usage and material to support all ELL student needs. This will extend to our testing coordinator, ensuring all provisions and accommodations are granted to our ELL population during standardized testing.

Through increased family outreach and communication, we will look to support our ELL families with workshops that will provide resources and guidance to help support their child's language development and academic success.

Our ELL coordinator and College and Career counselor will collaborate with our fieldworks, internships, community organizations, cultural centers, and local colleges to provide additional resources, language support, and enrichment opportunities for ELL students.



	texts will be offered to help support MLL students.	
Students with Disabilities	<p>All of the above, plus</p> <p>Retention efforts have remained in place. With a projected increase in the number of students with disabilities, we ensured all students have the resources necessary to be successful. Our school leaders and our Special Education Coordinator/Instructional Coach continued to ensure all special education supports are in place.</p> <p>Professional development opportunities were provided to all teachers so that they can differentiate and provide SDI to students with disabilities in their classes to ensure their success.</p> <p>The Principal and a multilingual counselor participated in parent-teacher conferences at local Staten Island high schools with high SWD populations. Applications were readily available should parents choose to apply on the spot.</p> <p>By supporting students through differentiation, Specially Designed Instructions, and assigning Special Education coordinator(s), we were able to build a robust support structure for students that led to a greater level of support.</p> <p>Created a SWD team to work on IEPs and realistic goal setting for each individual student. This team works closely with the CSE, ICS Director of Special Education and Student Services Team.</p>	<p>Enhancing all '22-'23 efforts, including:</p> <p>We recently hired a New Ventures Special Education Coordinator who will be solely dedicated to ensuring that SWD population receives all necessary support and accommodations, extending to student families.</p> <p>ICS has on boarded a Director of Academic Intervention who will work with our Special Education Coordinator and teachers to provide training, workshops, and professional developments which seek to enhance early student intervention strategies for individualized student success.</p> <p>This will be the first year that New Ventures will have a full-time dedicated LMSW counselor who will provide mental health support, guide students' social and emotional well-being, and teach our students tools and strategies enabling them to graduate from high school prepared to excel in their academic, professional, and personal lives.</p>

Retention efforts for SWD's will remain in place. With a projected increase in the number of students with disabilities, we want to ensure all students have the resources necessary to be successful. Our school leaders and Special Education Coordinator will continue to ensure that all special education supports are met and in place.

New Ventures will implement a reinvigorated Wellness curriculum across all grade levels that cater to the Social Emotional Learning Standards that will be taught by a designated New Ventures wellness teacher. This curriculum works towards supporting students with IEPs to improve upon their social development. This is particularly important as our students return from isolation during the pandemic. For students returning with a behavioral intervention plan, this curriculum will assist them with regulating their emotions to improve and monitor their behaviors.

Staff will be provided with professional development opportunities so that they can differentiate instruction and provide Specially Designed Instruction to students with disabilities in their classes.

Response To Intervention will be a focal point of our professional developments as we lead into the 22-23 school year. The newly appointed Director of Academic Intervention for Integration Charter Schools will work with New Venture's staff to enhance RTI

## **Entry 10 – Teacher and Administrator Attrition**

Completed - Aug 1 2023

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

## A. TEACH System – Employee Clearance

### Required of ALL Charter Schools

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

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

#### 1. Emergency Conditional Clearances

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

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

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

<sup>[1]</sup> Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.nysed.gov/common/nysed/files/programs/charter-schools/employee-fingerprint-oct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

**B. Emergency Conditional Clearances**

**Emergency Conditional Clearances**

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

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

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

**Attestation**

**Responses Selected:**

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

**Entry 11 Percent of Uncertified Teachers**

Completed - Aug 1 2023

**Instructions**

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

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

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

**Entry 11 Uncertified Teachers**

School Name:

# Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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, 2023)	.5
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)	1.5
Total Category A: 5 or 30% whichever is less	2.0

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

	FTE Count
i. Mathematics	0
ii. Science	0
iii. Computer Science	0
iv. Technology	0
v. Career and Technical Education	0
Total Category B: not to exceed 5	0.0

**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, 2023)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)	0
Total Category C: not to exceed 5	0.0

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

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

	FTE Count
Total	2

### 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	1

### CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	13

### CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	16

Thank you.



## Entry 12 Organization Chart

Completed - Aug 1 2023

[Instructions](#)



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

Upload the 2022-2023 **Organization Chart**. The organization chart should be a graphic representation (A list will not be accepted.) and should include position titles and reporting (hierarchical) relationships. Employee names should **not** appear on the chart.

### [Org Chart](#)

Filename: Org\_Chart\_bmmRc7i.pdf Size: 52.4 kB

## Entry 13 School Calendar

Completed - Aug 1 2023

[Instructions for submitting School Calendar](#)

### Required of ALL Charter Schools

If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 1, 2023 submission. Charter schools must upload a final school calendar into the portal and may do so at any time but no later than **September 15, 2023**.

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

Board of Regents-authorized charter schools also are required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month (also used to align to schools with extended days/years referenced in their mission statements/key design elements). See an example of a calendar showing the requested information. Schools **must** use a calendar format and ensure there is a monthly tally of instructional days.

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

### [ICS School-wide Calendar 23-24](#)

Filename: ICS\_School-wide\_Calendar\_23-24\_kuBvgQ3.pdf Size: 96.0 kB

## Entry 14 Staff Roster

Completed - Aug 1 2023

### [INSTRUCTIONS](#)

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

Please click on the MS Excel [Faculty/Staff Roster Template](#) and provide the following information for **ANY and ALL** instructional and non-instructional employees (all faculty and staff employed by the school during the 2022-2023 school year).

**Use of the 2022-2023 Annual Report Faculty/Staff Roster Template is required. Each of the data elements, with the exception of the Notes, are required, and use of the drop-down options, when provided, is also required.**

**Reminders:** Please use the Notes section provided to add any additional information as deemed necessary. Failure to adhere to the guidelines and validations in the Faculty/Staff Roster Template will result in a resubmission of a fully corrected roster.

Here is the complete list of data elements in the roster template and an explanation of what information is required to correctly complete this task.

Roster Data Elements	Explanations
Authorizer <b>NOTE: MUST BE DONE FIRST</b>	Select your school's authorizer from the <b>drop-down list</b> first, before completing the roster.
School Name and Institution ID	Select your school's name from the <b>drop-down list</b> .
Faculty/Staff First Name	Enter the first name of the Faculty/Staff person.
Faculty/Staff Last Name	Enter the last name of the Faculty/Staff person.

TEACH ID	Enter the <b>7 digit TEACH ID</b> for the Faculty/Staff person.
Role in School	<b>Select</b> the best choice of role of the Faculty/Staff person from the <b>drop-down list</b> .
CPR/AED Certification Status	<b>Select</b> the appropriate choice from the <b>drop-down list</b> .
Hire Date	Enter the date that the Faculty/Staff person was hired.
Start Date	Enter the date that the Faculty/Staff person actually began employment in this school.
Total Years' Experience in this Role	Enter Total Years of Experience that the Faculty/Staff person has in their current role.
Total Years at this School	Enter the Total Years that the Faculty/Staff person has been employed in this school.
Out-of-Certification Justification	<b>Select</b> the appropriate choice from the <b>drop-down list</b> .
Subject Taught	<b>Select</b> the appropriate choice from the <b>drop-down list</b> .
Notes	Optional

[Entry 14 - NV- 2023](#)

Filename: Entry\_14\_-\_NV-\_2023.xlsx Size: 28.0 kB

Optional Additional Documents to Upload (BOR)

Incomplete



# Certificate of Occupancy

CO Number: 5170018-0000006

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

A.	<b>Borough:</b> STATEN ISLAND <b>Address:</b> 1441 SOUTH AVE <b>Building Identification Number(BIN):</b> 5170018	<b>Block Number:</b> 2165 <b>Lot Number(s):</b> 120 <b>Additional Lot Number(s):</b> <b>Application Type:</b> NB - NEW BUILDING	<b>Full Building Certificate Type:</b> Temporary <b>Date Issued:</b> 03/30/2023
<b>This building is subject to this Building Code:</b> 2014			
<b>This Certificate of Occupancy is associated with job#</b> 520311154-01			
B.	<b>Construction Classification:</b> I-B: 2 HOUR PROTECTED - NON-COMBUST <b>Building Occupancy Group classification:</b> B - BUSINESS <b>Multiple Dwelling Law Classification:</b> Not Available		
	<b>No. of stories:</b> 8	<b>Height in feet:</b> 114	<b>No. of dwelling units:</b> Not Available
C.	<b>Fire Protection Equipment:</b> Fire Alarm System, Sprinkler System, Standpipe System		
D.	<b>Parking Spaces and Loading Berths:</b> Open Parking Spaces: 1094 Enclosed Parking Spaces: 0 Total Loading Berths: Not available		
E.	<b>This Certificate is issued with the following legal limitations:</b> Restrictive Declaration: None      Zoning Exhibit: EX III #669375 BSA Calendar Number(s): 2018-180-BZ      CPC Calendar Number(s): CEQR#16, DME013R		
<b>Borough Comments:</b> TCO approved with fire guard in absence of FPP filing.			

Borough Commissioner

Commissioner

Acting Commissioner of Buildings



## Permissible Use and Occupancy

FLOOR	Occ Group	Max. Persons Permitted	Live Loads (lbs per sq ft)	Zoning Use Group	Dwelling or Rooming Units	Job Reference	Certificate of Occupancy Type	CO Expiration Date
Floor 1	A-2	164	100	6	0	520311154	Temporary	06/28/2023
Description of Use: Eating and Drinking RESTAURANT						Exceptions: No Cooking, Warming Only.		
Floor 1	B	N/A	100	6	0	520311154	Temporary	06/28/2023
Description of Use: Business and Service LOBBY						Exceptions:		
Floor 1	B	224	100	6	0	520311154	Temporary	06/28/2023
Description of Use: Offices offices						Exceptions:		
Floor 1	B	34	100	6	0	520311154	Temporary	06/28/2023
Description of Use: Business and Service MECHANICAL ROOM						Exceptions:		
Floor 1	B	N/A	100	3A	0	520311154	Temporary	06/28/2023
Description of Use: Educational SCHOOL LOBBY						Exceptions:		



## Permissible Use and Occupancy

FLOOR	Occ Group	Max. Persons Permitted	Live Loads (lbs per sq ft)	Zoning Use Group	Dwelling or Rooming Units	Job Reference	Certificate of Occupancy Type	CO Expiration Date
Floor 2	B	354	100	6	0	520311154	Temporary	06/28/2023
Description of Use: Offices Offices						Exceptions:		
Floor 3	E	999	100	3	0	520311154	Temporary	06/28/2023
Description of Use: Schools School						Exceptions:		
Floor 4	A-3	189	100	3	0	520311154	Temporary	06/28/2023
Description of Use: Cafeteria - school up to grade 12 EDU Cafeteria						Exceptions:		
Floor 4	E	757	100	3	0	520311154	Temporary	06/28/2023
Description of Use: Schools School						Exceptions:		
Floor 5	E	1020	100	3	0	520311154	Temporary	06/28/2023
Description of Use: Schools School						Exceptions:		



## Permissible Use and Occupancy

FLOOR	Occ Group	Max. Persons Permitted	Live Loads (lbs per sq ft)	Zoning Use Group	Dwelling or Rooming Units	Job Reference	Certificate of Occupancy Type	CO Expiration Date
Floor 6	B	0	100	6	0	520311154	Core & Shell	06/28/2023
Description of Use: Business and Service OFFICES						Exceptions: Zero Occupancy Allowed.		
Floor 7	B	0	100	6	0	520311154	Core & Shell	06/28/2023
Description of Use: Business and Service OFFICES						Exceptions: Zero Occupancy Allowed.		
Floor 8	B	0	100	6	0	520311154	Core & Shell	06/28/2023
Description of Use: Business and Service OFFICES						Exceptions: Zero Occupancy Allowed.		
Roof	B	0	100	17C	0	520311154	Core & Shell	06/28/2023
Description of Use: Business and Service ROOFTOP GARDEN						Exceptions: Zero Occupancy Allowed.		

**CofO Comments:** NEW OFFICE BUILDING WITH RETAIL SERVICE ON FIRST FLOOR AND A SCHOOL ON FIRST FLOOR AND FLOORS 3-5. PARKING SPACES 869 (454 SURFACE PARKING PLUS 415 GARAGE PARKING), BICYCLE PARKING 27, LOADING BERTHS (2) UNIFORM LAND USE PREVIEW PROCEDURE (ULURP) REFERENCE NUMBERS: #C170156PRP (ADOPTED 2/20/2017) #N170157ZCR CITY ENVIRONMENTAL QUALITY REVIEW (CEQR) REFERENCE # 16DME013R (ADOPTED 2/20/2017) CROSS CONNECTION OPERATION AND MAINTENANCE AGREEMENT RECORDED AT THE RICHMOND COUNTY CLERKS OFFICE #666559 ZONING LOT DECLARATION RECORDED AT THE RICHMOND COUNTY CLERKS OFFICE #666557 ZONING LOT DEVELOPMENT AGREEMENT RECORDED AT THE RICHMOND COUNTY CLERK #666556 EXHIBIT III RECORDED AT THE RICHMOND COUNTY CLERKS OFFICE # 669375. BSA APPROVAL #2018-180-BZ: THAT AT THE FOURTH FLOOR, THE CORRIDOR THAT GIVES ONTO THE SCHOOL'S ELEMENTARY CLASSROOMS DESIGNATED 415; 416; 417; AND 421 - ILLUSTRATED ON SHEET BSA -204 OF THE BOARD-APPROVED DRAWINGS--SHALL BE SEPARATED WITH DOUBLE DOORS THAT SWING IN THE DIRECTION OF EGRESS THAT ARE LOCKED AND EQUIPPED WITH PANIC HARDWARE TO MEET APPLICABLE FIRE-EGRESS REQUIREMENTS SO AS TO ENSURE AND PROVIDE SECURITY AND ISOLATE THAT CORRIDOR OF THE SCHOOL BUILDING; THAT THE GATE ON THE LOADING BERTH SHALL BE KEPT CLOSED DURING ALL ARRIVALS AND DEPARTURES OF CHILDREN; THAT ELEVATOR S2 SHALL BE DEDICATED TO SCHOOL USE WITHOUT ACCESS BY OTHER TENANTS IN THE BUILDING; THAT SECURITY CONTROLS AS INDICATED ON THE BOARD-APPROVED DRAWINGS SHALL BE IMPLEMENTED; THAT SOUND ATTENUATION SHALL BE INSTALLED IN THE SCHOOL BUILDING, AS INDICATED ON THE BOARD-APPROVED PLANS; THAT TRAFFIC IMPROVEMENT MEASURES SHALL BE IMPLEMENTED, AS DESCRIBED IN TECH MEMO 002; THAT THE ABOVE CONDITIONS SHALL APPEAR ON THE CERTIFICATE OF OCCUPANCY; THAT A CERTIFICATE OF OCCUPANCY, ALSO INDICATING THIS APPROVAL AND CALENDAR NUMBER("BSA CAL NO 2018-107-BZ") SHALL BE OBTAINED WITHIN FOUR(4) YEARS, BY FEBRUARY 26, 2023.

Borough Commissioner

Commissioner

Acting Commissioner of Buildings

Integration Charter Schools

**Board of Trustees Minutes**  
**July 28, 2022, via Zoom @ 6:30PM**

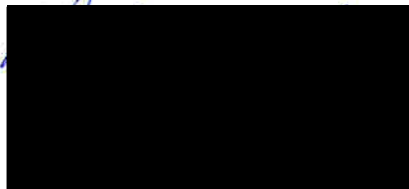
<b>Trustees Present</b>	Sheldon Blackman, Bonnie Fritz, Ed Fucini, David Lehr, Robin Lefkowitz, Deborah Miller, Jill Patel, Doris Schueler, John Strand
<b>Trustees Absent</b>	Michael Caridi, Denise Henick, Kathleen Barrett Layne
<b>Staff Present</b>	Mary Cottingham, Elaine Bartley, Erin Celletti
<b>Others Present</b>	None
<b>Mission Story</b>	Jill Patel talked about how joyful and satisfying the June graduations were and how much these celebrations mean to the students and their families. It was especially notable how all the students would enthusiastically cheer for anyone in their class who got an award or honor. The strong sense of camaraderie and mutual support was wonderful. Every Trustee should attend next year.
<b>Consent of Agenda</b>  <b>Approval of Minutes</b>	<p><b>Quorum being present; the meeting was called to order at 6:32pm</b> A motion was made by Robin Lefkowitz and seconded by Deborah Miller and unanimously approved by all to accept the July 2022 Consent Agenda.</p> <ul style="list-style-type: none"> <li>● July 2022 Agenda</li> <li>● June 2022 Board Minutes (with a correction, see below) <ul style="list-style-type: none"> <li>* <i>June Minutes were amended to delete "unanimous" in "A motion was made by Shelly Blackman, seconded by Robin Lefkowitz and unanimously approved by 12 out of 13 Board Members to adopt the renaming of The Lois and Richard Nicotra Early College Charter School to Early College Charter School."</i></li> </ul> </li> <li>● June 2022 Committee Minutes <ul style="list-style-type: none"> <li>○ Governance &amp; Nominating Committee Minutes</li> <li>○ Executive Committee Minutes</li> <li>○ Finance and Audit Minutes</li> <li>○ Education &amp; Accountability Minutes</li> </ul> </li> <li>● July Dashboards</li> <li>● President's Report</li> </ul>
<b>Committee Reports</b>	<p><b>Governance &amp; Nominating Committee</b> July 19, 2022 via Zoom Trustees Present: David Lehr, Deborah Miller Trustees Absent: Robin Lefkowitz Staff Present: Mary Cottingham, Jodi Guagliardo</p> <p><b>Finance &amp; Audit Committee</b> July 21, 2022 via Zoom Trustees Present: David Lehr, Jill Patel Trustees Absent: Ed Fucini Staff Present: Mary Cottingham, Jonathan Lipschitz, Priyanga Iddamalгода</p> <p><b>Executive Committee</b> July 21, 2022 via Zoom Trustees Present: David Lehr, Deborah Miller, Jill Patel Trustees Absent: Ed Fucini, Robin Lefkowitz Staff Present: Mary Cottingham</p>



	<p><b>Education &amp; Accountability</b>  July 20, 2022 via Zoom  Trustees Present: Bonnie Fritz, John Strand, Kathyn Barrett- Layne, Deborah Miller  Trustees Absent: Jill Patel, Doris Schueler  Staff Present: Yelena Osres, Theresa Peterford, Mary Cottingham, Erin Cellettii  <b>Written reports for all Committees are attached.</b></p>
<b>Committee Dashboards</b>	<p>The June Dashboards Highlighted a snapshot of:</p> <ul style="list-style-type: none"> <li>• Total Trustees in Attendance</li> <li>• Attendance Rate, Chronically Absent YTD</li> <li>• Regents Exam Pass Rate</li> <li>• Reading and Math Fall to Spring Growth Achievement Levels</li> </ul>
<b>Resolutions</b>	<p>A motion was made by Bonnie Fritz, seconded by Ed Fucini and unanimously approved by all to accept Nelly Tournaki's Board resignation with reluctance.</p> <p>A motion was made by John Strand, seconded by Robin Lefkowitz and unanimously approved by all to approve the Lavelle Prep Charter School renewal submission. Specific changes discussed by the Board include:</p> <ul style="list-style-type: none"> <li>• Updated Org Chart for Integration Charter Schools</li> <li>• The Lavelle Renewal Application Narrative</li> <li>• Board of Trustees Cover Letter to accompany each application</li> <li>• Proposed material revision to remove language mentioning specific numerical class sizes and replace it with the wording "small class sizes" within the Charter.</li> <li>• Proposed material revision: Innovative Charter language change - <i>In instances where dually certified teachers cannot be hired, a classroom will have a content teacher and a special education teacher working as a team in order to ensure that all students with disabilities receive instruction from a special educator as well as a content teacher within their integrated classrooms for at least 60% of the normal school week.</i></li> <li>• The updated Lavelle Prep Admissions &amp; Enrollment Policy</li> </ul> <p>A motion was made by Robin Lefkowitz seconded by Deborah Miller and unanimously approved by all to approve the Nicotra Early College charter renewal submission. Specific changes discussed by the Board include:</p> <ul style="list-style-type: none"> <li>• Updated Org Chart for Integration Charter Schools</li> <li>• The Nicotra Renewal Application Narrative</li> <li>• Board of Trustees Cover Letter to accompany each application</li> <li>• The Charter revision request to change the Nicotra school name to: <i>Early College Charter High School (ECCHS)</i></li> <li>• Proposed material revision to remove language mentioning specific numerical class sizes and replace it with the wording "small class sizes" within the Charter.</li> <li>• Proposed material revision: Innovative Charter language change - <i>In instances where dually certified teachers cannot be hired, a classroom will have a content teacher and a special education</i></li> </ul>

*Deborah Miller*  
Secretary

	<p><i>teacher working as a team in order to ensure that all students with disabilities receive instruction from a special educator as well as a content teacher within their integrated classrooms for at least 60% of the normal school week.</i></p> <ul style="list-style-type: none"> <li>● The updated Nicotra Admissions &amp; Enrollment Policy</li> </ul> <p>A motion was made by David Lehr, seconded by Bonnie Fritz and unanimously approved by all to approve the revised Code of Ethics, Code of Conduct, and Conflict of Interest policies for all ICS schools.</p>
<b>New Business</b>	<p>A motion was made by David Lehr seconded by Robin Lefkowitz and unanimously approved by all to approve the 2022-2023 school year, Corporate Commons 3 floor assignments for Lavelle Prep Elementary, Richmond Prep, Nicotra Early College &amp; New Ventures, see below:</p> <ul style="list-style-type: none"> <li>● 3rd floor - Lavelle Prep Elementary.</li> <li>● 4th floor - Richmond Prep</li> <li>● 5th floor - Nicotra Early College</li> <li>● 5th floor - after 3:00PM - New Ventures</li> </ul> <p>The board has come to a consensus for the Executive Committee to set up a meeting with Mr. &amp; Mrs. Nicotra to give a status report in regard to renaming the school.</p>
<b>President's Report</b>	President's Report Attached
<b>Adjournment</b>	<p>A motion was made by Deborah Miller, seconded by Robin Lefkowitz and unanimously approved by all to adjourn the meeting at 7:10 PM.</p> <p>The next Board of Trustee Meeting is August 25th @ 6:30 PM</p>



7/29/22

date



The ICS Board of Trustees

did not meet

August 2022

Integration Charter Schools

**Board of Trustees Meeting Notes**

**September 29, 2022**

**In-person and via Zoom @ 6:30PM**

<b>Trustees Present</b>	In person: Sheldon Blackman, Michael Caridi, Ed Fucini, Robin Lefkowitz, Deborah Miller, Jill Patel Zoom: Kathryn Barrett-Layne, Doris Schueler, John Strand
<b>Trustees Absent</b>	Denise Henick, David Lehr, Bonnie Fritz
<b>Staff Present</b>	Sean Harrell, Mary Cottingham, Denise Cividanes
<b>Others Present</b>	None
<b>Mission Story</b>	Jodi Guagliardo discussed the Backpack Event that was held at ICS. Hundreds of students got a jump start on the new school year at the Back- to-School Giveaway Event. Students and parents were excited to shop the tables filled with school supplies, portable cell phone chargers, hand sanitizer, nylon jackets and backpacks. ICS distributed over 350 plus backpacks. The ICS Recruitment Street Team also participated in the Staten Island Back to School Music Festival and distributed over 250 backpacks there. ICS expects next year's giveaway to be even bigger and better.  Trustee Mike Caridi offered to sponsor the electronic Communication Board.
<b>Discussion</b>	The meeting was called to order at 6:31pm  Jill welcomed everyone back to in-person meetings and welcomed Sean to his first meeting.  <b>There was no quorum, no action was taken. The Board discussed the following:</b> <ul style="list-style-type: none"> <li>• September 2022 Agenda</li> <li>• July 2022 Board Minutes</li> <li>• August Committee Minutes</li> <li>• September Committee Minutes</li> <li>• August Dashboards</li> <li>• September Dashboards</li> </ul>
<b>Committee Reports – August</b>	<b>Governance &amp; Nominating Committee</b> August 16,2022, via Zoom Trustees Present: David Lehr, Deborah Miller Trustees Absent: Robin Lefkowitz Staff Present: Mary Cottingham, Jodi Guagliardo

**Committee Reports –  
September**

**Education & Accountability Committee**

August 17, 2022, via Zoom

Trustees Present: Bonnie Fritz, John Strand, Jill Patel, Deborah Miller,  
Trustees Absent: Doris Schueler, Kathyn Barrett-Layne, Doris Schueler  
Staff Present: Yelena Osores, Theresa Peterford, Ron Carara, Michael  
Shadrick

**Finance & Audit Committee**

August 18, 2022, via Zoom

Trustees Present: Ed Fucini, David Lehr, Jill Patel  
Trustees Absent: None  
Staff Present: Mary Cottingham, Jonathan Lipschitz,

**Executive Committee**

August 18, 2022, via Zoom

Trustees Present: Jill Patel, Deborah Miller, David Lehr, Ed Fucini, Robin  
Lefkowitz  
Trustees Absent: None  
Staff Present: Mary Cottingham

**Governance & Nominating Committee**

September 20, 2022, via Zoom

Trustees Present: David Lehr, Deborah Miller, Robin Lefkowitz  
Trustees Absent: None  
Staff Present: Sean Harrell, Jodi Guagliardo

**Education & Accountability Committee**

September 22, 2022, via Zoom

Trustees Present: Bonnie Fritz, John Strand, Jill Patel, Deborah Miller,  
Doris Schueler  
Trustees Absent: Kathyn Barrett-Layne  
Staff Present: Yelena Osores, Theresa Peterford, Sean Harrell

**Finance & Audit Committee**

September 22, 2022, via Zoom

Trustees Present: Ed Fucini, David Lehr, Jill Patel  
Trustees Absent: None  
Staff Present: Sean Harrell, Mary Cottingham, Jonathan Lipschitz, Metin  
Capani, Priya Iddamalghoda

