

Application: New York City Montessori Charter School

Gretchen Liga - gliga@csbm.com
2020-2021 Annual Report

Entry 1 School Info and Cover Page

Completed Jul 31 2021

Instructions

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2020-2021 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, 2021)** or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

NEW YORK CITY MONTESSORI CHARTER SCHOOL 320700861005

a1. Popular School Name

NYC Montessori Charter School

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

Please select the correct authorizer as of June 30, 2021 or you may not be assigned the correct tasks.

BOARD OF REGENTS

c. DISTRICT / CSD OF LOCATION

CSD # 7 - BRONX

d. DATE OF INITIAL CHARTER

12/2010

e. DATE FIRST OPENED FOR INSTRUCTION

9/2011

f. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)

MISSION STATEMENT

The New York City Montessori Charter School will empower children to be critical thinkers and creative problem solvers with strong social skills so that they can succeed in their world and continue to learn in their pursuit of higher education as they prepare for careers in the 21st Century.

g. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)

KEY DESIGN ELEMENTS (Briefly describe each Key Design Elements (KDE) as presented in the schools approved charter. KDEs are those general aspects of the school that are innovative or unique to the school’s mission and goals, are core to the school’s overall design, and are critical to its success.

KDE 1	Differentiated instruction: This key design element is implemented in all classes. In addition to assigning differentiated followup tasks after whole group instruction, teachers work with small groups or individual children to provide lessons at different skill levels. This occurs during the scheduled “independent work time” when students are working independently under the supervision of one of their teacher supervises. To facilitate appropriate use of this independent work time, each child has a work plan. This plan is prepared with the teacher and includes assignments geared to the student’s particular needs, levels of progress, and/or learning styles. It also gives students an opportunity to devote different amounts of time to different tasks, according to their needs.
KDE 2	Continuous ongoing assessment: This design element is implemented in several ways. On a daily basis, teachers use checklists to record specific acquisitions, for example, in phonics, sight words, number bonds and the like. They are also used to record errors and omissions. Montessori tasks with materials are sequenced in order of

complexity and difficulty and are self correcting, so the completion of a task also serves to monitor progress. Some math lessons require exit tickets. Teachers also make observations daily and may write anecdotal records. All these forms of ongoing assessment serve to make immediate decisions according to each child's emergent needs, and for daily and weekly planning. More formal assessments are made periodically, for example, running records, tests and performance tasks. They are used to make decisions on grouping, longer term planning and promotion.

KDE 3

Specially designed materials: All our classrooms are equipped with the set of manipulative materials designed by Maria Montessori and her followers to give physical representation to abstract concepts and procedures, such as place value, math operations or grammatical constructions. Both Piagetian and more recent research indicate that manipulating such materials allows students to build accurate mental representations of concepts and procedures. The variety of Montessori materials made available in the classroom also allows for different learning styles and needs. Our students use them every day. We have modified some of the ways in which these materials are used, so that they correspond more to the reasoning and open-ended problem solving emphasized in the CCLS based curricula we have adopted.

KDE 4

Mixed age groups: Mixed age grouping has several advantages. It maximizes teaching and learning time, as students do not spend time every year getting to know new teachers, classrooms, or peer groups. It helps maintain the established class culture and procedures since returning students act as models for incoming students. Since students of different ages are not expected to perform equally, competition is reduced and children of lesser ability pass unnoticed, which is particularly beneficial for at risk children. Multiage grouping also offers opportunities for peer tutoring, peer modeling, and peer reinforcing, all of which

	we have seen to have helped out students develop feelings of respect, cooperation, empathy, and a sense of community.
KDE 5	Time and practice to achieve mastery: The amount of repetition and the time needed for processing information and mastering skills vary according to the child, the skill, and the topic. To give students the opportunity for longer times on task, daily schedules in the NYCMCS include a long block of time for students to work independently on their Work Plan assignments.
KDE 6	Individual Work Plans, Independence and the freedom and ability to make choices: As indicated above, the NYCMCS uses Individual Work Plans for students to make decisions on how to use their independent work time and be held accountable for their actions.
KDE 7	Prepared Environment: This important element in the Montessori approach is implemented fully in the NYCMCS. Every day, teachers check the organization of the materials on their shelves in order to ensure that all students will be able to locate the materials they will need to carry out their differentiated assignments independently. The furniture and classrooms are in muted colors and walls are uncluttered, in order to avoid distracting students' attention from their work.
KDE 8	(No response)
KDE 9	(No response)
KDE 10	(No response)

Need additional space for variables

No

h. SCHOOL WEB ADDRESS (URL)

<https://nycmcs.org/>

i. TOTAL MAX APPROVED ENROLLMENT FOR THE 2020-2021 SCHOOL YEAR (exclude Pre-K program enrollment)

295

j. TOTAL STUDENT ENROLLMENT ON JUNE 30, 2021 (exclude Pre-K program enrollment)

253

k. GRADES SERVED IN SCHOOL YEAR 2020-2021 (exclude Pre-K program students)

Check all that apply

Grades Served

K, 1, 2, 3, 4, 5

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

No

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2021-2022?

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 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	423 East 138th Street Bronx, NY 10454	347-226-9094	NYC CSD 7	K-5	5

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Abeku Hayes	646-660-3214		hayes@nycmcs.org
Operational Leader	Wanda Andujar	646-660-3251		andujar@nycmcs.org
Compliance Contact	Wanda Andujar	646-660-3251		andujar@nycmcs.org
Complaint Contact	Abeku Hayes	646-660-3214		hayes@nycmcs.org
DASA Coordinator	Monica Benjamin	646-770-6957		benjamin@nycmcs.org
Phone Contact for After Hours Emergencies	Abeku Hayes	646-660-3214		hayes@nycmcs.org

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

Private Space

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

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

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

Site 1 Certificate of Occupancy (COO)

[COO with note.pdf](#)

Filename: COO with note.pdf **Size:** 71.9 kB

Site 1 Fire Inspection Report

[NYC Montessori Fire Inspection.pdf](#)

Filename: NYC Montessori Fire Inspection.pdf **Size:** 884.9 kB

CHARTER REVISIONS DURING THE 2020-2021 SCHOOL YEAR

n1. Were there any revisions to the school's charter during the 2020-2021 school year? (Please include approved or pending material and non-material charter revisions).

No

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

Yes

ATTESTATIONS

p. Individual Primarily Responsible for Submitting the Annual Report.

Name	Wanda Andujar
Position	Assistant Principal of Operations
Phone/Extension	347-226-9094
Email	andujar@nycmcs.org

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

Responses Selected:


Yes

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

Responses Selected:

Yes

Signature, Head of Charter School

A handwritten signature in black ink on a light gray background. The signature is cursive and appears to read "Mark H. ...".

Signature, President of the Board of Trustees

A handwritten signature in black ink on a light gray background. The signature is cursive and clearly reads "Maria Stone".

Date

Jul 29 2021

Thank you.



Entry 3 Progress Toward Goals

In Progress Last edited: Oct 26 2021

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

For the 2020-2021 school year, any academic or

organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”. **Deadline is November 1, 2021.**

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

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

Complete the tables provided. List each goal and measure as contained in the school’s currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 2, 2021.

1. ACADEMIC STUDENT PERFORMANCE GOALS

For the 2020-2021 school year, any academic goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2020-2021 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	Each year, the school will earn a score sufficient to place it at or above the 75th percentile of all schools on the "Performance" section of the citywide Progress Report for students in 3rd-5th grades.	NYC DOE Progress Report	Unable to Assess	Progress toward this goal cannot be measured as the NYC DOE changed the format of the Progress report, and this information is no longer available.
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

4. ORGANIZATION GOALS

For the 2020-2021 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”.

2020-2021 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
				The COVID-19 pandemic impacted the school meeting this goal. With the move to remote learning for the 2020-21 school year due to the COVID-19 pandemic, we adopted an attendance policy where a student would be considered present only if they attended all classes in the day. While the school implemented strategies, such as

Org Goal 1	Each year the school will have a daily student attendance rate of at least 95 percent.	ATS Attendance Records	Not Met	<p>frequent reminders and efforts to hold students accountable, the resulting attendance rate still was less than school years when classes are held in person.</p> <p>We expect to return to higher daily student attendance rates in the 2021-22 school year, when we return to in-person classes. We will implement strategies used in previous school years, which include frequent communication with transient families to reinforce the importance of attendance and ensuring adequate busing from the NYC Office of Pupil Transportation.</p>
Org Goal 2	Each year the school will comply with all applicable laws, rules, regulations and contract terms and have in place and maintain effective systems, policies, procedures and	Board Policies and Minutes of Meetings, Personnel Manual, Family	Met	

	other controls for ensuring that legal and charter requirements are met.	Manual		
Org Goal 3	Each year, student enrollment will be within 10% of full enrollment as defined in the school's contract.	ATS Attendance Records	Not Met	<p>The COVID-19 pandemic impacted the school meeting this goal. The school experienced more students withdrawing because their families were moving due to the COVID-19 pandemic.</p> <p>We implemented multiple recruitment and enrollment strategies in our efforts to meet this goal. These included utilizing an online school-placement platform, called Schola, which sends targeted recruitment emails to parents. We started a membership with the Hispanic Federation and Mott Haven Community Partnership. We also partnered with a local</p>

				church, St. Jerome Church, to target ED and ELL families. Further, we worked with the supervisor at the YAI, which provides supports to individuals with intellectual and/or developmental disabilities, to support our recruitment of SWDs. In addition, we send frequent reminder emails to parents as part of our enrollment process. We will continue to implement these recruitment and enrollment efforts for the 2021-22 school year.
Org Goal 4	Each year teacher retention of high performing staff will be high.	Accepted re-hire letters	Met	
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

6. FINANCIAL GOALS

2020-2021 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	Upon completion of the school's first year of operation and every year thereafter, the school will undergo an independent financial audit that will result in an unqualified opinion and no major findings.	Independent financial audit findings	Met	
Financial Goal 2	Each year, the school will operate on a balanced budget and maintain a stable cash flow.	Monthly financial statements	Met	
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

Entry 4 - Audited Financial Statements

Completed Oct 29 2021

Required of ALL Charter Schools

ALL SUNY-authorized charter schools must upload the financial statements in .pdf format into the SUNY Epicenter system no later than **November 1, 2021**. SUNY CSI will forward to NYSED CSO.

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, 2021**. 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 protection are turned off.

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

NYC Montessori FST ML Combined

Filename: NYC Montessori FST ML Combined.pdf **Size:** 459.5 kB

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

Completed Dec 20 2021

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 website at [2020-2021 Charter School Annual Report webpage](#). Upload the completed file in Excel format. **Due November 1, 2021.**

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.

New York City Montessori CS BEDS-320700861005_2020-21

Filename: New York City Montessori CS BEDS uoDgcPg.xlsx **Size:** 75.7 kB

Entry 4c - Additional Financial Documents

Completed Oct 29 2021

Instructions - Regents, NYCDOE and Buffalo BOE authorized schools must upload financial documents in this section **by November 1, 2021**. 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. CSP Agreed-Upon Procedure Report
4. Evidence of Required Escrow Account for each school^[1]
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

^[1] Note: For BOR schools chartered or renewed after the 2017-2018 school year, the escrow account per

school is \$100,000.

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

[NYC Montessori Mgmt Ltr](#)

Filename: NYC Montessori Mgmt Ltr.pdf **Size:** 142.1 kB

[12BankStatement - June'21](#)

Filename: 12BankStatement June21.pdf **Size:** 117.5 kB

Entry 4d - Financial Services Contact Information

Completed Oct 29 2021

Instructions: Please enter the contact information for school staff, firms or other entities providing financial services to the education corporation by **November 1, 2021**.

Form for "Financial Services Contact Information"

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Abeku Hayes	[REDACTED]	[REDACTED]

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Gus Saliba, PKF O'Connor Davies, LLP	[REDACTED]	[REDACTED]	10

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm
	Charter School Business Management	Viviana Torres	237 West 35th Street, Suite 301, New York, NY 10001	[REDACTED]	[REDACTED]	10

Entry 5 - Fiscal Year 2021-2022 Budget

In Progress Last edited: Jul 31 2021

Instructions - Regents, NYCDOE, and Buffalo BOE authorized charter schools should upload a copy of the school's FY21 Budget using the 2021-2022 [Projected Annual Budget template](#) in the portal or from the Annual Report website **by November 1, 2021**.

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.

Instructions - SUNY authorized charter schools should download the [2021-2022 Budget and Quarterly Report Template](#) on the SUNY website or Epicenter and upload the completed template into the portal **by November 1, 2021**.

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

Entry 6 - Board of Trustees Disclosure of Financial Interest Form

Completed Jul 31 2021

Required of ALL Charter Schools by August 2

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 2020-2021 school year must complete a signed:

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

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

Trustees serving on an education corporation that governs more than one school are not required to

complete a separate disclosure for each school governed by the **education** corporation. In the Disclosure of Financial Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation. Note: Docusign is accepted.

[Anthony Jordan](#)

Filename: Anthony Jordan.pdf **Size:** 162.4 kB

[Diane Moore](#)

Filename: Diane Moore.pdf **Size:** 161.4 kB

[Boby Katumkeeryil](#)

Filename: Boby Katumkeeryil.pdf **Size:** 162.0 kB

[Jason Garcia](#)

Filename: Jason Garcia.pdf **Size:** 161.5 kB

[Edward Tanzer](#)

Filename: Edward Tanzer.pdf **Size:** 161.7 kB

[Maria Keane](#)

Filename: Maria Keane.pdf **Size:** 160.6 kB

[Denise Clay](#)

Filename: Denise Clay.pdf **Size:** 70.0 kB

[Jacqueline Disanto](#)

Filename: Jacqueline Disanto.pdf **Size:** 52.4 kB

[Neil Gulyako](#)

Filename: Neil Gulyako.pdf **Size:** 47.3 kB

[Hal Mutlu](#)

Filename: Hal Mutlu.pdf **Size:** 161.3 kB

Entry 7 BOT Membership Table

Completed Jul 31 2021

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.

1. 2020-2021 Board Member Information (Enter info for each BOT member)

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2020-2021
1	Maria Keane		Chair	Education, Executive	Yes	2	07/01/2019	06/30/2021	11
2	Jacqueline DiSanto		Trustee/Member	Education	Yes	3	07/01/2019	06/30/2021	11
3	Neil Gulyako		Vice Chair	Finance, Education	Yes	1	07/01/2019	06/30/2021	5 or less
4	Haldun Mutlu		Treasurer	Finance, Building & Grounds	Yes	1	07/01/2019	06/30/2021	8

				, Executiv e					
5	Denise Clay		Trustee/ Member	Educati on, Finance, Executiv e	Yes	5	07/01/2 019	06/30/2 021	11
6	Jason Garcia		Trustee/ Member	Building & Grounds	Yes	2	07/01/2 020	06/30/2 022	7
7	Ed Tanzer		Trustee/ Member	Building & Grounds , Finance	Yes	1	07/01/2 019	06/30/2 021	10
8	Diane Moore		Trustee/ Member	Building & Grounds	Yes	1	07/01/2 019	01/20/2 021	5 or less
9	Boby Katumk eeryil		Trustee/ Member	Finance	Yes	1	11/01/2 020	10/31/2 022	5 or less

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

Yes

1b. Current Board Member Information

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2020-2021
10	Anthony Jordan		Trustee/Member	Education	Yes	1	11/01/2020	10/31/2022	5 or less
11									
12									
13									
14									
15									

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

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total Number of BOT Members on June 30, 2021	9
b.Total Number of Members Added During 2020-2021	2
c. Total Number of Members who Departed during 2020-2021	1
d.Total Number of members, as set in Bylaws, Resolution or Minutes	9

3. Number of Board meetings held during 2020-2021

11

4. Number of Board meetings scheduled for 2021-2022

11

Thank you.

Entry 8 Board Meeting Minutes

Completed Jul 31 2021

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

Schools must upload a complete set of monthly board meeting minutes (July 2020-June 2021), which should match the number of meetings held during the 2020-2021 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 2, 2021.

