

Application: New York City Charter School of the Arts

Jen Pasek - jen@pasekconsulting.com
2022-2023 Annual Report

Summary

ID: 0000000312
Last submitted: Nov 1 2023 08:06 PM (EDT)
Labels: SUNY Trustees

Entry 1 School Info and Cover Page

Completed - Jul 31 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 YORK CITY CHARTER SCHOOL OF THE ARTS 800000086904

a1. Popular School Name

CSA

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.

SUNY BOARD OF TRUSTEES

c. School Unionized

Is your charter school unionized?

No

d. DISTRICT / CSD OF LOCATION

CSD # 2 - MANHATTAN

e. Date of Approved Initial Charter

Oct 1 2015

f. Date School First Opened for Instruction

Aug 1 2016

g. Approved School Mission and Key Design Elements

(Regents, NYCDOE and Buffalo BOE authorized schools only)

N/A

h. School Website Address

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

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

270

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

192

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:

6

7

8

I. Charter Management Organization

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

No

FACILITIES INFORMATION

m. FACILITIES

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

No, just one site.

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	26 Broadway, 12th Floor, New York, NY 10004	646-793-6320	NYC CSD 2	6-8	6-8	6-8

m1a. Please provide the contact information for Site 1.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Randall Iserman	Executive Director	646-793-6320		Randall@cityschoolofthearts.org
Operational Leader	Aengus Ortiz	Operations Manager	646-793-6320		Aengus@cityschoolofthearts.org
Compliance Contact	Randall Iserman	Executive Director	646-793-6320		Randall@cityschoolofthearts.org
Complaint Contact	Randall Iserman	Executive Director	646-793-6320		Randall@cityschoolofthearts.org
DASA Coordinator	Desiree Jones	Guidance Counselor	646-793-6320		Desiree@cityschoolofthearts.org
Phone Contact for After Hours Emergencies	Randall Iserman	Executive Director	917-318-9349		Randall@cityschoolofthearts.org

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

Private Space

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

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

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

[NYCCSA CO 26 Broadway .pdf](#)

Filename: NYCCSA CO 26 Broadway .pdf **Size:** 328.8 kB

Site 1 Fire Inspection Report

This is required, marked optional for administrative purposes.

[NYCCSA Fire April 2023.pdf](#)

Filename: NYCCSA Fire April 2023.pdf **Size:** 883.4 kB

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

Separate by semi-colon (;)

N/A

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.

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

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.

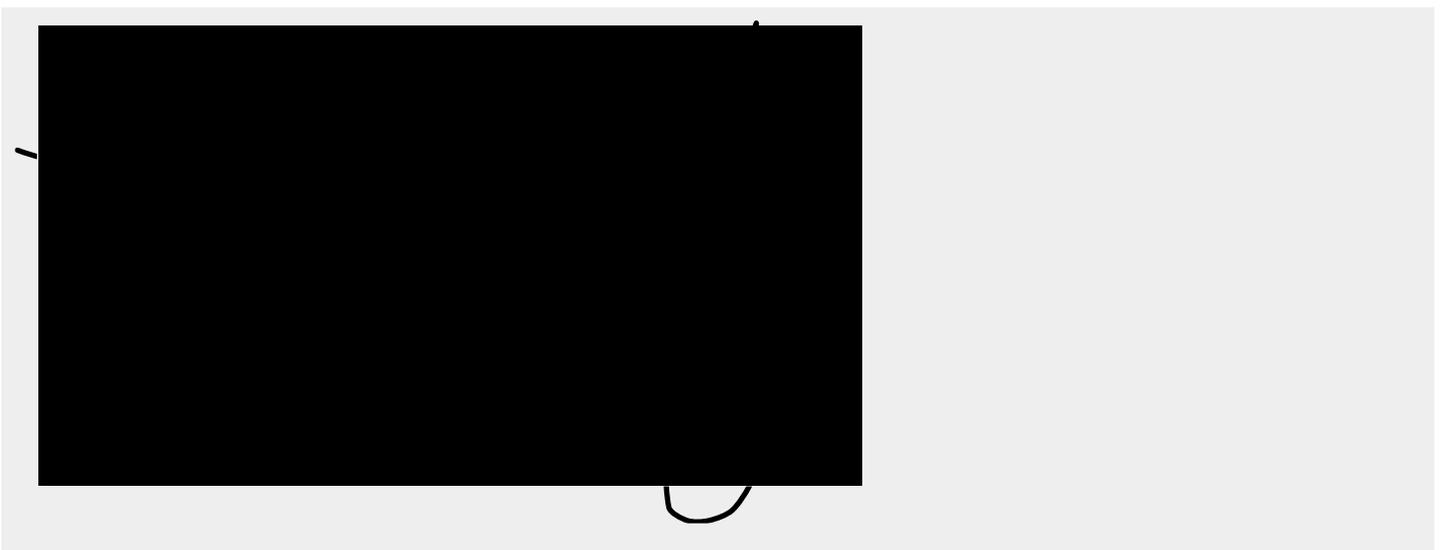
Responses Selected:

Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees



Date

(No response)



Thank you.

Entry 2 Links to Critical Documents on School Website

Completed - Jul 31 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., Report when financials have been submitted in November.)

Form for Entry 2 Links to Critical Documents on School Website

School Name: New York City Charter School of the Arts

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)	https://www.cityschoolofthearts.org/governance
2. Board meeting notices, agendas and documents	https://www.cityschoolofthearts.org/archived-board-materials
3. New York State School Report Card	https://www.cityschoolofthearts.org/current-families
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)	https://www.cityschoolofthearts.org/current-families
6. Authorizer-approved FOIL Policy	https://www.cityschoolofthearts.org/freedom-of-information-policy
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	https://www.cityschoolofthearts.org/freedom-of-information-policy

Thank you.



Entry 3 Progress Toward Goals

Incomplete - Hidden from applicant

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.

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**.

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

2. Do have more academic goals to add?

(No response)

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 Meet	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 21				
Academic Goal 22				
Academic Goal 23				
Academic Goal 24				
Academic Goal 25				
Academic Goal 26				
Academic Goal 27				
Academic Goal 28				
Academic Goal 29				
Academic Goal 30				
Academic Goal 31				
Academic Goal 32				
Academic Goal 33				
Academic Goal 34				
Academic Goal 35				
Academic Goal 36				
Academic Goal 37				
Academic Goal 38				
Academic Goal 39				
Academic Goal 40				
Academic Goal 41				

Academic Goal 42				
Academic Goal 43				
Academic Goal 44				
Academic Goal 45				
Academic Goal 46				
Academic Goal 47				
Academic Goal 48				
Academic Goal 49				
Academic Goal 50				
Academic Goal 51				
Academic Goal 52				
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Academic Goal 57				
Academic Goal 58				
Academic Goal 59				
Academic Goal 60				
Academic Goal 61				
Academic Goal 62				
Academic Goal 63				
Academic Goal 64				
Academic Goal 65				
Academic Goal 66				
Academic Goal 67				
Academic Goal 59				

Academic Goal 60				
Academic Goal 61				
Academic Goal 62				

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

Completed - Nov 1 2023

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.