**Executive Committee**

September 22, 2022, via Zoom

Trustees Present: Jill Patel, Deborah Miller, David Lehr, Ed Fucini  
Trustees Absent: Robin Lefkowitz  
Staff Present: Mary Cottingham

**Committee Reports are attached.**

<b>Committee Dashboards</b>	<p>August 2022 Dashboards September 2022 Dashboards Highlighted a snapshot of:</p> <p><b>Dashboards are attached.</b></p>
<b>New Business</b>	<p>The requirement from the State is that Charter schools meet in person, therefore moving forward we need to have seven (7) Trustees in person. Out of state members should be the only members on zoom.</p> <p>President's Report: Sean presented an overview of his first month at ICS – Report attached.</p>
<b>Adjournment</b>	<p>The meeting was adjourned at 7:47 PM.</p> <p>The next Board of Trustee Meeting is October 27, 2022 @ 6:30 PM</p>

  
Secretary

9/30/22  
Date

Integration Charter Schools

**Board of Trustees Meeting Notes**

**October 27, 2022**

**via Zoom @ 6:30PM**

<b>Trustees Present</b>	Sheldon Blackman, Michael Caridi, Bonnie Fritz, Denise Henick, David Lehr, Deborah Miller, John Strand
<b>Trustees Absent</b>	Ed Fucini, Kathryn Barrett Williams, Robin Lefkowitz, Doris Schueler, Jill Patel
<b>Staff Present</b>	Sean Harrell, Mary Cottingham, Denise Cividanes
<b>Others Present</b>	None
<b>Mission Story</b>	<p>Jacqueline Hillary, Principal of Lavelle Prep Middle School shared the story of Alyssa Murphy, a former 2019 graduate of ICS, who returned to Lavelle Prep Middle School as a Teacher's Assistant. Alyssa is currently a junior at CSI and is enrolled in the Math 7-12 teacher preparation program. This year Alyssa was paired to be with a math teacher, unfortunately that teacher resigned, and Alyssa was tasked with assisting with the coverage of the class with another teacher. Alyssa immediately took the lead on coverage and jumped in working with the 8<sup>th</sup> grade math teacher and assisting with the co-planning of the class. She impressed the school so much she was offered a position as a long-term substitute teacher. Alyssa continues to impress the school with her dedication both inside and outside of the classroom.</p>
<b>Consent of Agenda</b>	<p>The meeting was called to order at 6:40 pm</p> <p>David welcomed everyone to the meeting. Mary formally introduced the Board to Denise Cividanes, Board Liaison and Administrative Assistant.</p> <p>A motion was made by David Lehr, and seconded by Sheldon Blackman and unanimously approved by all to accept the October 2022 Consent Agenda</p> <ul style="list-style-type: none"><li>• September 2022 Board Minutes</li><li>• October Committee Minutes</li><li>• October Dashboards</li></ul>

<b>Committee Reports</b>	<p><b>Governance &amp; Nominating Committee</b>  October 18, 2022, in-person  Trustees Present: Robin Lefkowitz, David Lehr, Deborah Miller  Trustees Absent: None  Staff Present: Mary Cottingham, Jodi Guagliardo</p> <p><b>Education &amp; Accountability Committee</b>  October 19, 2022, via Zoom  Trustees Present: Bonnie Fritz, John Strand, Jill Patel, Deborah Miller, Doris Schueler, Kathyn Barrett-Layne  Trustees Absent: None  Staff Present: Yelena Osores, Theresa Peterford, Sean Harrell</p> <p><b>Finance &amp; Audit Committee</b>  October 20-21, 2022, in-person and via Zoom  Trustees Present: Ed Fucini, David Lehr, Jill Patel  Trustees Absent: None  Staff Present: Sean Harrell, Mary Cottingham, Jonathan Lipschitz, Metin Capani, Priya Iddamalgoda</p> <p><b>Executive Committee</b>  October 20, 2022, in-person and via Zoom  Trustees Present: Jill Patel, Deborah Miller, David Lehr, Ed Fucini, Robin Lefkowitz  Trustees Absent: None  Staff Present: Sean Harrell, Mary Cottingham</p>
<b>Dashboards</b>	<p>The October Dashboards Highlighted a snapshot of:</p> <ul style="list-style-type: none"> <li>● Total Trustees in Attendance</li> <li>● BEDS Enrollment</li> <li>● Student Attendance</li> <li>● Student Chronically Absent</li> <li>● Financial Performance</li> <li>● ICS Cash Flow Report</li> </ul>



<b>Resolutions</b>	<p><u>Education &amp; Accountability:</u> A motion was made by John Strand, seconded by Bonnie Fritz and unanimously approved by all to approve the charter revision to remove language mentioning specific numerical class sizes. (New Ventures and Richmond Prep)</p> <p>A motion was made by John Strand, seconded by Sheldon Blackman and unanimously approved by all to approve the proposed material revision Innovative Charter language change. (New Ventures and Richmond Prep)</p> <p>A motion was made by Sheldon Blackman, seconded by Deborah Miller to approve the Education &amp; Accountability Committee Minutes</p> <p><u>Governance &amp; Nominating:</u> Motion was made by David Lehr, seconded by Deborah Miller and unanimously approved by all to accept the revised Board Member documents prepared by the Governance &amp; Nominating Committee</p> <p><u>Finance &amp; Audit:</u> A discussion was had regarding the Provisional Budget. A motion was made by David Lehr, seconded by Deborah Miller and unanimously approved by all to accept the Provisional Budget as written.</p>
<b>President's Report</b>	Sean shared the progress towards the Accountability Plan and ICS's goals moving forward.
<b>New Business</b>	
<b>Adjournment</b>	<p>A motion was made by David Lehr, seconded by Deborah Miller, and unanimously approved by all to adjourn the meeting at 7:42 PM.</p> <p>The next Board of Trustee Meeting is November 17, 2022 @ 6:30 PM</p>



Secretary

10/28/22

Date

## Integration Charter Schools

### Board of Trustees Meeting Notes November 17, 2022 via Zoom @ 6:30PM

<b>Trustees Present</b>	Jill Patel, Sheldon Blackman, Michael Caridi, Bonnie Fritz, Denise Henick, David Lehr, Deborah Miller, Ed Fucini, Kathryn Barrett Williams, Robin Lefkowitz, John Strand
<b>Trustees Absent</b>	Doris Schueler
<b>Staff Present</b>	Sean Harrell, Mary Cottingham, Denise Cividanes
<b>Others Present</b>	None
<b>Mission Story</b>	Chris Zilinski, Principal of Richmond Prep discussed how Richmond Prep successes are incremental and how RP students have been supporting and welcoming each other. He spoke on how his ASD students are starting to blossom and socialize in their second year, and how Richmond Prep is seeing results in our brand-new students acclimating to our environment. Richmond Prep also started a parent association, had their first dance, and our started ELA and Math intervention.
<b>Consent of Agenda</b>	<p>The meeting was called to order at 6:36 pm</p> <p>Jill welcomed everyone to the meeting.</p> <p>A motion was made by Ed Fucini and seconded by Robin Lefkowitz and unanimously approved by all to accept the November 2022 Consent Agenda</p> <ul style="list-style-type: none"><li>• October Board Minutes</li><li>• November Committee Minutes</li><li>• November Dashboards</li></ul>

<b>Committee Reports</b>	<p><b>Governance &amp; Nominating Committee</b>  November 8, 2022, in-person  Trustees Present: Robin Lefkowitz, David Lehr, Deborah Miller, Denise Henick, Jill Patel  Absent: None  Staff Present: Mary Cottingham, Denise Cividanes</p> <p><b>Education &amp; Accountability Committee</b>  November 9, 2022, via Zoom  Trustees Present: John Strand, Kathyn Barrett Williams, Jill Patel, Bonnie Fritz, Deborah Miller, Doris Schueler  Trustees Absent: None  Staff Present: Theresa Peterford, Dhurata Rexha, Erica Martinez, Alison LoSavio, Jessica Carnavas, Sean Harrell, Jacqueline Hillary, Jenna Curran</p> <p><b>Finance &amp; Audit Committee</b>  November 10, 2022, via Zoom  Trustees Present: Ed Fucini, David Lehr, Jill Patel  Trustees Absent: None  Staff Present: Sean Harrell, Mary Cottingham, Jonathan Lipschitz, Metin Capani, Priyanga Iddamalgoda</p> <p><b>Executive Committee</b>  November 10, 2022, via Zoom  Trustees Present: Jill Patel, Deborah Miller, David Lehr, Ed Fucini, Robin Lefkowitz  Trustees Absent: None  Staff Present: Sean Harrell, Mary Cottingham</p>
<b>Dashboards</b>	<p>The Dashboards Highlighted a snapshot of:</p> <ul style="list-style-type: none"> <li>● Governance &amp; Nominating Committee Dashboard</li> <li>● Education &amp; Accountability Committee Enrollment Dashboard</li> <li>● Education &amp; Accountability Committee Attendance Dashboard</li> <li>● Education &amp; Accountability Committee Chronically Absent Dashboard</li> <li>● Finance &amp; Audit Cash Flow Dashboard</li> <li>● Finance &amp; Audit Financial Performance Dashboard</li> <li>● Finance &amp; Audit Cash Flow/ Revenue, Expenue and Net Income by School Dashboard</li> </ul>





**The ICS Board of Trustees**

**did not meet**

**December 2022**

## Integration Charter Schools

### Board of Trustees Meeting Minutes

January 26, 2023

via Zoom @ 6:30PM

<b>Trustees Present</b>	Jill Patel, Sheldon Blackman, Michael Caridi, Bonnie Fritz, David Lehr, Deborah Miller, Kathryn Barrett Williams, Robin Lefkowitz, John Strand
<b>Trustees Absent</b>	Ed Fucini, Denise Henick, Doris Schueler
<b>Staff Present</b>	Sean Harrell, Mary Cottingham, Denise Cividanes, Shavonn Doughlin, Mike Shadrick, Theresa Peterford, Andrea DeVico, Connie Hamilton, Jennifer Rodriguez, Flo Strzebala, Jeremy Zilinski
<b>Others Present</b>	Susan Briggs, Esq.
<b>Mission Story</b>	<p>Ryan Melis, Principal – New Ventures</p> <p>Ryan’s Mission Story is about a current student named Chris who started New Ventures in the Fall of 2021. This student has had difficulty managing his emotions and suffers from severe depression, anxiety, and suicidal ideations. The student joined New Ventures Charter School and has turned his life around. The counselors and entire staff have worked with Chris on Positive Opposites as well as other interventions to help him get into a regular routine. According to Chris, he has never felt more welcomed anywhere in his life and New Ventures has given him purpose and has given him a new light on life. Chris will be graduating in June 2023 and is currently on the President’s Student Council.</p>
<b>Consent of Agenda</b>	<p>The meeting was called to order at 6:30 PM</p> <p>Jill welcomed everyone to the meeting.</p> <p>A motion was made by Sheldon Blackman and seconded by Deborah Miller and unanimously approved by all to accept the January 2023 Consent Agenda</p> <ul style="list-style-type: none"><li>● November Board Minutes</li><li>● December Committee Minutes</li><li>● December Dashboards</li><li>● January Committee Minutes</li><li>● January Dashboards</li></ul>

<b>Committee Reports</b>	<p><b>Governance &amp; Nominating Committee</b>  February 7, 2023, in-person  Trustees Present: Robin Lefkowitz, David Lehr, Deborah Miller, Denise Henick  Absent: None  Staff Present: Denise Cividanes</p> <p><b>Education &amp; Accountability Committee</b>  February 7, 2023, via Zoom  Trustees Present: John Strand, Bonnie Fritz, Jill Patel, Deborah Miller, Doris Schueler, Kathryn Barrett Williams  Trustees Absent: None  Staff Present: Yelena Osores, Theresa Peterford, Sean Harrell  Others Present:</p> <p><b>Finance &amp; Audit Committee</b>  February 15, 2023, via Zoom  Trustees Present: Ed Fucini, David Lehr, Jill Patel  Trustees Absent: None  Staff Present: Sean Harrell, Mary Cottingham, Metin Capani, Priya Iddamalgoda, Chirayu Patel  Others Present: CSBM – Karen Daniels, Heather Blumberg</p> <p><b>Executive Committee</b>  February 15, 2023, via Zoom  Trustees Present: Jill Patel, Deborah Miller, David Lehr, Ed Fucini, Robin Lefkowitz  Trustees Absent: None  Staff Present: Sean Harrell, Mary Cottingham</p>
<b>Susan Briggs Presentation</b>	<p>Susan Briggs, Esq. presented an overview to the Board of their responsibility for the Charter Renewal Agreements.</p>
<b>New Business</b>	<p>Denise Cividanes addressed the Board about updating documents, attendance and responding to emails.</p> <p>Jill Patel thanked the Board for their 2022 contributions to ICS. We collected \$16,700.00. Jill and Sean proposed creating a Scholarship Fund for ICS students. The Board agreed that anything that can benefit the students is positive and they support the idea.</p> <p>The Board members recognized receipt of a thank you letter from the students for all that they do for the school, and they really appreciated hearing from the students.</p>

<b>President's Report</b>	<p>Theresa Peterford along with the Instructional Leadership Team gave a presentation. They discussed what the leadership team is doing to bring the ICS vision each day to help our students and teachers such as setting up organizational systems to support instruction, building a culture of learning across schools, grounding work and approach in data and research-backed pedagogical approaches and providing responsive PD that introduces the frameworks for thinking and learning that we would like to see in subsequent years.</p> <p>The ICS Leadership Team:</p> <ul style="list-style-type: none"> <li>● Shavonn Doughlin – Humanities Instructional Coach.</li> <li>● Andrea DeVico – Math Instructional Coach</li> <li>● Connie Hamilton – Visionary of Early College Program</li> <li>● Mike Shadrack and Ron Gorsky- Leadership Coaches</li> <li>● Jen Rodriguez – Director of Student Interventions</li> <li>● Florence Strzebala – Director of Special Education</li> </ul>
<b>Adjournment</b>	<p>Meeting was adjourned at 8:10 PM</p> <p>The next meeting will be held Thursday, February 16, 2023, at 6:30 PM via Zoom.</p>

Signature: \_\_\_\_\_

Deborah Miller, Secretary

Date: 1/27/23



## Integration Charter Schools

### Board of Trustees Meeting Minutes February 16, 2023 @ 6:30 PM via Zoom

<b>Trustees Present</b>	Jill Patel, Sheldon Blackman, Ed Fucini, Deborah Miller, Kathryn Barrett Williams, Robin Lefkowitz, John Strand
<b>Trustees Absent</b>	Mike Caridi, Denise Henick, David Lehr, Bonnie Fritz
<b>Staff Present</b>	Sean Harrell, Mary Cottingham, Denise Cividanes, Jenna Curran, Alison Losavio
<b>Others Present</b>	Dr. Kathleen Shiverdecker
<b>Welcome and Call to Order</b>	Jill Patel welcomed and called the Monthly Board of Trustees Meeting to Order at 6:35 PM, thanked everyone for attending.
<b>Mission Story</b>	<b>Jenna Curran and Alison Lasavio, Lavelle Prep Elementary School Principals</b> The principals discussed highlight experiential learning and how it has had a positive influence on our students this school year, post pandemic. We plan to discuss the importance of students experiencing the world around them, highlight trips and experiences students have had, and further discuss the impact it has had on our school community.
<b>Consent of Agenda</b>	A motion was made by Sheldon Blackman and seconded by Ed Fucini and approved by all to accept the Consent Agenda
<b>Committee Reports</b>	<b>Governance &amp; Nominating Committee</b> - Committee discussed potential new candidates. The Committee is very close to submitting two new members to the State.  <b>Education &amp; Accountability Committee</b> – Committee discussed the 2023-2024 Compensation Package.  <b>Finance &amp; Audit Committee</b> – Committee discussed enrollment, expenses and budget.  <b>Executive Committee</b> –The Committee went over the possible space scenarios that were discussed at the Facilities Task Force Meeting. Sean Harrell is working closely with CSBM reviewing ICS financials and moving forward with a 5-year budget plan. ICS hired a new CFO who will start on April 3, 2023. The Board is coordinating a Mid-Year Review of Sean Harrell, President.
<b>President's Report</b>	A discussion was had about Professional Development Day which is March 8 <sup>th</sup> for all staff and will focus on Wellness.
<b>Adjournment</b>	Meeting was adjourned at 7:00 PM and went into closed Executive Session.

Next Meeting: March 23, 2023, 6:30 PM

Signature: \_\_\_\_\_

Deborah Miller, Secretary

Date: 2/17/23

## Integration Charter Schools

### Board of Trustees Meeting Minutes March 23, 2023 @ 6:30 PM via Zoom

<b>Trustees Present</b>	Jill Patel, Sheldon Blackman, Bonnie Fritz, Denise Henick, David Lehr, Robin Lefkowitz, Deborah Miller, John Strand
<b>Trustees Absent</b>	Ed Fucini, Mike Caridi, Dr. Kathryn Barrett Williams, Dr. Doris Schueler
<b>Staff Present</b>	Sean Harrell, Mary Cottingham, Denise Cividanes, Priscilla Chen, Diane DiSalvo, Max Moran, Ron Gorsky Mike Shadrick
<b>Others Present</b>	Dr. Kathleen Shiverdecker
<b>Welcome and Call to Order</b>	Jill Patel welcomed and called the Monthly Board of Trustees Meeting to Order at 6:35 PM, thanked everyone for attending.
<b>Mission Story</b>	<b>Ron Gorsky and Mike Shadrick – ICS Leadership Coaches</b> The coaches presented an overview of our Professional Development sessions for all ICS staff this year - which most recently took place on March 8, 2023. Two members of the Board of Trustees, Jill Patel and David Lehr, attended this full day event.
<b>Consent of Agenda</b>	A motion was made by David Lehr and seconded by Deborah Miller and approved by all to accept the Consent Agenda.
<b>New Business</b>	<b>Approval of the 2022/2023 Personnel Handbook</b> A motion was made by John Strand and seconded by Robin Lefkowitz and approved by all to accept the 2022/2023 Personnel Handbook.
<b>President's Report</b>	Sean discussed enrollment, new hires, the upcoming retirement of Diane DiSalvo, as well as areas of celebration and focus for ICS.  Priscilla Chen, Assistant Director and Diane DiSalvo, Vice President of Counseling and Wellness, along with their team, gave an overview of the department. Items discussed were staffing, structure, and assessment and intervention planning.
<b>Adjournment</b>	Meeting was adjourned at 7:45 PM and went into closed Executive Session.

Next Meeting: April 27, 2023, 6:30 PM

Signature: \_\_\_\_\_

Deborah Miller, Secretary

Date: \_\_\_\_\_

3/24/23

## Integration Charter Schools

### Board of Trustees Meeting Minutes

April 27, 2023 @6:30 PM

via Zoom

<b>Trustees Present</b>	Jill Patel, Sheldon Blackman, Michael Caridi, Bonnie Fritz, Ed Fucini, Denise Henick, Deborah Miller, John Strand
<b>Trustees Absent</b>	Robin Lefkowitz, David Lehr, Dr. Kathryn Barrett Williams, Dr. Doris Schueler
<b>Staff Present</b>	Sean Harrell, Mary Cottingham, Denise Cividanes, Jeanine Taylor, Ron Carara, Vicky Liburd, Dhurata Rexha, Souad Outarid
<b>Others Present</b>	Tracy Tessitore, Ferrugia Sonthonax
<b>Welcome/Call to Order</b>	Jill Patel welcomed everyone and thanked them for attending tonight's meeting. Jill introduced Tracy Tessitore and Ferrugia Sonthonax, ICS Board members who are completing the onboard process. A special congratulations to Denise Henick on being named one of Staten Island's Women in Achievement. The meeting was called to order at 6:30 PM.
<b>Mission Story</b>	<b>Vicky Liburd – College &amp; Career</b> ICS is looking to increase access to affordable post-secondary options for all students and will continue to boost/strengthen partnerships with colleges and community organizations. We will continue to increase summer learning for all students. In speaking with students, they are more interested in earning an income during the summer – we are increasing access to multiple pathways which will help create stronger students in and outside the classrooms.
<b>Consent of Agenda and Dashboards</b>	A motion was made by David Lehr and seconded by Deborah Miller and approved by all to accept the Consent Agenda. A motion was made by Ed Fucini and seconded by John Strand and approved by all to accept the Dashboards.
<b>New Business</b>	<b>Facilities Task Force Update</b> <ul style="list-style-type: none"><li>The task force has been exploring possible sites for ICS. The latest site visited has been the unused parochial school located at 129 Clinton Street.</li></ul> <b>Resolutions</b> <ul style="list-style-type: none"><li>A motion was made by Michael Caridi, seconded by John Strand and approved by all to accept the Single Audit FY22.</li><li>A motion was made by Sheldon Blackman, seconded by Deborah Miller and approved by all to accept Mengel, Metzger &amp; Barr as auditors for FY23.</li><li>A motion as made by Sheldon Blackman, seconded by Ed Fucini and approved by all to allow the Finance Committee to open a Sweep Account.</li><li>A motion was made by Ed Fucini, seconded by Denise Henick and approved by all to repay the Main Street Loan to Northfield Bank.</li><li>A motion was made by John Strand, seconded by Ed Fucini and approved by all that the Board will not maintain a separate bank account with an operating reserve as dictated by Fiscal Policies &amp; Procedures.</li></ul>

<b>New Business (continued)</b>	<ul style="list-style-type: none"> <li>A motion was made by John Strand, seconded by Sheldon Blackman and approved by all to update the Enrollment Table for Nicotra Early College Charter School.</li> </ul>
<b>President's Report</b>	Sean discussed the following: enrollment, new hires, areas of celebration and focus for ICS for the upcoming 23/24 academic year.
<b>Adjournment</b>	Meeting was adjourned at 7:42 PM.

Next Meeting: May 25, 2023, 6:30 PM

Signature:



Deborah Miller, Secretary

Date: 6/1/23

## Integration Charter Schools

### Board of Trustees Meeting Minutes May 25, 2023 @6:30 PM via Zoom

<b>Trustees Present</b>	Jill Patel, Sheldon Blackman, Ed Fucini, Denise Henick, Robin Lefkowitz, David Lehr, Deborah Miller, Dr. Kathryn Barrett Williams, John Strand
<b>Trustees Absent</b>	Michael Caridi, Bonnie Fritz, Dr. Doris Schueler
<b>Staff Present</b>	Sean Harrell, Denise Cividanes, Jeanine Taylor, Ron Carara, Dhurata Rexha
<b>Others Present</b>	Tracy Tessitore,
<b>Welcome/Call to Order</b>	Jill Patel welcomed everyone and thanked them for attending tonight's meeting. The meeting was called to order at 6:30 PM.
<b>Mission Story</b>	<b>Zariah Bunch – Lavelle Prep High School Senior / Dhurata Rexha</b> Zariah received a full scholarship to Monroe College and explained her journey in receiving this scholarship.
<b>Consent of Agenda and Dashboards</b>	<ul style="list-style-type: none"><li>• A motion was made by Robin Lefkowitz and seconded by Sheldon Blackman and approved by all to accept the Consent Agenda.</li><li>• A motion was made by Ed Fucini and seconded by Robin Lefkowitz and approved by all to accept the Dashboards.</li></ul>
<b>Resolutions</b>	<ul style="list-style-type: none"><li>• A motion was made by David Lehr, seconded by Ed Fucini and approved by all to accept the candidate Tracy Tessitore to the Board of Trustees.</li><li>• A motion was made by Robin Lefkowitz, seconded by John Strand and approved by all to accept candidate Ferrugia Sonthonax to the Board of Trustees.</li><li>• A motion was made by Sheldon Blackman, seconded by John Strand and approved by all to accept the Governance &amp; Nominating Committee minutes.</li></ul>
<b>President's Report</b>	Sean discussed the vision for the 2023/2024 school year, as well as, enrollment, budget and new hires.
<b>Discussion</b>	Samantha LoCasto, Assistant Director of Operations and Recruitment discussed with the Board the use of social media for recruitment and enrollment of new students, our Doorknob Program, the MTA Bus Campaign, and in-person/virtual registration.
<b>New Business</b>	<ul style="list-style-type: none"><li>• 2023 ICS Board Sponsored Scholarships – the Board was able to award 16 students a \$1,200.00 scholarship.</li><li>• 2023 Board Pledges – it was discussed to please start thinking about your 2023/2024 pledges.</li><li>• Board voted to keep the Board meetings on Thursdays at 6:30 PM.</li><li>• The Board discussed accepting donations for an ICS family in need.</li></ul>
<b>Adjournment</b>	A motion was made by Ed Fucini, seconded by John Strand and approved by all to adjourn the Board of Trustees meeting. Meeting was adjourned at 7:45 PM.

Next Meeting: June 22, 2023, 6:30 PM

Signature: \_\_\_\_\_

Jill HB Patel, Chair

Date: 6/23/23

## Integration Charter Schools

### Board of Trustees Meeting Minutes June 22, 2023 @6:30 PM via Zoom

<b>Trustees Present</b>	Jill Patel, Sheldon Blackman, Michael Caridi, Dr. Bonnie Fritz, Robin Lefkowitz, David Lehr, Deborah Miller, Dr. Doris Schueler
<b>Trustees Absent</b>	Ed Fucini, Denise Henick, Dr. Kathryn Barrett Williams, John Strand
<b>Staff Present</b>	Sean Harrell, Denise Cividanes, Jeanine Taylor, Ron Carara, Shavonn Doughlin, Michael Shadrick, Alison LoSavio, Jenna Curran, Mona Salti
<b>Others Present</b>	Tracy Tessitore, Ferrugia Sonthonax
<b>Welcome/Call to Order</b>	Jill Patel welcomed everyone and thanked them for attending tonight's meeting. The meeting was called to order at 6:32 PM.
<b>Mission Story</b>	<b>Lavelle Prep Elementary School - Jenna Curran, Alison LoSavio, Principals and Mona Salti, LPE Teacher</b> Ms. Salti and the Principals discussed the piloting of the new K-5 Intervention Program and how it targets math and reading interventions for students in grades K-5.
<b>Consent of Agenda and Dashboards</b>	<ul style="list-style-type: none"><li>• A motion was made by Bonnie Fritz and seconded by David Lehr and approved by all to accept the Consent Agenda.</li><li>• A motion was made by Sheldon Blackman and seconded by Deborah Miller and approved by all to accept the Dashboards.</li></ul>
<b>Resolutions</b>	<ul style="list-style-type: none"><li>• A motion was made by David Lehr, seconded by Sheldon Blackman and approved by all to approve the Finance &amp; Audit 23/24 Budget.</li><li>• A motion was made by Michael Caridi, seconded by Deborah Miller and approved by all to accept the Finance &amp; Audit Committee minutes.</li></ul>
<b>President's Report</b>	Sean discussed the renewals of the schools, the budget, the status of the Richmond Prep building, enrollment for the upcoming school year and the ICS goals for 2023-2024.
<b>Strategic Discussion</b>	Shavonn Doughlin presented the Wellness Program for 2023-2024. Wellness will be embedded into instructional practice at ICS, offering students an opportunity to understand and nurture their capacity for social emotional learning in every aspect of school. To support this approach, advisory classes will be offered to middle and high school students. There will be an SEL Leadership Coach (Kate Baxter) to support leaders with the systematic integration of SEL in school culture. We will track impact of success via student surveys, attendance records, teacher feedback and observation.
<b>New Business</b>	No new business
<b>Adjournment</b>	Meeting was adjourned at 7:45 PM and the Board went into closed session.