[10BoardMinutes_May21-BoardMeeting](#)

Filename: 10BoardMinutes_May21 BoardMeeting.pdf **Size:** 446.2 kB

[05BoardMinutes_Dec20-BoardMeeting](#)

Filename: 05BoardMinutes_Dec20 BoardMeeting.pdf **Size:** 437.1 kB

[06BoardMinutes_Jan21-BoardMeeting](#)

Filename: 06BoardMinutes_Jan21 BoardMeeting.pdf **Size:** 310.4 kB

[07BoardMinutes_Feb21-BoardMeeting](#)

Filename: 07BoardMinutes_Feb21 BoardMeeting.pdf **Size:** 439.8 kB

[04BoardMinutes_Nov20-BoardMeeting](#)

Filename: 04BoardMinutes_Nov20 BoardMeeting.pdf **Size:** 200.4 kB

[03BoardMinutes_Oct20-BoardMeeting](#)

Filename: 03BoardMinutes_Oct20 BoardMeeting.pdf **Size:** 264.0 kB

[02BoardMinutes_Sept20-BoardMeeting](#)

Filename: 02BoardMinutes_Sept20 BoardMeeting.pdf **Size:** 52.7 kB

[11BoardMinutes_Jun21-BoardMeeting](#)

Filename: 11BoardMinutes_Jun21 BoardMeeting.pdf **Size:** 59.8 kB

[08BoardMinutes_Mar21-BoardMeeting](#)

Filename: 08BoardMinutes_Mar21 BoardMeeting.pdf **Size:** 59.3 kB

[09BoardMinutes_Apr21-BoardMeeting](#)

Filename: 09BoardMinutes_Apr21 BoardMeeting.pdf **Size:** 53.4 kB

[01BoardMinutes_JulAug20-BoardMeeting](#)

Filename: 01BoardMinutes_JulAug20 BoardMeeting.pdf **Size:** 105.0 kB

Entry 9 Enrollment & Retention

Completed Jul 31 2021

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

ALL charter schools must complete this section. Describe the good faith efforts the charter school has made in 2020-2021 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 2021-2022.

Entry 9 Enrollment and Retention of Special Populations

Instructions for Reporting Enrollment and Retention Strategies

Describe the efforts the charter school has made in 2020-2021 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners, and students who are economically disadvantaged. In addition, describe the school’s plans for meeting or making progress toward meeting its enrollment and retention targets in 2021-2022.

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2020-2021	Describe Recruitment Plans in 2021-2022
	<p>In 2020-2021, 92.1% of NYCMCS's students were Economically Disadvantaged. To recruit these students, the school utilized the following strategies, with some adjustments to virtual settings or online outreach, due to the COVID-19 pandemic:</p> <ul style="list-style-type: none"> • We contacted local day care centers in high-need neighborhoods. We specifically targeted all daycare centers in the 10454 zip code. Outreach included distributing brochures and notifying parents of admission and lottery instructions. We began outreach in January 2021. 	<p>As our enrollment of Economically Disadvantaged students in 2020-21 was high, we</p>

Economically Disadvantaged

- We presented to numerous local early childhood center staff and parents, again targeting neighborhoods with a high presentation included a description of the school, our educational philosophy and programs to promote an inclusive environment. We also shared application instructions and invited parents to tour the school.
- We conducted outreach to local community-based organizations, such as Mott Haven Community Partnership and St. Jermoe Church, and shared information to facilitate referrals to our school.
- We held monthly recruitment events beginning in February 2021.
- We posted signs regarding our application process outside of our building and throughout the community, including grocery stores, churches, and libraries.

intend to employ the same strategies. Based on our experiences from 2020-21, we decided to employ more online recruitment strategies and have joined the online enrollment software, Schola. We also plan to partner with local businesses during the summer and fall months. We intend to begin online and mass print advertising in February 2022.

In the past school year, 18.21% of NYCMCS's students were English Language Learners. To recruit ELL students, the school utilized the following strategies, with some adjustments to virtual settings or online outreach, due to the COVID-19 pandemic:

- We contacted local day care centers that serve a high number of non-English speaking families. All materials shared with translated into Spanish. We began outreach in January 2021.
- We presented to numerous

<p>English Language Learners</p>	<p>local early childhood center staff and parents. Our presentation included a description of the school, our educational philosophy and programs to serve ELLs students. Translators were brought to every presentation, and applications in multiple languages were available.</p> <ul style="list-style-type: none"> • We conducted outreach to local community-based organizations, such as Mott Haven Community Partnership and St. Jerome Church, that serve non-English speaking and shared information in several languages to facilitate referrals to our school. • We held monthly recruitment events beginning in February 2021. Presentations were provided in English and Spanish. • We posted signs in Spanish regarding our application process outside of our building and throughout the community, including grocery stores, churches, and libraries. 	<p>As our enrollment of English Language Learners in 2020-21 was high, we intend to employ the same strategies. We recently acquired a membership with the Hispanic Federation and intend to partner with them for targeted outreach to ELL families. We will continue to assess and make any necessary adjustments to these recruitment strategies to ensure the health and safety of our staff and community members.</p>
<p>Students with Disabilities</p>	<p>Of the total enrollment for 2020-21, the percentage of Students with Disabilities was 23.7%. To recruit Students with Disabilities, the school shared information on the wide range of interventions and special education services offered at the school at every community visit, school tour, and information session. Promotional materials also highlight the inclusive nature of the school and the personalized instructional model. We also maintained a strong relationship</p>	<p>As we almost met this enrollment goal, we are confident that our specific strategies are effective, and will continue to focus on these efforts in the 2021-22 school year. We will continue to assess and make any necessary adjustments to these recruitment strategies to ensure the health and safety of our staff and community members.</p>

with the Committee on Special Education.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2020-2021	Describe Retention Plans in 2021-2022
Economically Disadvantaged	<p>Research suggests that Economically Disadvantaged students (students eligible for free or reduced priced lunch) are at a much greater risk for academic failure. To support these and other students, the school has implemented a Response to Intervention (RTI) program to maximize student achievement and minimize behavioral problems. At NYCMCS, we follow a three-tier implementation plan. We use research-based interventions at each tier as appropriate and target interventions to the student, their personality, and their challenges.</p> <p>Due to the COVID-19 pandemic, we ensured support of ED students through remote learning by keeping class sizes small, with a teacher to student ratio no greater than 1:15. We also increased communication and support to our students' parents, through frequent check-ins. Further, we increased our social emotional supports to all of our students.</p>	<p>Our efforts to retain and serve Economically Disadvantaged students have resulted in the vast majority of our families expressing a high degree of satisfaction with the school and choosing to re-enroll their children year after year. Therefore, changes to the school's program will only be made if necessitated by student data and/or parental concerns.</p>
	To support ELLs, NYCMCS employs a certified English-as-a-Second-Language (ESL) Teacher.	

<p>English Language Learners</p>	<p>She has an MA in TESOL and initial NYS TESOL K-12 teacher certification. She has fulfilled all requirements toward Common Branches certification except for the DASA training. Prior to working full-time, she taught part-time for ten years and is familiar with a variety of languages. The ESL Teacher provides push-in and pull-out instructional support to ELLs based on individual student needs. The ELL teacher oversees the program under the supervision of the Director of Instruction and the Director of Outreach. The ESL teacher collaborates frequently with the classroom teachers, Special Education Support Services teacher, and other service providers, discussing student needs, setting goals, sharing observations and results from assessments, and providing supports for differentiation, as well as sharing materials.</p>	<p>Our efforts to retain and serve English Language Learners have resulted in the vast majority of our families expressing a high degree of satisfaction with the school and choosing to re-enroll their children year after year. Therefore, changes to the school's program will only be made if necessitated by student data and/or parental concerns.</p>
	<p>To support students with disabilities, NYCMCS employs seven Special Education Teachers who provide the following continuum of services based on a student's Individualized Education Plan (IEP): Special Education Support Services, Integrated Co-Teaching, and self-contained classrooms. Special Education teachers collaborate routinely and frequently with the General Education Teachers. The school follows a "school within a school" model, with grade level teachers forming teams with one or more</p>	

Students with Disabilities

grades. These teams comprise Special Education and General Education teachers who have joint responsibility for planning lessons, activities and projects. They meet regularly several times a week, plan together, compare data, exchange experiences, build curriculum, and keep in step with the pacing calendar. Resources are combined to strengthen teaching and learning opportunities, methods, and effectiveness. Each team has a Team Leader, who can be either Special or General Education teachers. The Assistant Principals and Instructional Coach meet regularly to oversee the special education program. Specifically, they ensure that the program meets curricular, teaching, compliance and special education standards. They also monitor student progress and recommend changes to the program to ensure effectiveness.

Our efforts to retain and serve Students with Disabilities have resulted in the vast majority of our families expressing a high degree of satisfaction with the school and choosing to re-enroll their children year after year. Therefore, changes to the school's program will only be made if necessitated by student data and/or parental concerns.

Entry 10 - Teacher and Administrator Attrition

Completed Jul 31 2021

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

A. TEACH System - Employee Clearance

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

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

^[1] Employees that 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.p12.nysed.gov/psc/aboutcharterschools/lawsandregs/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

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must simultaneously 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

<http://www.p12.nysed.gov/psc/aboutcharterschools/lawsandregs/EmployeeFingerprintOct19.pdf>.

Attestation

Responses Selected:

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

Entry 11 Percent of Uncertified Teachers

Completed Jul 31 2021

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

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, 2021)	4
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	0
Total Category A: 5 or 30% whichever is less	4.0

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	0
Total Category B: not to exceed 5	0.0

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	0
Total Category C: not to exceed 5	0.0

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

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

	FTE Count
Total Category D	0

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	26

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	30



Thank you.

Entry 12 Organization Chart

Completed Jul 31 2021

[Instructions](#)

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

Upload the 2020-2021 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should not appear on the chart

[NYCMCS 20-21 Organizational Chart Updated](#)

Filename: NYCMCS 20 21 Organizational Chart Updated.pdf **Size:** 163.7 kB

Entry 13 School Calendar

Completed Jul 31 2021

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

Given these uncertain and changing times, charter schools may or may not have a school calendar ready to upload by the submission deadline this year of August 2, 2021. If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 2nd submission. Charter schools will be able to upload an updated school calendar into the portal at any time but no later than **September 15, 2021**.

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 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.

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

[2021-22 NYCMCS Calendar Final](#)

Filename: 2021 22 NYCMCS Calendar Final.pdf Size: 175.3 kB

Entry 14 Links to Critical Documents on School Website

Completed Jul 31 2021

Instructions

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

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

1. Most recently filed Annual Report (i.e., 2019-2020 Annual Report);
2. Most recent board meeting notice, documents to be discussed at the meeting (if any), and webcast of Board meetings (if held virtually per Governor's Executive Order);
3. Link to New York State School Report Card;
4. Lottery Notice announcing date of lottery;
5. Authorizer-approved DASA Policy;
6. District-wide safety plan and Authorizer-approved Discipline Policy (as per August 29, 2019 [Emergency Response Plan Memo](#));
7. Authorizer-approved FOIL Policy; and
8. Subject matter list of FOIL records.
9. Link to School Reopening Plan

Form for Entry 14 Links to Critical Documents on School Website

School Name: **New York City Montessori Charter School**

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

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

	Link to Documents
1. Most Recent Annual Report (i.e., 2019-20)	https://nycmcs.org/wp-content/uploads/2021/07/NYCMontAR1920.pdf
2. Most recent board meeting notice, documents to be discussed at the meeting (if any)	https://nycmcs.org/board-of-trustees/
2a. Webcast of Board Meetings (per Governor's Executive Order)	https://nycmcs.org/board-of-trustees/
3. Link to NYS School Report Card	https://data.nysed.gov/essa.php?instid=800000070182&year=2020&createreport=1&OverallStatus=1&section_1003=1&EMStatus=1&naep=1&expend=1&staffqual=4&feddata=1
4. Lottery Notice announcing date of lottery	https://nycmcs.org/admission/
5. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY);	https://nycmcs.org/wp-content/uploads/2020/07/DASA-.pdf
6. District-wide Safety Plan	https://nycmcs.org/wp-content/uploads/2020/10/School-Safety-Plan-Revision2020-Website.pdf
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	https://nycmcs.org/wp-content/uploads/2021/07/DisciplinePolicy.2021.2022.pdf
7. Authorizer-Approved FOIL Policy	https://nycmcs.org/wp-content/uploads/2020/07/FOIL-Policy-July-2020-Update.pdf
8. Subject matter list of FOIL records	https://nycmcs.org/wp-content/uploads/2020/07/FOIL-Policy-July-2020-Update.pdf

Thank you.



New York City Montessori Charter School

Financial Statements

June 30, 2021 and 2020

Independent Auditors' Report

Board of Trustees
New York City Montessori Charter School

Report on the Financial Statements

We have audited the accompanying financial statements of New York City Montessori Charter School (the "School"), which comprise the statements of financial position as of June 30, 2021 and 2020, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes 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.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the School as of June 30, 2021 and 2020, 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.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated October 11, 2021, on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is 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 the School's 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 the School's internal control over financial reporting and compliance.

PKF O'Connor Davies, LLP

Harrison, New York
October 11, 2021

New York City Montessori Charter School

Statements of Financial Position

	June 30,	
	2021	2020
ASSETS		
Current Assets		
Cash	\$ 898,777	\$ 1,467,857
Grants and contracts receivable	436,251	264,034
Prepaid expenses and other current assets	40,525	38,152
Total Current Assets	1,375,553	1,770,043
Property and equipment, net	130,228	137,872
Security deposits	231,189	231,189
Restricted cash	100,000	100,000
	\$ 1,836,970	\$ 2,239,104
LIABILITIES AND NET ASSETS		
Current Liabilities		
Accounts payable and accrued expenses	\$ 77,926	\$ 106,793
Accrued payroll and payroll taxes	295,136	349,769
Deferred rent, current portion	217,470	183,948
Refundable advances	2,822	11,369
Total Current Liabilities	593,354	651,879
Deferred rent	-	217,470
Total Liabilities	593,354	869,349
Net assets, without donor restrictions	1,243,616	1,369,755
	\$ 1,836,970	\$ 2,239,104

See notes to financial statements

New York City Montessori Charter School

Statements of Activities

	Year Ended June 30,	
	2021	2020
REVENUE AND SUPPORT		
State and local per pupil operating revenue		
General and special education	\$ 4,720,538	\$ 5,489,476
Universal pre-kindergarten	363,636	393,939
Facilities	443,177	465,987
Federal grants	514,034	289,165
State grants	18,189	18,579
Other income	694	16,594
Total Revenue and Support	6,060,268	6,673,740
EXPENSES		
Program Services		
Regular education	3,419,256	3,564,402
Special education	1,610,426	1,637,860
Other education	405,229	408,467
Total Program Services	5,434,911	5,610,729
Supporting Services		
Management and general	751,496	706,161
Total Expenses	6,186,407	6,316,890
Change in Net Assets	(126,139)	356,850
NET ASSETS		
Beginning of year	1,369,755	1,012,905
End of year	\$ 1,243,616	\$ 1,369,755

New York City Montessori Charter School

Statement of Functional Expenses
Year Ended June 30, 2021

	No. of Positions	Program Services			Total	Management and General	Total
		Regular Education	Special Education	Other Education			
Personnel Services Costs							
Administrative staff personnel	11	\$ 260,886	\$ 32,549	\$ 8,137	\$ 301,572	\$ 330,490	\$ 632,062
Instructional personnel	39	1,434,313	774,549	199,660	2,408,522	-	2,408,522
Non-instructional personnel	1	48,757	16,243	-	65,000	-	65,000
Total Salaries and Staff	<u>51</u>	<u>1,743,956</u>	<u>823,341</u>	<u>207,797</u>	<u>2,775,094</u>	330,490	<u>3,105,584</u>
Fringe benefits and payroll taxes		442,883	209,090	52,771	704,744	83,930	788,674
Accounting and audit services		-	-	-	-	25,250	25,250
Other purchased, professional and consulting services		115,257	54,414	13,733	183,404	107,490	290,894
Building and land rent/lease		823,289	388,684	98,097	1,310,070	156,018	1,466,088
Repairs and maintenance		12,916	6,098	1,539	20,553	2,447	23,000
Insurance		23,576	11,131	2,809	37,516	4,468	41,984
Utilities		32,513	15,350	3,874	51,737	6,161	57,898
Supplies and materials		38,052	14,233	2,445	54,730	-	54,730
Staff development		17,423	8,226	2,076	27,725	3,301	31,026
Marketing and recruitment		923	324	14	1,261	21	1,282
Technology		61,330	28,954	7,308	97,592	11,622	109,214
Student services		411	194	49	654	78	732
Office expense		70,387	33,231	8,387	112,005	13,335	125,340
Depreciation and amortization		<u>36,340</u>	<u>17,156</u>	<u>4,330</u>	<u>57,826</u>	<u>6,885</u>	<u>64,711</u>
Total Expenses		<u>\$ 3,419,256</u>	<u>\$ 1,610,426</u>	<u>\$ 405,229</u>	<u>\$ 5,434,911</u>	<u>\$ 751,496</u>	<u>\$ 6,186,407</u>