[CSA APPR 2022-23 final](#)

Filename: CSA_APPR_2022-23_final.docx Size: 243.7 kB

Entry 4 - Audited Financial Statements

Completed - Nov 1 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.

[New York City Charter School of the Arts FST with Mgmt Ltr](#)

Filename: New_York_City_Charter_School_of_th_IX9Hnw4.pdf Size: 400.8 kB

Entry 4a – Audited Financial Report Template (SUNY)

Completed - Nov 1 2023

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.

[2022-2023 Annual Financial Audit Template\(NDGNA\)\(NewYorkCityCharteSchoolArts\)](#)

Filename: 2022-2023_Annual_Financial_Audit__Pb6X1QH.xlsx Size: 173.9 kB

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

Incomplete - Hidden from applicant

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.

Entry 4c – Additional Financial Documents

Incomplete - Hidden from applicant

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^[1]
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

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

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

Entry 4d - Financial Contact Information

Incomplete - Hidden from applicant

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

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
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3. If applicable, please provide contact information for the school's outsourced financial services firm.

Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm

Entry 5 – Fiscal Year 2023-2024 Budget

Completed - Oct 30 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.

[CSA Budget Narrative Questionnaire](#)

Filename: CSA_Budget_Narrative_Questionnaire.pdf Size: 40.2 kB

[NYCCSA 2023-2024 Annual Budget](#)

Filename: NYCCSA_2023-2024_Annual_Budget.xlsx Size: 533.4 kB

Entry 6 – Board of Trustees Disclosure of Financial Interest Form

Completed - Jul 31 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.

[A Falkner NYCCSA 2022-23 BOT Disclosure of Financial Interest](#)

Filename: A_Falkner_NYCCSA_2022-23_BOT_Disclosure_JbdGzMa.pdf Size: 458.4 kB

[L Heilbronn NYCCSA 2022-23 BOT Disclosure of Financial Interest](#)

Filename: L_Heilbronn_NYCCSA_2022-23_BOT_Dis_OJahypC.pdf Size: 458.4 kB

[M MURPHY Gastel NYCCSA 2022-23 BOT Disclosure of Financial Interest](#)

Filename: M_MURPHY_Gastel_NYCCSA_2022-23_BOT_ipop9UK.pdf Size: 459.7 kB

[L Blankfein NYCCSA 2022-23 BOT Disclosure](#)

Filename: L_Blankfein_NYCCSA_2022-23_BOT_Disclosure.pdf Size: 458.6 kB

[M Hall NYCCSA 2022-23 BOT Disclosure of Financial Interest](#)

Filename: M_Hall_NYCCSA_2022-23_BOT_Disclosure_rb1qvaC.pdf Size: 454.0 kB

[Matthias Ederer NYCCSA 2022-23 BOT Disclosure of Financial Interest - signed](#)

Filename: Matthias_Ederer_NYCCSA_2022-23_BOT_DBw22oO.pdf Size: 458.4 kB

[Max Osse NYCCSA 2022-23 BOT Disclosure](#)

Filename: Max_Osse_NYCCSA_2022-23_BOT_Disclosure.pdf Size: 456.5 kB

[Peter Sharp Sack NYCCSA 2022-23 BOT Disclosure of Financial Interest](#)

Filename: Peter_Sharp_Sack_NYCCSA_2022-23_BO_T15RVnX.pdf Size: 458.7 kB

Entry 7 BOT Membership Table

Completed - Jul 31, 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.

Authorizer:

Who is the authorizer of your charter school?

SUNY

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	Laura Blankfein	[REDACTED]	Chair	Executive, Membership Recruitment	Yes	3	10/14/2020	10/14/2023	11
2	Matthias Ederer	[REDACTED]	Trustee/Member	Executive, Finance	Yes	3	10/14/2020	10/14/2023	5 or less
3	Adam Falkner	[REDACTED]	Trustee/Member	Executive, Program Oversight, Membership Recruitment	Yes	3	10/1/2021	10/1/2024	8
4	Mark Hall	[REDACTED]	Trustee/Member	Program Oversight	Yes	1	10/1/2020	10/1/2023	7
5	Laurence Heilbron	[REDACTED]	Trustee/Member	Executive, Membership Recruitment	Yes	2	10/14/2020	10/14/2023	10
6	Michele Murphy Gastel	[REDACTED]	Trustee/Member	Executive, Program	Yes	2	11/1/2022	10/31/2025	10

				Oversight					
7	Max Osse	Max Osse	Secretary	Executive, Family	Yes	2	11/1/2022	10/31/2025	9
8	Peter Sack	[REDACTED]	Treasurer	Finance	Yes	1	02/01/2021	10/31/2024	9
9									

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

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total Number of BOT Members on June 30, 2023	8
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	9

3. Number of Board meetings held during 2022-2023

11

4. Number of Board meetings scheduled for 2023-2024

11

Total number of Voting Members on June 30, 2023:

8

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:

9

Thank you.

Entry 8 Board Meeting Minutes

Incomplete - Hidden from applicant

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

Schools must upload 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**.

Entry 9 Enrollment & Retention

Completed - Jul 31 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>The Director of Student and Family Support leads outreach to elementary schools throughout CSD 2, Staten Island, the Bronx, and Northern Manhattan. CSA also participates in school fairs hosted by elementary schools throughout the city. Our outreach is designed to reach a diverse selection of schools with populations of ED, SWD, and ELLs. Our unique model is one of the primary recruitment tools for families who are ED, as CSA provides an arts-integrated program on par with specialized independent schools that ED families would not typically have access to. Further, our virtual program offers synchronous learning and engagement beyond what is offered by many families' public district school choices. We also offer a lottery weight for SWD, ELLs, and ED students to ensure that students in those groups have access to seats. While recruitment strategies are our primary method for ensuring progress toward our enrollment targets for students in at-risk subgroups, we also offer a lottery weight for SWD, ELLs, and ED students to ensure that students in those groups have access to seats.</p>	<p>In the 2022-23 school year, our enrollment for ED students was 63% and the local district enrolled 41% ED students in similar grades. We will continue with current strategies in 2023-24 to enroll and retain the three subgroups.</p>
English Language Learners	<p>To ensure that families of ELLs students feel welcomed to our school, CSA produces student recruitment materials in Spanish. We use the New York City Charter School Online Common Application, which is offered in 10 languages, to</p>	<p>In 2022-23, we enrolled 2% English Language Learners plus 3% former ELLs while the local district enrolled 13.4% ELLs.</p>