Next Meeting: July 27, 2023, 6:30 PM

Signature: \_\_\_\_\_

Deborah Miller, Secretary

Date: 6/23/23

<b>Disclosure of Financial Interest by a Current or Former Trustee</b>
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**Trustee Name:**

Dr. Kathlyn Barrett Williams

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**Name of Charter School Education Corporation:**

Integration Charter Schools

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

Trustee

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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



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

☒ **None**

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

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

☒ **None**

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

-

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

**Business Telephone:**

[REDACTED]

**Business Address:**

[REDACTED]

**E-mail Address:**

[REDACTED]

**Home Telephone:**

[REDACTED]

**Home Address:**

[REDACTED]

[REDACTED]

10/4/22

**Signature**

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*

<b>Disclosure of Financial Interest by a Current or Former Trustee</b>
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**Trustee Name:**

Sheldon Blackman

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**Name of Charter School Education Corporation:**

Integration Charter Schools

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

Trustee

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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☒ **None**

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

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

☒ **None**

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

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

**Business Telephone:**

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**Business Address:**

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**E-mail Address:**

[REDACTED]

**Home Telephone:**

[REDACTED]

**Home Address:**

[REDACTED]

[REDACTED]

10/4/2022

**Signature**

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*



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

**Trustee Name:**

Michael Caridi

---

**Name of Charter School Education Corporation:**

Integration Charter Schools

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

Trustee

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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☒ **None**

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

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

☒ None

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

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[REDACTED]

**Home Telephone:**

[REDACTED]

**Home Address:**

[REDACTED]

**Signature**

[REDACTED]

**Date**

10/07/22

Acceptable signature formats include:

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

*last revised 04/2022*

<b>Disclosure of Financial Interest by a Current or Former Trustee</b>
--

**Trustee Name:**

Bonnie Fritz

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**Name of Charter School Education Corporation:**

Integration Charter Schools

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

Trustee

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☒ **None**

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



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

☒ **None**

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

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

**Business Telephone:**

\_\_\_\_\_

**Business Address:**

\_\_\_\_\_

**E-mail Address:**

\_\_\_\_\_

**Home Telephone:**

\_\_\_\_\_

**Home Address:**

\_\_\_\_\_

\_\_\_\_\_

**Signature**

*October 4, 2022*

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*

Page 5 of 5

Start

Click here to sign

<b>Disclosure of Financial Interest by a Current or Former Trustee</b>
--

**Trustee Name:**

Edward Fucini

---

**Name of Charter School Education Corporation:**

Integration Charter Schools

---

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

Treasurer

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ **None**

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

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

☐ **None**

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

-

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**Business Telephone:**

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**Business Address:**

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**E-mail Address:**

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**Home Telephone:**

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**Home Address:**

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2 14:29 EDT)

10/4/2022

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**Signature**

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*

<b>Disclosure of Financial Interest by a Current or Former Trustee</b>
--

**Trustee Name:**

Denise Henick

**Name of Charter School Education Corporation:**

Integration Charter Schools

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

Trustee

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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



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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☒ **None**

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

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

☒ **None**

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

-

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**Business Telephone:**

[REDACTED]

**Business Address:**

\_\_\_\_\_

**E-mail Address:**

\_\_\_\_\_

**Home Telephone:**

[REDACTED]

**Home Address:**

[REDACTED]

[REDACTED]

10/4/2022

**Signature**

**Date**

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- Print form, manually sign, scan to PDF

*last revised 04/2022*



Mengel, Metzger, Barr & Co., LLP  
Certified Public Accountants  
100 Chestnut Street, Suite 1200  
Rochester, New York 14604October

This representation letter is provided in connection with your audit of the financial statements of Integration Charter Schools, which comprise the statement of financial position as of June 30, 2023, and the related statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, for the purpose of expressing an opinion on whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

We confirm that to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves as of the date of this representation letter:

#### **Financial Statements**

- We have fulfilled our responsibilities, as set out in the terms of the audit engagement dated July 17, 2023, for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
- All related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.
- All subsequent events to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.



- The effects of all known actual or possible litigation and claims have been accounted for and disclosed in accordance with U.S. GAAP.
- Disclosures included in the financial statements regarding the relevant significant business, financial, and reporting impacts of the COVID-19 outbreak accurately reflect management's full consideration of such impacts.
- We have complied with all contractual agreements, grants, and donor restrictions
- We have maintained an appropriate composition of assets in amounts needed to comply with all donor restrictions.
- We have accurately presented the entity's position regarding taxation and tax-exempt status.
- The bases used for allocation of functional expenses are reasonable and appropriate.
- We have included in the financial statements all assets and liabilities under the entity's control.
- We have designed, implemented, and maintained adequate internal controls over the receipt and recording of contributions.
- Reclassifications between net asset classes are proper.
- The governing board's interpretations concerning whether laws place restrictions on net appreciation of donor-restricted endowments are reasonable and have been disclosed to you.
- Methods and significant assumptions used by management to determine fair values, their consistency in application, and the completeness and adequacy of fair value information for financial statement measurement and disclosure purposes are appropriate.
- With respect to the non-attest services provided, we have performed the following:
  1. Made all management decisions and performed all management functions;
  2. Assigned a competent individual to oversee the services;
  3. Evaluated the adequacy of the services performed;
  4. Evaluated and accepted responsibility for the result of the service performed; and
  5. Established and maintained internal controls, including monitoring ongoing activities.



## Information Provided

- We have provided you with:
  - Access to all information, of which we are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, meeting minutes,<sup>8</sup> and other matters;
  - Additional information that you have requested from us for the purpose of the audit; and
  - Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
- All transactions have been recorded in the accounting records and are reflected in the financial statements.
- We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- We have provided to you our analysis of the entity's ability to continue as a going concern, including significant conditions and events present, and if necessary, our analysis of management's plans, and our ability to achieve those plans.
- We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
  1. Management;
  2. Employees who have significant roles in internal control; or
  3. Others when the fraud could have a material effect on the financial statements.
- We have no knowledge of any instances, that have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance, whether communicated by employees, former employees, vendors, regulators, or others.
- We have no knowledge of any noncompliance or suspected noncompliance with laws, regulations, contracts, and grant agreements whose effects should be considered when preparing financial statements.
- We are not aware of any pending or threatened litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
- We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.
- We have a process to track the status of audit findings and recommendations.

### Integration Charter Schools

1 Teleport Drive. 3<sup>rd</sup> Fl, Staten Island, NY 10311  
347.855.2238 | [integrationcharterschools.org](http://integrationcharterschools.org)



- We have identified for you all previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- We have provided views on your reported audit findings, conclusions, and recommendations, as well as our planned corrective actions, for the report.
- We have no knowledge of any allegations of fraud, or suspected fraud, affecting the entity's financial statements communicated by employees, former employees, vendors (contractors), regulators, or others.
- Integration Charter Schools has no plans or intentions that may materially affect the carrying value or classification of assets and liabilities.
- We have disclosed to you all guarantees, whether written or oral, under which Integration Charter Schools is contingently liable.
- We have complied with all aspects of grant agreements and other contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- We have considered the accounting and reporting requirements of FASB ASC 740-10. We believe there are no material liabilities (or reduction in amounts refundable) required for unrecognized tax benefits related to our tax positions, as defined and described in FASB ASC 740-10-20.

### **Single Audit**

#### **With respect to federal awards, we represent the following to you:**

- We are responsible for understanding and complying with and have complied with the requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).
- We are responsible for the preparation and presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance.
- We believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with the Uniform Guidance.
- As part of your audits, you prepared the draft financial statements and related notes and schedule of expenditures of federal awards. We have designated an individual with suitable skill, knowledge, or experience to oversee your services and have made all management decisions and





performed all management functions. We have reviewed, approved, and accepted responsibility for those financial statements and related notes and schedule of expenditures of federal awards.

- The methods of measurement or presentation have not changed from those used in the prior period.
- We believe the significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards, and the basis for our assumptions and interpretations, are reasonable and appropriate in the circumstances.
- We are responsible for including the auditor's report on the schedule of expenditures of federal awards in any document that contains the schedule and that indicates that the auditor has reported on such information.
- We have identified and disclosed all of our government programs and related activities subject to the Uniform Guidance compliance audit.
- We have notified you of federal awards and funding increments that were received before December 26, 2014 (if any), and differentiated those awards from awards and funding increments received on or after December 26, 2014, and subject to the audit requirements of the Uniform Guidance.
- When the schedule of expenditures of federal awards is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the schedule of expenditures of federal awards no later than the date of issuance by the entity of the schedule of expenditures of federal awards and the auditor's report thereon.
- We have, in accordance with the Uniform Guidance, identified in the schedule of expenditures of federal awards, expenditures made during the audit period for all awards provided by federal agencies in the form of grants, federal cost-reimbursement contracts, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, food commodities, direct appropriations, and other assistance.
- We have provided to you our interpretations of any compliance requirements that are subject to varying interpretations.
- We have made available to you all federal awards (including amendments, if any) and any other correspondence relevant to federal programs and related activities that have taken place with federal agencies or pass-through entities.



- We have received no requests from a federal agency to audit one or more specific programs as a major program.
- We have identified and disclosed to you all amounts questioned and any known noncompliance with the direct and material compliance requirements of federal awards, including the results of other audits or program reviews or stated that there was no such noncompliance. We also know of no instances of noncompliance with direct and material compliance requirements occurring subsequent to the period covered by the auditor's report.
- We have disclosed to you any communications from federal awarding agencies and pass-through entities concerning possible noncompliance with the direct and material compliance requirements, including communications received from the end of the period covered by the compliance audit to the date of the auditor's report.
- We have made available to you all documentation related to compliance with the direct and material compliance requirements, including information related to federal program financial reports and claims for advances and reimbursements.
- Federal program financial reports and claims for advances and reimbursements are supported by the books and records from which the basic financial statements have been prepared (and are prepared on a basis consistent with the schedule of expenditures of federal awards).
- The copies of federal program financial reports provided to you are true copies of the reports submitted, or electronically transmitted, to the respective federal agency or pass-through entity, as applicable.
- We have properly classified amounts claimed or used for matching in accordance with related guidelines in the Uniform Guidance, as applicable.
- We have charged costs to federal awards in accordance with applicable cost principles.
- We are responsible for and have accurately prepared the summary schedule of prior audit findings to include all findings required to be included by the Uniform Guidance, and we have provided you with all information on the status of the follow-up on prior audit findings by federal awarding agencies and pass-through entities, including all management decisions.
- We have disclosed to you the findings received and related corrective actions taken for previous audits, attestation engagements, and internal or external monitoring that directly relate to the objectives of the compliance audit, including findings received and corrective actions taken from the end of the period covered by the compliance audit to the date of the auditor's report.



- The reporting package does not contain personally identifiable information.
- We have disclosed all contracts or other agreements with service organizations and disclosed to you all communications from these service organizations relating to noncompliance at the organizations.
- We have reviewed, approved, and taken responsibility for the financial statements and related notes and an acknowledgment of the auditor's role in the preparation of this information.
- We have disclosed to you the nature of any subsequent events that provide additional evidence with respect to conditions that existed at the end of the reporting period that affect noncompliance during the reporting period.

In addition:

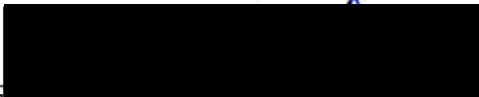
- We are responsible for understanding and complying with the requirements of federal statutes, regulations, and the terms and conditions of federal awards related to each of our federal programs and have identified and disclosed to you federal statutes, regulations, and the terms and conditions of federal awards that are considered to have a direct and material effect on each major federal program; and we have complied with these direct and material compliance requirements.
- We are responsible for establishing and maintaining, and have established and maintained, effective internal control over compliance for federal programs that provide reasonable assurance that we are managing our federal awards in compliance with federal statutes, regulations, and the terms and conditions of the federal award that could have a material effect on our federal programs. Also, no changes have been made in the internal over compliance or other factors that might significantly affect internal control, including any corrective action taken by management with regard to significant deficiencies and material weaknesses in internal control over compliance have occurred subsequent to the period covered by the auditor's report.



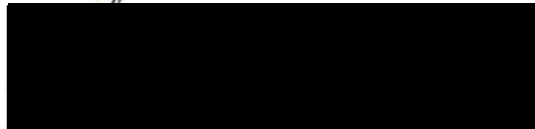
- We are responsible for and have accurately completed the appropriate sections of the Data Collection Form and we are responsible for taking corrective action on audit findings of the compliance audit and have developed a corrective action plan that meets the requirements of the Uniform Guidance.

Very truly yours,

Integration Charter Schools



Jeanine Taylor  
Chief Financial Officer



Sean Harrell  
CEO/President

**INTEGRATION CHARTER SCHOOLS**

**STATEN ISLAND, NEW YORK**

**AUDITED FINANCIAL STATEMENTS**

**OTHER FINANCIAL INFORMATION**

**AND**

**INDEPENDENT AUDITOR'S REPORTS**

**JUNE 30, 2023**

**(With Comparative Totals for 2022)**



BUSINESS  
ADVISORS  
AND CPAS

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BUSINESS  
ADVISORS  
AND CPAS

## INDEPENDENT AUDITOR'S REPORT

Board of Trustees  
Integration Charter Schools

### ***Opinion***

We have audited the financial statements of Integration Charter Schools which comprise the statement of financial position as of June 30, 2023, and the related statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of Integration Charter Schools as of June 30, 2023, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Basis for Opinion***

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

### ***Change in Accounting Principle***

As discussed in Note A to the financial statements, in 2023, Integration Charter Schools adopted new accounting guidance related to accounting for leases. Our opinion is not modified with respect to this matter.

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

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

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

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

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

In performing an audit in accordance with GAAS, we:

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

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

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

The financial statements of Integration Charter Schools for the year ended June 30, 2022, were audited by another auditor who expressed an unmodified opinion on those statements in their report dated October 20, 2022. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2022 is consistent, in all material respects, with the audited financial statements from which it has been derived.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated October 25, 2023 on our consideration of Integration Charter Schools's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Integration Charter Schools' internal control over financial reporting and compliance.



Rochester, New York  
October 25, 2023



INTEGRATION CHARTER SCHOOLS

STATEMENT OF FINANCIAL POSITION

JUNE 30, 2023  
(With Comparative Totals for 2022)

<u>ASSETS</u>	June 30,	
	<u>2023</u>	<u>2022</u>
<u>CURRENT ASSETS</u>		
Cash and cash equivalents	\$ 2,111,767	\$ 9,762,876
Grants and other receivables	3,483,095	1,725,640
Due from related party	225,555	444,619
Prepaid expenses	66,107	33,914
TOTAL CURRENT ASSETS	5,886,524	11,967,049
<u>OTHER ASSETS</u>		
Property and equipment, net	12,842,426	12,925,297
Cash in escrow	350,000	245,000
Security deposits	983,972	752,491
Lease acquisition costs	180,265	200,868
Right-of use asset - operating	83,602,541	-
TOTAL OTHER ASSETS	97,959,204	14,123,656
TOTAL ASSETS	<u>\$ 103,845,728</u>	<u>\$ 26,090,705</u>
<u>LIABILITIES AND NET ASSETS</u>		
<u>CURRENT LIABILITIES</u>		
Accounts payable and accrued expenses	\$ 1,600,302	\$ 1,976,179
Accrued payroll, payroll taxes and benefits	3,532,326	2,806,582
Current portion of notes payable	123,530	323,051
Current portion of lease liabilities - operating	3,702,545	-
TOTAL CURRENT LIABILITIES	8,958,703	5,105,812
<u>OTHER LIABILITIES</u>		
Note payables	1,258,373	3,713,439
Deferred lease liability	-	3,163,307
Lease incentive liability	-	5,925,490
Long-term lease liabilities- operating	89,926,497	-
TOTAL OTHER LIABILITIES	91,184,870	12,802,236
TOTAL LIABILITIES	100,143,573	17,908,048
<u>NET ASSETS</u>		
Without donor restrictions	3,702,155	7,725,476
With donor restrictions	-	457,181
TOTAL NET ASSETS	<u>3,702,155</u>	<u>8,182,657</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 103,845,728</u>	<u>\$ 26,090,705</u>

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

# INTEGRATION CHARTER SCHOOLS

## STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

YEAR ENDED JUNE 30, 2023  
(With Comparative Totals for 2022)

	Year ended June 30,			
	2023			2022
	Without donors restrictions	With donor restrictions	Total	Total
Revenue, gains and other support:				
Public school district:				
Per pupil revenue - Regular Ed	\$ 25,634,841	\$ -	\$ 25,634,841	\$ 21,104,308
Per pupil revenue - SPED	8,492,959	-	8,492,959	7,759,731
Grants and contracts:				
Federal - Title and IDEA	1,060,521	-	1,060,521	842,345
Federal - Other	2,622,786	-	2,622,786	1,349,127
State and Local	427,877	-	427,877	353,100
NYC DoE rental assistance	5,176,692	-	5,176,692	3,843,141
Food service/child nutrition program	699,375	-	699,375	533,686
TOTAL REVENUE, GAINS AND OTHER SUPPORT	44,115,051	-	44,115,051	35,785,438
Expenses:				
Program services:				
Regular education	27,200,217	-	27,200,217	21,375,179
Special education	13,679,847	-	13,679,847	11,075,340
TOTAL PROGRAM SERVICES	40,880,064	-	40,880,064	32,450,519
Supporting services:				
Management and general	7,730,510	-	7,730,510	6,905,713
Fundraising and community relations	136,168	-	136,168	355,338
TOTAL SUPPORTING SERVICES	7,866,678	-	7,866,678	7,261,051
TOTAL OPERATING EXPENSES	48,746,742	-	48,746,742	39,711,570
DEFICIT FROM SCHOOL OPERATIONS	(4,631,691)	-	(4,631,691)	(3,926,132)
Support and other revenue:				
Interest and other income	56,574	-	56,574	6,475
Contributions	59,378	-	59,378	30,750
Special event income, net	-	-	-	14,760
Miscellaneous income	35,237	-	35,237	60,412
Net assets released from restriction	457,181	(457,181)	-	-
TOTAL SUPPORT AND OTHER REVENUE	608,370	(457,181)	151,189	112,397
CHANGE IN NET ASSETS	(4,023,321)	(457,181)	(4,480,502)	(3,813,735)
Net assets without donor restrictions at beginning of year	7,725,476	457,181	8,182,657	11,996,392
NET ASSETS AT END OF YEAR	\$ 3,702,155	\$ -	\$ 3,702,155	\$ 8,182,657

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

INTEGRATION CHARTER SCHOOLS

STATEMENT OF FUNCTIONAL EXPENSES

YEAR ENDED JUNE 30, 2023  
(With Comparative Totals for 2022)

		Year ended June 30,						
		2023						2022
	No. of Positions	Program Services			Support Services			Total
		Regular education	Special education	Total	Management and General	Fundraising and Community	Total	
Personnel services costs:								
Administrative personnel	101	\$ 2,279,898	\$ 1,172,830	\$ 3,452,728	\$ 3,408,908	\$ 73,913	\$ 6,935,549	\$ 5,850,106
Instructional personnel	236			18,421,713				
Non-instructional personnel	20	12,308,949	235,356	705,544	293,962		18,461,420	14,710,633
Total personnel services costs	357		6,112,764		38,875		26,396,475	1,273,716
Fringe benefits and payroll taxes		430,188		22,579,985				21,833,455
Retirement			7,520,950	6,067,338	3,741,745	832		
Legal service		4,046,678	2,020,660	40,499	1,007,265	74,745	999,506	
Accounting and audit services		207,737	105,974	-		19,987		
Other professional and consulting services		29,362	11,137	245,469	52,210		366,945	701,380
Building and land rent				6,044,041	164,502	1,024	205,001	134,093
Repairs and maintenance		159,403		776,117	121,240		121,240	116,325
Insurance		3,978,044	800,697	172,476	505,794		759,940	115,084
Utilities		516,954		1,051,417	1,010,620	-	7,072,826	7,103,314
Supplies and materials		700,160	259,163		8,677			
Equipment/furnishings		114,976		785,939	18,165		907,612	718,472
Professional development			57,500	363,990		2,521		188,396
Marketing and recruitment			351,257	380,750	28,636		1,229,864	225,543
Technology		528,857	257,082	202,640	175,178	569	785,995	914,515
Food service		240,111	123,879	286,351		3,269	365,337	213,198
Student services		255,393	125,357	12,690	16,339	-	393,531	284,550
Office expense		133,173	69,467	398,612	12,690			
Depreciation and amortization		190,523	95,828	196,989	9,781	8	212,605	356,721
Other		264,009	134,603	56,875	59,637	91	346,943	155,230
		127,025		916,259		184	398,612	330,457
			69,964	606		955	196,989	
		37,460						23,095
		610,272	19,415	40,880,064	9,510		605,396	253,387
		610,272	200,217		52,103	136,168	48,746,742	46,030
			305,382		549,228	3,032		97,793
		440	166			2,773	552,607	

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

INTEGRATION CHARTER SCHOOLS

STATEMENT OF CASH FLOWS

YEAR ENDED JUNE 30, 2023  
(With Comparative Totals for 2022)

	<u>Year ended June 30,</u>	
	<u>2023</u>	<u>2022</u>
<u>CASH FLOWS - OPERATING ACTIVITIES</u>		
Change in net assets	\$ (4,480,502)	\$ (3,813,735)
Adjustments to reconcile change in net assets to net cash used for operating activities:		
Depreciation and amortization	1,071,396	802,794
Bad debt expense	24,285	-
Changes in certain assets and liabilities affecting operations:		
Grants and other receivables	(1,781,740)	(321,072)
Prepaid expenses	(32,193)	445,245
Due from related party	219,064	319,277
Accounts payable and accrued expenses	(375,877)	1,564,037
Accrued payroll, payroll taxes and benefits	725,744	-
Deferred revenue	-	(609,392)
Deferred lease liability	(3,163,307)	1,345,156
Lease incentive liability	(5,925,490)	(257,630)
Operating lease liabilities, net of right-of-use assets	<u>10,026,501</u>	<u>-</u>
NET CASH USED FOR OPERATING ACTIVITIES	(3,692,119)	(525,320)
<u>CASH FLOWS - INVESTING ACTIVITIES</u>		
Purchases of property and equipment	(927,922)	(899,832)
Security deposits	<u>(231,481)</u>	<u>(431,480)</u>
NET CASH USED FOR INVESTING ACTIVITIES	(1,159,403)	(1,331,312)
<u>CASH FLOWS - FINANCING ACTIVITIES</u>		
Repayment of loans	<u>(2,694,587)</u>	<u>(94,777)</u>
NET CASH USED FOR FINANCING ACTIVITIES	<u>(2,694,587)</u>	<u>(94,777)</u>
NET DECREASE IN CASH, CASH EQUIVALENTS AND RESTRICTED CASH	(7,546,109)	(1,951,409)
Cash, cash equivalents and restricted cash at beginning of year	<u>10,007,876</u>	<u>11,959,285</u>
CASH, CASH EQUIVALENTS AND RESTRICTED CASH AT END OF YEAR	<u>\$ 2,461,767</u>	<u>\$ 10,007,876</u>

INTEGRATION CHARTER SCHOOLS

STATEMENT OF CASH FLOWS, Cont'd

YEAR ENDED JUNE 30, 2023  
(With Comparative Totals for 2022)

	<u>Year ended June 30,</u>	
	<u>2023</u>	<u>2022</u>
<u>SUPPLEMENTAL DISCLOSURES OF CASH FLOW INFORMATION</u>		
Reconciliation of cash, cash equivalents and restricted cash reported within the statement of financial position that sum to the total amounts shown in the statement of cash flows:		
Cash and cash equivalents	\$ 2,111,767	\$ 9,762,876
Cash in escrow	<u>350,000</u>	<u>245,000</u>
Total cash and cash equivalents and restricted cash shown in the statement of cash flows	<u>\$ 2,461,767</u>	<u>\$ 10,007,876</u>
Cash paid during the year for:		
Interest	<u>\$ 278,219</u>	<u>\$ 60,481</u>
<u>NON CASH INVESTING AND FINANCING ACTIVITIES</u>		
Leasehold improvements funded by landlord via lease incentive	<u>\$ -</u>	<u>\$ 6,183,120</u>
Leasehold improvements funded by landlord via loans payable	<u>\$ -</u>	<u>\$ 887,880</u>
Capitalized interest	<u>\$ -</u>	<u>\$ 79,130</u>
Right-of-use assets obtained in exchange for operating lease liabilities	<u>\$ 27,935</u>	<u>\$ -</u>

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

## INTEGRATION CHARTER SCHOOLS

### NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2023

(With Comparative Totals for 2022)

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

##### The Charter School

Integration Charter Schools (the “Charter School”), is a not-for-profit corporation which administers several schools that are chartered by the Board of Regents of the State of New York. The Charter School is located in Staten Island, New York. The Charter School is dedicated to providing innovative pathways to college that fully integrate students living with emotional challenges and others with special needs. In fostering both the academic and emotional growth of all students, the Charter School serves as an innovative, holistic educational model for other high-performing schools.