See notes to financial statements

New York City Montessori Charter School

Statement of Functional Expenses
Year Ended June 30, 2020

	No. of Positions	Program Services			Total	Management and General	Total
		Regular Education	Special Education	Other Education			
Personnel Services Costs							
Administrative staff personnel	12	\$ 368,311	\$ 48,426	\$ 11,736	\$ 428,473	\$ 355,646	\$ 784,119
Instructional personnel	46	1,510,220	821,189	209,771	2,541,180	-	2,541,180
Non-instructional personnel	<u>1</u>	<u>40,347</u>	<u>15,269</u>	<u>-</u>	<u>55,616</u>	<u>-</u>	<u>55,616</u>
Total Salaries and Staff	<u><u>59</u></u>	<u><u>1,918,878</u></u>	<u><u>884,884</u></u>	<u><u>221,507</u></u>	<u><u>3,025,269</u></u>	<u><u>355,646</u></u>	<u><u>3,380,915</u></u>
Fringe benefits and payroll taxes		415,711	191,703	47,988	655,402	77,049	732,451
Accounting and audit services		-	-	-	-	25,250	25,250
Other purchased, professional and consulting services		148,779	66,042	16,532	231,353	55,851	287,204
Building and land rent/lease		815,523	376,075	94,140	1,285,738	151,150	1,436,888
Repairs and maintenance		14,385	6,634	1,661	22,680	2,666	25,346
Insurance		19,628	9,051	2,266	30,945	3,638	34,583
Utilities		41,569	19,169	4,799	65,537	7,704	73,241
Supplies and materials		40,639	15,665	2,629	58,933	-	58,933
Staff development		15,358	7,082	1,773	24,213	2,847	27,060
Marketing and recruitment		6,481	2,782	460	9,723	739	10,462
Technology		25,023	11,539	2,889	39,451	4,637	44,088
Student services		5,763	2,657	665	9,085	1,068	10,153
Office expense		57,548	26,538	6,643	90,729	10,666	101,395
Bad debt		8,736	4,029	1,008	13,773	1,619	15,392
Depreciation and amortization		<u>30,381</u>	<u>14,010</u>	<u>3,507</u>	<u>47,898</u>	<u>5,631</u>	<u>53,529</u>
Total Expenses		<u><u>\$ 3,564,402</u></u>	<u><u>\$ 1,637,860</u></u>	<u><u>\$ 408,467</u></u>	<u><u>\$ 5,610,729</u></u>	<u><u>\$ 706,161</u></u>	<u><u>\$ 6,316,890</u></u>

See notes to financial statements

New York City Montessori Charter School

Statements of Cash Flows

	Year Ended June 30,	
	2021	2020
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ (126,139)	\$ 356,850
Adjustments to reconcile change in net assets to net cash from operating activities		
Depreciation and amortization	64,711	53,529
Bad debt expense	-	15,392
Deferred rent	(183,948)	(151,164)
Changes in operating assets and liabilities		
Grants and contracts receivable	(172,217)	(20,229)
Prepaid expenses and other current assets	(2,373)	(16,824)
Accounts payable and accrued expenses	(28,867)	(36,228)
Accrued payroll and payroll taxes	(54,633)	35,100
Refundable advances	(8,547)	11,369
Net Cash from Operating Activities	(512,013)	247,795
 CASH FLOWS FROM INVESTING ACTIVITY		
Purchases of property and equipment	(57,067)	(67,359)
Net Change in Cash and Restricted Cash	(569,080)	180,436
 CASH AND RESTRICTED CASH		
Beginning of year	1,567,857	1,387,421
End of year	\$ 998,777	\$ 1,567,857

See notes to financial statements

New York City Montessori Charter School

Notes to Financial Statements
June 30, 2021 and 2020

1. Organization and Tax Status

New York City Montessori Charter School (the "School") is a New York State, not-for-profit educational corporation that was incorporated 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 on December 14, 2010 valid for a term of five years and renewable upon expiration by the Board of Regents of the University of the State of New York. On April 9, 2019, the Board of Regents renewed the School's charter for an additional three-year term expiring on June 30, 2022. The School is an elementary school in the South Bronx neighborhood of New York that empowers its children to be critical thinkers and creative problem solvers with strong social skills so that they can succeed in their world and learn in their pursuit of higher education as they prepare for careers needed in the 21st century. Classes commenced in the Bronx, New York, in September 2011, and the School provided education to approximately 242 students in grades kindergarten through fifth during the 2020-2021 academic year.

Beginning in September 2014, the School was awarded an annual contract with the New York City Department of Education ("NYCDOE") to operate a universal pre-kindergarten program. The NYCDOE renewed the School's contract for one additional year expiring on June 30, 2022. The School provided education to approximately 36 students during the 2020-2021 academic year.

The New York City Department of Education provides free lunches and transportation directly to some of the School's students. Such costs are not included in these financial statements. The School covers a portion of the cost of lunches for children not entitled to the free lunches.

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.

New York City Montessori Charter School

Notes to Financial Statements
June 30, 2021 and 2020

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

Net Asset 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 classified 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, 2021 and 2020.

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 for the year ended June 30:

	<u>2021</u>	<u>2020</u>
Cash	\$ 898,777	\$ 1,467,857
Restricted cash	<u>100,000</u>	<u>100,000</u>
	<u>\$ 998,777</u>	<u>\$ 1,567,857</u>

Property and Equipment

The School follows the practice of capitalizing all expenditures for property and equipment with costs in excess of \$1,000 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.

New York City Montessori Charter School

Notes to Financial Statements
June 30, 2021 and 2020

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

Property and Equipment (continued)

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

Computers and equipment	3 and 4 years
Furniture and fixtures	5 years
Website development	3 years
Software	3 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, 2021 and 2020.

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.

Deferred Rent

The School records its rent in accordance with U.S. GAAP whereby all rental payments, including fixed rent increases, are recognized on a straight-line basis. The difference between the straight-line rent expense and the required lease payments, as well as any unamortized lease incentives, is reflected in deferred rent in the accompanying statements of financial position.

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 year 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.

Marketing and Recruitment

Marketing and recruitment costs are expensed as incurred for staff and student recruitment. Marketing and recruitment expense for the years ended June 30, 2021 and 2020 was \$1,282 and \$10,462.

New York City Montessori Charter School

Notes to Financial Statements
June 30, 2021 and 2020

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

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 by function 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, 2018.

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, 2021.

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 an allowance is not necessary.

4. Property and Equipment

Property and equipment, net consists of the following at June 30:

	<u>2021</u>	<u>2020</u>
Computers and equipment	\$ 306,971	\$ 249,904
Furniture and fixtures	282,242	282,242
Website development	11,325	11,325
Software	4,816	4,816
Leasehold improvements	<u>238,324</u>	<u>238,324</u>
	843,678	786,611
Accumulated depreciation and amortization	<u>(713,450)</u>	<u>(648,739)</u>
	<u>\$ 130,228</u>	<u>\$ 137,872</u>

New York City Montessori Charter School

Notes to Financial Statements
June 30, 2021 and 2020

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:

	<u>2021</u>	<u>2020</u>
Cash	\$ 898,777	\$ 1,467,857
Grants and contracts receivable	<u>436,251</u>	<u>264,034</u>
	<u>\$ 1,335,028</u>	<u>\$ 1,731,891</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 invested in highly liquid debt instruments.

6. 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 on deposit 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, 2021 and 2020, approximately \$749,000 and \$1,318,000 of cash was maintained with an institution in excess of FDIC limits.

7. 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, 2021 and 2020, the School received approximately 91% and 95% of its 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.

8. Commitments

In March 2012, the School entered into a 10-year non-cancelable operating lease for permanent office and classroom space beginning July 1, 2012 and ending on June 30, 2022. In September 2013 and June 2014, the School entered into a first and second lease amendment, respectively, to lease additional space in their existing building to accommodate an increase in student enrollment and the addition of pre-kindergarten program.

Beginning July 1, 2017, the minimum lease payments shall increase based on the excess of the Consumer Price Index ("CPI") as issued by the Bureau of Labor Statistics of the United States Department of Labor for moderate income families over the Base Price Index that exists as of the month in which the commencement date occurs. In no event can the increase for each year be less than 2.25% from the prior year's net rental. The future minimum lease payments include an increase of 2.25% beginning July 1, 2018.

New York City Montessori Charter School

Notes to Financial Statements June 30, 2021 and 2020

8. Commitments (*continued*)

Future minimum lease payments for the year ending June 30, 2022 amount to \$1,523,395.

Rent expense under this lease for each of the years ended June 30, 2021 and 2020 was \$1,305,925.

9. Contingency

Certain grants and contracts may be subject to audit by the funding sources. Such audits might result in disallowances of costs submitted for reimbursement. 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.

10. Risks and Uncertainties

The School's operations and financial performance may be affected by the COVID-19 outbreak which has spread globally and is expected to adversely affect economic conditions throughout the world. If the outbreak continues and conditions worsen, the School may experience a disruption in operations as well as a decline in revenue activities. Economic uncertainty is related to the potential reduction and/or delays in state and local per pupil operating revenue, shortfalls and variations in enrollment, and operational and other changes that could increase expenses. The outbreak may adversely affect the School's activities, financial condition, results of operations, and cash flows. Management is closely monitoring the impact of COVID-19 and believes the School is taking appropriate actions to mitigate the negative impact. However, management is unable to estimate the financial impact, if any, related to this matter.

**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 Montessori Charter School**

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 Montessori Charter School (the "School"), which comprise the statement of financial position as of June 30, 2021, 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, 2021.

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 the 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 may exist that have not been identified.

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 entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

PKF O'Connor Davies, LLP

Harrison, New York
October 11, 2021



**Board of Trustees
New York City Montessori Charter School**

Auditors' Communication on Internal Control

In planning and performing our audit of the financial statements of New York City Montessori Charter School (the "School") as of and for the year ended June 30, 2021, 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.

PKF O'Connor Davies, LLP

Harrison, New York
October 11, 2021



**Board of Trustees
New York City Montessori Charter School**

Auditors' Communication on Internal Control

In planning and performing our audit of the financial statements of New York City Montessori Charter School (the "School") as of and for the year ended June 30, 2021, 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.

PKF O'Connor Davies, LLP

Harrison, New York
October 11, 2021



JPMorgan Chase Bank, N.A.
 P O Box 182051
 Columbus, OH 43218 - 2051

May 29, 2021 through June 30, 2021

Primary Account: [REDACTED]

CUSTOMER SERVICE INFORMATION

Web site: www.Chase.com
 Service Center: **1-877-425-8100**
 Deaf and Hard of Hearing: 1-800-242-7383
 Para Espanol: 1-888-622-4273
 International Calls: 1-713-262-1679

00051411 DRE 802 219 18421 NNNNNNNNNN 1 000000000 D2 0000
 NEW YORK CITY MONTESSORI CHARTER SCHOOL
 OPERATING ACCOUNT
 423 E 138TH ST
 BRONX NY 10454

CONSOLIDATED BALANCE SUMMARY

ASSETS

Checking & Savings

ACCOUNT	BEGINNING BALANCE THIS PERIOD	ENDING BALANCE THIS PERIOD
Chase Platinum Business Checking	\$469,911.50	\$219,742.46
Chase Platinum Business Checking	100,000.00	100,000.00
Chase Platinum Business Checking	5,325.55	3,454.77
Chase Business Premier Savings	1,000,540.40	675,580.31
Total	\$1,575,777.45	\$998,777.54
TOTAL ASSETS	\$1,575,777.45	\$998,777.54

CHASE PLATINUM BUSINESS CHECKING

NEW YORK CITY MONTESSORI CHARTER SCHOOL
 OPERATING ACCOUNT

Account Number: [REDACTED]

CHECKING SUMMARY

	INSTANCES	AMOUNT
Beginning Balance		\$469,911.50
Deposits and Additions	8	344,360.24
Electronic Withdrawals	36	-594,504.28
Fees	1	-25.00
Ending Balance	45	\$219,742.46

Your account ending in 3601 is linked to this account for overdraft protection.



May 29, 2021 through June 30, 2021

Primary Account: [REDACTED]

Your Chase Platinum Business Checking account provides:

- No transaction fees for unlimited electronic deposits (including ACH, ATM, wire, Chase Quick Deposit)
- 500 debits and non-electronic deposits (those made via check or cash in branches) per statement cycle
- \$25,000 in cash deposits per statement cycle
- Unlimited return deposited items with no fee

There are additional fee waivers and benefits associated with your account – please refer to your Deposit Account Agreement for more information.

DEPOSITS AND ADDITIONS

DATE	DESCRIPTION	AMOUNT
06/04	Orig CO Name:Cantaloupe Descr:Payouts Sec:PPD Trace# Ind Name:Nyc Montessori Charter	\$18.11
06/09	Deposit	1,071.00
06/09	Orig CO Name:The City of New Descr:Payments Sec:CTX Trace# ID:202106074650752 Ind York Vendor EFT Trn: [REDACTED]	18,214.20
06/11	Orig CO Name:Cantaloupe Descr:Payouts Sec:PPD Trace# Ind Name:Nyc Montessori Charter	28.94
06/16	Online Transfer From Mma ...\$ [REDACTED]	225,000.00
06/18	Orig CO Name:Cantaloupe Descr:Payouts Sec:PPD Trace# Ind Name:Nyc Montessori Charter	12.24
06/25	Orig CO Name:Cantaloupe Descr:Payouts Sec:PPD Trace# Ind Name:Nyc Montessori Charter	15.75
06/28	Online Transfer From Mma ...3601	100,000.00
Total Deposits and Additions		\$344,360.24

ELECTRONIC WITHDRAWALS

DATE	DESCRIPTION	AMOUNT
06/02	Orig CO Name:Bill.Com Descr:Payables Sec:CCD Ind Name:New York City M Invoices Trn: [REDACTED]	\$139,145.22
06/02	Orig CO Name:Beneflex Inc Descr:Funding Sec:CCD Ind Name:New York City M	1,250.00
06/02	Orig CO Name:Discovery B Descr:Debcartx Sec:CCD Ind Name:Trinet Hr III Inc Benefit Trans Trn: [REDACTED]	50.00
06/04	Orig CO Name:Bill.Com Descr:Payables Sec:CCD Ind Name:New York City M Trn: [REDACTED]	7,472.83
06/07	Orig CO Name:Beneflex Inc Descr:Bt0604 Sec:CCD Ind Name:New York City M Beneflex Trn: [REDACTED]	128.00
06/07	Orig CO Name:Google Descr:Google_Voisc:Web Ind Name:JPMorgan Chase Debit Trn: [REDACTED]	1,513.42



May 29, 2021 through June 30, 2021

Primary Account: [REDACTED]

ELECTRONIC WITHDRAWALS (continued)

DATE	DESCRIPTION	AMOUNT
06/08	Orig CO Name:Bill.Com Descr:Payables Sec:CCD Tr Ind Name:New York City Monte Trn:[REDACTED]	372.25
06/08	Orig CO Name:Discovery Bene Descr:Debcardt Sec:CCD Tr Ind Name:Trinet Hr III Inc Benefit Trans Trn:[REDACTED]	80.00
06/08	Orig CO Name:Discovery Bene Descr:Debcardt Sec:CCD Tr Ind Name:Trinet Hr III Inc Benefit Trans Trn:[REDACTED]	40.00
06/08	Orig CO Name:Discovery Bene Descr:Debcardt Sec:CCD Tr Ind Name:Trinet Hr III Inc Benefit Trans Trn:[REDACTED]	10.76
06/09	Orig CO Name:31679 New Yor Descr:Fix Sec:CCD Trace Ind Name:New York City Mont [REDACTED] (PC) Trn:[REDACTED]	165.00
06/11	Orig CO Name:Bill.Com Descr:Payables Sec:CCD Tr ID:[REDACTED] Bill.Com Payables	33,313.97
06/11	06/11 Fedwire Debit Via: Bk Am [REDACTED] US FL Ref:/Bnf/Inv	157,060.76
06/14	Orig CO Name:Discovery Bene Descr:Debcardt Sec:CCD Tr Ind Name:Trinet Hr III Inc Benefit Trans Trn:[REDACTED]	40.00
06/14	06/14 Fedwire Debit Via: Bk Am 336182047 US FL Ref:/Bnf/Inv [REDACTED]	5,081.71
06/15	Orig CO Name:Discovery Bene Descr:Debcardt Sec:CCD Tr Ind Name:Trinet Hr III Inc Benefit Trans Trn:[REDACTED]	40.00
06/16	Orig CO Name:Discovery Bene Descr:Debcardt Sec:CCD Tr Ind Name:Trinet Hr III Inc Benefit Trans Trn:[REDACTED]	40.00
06/18	Orig CO Name:Bill.Com Descr:Payables Sec:CCD Tr Ind Name:New York City Monte Trn:[REDACTED]	16,278.32
06/18	Orig CO Name:USA Tech Debit Descr:Epay Sec:PPD Trac Ind Name:Nyc Montessori Char	17.41
06/21	Orig CO Name:Discovery Bene Descr:Debcardt Sec:CCD Tr Ind Name:Trinet Hr III Inc Benefit Trans Trn:[REDACTED]	40.00
06/22	Orig CO Name:Discovery Bene Descr:Debcardt Sec:CCD Tr Ind Name:Trinet Hr III Inc Benefit Trans Trn:[REDACTED]	40.00