	<p>reach the widest possible number of families. Our enrollment team makes families aware of the interpretation service available to NYC charter schools. While recruitment strategies are our primary method for ensuring progress toward our enrollment targets for students in at-risk subgroups, we also offer a lottery weight for SWD, ELLs, and ED students to ensure that students in those groups have access to seats.</p>	
<p>Students with Disabilities</p>	<p>To recruit SWD, we include information about our supports for special education and intervention programs in all promotional materials. All team members who attended information sessions are well versed on the school's supports for students with special needs so that prospective families can ask questions about how their students would be supported. CSA has also conducted outreach to the Committee on Special Education and with elementary schools in our neighborhood that serve high numbers of SWD. While recruitment strategies are our primary method for ensuring progress toward our enrollment targets for students in at-risk subgroups, we also offer a lottery weight for SWD, ELLs, and ED students to ensure that students in those groups have access to seats.</p>	<p>In the 2022-23 school year, our enrollment of SWD was 29% compared to the local district's 20.67% in grades 6-8.</p>

Good Faith Efforts To Meet Enrollment Retention Targets

	Describe Retention Efforts in 2022-2023	Describe Retention Plans in 2023-2024
Economically Disadvantaged	<p>To retain Economically Disadvantaged students, CSA covers the cost of program fees, such as field trip expenses and uniform fees, for any families who are unable to pay, therefore ensuring that all students are able to fully participate in the school community regardless of their family's economic status. We also partner with Manhattan Youth via the Department of Youth and Community Development to provide after school programming at no cost to families.</p> <p>CSA is committed to providing equitable access to our program. For example, during the COVID- 19 pandemic, we ensured that all students had access to technology and purchased laptops and wifi hotspots for students in need.</p>	<p>81% of our eligible ED students returned in the fall 2022 from the previous year. Given that we have a significant population of ED students, we have well-developed supports for this group that we will continue to implement in the upcoming school year.</p>
English Language Learners	<p>The ELL Coordinator leads and administers all aspects of the ELL program. Besides the identification and instruction of ELL students, the ELL Coordinator is responsible for planning and implementing professional learning for instructional staff to expand their understanding of research-based effective instruction. The Coordinator ensures compliance with regulations related to ELLs. To build CSA's ELL program, the Coordinator will also develop and lead the recruitment program to increase the number of ELLs in the community.</p> <p>All teaching staff, including arts teachers, receive training and</p>	<p>100% of English Language Learners returned in 2022-23. We have a robust ELL program that will continue in the 2023-24 school year in order to support the retention of this group.</p>

	<p>support from the ELL Coordinator on implementing differentiated instructional strategies to support ELLs.</p> <p>As with the supports provided for SWD during remote learning, we leveraged technology tools to ensure access for ELLs in our virtual program.</p>	
<p>Students with Disabilities</p>	<p>The Director of Special Education leads our efforts to ensure strong and consistent supports for SWD through teacher observation and coaching and by designing schoolwide initiatives in collaboration with other members of the leadership team.</p> <p>CSA provides instruction to SWD in the least restrictive environment, subject to the requirements included in each students' Individualized Education Plan (IEP). CSA has Integrated Co-Teaching (ICT) classrooms on each grade level, which are staffed with a general education teacher and a teacher certified in special education.</p>	<p>The retention rate of our students with disabilities who returned in the fall of 2022 was 79%.</p>

Entry 10 – Teacher and Administrator Attrition

Completed - Jul 31 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^[1] receive clearance through [the NYSED Office of School Personnel Review and Accountability](#) (OSPRA) prior to employment. **This includes paraprofessionals and other school personnel who are provided or assigned by the district of location, or related/contracted service providers.** After an employee has been cleared, schools are required to maintain proof of such clearance in the file of each employee. For the safety of all students, charter schools must take immediate steps to terminate the employment of individuals who have been denied clearance. Once the employees have been terminated, the school must terminate the request for clearance in the TEACH system.

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

1. 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](#).

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

B. Emergency Conditional Clearances

Emergency Conditional Clearances

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

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

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

Attestation

Responses Selected:

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

Entry 11 Percent of Uncertified Teachers

Incomplete - Hidden from applicant

Instructions

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

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

Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, 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)	
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)	
Total Category A: 5 or 30% whichever is less	0

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

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

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2023)	
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)	
Total Category C: not to exceed 5	0

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

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

	FTE Count
Total	

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

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

	FTE Count
Total Category D	

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	

Thank you.



Entry 12 Organization Chart

Incomplete - Hidden from applicant

[Instructions](#)

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

Upload the 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.

Entry 13 School Calendar

Completed - Sep 15 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.

[CSA Year Long 2023-24 Calendar - Instructional Day Count](#)

Filename: CSA_Year_Long_2023-24_Calendar_-_I_fns2lev.pdf Size: 32.5 kB

Entry 14 Staff Roster

Incomplete - Hidden from applicant

INSTRUCTIONS

Required of Regents and NYCDOE-authorized Charter Schools ONLY

Please click on the MS Excel [Faculty/Staff Roster Template](#) and provide the following information for **ANY and ALL** instructional and non-instructional employees (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 NOTE: MUST BE DONE FIRST	Select your school's authorizer from the drop-down list first , before completing the roster.
School Name and Institution ID	Select your school's name from the drop-down list .
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 7 digit TEACH ID for the Faculty/Staff person.
Role in School	Select the best choice of role of the Faculty/Staff person from the drop-down list .

CPR/AED Certification Status	Select the appropriate choice from the drop-down list .
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	Select the appropriate choice from the drop-down list .
Subject Taught	Select the appropriate choice from the drop-down list .
Notes	Optional

Optional Additional Documents to Upload (BOR)

Incomplete

New York City Charter School of the Arts

Financial Statements

June 30, 2023 and 2022

Independent Auditors' Report

Board of Trustees
New York City Charter School of the Arts

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of New York City Charter School of the Arts (a nonprofit organization), which comprise the statements of financial position as of June 30, 2023 and 2022 and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of New York City Charter School of the Arts as of June 30, 2023 and 2022, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits 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. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of New York City Charter School of the Arts 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 Policy

As discussed in Note 2 to the financial statements, New York City Charter School of the Arts adopted Financial Accounting Standards Board ("FASB") Topic 842, *Leases*, which resulted in the recognition of a right of use asset and related operating lease liability effective July 1, 2022. Our opinion is not modified with respect to that 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 New York City Charter School of the Arts' ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditors' 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 auditors' 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 generally accepted auditing standards and *Government Auditing Standards* 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 generally accepted auditing standards and *Government Auditing Standards*, 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 New York City Charter School of the Arts' 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 New York City Charter School of the Arts' 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.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated October 11, 2023, on our consideration of New York City Charter School of the Arts' 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 solely 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 effectiveness of New York City Charter School of the Arts' 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 New York City Charter School of the Arts' internal control over financial reporting and compliance.