John W. Lavelle Preparatory Charter School (“LPCS”) is a not-for-profit educational corporation that operates under the Charter School. LPCS was established in 2009 and provides a college preparatory education curriculum that equips and empowers students for success. On June 13, 2023, LPCS obtained a charter renewal, which expires June 30, 2027.

Early College Charter School (“ECCHS”), formerly The Lois and Richard Nicotra Early College Charter School, is a not-for-profit educational corporation that operates under the Charter School. ECCHS was established in 2017 and is designed to provide an innovative pathway to college graduation for all students including those living with emotional challenges as well as those with other disabilities in all classes and activities. On June 13, 2023, ECCHS obtained a charter renewal, which expires June 30, 2027.

New Ventures Charter School (“NVCS”) is a not-for-profit educational corporation that operates under the Charter School. NVCS was established in 2015 and is a transfer high school which promotes college and career readiness for over age and under-credited, at-risk youth, aged 16-21 living in Staten Island, enabling them to graduate from high school prepared to excel in their academic, professional and personal lives. On March 3, 2020, NVCS obtained a charter renewal, which expires June 30, 2025.

Richmond Preparatory Charter School (“RPCS”) is a not-for-profit educational corporation that operates under the Charter School. RPCS was established in 2017 and opened in September 2021. RPCS is designed to fully integrate students from grades 6-12 on the autism spectrum as well as those living with other disabilities in all classes and activities. On June 12, 2018, the Board of Regents of the State of New York granted RPCS a provisional charter valid for a term of five years and renewable upon expiration. This charter expires June 30, 2026.

Integration Charter School Network (“ICS”) is a division of the educational corporation operating as a charter management organization. The purpose is to manage and support the four schools.

##### Basis of Presentation

The accompanying financial statements include the accounts of LPCS, ECCHS, NVCS, RPCS and ICS (collectively referred to as the “Charter School”). All intercompany balances and transactions have been eliminated in the accompanying financial statements.

## INTEGRATION CHARTER SCHOOLS

### NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

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

##### Financial Statement presentation

The financial statements of the Charter School have been prepared on the accrual basis of accounting in conformity with accounting principles generally accepted in the United States of America (GAAP). The Charter School reports information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions.

These classes of net assets are defined as follows:

Net Assets Without Donor Restrictions – Net assets available for use in general operations and not subject to donor (or certain grantor) restrictions. The Board of Trustees has discretionary control to use these in carrying on operations in accordance with the guidelines established by the Organization.

Net Assets With Donor Restrictions – Net assets subject to donor (or certain grantor) imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both. There were no net assets with donor restrictions at June 30, 2023. Net assets with donor restrictions were \$457,181 at June 30, 2022.

##### Revenue recognition

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

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

##### Public school district revenue

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

## INTEGRATION CHARTER SCHOOLS

### NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

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

##### Rental Assistance

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

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

	June 30,		
	2023	2022	2021
Grants and contracts receivables	\$ 71,942	\$ 236,210	\$ -

##### Contributions

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

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

Contributions are recorded as restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated purpose restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities and changes in net assets as net assets released from restrictions.

##### Grant revenue

Some of the Charter School's revenue is derived from cost-reimbursable federal and state contracts and grants, which are conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when the Charter School has incurred expenditures in compliance with specific contract or grant provisions. Certain grants are subject to audit and retroactive adjustments by its funders. Any changes resulting from these audits are recognized in the year they become known. Qualifying expenditures that have been incurred but are yet to be reimbursed are reported as grants receivable in the accompanying statement of financial position. Amounts received prior to incurring qualifying expenditures are reported as deferred revenue in the accompanying statement of financial position. The Charter School received cost-reimbursement grants of approximately \$93,000 that have not yet been recognized as at June 30, 2023 because qualifying expenditures have not yet been incurred.



## INTEGRATION CHARTER SCHOOLS

### NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

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

##### Cash and cash equivalents

Cash and cash equivalent balances are maintained at a financial institution located in New York and are insured by the FDIC up to \$250,000. The Charter School considers all highly liquid investments purchased with a maturity of three months or less to be cash equivalents. In the normal course of business, the cash account balances at any given time may exceed insured limits. However, the Charter School has not experienced any losses in such accounts and does not believe it is exposed to significant risk in cash and cash equivalents.

##### Cash in escrow

The Charter School maintains cash in an escrow account, in accordance with the terms of its Charter Agreements. The amount in escrow was \$350,000 and \$245,000 at June 30, 2023 and 2022, respectively.

##### Grants, contracts and accounts receivables

Receivables are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts based on its assessment of the current status of individual receivables from grants, agencies and others. Balances that are still outstanding after management has used reasonable collection efforts are written off against the allowance for doubtful accounts. There was \$24,285 written off as uncollectible at June 30, 2023. There was no allowance for doubtful accounts at June 30, 2023 and 2022.

##### Property and equipment

Property and equipment are recorded at cost. Depreciation and amortization is computed using the straight-line method on a basis considered adequate to depreciate the assets over their estimated useful lives, which range from three to twenty-five years. Leasehold improvements are amortized over the lesser of the lease term or useful life.

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

##### Leases

The Charter School leases its facilities and copier equipment, and determines if an arrangement is a lease at inception. Operating leases are included in operating lease right-of-use (ROU) assets, current liabilities, and other liabilities on the accompanying statement of financial position.

ROU assets represent the Charter School's right to use an underlying asset for the lease term and lease liabilities represent the obligation to make lease payments arising from the lease. Operating lease ROU assets and liabilities are recognized at commencement date based on the present value of lease payments over the lease term. As most of the leases do not provide an implicit rate, the Charter School uses a risk-free rate based on the information available at commencement date in determining the present value of lease payments. The operating lease ROU asset also includes any lease payments made and excludes lease incentives. The lease terms may include options to extend or terminate the lease when it is reasonably certain that the Charter School will exercise that option. Lease expense for operating lease payments is recognized on a straight-line basis over the lease term.

## INTEGRATION CHARTER SCHOOLS

### NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

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

The Charter School's lease agreements do not contain any material residual value guarantees or material restrictive covenants.

In evaluating contracts to determine if they qualify as a lease, the Charter School considers factors such as if the Charter School has obtained substantially all of the rights to the underlying asset through exclusivity, if the Charter School can direct the use of the asset by making decisions about how and for what purpose the asset will be used and if the lessor has substantive substitution rights. This evaluation may require significant judgment.

##### Tax exempt status

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

The Charter School files Form 990 tax returns in the U.S. federal jurisdiction. The tax returns for the years ended June 30, 2020 through June 30, 2023 are still subject to potential audit by the IRS. Management of the Charter School believes it has no material uncertain tax positions and, accordingly it will not recognize any liability for unrecognized tax benefits.

##### Contributed goods and services

The Charter School receives contributed goods and services from volunteers and board members who volunteer their time and perform a variety of services. These services are not valued in the financial statements because they do not require "specialized skills" and would typically not be purchased if they were not contributed. In addition, the Charter School received donated transportation services from certain local school districts as part of their responsibilities to the students residing in their districts. The Charter School was unable to determine a value for these services.

##### Marketing costs

The Charter School expenses marketing costs as they are incurred. Total marketing and recruiting costs approximated \$212,600 and \$356,700 for the years ended June 30, 2023 and 2022, respectively.

##### Use of estimates in the preparation of financial statements

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

##### Comparatives for year ended June 30, 2022

The financial statements include certain prior year summarized comparative information in total but not by net asset or functional classification. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the Charter School's financial statements for the year ended June 30, 2022, from which the summarized information was derived.

## INTEGRATION CHARTER SCHOOLS

### NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

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

##### Functional allocation of expenses

The costs of programs and supporting services activities have been summarized on a functional basis in the statement of activities. The statement of functional expenses present the natural classification detail of expenses by function. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

##### Adoption of new accounting standard - leases

In February 2016, the FASB issued a new standard related to leases to increase transparency and comparability among entities by requiring the recognition of ROU assets and lease liabilities on the statement of financial position. Most prominent among the changes in the standard is the recognition of ROU assets and lease liabilities by lessees for those leases classified as operating leases under current U.S. GAAP. For nonpublic entities, the FASB voted on May 20, 2020, to extend the guidance in this new standard to be effective for fiscal years beginning after December 15, 2021, and interim periods within fiscal years beginning after December 15, 2022. The Charter School adopted ASC 842 with the date of initial application of July 1, 2022.

The Charter School recognized and measured leases existing at July 1, 2022 (the beginning of the period of adoption) through a cumulative effect adjustment, with certain practical expedients available. Lease disclosures for the year ended June 30, 2022 are made under prior lease guidance in FASB ASC 840.

As part of the adoption of ASC 842, the Charter School elected practical expedients to account for the existing operating leases as operating leases under the new guidance, without reassessing (a) whether the contracts contain leases under the new standard; (b) whether classification of capital leases or operating leases would be different in accordance with the new guidance; or (c) whether the unamortized initial direct costs before transition adjustments would have met the definition of initial direct costs in the new guidance at lease commencement.

As a result of the adoption of the new lease accounting guidance, the Charter School recognized on July 1, 2022 a lease liability of \$96,633,657, which represents the present value of the remaining operating lease payments of \$130,038,643, discounted using the Charter School's weighted average risk free rate of 3.30%, and a right-of-use asset of \$87,544,860, which represents the operating lease liability of \$96,633,657 adjusted for deferred lease liability of \$3,163,307 and unamortized lease incentive liability of \$5,925,490.

The standard had a material impact on the accompanying statement of financial position but did not have a material impact on the statement of activities and changes in net assets, nor statement of cash flows. The most significant impact was the recognition of ROU assets and lease liabilities for operating leases.

## INTEGRATION CHARTER SCHOOLS

### NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

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

##### New accounting pronouncement – credit losses

In June 2016 the FASB issued ASU 2016-13, "Financial Instruments – Credit Losses (Topic 326): Measurement of Credit Losses on Financial Instruments" (ASU 2016-13), which requires entities to use a new impairment model referred to as the current expected credit losses (CECL) model rather than incurred losses. The new standard affects accounting for loans, accounts (trade) receivable, held-to-maturity debt securities, and other financial assets included in the scope. For non-public entities, the new standard is effective for fiscal years beginning after December 15, 2022, including interim periods within those fiscal years. The Charter School is currently evaluating the provisions of this standard to determine the impact the new standard will have on the Charter School's financial position or results of operations.

##### Reclassifications

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

##### Subsequent events

The Charter School has conducted an evaluation of potential subsequent events occurring after the statement of financial position date through October 25, 2023, which is the date the financial statements are available to be issued. No subsequent events requiring disclosure were noted.

#### NOTE B: RELATED PARTY TRANSACTIONS

During the year ended June 30, 2019, a board member and a former board member formed an entity, The ICS Foundation, Inc. (the "Foundation"). The Foundation supports the operations of ICS by providing assistance with real estate and facilities related needs, and by raising funds and resources that will provide the support needed to enhance the experience of the Charter School's students. There is no formal loan agreement or terms of repayment. At June 30, 2023 and 2022, the Charter School had \$225,555 and \$444,619, respectively, of receivables from the Foundation. See Note D for a description of the lease between the Charter School and Foundation.

The cost of the construction at Richmond Avenue was paid for by the Foundation, at its own cost and expense. It consisted of renovating the existing building and constructing a new building for the Charter School to use. Funding for the capital construction was provided through the issuance of bonds (Series 2021) funded by Build NYC Resource Corporation. The Series 2021A and 2021B Bonds have par values of \$36,135,000 and \$715,000, respectively. The Charter School will not be obligated to make payments under this bond agreement with respect to debt services on the Series 2021 Bonds. However, under the terms of the lease, amounts payable by the Charter School to the Foundation are expected to be sufficient to pay all scheduled debt service on the Series 2021 Bonds.

The Charter School is required to meet certain covenants on the above-cited bond agreements. At June 30, 2023, the Charter School was not in compliance with these covenants. This noncompliance may result in the Charter School having to engage an outside financial consultant to evaluate operations at the Charter School.

INTEGRATION CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

NOTE C: LIQUIDITY AND AVAILABILITY

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

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

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

Financial assets available for general expenditure, that is, without donor restrictions limiting their use, within one year of the statement of financial position date, comprise the following:

	<u>June 30,</u>	
	<u>2023</u>	<u>2022</u>
Cash and cash equivalents	\$ 2,111,767	\$ 9,762,876
Grants and other receivables	<u>3,483,095</u>	<u>1,725,640</u>
Total financial assets available to management for general expenditures within one year	<u>\$ 5,594,862</u>	<u>\$ 11,488,516</u>
Less:		
Amounts unavailable for general expenditures within one year due to:		
Restricted by donors with purpose restrictions	<u>-</u>	<u>(457,181)</u>
Total amounts unavailable to management for general expenditures within one year	<u>\$ 5,594,862</u>	<u>\$ 11,031,335</u>

## INTEGRATION CHARTER SCHOOLS

### NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

#### NOTE D: LEASES

The Charter School has two leases for the facility they use for school operations. The facility is with the same third party but covers multiple floors within the same building. Total rent expense for the years ended June 30, 2023 and 2022 were \$7,072,826 and \$7,105,314, respectively.

The first lease was originally signed in January 2011, and was amended an additional three times. The current monthly base rent is \$122,200. The lease is set to expire in August 2031. A \$412,060 reservation payment was required, which is being amortized on a straight line basis over the life of the lease. That amount is reflected on the statement of financial position as lease acquisition cost, and was \$180,265 and \$200,868 at June 30, 2023 and 2022, respectively. The Charter School made several security deposit payments totaling \$500,000.

The second lease agreement was originally signed in March of 2018 and was amended once. It commenced in September 2021. The current monthly base rent is \$385,801. This lease is set to expire in August 2041. The Charter School's security deposit total is \$1,157,402, to be made in five equal installments of \$231,480. Total security deposits totaled \$462,961 and \$231,480 at June 30, 2023 and 2022, respectively.

The Charter School also has several printers and copiers that they lease. Monthly payments range from \$400 to \$1,632, and expiration dates ranging from September 2024 to December 2026.

A summary of lease right-of-use assets and liabilities at June 30, 2023 are as follows:

<u>Statement of Financial Position Classification</u>		
<u>Assets</u>		
Right-of-use asset	Other assets	<u>\$ 83,602,541</u>
<u>Liabilities</u>		
Current portion of lease liabilities	Current liabilities	\$ 3,702,545
Long-term lease liabilities	Other liabilities	<u>89,926,497</u>
		<u>\$ 93,629,042</u>

The components of lease expense for the year ended June 30, 2023 were as follows:

Operating lease cost:	
Operating lease expense	\$ 7,087,451
Short-term lease cost	<u>51,489</u>
Total lease cost	<u>\$ 7,138,940</u>

INTEGRATION CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

NOTE D: LEASES, Cont'd

As of June 30, 2023, minimum payments due for lease liabilities for each of the five succeeding fiscal years and thereafter are as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2024	\$ 6,713,467
2025	6,846,850
2026	6,838,322
2027	7,343,692
2028	7,486,513
Thereafter	<u>88,690,052</u>
Total lease payments	123,918,896
Less: Interest	<u>(30,289,854)</u>
Present value of lease liabilities	<u><u>\$ 93,629,042</u></u>

Supplemental information for the year ended June 30, 2023:

Cash paid for amounts included in the measurement of lease liabilities	
Operating cash flows from operating leases	\$ 6,149,348
Right-of-use assets obtained in exchange for new lease liabilities (non-cash):	
Operating leases	\$ 27,935
Weighted-average remaining lease term:	
Operating leases	16.90 years
Weighted-average discount rate:	
Operating leases	3.30%

## INTEGRATION CHARTER SCHOOLS

### NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

#### NOTE D: LEASES, Cont'd

As of June 30, 2023, the Charter School has an additional facility lease with the Foundation that has not yet commenced for a new property on Richmond Avenue. Lease payments will begin in July 2023 at a monthly rate of \$144,051 and will steadily increase to \$524,324 through June 2063. Minimum payments due for the lease are as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2024	\$ 1,728,615
2025	2,740,300
2026	2,785,400
2027	2,875,010
2028	2,973,581
Thereafter	<u>151,394,037</u>
	<u>\$ 164,496,943</u>

#### NOTE E: PROPERTY AND EQUIPMENT

Property and equipment consist of the following:

	<u>June 30,</u>	
	<u>2023</u>	<u>2022</u>
Furniture and fixtures	\$ 1,209,584	\$ 630,247
Office equipment	948,179	761,361
Autos and trucks	13,337	13,337
Computer equipment	207,276	197,579
Software	-	62,189
Leasehold improvements	<u>13,296,752</u>	<u>13,191,253</u>
	15,675,128	14,855,966
Less accumulated depreciation and amortization	<u>2,832,702</u>	<u>1,930,669</u>
	<u>\$ 12,842,426</u>	<u>\$ 12,925,297</u>

#### NOTE F: RETIREMENT PLAN

The Charter School participates in a deferred compensation 401(k) profit sharing plan covering all eligible employees, which includes full-time, part-time, temporary, and per diem employees. Employees are eligible to enroll in the plan on their first day of employment, and are eligible for employer contribution once they have completed at least one full day of service. The Charter School may in its discretion match up to 5% of the participating employee's salary in any given year. Employees will be advised whether a match will happen in any particular year and, if so, what the amount of the match will be. Employees are fully vested in any matching contributions and interest thereon after completing two years of employment with the Charter School. The Charter School's total contribution to the Plan for the years ended June 30, 2023 and 2022 was \$359,778 and \$701,987, respectively.



INTEGRATION CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

NOTE G: LONG-TERM DEBT

The Charter School entered into four notes payable with its landlord for the renovation of the Charter School's space. These notes are secured by the Charter School's property and cross collateralized with the related leases.

Notes payable consist of the following.

	<u>June 30,</u>	
	<u>2023</u>	<u>2022</u>
Note payable to a third-party that is the lessor of the building ICS leases. Terms include monthly installments of \$4,420, including interest at 8.75% with the remaining balance due in August of 2031.	\$ 308,642	\$ 333,509
Note payable to a third-party that is the lessor of the building ICS leases. Terms include monthly installments of \$2,376, including interest at 8.90% with the remaining balance due in August of 2031.	165,034	178,212
Note payable to a third-party that is the lessor of the building ICS leases. Terms include monthly installments of \$1,970, including interest at 8.90% with the remaining balance due in August of 2031.	134,935	147,773
Note payable to a third-party that is the lessor of the building ICS leases. Terms include monthly installments of \$10,772, including interest at 8.00% with the remaining balance due in August of 2031.	773,292	837,866
Note payable repaid in full	-	2,579,130
	1,381,903	4,076,490
Less unamortized debt issuance cost	-	(40,000)
Less current portion of notes payable	(123,530)	(323,051)
	<u>\$ 1,258,373</u>	<u>\$ 3,713,439</u>

The future minimum principal payments on these notes are as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2024	\$ 123,530
2025	134,121
2026	145,772
2027	158,438
2028	172,208
Thereafter	647,834
	<u>\$ 1,381,903</u>

## INTEGRATION CHARTER SCHOOLS

### NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

#### NOTE H: CONTINGENCIES

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

In the normal course of business, the Charter School may be involved in proceedings, lawsuits, and other claims. These matters are subject to many uncertainties, and outcomes are not predictable with a high degree of assurance. As a result, the ultimate aggregate amount of monetary liability or financial impact with respect to these matters as of June 30, 2023, cannot be ascertained.

#### NOTE I: CONCENTRATIONS

At June 30, 2023 and 2022, approximately 80% and 97%, respectively, of grants and other receivables are due from New York State relating to certain grants.

For the years ended June 30, 2023 and 2022, 77% and 81%, respectively of total operating revenue and support came from per pupil funding provided by New York State. The per pupil rate is set annually by the State based on the school district in which the Charter School's students are located.

#### NOTE J: NET ASSETS

Net assets without donor restrictions are as follows:

	<u>June 30,</u>	
	<u>2023</u>	<u>2022</u>
Undesignated	\$ (7,758,368)	\$ (3,702,461)
Invested in property and equipment, net of related debt	<u>11,460,523</u>	<u>11,427,937</u>
	<u>\$ 3,702,155</u>	<u>\$ 7,725,476</u>

Net assets with donor restrictions are as follows:

	<u>June 30,</u>	
	<u>2023</u>	<u>2022</u>
Mala - School Expansion	\$ -	\$ 122,972
Culinary Program	-	249,693
Scholarships	-	1,500
Bernie Glassman Charter School	-	30,716
Lavelle Prep Music Program	-	44,800
Other Programs	-	7,500
	<u>\$ -</u>	<u>\$ 457,181</u>

INTEGRATION CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

NOTE K: FUNCTIONAL EXPENSES

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

NOTE L: ACCOUNTING IMPACT OF COVID-19 OUTBREAK

In response to the COVID-19 outbreak, the Federal Government passed several COVID relief acts which include funding for elementary and secondary education. The Elementary and Secondary School Emergency Relief Fund (ESSER Fund) was established to award grants to state and local educational agencies. The Charter School has recognized \$1,831,099 and \$1,066,263 of revenue relative to ESSER grants during the years ended June 30, 2023 and 2022, respectively.

**INTEGRATION CHARTER SCHOOLS**

**OTHER FINANCIAL INFORMATION**



BUSINESS  
ADVISORS  
AND CPAS

## INDEPENDENT AUDITOR'S REPORT ON OTHER FINANCIAL INFORMATION

Board of Trustees  
Integration Charter Schools

We have audited the financial statements of Integration Charter Schools as of and for the year ended June 30, 2023, and we have issued our report thereon dated October 25, 2023, which contained an unmodified opinion on those financial statements. Our audit was performed for the purpose of forming an opinion on the financial statements as a whole. The financial information hereinafter is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements for the year ended June 30, 2023, as a whole.

*/s/ [Signature]*

Rochester, New York  
October 25, 2023

# INTEGRATION CHARTER SCHOOLS

## STATEMENT OF ACTIVITIES BY CHARTER

YEAR ENDED JUNE 30, 2023

	Integration Charter Schools Network	John W. Lavelle Preparatory Charter School	Early College Charter High School	New Ventures Charter School	Richmond Preparatory Charter School	Total
Revenue, gains and other support:						
Public school district						
Per pupil revenue - Regular Ed	\$ -	\$ 14,862,825	\$ 4,721,071	\$ 2,235,723	\$ 3,815,222	\$ 25,634,841
Per pupil revenue - SPED	-	4,702,885	1,326,469	947,318	1,516,287	8,492,959
Grants and contracts						
Federal - Title and IDEA	-	676,375	166,190	131,376	86,580	1,060,521
Federal - Other	-	1,357,360	333,779	245,737	685,910	2,622,786
State and local	-	381,420	21,236	13,792	11,429	427,877
NYC DoE rental assistance	-	2,396,325	1,112,434	602,403	1,065,530	5,176,692
Food service/child nutrition program	-	455,734	107,480	38,007	98,154	699,375
TOTAL REVENUE, GAINS, AND OTHER SUPPORT	-	24,832,924	7,788,659	4,214,356	7,279,112	44,115,051
Personnel services costs:						
Administrative personnel	-	3,865,576	1,261,186	787,841	1,020,946	6,935,549
Instructional personnel	-	11,082,133	3,507,082	1,418,176	2,454,029	18,461,420
Non-instructional personnel	-	586,861	185,831	88,376	138,438	999,506
TOTAL PERSONNEL SERVICES COSTS	-	15,534,570	4,954,099	2,294,393	3,613,413	26,396,475
Fringe benefits and payroll taxes	-	4,145,358	1,353,544	625,218	970,470	7,094,590
Retirement	-	210,974	58,472	35,953	61,546	366,945
Legal service	-	121,823	40,499	16,767	25,912	205,001
Accounting and audit services	-	75,104	22,252	11,680	12,204	121,240
Other professional and consulting service	-	312,240	168,526	48,327	230,847	759,940
Building and land rent	-	3,599,102	1,206,058	846,826	1,420,840	7,072,826
Repairs and maintenance	-	520,008	173,939	85,740	127,925	907,612
Insurance	-	118,390	37,673	18,153	27,465	201,681
Utilities	-	659,496	268,631	153,718	148,019	1,229,864
Supplies and materials	-	458,178	183,705	39,780	104,332	785,995
Equipment/Furnishings	-	221,154	42,221	21,205	80,757	365,337
Professional development	-	194,582	115,819	51,125	32,005	393,531
Marketing and recruitment	-	114,342	31,165	15,129	51,969	212,605
Technology	-	206,420	60,560	35,902	44,061	346,943
Food service	-	327,207	-	12,051	59,354	398,612
Student services	-	65,934	44,898	81,687	4,470	196,989
Office expense	-	32,915	12,039	7,320	14,279	66,553
Depreciation and amortization	-	630,214	199,700	94,595	146,887	1,071,396
Other	249,696	195,951	56,017	26,822	24,121	552,607
TOTAL EXPENSES	249,696	27,743,962	9,029,817	4,522,391	7,200,876	48,746,742
(DEFICIT) SURPLUS FROM SCHOOL OPERATIONS	(249,696)	(2,911,038)	(1,241,158)	(308,035)	78,236	(4,631,691)
Support and other revenue:						
Interest and other income	-	34,671	9,914	4,702	7,287	56,574
Contributions	-	15,828	4,459	2,127	36,964	59,378
Miscellaneous income	-	20,275	5,759	2,677	6,526	35,237
SUPPORT AND OTHER REVENUE	-	70,774	20,132	9,506	50,777	151,189
CHANGE IN NET ASSETS	\$ (249,696)	\$ (2,840,264)	\$ (1,221,026)	\$ (298,529)	\$ 129,013	\$ (4,480,502)