May 29, 2021 through June 30, 2021

Primary Account: [REDACTED]

ELECTRONIC WITHDRAWALS (continued)

DATE	DESCRIPTION	AMOUNT
06/23	Orig CO Name:Dstrs Descr:Investmentsec:CCD ID: [REDACTED] Trn: [REDACTED]	1,207.26
06/23	Orig CO Name:Dstrs Descr:Investmentsec:CCD ID: [REDACTED] Trn: [REDACTED]	1,207.26
06/23	Orig CO Name:Dstrs Descr:Investmentsec:CCD ID: [REDACTED] Trn: [REDACTED]	1,207.26
06/23	Orig CO Name:Dstrs Descr:Investmentsec:CCD ID: [REDACTED] Trn: [REDACTED]	1,207.26
06/23	Orig CO Name:Dstrs Descr:Investmentsec:CCD ID: [REDACTED] Trn: [REDACTED]	1,144.76
06/23	Orig CO Name:Dstrs Descr:Investmentsec:CCD ID: [REDACTED] Trn: [REDACTED]	544.76
06/23	Orig CO Name:Dstrs Descr:Investmentsec:CCD ID: [REDACTED] Trn: [REDACTED]	544.76
06/23	Orig CO Name:Discovery Be Descr:Debcardt Sec:CCD Ind Name:Trinet Hr III Inc Benefit Trans Trn: 17380840	40.00
06/25	Orig CO Name:Bill.Com Descr:Payables Sec:CCD ID: [REDACTED] Bill.Com Payables 016Vmio	10,751.98
06/28	Orig CO Name:Discovery Be Descr:Debcardt Sec:CCD Ind Name:Trinet Hr III Inc Benefit Trans Trn: [REDACTED]	40.00
06/28	Orig CO Name:Payment For Descr:Corp Line Sec:CCD Ind Name: [REDACTED]	1,605.79
06/28	06/28 Fedwire Debit Via: Bk [REDACTED] US FL Ref:/Bnf/I Trn: [REDACTED]	67,503.99



May 29, 2021 through June 30, 2021

Primary Account: [REDACTED]

ELECTRONIC WITHDRAWALS (continued)

DATE	DESCRIPTION	AMOUNT
06/28	06/28 Fedwire Debit Via: Bk Amer Nyc [REDACTED] US FL Ref:/Bnf/Inv 20211	139,272.41
06/29	Orig CO Name:Discovery Benefi Descr:Debcartx Sec:CCD Trace#:0 Ind Name:Trinet Hr III Inc Benefit Trans Trn: [REDACTED]	40.00
06/30	Orig CO Name:Bill.Com Orig Descr:Payables Sec:CCD Trace#:0 Ind Name:New York City Montesso Trn: [REDACTED]	6,007.14
Total Electronic Withdrawals		\$594,504.28

FEES

DATE	DESCRIPTION	AMOUNT
06/14	Service Charges For The Month of May	\$25.00
Total Fees		\$25.00

DAILY ENDING BALANCE

DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT
06/02	\$329,466.28	06/14	143,494.83	06/23	344,948.02
06/04	322,011.56	06/15	143,454.83	06/25	334,211.79
06/07	320,370.14	06/16	368,414.83	06/28	225,789.60
06/08	319,867.13	06/18	352,131.34	06/29	225,749.60
06/09	338,987.33	06/21	352,091.34	06/30	219,742.46
06/11	148,641.54	06/22	352,051.34		

SERVICE CHARGE SUMMARY

Chase Platinum Business Checking Accounts Included: [REDACTED]

Monthly Service Fee	\$0.00
Other Service Charges	\$25.00
Total Service Charges	\$25.00 Will be assessed on 7/6/21

The monthly service fee was waived on your Chase Platinum Business Checking account because you maintained the required relationship balance.



May 29, 2021 through June 30, 2021

Primary Account: [REDACTED]

SERVICE CHARGE DETAIL

DESCRIPTION	VOLUME	ALLOWED	CHARGED	PRICE/UNIT	TOTAL
Monthly Service Fee					
Monthly Service Fee Waived	0			\$95.00	\$0.00
Other Service Charges:					
Electronic Credits					
Electronic Items Deposited	1	Unlimited	0	\$0.40	\$0.00
Electronic Credits	5	Unlimited	0	\$0.40	\$0.00
Credits					
Non-Electronic Transactions	52	500	0	\$0.40	\$0.00
Branch Deposit - Immediate Verification	\$1,071	\$25,000	\$0	\$0.0025	\$0.00
Miscellaneous Fees					
Domestic Wire Fee	4	4	0	\$35.00	\$0.00
Cash Management Services					
Online ACH Payments Maint	1	0	1	\$25.00	\$25.00
Quick Deposit Single Feed Maint	1	0	1	\$0.00	\$0.00
Subtotal Other Service Charges (Will be assessed on 7/6/21)					\$25.00

ACCOUNT 000000926906520

Other Service Charges:

Credits

Non-Electronic Transactions	15
-----------------------------	----

ACCOUNT 000000926906538

Electronic Credits

Electronic Items Deposited	1
----------------------------	---

Electronic Credits	5
--------------------	---

Credits

Non-Electronic Transactions	37
-----------------------------	----

Branch Deposit - Immediate Verification	\$1,071
---	---------

Miscellaneous Fees

Domestic Wire Fee	4
-------------------	---

Cash Management Services

Online ACH Payments Maint	1
---------------------------	---

Quick Deposit Single Feed Maint	1
---------------------------------	---

CHASE PLATINUM BUSINESS CHECKING

NEW YORK CITY MONTESSORI CHARTER SCHOOL

Account Number: [REDACTED]

ESCROW ACCOUNT

CHECKING SUMMARY

	INSTANCES	AMOUNT
Beginning Balance		\$100,000.00
Ending Balance	0	\$100,000.00

Your account ending in 3601 is linked to this account for overdraft protection.



May 29, 2021 through June 30, 2021

Primary Account: [REDACTED]

CHASE PLATINUM BUSINESS CHECKING

NEW YORK CITY MONTESSORI CHARTER SCHOOL

Account Number: [REDACTED]

DEBIT ACCOUNT

CHECKING SUMMARY

	INSTANCES	AMOUNT
Beginning Balance		\$5,325.55
Deposits and Additions	1	38.52
ATM & Debit Card Withdrawals	15	-1,909.30
Ending Balance	16	\$3,454.77

Your account ending in 3601 is linked to this account for overdraft protection.

DEPOSITS AND ADDITIONS

DATE	DESCRIPTION	AMOUNT
06/22	Reversal: Uber Trip Help.Uber.Com CA 05/24/2021 05/24 Claimid: [REDACTED]	\$38.52
Total Deposits and Additions		\$38.52

ATM & DEBIT CARD WITHDRAWALS

DATE	DESCRIPTION	AMOUNT
06/01	Card Purchase 05/29 Uber Trip Help.Uber.Com CA Card 5140	\$19.54
06/03	Card Purchase 06/02 Indeed 203-564-2400 CT Card 5140	38.71
06/03	Card Purchase 06/02 Amzn Digital*2X9Ao41O 888-802-3080 WA Card 5140	124.99
06/04	Recurring Card Purchase 06/04 Adobe Acropro Subs 408-536-6000 CA Card 5140	16.32
06/15	Recurring Card Purchase 06/14 Dri*Crashplan For Sb 877-2343791 MN Card 5140	10.88
06/16	Card Purchase 06/16 Hp Product Svc&Rpr 800-474-6836 CA Card 5140	165.00
06/17	Recurring Card Purchase 06/17 Adobe Products 408-536-6000 CA Card 5140	10.88
06/21	Card Purchase 06/21 Sq *Monte's Brick Oven Gosq.Com NY Card 5140	100.00
06/23	Card Purchase 06/23 Sq *Mottley Kitchen Bronx NY Card 5140	220.00
06/24	Card Purchase 06/22 Charlies Bar & Kitchen Bronx NY Card 5140	240.00
06/24	Card Purchase 06/23 Amazon.Com*216SD75B0 Amzn.Com/Bill WA Card 5140	175.00
06/25	Card Purchase 06/24 Dunkin Egift 877-850-1977 ME Card 5140	280.00
06/25	Card Purchase 06/25 Bath & Body Works.Com 800-756-5005 OH Card 5140	99.56
06/28	Card Purchase 06/25 Montes Brick Oven Bronx NY Card 5140	73.52
06/28	Card Purchase 06/25 Charlies Bar & Kitchen Bronx NY Card 5140	334.90
Total ATM & Debit Card Withdrawals		\$1,909.30

ATM & DEBIT CARD SUMMARY

Abeeku B Hayes Card 5140	
Total ATM Withdrawals & Debits	\$0.00
Total Card Purchases	\$1,909.30
Total Card Deposits & Credits	\$38.52
ATM & Debit Card Totals	
Total ATM Withdrawals & Debits	\$0.00
Total Card Purchases	\$1,909.30



May 29, 2021 through June 30, 2021

Primary Account: [REDACTED]

Total Card Deposits & Credits

\$38.52

DAILY ENDING BALANCE

DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT
06/01	\$5,306.01	06/16	4,950.11	06/23	4,657.75
06/03	5,142.31	06/17	4,939.23	06/24	4,242.75
06/04	5,125.99	06/21	4,839.23	06/25	3,863.19
06/15	5,115.11	06/22	4,877.75	06/28	3,454.77

CHASE BUSINESS PREMIER SAVINGS

NEW YORK CITY MONTESSORI CHARTER SCHOOL
MONEY MARKET ACCOUNT

Account Number: [REDACTED]

SAVINGS SUMMARY

	INSTANCES	AMOUNT
Beginning Balance		\$1,000,540.40
Deposits and Additions	1	39.91
Electronic Withdrawals	2	-325,000.00
Ending Balance	3	\$675,580.31
Annual Percentage Yield Earned This Period		0.05%
Interest Paid This Period		\$39.91
Interest Paid Year-to-Date		\$241.27

Your monthly service fee was waived because you maintained an average savings balance of \$25,000 or more during the statement period.

TRANSACTION DETAIL

DATE	DESCRIPTION	AMOUNT	BALANCE
	Beginning Balance		\$1,000,540.40
06/16	06/16 Online Transfer To Chk ...6538 Transaction# [REDACTED]	-225,000.00	775,540.40
06/28	06/28 Online Transfer To Chk ...6538 Transaction# [REDACTED]	-100,000.00	675,540.40
06/30	Interest Payment	39.91	675,580.31
	Ending Balance		\$675,580.31

30 deposited items are provided with your account each month. There is a \$0.40 fee for each additional deposited item.



May 29, 2021 through June 30, 2021

Primary Account: [REDACTED]

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC FUNDS TRANSFERS: Call us at 1-866-564-2262 or write us at the address on the front of this statement (non-personal accounts contact Customer Service) immediately if you think your statement or receipt is incorrect or if you need more information about a transfer listed on the statement or receipt.

For personal accounts only: We must hear from you no later than 60 days after we sent you the FIRST statement on which the problem or error appeared. Be prepared to give us the following information:

- Your name and account number
- The dollar amount of the suspected error
- A description of the error or transfer you are unsure of, why you believe it is an error, or why you need more information.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days (or 20 business days for new accounts) to do this, we will credit your account for the amount you think is in error so that you will have use of the money during the time it takes us to complete our investigation.

IN CASE OF ERRORS OR QUESTIONS ABOUT NON-ELECTRONIC TRANSACTIONS: Contact the bank immediately if your statement is incorrect or if you need more information about any non-electronic transactions (checks or deposits) on this statement. If any such error appears, you must notify the bank in writing no later than 30 days after the statement was made available to you. For more complete details, see the Account Rules and Regulations or other applicable account agreement that governs your account. Deposit products and services are offered by JPMorgan Chase Bank, N.A. Member FDIC



JPMorgan Chase Bank, N.A. Member FDIC



May 29, 2021 through June 30, 2021

Primary Account: [REDACTED]

This Page Intentionally Left Blank

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Anthony R. Jordan

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Bronx, NY

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Trustee/ Board Member

2. Are you an employee of any school operated by the education corporation?
 Yes No

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

N/a

3. Are you related, by blood or marriage, to any person employed by the school?

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

No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

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

Ni

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No

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

No

6. 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.

N/a

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<p><i>Please write "None" if applicable. Do not leave this space blank.</i></p> <p>None</p>			

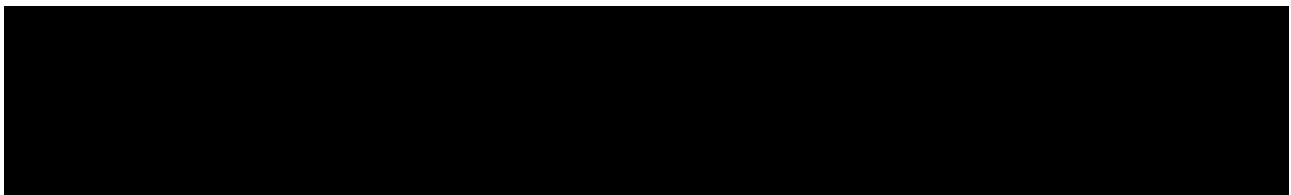
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write “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
<p><i>Please write “None” if applicable. Do not leave this space blank.</i></p> <p>None</p>				

Anthony R Jordan
Anthony R Jordan (4/15/21 10:00 EDT)
 Signature

Jul 23, 2021
 Date

Please note that 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. Personal contact information provided below will be redacted.





Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Diane Moore

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

New York City Montessori Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board member

2. Are you an employee of any school operated by the education corporation?
 Yes No

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

No

3. Are you related, by blood or marriage, to any person employed by the school?

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

No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

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

No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No

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

No

6. 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.

No

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>Please write “None” if applicable. Do not leave this space blank.</i>			
None			

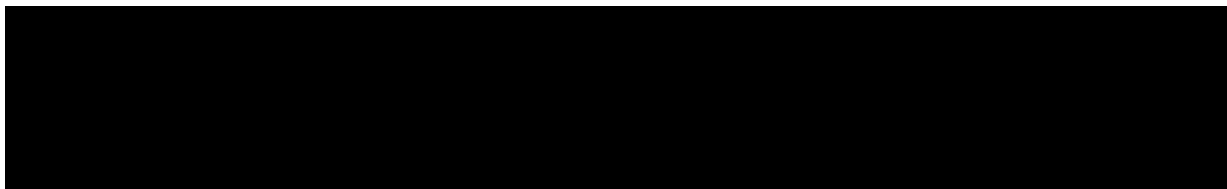
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write “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
<p><i>Please write “None” if applicable. Do not leave this space blank.</i></p> <p>None</p>				

Diane Moore
Diane Moore (Jul 23, 2021 09:07 EDT)
 Signature

Jul 23, 2021
 Date

Please note that 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. Personal contact information provided below will be redacted.





Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Boby Katumkeeryil

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

New York City Montessori Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Finance Committee Member

2. Are you an employee of any school operated by the education corporation?
 Yes No

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

no

3. Are you related, by blood or marriage, to any person employed by the school?

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

no

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

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

no

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

no

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

no

6. 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.

no

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<p><i>Please write "None" if applicable. Do not leave this space blank.</i></p> <p>None</p>			

8. 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write “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
<p><i>Please write “None” if applicable. Do not leave this space blank.</i></p> <p>None</p>				

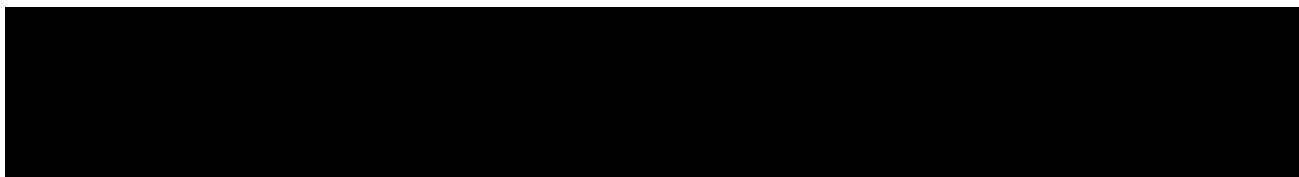
Boby Katumkeeryil

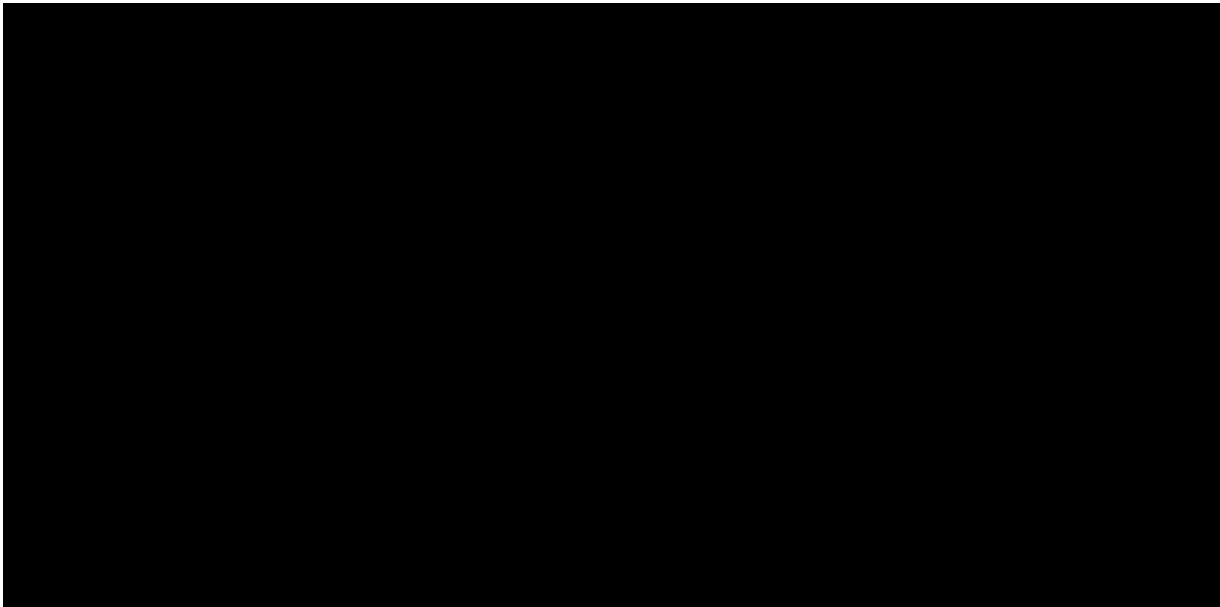
Signature

Jul 21, 2021

Date

Please note that 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. Personal contact information provided below will be redacted.





Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Jason Garcia

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

New York City Montessori Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board

2. Are you an employee of any school operated by the education corporation?
 Yes No

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

N/A

3. Are you related, by blood or marriage, to any person employed by the school?

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

N/A

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

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

N/A

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No

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

N?A

6. 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.

N/A

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<p><i>Please write "None" if applicable. Do not leave this space blank.</i></p> <p>None</p>			

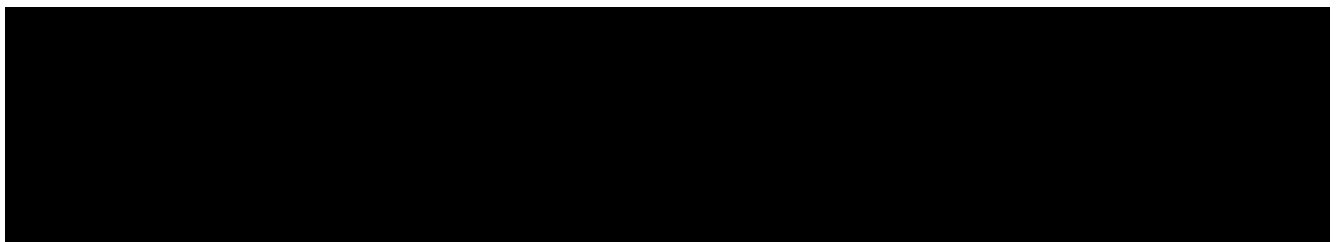
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write “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
<p><i>Please write “None” if applicable. Do not leave this space blank.</i></p> <p>None</p>				

Jason Garcia
Jason Garcia / Jul 21, 2021, 11:21 EDT
 Signature

Jul 21, 2021
 Date

Please note that 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. Personal contact information provided below will be redacted.





Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Edward Tanzer

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

New York City Montessori Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Board of Trustees

2. Are you an employee of any school operated by the education corporation?
 Yes No

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

N/A

3. Are you related, by blood or marriage, to any person employed by the school?

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

No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

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

No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No

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

N/A

6. 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.

N/A

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>Please write “None” if applicable. Do not leave this space blank.</i>			
None			

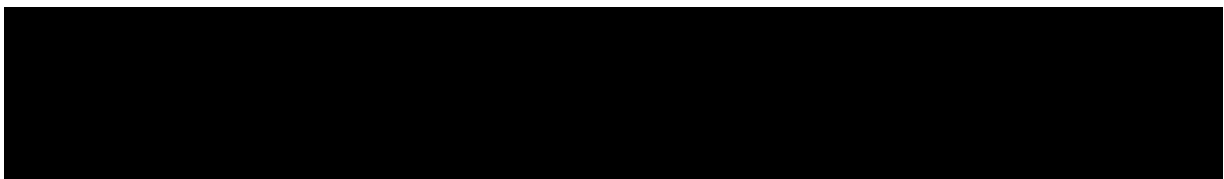
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write “None.”

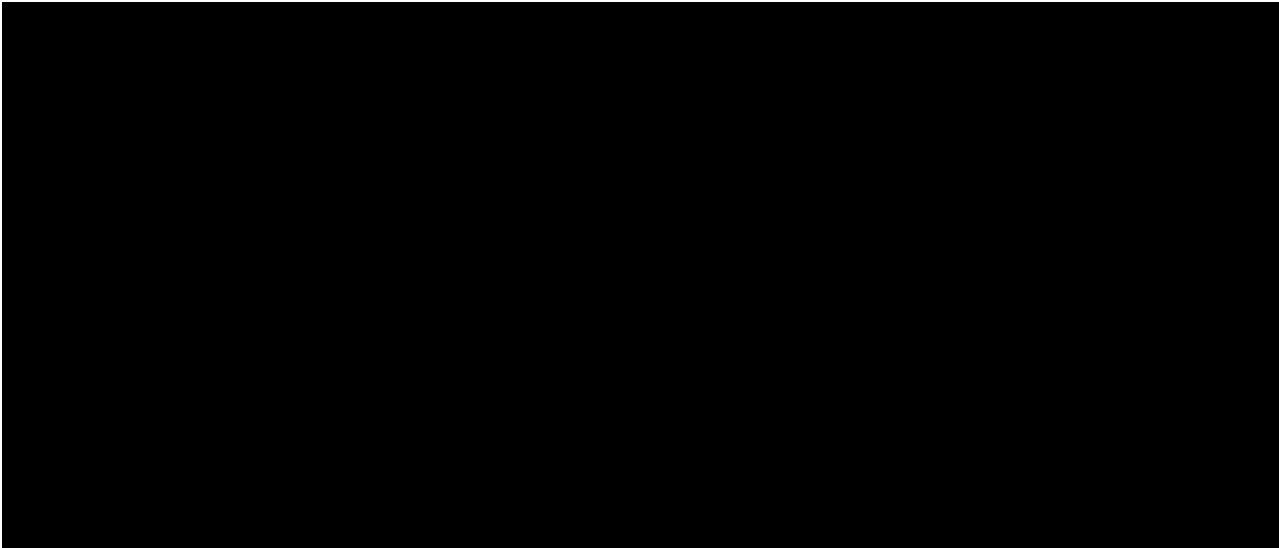
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<p><i>Please write “None” if applicable. Do not leave this space blank.</i></p> <p>None</p>				

Edward Tanzer
Edward Tanzer (Jul 22, 2021 11:56 AM)
 Signature

Jul 22, 2021
 Date

Please note that 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. Personal contact information provided below will be redacted.





Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Maria Keane

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

NYC Montessori Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Chair

2. Are you an employee of any school operated by the education corporation?
 Yes No

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

No

3. Are you related, by blood or marriage, to any person employed by the school?

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

No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

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

No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No

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

No

6. 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.

No

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<p><i>Please write "None" if applicable. Do not leave this space blank.</i></p> <p>None</p>			

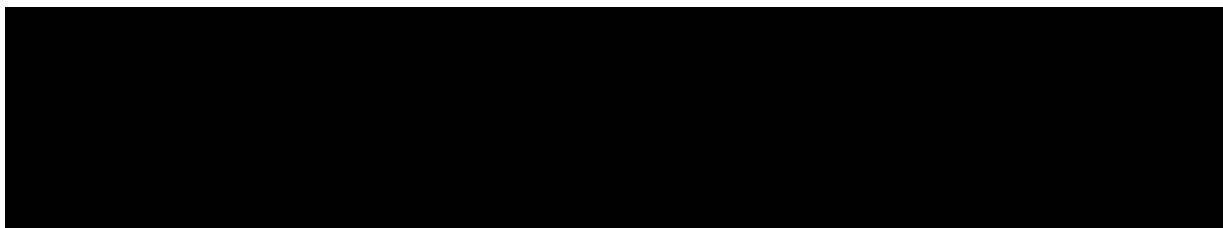
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write “None.”

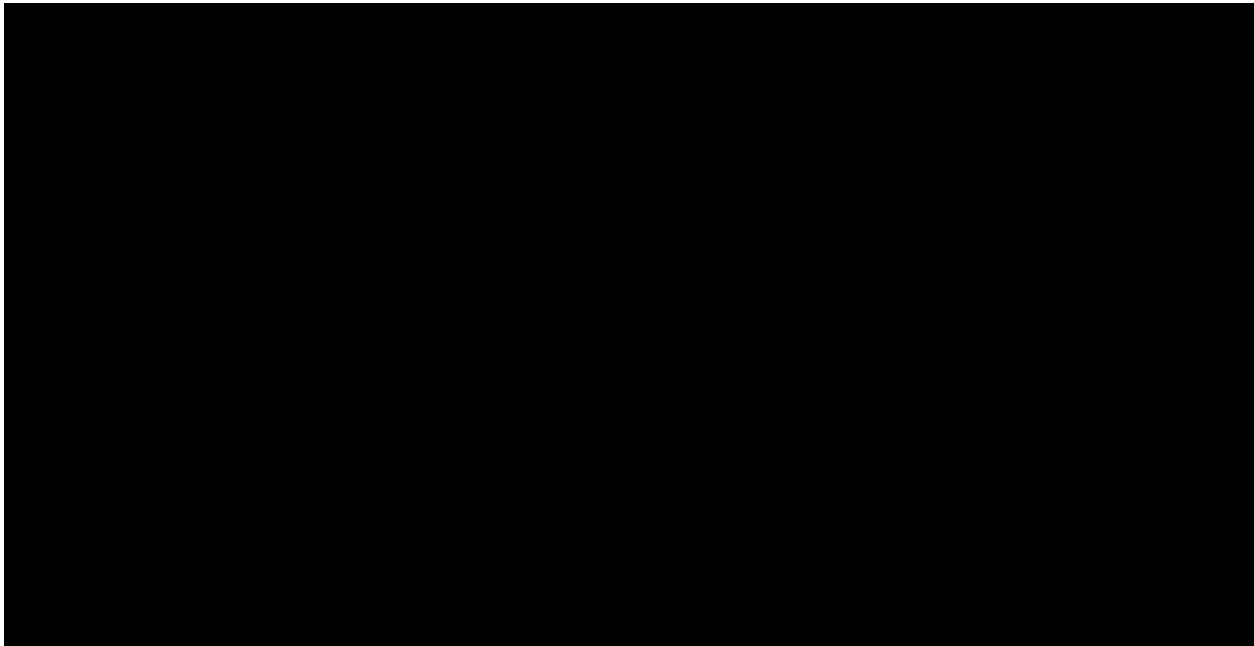
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<p><i>Please write “None” if applicable. Do not leave this space blank.</i></p> <p>None</p>				

maria keane
maria.keane@jul21-2021-18-21.FDU
 Signature

Jul 21, 2021
 Date

Please note that 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. Personal contact information provided below will be redacted.





Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name: Denise Clay, Ph.D.

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name): New York City Montessori Charter School (NYCMCS)

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). Chair, Education Committee; Member, Executive Committee; Member, Finance Committee

2. Is the trustee an employee of any school operated by the Education Corporation?
 Yes **No**

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
 Yes **No**

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

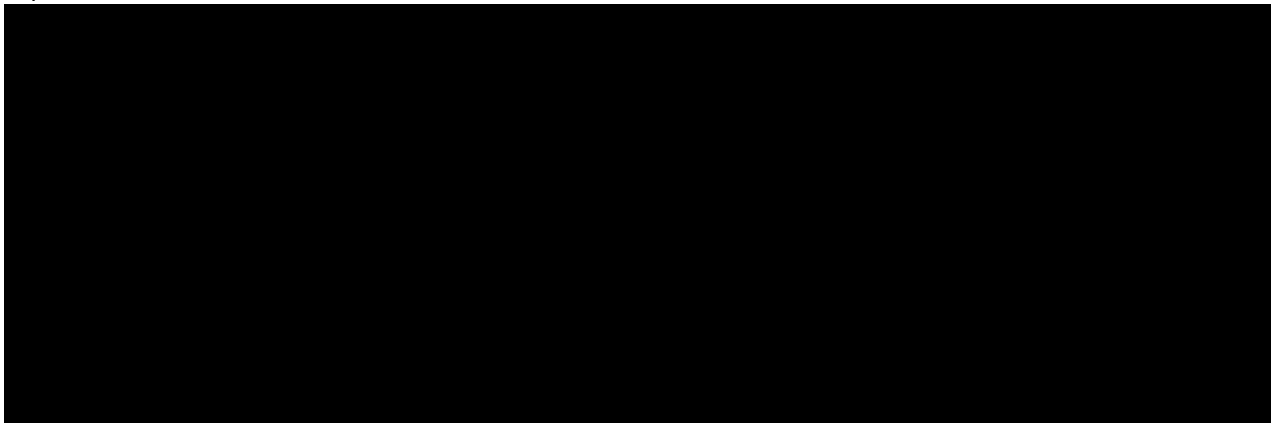
Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
NONE			
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed 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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write **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
			<i>NONE</i>	

Denise M. Clay _____ 6/30/2021
 Signature Date

Please note that 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. Personal contact information provided below will be redacted.



Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

JACQUELINE M. DISANTO

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

NEW YORK CITY MONTESSORI CHARTER SCHOOL

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

2. Is the trustee an employee of any school operated by the Education Corporation? **No**

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
none	none	none	none

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business

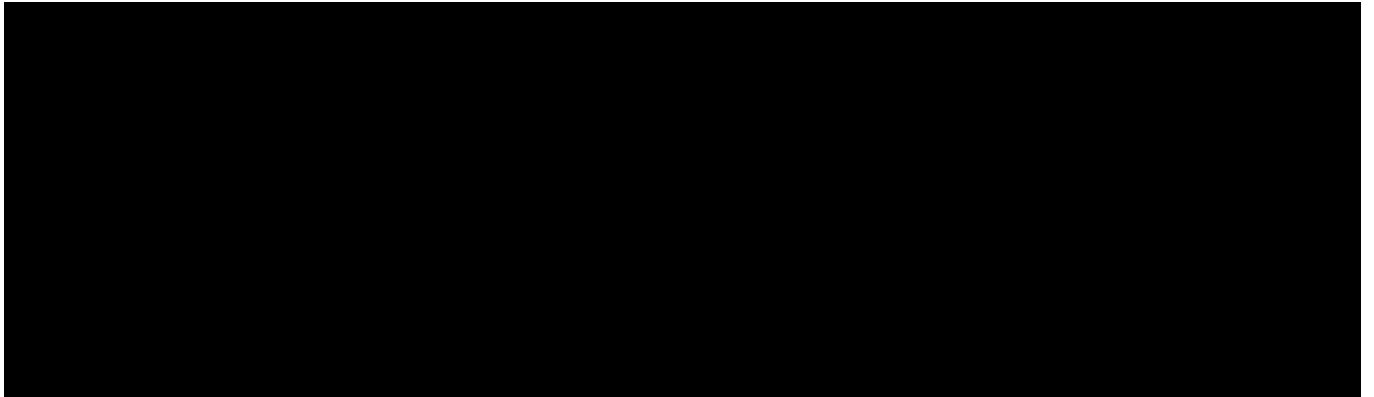
or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write **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
none	none	none	none	none

Signature *Jm Disanto*

Date 06/09/21

Please note that 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. Personal contact information provided below will be redacted.



Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name: **Neil Gulyako**

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name: **New York City Montessori Charter School**

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). **Secretary**

2. Is the trustee an employee of any school operated by the Education Corporation?
 Yes **No**

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
 Yes **No**

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
None	None	None	None

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate

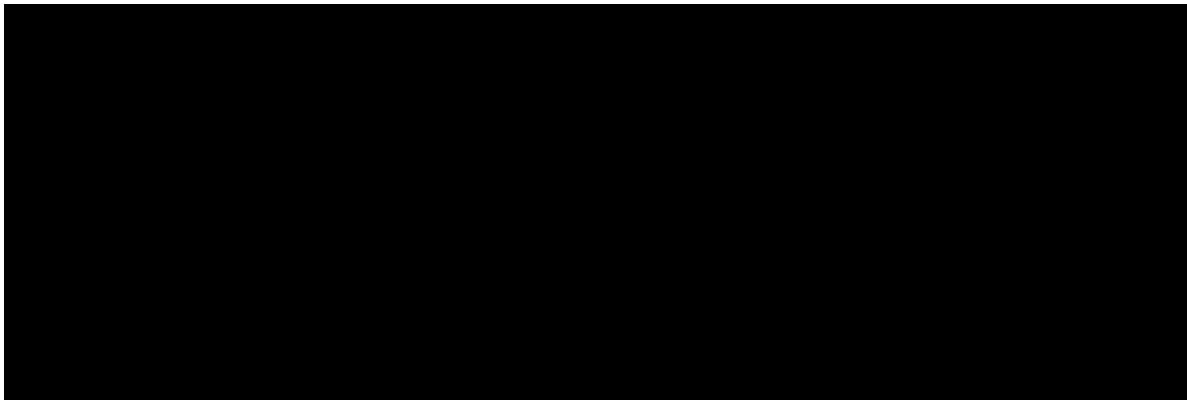
family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please 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, write **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
None	None	None	None	None

/s Neil Gulyako
Signature

July 16, 2021
Date

Please note that 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. Personal contact information provided below will be redacted.



Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member

Name:

Hal Mutlu

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

New York City Montessori Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).

Treasurer, Finance Committee Chair

2. Are you an employee of any school operated by the education corporation?
 Yes No

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

No

3. Are you related, by blood or marriage, to any person employed by the school?

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

No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

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

No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No

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

No

6. 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.

No

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house 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-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>Please write “None” if applicable. Do not leave this space blank.</i>			
None			

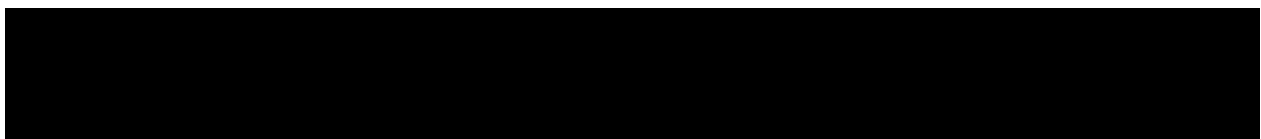
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **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) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are 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, write “None.”

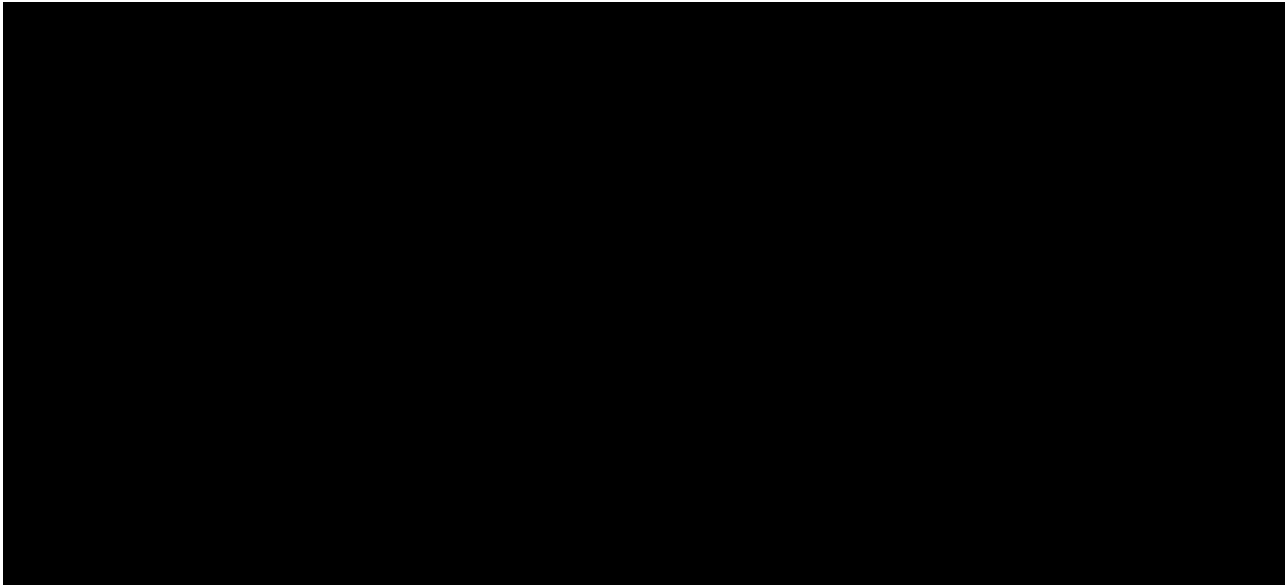
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<p><i>Please write “None” if applicable. Do not leave this space blank.</i></p> <p>None</p>				

Haldun Mutlu
Haldun Mutlu and 58 - 2021-11-21 PDF
 Signature

Jul 28, 2021
 Date

Please note that 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. Personal contact information provided below will be redacted.





New York City Montessori Charter School Board of Trustees
May 19, 2021 9:30 a.m.

Call to order. The meeting was convened via videoconference at 9:34 am. Denise Clay, Jacqueline DiSanto, Maria Keane (Chair), Hal Mutlu, Boby Katumkeeryil, Anthony Jordan, Jason Garcia, Abeku Hayes (Principal), and Krystal Astwood (Administrative Staff) were present.

Public Comments. There were no members of the public present.

Minutes. The minutes of the April 2021 Board meeting were approved, with the understanding that the date of the meeting will be corrected to reflect that the meeting took place on April 28, 2021.

Principal's Evaluation. The Chair noted that the evaluations from parents, staff, and most Board members have been received. She asked that those Board members who have not submitted an evaluation for the Principal do so by Friday May 21, 2021. The Chair indicated that the evaluations will be tabulated and a composite evaluation will be formulated and provided to the Principal thereafter.

FY 21-22 Budget Approval. The Principal explained the proposed FY 21-22 budget to the Board and noted that the school received two ESSER grants for COVID-related expenses totaling \$268,061. A discussion ensued in which the Board asked questions regarding the proposed budget and a revised budget was circulated by Ms. Astwood during the meeting, which the Board considered. The Board then asked the Principal and Ms. Astwood to leave the meeting. An executive session was held to discuss the proposed increase in salary for Principal Hayes and Ms. Astwood. Principal Hayes and Ms. Astwood re-joined the meeting after the executive session ended. The Board approved the proposed FY 21-22 Budget provided to it on May 19, 2021.

FPP Revision Approval. The Board discussed the addendum to the fiscal policies and procedures manual, online accounts payable system. The revision to the manual was approved by the Board.

Principal's Dashboard Report. The Board discussed the status of student enrollment. The current enrollment is 252 without pre-kindergarten students, and enrollment for the new school year is currently 258 students without pre-kindergarten students. Principal Hayes noted the challenges that face the school regarding enrollment, which are due to the pandemic. He described enrollment as fluctuating over the course of the school year and also noted the continued efforts being made by the school to keep current students enrolled at the school and to increase the number of new students enrolled.

Principal Hayes referred to the matrix of indicators in his written presentation. A discussion ensued as to the status of staffing for the upcoming school year. Principal Hayes informed the Board that next year the school will be moving to having one teacher teach multiple subjects and if certified, there will only be one teacher in each classroom. The Principal explained that several teachers have not been invited to return next year, others have chosen to voluntarily not return, eight vacant positions will not be filled, and otherwise, the staff will remain as is. Principal Hayes also noted that the school day hours for teachers will be enlarged although the hours of instruction will remain the

same. The Principal also reported that the state Science test will be held in three weeks and that he staff will be holding a resume coaching event for the community at large on Saturday. It was also noted that this coming week instruction will be held remotely as several teachers will be absent due to medical appointments and leave.

The Board also discussed the metrics by which the school will be evaluated in its charter renewal process.

Building and Grounds Committee. A discussion ensued about the status of negotiations between the school's real estate agent, Newmark, and the landlord regarding possible new lease arrangements and the leasing of the retail space should the new lease arrangements be effectuated.

Education Committee. The Chair of the Education Committee noted that the Committee met on May 12, 2021 and discussed the creation of a focus group comprised of staff, parents, and one Board member Anthony Jordan to consider and provide possible alternate names for the school that would be aligned to what the educational program the school currently provides. It is anticipated that the focus group will be able to provide two suggested names by the Board's annual meeting in June. The Chair of the Education Committee also noted that a webinar entitled, "Parenting that Supports Child Development" – Organization: Parenting for Children of Color, was held on May 17, 2021, to which all parents were invited.

Finance Committee. The Chair of the Finance Committee Board discussed the status of the school's finances. A discussion ensued regarding the effect of lower enrollment on the school's finances and how the school might weather the challenges posed by the pandemic and any future ongoing effects. The Board discussed the state of the school's cash reserve.

Family Association Report. The Principal reported that there have not been any meetings of the Family Association since the last Board meeting and that he is hopeful that there will be more parent engagement during the next school year.

Next Meeting. The Board Chair reminded the Board members that the next meeting will be the annual meeting and will held on June 16, 2021 via videoconference beginning at 9:30 am.

Adjournment. The meeting was adjourned at 11:17 am.

Respectfully submitted – Maria H. Keane (Chair)

New York City Montessori Charter School Board of Trustees
December 16, 2020 9:30 a.m.

Call to order. The meeting was convened via videoconference at 9:35 am. Denise Clay, Jacqueline DiSanto, Maria Keane (Chair), Hal Mutlu, Ed Tanzer, Boby Katumkeeryil, Anthony Jordan, Abeku Hayes (Principal), and Krystal Astwood (Administrative Staff) were present.

Public Comments. There were no members of the public present.

Minutes. The minutes of the November 2020 Board meeting were approved, with one edit.

Principal's Dashboard Report. Principal Hayes referred to the matrix of indicators in his written presentation. He reported that the school has not had any new cases of COVID-19. He also informed the Board that recruiting of new students is underway and described the efforts being made. The school has currently enrolled 12 new students, with the goal of bringing in 25 to 35 new students in total in January. Principal Hayes discussed the challenges of recruitment and the characteristics of the new students who have enrolled. He will provide a public version of the recruiting video to the Board for possible use by Board members in furtherance of the school's recruitment efforts. Principal Hayes also informed the Board that he is working on bolstering staff morale in this period of remote and hybrid teaching. A discussion ensued about the school's social media presence and how it might enhance recruitment efforts.

Building and Grounds Committee. The Chair of the Building and Grounds Committee reported on the status of negotiations between the school's real estate agent, Newmark, and the landlord regarding possible new lease arrangements. The school is awaiting a formal response from the landlord to the school's term sheet. The Committee Chair also informed the Board that the landlord has indicated that the building has significantly more square footage than the school had previously understood. The school's agents, Newmark and DBI Construction Consultants, are researching the issue. The Principal reported a problem with the heating and a discussion ensued on possible ways of addressing the issue.

Education Committee. The Chair of the Education Committee referred to the minutes of the last meeting of the Education Committee on December 2, 2020 for a summary of the issues the Education Committee has been addressing. In addition, the Committee Chair reported that the Committee will be assisting Principal Hayes with the charter renewal process as early as this coming Spring.

Finance Committee. The Chair of the Finance Committee Board discussed the status of the school's finances and reported the Committee's plans to analyze upcoming revised projections from CSBM, Charter School Business Management. A discussion ensued regarding the effect of lower enrollment on the school's finances and how the school might weather the challenges posed by the pandemic and any future ongoing effects. The Board also discussed pursuing opportunities to find donors and other fundraising efforts that could ease the financial effects of the pandemic.

Family Association Report. The Principal reported that the school is working on restricting the family association and improving parent involvement.

Next Meeting. The Board Chair reminded the Board members that the next meeting will be held on January 20, 2021 via videoconference beginning at 9:30 am.

Adjournment. The meeting was adjourned at 10:24 am.

Respectfully submitted – Maria H. Keane (Chair)

Montessori Board Meeting Minutes – January 20, 2021 9:30 ET

- Voted to accept Diane’s resignation
 - Denise motioned, Jacqueline seconded
- Enrollment – delivered by Abeku
 - 241 students w/o pre-k. Low was 225, inching our way back up. Seeing new enrollment, but not fast enough. Abeku to review the budget considering recent enrollment trends, will follow-up with the Board. Additionally, following up with everyone that received the video mailer, but people are generally hesitant on making moves currently. Sent 63 mailers.
 - Jan 6 – had education committee meeting. There were 229 students now. Abeku has reached out to lottery applicants for next year, which has helped increase enrollment. These are typically more complex cases. The students might now be with us for the longer term.
 - Jason noted attendance at Montesorri is higher than other schools in the area.
 - Students with IUPs. Therapists come into the school with full PPE, stay 6 feet away.
- Dashboard Review – delivered by Abeku
 - Current enrollment has gone up since Dashboard was made
 - Working through any application we receive. 1 on 1 calls for each application.
 - Staffing – in a holding pattern with people being in and out. Hiring a part-time temporary substitute. Person is a psychology student. Joining us for anywhere between 2-14 weeks (haven’t decided yet bc trying to cover a maternity leave). Right now need 2 staff members in the room to [16] students (historically used to be 26 students).
- Finance Report – delivered by Ed
 - YE shortfall was \$250k. Some staff departures helped the budget. We could sustain this for an extended period of time, but looking to address this issue.
 - There is going to be a second round of PPPA loans. ESSA funding should be coming out, new name, application is not out just yet. Abeku does not see a reason why we shouldn’t be eligible.
 - Discussed past funding (which we returned).
- Building & Ground – delivered by Ed
 - Negotiating with the landlord through Newmark. Sent over a term sheet. Proposal was based on the square footage of the building. Operated under the assumption that the measurements filed with the DOB were accurate, but apparently they did not take into account certain outdoor spaces. Working with Newmark to adjust the sq footage to the accurate figures.
 - Other prospective property that is 10-15 blocks north. The developer has allocated that property for medical service tenants. So we are not eligible for the property now.
 - General consensus that the school is well located and this triple-net lease would help solve some issues.
- Education Committee – delivered by Denise
 - Do not have minutes for the January 6th meeting (did meet).
 - Two main discussion points.
 - Renewal – goal during the spring will be working on renewal.
 - Remote learning vs. In person – want the school to consider the advantages / disadvantages of both. Want the school to consider remote learning as part of the “normal” curriculum. Questions around if the State will allow both remote and in-person simultaneously. Want the school / administration to explore if

this would be of interest to students / parents / staff. Questions around if this is possible, how it impacts the budget and how it impacts the students.

- Family Association report – delivered by Abeku
 - No material updates. Have asked families to help recruit other family members.
 - There are some budgetary challenges because billing is different.
- Board Members
 - With Diane's resignation, we are down to 9 members
 - Ideally we would have 12
- Next Meeting
 - February 17 – 9:30am ET
- Adjournment
 - Anthony motioned, Maria seconded

New York City Montessori Charter School Board of Trustees
February 24, 2021 9:30 a.m.

Call to order. The meeting was convened via videoconference at 9:34 am. Denise Clay, Jacqueline DiSanto, Maria Keane (Chair), Hal Mutlu, Ed Tanzer, Boby Katumkeeryil, Anthony Jordan, Jason Garcia, Abeku Hayes (Principal), and Krystal Astwood (Administrative Staff) were present.

Public Comments. There were no members of the public present.

Minutes. The minutes of the January 2021 Board meeting were approved.

Enrollment. The Board discussed the status of student enrollment. As of today, the enrollment is 248 students without pre-kindergarten students. Principal Hayes noted the challenges that face the school regarding enrollment, which are due to the pandemic. He described enrollment as fluctuating over the course of the school year and also noted the continued efforts being made by the school to keep current students enrolled at the school and to increase the number of new students enrolled.

Principal's Dashboard Report. Principal Hayes referred to the matrix of indicators in his written presentation. A discussion ensued as to the status of staffing. Principal Hayes also noted that there has been no conclusive guidance on state testing, although the state has indicated that state testing will occur this year. Details as to when and how such tests will be administered have not yet been provided by the state. Principal Hayes expressed his view, based on assessments, that the students are well positioned to do well on these tests. He also reported on three possible sources of additional funding for the school: a Title I grant for on-site children, federal loan money, and possible additional per pupil funds because of COVID. A discussion ensued regarding the school's on-site COVID protocols and the state's position on vaccinations. Principal Hayes also indicated that he and his administrative staff are creating next year's plan for instruction and COVID-related protocols.

Building and Grounds Committee. The Chair of the Building and Grounds Committee reported on the status of negotiations between the school's real estate agent, Newmark, and the landlord regarding possible new lease arrangements. The school is awaiting a formal response from the landlord to the school's term sheet, which has been delayed because of the landlord's illness. The Committee Chair also informed the Board that the school has determined the definitive square footage of the building.