Harrison, New York
October 11, 2023

New York City Charter School of the Arts

Statements of Financial Position

	June 30,	
	2023	2022
ASSETS		
Current Assets		
Cash	\$ 1,032,779	\$ 1,311,876
Grants and contracts receivable	507,354	475,495
Prepaid expenses and other current assets	67,726	116,371
Total Current Assets	1,607,859	1,903,742
Property and equipment, net	384,936	527,025
Right of use asset - operating lease, net	6,337,853	-
Security deposit	589,560	589,560
Restricted cash	75,722	75,253
	\$ 8,995,930	\$ 3,095,580
LIABILITIES AND NET ASSETS		
Current Liabilities		
Accounts payable and accrued expenses	\$ 139,936	\$ 143,500
Accrued payroll and payroll taxes	213,994	197,597
Deferred rent	-	40,613
Operating lease liability	1,190,361	-
Refundable advances	42,073	16,545
Total Current Liabilities	1,586,364	398,255
Operating lease liability, less current portion	5,563,662	-
Deferred rent, less current portion	-	334,440
Total Liabilities	7,150,026	732,695
Net assets, without donor restrictions	1,845,904	2,362,885
	\$ 8,995,930	\$ 3,095,580

See notes to financial statements

New York City Charter School of the Arts

Statements of Activities

	Year Ended June 30,	
	2023	2022
OPERATING REVENUE		
State and local per pupil operating revenue		
General education	\$ 3,423,363	\$ 3,891,385
Special education	945,386	1,040,507
Facilities	1,025,130	1,167,416
Federal grants	465,597	706,708
Federal E-Rate and IDEA	107,037	99,219
State grants	12,875	20,053
Total Operating Revenue	5,979,388	6,925,288
EXPENSES		
Program Services		
Regular education	3,753,211	3,748,048
Special education	2,143,829	2,070,926
Total Program Services	5,897,040	5,818,974
Supporting Services		
Management and general	627,089	864,071
Fundraising	36,967	32,277
Total Expenses	6,561,096	6,715,322
(Deficit) Surplus from Operations	(581,708)	209,966
SUPPORT AND OTHER REVENUE		
Grants and contributions	64,235	10,203
Interest and other income	492	6,810
Gain on forgiveness of Paycheck Protection Program loan	-	698,263
Total Support and Other Revenue	64,727	715,276
Change in Net Assets	(516,981)	925,242
NET ASSETS, WITHOUT DONOR RESTRICTION		
Beginning of year	2,362,885	1,437,643
End of year	\$ 1,845,904	\$ 2,362,885

See notes to financial statements

New York City Charter School of the Arts

Statement of Functional Expenses
Year Ended June 30, 2023

	No. of Positions	Program Services			Supporting Services		Total
		Regular Education	Special Education	Total	Management and General	Fundraising	
Personnel Services Costs							
Administrative staff personnel	11	\$ 520,399	\$ 84,887	\$ 605,286	\$ 215,314	\$ 20,674	\$ 841,274
Instructional personnel	31	1,412,759	1,054,430	2,467,189	-	-	2,467,189
Non-instructional personnel	<u>1</u>	<u>34,000</u>	<u>5,667</u>	<u>39,667</u>	<u>17,000</u>	<u>-</u>	<u>56,667</u>
Total Personnel Service Costs	<u>43</u>	<u>1,967,158</u>	<u>1,144,984</u>	<u>3,112,142</u>	<u>232,314</u>	<u>20,674</u>	<u>3,365,130</u>
Fringe benefits and payroll taxes		361,989	210,696	572,685	42,749	3,804	619,238
Accounting and audit services		-	-	-	114,000	-	114,000
Legal service		3,407	1,983	5,390	402	36	5,828
Outside contracted services and consultants		189,575	96,308	285,883	68,062	1,083	355,028
Occupancy and rent		816,609	475,307	1,291,916	96,438	8,582	1,396,936
Repairs and maintenance		25,005	14,554	39,559	2,953	263	42,775
Insurance		34,318	19,975	54,293	4,052	361	58,706
Utilities		46,856	27,272	74,128	5,535	492	80,155
Supplies and materials		69,687	28,761	98,448	-	-	98,448
Staff development		28,026	11,053	39,079	-	-	39,079
Marketing and recruitment		27,505	10,869	38,374	16	-	38,390
Technology		21,602	12,573	34,175	2,551	227	36,953
Food service		9,971	3,932	13,903	-	-	13,903
Student services		11,917	4,700	16,617	-	-	16,617
Office expense		42,519	24,362	66,881	4,778	425	72,084
Depreciation and amortization		93,122	54,202	147,324	10,997	979	159,300
Bad debt expense		-	-	-	41,774	-	41,774
Other		<u>3,945</u>	<u>2,298</u>	<u>6,243</u>	<u>468</u>	<u>41</u>	<u>6,752</u>
Total Expenses		<u>\$ 3,753,211</u>	<u>\$ 2,143,829</u>	<u>\$ 5,897,040</u>	<u>\$ 627,089</u>	<u>\$ 36,967</u>	<u>\$ 6,561,096</u>

New York City Charter School of the Arts

Statement of Functional Expenses
Year Ended June 30, 2022

	No. of Positions	Program Services			Supporting Services		Total
		Regular Education	Special Education	Total	Management and General	Fundraising	
Personnel Services Costs							
Administrative staff personnel	11	\$ 566,258	\$ 107,224	\$ 673,482	\$ 374,439	\$ 17,099	\$ 1,065,020
Instructional personnel	31	1,250,803	935,263	2,186,066	-	-	2,186,066
Non-instructional personnel	<u>1</u>	<u>252</u>	<u>42</u>	<u>294</u>	<u>126</u>	<u>-</u>	<u>420</u>
Total Personnel Service Costs	<u>43</u>	<u>1,817,313</u>	<u>1,042,529</u>	<u>2,859,842</u>	<u>374,565</u>	<u>17,099</u>	<u>3,251,506</u>
Fringe benefits and payroll taxes		339,398	194,701	534,099	69,954	3,193	607,246
Accounting and audit services		-	-	-	105,000	-	105,000
Legal service		2,027	1,163	3,190	418	19	3,627
Outside contracted services and consultants		222,878	102,437	325,315	76,970	1,138	403,423
Occupancy and rent		843,730	484,018	1,327,748	173,901	7,939	1,509,588
Repairs and maintenance		43,220	24,794	68,014	8,907	407	77,328
Insurance		27,919	16,016	43,935	5,755	263	49,953
Utilities		43,028	24,683	67,711	8,868	405	76,984
Supplies and materials		57,120	18,571	75,691	-	-	75,691
Staff development		21,719	7,041	28,760	-	-	28,760
Marketing and recruitment		36,132	19,142	55,274	6,137	280	61,691
Technology		26,228	15,046	41,274	5,406	247	46,927
Food service		118,553	38,430	156,983	-	-	156,983
Student services		11,576	3,752	15,328	-	-	15,328
Office expense		33,558	19,144	52,702	6,828	312	59,842
Depreciation and amortization		92,954	53,324	146,278	19,158	875	166,311
Other		<u>10,695</u>	<u>6,135</u>	<u>16,830</u>	<u>2,204</u>	<u>100</u>	<u>19,134</u>
Total Expenses		<u>\$ 3,748,048</u>	<u>\$ 2,070,926</u>	<u>\$ 5,818,974</u>	<u>\$ 864,071</u>	<u>\$ 32,277</u>	<u>\$ 6,715,322</u>