INTEGRATION CHARTER SCHOOLS

STATEMENT OF FUNCTIONAL EXPENSES BY CHARTER –  
LAVELLE PREPARATORY CHARTER SCHOOL

YEAR ENDED JUNE 30, 2023

	No. of Positions	Program Services			Support Services		Total
		Regular education	Special education	Total	Management and General	Fundraising and Community	
Personnel services costs:							
Administrative personnel	57	\$ 1,244,667	\$ 595,846	\$ 1,840,513	\$ 1,960,648	\$ 64,415	\$ 3,865,576
Instructional personnel	142	7,477,160	3,579,464	11,056,624	24,762	747	11,082,133
Non-instructional personnel	11	280,243	134,159	414,402	172,459		586,861
Total personnel services costs	210	9,002,070		13,311,539	2,157,869		15,534,570
			4,309,469				
Fringe benefits and payroll taxes		2,401,624	1,149,706	3,551,330	576,644	65,162	4,145,358
Retirement		122,228	58,513	180,741	29,348	885	210,974
Legal service		-	-	-	121,823	-	121,823
Accounting and audit services		-	-	-	75,104	-	75,104
Other professional and consulting services		32,786	15,695	48,481	263,432	327	312,240
Building and land rent		2,085,150	998,203	3,083,353	500,656	15,093	3,599,102
Repairs and maintenance		301,268	144,223	445,491	72,336	2,181	520,008
Insurance		68,589	32,836	101,425	16,469	496	118,390
Utilities		382,081	182,909	564,990	91,740	2,766	659,496
Supplies and materials		309,848	148,330	458,178	-	-	458,178
Equipment/Furnishings		149,558	71,596	221,154	-	-	221,154
Professional development		129,782	62,129	191,911	2,593	78	194,582
Marketing and recruitment		73,765	35,313	109,078	5,110	154	114,342
Technology		115,538	55,310	170,848	34,736	836	206,420
Food service		221,277	105,930	327,207	-	-	327,207
Student services		44,589	21,345	65,934	-	-	65,934
Office expense		19,070	9,128	28,198	4,579	138	32,915
Depreciation and amortization		365,116	174,789	539,905	87,666	2,643	630,214
Other		-				2,321	195,951
		<u>\$ 15,824,339</u>	<u>\$ 7,575,424</u>	<u>\$ 23,399,763</u>	<u>\$ 4,233,735</u>	<u>\$ 110,464</u>	<u>\$ 27,743,962</u>
				193,630			
		-	-				

INTEGRATION CHARTER SCHOOLS

STATEMENT OF FUNCTIONAL EXPENSES BY CHARTER –  
EARLY COLLEGE CHARTER HIGH SCHOOL

YEAR ENDED JUNE 30, 2023

	No. of Positions	Program Services			Support Services		
		Regular education	Special education	Total	Management and General	Fundraising and Community	Total
Personnel services costs:							
Administrative personnel	20	\$ 446,037	\$ 169,187	\$ 615,224	\$ 641,685	\$ 4,277	\$ 1,261,186
Instructional personnel	42	2,538,832	963,011	3,501,843	5,207	32	3,507,082
Non-instructional personnel	4			131,114			185,831
Total personnel services costs	66	3,079,927	1,168,254	4,248,181	701,609		4,954,099
Fringe benefits and payroll taxes		841,290	319,111	1,160,401	191,966	1,177	1,353,544
Retirement	95,058	36,343	13,785	50,128	8,293	51	58,472
Management fees		-	-	-	-	-	-
Legal service		36,056	11,137	47,193	-	-	40,499
Accounting and audit services		-	-	-	22,252	-	22,252
Other professional and consulting services		47,915	18,174	66,089	94,215	8,222	168,526
Building and land rent		749,620	284,340	1,033,960	171,049	1,049	1,206,058
Repairs and maintenance		108,111	41,008	149,119	24,669	151	173,939
Insurance		23,416	8,881	32,297	5,343	33	37,673
Utilities		166,967	63,332	230,299	38,099	233	268,631
Supplies and materials		133,186	50,519	183,705	-	-	183,705
Equipment/Furnishings		29,634	11,240	40,874	1,339	8	42,221
Professional development		77,455	29,379	106,834	8,979	6	115,819
Marketing and recruitment		20,078	7,616	27,694	3,450	21	31,165
Technology		36,217	13,737	49,954	10,555	51	60,560
Student services		32,551	12,347	44,898	-	-	44,898
Office expense		7,483	2,839	10,322	1,707	10	12,039
Depreciation and amortization		124,123	47,081	171,204	28,322	174	199,700
Other		440					56,017
		\$ 5,544,118	\$ 2,102,946	\$ 7,647,064	\$ 1,367,258	\$ 15,495	\$ 9,029,817
				55,411			
		166	606				
					-		



INTEGRATION CHARTER SCHOOLS

STATEMENT OF FUNCTIONAL EXPENSES BY CHARTER–  
NEW VENTURES CHARTER SCHOOL

YEAR ENDED JUNE 30, 2023

	No. of Positions	Program Services			Support Services		Total
		Regular education	Special education	Total	Management and General	Fundraising and Community	
Personnel services costs:							
Administrative personnel	12	\$ 269,629	\$ 197,098	\$ 466,727	\$ 319,080	\$ 2,034	\$ 787,841
Instructional personnel	17	815,905	596,425	1,412,330	5,812	34	1,418,176
Non-instructional personnel	2			62,354			88,376
Total personnel services costs	31	1,121,557		1,941,411	350,914		2,294,393
Fringe benefits and payroll taxes		305,548	819,854	528,902	95,751	565	625,218
Retirement	36,023	17,570	12,844	30,414	5,506	2,068	35,953
Management fees		-	-	-	-	-	-
Legal service		26,331	-	26,022	16,767	-	16,767
Accounting and audit services		-	-	-	11,680	-	11,680
Other professional and consulting services		4,273	3,124	7,397	40,880	50	48,327
Building and land rent		413,850	302,523	716,373	129,690	763	846,826
Repairs and maintenance		41,901	30,631	72,532	13,131	77	85,740
Insurance		8,871	6,486	15,357	2,780	16	18,153
Utilities		75,123	54,914	130,037	23,542	139	153,718
Supplies and materials		22,981	16,799	39,780	-	-	39,780
Equipment/Furnishings		12,250	8,955	21,205	-	-	21,205
Professional development		29,278	21,402	50,680	442	3	51,125
Marketing and recruitment		8,489	6,203	14,692	434	3	15,129
Technology		17,015	12,438	29,453	6,418	31	35,902
Food service		6,962	5,089	12,051	-	-	12,051
Student services		47,191	34,496	81,687	-	-	81,687
Office expense		3,577	2,615	6,192	1,121	7	7,320
Depreciation and amortization		46,230	33,793	80,023	14,487	85	94,595
Other		-	-	-	-	452	26,822
		<u>\$ 2,182,666</u>	<u>\$ 1,595,520</u>	<u>\$ 3,778,186</u>	<u>\$ 739,913</u>	<u>\$ 4,292</u>	<u>\$ 4,522,391</u>

26,370

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INTEGRATION CHARTER SCHOOLS

STATEMENT OF FUNCTIONAL EXPENSES BY CHARTER –  
RICHMOND PREPARATORY CHARTER SCHOOL

YEAR ENDED JUNE 30, 2023

	No. of Positions	Program Services			Support Services		Total
		Regular education	Special education	Total	Management and General	Fundraising and Community	
Personnel services costs:							
Administrative personnel	12	\$ 319,565	\$ 210,699	\$ 530,264	\$ 487,495	\$ 3,187	\$ 1,020,946
Instructional personnel	35	1,477,052	973,864	2,450,916	3,094	19	2,454,029
Non-instructional personnel	3			97,674			138,438
Total personnel services costs	50	1,855,481		3,078,854	531,353		3,613,413
			1,223,373				
Fringe benefits and payroll taxes		498,216	328,489	826,705	142,904	861	970,470
Retirement	58,864	31,596	20,832	52,428	9,063	3,206 55	61,546
Legal service		-	-	-	25,912	-	25,912
Accounting and audit services		38,810	-	40,764	12,204	-	12,204
Other professional and consulting services		74,429	49,073	123,502	107,267	78	230,847
Building and land rent		729,424	480,931	1,210,355	209,225	1,260	1,420,840
Repairs and maintenance		65,674	43,301	108,975	18,838	112	127,925
Insurance		14,100	9,297	23,397	4,044	24	27,465
Utilities		75,989	50,102	126,091	21,797	131	148,019
Supplies and materials		62,842	41,434	104,276	56	-	104,332
Equipment/Furnishings		48,669	32,088	80,757	-	-	80,757
Professional development		18,878	12,447	31,325	676	4	32,005
Marketing and recruitment		30,841	20,335	51,176	787	6	51,969
Technology		21,753	14,343	36,096	7,928	37	44,061
Food service		35,770	23,584	59,354	-	-	59,354
Student services		2,694	1,776	4,470	-	-	4,470
Office expense		7,330	4,833	12,163	2,103	13	14,279
Depreciation and amortization		75,408	49,719	125,127	21,630	130	146,887
Other		-					24,121
		\$ 3,649,094	\$ 2,405,957	\$ 6,055,051	\$ 1,139,908	\$ 5,917	\$ 7,200,876

24,121

- -

-

INTEGRATION CHARTER SCHOOLS

STATEMENT OF FUNCTIONAL EXPENSES BY CHARTER –  
INTEGRATION CHARTER SCHOOLS NETWORK

YEAR ENDED JUNE 30, 2023

	No. of Positions	Program Services			Support Services		
		Regular education	Special education	Total	Management and General	Fundraising and Community	Total
Personnel services costs:							
Administrative personnel	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Instructional personnel	-	-	-	-	-	-	-
Non-instructional personnel	-	-	-	-	-	-	-
Total personnel services costs	-	-	-	-	-	-	-
Fringe benefits and payroll taxes		-	-	-	-	-	-
Retirement		-	-	-	-	-	-
Legal service		-	-	-	-	-	-
Accounting and audit services	-	=	=	=	=	=	-
Other professional and consulting services		-	-	-	-	-	-
Building and land rent		-	-	-	-	-	-
Repairs and maintenance		-	-	-	-	-	-
Insurance		-	-	-	-	-	-
Utilities		-	-	-	-	-	-
Supplies and materials		-	-	-	-	-	-
Equipment/Furnishings		-	-	-	-	-	-
Professional development		-	-	-	-	-	-
Marketing and recruitment		-	-	-	-	-	-
Technology		-	-	-	-	-	-
Food service		-	-	-	-	-	-
Student services		-	-	-	-	-	-
Office expense		-	-	-	-	-	-
Depreciation and amortization		-	-	-	-	-	-
Other		-	-	-	249,696	-	249,696
		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 249,696</u>	<u>\$ -</u>	<u>\$ 249,696</u>
			-				
				-		-	
		-	-				
					-		

**INTEGRATION CHARTER SCHOOLS**

**REPORT TO THE AUDIT COMMITTEE**

**JUNE 30, 2023**



BUSINESS  
ADVISORS  
AND CPAS

October 25, 2023

The Finance/Audit Committee  
Integration Charter Schools

We have audited the financial statements of Integration Charter Schools as of and for the year ended June 30, 2023, and have issued our report thereon dated October 25, 2023. Professional standards require that we advise you of the following matters relating to our audit.

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

As communicated in our engagement letter dated July 17, 2023, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of its respective responsibilities.

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

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

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

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

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

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

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

We have identified the following significant risks:

- Management override
- Improper revenue recognition
- Improper allocation of expenses to grants
- Misappropriation of assets
- Improper implementation of ASC 842 - Leases

Professional auditing standards require that we identify and assess risks and design and perform our audit procedures to address those risks. The identification of a risk does not mean it has occurred but rather it has the potential to impact the financial statements.

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

### *Significant Accounting Policies*

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by Integration Charter Schools is included in Note A to the financial statements. As described in Note A to the financial statements, during the year, the Charter School adopted new guidance for leases (ASC 842). No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

### *Significant Accounting Estimates*

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

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

### *Financial Statement Disclosures*

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting Integration Charter Schools' financial statements relate to revenue and support recognition and lease commitments which is referred to in the notes of the financial statements.

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

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

## **Uncorrected and Corrected Misstatements**

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

## **Disagreements with Management**

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

## **Representations Requested from Management**

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

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

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

## **Other Significant Matters, Findings or Issues**

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

## **Other Matters**

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

\* \* \* \* \*

Should you desire further information concerning these matters, Michelle Cain or Blake Sanderson will be happy to meet with you at your convenience.

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

Very truly yours,

A solid black rectangular box used to redact a signature.

MENGEL, METZGER, BARR & CO. LLP





Mengel, Metzger, Barr & Co., LLP  
Certified Public Accountants  
100 Chestnut Street, Suite 1200  
Rochester, New York 14604October

This representation letter is provided in connection with your audit of the financial statements of Integration Charter Schools, which comprise the statement of financial position as of June 30, 2023, and the related statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, for the purpose of expressing an opinion on whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

We confirm that to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves as of the date of this representation letter:

#### **Financial Statements**

- We have fulfilled our responsibilities, as set out in the terms of the audit engagement dated July 17, 2023, for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
- All related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.
- All subsequent events to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.



- The effects of all known actual or possible litigation and claims have been accounted for and disclosed in accordance with U.S. GAAP.
- Disclosures included in the financial statements regarding the relevant significant business, financial, and reporting impacts of the COVID-19 outbreak accurately reflect management's full consideration of such impacts.
- We have complied with all contractual agreements, grants, and donor restrictions
- We have maintained an appropriate composition of assets in amounts needed to comply with all donor restrictions.
- We have accurately presented the entity's position regarding taxation and tax-exempt status.
- The bases used for allocation of functional expenses are reasonable and appropriate.
- We have included in the financial statements all assets and liabilities under the entity's control.
- We have designed, implemented, and maintained adequate internal controls over the receipt and recording of contributions.
- Reclassifications between net asset classes are proper.
- The governing board's interpretations concerning whether laws place restrictions on net appreciation of donor-restricted endowments are reasonable and have been disclosed to you.
- Methods and significant assumptions used by management to determine fair values, their consistency in application, and the completeness and adequacy of fair value information for financial statement measurement and disclosure purposes are appropriate.
- With respect to the non-attest services provided, we have performed the following:
  1. Made all management decisions and performed all management functions;
  2. Assigned a competent individual to oversee the services;
  3. Evaluated the adequacy of the services performed;
  4. Evaluated and accepted responsibility for the result of the service performed; and
  5. Established and maintained internal controls, including monitoring ongoing activities.



## Information Provided

- We have provided you with:
  - Access to all information, of which we are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, meeting minutes,<sup>8</sup> and other matters;
  - Additional information that you have requested from us for the purpose of the audit; and
  - Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
- All transactions have been recorded in the accounting records and are reflected in the financial statements.
- We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- We have provided to you our analysis of the entity's ability to continue as a going concern, including significant conditions and events present, and if necessary, our analysis of management's plans, and our ability to achieve those plans.
- We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
  1. Management;
  2. Employees who have significant roles in internal control; or
  3. Others when the fraud could have a material effect on the financial statements.
- We have no knowledge of any instances, that have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance, whether communicated by employees, former employees, vendors, regulators, or others.
- We have no knowledge of any noncompliance or suspected noncompliance with laws, regulations, contracts, and grant agreements whose effects should be considered when preparing financial statements.
- We are not aware of any pending or threatened litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
- We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.
- We have a process to track the status of audit findings and recommendations.

### Integration Charter Schools

1 Teleport Drive. 3<sup>rd</sup> Fl, Staten Island, NY 10311  
347.855.2238 | [integrationcharterschools.org](http://integrationcharterschools.org)



- We have identified for you all previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- We have provided views on your reported audit findings, conclusions, and recommendations, as well as our planned corrective actions, for the report.
- We have no knowledge of any allegations of fraud, or suspected fraud, affecting the entity's financial statements communicated by employees, former employees, vendors (contractors), regulators, or others.
- Integration Charter Schools has no plans or intentions that may materially affect the carrying value or classification of assets and liabilities.
- We have disclosed to you all guarantees, whether written or oral, under which Integration Charter Schools is contingently liable.
- We have complied with all aspects of grant agreements and other contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- We have considered the accounting and reporting requirements of FASB ASC 740-10. We believe there are no material liabilities (or reduction in amounts refundable) required for unrecognized tax benefits related to our tax positions, as defined and described in FASB ASC 740-10-20.

### **Single Audit**

#### **With respect to federal awards, we represent the following to you:**

- We are responsible for understanding and complying with and have complied with the requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).
- We are responsible for the preparation and presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance.
- We believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with the Uniform Guidance.
- As part of your audits, you prepared the draft financial statements and related notes and schedule of expenditures of federal awards. We have designated an individual with suitable skill, knowledge, or experience to oversee your services and have made all management decisions and



performed all management functions. We have reviewed, approved, and accepted responsibility for those financial statements and related notes and schedule of expenditures of federal awards.

- The methods of measurement or presentation have not changed from those used in the prior period.
- We believe the significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards, and the basis for our assumptions and interpretations, are reasonable and appropriate in the circumstances.
- We are responsible for including the auditor's report on the schedule of expenditures of federal awards in any document that contains the schedule and that indicates that the auditor has reported on such information.
- We have identified and disclosed all of our government programs and related activities subject to the Uniform Guidance compliance audit.
- We have notified you of federal awards and funding increments that were received before December 26, 2014 (if any), and differentiated those awards from awards and funding increments received on or after December 26, 2014, and subject to the audit requirements of the Uniform Guidance.
- When the schedule of expenditures of federal awards is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the schedule of expenditures of federal awards no later than the date of issuance by the entity of the schedule of expenditures of federal awards and the auditor's report thereon.
- We have, in accordance with the Uniform Guidance, identified in the schedule of expenditures of federal awards, expenditures made during the audit period for all awards provided by federal agencies in the form of grants, federal cost-reimbursement contracts, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, food commodities, direct appropriations, and other assistance.
- We have provided to you our interpretations of any compliance requirements that are subject to varying interpretations.
- We have made available to you all federal awards (including amendments, if any) and any other correspondence relevant to federal programs and related activities that have taken place with federal agencies or pass-through entities.



- We have received no requests from a federal agency to audit one or more specific programs as a major program.
- We have identified and disclosed to you all amounts questioned and any known noncompliance with the direct and material compliance requirements of federal awards, including the results of other audits or program reviews or stated that there was no such noncompliance. We also know of no instances of noncompliance with direct and material compliance requirements occurring subsequent to the period covered by the auditor's report.
- We have disclosed to you any communications from federal awarding agencies and pass-through entities concerning possible noncompliance with the direct and material compliance requirements, including communications received from the end of the period covered by the compliance audit to the date of the auditor's report.
- We have made available to you all documentation related to compliance with the direct and material compliance requirements, including information related to federal program financial reports and claims for advances and reimbursements.
- Federal program financial reports and claims for advances and reimbursements are supported by the books and records from which the basic financial statements have been prepared (and are prepared on a basis consistent with the schedule of expenditures of federal awards).
- The copies of federal program financial reports provided to you are true copies of the reports submitted, or electronically transmitted, to the respective federal agency or pass-through entity, as applicable.
- We have properly classified amounts claimed or used for matching in accordance with related guidelines in the Uniform Guidance, as applicable.
- We have charged costs to federal awards in accordance with applicable cost principles.
- We are responsible for and have accurately prepared the summary schedule of prior audit findings to include all findings required to be included by the Uniform Guidance, and we have provided you with all information on the status of the follow-up on prior audit findings by federal awarding agencies and pass-through entities, including all management decisions.
- We have disclosed to you the findings received and related corrective actions taken for previous audits, attestation engagements, and internal or external monitoring that directly relate to the objectives of the compliance audit, including findings received and corrective actions taken from the end of the period covered by the compliance audit to the date of the auditor's report.



- The reporting package does not contain personally identifiable information.
- We have disclosed all contracts or other agreements with service organizations and disclosed to you all communications from these service organizations relating to noncompliance at the organizations.
- We have reviewed, approved, and taken responsibility for the financial statements and related notes and an acknowledgment of the auditor's role in the preparation of this information.
- We have disclosed to you the nature of any subsequent events that provide additional evidence with respect to conditions that existed at the end of the reporting period that affect noncompliance during the reporting period.

In addition:

- We are responsible for understanding and complying with the requirements of federal statutes, regulations, and the terms and conditions of federal awards related to each of our federal programs and have identified and disclosed to you federal statutes, regulations, and the terms and conditions of federal awards that are considered to have a direct and material effect on each major federal program; and we have complied with these direct and material compliance requirements.
- We are responsible for establishing and maintaining, and have established and maintained, effective internal control over compliance for federal programs that provide reasonable assurance that we are managing our federal awards in compliance with federal statutes, regulations, and the terms and conditions of the federal award that could have a material effect on our federal programs. Also, no changes have been made in the internal over compliance or other factors that might significantly affect internal control, including any corrective action taken by management with regard to significant deficiencies and material weaknesses in internal control over compliance have occurred subsequent to the period covered by the auditor's report.

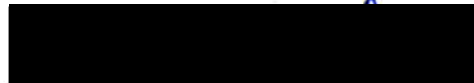




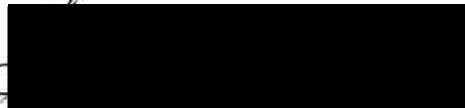
- We are responsible for and have accurately completed the appropriate sections of the Data Collection Form and we are responsible for taking corrective action on audit findings of the compliance audit and have developed a corrective action plan that meets the requirements of the Uniform Guidance.

Very truly yours,

Integration Charter Schools



Jeanine Taylor  
Chief Financial Officer



Sean Harrell  
CEO/President



**INTEGRATION CHARTER SCHOOLS**

**STATEN ISLAND, NEW YORK**

**AUDITED FINANCIAL STATEMENTS**

**OTHER FINANCIAL INFORMATION**

**AND**

**INDEPENDENT AUDITOR'S REPORTS**

**JUNE 30, 2023**

**(With Comparative Totals for 2022)**



BUSINESS  
ADVISORS  
AND CPAS

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BUSINESS  
ADVISORS  
AND CPAS

## INDEPENDENT AUDITOR'S REPORT

Board of Trustees  
Integration Charter Schools

### ***Opinion***

We have audited the financial statements of Integration Charter Schools which comprise the statement of financial position as of June 30, 2023, and the related statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of Integration Charter Schools as of June 30, 2023, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Basis for Opinion***

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

### ***Change in Accounting Principle***

As discussed in Note A to the financial statements, in 2023, Integration Charter Schools adopted new accounting guidance related to accounting for leases. Our opinion is not modified with respect to this matter.

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

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

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

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

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

In performing an audit in accordance with GAAS, we:

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

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

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

The financial statements of Integration Charter Schools for the year ended June 30, 2022, were audited by another auditor who expressed an unmodified opinion on those statements in their report dated October 20, 2022. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2022 is consistent, in all material respects, with the audited financial statements from which it has been derived.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated October 25, 2023 on our consideration of Integration Charter Schools's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Integration Charter Schools' internal control over financial reporting and compliance.