Education Committee. The Chair of the Education Committee noted that the Committee met on February 3, 2021 and discussed the status of online instruction, staffing, challenges to instruction because of COVID, and the school's ongoing relationship with its institutional partner, SOBRO. She also noted that Principal Hayes and his team will be reporting to the Committee at its next meeting in March on the feasibility of continued online teaching or a combination of remote and in-person learning, after COVID restrictions are lifted in the future. The Chair conveyed the Committee's heartfelt thanks to the Principal, his administration, teachers and the students themselves for all of their hard work in the face of the pandemic. The Board Chair reiterated the thanks on behalf of the entire Board.

Finance Committee. The Chair of the Finance Committee Board discussed the status of the school's finances. A discussion ensued regarding the effect of lower enrollment on the school's finances and its negotiations with the landlord and how the school might weather the challenges posed by the pandemic and any future ongoing effects. The Board discussed the state of the school's budget and cash reserve and the future projections of both under various scenarios.

Family Association Report. The Principal reported that the Family Association met virtually on January 20, 2021 and described the Association's upcoming Stuff-a-Bear fundraiser and coordination of virtual playdates. Also discussed was the middle school application process and the date by which the students will be notified of their acceptances.

Next Meeting. The Board Chair reminded the Board members that the next meeting will be held on March 17, 2021 via videoconference beginning at 9:30 am.

Adjournment. The meeting was adjourned at 10:30 am.

Respectfully submitted – Maria H. Keane (Chair)

New York City Montessori Charter School (“NYCMCS”) Board of Trustees Meeting
Minutes
November 18, 2020 9:34am

The meeting convened via videoconference at 9:34am. Abeku Hayes, Ed Tanzer, Denise Clay, Jacqueline DiSanto, Maria Keane, Hal Mutlu, Diane Moore, Jason Garcia and Neil Gulyako were present.

There were no public comments.

The Board of Trustees (the “**Board**”) attended a training related to managing a board.

The minutes from the previous board meeting was approved.

Principal Abeku Hayes conducted a review of the dashboard, indicating that there were no material changes in enrollment or employee headcount.

Principal Hayes provided an update on how the school is responding to COVID-19.

Principal Hayes discussed potential teacher terminations. The Board decided to not go forward with the terminations for the time being.

The Building & Grounds Committee reported to the Board, detailing the negotiations with the school’s current landlord and providing an overview of a potential new property that Newmark is planning to introduce to the Board.

The Finance Committee reported to the Board, discussed the school’s current financial status.

The Education Committee reported to the Board, and provided updates on the Committee’s discussions about Board member recruitment and identification of prospective donors.

There being no further business before the Board, the meeting was adjourned at 10:55 a.m.

/s/ Neil Gulyako

Secretary

New York City Montessori Charter School (“NYCMCS”) Board of Trustees Meeting
Minutes
October 21, 2020 9:32am

The meeting convened via videoconference at 9:32am. Abeku Hayes, Ed Tanzer, Denise Clay, Jacqueline DiSanto, Maria Keane, Hal Mutlu, Diane Moore, Jason Garcia and Neil Gulyako were present.

There were no public comments.

The Board of Trustees (the “**Board**”) interviewed two candidates for vacant seats on the Board—Boby Katumkeeryil and Anthony Jordan. The Board invited both candidates to join the Board.

The minutes from the previous two Board meetings were approved.

Principal Abeku Hayes conducted a review of the dashboard, indicating that there were no material changes in enrollment or employee headcount.

Principal Hayes discussed the school’s move to a new payroll provider, TriNet, which the Board unanimously approved. Principal Hayes also invited the Board to participate in the school’s Thanksgiving Turkey Toast whereby children and staff would make or receive turkey sandwiches that they will all together over Zoom.

Principal Hayes requested the Board’s approval of using \$5,000 of the budget towards advertising through electronic fliers, which the Board unanimously approved, and provided the Board with an overview of parents’ feedback on remote learning.

The Building & Grounds Committee reported to the Board, detailing the negotiations with the school’s current landlord.

The Finance Committee reported to the Board, discussing the risks and benefits of investing the school’s surplus considering that interest rates are very low.

The Education Committee reported to the Board, requesting that the Board with documents reflecting the school’s strategic plan and mission. The Board unanimously approved the school’s adoption of such strategic plan and mission, as reflected in the documents attached hereto as Exhibit A.

There being no further business before the Board, the meeting was adjourned at 10:56 a.m.

/s/ Neil Gulyako

Secretary

Exhibit A



**New York City Montessori Charter School
Board of Trustees 2020-2022 Strategic Plan**

New York City Montessori Charter School (“NYCMCS”) was founded in 2010 and was issued an initial charter by the New York State Board of Regents in December of 2010. NYCMCS is housed in a building in District 7 in the Mott Haven neighborhood in the Bronx. As the only public Montessori-centered school in New York City, NYCMCS seeks to be on the frontline of developing an educational program that clearly aligns the New York State learning standards and the Montessori philosophy.

This strategic plan serves as a roadmap to guide the NYCMCS Board of Trustees (the “**Board**”) as they respond to the needs of students and staff today and tomorrow. The principles reflected herein reflect the Board’s vision for establishing high learning and professional standards and expectations for students and staff at NYCMCS. The school is designed to be a community of learners where creativity, curiosity, exceptionality, imagination, individuality, and innovation are celebrated and where students are engaged to explore and discover their unique pathways to success.

Focus 1: Continue to Strengthen our Education Program

At the core of the NYCMCS mission is the desire to develop independence in its students when it comes to both personal and academic exploits. It is known that many students from the public-school pipeline struggle to persist in higher education and it is our belief that if these students were more intrinsically motivated and independently guided and driven, they would not only persist in higher education but excel.

Goals

- Develop and communicate to and collaborate with senior school leaders to implement high standards of achievement and well-being for all students and staff.
- Increase student achievement, including grade level reading and math proficiency rates on both an absolute basis and toward New York State levels.
- Create a comprehensive curricular system that addresses various aspects of a high achieving school that seamlessly combines traditional Montessori pedagogies with New York State learning standards.

- Continue to develop in our faculty the ability to respond adeptly to the varying needs of NYCMCS students and the demands of a changing educational and workplace landscape.
- Hire and retain faculty and staff with the professional skills necessary to achieve NYCMCS educational and programmatic goals.
- Ensure that compensation and benefits are competitive and that professional development opportunities are robust so that NYCMCS can retain talent and hire and support talented professionals.
- Capitalize on the NYCMCS innovations as faculty are recruited and staff are eager to be in a dynamic learning and growth environment.
- Retain NYCMCS students through middle school with the intention of strengthening their transition to high school, thereby giving them access to higher education and/or gainful employment, including community or military services.

Action Steps

- Work with school leaders to communicate our programmatic vision to faculty and provide the professional development necessary to achieve it.
- Leverage collaborative initiatives with the school's community partner, South Bronx Overall Economic Development Corporation ("SoBRO") and Hostos Community College to strengthen and reinforce instructional, reading, and tutoring efforts.
- Work with school leaders to evaluate testing and achievement data to assess effectiveness of teacher lesson plans, units, pacing guides, and curricular materials.
- Couple the data dashboard provided to the Board with periodic testing and readiness assessments.
- Work with school leaders to evaluate teacher coaching and developmental tools and evaluate the implementation of new tools as necessary.
- Map the NYCMCS curriculum to ensure that content, skills, and assessments in each grade progress and deepen as students grow.
- Align deployment of financial resources to support student and teacher success.
- Develop a growth and evaluation plan for faculty that is forward-thinking and articulates what excellent teaching means at NYCMCS at each level.
- Add additional grades to NYCMCS (i.e., Grades 6-8), additional resources, services, and materials.

Focus 2: Safe, Caring, Inclusive, and Respectful Learning Environment

Goals

- Understand and respond to the factors affecting well-being so that truly active minds and bodies can be fully engaged in teaching and learning.
- Provide a safe and inclusive environment that supports and protects the instructional learning time of students and staff.
- Enhance and expand health and safety practices so that injuries and illness can be timely addressed and mitigated where possible.
- Conduct a flexible and/or adaptive educational program in response to the school's population.

Action Steps

- Evaluate health and safety practices on a continual basis to ensure classrooms, schools, office spaces, and/or other workspaces are acceptable.

- Evaluate annually the school's educational program to determine what is in the best interest of the school's student population.

Focus 3: Strengthen Financial Resources and Economic Sustainability of NYCMCS

Goals

- Communicate to senior school leaders the Board's expectations for reasonable projections, robust financial discipline, and timely reporting.
- Continue to build momentum following fiscal year 2019-2020 results.
- Periodic review and evaluation of enrollment trends, budget variances, and other reporting metrics to facilitate the timely review of projections and performance and potential need for interventive action.
- Conduct periodic reviews of service provider relationships to ensure the appropriateness, effectiveness, and cost efficiencies experienced.

Action Steps

- Detailed focus on budgeting, staffing, and resource allocation (human/material/fiscal) to ensure efficiency and effectiveness of operations.
- Continue to Invest in staff development and retention to reduce inefficiencies that could arise from turnover.
- Ongoing evaluation by the Board of the cost and effectiveness of NYCMCS's current facilities and potential alternatives upon expiration of the lease term.
- Review internal financial controls, recordkeeping, and the adequacy and effective of financial and operating staff.
- Identify and cultivate relationships with foundations, community partners, and/or other potential benefactors to secure and augment additional financial resources.

Focus 4: Further Enhancements to School Governance

Goals

- Solicit engagement of parents, staff, and community participants in determining their needs and desires for educational excellence based on Montessori principles.
- Continue to recruit individuals with diverse experiences to the Board.

Action Steps

- The Board will evaluate, as needed, the Family Association structure to encourage increased parent engagement.
- The Board will conduct the prompt review of application materials and interview candidates for the Board of Trustees.

Exhibit B

New York City Montessori Charter School **Mission Statement**

The New York City Montessori Charter School will empower children to be critical thinkers and creative problem-solvers with strong social skills so that they can succeed in their world and continue to progress in their pursuit of higher education as they prepare for careers in the 21st century.

New York City Montessori Charter School Board of Trustees
September 16, 2020 9:30 a.m.

Call to order. The meeting was convened via videoconference at 9:37 am. Denise Clay, Jacqueline DiSanto, Jason Garcia, Maria Keane (Chair), Hal Mutlu, Ed Tanzer, Diane Moore, Abeku Hayes (Principal), and Krystal Astwood (Administrative Staff) were present.

Public Comments. There were no members of the public present.

Minutes. The minutes of the June 2020 Board meeting were approved.

Board Member Resignation. The Board discussed the resignation letter received yesterday from John Mullane. The Board voted to accept the resignation and to remove Mr. Mullane from all of the school's bank accounts, which Principal Hayes agreed to do.

Enlargement of Board. The Chair requested that the Board members seek to recruit candidates to fill Mr. Mullane's seat and enlarge the Board more generally. Several members indicated that they would provide resumes of individuals interested in serving.

Principal's Dashboard Report. Principal Hayes referred to the matrix of indicators in his written presentation. He also informed the Board that all staff except one are reporting to work in person, and that of the 284 currently enrolled students (including pre-kindergarten students), 95 have opted to learn in person at the school. All students, as of today, have been phased in and are currently in full attendance. Principal Hayes explained specifically how the remote and in person learning protocols have been implemented throughout the school, and discussed the COVID-related precautions that have been instituted. He reported that the school's enrollment has dropped to 258 (without pre-kindergarten students), down from the targeted 275 goal, because certain families have opted to home school given the pandemic. Principal Hayes described the steps the school is taking to increase enrollment, and a discussion ensued indicating that, despite the drop in enrollment, the school will still be on budget. He reported that reopening has generally progressed well.

Building and Grounds Committee. The Chair of the Building and Grounds Committee informed the Board that the inspection company that the school hired, DBI, has completed its inspection of the building and has requested certain documentation from the landlord, which requests have not yet been satisfied. A discussion ensued about the key aspects of the inspection's findings. Mr. Tanzer also discussed the status of negotiations with Third Avenue Properties and the current landlord. Third Avenue Properties has proposed an "as is" arrangement, rather than a "turnkey" arrangement. The school has not yet responded to that proposal and has not yet made a specific proposal to the current landlord. Mr. Tanzer reported that, in the course of the inspection, it was discovered that the HVAC system in the building is in need of repair.

Given the importance of having proper ventilation (particularly in the time of COVID-19), the Building and Grounds Committee was given approval to spend up to \$10,000 in additional funds to repair the HVAC system, with the understanding that the school would either then seek

reimbursement from the landlord or use the expenditure in negotiating a renewed lease with the landlord.

Education Committee. The Chair of the Education Committee discussed the topics covered during its meeting of September 2, 2020, and noted that the staggering of the students reporting to school has now been completed. A discussion ensued about possibly planning a Board-sponsored remote event that would provide parents with support and information about student learning during the pandemic. The Board also discussed the need to review and update the school's mission statement and strategic plan, as appropriate. The Education Committee agreed to consider all three of these issues and provide proposals at the next Board meeting.

Finance Committee. The Chair of the Finance Committee Board discussed the status of the school's finances and reported that all was in order. The Board agreed to again place decisions regarding possible investments on hold until next quarter. A discussion ensued about the proposed line of credit with Chase Bank. The Board requested that Principal Hayes pursue that line of credit.

Family Association Report. Given the current state lockdown, no meeting has been held.

Parent Program Selection. Principal Hayes explained that parents have the opportunity to change their children's mode of learning every twelve weeks and that the next selection period is November 11 – 18.

Next Meeting. The Board Chair reminded the Board members that the next meeting will be held on October 21, 2018 via videoconference beginning at 9:30 am.

Adjournment. The meeting was adjourned at 10:42 am.

Respectfully submitted – Maria H. Keane (Chair)

New York City Montessori Charter School (“NYCMCS”) Board of Trustees Meeting
Minutes
June 16, 2021, 9:34am

The meeting convened via videoconference at 9:34am. Abeku Hayes, Ed Tanzer, Denise Clay, Jacqueline DiSanto, Maria Keane, Hal Mutlu, Bobby Katumkeeryil, and Neil Gulyako were present.

There were no public comments.

The Board of Trustees (the “**Board**”) approved the minutes for the previous Board meeting.

Principal Abeku Hayes conducted a review of the dashboard, indicating that there were no material changes in enrollment or employee headcount.

Principal Hayes provided an updated on graduation, the school’s recent book fair, and the school’s recruitment efforts.

The Board discussed the charter renewal process, including by detailing the steps involved in the renewal process.

The Building & Grounds Committee reported to the Board, detailing the status of negotiations with the landlord of the school.

The Finance Committee reported to the Board, discussed the school’s current financial status.

There being no further business before the Board, the meeting was adjourned at 11 am.

/s/ Neil Gulyako

Secretary

New York City Montessori Charter School (“NYCMCS”) Board of Trustees Meeting
Minutes
March 17, 2021, 9:40am

The meeting convened via videoconference at 9:40am. Abeku Hayes, Ed Tanzer, Denise Clay, Jacqueline DiSanto, Maria Keane, Bobby Katumkeeryil, and Neil Gulyako were present.

There were no public comments.

The Board of Trustees (the “**Board**”) approved the minutes for the previous Board meeting.

Principal Abeku Hayes conducted a review of the dashboard, indicating that there were no material changes in enrollment or employee headcount. Principal Hayes also informed the Board that schools will only be required to test children that are present at the school (as opposed to remote).

The Building & Grounds Committee reported to the Board, detailing the status of negotiations with the landlord of the school.

The Education Committee approved the prior two committee’s minutes, and approved the succession plan.

The Finance Committee reported to the Board, discussed the school’s current financial status.

There being no further business before the Board, the meeting was adjourned at 10:40am.

/s/ Neil Gulyako

Secretary

New York City Montessori Charter School Board of Trustees
April 28, 2021 9:30 a.m.

Call to order. The meeting was convened via videoconference at 9:30 am. Denise Clay, Jacqueline DiSanto, Maria Keane (Chair), Ed Tanzer, Anthony Jordan, Jason Garcia, Abeku Hayes (Principal), and Krystal Astwood (Administrative Staff) were present.

Public Comments. There were no members of the public present.

Minutes. The minutes of the 2021 Board meeting were approved.

Non-Material Changes to Charter. Principal Hayes discussed with the Board a number of proposed non-material changes to the School's charter. The Board today formally approved the following changes:

1. Change from the use of the Teacher's College Curriculum to the Great Minds Wit and Wisdom Curriculum,
2. The School's shift from using NWEA Map to using the built-in assessments in Eureka Math,
3. The changes to the School's Mission statement, as made by the board,
4. The School's use of Lexia as an intervention for all students,
5. The addition of the Carmel Hill Fund and the use of the STAR EL and STAR assessments.