New York City Charter School of the Arts

Statements of Cash Flows

	Year Ended June 30,	
	2023	2022
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ (516,981)	\$ 925,242
Adjustments to reconcile change in net assets to net cash from operating activities		
Depreciation and amortization	159,300	166,311
Amortization of right of use asset - operating lease	1,158,196	-
Bad debt expense	41,774	-
Deferred rent	-	79,086
Gain on forgiveness of Paycheck Protection Program loan	-	(698,263)
Changes in operating assets and liabilities		
Grants and contracts receivable	(73,633)	(366,907)
Prepaid expenses and other current assets	48,645	44,336
Accounts payable and accrued expenses	(3,564)	38,749
Accrued payroll and payroll taxes	16,397	(63,248)
Operating lease liability	(1,117,079)	-
Refundable advances	25,528	(39,297)
Net Cash from Operating Activities	(261,417)	86,009
CASH FLOWS FROM INVESTING ACTIVITY		
Purchases of property and equipment	(17,211)	(96,598)
CASH FLOWS FROM FINANCING ACTIVITY		
Repayment of loan payable	-	(393,000)
Net Change in Cash and Restricted Cash	(278,628)	(403,589)
CASH AND RESTRICTED CASH		
Beginning of year	1,387,129	1,790,718
End of year	\$ 1,108,501	\$ 1,387,129
SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION		
Cash paid for amounts included in the measurement of lease liability	\$ 1,327,363	\$ -
Cash paid during the year for interest	-	7,156

See notes to financial statements

New York City Charter School of the Arts

Notes to Financial Statements
June 30, 2023 and 2022

1. Organization and Tax Status

New York City Charter School of the Arts (the “School”) is a New York State, not-for-profit educational corporation that was incorporated on January 4, 2016 to operate a Charter School pursuant to Article 56 of the Education Law of the State of New York. The School was granted a provisional charter (the “Charter”) on January 4, 2016 valid for a term of five years and has been renewed and extended through July 31, 2026 by the Board of Regents of the University of the State of New York. The School’s mission is to inspire a diverse community of young people to engage with the arts as a pathway to rich and rigorous academic scholarship and a creative purposeful life. The School provided education to approximately 194 students in the sixth through eighth grades during the 2022-2023 academic year.

Except for taxes that may be due for unrelated business income, the School is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code and from state and local income taxes under comparable laws.

2. Summary of Significant Accounting Policies

Basis of Presentation and Use of Estimates

The accompanying financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America (“U.S. GAAP”), which 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 revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

Adoption of New Accounting Pronouncement

Leases (Topic 842)

In February 2016, the Financial Accounting Standards Board issued Accounting Standards Update (“ASU”) No. 2016-02, *Leases (Topic 842)*, which requires entities that lease assets (lessees) to recognize the assets and related liabilities for the rights and obligations created by the leases on the statement of financial position for leases with terms exceeding 12 months. ASU No. 2016-02 defines a lease as a contract or part of a contract that conveys the right to control the use of identified assets for a period of time in exchange for consideration. The lessee in a lease will be required to initially measure the right-of-use asset and the lease liability at the present value of the remaining lease payments, as well as capitalize initial direct costs as part of the right-of-use asset.

The School adopted the requirements of the new standard effective July 1, 2022, using the modified retrospective transition method, which applies the provisions of the standard at the effective date without any adjustment to the comparative periods presented. The School adopted the following practical expedients and elected the following accounting policies related to this standard: Carry forward of historical lease classifications and accounting treatment.

New York City Charter School of the Arts

Notes to Financial Statements
June 30, 2023 and 2022

2. Summary of Significant Accounting Policies

Adoption of New Accounting Pronouncement (continued)

Leases (Topic 842) (continued)

Accordingly, the School will recognize lease payments on a straight-line basis over the lease term and variable payments in the period when the corresponding obligation is incurred. As a result of the adoption of the new lease accounting guidance, on July 1, 2022, the School recognized a lease liability of \$7,871,102 that represents the present value of the operating lease payments of \$8,585,930, discounted with a risk-free interest rate using the treasury bond rate for 5 years of 3.35%, and a right of use (“ROU”) asset of \$7,496,049, adjusted for accrued rent of \$375,053. The standard did not materially impact the statements of activities and cash flows.

Net Assets Presentation

Resources for various purposes are classified for accounting and reporting purposes into net asset categories established according to nature and purpose as follows:

Net assets without donor restrictions - consist of resources available for the general support of the School’s operations. Net assets without donor restrictions may be used at the discretion of the School’s management and/or the Board of Trustees.

Net assets with donor restrictions – represents amounts restricted by donors for specific activities of the School or to be used at a future date. The School records contributions as net assets with donor restrictions if they are received with donor stipulations that limit their use either through purpose or time restrictions. When a donor restriction expires, that is, when a time restriction ends or a purpose restriction is fulfilled, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions. The School had no net assets with donor restrictions at June 30, 2023 and 2022.

Restricted Cash

Under the provisions of its charter, the School established an escrow account to pay for legal and audit expenses that would be associated with a dissolution, should it occur.

The following table provides a reconciliation of cash and restricted cash reported within the statements of financial position to the amounts presented in the statements of cash flows at June 30:

	<u>2023</u>	<u>2022</u>
Cash	\$ 1,032,779	\$ 1,311,876
Restricted cash	<u>75,722</u>	<u>75,253</u>
	<u>\$ 1,108,501</u>	<u>\$ 1,387,129</u>

New York City Charter School of the Arts

Notes to Financial Statements
June 30, 2023 and 2022

2. Summary of Significant Accounting Policies (*continued*)

Property and Equipment

The School follows the practice of capitalizing all expenditures for property and equipment with costs in excess of \$2,500 and a useful life in excess of one year. Leasehold improvements are amortized over the shorter of the term of the lease, inclusive of all renewal periods, which are reasonably assured, or the estimated useful life of the asset. Purchased property and equipment are recorded at cost at the date of acquisition. Minor costs of maintenance and repairs are expensed as incurred. All property and equipment purchased with government funding is capitalized, unless the government agency retains legal title to such assets, in which case it is expensed as incurred.

