

Application: Niagara Charter School

Novak Darci - darcinovak@niagaracharter.org
2021-2022 Annual Report

Entry 1 School Info and Cover Page

Completed - Oct 27 2022

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 2021-2022 school year are not required to complete or submit an annual report this year).

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

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

NIAGARA CHARTER SCHOOL 800000058977

a1. Popular School Name

(No response)

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

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

BOARD OF REGENTS

d. DISTRICT / CSD OF LOCATION

NIAGARA-WHEATFIELD CSD

e. DATE OF INITIAL CHARTER

8/2005

f. DATE FIRST OPENED FOR INSTRUCTION

8/2006

c. School Unionized

Is your charter school unionized?

No

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

MISSION STATEMENT

Niagara Charter School strives to develop each student's character through engaging and challenging academic work. Our school believes that academic success is built on strong character qualities of collaboration, perseverance, responsibility, and compassion.

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	<p>EL Education's five Core Practices:</p> <ol style="list-style-type: none">1. Curriculum Academically rigorous learning expeditions, case studies, projects, fieldwork, and service learning inspire students to think and work as professional do, contributing high quality work to authentic audiences beyond the classroom.2. Instruction Our classrooms are alive with discovery, inquiry, and critical thinking, problem solving, and collaboration. Teachers talk less. Students talk and think more.3. Assessment Our leaders, teachers, and student embrace the power of student engaged assessment practices to build student ownership of learning, focus students on reaching standards based learning targets, and drive achievement.4. Culture & Character Our school builds a culture of respect, responsibility, courage, and kindness, where students and adults are committed to quality work and citizenship.5. Leadership School leaders build a cohesive school vision focused on student achievement and continuous improvement.
KDE 2	<p>Habits of Scholarship:</p> <p>Niagara Charter School's Habits of Scholarship name the specific characteristics that support student achievement. They aid students in developing study skills, time management skills, persistence, self awareness, and the ability to seek feedback and assistance.</p> <p>The Habits of Scholarship are described using the acronym PRIDE:</p> <p>Perseverance: I keep trying Respect: I value myself and others</p>

	<p>Integrity: I am honest with myself and others</p> <p>Dedication: I am committed to our PRIDE values</p> <p>Excellence: I push myself to do more than I thought possible</p>
KDE 3	<p>Niagara Charter School offers an extended school day:</p> <p>The school day is 7 hours in length, with students arriving at 8:55 am and dismissing at 4:00 pm.</p>
KDE 4	<p>Enrichment and Remediation time:</p> <p>Niagara Charter School offers enrichment and remediation programs for students. Through remediation, teachers give students extra instruction that is meant to help increase their proficiency in specific content areas.</p> <p>Enrichment work is directed to creative and critical thinking skills in ELA and technology. The extended school day allows for an hour of enrichment and remediation each day.</p>
KDE 5	<p>Leader in Me:</p> <p>Leader in Me provides elementary schools with a model and process that addresses common challenges that are unique to students during these formative years. Parents, educators, and school administrators are concerned with their child's physical, mental, social, and economic well-being, all of which are factors that can contribute to or hinder academic success. Teachers, staff, and administrators at Leader in Me Schools are empowered to provide support in all of these areas by creating a learning environment that addresses whole-child education with five (5) Core Paradigms. These paradigms influence the behavior of staff, students, and their families.</p> <ol style="list-style-type: none"> 1. Everyone can be a leader 2. Everyone has genius 3. Change starts with me 4. Educators empower students to lead their own learning 5. Develop the whole person
KDE 6	(No response)

KDE 7	(No response)
KDE 8	(No response)
KDE 9	(No response)
KDE 10	(No response)

Need additional space for variables

No

h. SCHOOL WEB ADDRESS (URL)

www.niagaracharter.org

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

350

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

343

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

Check all that apply

Grades Served	K, 1, 2, 3, 4, 5, 6
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11. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

No

FACILITIES INFORMATION

m. FACILITIES

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

No, just one site.

NIAGARA CHARTER SCHOOL 800000058977

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	2077 Lockport Road, Niagara Falls, NY 14304	7162974520	Niagara-Wheatfield	K-6	NO

m1a. Please provide the contact information for Site 1.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Darci Novak	Chief Academic Officer	716-297-4520		darcinovak@niagaracharter.org
Operational Leader	Darci Novak				
Compliance Contact	Darci Novak				
Complaint Contact	James C. Muffoletto	Board President			muffoletto@msn.com
DASA Coordinator	Christie Grant	Dean of Students	716-297-4520		christiegrant@niagaracharter.org
Phone Contact for After Hours Emergencies	Darci Novak				

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

Private Space

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

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

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

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

Site 1 Certificate of Occupancy (COO)

[DOC090622-09062022103650.pdf](#)

Filename: DOC090622-09062022103650.pdf **Size:** 89.7 kB

Site 1 Fire Inspection Report

[DOC090622-09062022103622.pdf](#)

Filename: DOC090622-09062022103622.pdf **Size:** 109.5 kB

CHARTER REVISIONS DURING THE 2021-2022 SCHOOL YEAR

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

No

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

Yes

ATTESTATIONS

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

Name	Darci Novak
Position	Chief Academic Officer
Phone/Extension	716-297-4520-7224
Email	darcinovak@niagaracharter.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



Signature, President of the Board of Trustees



Date

Jul 26 2022

Thank you.



Entry 3 Progress Toward Goals

In Progress - Last edited: Oct 27 2022

Instructions

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

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2022**.

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

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

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

Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 2, 2022.

NIAGARA CHARTER SCHOOL 800000058977

1. ACADEMIC STUDENT PERFORMANCE GOALS

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

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2022**.

2021-2022 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 percentage of Niagara Charter School students that meet proficiency on grades 3-6 assessments, to include ELA and Math, will meet or exceed the respective percentage of students from the district of residence and district of location.	NYS 3-6 ELA and math assessments	Not Met	
Academic Goal 2	Each year the percentage of Niagara Charter School students that meet proficiency on grades 3-6 assessments, to include ELA and Math, will have an average percent proficient that is at or above the state-wide percent proficient on the New York State ELA and Math assessments.	NYS 3-6 ELA and math assessments.	Not Met	Niagara Charter School exceeded the proficiency performance of all Niagara Falls City School District Elementary Schools. Even though the school enrolls a significantly small number of Niagara Wheatfield students, it is the district of location. The Niagara Charter School exceeded the performance of one of three district

				of location schools. Outperforming the elementary school located in close proximity to NCS.
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 2021-2022 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”.

2021-2022 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1				
Org Goal 2				
Org Goal 3				
Org Goal 4				
Org Goal 5				
Org Goal 6				
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

No

6. FINANCIAL GOALS

2021-2022 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1				
Financial Goal 2				
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 - Nov 3 2022

Required of ALL Charter Schools

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

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

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

[Audited Financial Statements Final 2021-2022 FY](#)

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

Completed - Oct 31 2022

[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 [2021-2022 Annual Reports](#) webpage. Upload the completed file in Excel format and submit by **November 1, 2022**.

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.

[Annual Report audited financial report template 2021-22](#)

Filename: Annual_Report_audited_financial_r_Q9VlwQY.xlsx Size: 74.2 kB

Entry 4c – Additional Financial Documents

Completed - Nov 3 2022

Instructions - Regents, NYCDOE and Buffalo BOE authorized schools must upload financial documents and submit by **November 1, 2022**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, 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.

[Item 4c Additional Info for Annual Report](#)

Filename: Item_4c_Additional_Info_for_Annual_Report.zip Size: 5.3 MB

Entry 4d - Financial Services Contact Information

Completed - Oct 27 2022

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

Form for "Financial Services Contact Information"

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Timothy Hyland	hylandtimothy3@gmail.com	716-297-4520

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	EFPR			6

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm

Entry 5 – Fiscal Year 2022-2023 Budget

Completed - Oct 31 2022

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

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

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

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

[Annual Report 2022-2023 budget-template](#)

Filename: Annual_Report_2022-2023_budget-template.xlsx Size: 37.6 kB

Entry 6 – Board of Trustees Disclosure of Financial Interest Form

Completed - Oct 27 2022

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

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

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

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

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

[DOC072622-07262022110905](#)

Filename: DOC072622-07262022110905.pdf Size: 642.1 kB

Entry 7 BOT Membership Table

Completed - Oct 27 2022

Instructions

Required of ALL charter schools

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

Entry 7 BOT Table

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

NIAGARA CHARTER SCHOOL 800000058977

Authorizer:

Who is the authorizer of your charter school?

Board of Regents

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

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2021-2022
1	James C. Muffoletto		Chair	Executive Finance Governance	Yes	6	07/01/2022	06/30/2025	10
2	Amy Meshulam		Vice Chair	Academic	Yes	2	07/01/2022	06/30/2025	10
3	Ricky Scott		Treasurer	Executive Finance Governance	Yes	5	07/01/2020	06/30/2023	11
4	Mary Scheeler		Secretary	Executive Academic	Yes	6	07/01/2020	06/30/2023	10
5	Judith DiCamillo		Trustee/Member	None	Yes	2	07/01/2020	06/30/2023	8
6	Lauren Howenalls		Parent Rep	None	Yes	3	07/01/2022	06/30/2023	10
7	Christine Smith-Koziel		Parent Rep	None	Yes	2	07/01/2022	06/30/2023	11
8									
9									

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

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total Number of BOT Members on June 30, 2022	7
b.Total Number of Members Added During 2021-2022	0
c. Total Number of Members who Departed during 2021-2022	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	7

3. Number of Board meetings held during 2021-2022

11

4. Number of Board meetings scheduled for 2022-2023

11

Total number of Voting Members on June 30, 2022:

7

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

0

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

0

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

7

Total number of Non-Voting Members on June 30, 2022:

0

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

0

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

0

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

0

Board members attending 8 or fewer meetings during 2021-2022

1

Thank you.