[REDACTED]

Rochester, New York  
October 25, 2023

INTEGRATION CHARTER SCHOOLS  
STATEMENT OF FINANCIAL POSITION  
JUNE 30, 2023  
(With Comparative Totals for 2022)

<u>ASSETS</u>	June 30,	
	<u>2023</u>	<u>2022</u>
<u>CURRENT ASSETS</u>		
Cash and cash equivalents	\$ 2,111,767	\$ 9,762,876
Grants and other receivables	3,483,095	1,725,640
Due from related party	225,555	444,619
Prepaid expenses	66,107	33,914
TOTAL CURRENT ASSETS	5,886,524	11,967,049
<u>OTHER ASSETS</u>		
Property and equipment, net	12,842,426	12,925,297
Cash in escrow	350,000	245,000
Security deposits	983,972	752,491
Lease acquisition costs	180,265	200,868
Right-of use asset - operating	83,602,541	-
TOTAL OTHER ASSETS	97,959,204	14,123,656
TOTAL ASSETS	<u>\$ 103,845,728</u>	<u>\$ 26,090,705</u>
<u>LIABILITIES AND NET ASSETS</u>		
<u>CURRENT LIABILITIES</u>		
Accounts payable and accrued expenses	\$ 1,600,302	\$ 1,976,179
Accrued payroll, payroll taxes and benefits	3,532,326	2,806,582
Current portion of notes payable	123,530	323,051
Current portion of lease liabilities - operating	3,702,545	-
TOTAL CURRENT LIABILITIES	8,958,703	5,105,812
<u>OTHER LIABILITIES</u>		
Note payables	1,258,373	3,713,439
Deferred lease liability	-	3,163,307
Lease incentive liability	-	5,925,490
Long-term lease liabilities- operating	89,926,497	-
TOTAL OTHER LIABILITIES	91,184,870	12,802,236
TOTAL LIABILITIES	100,143,573	17,908,048
<u>NET ASSETS</u>		
Without donor restrictions	3,702,155	7,725,476
With donor restrictions	-	457,181
TOTAL NET ASSETS	<u>3,702,155</u>	<u>8,182,657</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 103,845,728</u>	<u>\$ 26,090,705</u>

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

# INTEGRATION CHARTER SCHOOLS

## STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

YEAR ENDED JUNE 30, 2023  
(With Comparative Totals for 2022)

	Year ended June 30,			
	2023			2022
	Without donors restrictions	With donor restrictions	Total	Total
Revenue, gains and other support:				
Public school district:				
Per pupil revenue - Regular Ed	\$ 25,634,841	\$ -	\$ 25,634,841	\$ 21,104,308
Per pupil revenue - SPED	8,492,959	-	8,492,959	7,759,731
Grants and contracts:				
Federal - Title and IDEA	1,060,521	-	1,060,521	842,345
Federal - Other	2,622,786	-	2,622,786	1,349,127
State and Local	427,877	-	427,877	353,100
NYC DoE rental assistance	5,176,692	-	5,176,692	3,843,141
Food service/child nutrition program	699,375	-	699,375	533,686
TOTAL REVENUE, GAINS AND OTHER SUPPORT	44,115,051	-	44,115,051	35,785,438
Expenses:				
Program services:				
Regular education	27,200,217	-	27,200,217	21,375,179
Special education	13,679,847	-	13,679,847	11,075,340
TOTAL PROGRAM SERVICES	40,880,064	-	40,880,064	32,450,519
Supporting services:				
Management and general	7,730,510	-	7,730,510	6,905,713
Fundraising and community relations	136,168	-	136,168	355,338
TOTAL SUPPORTING SERVICES	7,866,678	-	7,866,678	7,261,051
TOTAL OPERATING EXPENSES	48,746,742	-	48,746,742	39,711,570
DEFICIT FROM SCHOOL OPERATIONS	(4,631,691)	-	(4,631,691)	(3,926,132)
Support and other revenue:				
Interest and other income	56,574	-	56,574	6,475
Contributions	59,378	-	59,378	30,750
Special event income, net	-	-	-	14,760
Miscellaneous income	35,237	-	35,237	60,412
Net assets released from restriction	457,181	(457,181)	-	-
TOTAL SUPPORT AND OTHER REVENUE	608,370	(457,181)	151,189	112,397
CHANGE IN NET ASSETS	(4,023,321)	(457,181)	(4,480,502)	(3,813,735)
Net assets without donor restrictions at beginning of year	7,725,476	457,181	8,182,657	11,996,392
NET ASSETS AT END OF YEAR	\$ 3,702,155	\$ -	\$ 3,702,155	\$ 8,182,657

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

INTEGRATION CHARTER SCHOOLS

STATEMENT OF FUNCTIONAL EXPENSES

YEAR ENDED JUNE 30, 2023  
(With Comparative Totals for 2022)

		Year ended June 30,						
		2023						2022
		Program Services			Support Services			
	No. of	Regular	Special	Total	Management	Fundraising	Total	Total
	Positions	education	education		and General	and Community		
Personnel services costs:								
Administrative personnel	101	\$ 2,279,898	\$ 1,172,830	\$ 3,452,728	\$ 3,408,908	\$ 73,913	\$ 6,935,549	\$ 5,850,106
Instructional personnel	236			18,421,713				
Non-instructional personnel	20	12,308,949	235,356	705,544	293,962		18,461,420	14,710,633
Total personnel services costs	357		6,112,764		38,875		26,396,475	1,273,716
		430,188		22,579,985				
Fringe benefits and payroll taxes		430,188	7,520,950	6,067,338	3,741,745	832		21,833,455
Retirement				313,711		74,745	999,506	
Legal service		4,046,678	2,020,660	40,499	1,007,265		7,094,590	5,198,532
Accounting and audit services		207,737	105,974	-		19,987		
Other professional and consulting services				245,469	52,210		366,945	701,380
Building and land rent		29,362	11,137	6,044,041	164,502	1,024	205,001	134,093
Repairs and maintenance					121,240		121,240	116,325
Insurance		159,403		776,117	505,794		759,940	115,084
Utilities		3,978,044	800,697	172,476	1,010,620	-	7,072,826	7,105,314
Supplies and materials		-		1,051,417		8,677		
Equipment/furnishings		516,954	259,163	785,939	128,974	18,165	907,612	718,472
Professional development		114,976						
Marketing and recruitment			57,500	363,990	28,636	2,521	201,681	188,396
Technology			351,257	380,750	175,178		1,229,864	225,543
Food service		528,857	257,082	202,640		569	785,995	914,515
Student services		240,111	123,879	286,351	16,339		365,337	213,198
Office expense		255,393	125,357	398,612	12,690	-	393,531	284,550
Depreciation and amortization		133,173	69,467	196,989	9,781	8	212,605	356,721
Other		190,523	95,828	56,875	59,637	91	346,943	155,230
		264,009	134,603	916,259		184	398,612	330,457
		127,025	69,964	606		955	196,989	23,095
		37,460						253,387
		610,272	19,415	\$ 40,880,064	\$ 52,103	\$ 136,168	\$ 48,746,742	\$ 46,030
		200,217	\$ 5,382		\$ 549,228	\$ 3,032		\$ 97,793
						2,773	552,607	
		440	166					

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

INTEGRATION CHARTER SCHOOLS

STATEMENT OF CASH FLOWS

YEAR ENDED JUNE 30, 2023  
(With Comparative Totals for 2022)

	<u>Year ended June 30,</u>	
	<u>2023</u>	<u>2022</u>
<u>CASH FLOWS - OPERATING ACTIVITIES</u>		
Change in net assets	\$ (4,480,502)	\$ (3,813,735)
Adjustments to reconcile change in net assets to net cash used for operating activities:		
Depreciation and amortization	1,071,396	802,794
Bad debt expense	24,285	-
Changes in certain assets and liabilities affecting operations:		
Grants and other receivables	(1,781,740)	(321,072)
Prepaid expenses	(32,193)	445,245
Due from related party	219,064	319,277
Accounts payable and accrued expenses	(375,877)	1,564,037
Accrued payroll, payroll taxes and benefits	725,744	-
Deferred revenue	-	(609,392)
Deferred lease liability	(3,163,307)	1,345,156
Lease incentive liability	(5,925,490)	(257,630)
Operating lease liabilities, net of right-of-use assets	<u>10,026,501</u>	<u>-</u>
NET CASH USED FOR OPERATING ACTIVITIES	(3,692,119)	(525,320)
<u>CASH FLOWS - INVESTING ACTIVITIES</u>		
Purchases of property and equipment	(927,922)	(899,832)
Security deposits	<u>(231,481)</u>	<u>(431,480)</u>
NET CASH USED FOR INVESTING ACTIVITIES	(1,159,403)	(1,331,312)
<u>CASH FLOWS - FINANCING ACTIVITIES</u>		
Repayment of loans	<u>(2,694,587)</u>	<u>(94,777)</u>
NET CASH USED FOR FINANCING ACTIVITIES	<u>(2,694,587)</u>	<u>(94,777)</u>
NET DECREASE IN CASH, CASH EQUIVALENTS AND RESTRICTED CASH	(7,546,109)	(1,951,409)
Cash, cash equivalents and restricted cash at beginning of year	<u>10,007,876</u>	<u>11,959,285</u>
CASH, CASH EQUIVALENTS AND RESTRICTED CASH AT END OF YEAR	<u>\$ 2,461,767</u>	<u>\$ 10,007,876</u>



INTEGRATION CHARTER SCHOOLS

STATEMENT OF CASH FLOWS, Cont'd

YEAR ENDED JUNE 30, 2023  
(With Comparative Totals for 2022)

	<u>Year ended June 30,</u>	
	<u>2023</u>	<u>2022</u>
<u>SUPPLEMENTAL DISCLOSURES OF CASH FLOW INFORMATION</u>		
Reconciliation of cash, cash equivalents and restricted cash reported within the statement of financial position that sum to the total amounts shown in the statement of cash flows:		
Cash and cash equivalents	\$ 2,111,767	\$ 9,762,876
Cash in escrow	<u>350,000</u>	<u>245,000</u>
Total cash and cash equivalents and restricted cash shown in the statement of cash flows	<u>\$ 2,461,767</u>	<u>\$ 10,007,876</u>
Cash paid during the year for:		
Interest	<u>\$ 278,219</u>	<u>\$ 60,481</u>
<u>NON CASH INVESTING AND FINANCING ACTIVITIES</u>		
Leasehold improvements funded by landlord via lease incentive	<u>\$ -</u>	<u>\$ 6,183,120</u>
Leasehold improvements funded by landlord via loans payable	<u>\$ -</u>	<u>\$ 887,880</u>
Capitalized interest	<u>\$ -</u>	<u>\$ 79,130</u>
Right-of-use assets obtained in exchange for operating lease liabilities	<u>\$ 27,935</u>	<u>\$ -</u>

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

## INTEGRATION CHARTER SCHOOLS

### NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2023

(With Comparative Totals for 2022)

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

##### The Charter School

Integration Charter Schools (the “Charter School”), is a not-for-profit corporation which administers several schools that are chartered by the Board of Regents of the State of New York. The Charter School is located in Staten Island, New York. The Charter School is dedicated to providing innovative pathways to college that fully integrate students living with emotional challenges and others with special needs. In fostering both the academic and emotional growth of all students, the Charter School serves as an innovative, holistic educational model for other high-performing schools.

John W. Lavelle Preparatory Charter School (“LPCS”) is a not-for-profit educational corporation that operates under the Charter School. LPCS was established in 2009 and provides a college preparatory education curriculum that equips and empowers students for success. On June 13, 2023, LPCS obtained a charter renewal, which expires June 30, 2027.

Early College Charter School (“ECCHS”), formerly The Lois and Richard Nicotra Early College Charter School, is a not-for-profit educational corporation that operates under the Charter School. ECCHS was established in 2017 and is designed to provide an innovative pathway to college graduation for all students including those living with emotional challenges as well as those with other disabilities in all classes and activities. On June 13, 2023, ECCHS obtained a charter renewal, which expires June 30, 2027.

New Ventures Charter School (“NVCS”) is a not-for-profit educational corporation that operates under the Charter School. NVCS was established in 2015 and is a transfer high school which promotes college and career readiness for over age and under-credited, at-risk youth, aged 16-21 living in Staten Island, enabling them to graduate from high school prepared to excel in their academic, professional and personal lives. On March 3, 2020, NVCS obtained a charter renewal, which expires June 30, 2025.

Richmond Preparatory Charter School (“RPCS”) is a not-for-profit educational corporation that operates under the Charter School. RPCS was established in 2017 and opened in September 2021. RPCS is designed to fully integrate students from grades 6-12 on the autism spectrum as well as those living with other disabilities in all classes and activities. On June 12, 2018, the Board of Regents of the State of New York granted RPCS a provisional charter valid for a term of five years and renewable upon expiration. This charter expires June 30, 2026.

Integration Charter School Network (“ICS”) is a division of the educational corporation operating as a charter management organization. The purpose is to manage and support the four schools.

##### Basis of Presentation

The accompanying financial statements include the accounts of LPCS, ECCHS, NVCS, RPCS and ICS (collectively referred to as the “Charter School”). All intercompany balances and transactions have been eliminated in the accompanying financial statements.

## INTEGRATION CHARTER SCHOOLS

### NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

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

##### Financial Statement presentation

The financial statements of the Charter School have been prepared on the accrual basis of accounting in conformity with accounting principles generally accepted in the United States of America (GAAP). The Charter School reports information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions.

These classes of net assets are defined as follows:

Net Assets Without Donor Restrictions – Net assets available for use in general operations and not subject to donor (or certain grantor) restrictions. The Board of Trustees has discretionary control to use these in carrying on operations in accordance with the guidelines established by the Organization.

Net Assets With Donor Restrictions – Net assets subject to donor (or certain grantor) imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both. There were no net assets with donor restrictions at June 30, 2023. Net assets with donor restrictions were \$457,181 at June 30, 2022.

##### Revenue recognition

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

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

##### Public school district revenue

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

## INTEGRATION CHARTER SCHOOLS

### NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

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

##### Rental Assistance

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

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

	June 30,		
	2023	2022	2021
Grants and contracts receivables	\$ 71,942	\$ 236,210	\$ -

##### Contributions

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

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

Contributions are recorded as restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated purpose restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities and changes in net assets as net assets released from restrictions.

##### Grant revenue

Some of the Charter School's revenue is derived from cost-reimbursable federal and state contracts and grants, which are conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when the Charter School has incurred expenditures in compliance with specific contract or grant provisions. Certain grants are subject to audit and retroactive adjustments by its funders. Any changes resulting from these audits are recognized in the year they become known. Qualifying expenditures that have been incurred but are yet to be reimbursed are reported as grants receivable in the accompanying statement of financial position. Amounts received prior to incurring qualifying expenditures are reported as deferred revenue in the accompanying statement of financial position. The Charter School received cost-reimbursement grants of approximately \$93,000 that have not yet been recognized as at June 30, 2023 because qualifying expenditures have not yet been incurred.

## INTEGRATION CHARTER SCHOOLS

### NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

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

##### Cash and cash equivalents

Cash and cash equivalent balances are maintained at a financial institution located in New York and are insured by the FDIC up to \$250,000. The Charter School considers all highly liquid investments purchased with a maturity of three months or less to be cash equivalents. In the normal course of business, the cash account balances at any given time may exceed insured limits. However, the Charter School has not experienced any losses in such accounts and does not believe it is exposed to significant risk in cash and cash equivalents.

##### Cash in escrow

The Charter School maintains cash in an escrow account, in accordance with the terms of its Charter Agreements. The amount in escrow was \$350,000 and \$245,000 at June 30, 2023 and 2022, respectively.

##### Grants, contracts and accounts receivables

Receivables are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts based on its assessment of the current status of individual receivables from grants, agencies and others. Balances that are still outstanding after management has used reasonable collection efforts are written off against the allowance for doubtful accounts. There was \$24,285 written off as uncollectible at June 30, 2023. There was no allowance for doubtful accounts at June 30, 2023 and 2022.

##### Property and equipment

Property and equipment are recorded at cost. Depreciation and amortization is computed using the straight-line method on a basis considered adequate to depreciate the assets over their estimated useful lives, which range from three to twenty-five years. Leasehold improvements are amortized over the lesser of the lease term or useful life.

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

##### Leases

The Charter School leases its facilities and copier equipment, and determines if an arrangement is a lease at inception. Operating leases are included in operating lease right-of-use (ROU) assets, current liabilities, and other liabilities on the accompanying statement of financial position.

ROU assets represent the Charter School's right to use an underlying asset for the lease term and lease liabilities represent the obligation to make lease payments arising from the lease. Operating lease ROU assets and liabilities are recognized at commencement date based on the present value of lease payments over the lease term. As most of the leases do not provide an implicit rate, the Charter School uses a risk-free rate based on the information available at commencement date in determining the present value of lease payments. The operating lease ROU asset also includes any lease payments made and excludes lease incentives. The lease terms may include options to extend or terminate the lease when it is reasonably certain that the Charter School will exercise that option. Lease expense for operating lease payments is recognized on a straight-line basis over the lease term.

## INTEGRATION CHARTER SCHOOLS

### NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

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

The Charter School's lease agreements do not contain any material residual value guarantees or material restrictive covenants.

In evaluating contracts to determine if they qualify as a lease, the Charter School considers factors such as if the Charter School has obtained substantially all of the rights to the underlying asset through exclusivity, if the Charter School can direct the use of the asset by making decisions about how and for what purpose the asset will be used and if the lessor has substantive substitution rights. This evaluation may require significant judgment.

##### Tax exempt status

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

The Charter School files Form 990 tax returns in the U.S. federal jurisdiction. The tax returns for the years ended June 30, 2020 through June 30, 2023 are still subject to potential audit by the IRS. Management of the Charter School believes it has no material uncertain tax positions and, accordingly it will not recognize any liability for unrecognized tax benefits.

##### Contributed goods and services

The Charter School receives contributed goods and services from volunteers and board members who volunteer their time and perform a variety of services. These services are not valued in the financial statements because they do not require "specialized skills" and would typically not be purchased if they were not contributed. In addition, the Charter School received donated transportation services from certain local school districts as part of their responsibilities to the students residing in their districts. The Charter School was unable to determine a value for these services.

##### Marketing costs

The Charter School expenses marketing costs as they are incurred. Total marketing and recruiting costs approximated \$212,600 and \$356,700 for the years ended June 30, 2023 and 2022, respectively.

##### Use of estimates in the preparation of financial statements

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

##### Comparatives for year ended June 30, 2022

The financial statements include certain prior year summarized comparative information in total but not by net asset or functional classification. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the Charter School's financial statements for the year ended June 30, 2022, from which the summarized information was derived.

## INTEGRATION CHARTER SCHOOLS

### NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

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

##### Functional allocation of expenses

The costs of programs and supporting services activities have been summarized on a functional basis in the statement of activities. The statement of functional expenses present the natural classification detail of expenses by function. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

##### Adoption of new accounting standard - leases

In February 2016, the FASB issued a new standard related to leases to increase transparency and comparability among entities by requiring the recognition of ROU assets and lease liabilities on the statement of financial position. Most prominent among the changes in the standard is the recognition of ROU assets and lease liabilities by lessees for those leases classified as operating leases under current U.S. GAAP. For nonpublic entities, the FASB voted on May 20, 2020, to extend the guidance in this new standard to be effective for fiscal years beginning after December 15, 2021, and interim periods within fiscal years beginning after December 15, 2022. The Charter School adopted ASC 842 with the date of initial application of July 1, 2022.

The Charter School recognized and measured leases existing at July 1, 2022 (the beginning of the period of adoption) through a cumulative effect adjustment, with certain practical expedients available. Lease disclosures for the year ended June 30, 2022 are made under prior lease guidance in FASB ASC 840.

As part of the adoption of ASC 842, the Charter School elected practical expedients to account for the existing operating leases as operating leases under the new guidance, without reassessing (a) whether the contracts contain leases under the new standard; (b) whether classification of capital leases or operating leases would be different in accordance with the new guidance; or (c) whether the unamortized initial direct costs before transition adjustments would have met the definition of initial direct costs in the new guidance at lease commencement.

As a result of the adoption of the new lease accounting guidance, the Charter School recognized on July 1, 2022 a lease liability of \$96,633,657, which represents the present value of the remaining operating lease payments of \$130,038,643, discounted using the Charter School's weighted average risk free rate of 3.30%, and a right-of-use asset of \$87,544,860, which represents the operating lease liability of \$96,633,657 adjusted for deferred lease liability of \$3,163,307 and unamortized lease incentive liability of \$5,925,490.

The standard had a material impact on the accompanying statement of financial position but did not have a material impact on the statement of activities and changes in net assets, nor statement of cash flows. The most significant impact was the recognition of ROU assets and lease liabilities for operating leases.

## INTEGRATION CHARTER SCHOOLS

### NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

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

##### New accounting pronouncement – credit losses

In June 2016 the FASB issued ASU 2016-13, "Financial Instruments – Credit Losses (Topic 326): Measurement of Credit Losses on Financial Instruments" (ASU 2016-13), which requires entities to use a new impairment model referred to as the current expected credit losses (CECL) model rather than incurred losses. The new standard affects accounting for loans, accounts (trade) receivable, held-to-maturity debt securities, and other financial assets included in the scope. For non-public entities, the new standard is effective for fiscal years beginning after December 15, 2022, including interim periods within those fiscal years. The Charter School is currently evaluating the provisions of this standard to determine the impact the new standard will have on the Charter School's financial position or results of operations.

##### Reclassifications

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

##### Subsequent events

The Charter School has conducted an evaluation of potential subsequent events occurring after the statement of financial position date through October 25, 2023, which is the date the financial statements are available to be issued. No subsequent events requiring disclosure were noted.

#### NOTE B: RELATED PARTY TRANSACTIONS

During the year ended June 30, 2019, a board member and a former board member formed an entity, The ICS Foundation, Inc. (the "Foundation"). The Foundation supports the operations of ICS by providing assistance with real estate and facilities related needs, and by raising funds and resources that will provide the support needed to enhance the experience of the Charter School's students. There is no formal loan agreement or terms of repayment. At June 30, 2023 and 2022, the Charter School had \$225,555 and \$444,619, respectively, of receivables from the Foundation. See Note D for a description of the lease between the Charter School and Foundation.

The cost of the construction at Richmond Avenue was paid for by the Foundation, at its own cost and expense. It consisted of renovating the existing building and constructing a new building for the Charter School to use. Funding for the capital construction was provided through the issuance of bonds (Series 2021) funded by Build NYC Resource Corporation. The Series 2021A and 2021B Bonds have par values of \$36,135,000 and \$715,000, respectively. The Charter School will not be obligated to make payments under this bond agreement with respect to debt services on the Series 2021 Bonds. However, under the terms of the lease, amounts payable by the Charter School to the Foundation are expected to be sufficient to pay all scheduled debt service on the Series 2021 Bonds.

The Charter School is required to meet certain covenants on the above-cited bond agreements. At June 30, 2023, the Charter School was not in compliance with these covenants. This noncompliance may result in the Charter School having to engage an outside financial consultant to evaluate operations at the Charter School.



INTEGRATION CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

NOTE C: LIQUIDITY AND AVAILABILITY

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

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

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

Financial assets available for general expenditure, that is, without donor restrictions limiting their use, within one year of the statement of financial position date, comprise the following:

	<u>June 30,</u>	
	<u>2023</u>	<u>2022</u>
Cash and cash equivalents	\$ 2,111,767	\$ 9,762,876
Grants and other receivables	<u>3,483,095</u>	<u>1,725,640</u>
Total financial assets available to management for general expenditures within one year	<u>\$ 5,594,862</u>	<u>\$ 11,488,516</u>
Less:		
Amounts unavailable for general expenditures within one year due to:		
Restricted by donors with purpose restrictions	<u>-</u>	<u>(457,181)</u>
Total amounts unavailable to management for general expenditures within one year	<u>\$ 5,594,862</u>	<u>\$ 11,031,335</u>

## INTEGRATION CHARTER SCHOOLS

### NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

#### NOTE D: LEASES

The Charter School has two leases for the facility they use for school operations. The facility is with the same third party but covers multiple floors within the same building. Total rent expense for the years ended June 30, 2023 and 2022 were \$7,072,826 and \$7,105,314, respectively.

The first lease was originally signed in January 2011, and was amended an additional three times. The current monthly base rent is \$122,200. The lease is set to expire in August 2031. A \$412,060 reservation payment was required, which is being amortized on a straight line basis over the life of the lease. That amount is reflected on the statement of financial position as lease acquisition cost, and was \$180,265 and \$200,868 at June 30, 2023 and 2022, respectively. The Charter School made several security deposit payments totaling \$500,000.

The second lease agreement was originally signed in March of 2018 and was amended once. It commenced in September 2021. The current monthly base rent is \$385,801. This lease is set to expire in August 2041. The Charter School's security deposit total is \$1,157,402, to be made in five equal installments of \$231,480. Total security deposits totaled \$462,961 and \$231,480 at June 30, 2023 and 2022, respectively.

The Charter School also has several printers and copiers that they lease. Monthly payments range from \$400 to \$1,632, and expiration dates ranging from September 2024 to December 2026.

A summary of lease right-of-use assets and liabilities at June 30, 2023 are as follows:

<u>Statement of Financial Position Classification</u>		
<u>Assets</u>		
Right-of-use asset	Other assets	<u>\$ 83,602,541</u>
<u>Liabilities</u>		
Current portion of lease liabilities	Current liabilities	\$ 3,702,545
Long-term lease liabilities	Other liabilities	<u>89,926,497</u>
		<u>\$ 93,629,042</u>

The components of lease expense for the year ended June 30, 2023 were as follows:

Operating lease cost:	
Operating lease expense	\$ 7,087,451
Short-term lease cost	<u>51,489</u>
Total lease cost	<u>\$ 7,138,940</u>

INTEGRATION CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

NOTE D: LEASES, Cont'd

As of June 30, 2023, minimum payments due for lease liabilities for each of the five succeeding fiscal years and thereafter are as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2024	\$ 6,713,467
2025	6,846,850
2026	6,838,322
2027	7,343,692
2028	7,486,513
Thereafter	<u>88,690,052</u>
Total lease payments	123,918,896
Less: Interest	<u>(30,289,854)</u>
Present value of lease liabilities	<u><u>\$ 93,629,042</u></u>

Supplemental information for the year ended June 30, 2023:

Cash paid for amounts included in the measurement of lease liabilities	
Operating cash flows from operating leases	\$ 6,149,348
Right-of-use assets obtained in exchange for new lease liabilities (non-cash):	
Operating leases	\$ 27,935
Weighted-average remaining lease term:	
Operating leases	16.90 years
Weighted-average discount rate:	
Operating leases	3.30%

INTEGRATION CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

NOTE D: LEASES, Cont'd

As of June 30, 2023, the Charter School has an additional facility lease with the Foundation that has not yet commenced for a new property on Richmond Avenue. Lease payments will begin in July 2023 at a monthly rate of \$144,051 and will steadily increase to \$524,324 through June 2063. Minimum payments due for the lease are as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2024	\$ 1,728,615
2025	2,740,300
2026	2,785,400
2027	2,875,010
2028	2,973,581
Thereafter	<u>151,394,037</u>
	<u>\$ 164,496,943</u>

NOTE E: PROPERTY AND EQUIPMENT

Property and equipment consist of the following:

	<u>June 30,</u>	
	<u>2023</u>	<u>2022</u>
Furniture and fixtures	\$ 1,209,584	\$ 630,247
Office equipment	948,179	761,361
Autos and trucks	13,337	13,337
Computer equipment	207,276	197,579
Software	-	62,189
Leasehold improvements	<u>13,296,752</u>	<u>13,191,253</u>
	15,675,128	14,855,966
Less accumulated depreciation and amortization	<u>2,832,702</u>	<u>1,930,669</u>
	<u>\$ 12,842,426</u>	<u>\$ 12,925,297</u>

NOTE F: RETIREMENT PLAN

The Charter School participates in a deferred compensation 401(k) profit sharing plan covering all eligible employees, which includes full-time, part-time, temporary, and per diem employees. Employees are eligible to enroll in the plan on their first day of employment, and are eligible for employer contribution once they have completed at least one full day of service. The Charter School may in its discretion match up to 5% of the participating employee's salary in any given year. Employees will be advised whether a match will happen in any particular year and, if so, what the amount of the match will be. Employees are fully vested in any matching contributions and interest thereon after completing two years of employment with the Charter School. The Charter School's total contribution to the Plan for the years ended June 30, 2023 and 2022 was \$359,778 and \$701,987, respectively.

INTEGRATION CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

NOTE G: LONG-TERM DEBT

The Charter School entered into four notes payable with its landlord for the renovation of the Charter School's space. These notes are secured by the Charter School's property and cross collateralized with the related leases.

Notes payable consist of the following.