Depreciation and amortization is recognized on the straight-line method over the estimated useful lives of such assets as follows:

Furniture and fixtures	7 years
Software	3 years
Computers and equipment	3 and 5 years

Property and equipment are reviewed for impairment if the use of the asset significantly changes or another indicator of possible impairment is identified. If the carrying amount for the asset is not recoverable, the asset is written down to its fair value. There were no asset impairments for the years ended June 30, 2023 and 2022.

Leases

The School accounts for leases under Topic 842. The School determines if an arrangement is a lease at inception. Operating leases are included in operating lease ROU assets and operating lease liabilities on the accompanying statement of financial position. The School made the short-term lease election for leases with an initial term of less than 12 months. ROU assets represent the right to use underlying assets for the lease terms and lease liabilities represent the obligation to make lease payments arising from the leases. Operating lease ROU assets and liabilities are recognized at the lease commencement dates based on the present value of lease payments over the lease terms. When leases do not provide an implicit borrowing rate, the School uses a risk-free rate based on the information available at the commencement date in determining the present value of lease payments. The operating lease ROU assets 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 School will exercise that option. Lease expense for lease payments is recognized on a straight-line basis over the lease terms. The School's lease agreements do not contain any material residual value guarantees or material restrictive covenants. The School has lease agreements with lease and non-lease components, which are generally accounted for separately. The School's lease agreements do not contain any variable lease components. The School applies the short-term lease exemption to all of its classes of underlying assets

Refundable Advances

The School records certain government operating revenue as refundable advances until related services are performed, at which time they are recognized as revenue.

New York City Charter School of the Arts

Notes to Financial Statements
June 30, 2023 and 2022

2. Summary of Significant Accounting Policies (*continued*)

Revenue and Support

Revenue from the state and local governments resulting from the School's charter status and based on the number of students enrolled is recorded when services are performed in accordance with the charter agreement. Federal and other state and local funds are recorded when expenditures are incurred and billable to the government agency.

Contributions are recognized when the donor makes a promise to give to the School that is, in substance, unconditional. Grants and other contributions of cash are reported as net assets with donor restrictions if they are received with donor stipulations. Restricted contributions and grants that are made to support the School's current period activities are recorded as net assets without donor restrictions. Contributions of assets other than cash are recorded at their estimated fair value at the date of donation.

Measure of Operations

The statements of activities reports all changes in net assets, including changes in net assets from operating and non-operating activities. Operating activities consist of those items attributable to the School's ongoing services. Non-operating activities include revenue and support from gain on forgiveness of Paycheck Protection Program loan, non-governmental sources that include grants and contributions revenue, interest and other income, and other activities considered to be of a more non-recurring nature.

Marketing and Recruitment

Marketing and recruitment costs are expensed as incurred. Marketing and recruitment expense for the years ended June 30, 2023 and 2022 was \$38,390 and \$61,691.

Functional Expense Allocation

The majority of expenses can generally be directly identified with the program or supporting service to which they relate and are charged accordingly. Other expenses such as personnel service costs, fringe benefits and payroll taxes, outside contracted services and consultants, and occupancy and rent have been allocated among program and supporting services classifications on the basis of periodic time and expense studies and other basis as determined by management of the School to be appropriate.

Accounting for Uncertainty in Income Taxes

The School recognizes the effect of income tax positions only if those positions are more likely than not to be sustained. Management has determined that the School had no uncertain tax positions that would require financial statement recognition or disclosure. The School is no longer subject to examinations by the applicable taxing jurisdictions for years prior to June 30, 2020.

New York City Charter School of the Arts

Notes to Financial Statements
June 30, 2023 and 2022

2. Summary of Significant Accounting Policies *(continued)*

Subsequent Events Evaluation by Management

Management has evaluated subsequent events for disclosure and/or recognition in the financial statements through the date that the financial statements were available to be issued, which date is October 11, 2023.

3. Grants and Contracts Receivable

Grants and contracts receivable consist of federal, state, city entitlements and grants. The School expects to collect these receivables within one year. Management has assessed the need for an allowance and has determined that such allowance is not necessary.

4. Property and Equipment

Property and equipment consists of the following at June 30:

	2023	2022
Furniture and fixtures	\$ 305,736	\$ 305,736
Software	15,888	15,887
Computers and equipment	583,009	565,799
Leasehold improvements	<u>464,522</u>	<u>464,522</u>
	1,369,155	1,351,944
Accumulated depreciation and amortization	<u>(984,219)</u>	<u>(824,919)</u>
	<u>\$ 384,936</u>	<u>\$ 527,025</u>

5. Liquidity and Availability of Financial Assets

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

	2023	2022
Cash	\$ 1,032,779	\$ 1,311,876
Grants and contracts receivable	<u>507,354</u>	<u>475,495</u>
	<u>\$ 1,540,133</u>	<u>\$ 1,787,371</u>

As part of the School's liquidity management plan, the status of grants and contracts receivable is monitored regularly and any excess cash is held in liquid instruments until it is required for operational use. The School will continue to rely on funding received from the New York City Department of Education to cover future operating costs (see Note 9).

New York City Charter School of the Arts

Notes to Financial Statements
June 30, 2023 and 2022

6. Paycheck Protection Program Loan Payable

On May 6, 2020, the School received a loan under the Paycheck Protection Program authorized by the Coronavirus Aid, Relief and Economic Security Act (“CARES Act”) in the amount of \$698,263. The loan forgiveness will be recognized at the time that the financial institution that issued the loan has reviewed and approved the associated spending and determined the forgivable portion.

On August 10, 2021, the loan was forgiven in full by the U.S. Small Business Administration and is recognized as a gain on forgiveness of Paycheck Protection Program loan in the accompanying fiscal year 2022 statements of activities, as per provisions of Accounting Standards Codification 470, *Debt*.

7. Employee Benefit Plan

The School maintains a pension plan qualified under Internal Revenue Code 401(k), for the benefit of its eligible employees. Under the plan, the School provided matching contributions up to 2% of the participant’s annual compensation. Employer match for the years ended June 30, 2023 and 2022 amounted to \$69,365 and \$57,509.

8. Concentration of Credit Risk

Financial instruments that potentially subject the School to concentrations of credit and market risk consist principally of cash and restricted cash with financial institutions, which from time to time may exceed the Federal Deposit Insurance Corporation (“FDIC”) limit. The School does not believe that a significant risk of loss due to the failure of a financial institution presently exists. As of June 30, 2023 and 2022, approximately \$620,000 and \$890,000 of cash was maintained with two institutions in excess of FDIC limits.

9. Concentration of Revenue and Support

The School receives a substantial portion of its revenue and support from the New York City Department of Education. For the years ended June 30, 2023 and 2022, the School received approximately 89% and 80% of total revenue and support from the New York City Department of Education. If the charter school laws were modified, reducing or eliminating these revenues, the School’s finances could be materially adversely affected.