Entry 8 Board Meeting Minutes

Completed - Oct 27 2022

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

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

[2021-2022 Board Meeting Minutes](#)

Filename: 2021-2022_Board_Meeting_Minutes.pdf Size: 1.3 MB

Entry 9 Enrollment & Retention

Completed - Oct 27 2022

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

Required of ALL Charter Schools

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

Entry 9 Enrollment and Retention of Special Populations

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2021-2022	Describe Recruitment Plans in 2022-2023
Economically Disadvantaged	<p>NCS staffs a Community Liaison to focus on recruitment efforts. Some of the current recruitment plans include:</p> <ul style="list-style-type: none"> -Distribution of brochures and school information to parents and outside businesses and agencies -Scheduled meetings with local Pre-K and Head Start programs -Building tours available throughout the school year; virtual tours are also available -Announcements and advertisements in local papers such as the Niagara Gazette, Lockport Union Sun & Journal, Niagara Wheatfield Tribune, Lewiston Sentinel, WNY Family Magazine, and The Challenger -Radio, social media, and bus bench advertisements -Applications are easily accessible to parents via the school's website; applications can be completed online and are sent directly to the school's Community Liaison -The Community Liaison and School staff, students and families attended various community events -All recruitment efforts target special populations, including economically disadvantaged families. 	<p>NCS staffs a Community Liaison to focus on recruitment efforts. Some of the current recruitment plans include:</p> <ul style="list-style-type: none"> -Distribution of brochures and school information to parents and outside businesses and agencies -Scheduled meetings with local Pre-K and Head Start programs -Building tours available throughout the school year; virtual tours are also available -Announcements and advertisements in local papers such as the Niagara Gazette, Lockport Union Sun & Journal, Niagara Wheatfield Tribune, Lewiston Sentinel, WNY Family Magazine, and The Challenger -Radio, social media, and bus bench advertisements -Applications are easily accessible to parents via the school's website; applications can be completed online and are sent directly to the school's Community Liaison -All recruitment efforts target special populations, including economically disadvantaged families -The Community Liaison will attend various community events, and distribute information about the school to local health agencies -New promotional materials will be purchased in the 22/23 school year

<p>English Language Learners</p>	<p>NCS staffs a Community Liaison to focus on recruitment efforts. Some of the current recruitment plans include:</p> <ul style="list-style-type: none"> -Distribution of brochures and school information to parents and outside businesses and agencies -Scheduled meetings with local Pre-K and Head Start programs -Building tours available throughout the school year; virtual tours are also available -Announcements and advertisements in local papers such as the Niagara Gazette, Lockport Union Sun & Journal, Niagara Wheatfield Tribune, Lewiston Sentinel, WNY Family Magazine, and The Challenger -Radio, social media and bus bench advertisements -Applications are easily accessible to parents via the school's website; applications can be completed online and are sent directly to the school's Community Liaison -All recruitment efforts target special populations including ELL students -All recruitment materials are available in the student's home language. 	<p>NCS staffs a Community Liaison to focus on recruitment efforts. Some of the current recruitment plans include:</p> <ul style="list-style-type: none"> -Distribution of brochures and school information to parents and outside businesses and agencies -Scheduled meetings with local Pre-K and Head Start programs -Building tours available throughout the school year; virtual tours are also available -Announcements and advertisements in local papers such as the Niagara Gazette, Lockport Union Sun & Journal, Niagara Wheatfield Tribune, Lewiston Sentinel, WNY Family Magazine, and The Challenger -Radio, social media, and bus bench advertisements -Applications are easily accessible to parents via the school's website; applications can be completed online and are sent directly to the school's Community Liaison -All recruitment efforts target special populations including ELL students -All recruitment materials are available in the student's home language -The Community Liaison will attend various community events and distribute information about the school to local health agencies -New promotional materials will be purchased in the 22/23 school year
<p>Students with Disabilities</p>	<p>NCS staffs a Community Liaison to focus on recruitment efforts. Some of the current recruitment plans include:</p>	<p>NCS staffs a Community Liaison to focus on recruitment efforts. Some of the current recruitment plans include:</p>

-Distribution of brochures and school information to parents and outside businesses and agencies

-Scheduled meetings with local Pre-K and Head Start programs

-Building tours available throughout the school year; virtual tours are also available

-Announcements and advertisements in local papers such as the Niagara Gazette, Lockport Union Sun & Journal, Niagara Wheatfield Tribune, Lewiston Sentinel, WNY Family Magazine, and The Challenger

-Radio, social media, and bus bench advertisements

-Applications are easily accessible to parents via the school's website; applications can be completed online and are sent directly to the school's Community Liaison

-All recruitment efforts target special populations, including students with disabilities

-Speech screenings are administered for all new kindergarteners ; an initial referral for special education services is sent to the district CSE for any students not passing the screening

-Distribution of brochures and school information to parents and outside businesses and agencies

-Scheduled meetings with local Pre-K and Head Start programs

-Building tours available throughout the school year; virtual tours are also available

-Announcements and advertisements in local papers such as the Niagara Gazette, Lockport Union Sun & Journal, Niagara Wheatfield Tribune, Lewiston Sentinel, WNY Family Magazine, and The Challenger

-Radio, social media, and bus bench advertisements

-Applications are easily accessible to parents via the school's website; applications can be completed online and are sent directly to the school's Community Liaison

-All recruitment efforts target special populations

-The Community Liaison will attend various community events, and distribute information about the school to local health agencies

-New promotional materials will be purchased in the 22/23 school year.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2021-2022	Describe Retention Plans in 2022-2023
Economically Disadvantaged	<p>The Community Liaison position is designed to work collaboratively with families providing support as needed. The Liaison communicates regularly with parents, addressing any concerns or issues in an effort to retain students year to year. In addition,</p> <ul style="list-style-type: none"> -Transportation is provided to all students at no cost to our families -Monies are allocated in the annual budget for families in need of assistance purchasing uniforms or supplies -All students receive free breakfast, lunch, and snack daily -Preference is given to currently enrolled students' siblings, so families do not have children attending different elementary schools -Every NCS teacher receives a classroom budget to purchase materials and resources for students -All NCS students received a 1:1 Chromebook device, and hotspots were provided to families in need of internet service. -NCS employs one full time counselor and a school nurse <p>The school maintains relationships with community agencies and social service agencies to support students and families.</p>	<p>The Community Liaison position is designed to work collaboratively with families providing support as needed. The Liaison communicates regularly with parents, addressing any concerns or issues in an effort to retain students year to year. In addition,</p> <ul style="list-style-type: none"> -Transportation is provided to all students at no cost to our families -Monies are allocated in the annual budget for families in need of assistance purchasing uniforms or supplies -All students receive free breakfast, lunch, and snack daily -Preference is given to currently enrolled students' siblings, so families do not have children attending different elementary schools -Every NCS teacher receives a classroom budget to purchase materials and resources for students -All NCS students received a 1:1 Chromebook device, and hotspots were provided to families in need of internet service. -NCS employs one full time counselor and a school nurse <p>The school maintains relationships with community agencies and social service agencies to support students and families.</p>

	<p>The School implements Leader in Me to teach students 21st century leadership and life skills, and to create a culture of student empowerment based on the idea that every child can be a leader.</p> <p>In the 21/22 school year, the school implemented Primary Project to meet the social emotional and behavioral needs of students.</p>	<p>The School will continue the implementation of the Leader in Me to teach students 21st century leadership and life skills, and to create a culture of student empowerment based on the idea that every child can be a leader.</p> <p>The School will continue to implement Primary Project in the 22/23 school year to meet the social emotional and behavioral needs of students.</p> <p>In the 22/23 school year, the school will offer after-school programming with transportation provided. Before school programs are also being implemented.</p>
English Language Learners	<p>The Community Liaison position is designed to work collaboratively with families providing support as needed. The Liaison communicates regularly with parents, addressing any concerns or issues in an effort to retain students year to year. In addition,</p> <ul style="list-style-type: none"> -Transportation is provided to all students at no cost to our families -Monies are allocated in the annual budget for families in need of assistance purchasing uniforms or supplies -All students receive free breakfast, lunch, and snack daily -Preference is given to currently enrolled students' siblings, so families do not have children attending different elementary schools -Every NCS teacher receives a classroom budget to purchase materials and resources for 	<p>The Community Liaison position is designed to work collaboratively with families providing support as needed. The Liaison communicates regularly with parents, addressing any concerns or issues in an effort to retain students year to year. In addition,</p> <ul style="list-style-type: none"> -Transportation is provided to all students at no cost to our families -Monies are allocated in the annual budget for families in need of assistance purchasing uniforms or supplies -All students receive free breakfast, lunch, and snack daily -Preference is given to currently enrolled students' siblings, so families do not have children attending different elementary schools -Every NCS teacher receives a classroom budget to purchase materials and resources for