Design Element Changes to Charter. Principal Hayes discussed with the Board two proposed design element changes to the School's charter. The board today formally approved the following changes:

1. The adoption of specially designed materials that provide concrete representation of the abstract,
2. A shift from mixed age grouping towards responsive flexible classroom sizes to meet students' needs.

Enrollment. The Board discussed the status of student enrollment. Principal Hayes noted that the School continues to face challenges regarding enrollment, which are due to the pandemic. He highlighted some of the continued efforts being made by the school to keep current students enrolled at the school and to increase the number of new students enrolled.

Budget. Principal Hayes discussed the draft budget prepared for the 2021-22 school year. Whereas the school had in previous years budgeted for 295 students, the current draft budget is based on a worst-case scenario with 255 students enrolled. Principal Hayes noted that an enrollment of 265 students would be ideal in that it would allow the School to facilitate fully in-school learning within the School's existing space, in adherence to social distancing guidelines.

Building and Grounds Committee. The Chair of the Building and Grounds Committee reported on the status of negotiations between the school's real estate agent, Newmark, and the landlord regarding possible new lease arrangements. Newmark received a formal response from the landlord to the school's term sheet, which Newmark is in the process of evaluating. Principal Hayes has requested that Newmark prepare a budget analysis to facilitate comparison between the

School's existing facilities expenses and the projected expenses under the condominium leasehold structure.

Principal's Evaluation. The Board Chair provided an update to the Board on the results of the parents' and teachers' Principal's Evaluation survey results. The Board Chair advised that the survey period would be extended by two weeks to allow for additional respondents to participate in the survey.

Next Meeting. The Board Chair reminded the Board members that the next meeting will be held on June 17, 2021 via videoconference beginning at 9:30 am.

Adjournment. The meeting was adjourned at 10:30 am.

New York City Montessori Charter School (“NYCMCS”) Board of Trustees
Meeting Minutes
July 15, 2020 9:35am

The meeting convened via videoconference at 9:34am. Abeku Hayes, Ed Tanzer, Denise Clay, Jacqueline DiSanto, Maria Keane, Hal Mutlu, Jason Garcia and Neil Gulyako were present.

There were no public comments.

The minutes from the previous Board of Trustees (the “**Board**”) meeting were approved.

The Chair of the Board announced that Hal Mutlu has replaced John Mulane as the Board’s Treasurer.

Principal Abeku Hayes conducted a review of the dashboard, indicating that there were no material changes in enrollment or employee headcount.

Principal Hayes discussed the school’s reopening plans, including by detailing how the school will be re-organizing classrooms, what the school will do if a student or teacher is sick, and how the school is otherwise complying with state and CDC guidance related to COVID-19.

The Building & Grounds Committee reported to the Board, discussing viable buildings for the school post-expiration of its current lease and Newmark’s anticipated on-site assessments.

The Education Committee reported to the Board, discussing Kim Santiago’s review and approval of the school’s distance learning program. The Committee also requested that Principal Hayes distribute the incoming school year’s curriculum materials for each subject area and grade level to the Board.

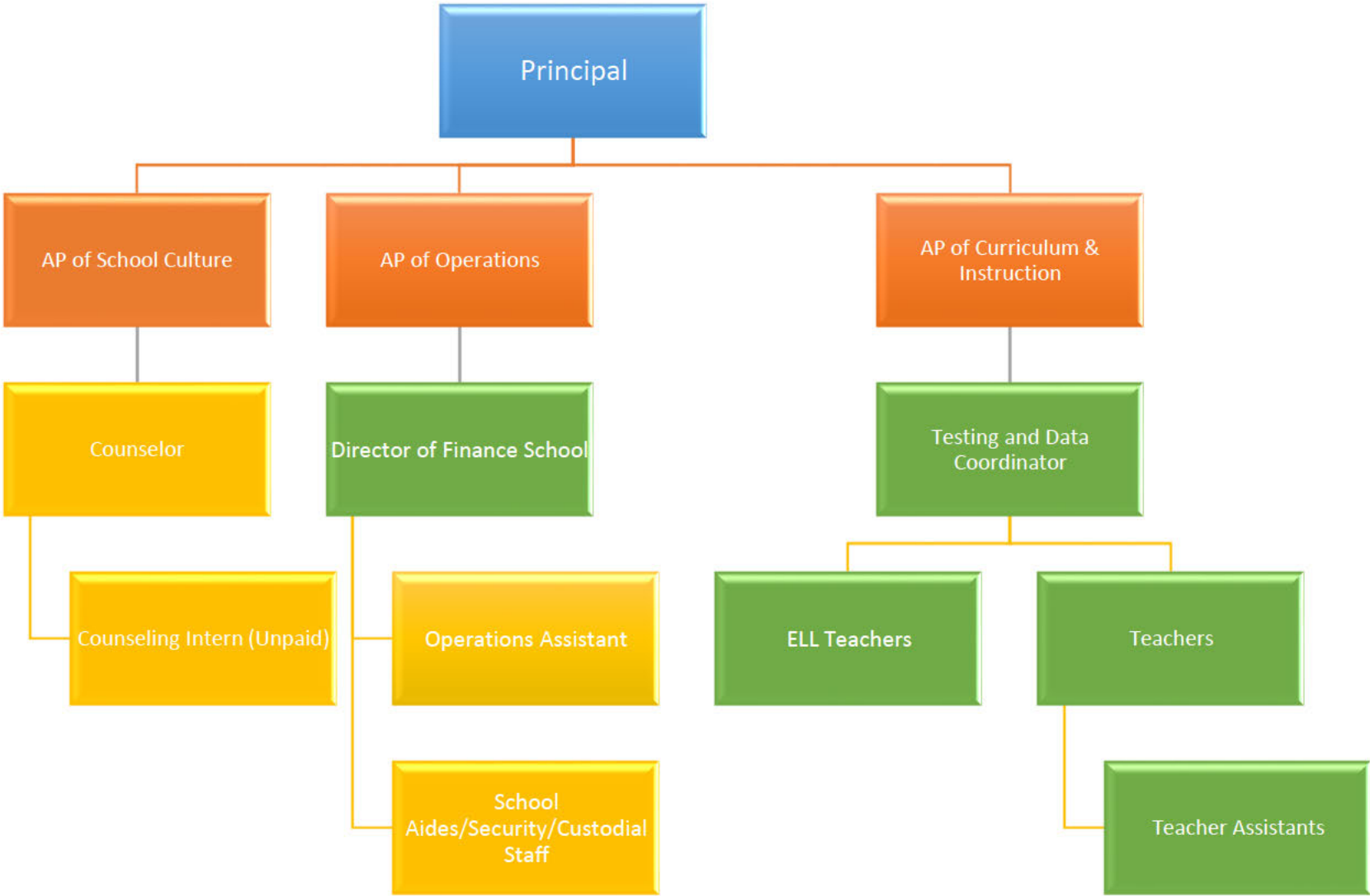
The Finance Committee reported to the Board, discussing the risks and benefits of investing the school’s surplus considering that interest rates are very low.

There being no further business before the Board, the meeting was adjourned at 10:20 am.

/s/ Neil Gulyako

Secretary

2020/2021 Organizational Chart



New York City Montessori Charter School

2021-22 School Calendar

August 2021						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
						0

September 2021						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
						16

October 2021						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						19

November 2021						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
						19

December 2021						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
						17

January 2022						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					19

February 2022						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					
						14

March 2022						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
						23

April 2022						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
						15

May 2022						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
						21

June 2022						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
						21

July 2022						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						0

CALENDAR KEY

	First/Last Day of School
	School Closed/Holidays
	Teacher In-Service. NO STUDENTS
	State Test Administration
	Parent Teacher Conferences
	End of the Trimester
	End of the Report Period
	PreK Dates
	School Events



Calendar Details

Date(s)	Details
Sept. 2	Family Orientation Night (4pm-6pm)
Sept. 6	School Closed (Labor Day)
Sept. 7	School Closed (Rosh Hashanah)
Sept. 8	First Day of School (All Students K-5 Remote)
Sept. 8-9	PreK Phase in Days (10am-12pm)
Sept. 10	PreK Phase in FULL DAY
Sept. 13	First Day of School for On-site Students
Sept. 16	School Closed (Yom Kippur)
Oct. 1	Teacher PD (No Students)
Oct. 11	School Closed (Indigenous People's Day)
Oct. 29	End of Report Period 1
Nov. 2	Remote Instruction- Election Day
Nov. 5	School Picture Day- Fall
Nov. 11	Schools Closed (Veterans Day)
Nov. 19	Teacher PD (No Students)
Nov. 24	Thanksgiving Celebration
Nov. 25-26	School Closed (Thanksgiving)
Dec. 23	End Of Trimester 1
Dec. 24-Dec. 31	Winter Recess
Jan. 12-13	Parent Teacher Conference
Jan. 17	School Closed (Martin Luther King Jr. Day)
Feb. 11	End of Report Period 3
Feb. 14-18	School Closed (Mid-Winter Recess)
Feb. 25	Teacher PD (No Students)
Mar. 29-31	State Test Administration- 3-8 English Language Arts
April 1	End of Trimester 2
April 4-8	School Closed (Spring Break)
Apr. 11- May 20	NYSESLAT Speaking Test Administration
April 13-14	Parent Teacher Conferences
April 15	Good Friday
April 26-28	State Test Administration- 3-8 Mathematics
May 9-20	NYSESLAT Listening, Reading, Speaking Test Administration
May 13	End of Report Period 5
May 24- June 3	Grade 4 Science Performance Test Administration
Mar 30	School Closed (Memorial Day)
June 6	Grade 4 Science Written Test Administration
June 20	Juneteenth (No School)
June 24	End of Trimester 3
June 28-29	Parent Teacher Conferences (Optional)
June 29	Last Day of School for Students
June 30	Teacher EOY PD- No Students



FIRE DEPARTMENT

9 METROTECH CENTER BROOKLYN, N.Y. 11201-3857

BUREAU OF FIRE PREVENTION

Public Buildings Unit

DATE: 06.22.2021.

PREMISES

NYC Montessori Charter School
423 East 138th Street
Bronx NY 10454

NYC Montessori Charter School
423 East 138th Street
Bronx NY 10454

To Whom It May Concern:

The New York City Fire Department ("FDNY"), Bureau of Fire Prevention, Public Buildings Unit conducted an inspection of the above-referenced premises on **12.23.2020**.

_____ The inspection did not reveal any violations that FDNY's Public Buildings Unit is authorized to inspect and enforce.

~~XXX~~ The inspection resulted in issuance of violations of the Fire Code or other laws, rules or regulations that FDNY's Public Buildings Unit is authorized to inspect and enforce.
Note: Violation order E631258 issued.

_____ As of XXXXXX documents were submitted to FDNY as proof of correction, and such correction was deemed acceptable to FDNY

_____ The inspection, and a review of premises records, has disclosed that the premises may not be in compliance with the lawful occupancy established by the New York City Department of Buildings.

This letter shall not be construed to be a permit for, or an approval of the premises. FDNY does not certify that the premises is free from any violation for which it has not inspected, in accordance with its standard inspection protocols. This letter shall not prevent FDNY from inspecting the premises at a later date, requiring the correction of any deficiencies its finds at the premises, and/or issuing violations against the premises for conditions that do not comply with the Fire Code or other laws, rules or regulations.

Tomasz Korbas

Examined by: _____
Tomasz Korbas, Supervising Inspector, PBU



Note Regarding Fire Inspection for 2020-21 Annual Report

The most recent Fire Inspection Report from 12.23.20 shows a violation due to an ongoing issue securing an up to date Certificate of Occupancy.



Certificate of Occupancy

CO Number: 200153671T032

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: Bronx	Block Number: 02283	Certificate Type: Temporary
	Address: 423 EAST 138 STREET	Lot Number(s): 88	Effective Date: 02/18/2020
	Building Identification Number (BIN): 2101568	Building Type: New	Expiration Date: 04/03/2020
<i>For zoning lot metes & bounds, please see BISWeb.</i>			
B.	Construction classification: 1-A	(1968 Code)	
	Building Occupancy Group classification: E	(1968 Code)	
	Multiple Dwelling Law Classification: None		
	No. of stories: █	Height in feet: █	No. of dwelling units: 0
C.	Fire Protection Equipment: Fire alarm system, Sprinkler system		
D.	Type and number of open spaces: None associated with this filing.		
E.	This Certificate is issued with the following legal limitations: None		
Outstanding requirements for obtaining Final Certificate of Occupancy:			
There are 19 outstanding requirements. Please refer to BISWeb for further detail.			
Borough Comments:			
OK TO RENEW TCO FOR 45 DAYS			

Borough Commissioner

Commissioner

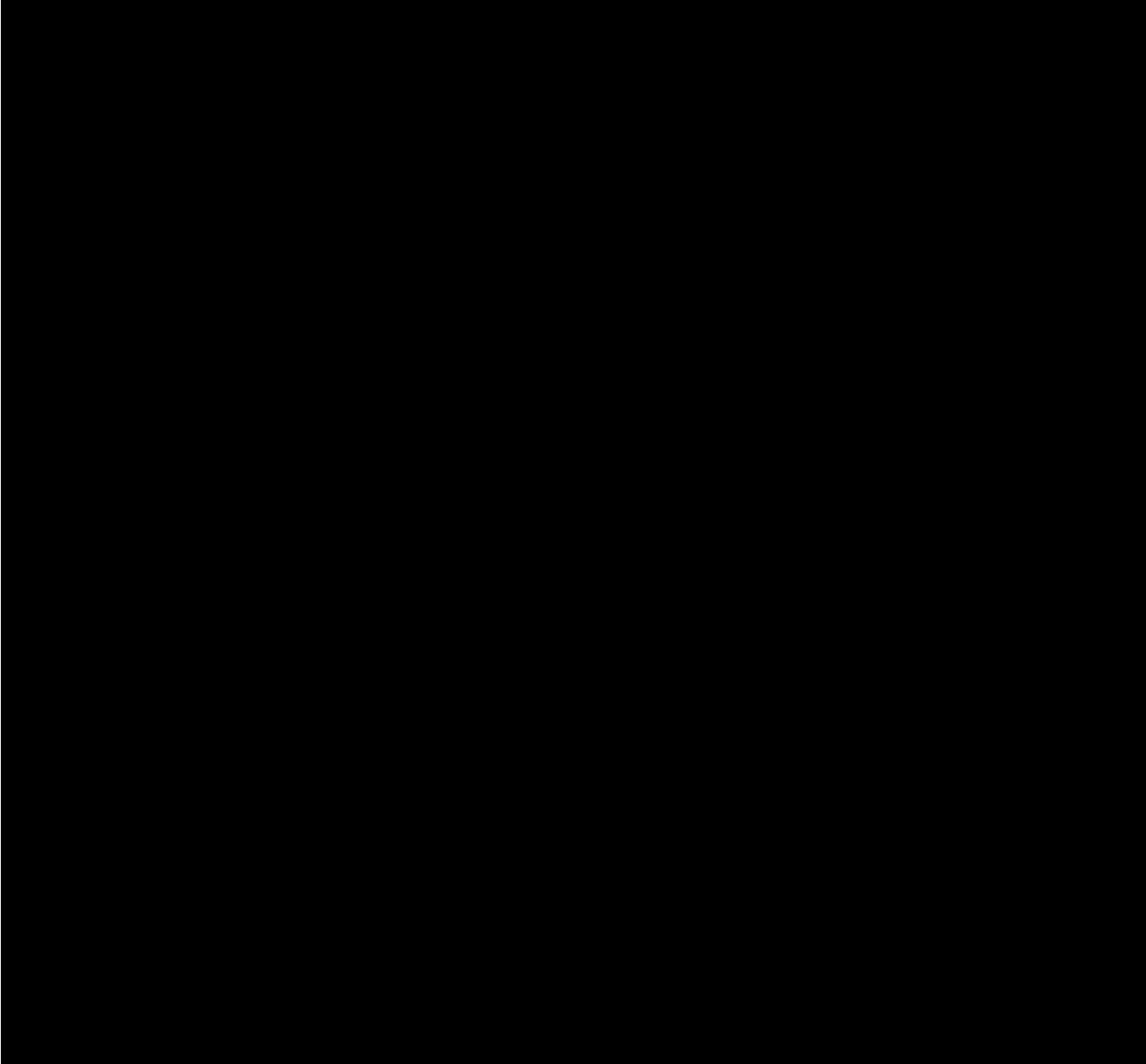
Certificate of Occupancy

CO Number: 200153671T032

Permissible Use and Occupancy

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

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



Borough Commissioner

Commissioner

Certificate of Occupancy

CO Number: 200153671T032

Permissible Use and Occupancy

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

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



Borough Commissioner



Commissioner