10. Commitments

On March 8, 2018, the School signed a sublease agreement with NYFA 26 Broadway, LLC for facility space under a non-cancelable lease that commenced on September 1, 2018 and expiring on June 30, 2028. Under the terms of the sublease, the School paid a security deposits in the amount of \$589,560. The School is responsible for utilities, custodial services, maintenance, school safety services, HVAC, elevator services, and any additional services provided by the landlord to the School. Beginning in the 2019-2020 academic year, the School will not occupy the premises or be responsible for rent for a five week period from July to August each year (the “Summer Term”). The School has the option to occupy the subleased space during the Summer Term at an additional cost.

New York City Charter School of the Arts

Notes to Financial Statements
June 30, 2023 and 2022

10. Commitments (*continued*)

ROU assets consist of the following at June 30, 2023:

ROU asset - operating lease	\$ 7,496,049
Less: Accumulated amortization	<u>(1,158,196)</u>
	<u>\$ 6,337,853</u>

Weighted average remaining lease term	5 years
Weighted average discount rate	2.90%

The future minimum lease payments under this lease is as follows for the years ending June 30:

2024	\$ 1,367,184
2025	1,408,200
2026	1,450,446
2027	1,493,959
2028	<u>1,538,778</u>
Total minimum lease payments	7,258,567
Present value discount	<u>(504,544)</u>
Present value of operating lease liability	6,754,023
Current portion	<u>(1,190,361)</u>
Operating lease liability, less current portion	<u>\$ 5,563,662</u>

Rent expense for the years ended June 30, 2023 and 2022 amounted to \$1,311,541 and \$1,328,384.

11. Contingency

Certain grants and contracts may be subject to audit by the funding sources. Such audits might result in disallowances of costs submitted for reimbursements. Management is of the opinion that such cost 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.

* * * * *

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

Independent Auditors' Report

**Board of Trustees
New York City Charter School of the Arts**

We have audited, in accordance with the 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 New York City Charter School of the Arts (the "School") (a nonprofit organization), which comprise the statement of financial position as of June 30, 2023, and the related statements of activities, 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 11, 2023.

Report on Internal Control Over Financial Reporting

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

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

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

Report on Compliance and Other Matters

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

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the organization'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 organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Harrison, New York
October 11, 2023

Board of Trustees
New York City Charter School of the Arts

Auditors' Communication on Internal Control

In planning and performing our audit of the financial statements of New York City Charter School of the Arts (the "School") as of and for the year ended June 30, 2023, in accordance with auditing standards generally accepted in the United States of America, we considered the School's internal control over financial reporting ("internal control") as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or 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.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be deficiencies, significant deficiencies, or material weaknesses and, therefore, there can be no assurance that all such deficiencies have been identified.

We did not identify any deficiencies in internal control that we consider to be material weaknesses, as defined above.

This communication is intended solely for the information and use of management, audit committee, Board of Trustees, The State Education Department of the State University of New York, and others within the School, and is not intended to be and should not be used by anyone other than these specified parties.

[REDACTED]

Harrison, New York
October 11, 2023

SUNY Charter Schools Institute
Budget Narrative

Education Corporation Name:

Fiscal Contact:

Date:

Name:

Email:

1. What steps has the education corporation taken to ensure it has enacted a conservative budget?

2. How much of the education corporation's tier two of the ESSER funds would be spent by September 30, 2023? How much of the tier three ESSER funds does the education corporation plan to spend by September 30, 2024?

3. How does the education corporation ensure the sustainability of programs enacted through the use of ESSER funding once ESSER funding period ends?

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

Trustee Name:

Adam Falkner

Name of Charter School Education Corporation:

New York City Charter School of the Arts

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

None

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

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

None

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

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

Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:

02 EDT)

07/05/2023

Signature

Date

- Acceptable signature formats include:
- Digitally certified PDF signature
 - Print form, manually sign, scan to PDF

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

Trustee Name:

Laurence Heilbronn

Name of Charter School Education Corporation:

New York City Charter School of the Arts

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

None

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

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

None

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

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

Business Telephone:

[REDACTED]

Business Address:

N/A

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

[REDACTED] (DT)

06/22/2023

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:

Michele Murphy Gastel

Name of Charter School Education Corporation:

Michele Murphy Gastel

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

None

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

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

None

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

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

Business Telephone:

[REDACTED]

Business Address:

[REDACTED]

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

[REDACTED]

07/11/2023

Signature

Date

Acceptable signature formats include:

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

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

Trustee Name:

Laura Blankfein

Name of Charter School Education Corporation:

New York City Charter School of the Arts

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

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

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Business Telephone:

[REDACTED]

Business Address:

None

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

[REDACTED] GMT+2)

07/24/2023

Signature

Date

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- 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:

Mark

Name of Charter School Education Corporation:

Mark

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

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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Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:

[Maek Hall \(Jul 7, 2023 15:37 EDT\)](#)

07/07/2023

Signature

Date

Acceptable signature formats include:

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

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

Trustee Name:

Matthias Ederer

Name of Charter School Education Corporation:

New York City Charter School of the Arts

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

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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Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

3 _____

Home Address:

EDT)

Signature

Date

Acceptable signature formats include:

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

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

Trustee Name:

Max Osse

Name of Charter School Education Corporation:

Max Osse

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

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.

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Yes No

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Business Telephone:

[REDACTED] _____

Business Address:

[REDACTED] _____

E-mail Address:

[REDACTED] _____

Home Telephone:

[REDACTED] _____

Home Address:

[REDACTED] _____

[REDACTED]

07/27/2023

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:

Peter Sharp Sack

Name of Charter School Education Corporation:

New York City Charter School of the Arts

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

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Yes No

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Yes No

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Business Telephone:

[REDACTED]

Business Address:

[REDACTED]

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

[REDACTED] (EDT)

06/22/2023

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
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2023-24 Academic Calendar

August					September (18)					
M	T	W	Th	F	M	T	W	Th	F	
		1	2	3	4					1
7	8	9	10	11	4	5	6	7	8	
14	15	16	17	18	11	12	13	14	15	
21	22	23	24	25	18	19	20	21	22	
28	29	30	31		25	26	27	28	29	
October (21)					November (18)					
M	T	W	Th	F	M	T	W	Th	F	
2	3	4	5	6				1	2	3
9	10	11	12	13	6	7	8	9	10	
16	17	18	19	20	13	14	15	16	17	
23	24	25	26	27	20	21	22	23	24	
30	31				27	28	29	30		
December (16)					January (20)					
M	T	W	Th	F	M	T	W	Th	F	
				1	1	2	3	4	5	
4	5	6	7	8	8	9	10	11	12	
11	12	13	14	15	15	16	17	18	19	
18	19	20	21	22	22	23	24	25	26	
25	26	27	28	29	29	30	31			
February (16)					March (20)					
M	T	W	Th	F	M	T	W	Th	F	
			1	2					1	
5	6	7	8	9	4	5	6	7	8	
12	13	14	15	16	11	12	13	14	15	
19	20	21	22	23	18	19	20	21	22	
26	27	28	29		25	26	27	28	29	
April (15)					May (22)					
M	T	W	Th	F	M	T	W	Th	F	
1	2	3	4	5				1	2	3
8	9	10	11	12	6	7	8	9	10	
15	16	17	18	19	13	14	15	16	17	
22	23	24	25	26	20	21	22	23	24	
29	30				27	28	29	30	31	
June (14)					Total					
M	T	W	Th	F			S1	S2		
3	4	5	6	7	In School	180	91	89		
10	11	12	13	14	Remote	2	1	1		
17	18	19	20	21	for staff Development					
24	25	26	27	28	Total	182	92	90		