	<p>students</p> <p>-All NCS students received a 1:1 Chromebook device, and hotspots were provided to families in need of internet service.</p> <p>-NCS employs one full time counselor and a school nurse</p> <p>All school services are available in the student's home language.</p> <p>The school maintains a relationship with the local BOCES, community agencies, and social service agencies to support students and families' ELL needs</p> <p>The school employs an ELL teacher to support the needs of students.</p>	<p>students</p> <p>-All NCS students received a 1:1 Chromebook device, and hotspots were provided to families in need of internet service.</p> <p>-NCS employs one full time counselor and a school nurse</p> <p>All school services are available in the student's home language.</p> <p>The school maintains relationships with the local BOCES, community agencies, and social service agencies to support students and families' ELL needs.</p> <p>The school employs an ELL teacher to support the needs of students.</p> <p>In the 22/23 school year, the school will offer after-school programming with transportation provided. Before school programs are also being implemented.</p>
<p>Students with Disabilities</p>	<p>The Community Liaison position is designed to work collaboratively with families providing support as needed. The Liaison communicates regularly with parents, addressing any concerns or issues in an effort to retain students year to year. In addition,</p> <p>-Transportation is provided to all students at no cost to our families</p> <p>-Monies are allocated in the annual budget for families in need of assistance purchasing uniforms or supplies</p> <p>-All students receive free breakfast, lunch, and snack daily</p>	<p>The Community Liaison position is designed to work collaboratively with families providing support as needed. The Liaison communicates regularly with parents, addressing any concerns or issues in an effort to retain students year to year. In addition,</p> <p>-Transportation is provided to all students at no cost to our families</p> <p>-Monies are allocated in the annual budget for families in need of assistance purchasing uniforms or supplies</p> <p>-All students receive free breakfast, lunch, and snack daily</p>

-Preference is given to currently enrolled students' siblings, so families do not have children attending different elementary schools

-Every NCS teacher receives a classroom budget to purchase materials and resources for students

-All NCS students received a 1:1 Chromebook device, and hotspots were provided to families in need of internet service.

-NCS employs one full time counselor and a school nurse

All school services are available in the student's home language.

The school maintains relationships with the local BOCES, community agencies, and social service agencies to support students and families.

Online trainings and workshops are provided through EPIC (Every Person Influences Children)

NCS employs two full-time special education teachers, one full-time intervention teacher, AIS support staff, and a Reading Specialist to support the needs of students with disabilities.

The school conducts monthly Response to Intervention team meetings.

-Preference is given to currently enrolled students' siblings, so families do not have children attending different elementary schools

-Every NCS teacher receives a classroom budget to purchase materials and resources for students

-All NCS students received a 1:1 Chromebook device, and hotspots were provided to families in need of internet service.

-NCS employs one full time counselor and a school nurse

All school services are available in the student's home language.

The school maintains relationships with the local BOCES, community agencies, and social service agencies to support students and families.

Online trainings and workshops are provided through EPIC (Every Person Influences Children)

NCS employs two full-time special education teachers, one full-time intervention teacher, AIS support staff, and a Reading Specialist to support the needs of students with disabilities.

In addition, the school will continue to hold monthly Response to Intervention team meetings.

In the 22/23 school year, the school will offer after-school programming with transportation provided. Before

Entry 10 – Teacher and Administrator Attrition

Completed - Oct 27 2022

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

A. TEACH System – Employee Clearance

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

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

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

B. Emergency Conditional Clearances

Emergency Conditional Clearances

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

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

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

Attestation

Responses Selected:

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

Entry 11 Percent of Uncertified Teachers

Completed - Oct 27 2022

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, 2022)	1
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	0
Total Category A: 5 or 30% whichever is less	1.0

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

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

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2022)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	0
Total Category C: not to exceed 5	0.0

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

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

	FTE Count
Total	1

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	21

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	21

Thank you.



Entry 12 Organization Chart

Completed - Oct 27 2022

[Instructions](#)

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

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

[Org Charter 2021-22](#)

Filename: Org_Charter_2021-22.pdf Size: 212.2 kB

Entry 13 School Calendar

Completed - Oct 27 2022

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

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

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

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

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

[22-23 one page calendar with # of Inst](#)

Filename: 22-23_one_page_calendar_with_of_I_ixG7kFo.pdf Size: 89.8 kB

Entry 14 Links to Critical Documents on School Website

Completed - Oct 27 2022

[Instructions](#)

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

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

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

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

Form for Entry 14 Links to Critical Documents on School Website

School Name: **Niagara Charter School**

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

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

	Link to Documents
1. Current Annual Report (i.e., 2021-2022 Annual Report)	https://www.niagaracharterschool.org/wp-content/uploads/2022/07/2020-2021-Annual-Report.pdf
2. Board meeting notices, agendas and documents	http://www.niagaracharterschool.org/meeting-announcement/
3. New York State School Report Card	https://data.nysed.gov/essa.php?year=2021&instid=800000058977
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	http://www.niagaracharterschool.org/wp-content/uploads/2020/07/DOCS-796013-v1-Niagara Charter School - Student Code of Conduct.pdf
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo	https://docs.google.com/document/d/1xg7iwkC98XpEM6eiGT0uQmyiRfPI16xIKKMsY1mPKVs/edit?usp=sharing
6. Authorizer-approved FOIL Policy	http://www.niagaracharterschool.org/wp-content/uploads/2021/04/FOIL-Request-for-Niagara-Charter-School.pdf
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	http://www.niagaracharterschool.org/wp-content/uploads/2021/04/NIAGARA-CHARTER-SCHOOL-POLICY-ADDENDUM-MANUAL.pdf

Thank you.



NIAGARA CHARTER SCHOOL

Financial Statements and
Supplementary Information

June 30, 2022 and 2021

(With Independent Auditors' Report Thereon)

NIAGARA CHARTER SCHOOL

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INDEPENDENT AUDITORS' REPORT

The Board of Directors
Niagara Charter School:

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of Niagara Charter School (the School) (a nonprofit organization), which comprise the statements of financial position as of June 30, 2022 and 2021, and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Niagara Charter School as of June 30, 2022 and 2021, and the results of its operations and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

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

Responsibilities of Management for the Financial Statements

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

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

Auditors' Responsibilities for the Audit of the Financial Statements

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

In performing an audit in accordance with generally accepted auditing standards and Government Auditing Standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audits.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audits 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 School's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the School's ability to continue as a going concern for a reasonable period of time.

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

Other Matters

Other Information

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and

certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated October 31, 2022 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.

EFPR Group, CPAs, PLLC

Williamsville, New York
October 31, 2022

NIAGARA CHARTER SCHOOL
 Statements of Financial Position
 June 30, 2022 and 2021

	<u>Assets</u>	<u>2022</u>	<u>2021</u>
Current assets:			
Cash		\$ 1,995,116	2,090,295
Receivables		695,243	569,976
Prepaid expenses		<u>14,456</u>	<u>44,744</u>
Total current assets		<u>2,704,815</u>	<u>2,705,015</u>
Property and equipment, at cost		825,022	825,022
Less accumulated depreciation and amortization		<u>(452,089)</u>	<u>(403,148)</u>
Net property and equipment		<u>372,933</u>	<u>421,874</u>
Total assets		<u><u>\$ 3,077,748</u></u>	<u><u>3,126,889</u></u>
<u>Liabilities and Net Assets</u>			
Current liabilities:			
Accounts payable		65,234	27,738
Accrued expenses:			
Payroll and payroll taxes		115,316	205,330
Pension		<u>235,744</u>	<u>244,044</u>
Total accrued expenses		<u>351,060</u>	<u>449,374</u>
Total liabilities		<u>416,294</u>	<u>477,112</u>
Net assets:			
Without donor restrictions		1,601,454	2,649,777
Board designated for new facilities		<u>1,060,000</u>	<u>-</u>
Total net assets		<u>2,661,454</u>	<u>2,649,777</u>
Commitments and contingency (notes 6 and 7)			
Total liabilities and net assets		<u><u>\$ 3,077,748</u></u>	<u><u>3,126,889</u></u>

See accompanying notes to financial statements.

NIAGARA CHARTER SCHOOL
 Statements of Activities
 Years ended June 30, 2022 and 2021

	<u>2022</u>	<u>2021</u>
Revenue:		
Public School Districts:		
Resident student enrollment	\$ 4,205,462	3,973,669
Students with disabilities	279,333	261,488
Other revenue from public school districts	59,525	48,403
Grant income	948,163	659,466
Grant income - paycheck protection program	-	530,085
Contributions	10,806	7,657
Other	<u>16,301</u>	<u>18,502</u>
Total revenue	<u>5,519,590</u>	<u>5,499,270</u>
Expenses:		
Program services:		
Regular education	5,000,547	4,989,912
Special education	<u>330,639</u>	<u>349,014</u>
Total program services	5,331,186	5,338,926
Management and general	<u>176,727</u>	<u>191,279</u>
Total expenses	<u>5,507,913</u>	<u>5,530,205</u>
Change in net assets without donor restrictions	11,677	(30,935)
Net assets without donor restrictions at beginning of year	<u>2,649,777</u>	<u>2,680,712</u>
Net assets without donor restrictions at end of year	<u>\$ 2,661,454</u>	<u>2,649,777</u>

See accompanying notes to financial statements.