	<u>June 30,</u>	
	<u>2023</u>	<u>2022</u>
Note payable to a third-party that is the lessor of the building ICS leases. Terms include monthly installments of \$4,420, including interest at 8.75% with the remaining balance due in August of 2031.	\$ 308,642	\$ 333,509
Note payable to a third-party that is the lessor of the building ICS leases. Terms include monthly installments of \$2,376, including interest at 8.90% with the remaining balance due in August of 2031.	165,034	178,212
Note payable to a third-party that is the lessor of the building ICS leases. Terms include monthly installments of \$1,970, including interest at 8.90% with the remaining balance due in August of 2031.	134,935	147,773
Note payable to a third-party that is the lessor of the building ICS leases. Terms include monthly installments of \$10,772, including interest at 8.00% with the remaining balance due in August of 2031.	773,292	837,866
Note payable repaid in full	-	2,579,130
	1,381,903	4,076,490
Less unamortized debt issuance cost	-	(40,000)
Less current portion of notes payable	(123,530)	(323,051)
	<u>\$ 1,258,373</u>	<u>\$ 3,713,439</u>

The future minimum principal payments on these notes are as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2024	\$ 123,530
2025	134,121
2026	145,772
2027	158,438
2028	172,208
Thereafter	647,834
	<u>\$ 1,381,903</u>

## INTEGRATION CHARTER SCHOOLS

### NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

#### NOTE H: CONTINGENCIES

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

In the normal course of business, the Charter School may be involved in proceedings, lawsuits, and other claims. These matters are subject to many uncertainties, and outcomes are not predictable with a high degree of assurance. As a result, the ultimate aggregate amount of monetary liability or financial impact with respect to these matters as of June 30, 2023, cannot be ascertained.

#### NOTE I: CONCENTRATIONS

At June 30, 2023 and 2022, approximately 80% and 97%, respectively, of grants and other receivables are due from New York State relating to certain grants.

For the years ended June 30, 2023 and 2022, 77% and 81%, respectively of total operating revenue and support came from per pupil funding provided by New York State. The per pupil rate is set annually by the State based on the school district in which the Charter School's students are located.

#### NOTE J: NET ASSETS

Net assets without donor restrictions are as follows:

	June 30,	
	2023	2022
Undesignated	\$ (7,758,368)	\$ (3,702,461)
Invested in property and equipment, net of related debt	11,460,523	11,427,937
	<u>\$ 3,702,155</u>	<u>\$ 7,725,476</u>

Net assets with donor restrictions are as follows:

	June 30,	
	2023	2022
Mala - School Expansion	\$ -	\$ 122,972
Culinary Program	-	249,693
Scholarships	-	1,500
Bernie Glassman Charter School	-	30,716
Lavelle Prep Music Program	-	44,800
Other Programs	-	7,500
	<u>\$ -</u>	<u>\$ 457,181</u>

INTEGRATION CHARTER SCHOOLS

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2023

(With Comparative Totals for 2022)

NOTE K: FUNCTIONAL EXPENSES

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

NOTE L: ACCOUNTING IMPACT OF COVID-19 OUTBREAK

In response to the COVID-19 outbreak, the Federal Government passed several COVID relief acts which include funding for elementary and secondary education. The Elementary and Secondary School Emergency Relief Fund (ESSER Fund) was established to award grants to state and local educational agencies. The Charter School has recognized \$1,831,099 and \$1,066,263 of revenue relative to ESSER grants during the years ended June 30, 2023 and 2022, respectively.

**INTEGRATION CHARTER SCHOOLS**

**OTHER FINANCIAL INFORMATION**



INDEPENDENT AUDITOR'S REPORT ON OTHER FINANCIAL INFORMATION

Board of Trustees  
Integration Charter Schools

We have audited the financial statements of Integration Charter Schools as of and for the year ended June 30, 2023, and we have issued our report thereon dated October 25, 2023, which contained an unmodified opinion on those financial statements. Our audit was performed for the purpose of forming an opinion on the financial statements as a whole. The financial information hereinafter is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements for the year ended June 30, 2023, as a whole.



Rochester, New York  
October 25, 2023

# INTEGRATION CHARTER SCHOOLS

## STATEMENT OF ACTIVITIES BY CHARTER

YEAR ENDED JUNE 30, 2023

	Integration Charter Schools Network	John W. Lavelle Preparatory Charter School	Early College Charter High School	New Ventures Charter School	Richmond Preparatory Charter School	Total
Revenue, gains and other support:						
Public school district						
Per pupil revenue - Regular Ed	\$ -	\$ 14,862,825	\$ 4,721,071	\$ 2,235,723	\$ 3,815,222	\$ 25,634,841
Per pupil revenue - SPED	-	4,702,885	1,326,469	947,318	1,516,287	8,492,959
Grants and contracts						
Federal - Title and IDEA	-	676,375	166,190	131,376	86,580	1,060,521
Federal - Other	-	1,357,360	333,779	245,737	685,910	2,622,786
State and local	-	381,420	21,236	13,792	11,429	427,877
NYC DoE rental assistance	-	2,396,325	1,112,434	602,403	1,065,530	5,176,692
Food service/child nutrition program	-	455,734	107,480	38,007	98,154	699,375
TOTAL REVENUE, GAINS, AND OTHER SUPPORT	-	24,832,924	7,788,659	4,214,356	7,279,112	44,115,051
Personnel services costs:						
Administrative personnel	-	3,865,576	1,261,186	787,841	1,020,946	6,935,549
Instructional personnel	-	11,082,133	3,507,082	1,418,176	2,454,029	18,461,420
Non-instructional personnel	-	586,861	185,831	88,376	138,438	999,506
TOTAL PERSONNEL SERVICES COSTS	-	15,534,570	4,954,099	2,294,393	3,613,413	26,396,475
Fringe benefits and payroll taxes	-	4,145,358	1,353,544	625,218	970,470	7,094,590
Retirement	-	210,974	58,472	35,953	61,546	366,945
Legal service	-	121,823	40,499	16,767	25,912	205,001
Accounting and audit services	-	75,104	22,252	11,680	12,204	121,240
Other professional and consulting service	-	312,240	168,526	48,327	230,847	759,940
Building and land rent	-	3,599,102	1,206,058	846,826	1,420,840	7,072,826
Repairs and maintenance	-	520,008	173,939	85,740	127,925	907,612
Insurance	-	118,390	37,673	18,153	27,465	201,681
Utilities	-	659,496	268,631	153,718	148,019	1,229,864
Supplies and materials	-	458,178	183,705	39,780	104,332	785,995
Equipment/Furnishings	-	221,154	42,221	21,205	80,757	365,337
Professional development	-	194,582	115,819	51,125	32,005	393,531
Marketing and recruitment	-	114,342	31,165	15,129	51,969	212,605
Technology	-	206,420	60,560	35,902	44,061	346,943
Food service	-	327,207	-	12,051	59,354	398,612
Student services	-	65,934	44,898	81,687	4,470	196,989
Office expense	-	32,915	12,039	7,320	14,279	66,553
Depreciation and amortization	-	630,214	199,700	94,595	146,887	1,071,396
Other	249,696	195,951	56,017	26,822	24,121	552,607
TOTAL EXPENSES	249,696	27,743,962	9,029,817	4,522,391	7,200,876	48,746,742
(DEFICIT) SURPLUS FROM SCHOOL OPERATIONS	(249,696)	(2,911,038)	(1,241,158)	(308,035)	78,236	(4,631,691)
Support and other revenue:						
Interest and other income	-	34,671	9,914	4,702	7,287	56,574
Contributions	-	15,828	4,459	2,127	36,964	59,378
Miscellaneous income	-	20,275	5,759	2,677	6,526	35,237
SUPPORT AND OTHER REVENUE	-	70,774	20,132	9,506	50,777	151,189
CHANGE IN NET ASSETS	\$ (249,696)	\$ (2,840,264)	\$ (1,221,026)	\$ (298,529)	\$ 129,013	\$ (4,480,502)

INTEGRATION CHARTER SCHOOLS

STATEMENT OF FUNCTIONAL EXPENSES BY CHARTER –  
LAVELLE PREPARATORY CHARTER SCHOOL

YEAR ENDED JUNE 30, 2023

	No. of Positions	Program Services			Support Services		Total
		Regular education	Special education	Total	Management and General	Fundraising and Community	
Personnel services costs:							
Administrative personnel	57	\$ 1,244,667	\$ 595,846	\$ 1,840,513	\$ 1,960,648	\$ 64,415	\$ 3,865,576
Instructional personnel	142	7,477,160	3,579,464	11,056,624	24,762	747	11,082,133
Non-instructional personnel	11	280,243	134,159	414,402	172,459		586,861
Total personnel services costs	210	9,002,070	4,309,469	13,311,539	2,157,869		15,534,570
Fringe benefits and payroll taxes		2,401,624	1,149,706	3,551,330	576,644	65,162	4,145,358
Retirement		122,228	58,513	180,741	29,348	885	210,974
Legal service		-	-	-	121,823	-	121,823
Accounting and audit services		-	-	-	75,104	-	75,104
Other professional and consulting services		32,786	15,695	48,481	263,432	327	312,240
Building and land rent		2,085,150	998,203	3,083,353	500,656	15,093	3,599,102
Repairs and maintenance		301,268	144,223	445,491	72,336	2,181	520,008
Insurance		68,589	32,836	101,425	16,469	496	118,390
Utilities		382,081	182,909	564,990	91,740	2,766	659,496
Supplies and materials		309,848	148,330	458,178	-	-	458,178
Equipment/Furnishings		149,558	71,596	221,154	-	-	221,154
Professional development		129,782	62,129	191,911	2,593	78	194,582
Marketing and recruitment		73,765	35,313	109,078	5,110	154	114,342
Technology		115,538	55,310	170,848	34,736	836	206,420
Food service		221,277	105,930	327,207	-	-	327,207
Student services		44,589	21,345	65,934	-	-	65,934
Office expense		19,070	9,128	28,198	4,579	138	32,915
Depreciation and amortization		365,116	174,789	539,905	87,666	2,643	630,214
Other		-	-	-	-	2,321	195,951
		<u>\$ 15,824,339</u>	<u>\$ 7,575,424</u>	<u>\$ 23,399,763</u>	<u>\$ 4,233,735</u>	<u>\$ 110,464</u>	<u>\$ 27,743,962</u>
				193,630			
		-	-				

INTEGRATION CHARTER SCHOOLS

STATEMENT OF FUNCTIONAL EXPENSES BY CHARTER –  
EARLY COLLEGE CHARTER HIGH SCHOOL

YEAR ENDED JUNE 30, 2023

	No. of Positions	Program Services			Support Services		
		Regular education	Special education	Total	Management and General	Fundraising and Community	Total
Personnel services costs:							
Administrative personnel	20	\$ 446,037	\$ 169,187	\$ 615,224	\$ 641,685	\$ 4,277	\$ 1,261,186
Instructional personnel	42	2,538,832	963,011	3,501,843	5,207	32	3,507,082
Non-instructional personnel	4			131,114			185,831
Total personnel services costs	66	3,079,927	1,168,254	4,248,181	701,609		4,954,099
Fringe benefits and payroll taxes		841,290	319,111	1,160,401	191,966	1,177	1,353,544
Retirement	95,058	36,343	13,785	50,128	8,293	51	58,472
Management fees		-	-	-	-	-	-
Legal service		36,056	11,137	47,193	-	-	40,499
Accounting and audit services		-	-	-	22,252	-	22,252
Other professional and consulting services		47,915	18,174	66,089	94,215	8,222	168,526
Building and land rent		749,620	284,340	1,033,960	171,049	1,049	1,206,058
Repairs and maintenance		108,111	41,008	149,119	24,669	151	173,939
Insurance		23,416	8,881	32,297	5,343	33	37,673
Utilities		166,967	63,332	230,299	38,099	233	268,631
Supplies and materials		133,186	50,519	183,705	-	-	183,705
Equipment/Furnishings		29,634	11,240	40,874	1,339	8	42,221
Professional development		77,455	29,379	106,834	8,979	6	115,819
Marketing and recruitment		20,078	7,616	27,694	3,450	21	31,165
Technology		36,217	13,737	49,954	10,555	51	60,560
Student services		32,551	12,347	44,898	-	-	44,898
Office expense		7,483	2,839	10,322	1,707	10	12,039
Depreciation and amortization		124,123	47,081	171,204	28,322	174	199,700
Other		440					56,017
		\$ 5,544,118	\$ 2,102,946	\$ 7,647,064	\$ 1,367,258	\$ 15,495	\$ 9,029,817
				55,411			
		166	606				
					-		

INTEGRATION CHARTER SCHOOLS

STATEMENT OF FUNCTIONAL EXPENSES BY CHARTER-  
NEW VENTURES CHARTER SCHOOL

YEAR ENDED JUNE 30, 2023

	No. of Positions	Program Services			Support Services		Total
		Regular education	Special education	Total	Management and General	Fundraising and Community	
Personnel services costs:							
Administrative personnel	12	\$ 269,629	\$ 197,098	\$ 466,727	\$ 319,080	\$ 2,034	\$ 787,841
Instructional personnel	17	815,905	596,425	1,412,330	5,812	34	1,418,176
Non-instructional personnel	2			62,354			88,376
Total personnel services costs	31	1,121,557		1,941,411	350,914		2,294,393
Fringe benefits and payroll taxes		305,548	819,854	528,902	95,751	565	625,218
Retirement	36,023	17,570	12,844	30,414	5,506	2,068	35,953
Management fees		-	-	-	-	-	-
Legal service		26,331	-	26,022	16,767	-	16,767
Accounting and audit services		-	-	-	11,680	-	11,680
Other professional and consulting services		4,273	3,124	7,397	40,880	50	48,327
Building and land rent		413,850	302,523	716,373	129,690	763	846,826
Repairs and maintenance		41,901	30,631	72,532	13,131	77	85,740
Insurance		8,871	6,486	15,357	2,780	16	18,153
Utilities		75,123	54,914	130,037	23,542	139	153,718
Supplies and materials		22,981	16,799	39,780	-	-	39,780
Equipment/Furnishings		12,250	8,955	21,205	-	-	21,205
Professional development		29,278	21,402	50,680	442	3	51,125
Marketing and recruitment		8,489	6,203	14,692	434	3	15,129
Technology		17,015	12,438	29,453	6,418	31	35,902
Food service		6,962	5,089	12,051	-	-	12,051
Student services		47,191	34,496	81,687	-	-	81,687
Office expense		3,577	2,615	6,192	1,121	7	7,320
Depreciation and amortization		46,230	33,793	80,023	14,487	85	94,595
Other		-	-	-	-	452	26,822
		<u>\$ 2,182,666</u>	<u>\$ 1,595,520</u>	<u>\$ 3,778,186</u>	<u>\$ 739,913</u>	<u>\$ 4,292</u>	<u>\$ 4,522,391</u>

26,370

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INTEGRATION CHARTER SCHOOLS

STATEMENT OF FUNCTIONAL EXPENSES BY CHARTER –  
RICHMOND PREPARATORY CHARTER SCHOOL

YEAR ENDED JUNE 30, 2023

	No. of Positions	Program Services			Support Services		Total
		Regular education	Special education	Total	Management and General	Fundraising and Community	
Personnel services costs:							
Administrative personnel	12	\$ 319,565	\$ 210,699	\$ 530,264	\$ 487,495	\$ 3,187	\$ 1,020,946
Instructional personnel	35	1,477,052	973,864	2,450,916	3,094	19	2,454,029
Non-instructional personnel	3			97,674			138,438
Total personnel services costs	50	1,855,481		3,078,854	531,353		3,613,413
			1,223,373				
Fringe benefits and payroll taxes		498,216	328,489	826,705	142,904	861	970,470
Retirement	58,864	31,596	20,832	52,428	9,063	3,206 55	61,546
Legal service		-	-	-	25,912	-	25,912
Accounting and audit services		38,810	-	40,764	12,204	-	12,204
Other professional and consulting services		74,429	49,073	123,502	107,267	78	230,847
Building and land rent		729,424	480,931	1,210,355	209,225	1,260	1,420,840
Repairs and maintenance		65,674	43,301	108,975	18,838	112	127,925
Insurance		14,100	9,297	23,397	4,044	24	27,465
Utilities		75,989	50,102	126,091	21,797	131	148,019
Supplies and materials		62,842	41,434	104,276	56	-	104,332
Equipment/Furnishings		48,669	32,088	80,757	-	-	80,757
Professional development		18,878	12,447	31,325	676	4	32,005
Marketing and recruitment		30,841	20,335	51,176	787	6	51,969
Technology		21,753	14,343	36,096	7,928	37	44,061
Food service		35,770	23,584	59,354	-	-	59,354
Student services		2,694	1,776	4,470	-	-	4,470
Office expense		7,330	4,833	12,163	2,103	13	14,279
Depreciation and amortization		75,408	49,719	125,127	21,630	130	146,887
Other		-					24,121
		\$ 3,649,094	\$ 2,405,957	\$ 6,055,051	\$ 1,139,908	\$ 5,917	\$ 7,200,876

24,121

- -

-

INTEGRATION CHARTER SCHOOLS

STATEMENT OF FUNCTIONAL EXPENSES BY CHARTER –  
INTEGRATION CHARTER SCHOOLS NETWORK

YEAR ENDED JUNE 30, 2023

	No. of Positions	Program Services			Support Services		
		Regular education	Special education	Total	Management and General	Fundraising and Community	Total
Personnel services costs:							
Administrative personnel	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Instructional personnel	-	-	-	-	-	-	-
Non-instructional personnel	-	-	-	-	-	-	-
Total personnel services costs	-	-	-	-	-	-	-
Fringe benefits and payroll taxes		-	-	-	-	-	-
Retirement		-	-	-	-	-	-
Legal service		-	-	-	-	-	-
Accounting and audit services	-	=	=	=	=	=	-
Other professional and consulting services		-	-	-	-	-	-
Building and land rent		-	-	-	-	-	-
Repairs and maintenance		-	-	-	-	-	-
Insurance		-	-	-	-	-	-
Utilities		-	-	-	-	-	-
Supplies and materials		-	-	-	-	-	-
Equipment/Furnishings		-	-	-	-	-	-
Professional development		-	-	-	-	-	-
Marketing and recruitment		-	-	-	-	-	-
Technology		-	-	-	-	-	-
Food service		-	-	-	-	-	-
Student services		-	-	-	-	-	-
Office expense		-	-	-	-	-	-
Depreciation and amortization		-	-	-	-	-	-
Other		-	-	-	249,696	-	249,696
		\$ -	\$ -	\$ -	\$ 249,696	\$ -	\$ 249,696
			-				
				-		-	
		-	-				
					-		

**INTEGRATION CHARTER SCHOOLS**

**REPORT TO THE AUDIT COMMITTEE**

**JUNE 30, 2023**



BUSINESS  
ADVISORS  
AND CPAS



October 25, 2023

The Finance/Audit Committee  
Integration Charter Schools

We have audited the financial statements of Integration Charter Schools as of and for the year ended June 30, 2023, and have issued our report thereon dated October 25, 2023. Professional standards require that we advise you of the following matters relating to our audit.

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

As communicated in our engagement letter dated July 17, 2023, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of its respective responsibilities.

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

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

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

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

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

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

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

We have identified the following significant risks:

- Management override
- Improper revenue recognition
- Improper allocation of expenses to grants
- Misappropriation of assets
- Improper implementation of ASC 842 - Leases

Professional auditing standards require that we identify and assess risks and design and perform our audit procedures to address those risks. The identification of a risk does not mean it has occurred but rather it has the potential to impact the financial statements.

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

### *Significant Accounting Policies*

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by Integration Charter Schools is included in Note A to the financial statements. As described in Note A to the financial statements, during the year, the Charter School adopted new guidance for leases (ASC 842). No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

### *Significant Accounting Estimates*

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

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

### *Financial Statement Disclosures*

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting Integration Charter Schools' financial statements relate to revenue and support recognition and lease commitments which is referred to in the notes of the financial statements.

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

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

## **Uncorrected and Corrected Misstatements**

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

## **Disagreements with Management**

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

## **Representations Requested from Management**

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

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

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

## **Other Significant Matters, Findings or Issues**

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

## **Other Matters**

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

\* \* \* \* \*

Should you desire further information concerning these matters, Michelle Cain or Blake Sanderson will be happy to meet with you at your convenience.

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

Very truly yours,

A solid black rectangular box used to redact a signature.

MENGEL, METZGER, BARR & CO. LLP



Mengel, Metzger, Barr & Co., LLP  
Certified Public Accountants  
100 Chestnut Street, Suite 1200  
Rochester, New York 14604October

This representation letter is provided in connection with your audit of the financial statements of Integration Charter Schools, which comprise the statement of financial position as of June 30, 2023, and the related statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, for the purpose of expressing an opinion on whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

We confirm that to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves as of the date of this representation letter:

#### **Financial Statements**

- We have fulfilled our responsibilities, as set out in the terms of the audit engagement dated July 17, 2023, for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
- All related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.
- All subsequent events to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.



- The effects of all known actual or possible litigation and claims have been accounted for and disclosed in accordance with U.S. GAAP.
- Disclosures included in the financial statements regarding the relevant significant business, financial, and reporting impacts of the COVID-19 outbreak accurately reflect management's full consideration of such impacts.
- We have complied with all contractual agreements, grants, and donor restrictions
- We have maintained an appropriate composition of assets in amounts needed to comply with all donor restrictions.
- We have accurately presented the entity's position regarding taxation and tax-exempt status.
- The bases used for allocation of functional expenses are reasonable and appropriate.
- We have included in the financial statements all assets and liabilities under the entity's control.
- We have designed, implemented, and maintained adequate internal controls over the receipt and recording of contributions.
- Reclassifications between net asset classes are proper.
- The governing board's interpretations concerning whether laws place restrictions on net appreciation of donor-restricted endowments are reasonable and have been disclosed to you.
- Methods and significant assumptions used by management to determine fair values, their consistency in application, and the completeness and adequacy of fair value information for financial statement measurement and disclosure purposes are appropriate.
- With respect to the non-attest services provided, we have performed the following:
  1. Made all management decisions and performed all management functions;
  2. Assigned a competent individual to oversee the services;
  3. Evaluated the adequacy of the services performed;
  4. Evaluated and accepted responsibility for the result of the service performed; and
  5. Established and maintained internal controls, including monitoring ongoing activities.



## Information Provided

- We have provided you with:
  - Access to all information, of which we are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, meeting minutes,<sup>8</sup> and other matters;
  - Additional information that you have requested from us for the purpose of the audit; and
  - Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
- All transactions have been recorded in the accounting records and are reflected in the financial statements.
- We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- We have provided to you our analysis of the entity's ability to continue as a going concern, including significant conditions and events present, and if necessary, our analysis of management's plans, and our ability to achieve those plans.
- We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
  1. Management;
  2. Employees who have significant roles in internal control; or
  3. Others when the fraud could have a material effect on the financial statements.
- We have no knowledge of any instances, that have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance, whether communicated by employees, former employees, vendors, regulators, or others.
- We have no knowledge of any noncompliance or suspected noncompliance with laws, regulations, contracts, and grant agreements whose effects should be considered when preparing financial statements.
- We are not aware of any pending or threatened litigation, claims, and assessments whose effects should be considered when preparing the financial statements.
- We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.
- We have a process to track the status of audit findings and recommendations.



- We have identified for you all previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- We have provided views on your reported audit findings, conclusions, and recommendations, as well as our planned corrective actions, for the report.
- We have no knowledge of any allegations of fraud, or suspected fraud, affecting the entity's financial statements communicated by employees, former employees, vendors (contractors), regulators, or others.
- Integration Charter Schools has no plans or intentions that may materially affect the carrying value or classification of assets and liabilities.
- We have disclosed to you all guarantees, whether written or oral, under which Integration Charter Schools is contingently liable.
- We have complied with all aspects of grant agreements and other contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- We have considered the accounting and reporting requirements of FASB ASC 740-10. We believe there are no material liabilities (or reduction in amounts refundable) required for unrecognized tax benefits related to our tax positions, as defined and described in FASB ASC 740-10-20.

### **Single Audit**

#### **With respect to federal awards, we represent the following to you:**

- We are responsible for understanding and complying with and have complied with the requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).
- We are responsible for the preparation and presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance.
- We believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with the Uniform Guidance.
- As part of your audits, you prepared the draft financial statements and related notes and schedule of expenditures of federal awards. We have designated an individual with suitable skill, knowledge, or experience to oversee your services and have made all management decisions and





performed all management functions. We have reviewed, approved, and accepted responsibility for those financial statements and related notes and schedule of expenditures of federal awards.

- The methods of measurement or presentation have not changed from those used in the prior period.
- We believe the significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards, and the basis for our assumptions and interpretations, are reasonable and appropriate in the circumstances.
- We are responsible for including the auditor's report on the schedule of expenditures of federal awards in any document that contains the schedule and that indicates that the auditor has reported on such information.
- We have identified and disclosed all of our government programs and related activities subject to the Uniform Guidance compliance audit.
- We have notified you of federal awards and funding increments that were received before December 26, 2014 (if any), and differentiated those awards from awards and funding increments received on or after December 26, 2014, and subject to the audit requirements of the Uniform Guidance.
- When the schedule of expenditures of federal awards is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the schedule of expenditures of federal awards no later than the date of issuance by the entity of the schedule of expenditures of federal awards and the auditor's report thereon.
- We have, in accordance with the Uniform Guidance, identified in the schedule of expenditures of federal awards, expenditures made during the audit period for all awards provided by federal agencies in the form of grants, federal cost-reimbursement contracts, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, food commodities, direct appropriations, and other assistance.
- We have provided to you our interpretations of any compliance requirements that are subject to varying interpretations.
- We have made available to you all federal awards (including amendments, if any) and any other correspondence relevant to federal programs and related activities that have taken place with federal agencies or pass-through entities.



- We have received no requests from a federal agency to audit one or more specific programs as a major program.
- We have identified and disclosed to you all amounts questioned and any known noncompliance with the direct and material compliance requirements of federal awards, including the results of other audits or program reviews or stated that there was no such noncompliance. We also know of no instances of noncompliance with direct and material compliance requirements occurring subsequent to the period covered by the auditor's report.
- We have disclosed to you any communications from federal awarding agencies and pass-through entities concerning possible noncompliance with the direct and material compliance requirements, including communications received from the end of the period covered by the compliance audit to the date of the auditor's report.
- We have made available to you all documentation related to compliance with the direct and material compliance requirements, including information related to federal program financial reports and claims for advances and reimbursements.
- Federal program financial reports and claims for advances and reimbursements are supported by the books and records from which the basic financial statements have been prepared (and are prepared on a basis consistent with the schedule of expenditures of federal awards).
- The copies of federal program financial reports provided to you are true copies of the reports submitted, or electronically transmitted, to the respective federal agency or pass-through entity, as applicable.
- We have properly classified amounts claimed or used for matching in accordance with related guidelines in the Uniform Guidance, as applicable.
- We have charged costs to federal awards in accordance with applicable cost principles.
- We are responsible for and have accurately prepared the summary schedule of prior audit findings to include all findings required to be included by the Uniform Guidance, and we have provided you with all information on the status of the follow-up on prior audit findings by federal awarding agencies and pass-through entities, including all management decisions.
- We have disclosed to you the findings received and related corrective actions taken for previous audits, attestation engagements, and internal or external monitoring that directly relate to the objectives of the compliance audit, including findings received and corrective actions taken from the end of the period covered by the compliance audit to the date of the auditor's report.