Dates	Notes
8/21 - 8/28	Innovation Institute - Students not in attendance
8/29 - 8/31	6th Grade Orientation
9/1	Wellness Friday - No School
9/4	Labor Day - No School
9/5	First Day of School 7th & 8th Grade
9/25	Yom Kippur - No School
TBD	Panorama SEL Survey in Advisory
9/28, 10/3	Fall MAP Growth Testing
10/5	Hispanic Heritage Night
10/9	Ital Heritage/Indigenous People's Day - No School
10/12	ELA Academic Night
10/19	CSA Alumni Panel
11/7	Election Day; Staff Devel - Students remote
11/10	Parent-Teacher Conferences
11/16	Math Academic Night
11/22 - 11/24	Thanksgiving Holiday Break - No School
12/14	History Academic Night
12/25 - 1/1	Winter Break - No School
1/15	Martin Luther King Day - No School
1/18	Science Academic Night
1/24 - 1/26	Semester Exams
1/29	Staff Development Day; Students Remote
1/30	Start of Second Semester
2/1, 2/6	Winter MAP Growth Testing
2/8	Black Heritage Month Panel
TBD	Panorama SEL Survey in Advisory
2/19 - 2/23	February Break - No School
3/14-15	Parent-Teacher Conferences
3/29	Good Friday - No School
4/10 - 4/12	ELA State Tests
4/22 - 4/30	Spring Break - No School
5/7 - 5/9	Math State Tests
5/27	Memorial Day - No School
6/4	Algebra I Regents Exam
6/6, 6.11	Spring MAP Growth Testing
TBD	Panorama SEL Survey in Advisory
6/19	Juneteenth - No School
6/17 - 6/26	Other Regents Exams TBD
	Semester Exams
6/21	Last Day of School (students)
6/24	Last Day of School (instructional staff)
6/28	Last Day of School (administrative staff)

Dates to be determined	
Shakespeare / Fall Play	
Winter and Spring Showcases	
Musical	
Piano Recitals	
NYSMMA	
Piano Jury	
Visual Art Portfolio Jury	
Graduation	

While school will be in session, students who observe the following	
Veterans' Day	
Lunar New Year	
Eid al-Fitr	

**FIRE ALARM SYSTEM
SEMI-ANNUAL INSPECTION & TESTING
(JANUARY - JUNE)**

**VISUAL INSPECTIONS:**

Check Boxes that Apply; Put N/A if Not Applicable

Inspected By: Gary Knight

Date: 4/3/23

	Yes	N/A	Comments
Nickel-Cadmium	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Sealed Lead-Acid	<input checked="" type="checkbox"/>		
Emergency Voice Alarm Communications Equipment	<input checked="" type="checkbox"/>		
Remote Annunciators	<input checked="" type="checkbox"/>		
Alarm Notification Appliance (Supervised)	<input checked="" type="checkbox"/>		
Interface Equipment	<input checked="" type="checkbox"/>		
Central Station Transmitters	<input checked="" type="checkbox"/>		

Other Initiating Devices	Yes	N/A	Comments
Air Sampling <i>(Found within Duct Detection Equipment)</i>	<input checked="" type="checkbox"/>		
Duct Detectors	<input checked="" type="checkbox"/>		
Electromechanical Releasing Devices <i>(Fail-Safe Devices)</i>	<input checked="" type="checkbox"/>		
Fire Extinguishing System(s) or Suppression System(s) Switches	<input checked="" type="checkbox"/>		
Fire Alarm Boxes <i>(Manual Pull Stations)</i>	<input checked="" type="checkbox"/>		

Note: Semi-annual smoke detector cleaning must be performed. Records shall be kept in a "Smoke Detector Maintenance Logbook" -or- computerized records of cleaning must be readily available.

Remarks / Repairs: _____

TESTING:

Check Boxes that Apply; Put N/A if Not Applicable

Must be performed by "Authorized Technician" ~ Please refer to "Guidelines" section of logbook (re: Fire Alarm Testing)

Tested By: Gary Knight

Date: 4/3/23

Batteries - Fire Alarm Systems	Yes	N/A	Comments
Lead-Acid Type: Discharge Test ~ 30 Minutes	<input checked="" type="checkbox"/>		
Lead-Acid Type: Load Voltage Test	<input checked="" type="checkbox"/>		
Lead-Acid Type: Specific Gravity			
Nickel-Cadmium Type: Load Voltage Test	<input checked="" type="checkbox"/>		
Charger Test: Load Voltage Test <i>(Replace Battery within 5 Years after Manufacture or More Frequently As Needed)</i>	<input checked="" type="checkbox"/>		

Initiating Devices	Yes	N/A	Comments
Radiant Energy Fire Detectors	<input checked="" type="checkbox"/>		
Water Flow Devices	<input checked="" type="checkbox"/>		
Valve Supervisory Switches	<input checked="" type="checkbox"/>		

Remarks / Repairs: _____

CROKER FIRE DRILL CORPORATION

The Fire and Life Safety Professionals

www.crokerfiredrill.com



Certificate of Occupancy

CO Number: 1000811-0000008

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

A.	Borough: MANHATTAN Address: 26 BROADWAY Building Identification Number(BIN): 1000811	Block Number: 22 Lot Number(s): 13 Additional Lot Number(s): Application Type: A1 - ALTERATION TYPE 1	Full Building Certificate Type: Temporary Date Issued: 05/19/2022
	This building is subject to this Building Code: 1968		
This Certificate of Occupancy is associated with job# 122170765-01			
B.	Construction Classification: 1: FIREPROOF STRUCTURES Building Occupancy Group classification: B - BUSINESS Multiple Dwelling Law Classification: Not Available		
	No.of stories: 32	Height in feet: 320	No.of dwelling units: Not Available
C.	Parking Spaces and Loading Berths: Open Parking Spaces: Not Available. Enclosed Parking Spaces: Not Available. Total Loading Berths: Not available		
	This Certificate is issued with the following legal limitations: Restrictive Declaration: None Zoning Exhibit: None BSA Calendar Number(s): None CPC Calendar Number(s): None		
Borough Comments:			

Borough Commissioner



Commissioner

Eric A. Albright