NIAGARA CHARTER SCHOOL
Statement of Functional Expenses
Year ended June 30, 2022
with comparative totals for 2021

	Program Services			Management and general	Total		
	No. of positions	Regular education	Special education		Total	2022	2021
Personnel services costs:							
Instructional personnel	43	\$ 1,439,729	94,215	1,533,944	54,784	1,588,728	1,660,598
Administrative personnel	2	490,830	32,120	522,950	18,677	541,627	563,807
Non-instructional personnel	13	115,766	7,576	123,342	4,405	127,747	96,016
Total salaries	58	2,046,325	133,911	2,180,236	77,866	2,258,102	2,320,421
Fringe and payroll taxes		731,429	47,864	779,293	27,832	807,125	826,354
Office expense		24,536	1,606	26,142	933	27,075	19,137
Printing and production		15,953	1,044	16,997	607	17,604	17,439
Purchased services		275,857	18,052	293,909	10,497	304,406	124,061
Telephone		9,050	592	9,642	345	9,987	7,557
Meetings and travel		8,096	530	8,626	308	8,934	2,960
Consulting fees		80,671	5,279	85,950	3,070	89,020	122,625
Supplies		249,528	16,329	265,857	9,495	275,352	300,904
Interest expense		651	43	694	24	718	92
Professional fees		126,393	8,271	134,664	4,809	139,473	144,318
Advertising		6,339	415	6,754	241	6,995	18,846
Dues and subscriptions		6,381	418	6,799	242	7,041	5,502
Insurance		33,294	2,179	35,473	1,267	36,740	29,210
Licenses and permits		889	58	947	34	981	420
Legal fees		20,060	1,313	21,373	763	22,136	26,585
Occupancy		542,263	35,485	577,748	20,634	598,382	585,258
Repairs and maintenance		244,863	16,024	260,887	9,317	270,204	276,023
Staff development		70,797	4,633	75,430	2,694	78,124	110,615
Utilities		57,798	3,782	61,580	2,200	63,780	30,714
Garbage collection		18,901	1,237	20,138	719	20,857	20,933
Health center		7,386	554	7,940	-	7,940	5,157
Security		24,471	1,601	26,072	932	27,004	16,565
Student transportation		320,107	24,008	344,115	-	344,115	268,633
Depreciation		44,351	2,902	47,253	1,688	48,941	56,306
Student activities and field trips		28,630	2,147	30,777	-	30,777	17,271
Uncollectible aid from School Districts		-	-	-	-	-	170,252
Miscellaneous		5,528	362	5,890	210	6,100	6,047
Total expenses		\$ 5,000,547	330,639	5,331,186	176,727	5,507,913	5,530,205

See accompanying notes to financial statements.

NIAGARA CHARTER SCHOOL
Statement of Functional Expenses
Year ended June 30, 2021

	Program Services			Management and general	Total	
	<u>No. of positions</u>	<u>Regular education</u>	<u>Special education</u>			<u>Total</u>
Personnel services costs:						
Instructional personnel	41	\$ 1,494,653	103,281	1,597,934	62,664	1,660,598
Administrative personnel	2	507,465	35,066	542,531	21,276	563,807
Non-instructional personnel	<u>10</u>	<u>86,421</u>	<u>5,972</u>	<u>92,393</u>	<u>3,623</u>	<u>96,016</u>
Total salaries	<u>53</u>	<u>2,088,539</u>	<u>144,319</u>	<u>2,232,858</u>	<u>87,563</u>	<u>2,320,421</u>
Fringe and payroll taxes		743,776	51,395	795,171	31,183	826,354
Office expense		17,225	1,190	18,415	722	19,137
Printing and production		15,696	1,085	16,781	658	17,439
Purchased services		111,663	7,716	119,379	4,682	124,061
Telephone		6,802	470	7,272	285	7,557
Meetings and travel		2,664	184	2,848	112	2,960
Consulting fees		110,371	7,627	117,998	4,627	122,625
Supplies		270,834	18,715	289,549	11,355	300,904
Interest expense		83	6	89	3	92
Professional fees		129,896	8,976	138,872	5,446	144,318
Advertising		16,963	1,172	18,135	711	18,846
Dues and subscriptions		4,952	342	5,294	208	5,502
Insurance		26,291	1,817	28,108	1,102	29,210
Licenses and permits		378	26	404	16	420
Legal fees		23,928	1,653	25,581	1,004	26,585
Occupancy		526,773	36,400	563,173	22,085	585,258
Repairs and maintenance		248,440	17,167	265,607	10,416	276,023
Staff development		99,561	6,880	106,441	4,174	110,615
Utilities		27,645	1,910	29,555	1,159	30,714
Garbage collection		18,841	1,302	20,143	790	20,933
Health center		4,780	377	5,157	-	5,157
Security		14,910	1,030	15,940	625	16,565
Student transportation		248,977	19,656	268,633	-	268,633
Depreciation		50,679	3,502	54,181	2,125	56,306
Student activities and field trips		16,007	1,264	17,271	-	17,271
Uncollectible aid from School Districts		157,795	12,457	170,252	-	170,252
Miscellaneous		<u>5,443</u>	<u>376</u>	<u>5,819</u>	<u>228</u>	<u>6,047</u>
Total expenses		<u>\$ 4,989,912</u>	<u>349,014</u>	<u>5,338,926</u>	<u>191,279</u>	<u>5,530,205</u>

See accompanying notes to financial statements.

NIAGARA CHARTER SCHOOL
 Statements of Cash Flows
 Years ended June 30, 2022 and 2021

	<u>2022</u>	<u>2021</u>
Cash flows from operating activities:		
Change in net assets without donor restrictions	\$ 11,677	(30,935)
Adjustments to reconcile change in net assets without donor restrictions to net cash used in operating activities:		
Depreciation and amortization	48,941	56,306
Grant income - paycheck protection program	-	(530,085)
Changes in:		
Receivables	(125,267)	(433,095)
Prepaid expenses	30,288	15,321
Accounts payable	37,496	(15,752)
Accrued expenses	<u>(98,314)</u>	<u>65,406</u>
Net cash used in operating activities	(95,179)	(872,834)
Cash at beginning of year	<u>2,090,295</u>	<u>2,963,129</u>
Cash at end of year	<u><u>\$ 1,995,116</u></u>	<u><u>2,090,295</u></u>

See accompanying notes to financial statements.

NIAGARA CHARTER SCHOOL

Notes to Financial Statements

June 30, 2022 and 2021

(1) Summary of Significant Accounting Policies

(a) Nature of Activities

Niagara Charter School (the School) was chartered by the Board of Regents of the University at the State of New York on July 21, 2005 for a term of five years pursuant to Article 56 of the New York State Education Law. The School has received a renewal of their charter which will expire on June 30, 2026. The School is a K-6 public school primarily funded through the Board of Education of the City School District of Niagara Falls.

Charter schools receive state and Federal public-school funding and must meet all the same state and federal testing and learning requirements as public schools, yet they operate independently of the local school district, serving as their own local education agency.

(b) Basis of Accounting

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America.

(c) Basis of Presentation

The School reports information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions. The School does not have any net assets with donor restrictions as of June 30, 2022 and 2021. Accordingly, net assets of the School and changes therein are classified and reported as follows:

Net assets without donor restrictions - Net assets that are not subject to donor-imposed stipulations and may be used for any purpose designated by the School's Board of Trustees. For the year ended June 30, 2022, the Board of Trustees has designated \$1,060,000 of net assets without donor restrictions to be used for new school facilities.

(d) Estimates

The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

(e) Cash

For purposes of the statements of cash flows, the School considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents.

(f) Concentration of Credit Risk

Financial instruments that potentially subject the School to concentration of credit risk consist principally of cash accounts in financial institutions. Although the accounts exceed the federally insured deposit amount, management does not anticipate nonperformance by the financial institutions.

NIAGARA CHARTER SCHOOL
Notes to Financial Statements, Continued

(1) Summary of Significant Accounting Policies, Continued

(g) Receivables

The School uses the allowance method to account for uncollectible receivables. There was no allowance for doubtful accounts at June 30, 2022 and 2021.

(h) Contracts with Customers

Under Accounting Standards Update (ASU) No. 2014-09 (Topic 606) - Revenue from Contracts with Customers, revenue is recognized when promised goods or services are transferred to customers in an amount that reflects the consideration to which the School expects to be entitled in exchange for these goods or services. The School utilizes a five-step framework as identified in ASU No. 2014-09. The primary source of revenue from contracts with customers for the School is as follows:

Tuition revenue consists of a single performance obligation and revenue is typically recognized when the service is provided. The School contracts with various public school districts to receive funding for student's education. The transaction price is based on a rate per pupil as the service is provided.

(i) Capitalization, Depreciation and Amortization

Property and equipment are recorded at cost or fair market value at the date of the gift in the case of donated property and equipment. If donors stipulate how long the assets must be used, the contributions are recorded as net assets with donor restrictions. In the absence of such stipulations, contributions of property and equipment are recorded as net assets without donor restrictions.

Depreciation and amortization are provided for in amounts sufficient to relate the cost of depreciable assets to operations over their estimated service lives using the straight-line method. Improvements are capitalized, while expenditures for maintenance and repairs are charged to expense as incurred. Upon disposal of depreciable property and equipment, the appropriate property and equipment accounts are reduced by the related costs and accumulated depreciation or amortization. The resulting gains and losses are reflected in the statements of activities.

(j) Public School District Revenue

The School receives per pupil aid which is passed through several School Districts predominantly in Niagara County. The majority of this comes from the Niagara Falls City School District. New York State Education Department mandates the rate per pupil. For the years ended June 30, 2022 and 2021, the per pupil rate was \$12,227 and \$11,931, respectively, for the Niagara Falls City School District.

(k) Deferred Revenue and Revenue Recognition

Grant awards accounted for as exchange transactions are recorded as revenue when expenditures have been incurred in compliance with the grant restrictions. Amounts unspent are recorded in the statements of financial position as deferred revenue.

NIAGARA CHARTER SCHOOL
Notes to Financial Statements, Continued

(1) Summary of Significant Accounting Policies, Continued

(l) Promises to Give

Contributions are recognized when the donor makes an unconditional promise to give to the School. Contributions that are restricted by the donor are reported as increases in net assets without donor restrictions if the restrictions expire in the year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in net assets with donor restrictions depending on the nature of the restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions.