- The reporting package does not contain personally identifiable information.
- We have disclosed all contracts or other agreements with service organizations and disclosed to you all communications from these service organizations relating to noncompliance at the organizations.
- We have reviewed, approved, and taken responsibility for the financial statements and related notes and an acknowledgment of the auditor's role in the preparation of this information.
- We have disclosed to you the nature of any subsequent events that provide additional evidence with respect to conditions that existed at the end of the reporting period that affect noncompliance during the reporting period.

In addition:


- We are responsible for understanding and complying with the requirements of federal statutes, regulations, and the terms and conditions of federal awards related to each of our federal programs and have identified and disclosed to you federal statutes, regulations, and the terms and conditions of federal awards that are considered to have a direct and material effect on each major federal program; and we have complied with these direct and material compliance requirements.
- We are responsible for establishing and maintaining, and have established and maintained, effective internal control over compliance for federal programs that provide reasonable assurance that we are managing our federal awards in compliance with federal statutes, regulations, and the terms and conditions of the federal award that could have a material effect on our federal programs. Also, no changes have been made in the internal over compliance or other factors that might significantly affect internal control, including any corrective action taken by management with regard to significant deficiencies and material weaknesses in internal control over compliance have occurred subsequent to the period covered by the auditor's report.




- We are responsible for and have accurately completed the appropriate sections of the Data Collection Form and we are responsible for taking corrective action on audit findings of the compliance audit and have developed a corrective action plan that meets the requirements of the Uniform Guidance.

Very truly yours,

Integration Charter Schools

  
Jeanne Taylor  
Chief Financial Officer

  
Sean Harrell  
CEO/President

**INTEGRATION CHARTER SCHOOLS**

**STATEN ISLAND, NEW YORK**

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

**AND**

**INDEPENDENT AUDITOR'S REPORTS**

**JUNE 30, 2023**



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

Board of Trustees  
Integration Charter Schools

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of Integration Charter Schools, which comprise the statement of financial position as of June 30, 2023 and the related statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended and the related notes to the financial statements and have issued our report thereon dated October 25, 2023.

### **Internal Control Over Financial Reporting**

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

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

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

## **Compliance and Other Matters**

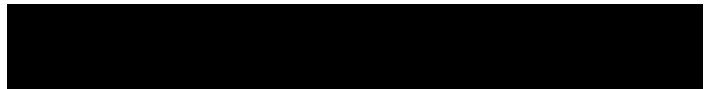
As part of obtaining reasonable assurance about whether Integration Charter Schools' financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed one instance of noncompliance or other matters that is required to be reported under *Government Auditing Standards* and which is described in the accompanying Schedule of Findings and Questioned Costs, as item 2023-001.

### ***Integration Charter Schools' Response to Finding***

Integration Charter Schools' response to the finding identified in our audit is described in the accompanying Schedule of Findings and Questioned Costs. Integration Charter Schools' response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

## **Purpose of This Report**

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



Rochester, New York  
October 25, 2023



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

Board of Trustees  
Integration Charter Schools

**Report on Compliance for Each Major Federal Program**

***Opinion on Each Major Federal Program***

We have audited Integration Charter Schools' compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of Integration Charter Schools' major federal programs for the year ended June 30, 2023. Integration Charter Schools' major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, Integration Charter Schools complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2023.

***Basis for Opinion on Each Major Federal Program***

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

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

### ***Responsibilities of Management for Compliance***

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

### ***Auditor's Responsibilities for the Audit of Compliance***

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

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

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

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

## Other Matters

The results of our auditing procedures disclosed an instance of noncompliance which is required to be reported in accordance with the Uniform Guidance and which is described in the accompanying Schedule of Findings and Questioned Costs as 2023-002. Our opinion on each major federal program is not modified with respect to these matters. *Government Auditing Standards* requires the auditor to perform limited procedures on Integration Charter Schools' response to the noncompliance findings identified in our audit described in the accompanying Schedule of Findings and Questioned Costs. Integration Charter Schools' response was not subject to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

## Report on Internal Control Over Compliance

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

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance. We consider the deficiency in internal control over compliance described in the Schedule of Findings and Questioned Costs as item 2023-002 to be a significant deficiency.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed. *Government Auditing Standards* requires the auditor to perform limited procedures on Integration Charter Schools' response to the internal control over compliance findings identified in our audit described in the accompanying schedule of findings and questioned costs. Integration Charter Schools' response was not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

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

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

We have audited the financial statements of Integration Charter Schools as of and for the year ended June 30, 2023, and have issued our report thereon dated October 25, 2023, which contained an unmodified opinion on those financial statements. Our audit was performed for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the financial statements as a whole.



Rochester, New York  
October 25, 2023

INTEGRATION CHARTER SCHOOLS

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

YEAR ENDED JUNE 30, 2023

	<u>Federal AL Number</u>	<u>Pass-through Grantor's Number</u>	<u>Total Federal Expenditures</u>
U.S. Department of Agriculture:			
<u>Passed through New York State Education Department</u>			
<i>Child Nutrition Cluster</i>			
School Breakfast Program	10.553	800000090221	\$ 179,974
National School Lunch Program	10.555	800000090221	475,557
Supply Chain Assistance - COVID	10.555	800000090221	29,327
<i>Total Child Nutrition Cluster</i>			684,858
State Pandemic Electronic Benefit Transfer			
(P-EBT) Administrative Cost Grant	10.649	800000090221	1,256
TOTAL U.S. DEPARTMENT OF AGRICULTURE			686,114
U.S. Department of Education:			
<u>Passed through New York State Education Department</u>			
Title I - Grants to Local Educational Agencies	84.010	0021-4625	261,211
Title I - Grants to Local Educational Agencies	84.010	0021-5200	37,396
Title I - Grants to Local Educational Agencies	84.010	0021-5440	66,548
Title I - Grants to Local Educational Agencies	84.010	0021-5715	19,761
Total Title I			384,916
Title IIA - Supporting Effective Instruction			
State Grant	84.367	0147-4625	43,266
Title IIA - Supporting Effective Instruction			
State Grant	84.367	0147-5200	6,220
Title IIA - Supporting Effective Instruction			
State Grant	84.367	0147-5440	10,636
Title IIA - Supporting Effective Instruction			
State Grant	84.367	0147-5715	2,882
Total Title II			63,004
Title IV - Student Support and Academic			
Enrichment Program	84.424	0204-4625	19,280
Title IV - Student Support and Academic			
Enrichment Program	84.424	0204-5200	13,000
Title IV - Student Support and Academic			
Enrichment Program	84.424	0204-5440	13,000
Title IV - Student Support and Academic			
Enrichment Program	84.424	0204-5715	8,000
Total Title IV			53,280

INTEGRATION CHARTER SCHOOLS

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS, Cont'd

YEAR ENDED JUNE 30, 2023

	<u>Federal AL Number</u>	<u>Pass-through Grantor's Number</u>	<u>Total Federal Expenditures</u>
<i>Education Stabilization Funds -</i>			
ARP ESSER - American Rescue Plan-Elementary and Secondary School Emergency Relief	84.425U	5880-4625	\$ 903,024
ARP ESSER - American Rescue Plan-Elementary and Secondary School Emergency Relief	84.425U	5880-5200	192,856
ARP ESSER - American Rescue Plan-Elementary and Secondary School Emergency Relief	84.425U	5880-5440	218,481
ARP ESSER - American Rescue Plan-Elementary and Secondary School Emergency Relief	84.425U	5880-5715	<u>67,253</u>
Total ARP ESSER			1,381,614
 ESSER II - Elementary and Secondary School Emergency Relief Fund	 84.425D	 5891-4625	 294,549
ESSER II - Elementary and Secondary School Emergency Relief Fund	84.425D	5891-5200	35,680
ESSER II - Elementary and Secondary School Emergency Relief Fund	84.425D	5891-5440	78,986
ESSER II - Elementary and Secondary School Emergency Relief Fund	84.425D	5891-5715	<u>40,270</u>
Total ESSER II			<u>449,485</u>
<i>Total Education Stabilization Funds</i>			1,831,099
 Charter Schools Program	 84.282	 1044	 <u>502,692</u>
TOTAL U.S. DEPARTMENT OF EDUCATION			<u>2,834,991</u>
TOTAL ALL PROGRAMS			<u><u>\$ 3,521,105</u></u>

## INTEGRATION CHARTER SCHOOLS

### SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS, Cont'd

YEAR ENDED JUNE 30, 2023

#### NOTE A: BASIS OF PRESENTATION

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

#### NOTE B: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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

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

INTEGRATION CHARTER SCHOOLS

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

YEAR ENDED JUNE 30, 2023

SUMMARY OF AUDITOR'S RESULTS

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Financial Statements

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

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

Noncompliance material to financial statements noted?     x     yes            no

Federal Awards

Internal control over major programs:

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

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

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

Identification of major program:

*AL Number:*

84.425U

84.425D

*Name of Federal Program or Cluster:*

ARP ESSER - American Rescue Plan-Elementary and Secondary School Emergency Relief  
ESSER II - Elementary and Secondary School Emergency Relief Fund

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

Auditee qualified as low-risk auditee?            yes     x     no



## INTEGRATION CHARTER SCHOOLS

### SCHEDULE OF FINDINGS AND QUESTIONED COSTS, Cont'd

YEAR ENDED JUNE 30, 2023

#### FINDINGS – FINANCIAL STATEMENT AUDIT

##### **Finding 2023-001**

###### Statement of condition

During our audit, we noted the Charter School did not adhere to the terms of their charter agreement as two of the four Charter School's enrollment fell below 85% of the projected enrollment for the 2022-2023 academic year and written approval from NYSED was not obtained.

###### Criteria and effect of conditions

During our audit, we noted the Charter School's charter agreement requires the Charter School to obtain written approval from NYSED prior to commencing or continuing instruction when the total number of students enrolled is less than 85% of the projected enrollment for a given academic year. We noted two of four school's enrollment was 67% of the projected enrollment for the 2022- 2023 academic year.

###### Recommendation

We recommend the Charter School obtain written approval from NYSED if enrollment falls below 85% of projected enrollment for a given academic year.

###### Management response

The Charter School was in communication with NYSED about its enrollment; however, it will ensure to receive written approval should enrollment fall below 85% in future years.

## INTEGRATION CHARTER SCHOOLS

### SCHEDULE OF FINDINGS AND QUESTIONED COSTS, Cont'd

YEAR ENDED JUNE 30, 2023

#### FINDINGS AND QUESTIONED COSTS – MAJOR FEDERAL AWARD PROGRAMS AUDIT

##### **Finding 2023-002:**

Program: AL 84.282 – Charter Schools Program

##### Criteria

In accordance with 2 CFR 200.214, non-federal entities are subject to the procurement, debarment and suspension regulations implementing executive orders and 2 CFR part 180. These regulations restrict non-federal entities from entering into covered transactions with certain parties that are deemed debarred, suspended or otherwise excluded from or ineligible for participation in federal assistance programs or activities.

##### Condition and Context:

Integration Charter Schools' internal controls over compliance are not followed despite having a written policy. In accordance with 2 CFR 200 Appendix XI, Part 3-I-2, when an entity enters into a covered transaction, a non-federal entity must verify that the entity, as defined in 2 CFR Section 180.995, is not suspended, or debarred or otherwise excluded from participating in the transaction. Integration Charter Schools has a written policy that states prior to entering into the procurement process, each contractor will be researched to determine that they have not been suspended or debarred. However, Integration Charter Schools did not follow the policy in place. Rather, the Charter School, on a quarterly basis, was verifying entities that received federal awards were not suspended or debarred after the transaction was complete.

##### Effect

Due to the verification procedure occurring after the cash disbursement was made the Charter School could have awarded suspended or debarred entities federal awards.

##### Cause:

The Charter School did not follow the suspension and debarment policies in place.

##### Recommendation

We recommend the Charter School develop a control, with formal written documentation, showing the Charter School has researched the entity prior to the Charter School entering into the covered transaction. This documentation should be reviewed by the proper authority to ensure the entity has been researched prior to entering into the covered transaction.

##### Management's response

Refer to Corrective Action Plan attached.

## INTEGRATION CHARTER SCHOOLS

### SCHEDULE OF FINDINGS AND QUESTIONED COSTS, Cont'd

YEAR ENDED JUNE 30, 2023

#### SCHEDULE OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS

##### **Finding 2022-001**

Program: AL 84.282 – Charter Schools Program

Criteria

Nonfederal entities are subject to the procurement debarment and suspension regulations implementing executive orders and 2 CFR part 180. These regulations restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.

Citation: 2 CFR 200.213

Condition

ICS has a formal policy in place to evaluate contracts with vendors that are considered covered under 2 CFR 180.200 to ensure that the recipients of federal funding was not suspended or debarred, however, this policy was not followed, and documentation to support management's determination was not maintained for all applicable vendors.

Cause:

ICS did not follow the suspension and debarment policies in place.

Effect:

There is a risk that vendors who are suspended or debarred will receive federal funds through payment on their contract with ICS.

Context:

Management did not have formal documentation for 7 of 32 applicable vendors regarding whether procedures were performed to determine if the vendors selected have been suspended or debarred.

Recommendation

We recommend that management follows their written procedures and maintain supporting documentation for evaluating vendors to ensure they have not been suspended or debarred.

Management response

Integration Charter Schools updated its Fiscal Policies and Procedures to include procedures specifically related to suspension and debarment during the year ended June 30, 2020. Beginning July 1, 2022, documentation of management's determination of whether a vendor was debarred or suspended was maintained. The Controller will review monthly listing of all covered vendors to ensure documentation was maintained and that no transaction occurred with vendors suspended or debarred.

Status

Refer to Finding 2023-002.



## SUMMARY SCHEDULE OF PRIOR YEAR AUDIT FINDINGS

### Section II – Financial Statement Findings

Prior-Year Follow-Up: None

### Section III – Federal Award Findings and Questioned Costs

Prior-Year Follow-Up:

2021-001 – Suspension and Debarment – This condition still exists. See finding 2021-001

**Criteria:** Non-federal entities are subject to the non-procurement debarment and suspension regulations implementing executive orders and 2 CFR part 180. These regulations restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.

#### **Corrective Actions:**

During the year ended June 30, 2022, documentation of management's determination of whether a vendor was debarred or suspended was maintained for most vendors; however, this documentation was not maintained for all vendors. The Controller will review monthly the listing of all covered vendors to ensure documentation was maintained and that no transactions occurred with vendors suspended or debarred.

#### **Corrective Actions FY '24:**

Beginning July 1, 2023, the Chief Financial Officer will verify if any new vendor has been suspended or debarred prior to the approval of any purchase order requesting their goods and/or services. No purchase order will be approved if the vendor has been debarred. This review will be done semi-annually to ensure that the status of any vendor has not changed during the year.

Jeanine Taylor  
Chief Financial Officer  
Integration Charter Schools

<b>Disclosure of Financial Interest by a Current or Former Trustee</b>
--

**Trustee Name:**

Robin Lefkowitz

---

**Name of Charter School Education Corporation:**

Integration Charter Schools

---

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

Trustee

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

☒ **Yes**   ☐ **No**

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

My niece Grace Lefkowitz is a kindergarten teacher at Lavelle Prep.

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

☐ **Yes**   ☒ **No**

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☒ **None**

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

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

☐ **None**

<b>Organization conducting business with the school(s)</b>	<b>Nature of business conducted</b>	<b>Approximate value of the business conducted</b>	<b>Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest</b>	<b>Steps taken to avoid conflict of interest</b>
Northfield Bank	Banking	Varied based on school expenses and income	Robin Lefkowitz - I am an Executive Officer at Northfield Bank	I abstain from any voting involving banking



-

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

**Business Telephone:**

\_\_\_\_\_

**Business Address:**

\_\_\_\_\_

**E-mail Address:**

\_\_\_\_\_

**Home Telephone:**

\_\_\_\_\_

**Home Address:**

\_\_\_\_\_

\_\_\_\_\_

10/6/2022

**Signature**

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*

<b>Disclosure of Financial Interest by a Current or Former Trustee</b>
--

**Trustee Name:**

David Lehr

---

**Name of Charter School Education Corporation:**

Integration Charter Schools

---

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

Vice Chair

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☐ No

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

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

☐ Yes ☒ No

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

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

☒ **None**

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

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

☒ **None**

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

-

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**Business Telephone:**

\_\_\_\_\_

**Business Address:**

\_\_\_\_\_

**E-mail Address:**

\_\_\_\_\_

**Home Telephone:**

\_\_\_\_\_

**Home Address:**

\_\_\_\_\_

10/4/2022

\_\_\_\_\_  
**Signature**

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*

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

**Trustee Name:**

Deborah Miller

**Name of Charter School Education Corporation:**

Integration Charter Schools

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

Secretary

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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



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

☒ **None**

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

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

☒ **None**

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

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

**Business Telephone:**

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**Business Address:**

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**E-mail Address:**



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**Home Telephone:**



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**Home Address:**



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10/4/2022

**Signature**

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*



581 Main Street  
Suite 810  
Woodbridge, NJ 07095

RETURN SERVICE REQUESTED

INTEGRATION CHARTER SCHOOLS  
1 TELEPORT DR FL 3  
STATEN ISLAND NY 10311-1003

## Statement Ending 06/30/2023

INTEGRATION CHARTER SCHOOLS

Page 1 of 4

Customer Number: XXXXXX5084

### Managing Your Accounts

	Branch Name	Castleton Corners Office
	Branch Number	718-448-1000
	Mailing Address	1731 Victory Blvd Staten Island, NY 10314
	Website	eNorthfield.com

# FRAUD PREVENTION

VISIT OUR SECURITY CENTER AT  
[ENORTHFIELD.COM/SECURITY](https://www.northfield.com/security)  
FOR TOOLS AND TIPS TO PROTECT  
YOURSELF FROM FRAUD.



Thank you for banking with Northfield Bank!

### Summary of Accounts



Account Type	Account Number	Ending Balance
Non-Profit Checking	XXXXXXX5084	\$415,848.58



**RECONCILEMENT OF YOUR CHECKING / SAVINGS ACCOUNT**

The reconciliation of this statement with your records is essential. Any error must be reported as soon as possible.

CHECKS AND WITHDRAWALS OUTSTANDING		
Date or Check Number	Amount	
Total Checks Outstanding		

**TO VERIFY YOUR CHECKBOOK BALANCE FOLLOW THESE SIMPLE STEPS:**

- 1 COMPARE transactions shown on this statement with entries in your checkbook. Mark those paid or credited on this statement in your checkbook (✓).
- 2 COMPARE the check numbers listed on this statement with the entries in your checkbook and mark those paid (✓).
- 3 LIST AND TOTAL all checks and other withdrawals that remain outstanding including those from previous statements in the space to the left.
- 4 ENTER into your checkbook and adjust the balance by adding interest credited, preauthorized deposits or other credit (+) transactions shown on the front of this statement which are not in your checkbook.
- 5 ENTER into your checkbook and adjust the balance by subtracting service fees, preauthorized payments or other debit (-) transactions shown on the front of this statement which are not in your checkbook.

- 6 ENTER "Ending Balance" from the front of this statement. \$ \_\_\_\_\_
- 7 ADD deposits made after "Period Ending Date" of this statement. (+) \_\_\_\_\_  
(+) \_\_\_\_\_  
(+) \_\_\_\_\_

TOTAL \$ \_\_\_\_\_

- 8 SUBTRACT checks and withdrawals outstanding. (-) \$ \_\_\_\_\_  
Your checkbook should show this balance. \$ \_\_\_\_\_

**ELECTRONIC TRANSFERS**

In case of errors or questions about your electronic transfers, if you think your statement or receipt is wrong, or if you need more information about a transfer on the statement or receipt, you need to call or write to us as soon as you can at Northfield Bank, Attn. Customer Service, 581 Main Street, Suite 810, Woodbridge, NJ 07095, (833) 301-NFBK.

For consumer accounts, we must hear from you no later than 60 days after we mailed the FIRST statement on which the error or problem appeared. For business or nonprofit accounts, we must hear from you no later than 30 days after we mailed the FIRST statement on which the problem appears. In all cases:

- Tell us your name and account number.
- Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
- Tell us the dollar amount of the suspected error.

For consumer accounts, if you tell us orally, we may require that you send us your complaint or question in writing within 10 business days. We will tell you the results of our investigation and will correct any error promptly. If we need more time, however, we may take up to 45 days to investigate your complaint or question. If we decide to do this, we will credit your account within 10 business days for the amount you think is in error, so that you will have use of the money during the time it takes us to complete our investigation. If we ask you to put your complaint or question in writing and we do not receive it within 10 business days, we may not credit your account. If we decide there was no error, we will send you a written explanation within 3 business days after we finish our investigation. You may ask for copies of the documents we use in our investigation.

Electronic Check Conversion: You may authorize a merchant or other payee to make a one-time electronic payment from your checking account using information from your check to: (i) pay for purchases, (ii) pay bills.

**HOW TO CONFIRM PRE-AUTHORIZED DEBITS OR CREDITS**

Confirmation of pre-authorized debits or credits can be obtained by calling Telephone Banking at (833) 301-NFBK. For Social Security Payments, call on or after the 3rd business day of the month to confirm if your payment has been received.

**FOR PERSONAL/CONSUMER CREDIT RESERVE/OVERDRAFT PROTECTION ACCOUNTS/LINE OF CREDIT ACCOUNTS IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR BILL**

If you think your bill is wrong, or if you need more information about a transaction on your bill, write to us on a separate sheet at Northfield Bank, 581 Main Street, Suite 810, Woodbridge, NJ 07095 as soon as possible. We must hear from you no later than 60 days after we sent you the first bill on which the error or problem appeared. You can telephone us, but doing so will not preserve your rights. In your letter, give us the following information:

- Your name and account number.
- The dollar amount of the suspected error.
- Describe the error and explain, if you can, why you believe there is an error.

You do not have to pay any amounts in question while we are investigating, but you are still obligated to pay the parts of your bill that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.

**HOW YOUR FINANCE CHARGE IS DETERMINED**

The Bank figures the FINANCE CHARGE on your account by applying the daily periodic rate to the daily balance of your account (including current transactions). To get the daily balance, the Bank takes the beginning balance of your account each day, adds any new loans and subtracts any payments or credits, unpaid FINANCE CHARGES, unpaid late fees, and unpaid insurance premiums. Then, each day during the billing cycle, the Bank multiplies the daily balance by the daily periodic rate. The result is the daily FINANCE CHARGE. The daily FINANCE CHARGES for each day of that billing cycle are added together to get the FINANCE CHARGE amount for the billing cycle. For each statement, the FINANCE CHARGE is figured only to the statement date. It continues to accrue daily until payment of the total balance outstanding is posted to your Account. A FINANCE CHARGE that accrues after the statement cycle will appear on the next statement. The daily periodic rate(s) is (are) determined by dividing the Annual Percentage Rate(s) applicable during the billing cycle by the number of days in the year.

Questions about your accounts: call (833) 301-NFBK.

**zelle®**

**Fast. Safe. Easy.**

Send money directly from our app  
to friends and family with Zelle

**Non-Profit Checking-** [REDACTED]

**Account Summary**

Date	Description	Amount
06/01/2023	<b>Beginning Balance</b>	<b>\$415,507.07</b>
	1 Credit(s) This Period	\$341.51
	0 Debit(s) This Period	\$0.00
06/30/2023	<b>Ending Balance</b>	<b>\$415,848.58</b>

**Interest Summary**

Description	Amount
Interest Earned From 06/01/2023 Through 06/30/2023	
Annual Percentage Yield Earned	1.00%
Interest Days	30
Interest Earned	\$341.51
Interest Paid This Period	\$341.51
Interest Paid Year-to-Date	\$2,505.96
Average Ledger Balance	\$415,507.07

**Other Credits**

Date	Description	Amount
06/30/2023	INTEREST	\$341.51

**Daily Balances**

Date	Amount
06/30/2023	\$415,848.58

**Overdraft and Returned Item Fees**

	Total for this period	Total year-to-date
<b>Total Overdraft Fees</b>	\$0.00	\$0.00
<b>Total Returned Item Fees</b>	\$0.00	\$0.00

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<b>Disclosure of Financial Interest by a Current or Former Trustee</b>
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**Trustee Name:**

Jill H.B. Patel

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**Name of Charter School Education Corporation:**

Integration Charter Schools

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

President

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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



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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☒ **None**

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

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

☒ **None**

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

-

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


**Business Telephone:**

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**Business Address:**

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**E-mail Address:**

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**Home Telephone:**

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**Home Address:**

 \_\_\_\_\_

10/4/22

0 EDT)

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**Signature**

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*

<b>Disclosure of Financial Interest by a Current or Former Trustee</b>
--

**Trustee Name:**

Doris Schueler

**Name of Charter School Education Corporation:**

Integration Charter Schools

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

Trustee

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☒ **None**

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

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

☒ **None**

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



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**Business Telephone:**

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**Business Address:**

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**E-mail Address:**

[REDACTED]

**Home Telephone:**

[REDACTED]

**Home Address:**

[REDACTED]

[REDACTED]

10/04/2022

**Signature**

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*

<b>Disclosure of Financial Interest by a Current or Former Trustee</b>
--

**Trustee Name:**

John Strand

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**Name of Charter School Education Corporation:**

Integration Charter Schools

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

Trustee

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☒ **None**

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

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

☒ **None**

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

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**Business Telephone:**

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**Home Address:**

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**Signature**

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*last revised 04/2022*