(m) Expense Allocation

The costs of providing various programs and other activities have been summarized on a functional basis in the statements of activities and in the statements of functional expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited. Program related expenses and management and general expenses are allocated based on level of assistance by teachers and employees.

(n) Recent Accounting Standards Issued

For the year ended June 30, 2022, the School adopted Financial Accounting Standards Board (FASB) issued Accounting Standards Update (ASU) 2020-07, "Presentation and Disclosures for Not-for-Profit Entities for Contributed Nonfinancial Assets." ASU 2020-07 requires new presentation and disclosures for gift-in-kind donations to improve transparency on how those assets are used and valued. These financial statements and notes reflect retroactive adoption of this new standard.

Contributed nonfinancial assets which consist of equipment, materials and supplies, are reflected in the financial statements based on the fair market value at the time of donation.

Contributed nonfinancial assets for personnel services meeting the requirements for recognition in the financial statements were not material and have not been recorded. However, many individuals volunteer their time and perform a variety of tasks that assist the School.

(o) Subsequent Events

The School has evaluated subsequent events through the date of the report which is the date the financial statements were available to be issued.

(p) Risks and Uncertainties

The United States is presently in the midst of a national health emergency related to the COVID-19 virus. The overall consequences on a national, regional and local level are unknown, but have the potential to result in a significant economic impact. The impact of this situation on the School and its future results and financial position is not presently determinable.

NIAGARA CHARTER SCHOOL
Notes to Financial Statements, Continued

(1) Summary of Significant Accounting Policies, Continued

(q) Income Taxes

The School is exempt from Federal income taxes under Section 501(c)(3) of the Internal Revenue Code (the Code), therefore, no provision for income taxes is reflected in the financial statements. The School has been classified as a publicly supported organization that is not a private foundation under Section 509(a) of the Code. The School presently discloses or recognizes income tax positions based on management's estimate of whether it is reasonably possible or probable that a liability has been incurred for unrecognized income taxes. Management has concluded that the School has taken no uncertain tax positions that require adjustment in its financial statements. U.S. Forms 990 filed by the School are subject to examination by taxing authorities.

(2) Liquidity

The School has \$2,690,359 of financial assets available within one year of the statement of financial position date consisting of \$1,995,116 of cash and \$695,243 of receivables. None of these financial assets are subject to donor or contractual restrictions that make them unavailable for general expenditures within one year of the statement of financial position date.

(3) Property and Equipment

Property and equipment are recorded at cost. A summary of property and equipment at June 30, 2022 and 2021 is as follows:

	<u>2022</u>	<u>2021</u>
Leasehold improvements	\$ 566,046	566,046
Furniture and equipment	<u>258,976</u>	<u>258,976</u>
	825,022	825,022
Less accumulated depreciation and amortization	<u>(452,089)</u>	<u>(403,148)</u>
Net property and equipment	\$ <u>372,933</u>	<u>421,874</u>

(4) Promissory Note - Paycheck Protection Program

On May 20, 2020, the School received a Small Business Administration (SBA) loan under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) in the amount of \$530,085 with a 1% interest rate.

Pursuant to the terms of the CARES Act rules and regulations, the School applied for the loan to be forgiven by the SBA. On February 11, 2021, the School was notified by the SBA that the original loan has been forgiven in its entirety and, accordingly, has recorded loan forgiveness/grant income of \$530,085 for the year ended June 30, 2021.

NIAGARA CHARTER SCHOOL
Notes to Financial Statements, Continued

(5) Pension Plans

The School participates in the New York State Teachers' Retirement System (NYSTRS), which is a cost-sharing multiple employer, public employees retirement system. NYSTRS offers a wide range of plans and benefits which are related to years of service and final average salary, vesting of retirement benefits, death and disability.

NYSTRS is administered by the New York State Teachers' Retirement Board and provides retirement, disability, withdrawal and death benefits to plan members and beneficiaries as authorized by the Education Law and the Retirement and Social Security Law of the State of New York. NYSTRS issues a publicly available financial report that contains financial statements and required supplementary information. The report may be obtained by writing to NYSTRS, 10 Corporate Woods Drive, Albany, New York 12211-2395.

NYSTRS is noncontributory, except for employees who joined the System after July 27, 1976 and prior to January 1, 2010, who contribute 3% of their salary, except that employees in NYSTRS more than ten years are no longer required to contribute. Those joining NYSTRS on or after January 1, 2010 are required to contribute 3.5% of their salary throughout their active membership. Pursuant to Article 11 of the Education Law, the New York State Teachers' Retirement Board establishes rates annually for NYSTRS.

The School is required to contribute an actuarially determined rate. The rates for NYSTRS were 9.80% and 9.53% of the annual covered payroll as of June 30, 2022 and 2021, respectively. Required annual contributions of \$171,251 and \$174,004 were paid to NYSTRS by the School for the years ended June 30, 2022 and 2021, respectively.

(6) Commitments

(a) Lease Obligations

The School leases its facility under an operating lease which expires in July 2026 subject to annual increases in the consumer price index for the Northeast Region over 2008 as the base year. The School has the option to extend the term of this lease for one five year interval. The lease will terminate on expiration or non-renewal of the School's charter. In addition, the School leases a copier under a lease agreement expiring in July 2026. Rent expense amounted to \$598,382 and \$585,258 for the years ended June 30, 2022 and 2021, respectively.

Minimum future payments for the five years following June 30, 2022 are as follows:

2023	\$ 577,358
2024	577,358
2025	577,358
2026	577,358
2027	<u>571,679</u>
	\$ <u>2,881,111</u>

NIAGARA CHARTER SCHOOL
Notes to Financial Statements, Continued

(6) Commitments, Continued

(b) Transportation Services Obligations

The School has an agreement for bus transportation with a private carrier for its students. The agreement expired on June 30, 2021 and is currently under renegotiation.

(7) Contingency

The School has received grants which are subject to audit by agencies of the state and Federal government. Such audits may result in disallowances and a request for a return of funds. Based on prior years' experience, the School's administration believes that disallowances, if any will be immaterial.

(8) Escrow Account

As set forth in its charter, the School established an escrow account in September 2013 in the amount of \$75,000, subsequently amended to \$100,000 during the June 30, 2022 fiscal year, for the purpose of funding legal and audit fees in the event of dissolution. The amount in escrow was \$100,015 and \$77,647 as of June 30, 2022 and 2021, respectively.

NIAGARA CHARTER SCHOOL
Schedule of Expenditures of Federal Awards
Year ended June 30, 2022

<u>Federal Grantor/Pass-through Grantor Program Title</u>	<u>Assistance Listing Number</u>	<u>Pass-through Grantor's Number</u>	<u>Expenditures</u>	<u>Expenditures to Subrecipients</u>
U.S. Department of Education:				
Passed-through NYS Department of Education:				
Title I Grants to Local Educational Agencies	84.010	0021-22-4342	\$ 147,965	-
Supporting Effective Instruction State Grants (formerly Improving Teacher Quality State Grants)	84.367	0147-21-4342	19,602	-
Student Support and Academic Enrichment Program	84.424	0204-21-4342	11,043	-
COVID-19 Education Stabilization Fund:				
Elementary and Secondary School Emergency (ESSER) Relief Fund	84.425D	5880-21-4342	498,105	-
American Rescue Plan - Elementary and Secondary Emergency Relief Fund (ARP-ESSER)	84.425U	5891-21-4342	251,948	-
Total Education Stabilization Fund (ESF)			750,053	-
Total Passed-through NYS Department of Education			928,663	-
Total U.S. Department of Education			928,663	-
Total Expenditures of Federal Awards			\$ 928,663	-

See accompanying notes to schedule of expenditures of federal awards.

NIAGARA CHARTER SCHOOL
Notes to Schedule of Expenditures of Federal Awards
June 30, 2022

(1) Basis of Presentation

The accompanying schedule of expenditures of federal awards presents the activity of all federal awards programs administered by the Niagara Charter School (the School). Federal awards received directly from federal agencies, as well as federal awards passed through from other government agencies, are included on the schedule of expenditures of federal awards.

(2) Basis of Accounting

The information is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).

(3) Indirect Costs

The School has not elected to use the 10% de minimis indirect cost rate as allowed under the Uniform Guidance.

INDEPENDENT AUDITORS' 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

The Board of Trustees
Niagara 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 Niagara Charter School (the School), which comprise the statement of financial position as of June 30, 2022, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to financial statements, and have issued our report thereon dated October 31, 2022.

Report on Internal Control Over Financial Reporting

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

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

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

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the 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 School'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 School's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

EFPR Group, CPAs, PLLC

Williamsville, New York
October 31, 2022

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR THE
MAJOR PROGRAM AND REPORT ON INTERNAL CONTROL
OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

The Board of Trustees
Niagara Charter School:

Report on Compliance for the Major Federal Program

Opinion on the Major Federal Program

We have audited Niagara Charter School's (the School) compliance with the types of compliance requirements identified as subject to audit in the OMB Compliance Supplement that could have a direct and material effect on the School's major federal program for the year ended June 30, 2022. The School's major federal program is identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, the School complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2022.

Basis for Opinion on the Major Federal Program

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

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

Responsibilities of Management for Compliance

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

Auditors' Responsibilities for the Audit of Compliance

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

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

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

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

Report on Internal Control Over Compliance

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

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

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

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

EFPR Group, CPAs, PLLC

Williamsville, New York
October 31, 2022

NIAGARA CHARTER SCHOOL
 Schedule of Findings and Questioned Costs
 Year ended June 30, 2022

Part I. - SUMMARY OF AUDITORS' RESULTS

Financial Statements:

Type of auditors' report issued on whether the financial statements audited were prepared in accordance with GAAP:	Unmodified
Internal control over financial reporting:	
1. Material weakness(es) identified?	____ Yes <u> X </u> No
2. Significant deficiency(ies) identified?	____ Yes <u> X </u> None reported
3. Noncompliance material to financial statements noted?	____ Yes <u> X </u> No

Federal Awards:

Internal control over major programs:	
4. Material weakness(es) identified?	____ Yes <u> X </u> No
5. Significant deficiency(ies) identified?	____ Yes <u> X </u> None reported

Type of auditors' report issued on compliance for the major program:	Unmodified
6. Any audit findings disclosed that are required to be reported in accordance with 2 CFR Section 200.516(a) (Uniform Guidance):	____ Yes <u> X </u> No

7. The School's major program audited was:	Assistance Listing Number
<u>Name of Federal Program</u>	<u>Number</u>

COVID-19 Education Stabilization Fund:	
Elementary and Secondary School Emergency Relief Fund (ESSER)	84.425D
American Rescue Plan - Emergency and Secondary Emergency Relief Fund (ARP-ESSER)	84.425U

8. Dollar threshold used to distinguish between Type A and Type B programs.	\$750,000
9. Auditee qualified as low-risk auditee?	____ Yes <u> X </u> No

Part II - FINANCIAL STATEMENT FINDINGS SECTION

No reportable findings or questioned costs.

Part III - FEDERAL AWARD FINDINGS AND QUESTIONED COSTS SECTION

No reportable findings or questioned costs.

NIAGARA CHARTER SCHOOL

Status of Prior Audit Findings

Year ended June 30, 2022

There were no audit findings in the prior year financial statements (June 30, 2021).

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

Trustee Name:

James C. Muffoletto, CPA

Name of Charter School Education Corporation:

Niagara Charter School

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

Treasurer, President

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

None

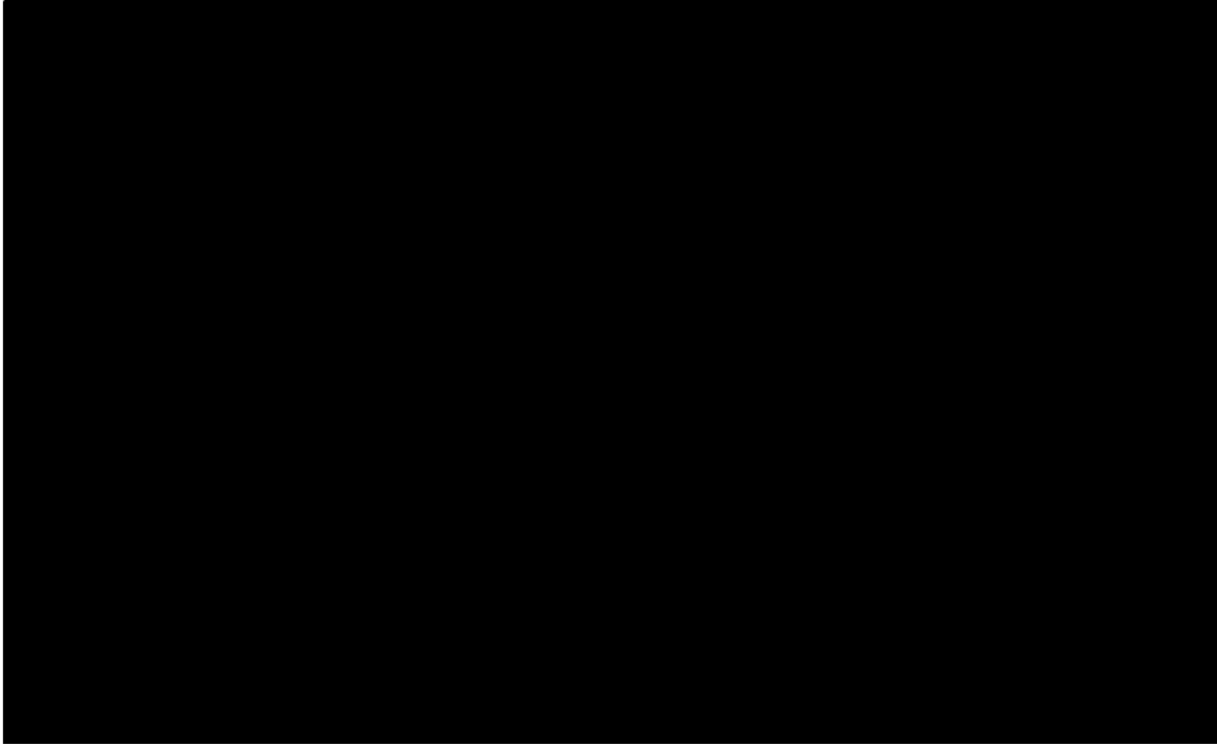
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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

None

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

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



A handwritten signature in black ink, appearing to read 'James C. Muffoletto', is written over a horizontal line.

July, 6 2022

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Amy Meshulam

Name of Charter School Education Corporation:

Niagara Charter School

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

Vice-president
At-large member

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

*I was a teacher at Niagara Charter school
from August 2006 until August of 2018.*

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

None

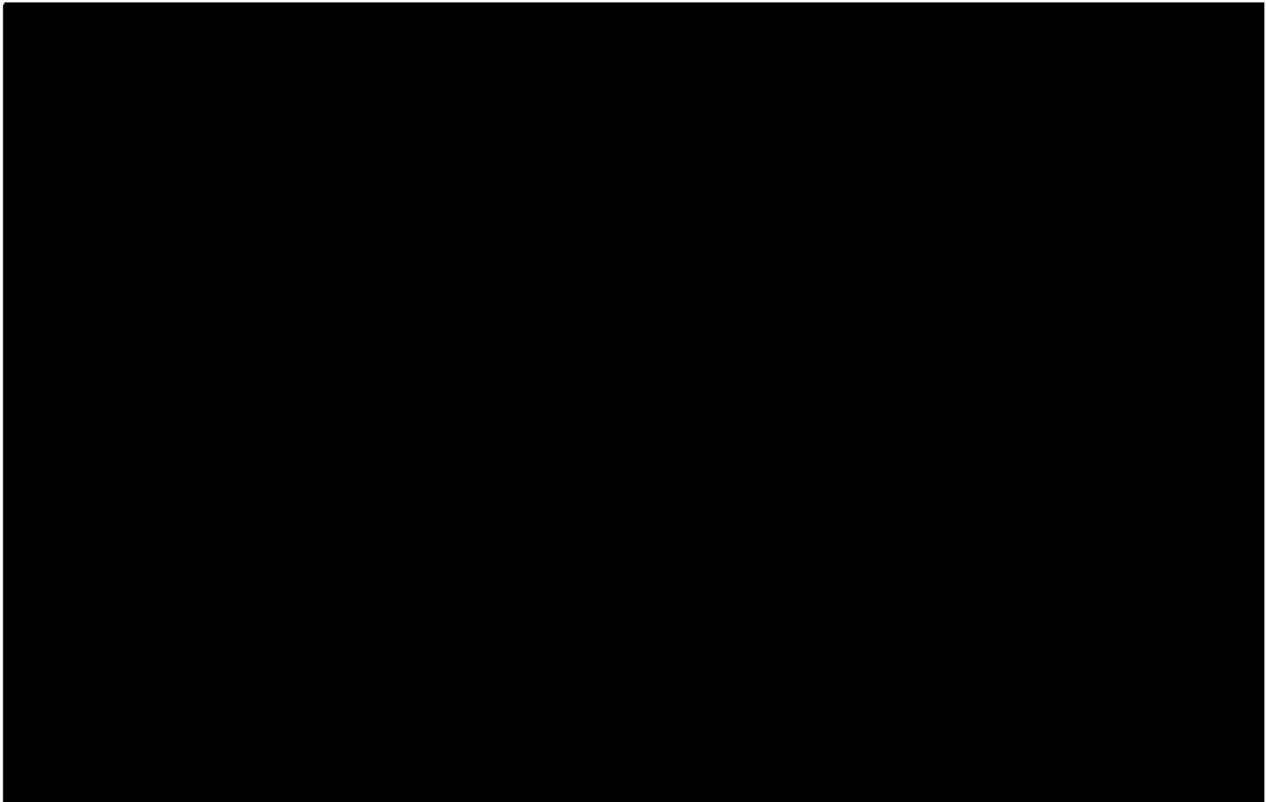
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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None

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

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Amy Anderson

Signature

7/8/2022

Date

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last revised 04/2022

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

Trustee Name:

Ricky Scott

Name of Charter School Education Corporation:

Niagara Charter School

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

Treasurer

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

None

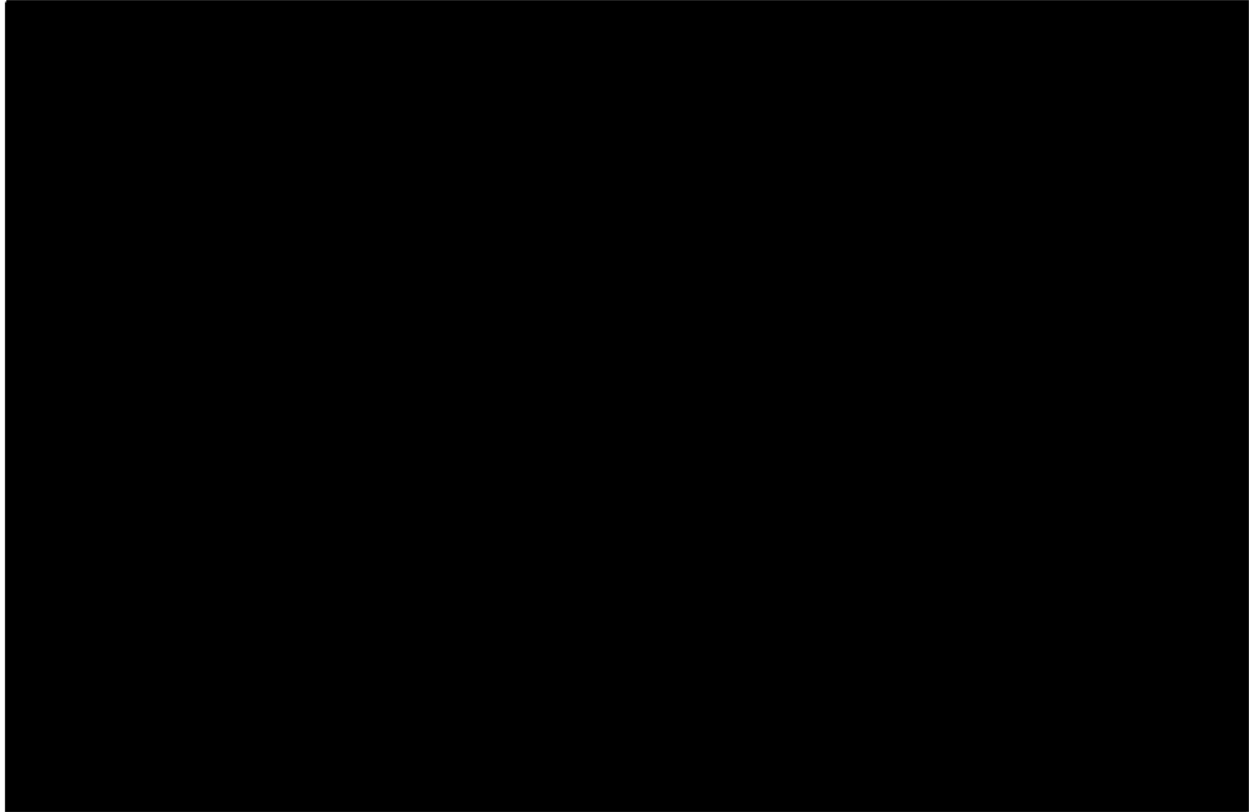
Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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None

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

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Ricky Scott

Digitally signed by Ricky Scott
Date: 2022.07.10 18:02:52
-04'00'

7/10/2022

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

MARY SCHEELER

Name of Charter School Education Corporation:

Niagara Charter School

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

Secretary
Chair - Academic Committee

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

None

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<p style="text-align: center;"><i>None</i></p>			

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

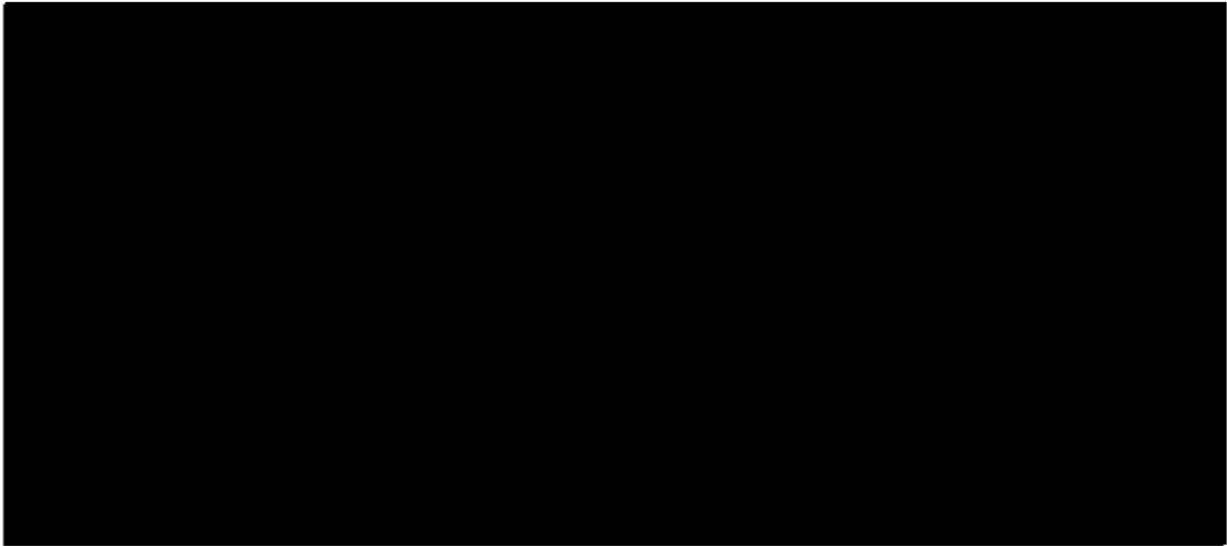
None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<i>None</i>				

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Business Telephone:

Business Address:



Mary Scheeler _____ *7/10/2022*
Signature **Date**

Acceptable signature formats include:

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last revised 04/2022

Disclosure of Financial Interest by a Current
or Former Trustee

Trustee Name:

Judith E. DiCamillo

Name of Charter School Education Corporation:

Niagara Charter School

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

member at large

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

During the 6 years employment at Niagara Charter school I was an assistant AIS teacher. I worked with remedial students in Language Arts and Math during years 2009-2015.

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

None

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

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

None

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

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

Trustee Name:

Christine M. Smith - Koziel

Name of Charter School Education Corporation:

Niagara Charter School

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

Parent Rep.

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

Yes No

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

x

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

Yes No

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

I am a parent of a 5th grader in the 2022-2023 school year. i am a former parent of to graduets from 2014 and 2022 school year. Also i married into a family that had 4 students that attended befor 2014.

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

Yes No

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

x

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

Yes No

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

x

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

None

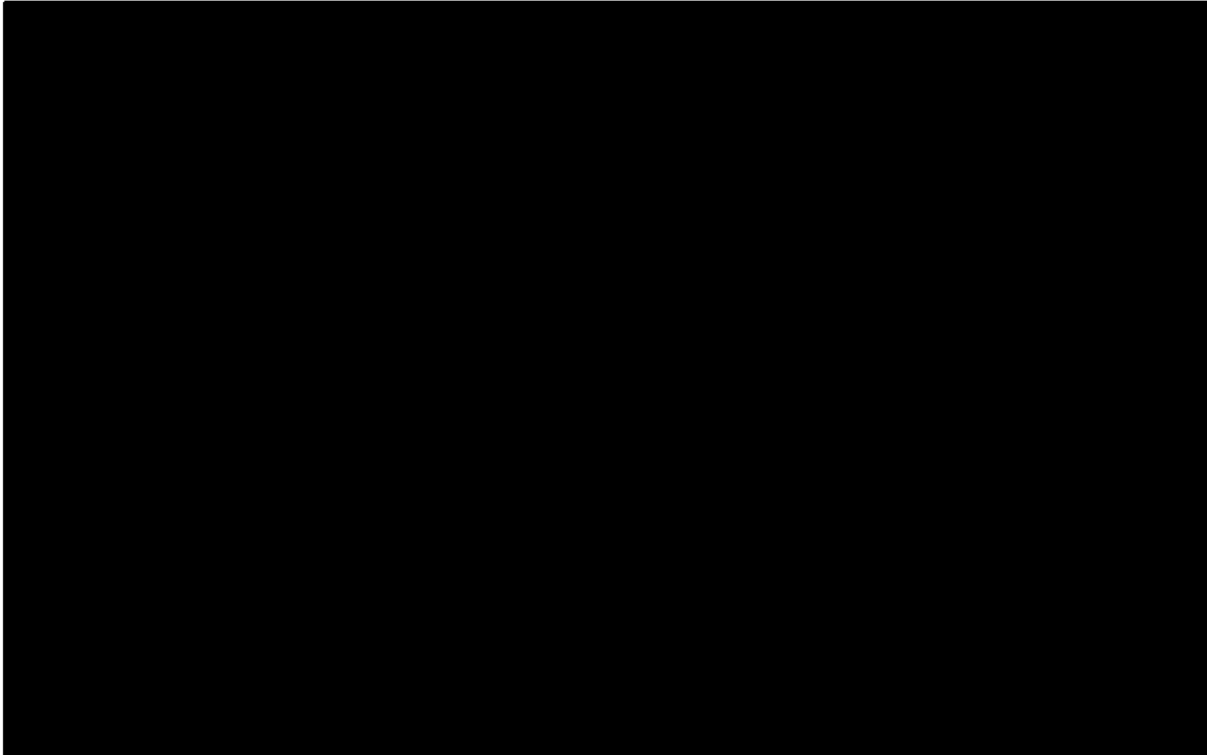
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None

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

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07/05/2022

Signature

Date

Acceptable signature formats include:

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last revised 04/2022

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

Trustee Name:

Lauren Howe Nalls

Name of Charter School Education Corporation:

Niagara Charter School

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

Parent Trustee

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

Yes No

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

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

Yes No

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

Giana Nalls

Frankie Nalls

Acting as a parent trustee on the board.

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

Yes No

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

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

Yes No

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

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

None

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

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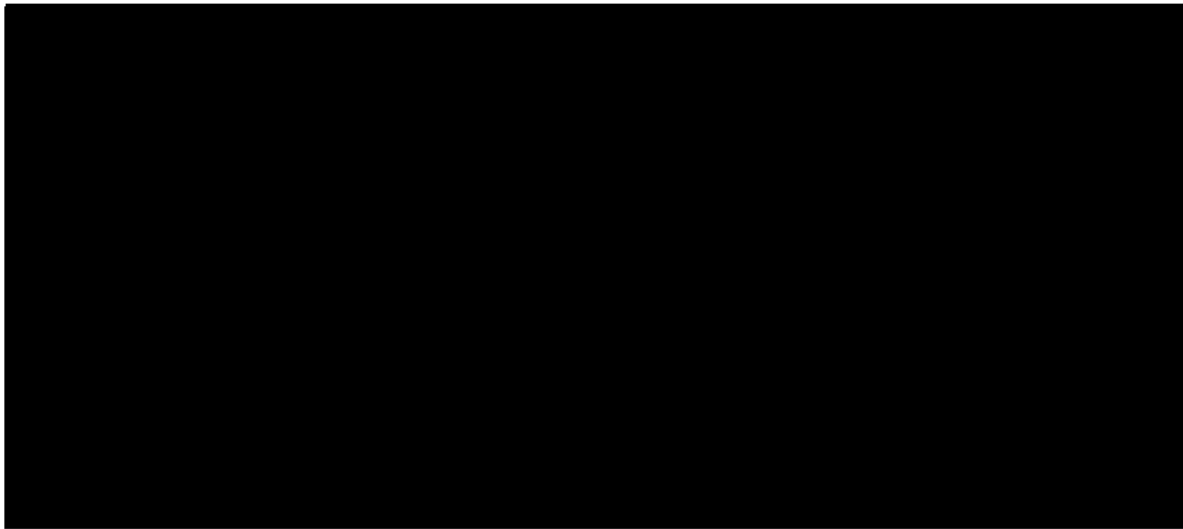
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Business Telephone:

Business Address:



James M. Hall

Signature

7/15/22

Date

Acceptable signature formats include:

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

last revised 04/2022

**Niagara Charter School
Minutes of Board of Trustees Regular Meeting
July 20, 2021 at 5:00 PM**

Trustees in Attendance: James C. Muffoletto, President; Amy Meshulam; Ricky Scott; Judy DiCamillo; Lauren Howe-Nalls, and Christine Smith-Koziel

Staff in Attendance: Dr. Darci Novak, Jill Keicher, Lynn Kasper, Aimee Gonzalez, Theresa Boniface, Christie Grant

Others: Jonathan Schechter, Attorney for NCS

Excused Absence: Mary Scheeler

Unexcused Absence: None

The meeting was called to order at 5:17 PM with President, James C. Muffoletto presiding.

Public Notice was confirmed.

The agenda was approved on a motion made by Mrs. DiCamillo and seconded by Mrs. Nalls.

The minutes for the regular meeting of June 28, 2021 were approved on motion made by Mr. Scott and seconded by Mrs. DiCamillo. The motion was passed with all in favor and no abstentions.

The minutes for the annual meeting of June 28, 2021 were approved on a motion made by Mrs. Meshulam and seconded by Mr. Scott. The motion was passed with all in favor and no abstentions.

AAO Report, Jill Keicher

Employee of the Month: Mrs. Kasper, Special Education Coordinator, was nominated by Mrs. DuFour for Employee of the Month.

CAO Report, Darci Novak

Dr. Novak reported on the following:

Professional Development:

- Sherrie Tracy, Instructional Coach & Sara Felmet, Literacy Specialist attended the Fountas & Pinnell Leveled Literacy Intervention Institute through Heinemann.
- Alanna Cecala & Megan Ackerman, 5th grade teachers, attended “Small Group Writing Instruction for Online & In-Person” through Heinemann.
- ESC held a whole staff meeting/training on Unconscious Bias.
- Barb Lindter from Leader in Me held virtual meetings over two days with the Leader in Meeting Action Teams.

- Staci Intriligator and Cindy Rice, EL School Designers, met with the leadership team to construct the EL Education work plan for the 2021-2022 school year. The work plan will be shared with the trustees at the next board meeting.

General Updates:

- Dr. Novak is in the process of finishing end of year evaluations on all 12-month support staff.
- Mrs. Keicher is conducting interviews for potential open positions for the 21-22 school year.
- The annual report is due August 2nd and is almost complete. A few more items are required, before signing and submitting.
- All classroom floors have been stripped and waxed or thoroughly burnished, and we have several areas that will be painted prior to the start of the school year.
- IT is finishing the process of inventorying all Chromebook and hotspot devices. The process to schedule returns will begin next week.
- Charging stations were purchased to store Chromebooks in each classroom.
- Dr. Novak had an initial phone call with a representative from EPIC and has reached out to the Niagara County representative. Dr. Novak is hoping to form a partnership with EPIC to provide parent workshops on campus throughout the school year.
- Dr. Novak also spoke with John Cole of the Opportunities Collaborative. John is setting up meetings with all the local charter schools to discuss how the collaborative can support them. They're looking to continue to provide professional development opportunities for educators, but more importantly, advocacy around the school's special education needs. Dr. Novak scheduled a September meeting for John to come to NCS to meet the Special Education team and tour the campus.
- Parents and families were notified by letter on June 18th of a 30-day public comment period for the school's District-wide Safety Plan. We did not receive any comments or questions during the public comment period.
- A review of the dashboard took place.

Academic Committee

Mrs. Amy Meshulam

- Mrs. Meshulam and Mrs. Scheeler met on July 13 to review Dr. Novak's goals and to provide feedback. The feedback report will be reviewed in executive session.
- Dr. Novak will share the AAO feedback with the Academic Committee by the end of July.

Governance:

Jim Muffoletto, Board President

- The Governance Committee met two weeks ago to discuss facilities and community and parent involvement with respect to enticing people to consider participation on the board or committees of the board.

- Mrs. Keicher updated the board recruitment flyer for trustees to review. The board unanimously agreed to utilize the flyer as is for board recruitment. Dr. Novak was given permission to distribute the flyer where she sees appropriate.
- The next Governance Committee meeting will be August 10th at 3:00 PM via Zoom. The committee will discuss how to target people with specific expertise, and develop a plan to distribute the recruitment flyer
- A Pro-tem Facilities Committee has been created and Mr. Scott has agreed to chair the committee.
- The August calendar was reviewed and it was determined that because of travel conflicts, the August 17th board meeting would likely not have a quorum. Discussion ensued with respect to outstanding unfinished business, and it was determined that an August meeting would not be required. The next regularly scheduled board meeting will be changed to September 14, 2021 at 5:30 PM.

Finance Committee:

Mr. Ricky Scott, Finance Committee Chair

- There is no formal Finance Committee report

Facilities Committee

- The Facilities Committee met on July 16, 2021.
- The committee agreed that at least two teachers should be represented on the committee. Dr. Novak reached out to teachers on the Governance Committee to see if they were willing to serve on the Facilities Committee.
- The committee also discussed the importance of parent engagement and gaining feedback from parents and families. Mrs. Corsaro will create a parent focus group.
- The committee will meet monthly on the second Friday of each month at 3:00 via Zoom.
- Mr. Muffoletto will speak with NYCSA to determine research about charter schools being located in the community.

New Business:

Dr. Novak reported that the school has been having technical difficulties with WIFI and bandwidth speed with the school's current provider, I-Evolve. Representatives from I Evolve spent many hours at the school and have not been able to rectify the problems. Dr. Novak reached out to other charter schools in the area and it was recommended that she contact Station 28. Station 28 came to the school to conduct an assessment and provided Dr. Novak with a scope of work required to rectify the current WIFI and bandwidth difficulties. Trustees were provided with Station 28's proposal.

A motion to authorize Dr Novak to enter into contract pending legal counsel review not to exceed \$9500 per year was made by Mrs. Meshulam, seconded by Mrs. DiCamillo. The motion was passed with all in favor and no abstentions.

Executive Session:

A motion to go into Executive Session to discuss matters of personnel was made at 6:23 PM. by Mr. Scott, seconded by Mrs. Nalls. The motion was passed with all in favor and no abstentions.

A motion to exit Executive Session was made at 6:44 PM by Mrs. DiCamillo, seconded by Mrs. Nalls. The motion was passed with all in favor and no abstentions.

A motion was made to approve the formal feedback report for Dr. Novak by Mrs. Nalls, seconded by Mrs. DiCamillo. The motion passed with all in favor and approved unanimously with no abstentions.

The meeting was adjourned at 6:45 PM upon motion made by Mr. Scott and seconded by Mrs. Meshulam. The motion was passed with all in favor and no abstentions.

Mary J. Scheeler

Mary J. Scheeler, Secretary

**Niagara Charter School
Minutes of Board of Trustees Regular Meeting
September 14, 2021 at 5:30 PM**

Trustees in Attendance: James C. Muffoletto, President; Amy Meshulam; Ricky Scott; Judy DiCamillo; Mary Scheeler; Lauren Howe-Nalls, and Christine Smith-Koziel

Staff in Attendance: Dr. Darci Novak, Jill Keicher, Lynn Kasper, Aimee Gonzalez, Theresa Boniface, Christie Grant, Dawn VeRost; Kim Abrams, Kelsey Barnes, Andrea Hopkins, Jenna Schratz, Rebecca Armstrong, Jennifer Smith, Theresa Boniface

Others: Jonathan Schechter, Attorney for NCS

Excused Absence: None

Unexcused Absence: None

The meeting was called to order at 5:33 PM with President, James C. Muffoletto presiding.

Public Notice was confirmed.

The agenda was approved on a motion made by Mrs. DiCamillo and seconded by Mr. Scott.

The minutes for the regular meeting of July 20, 2021 were approved on motion made by Mr. Scott and seconded by Mrs. Meshulam. The motion was passed with all in favor and no abstentions.

CAO Report, Darci Novak

General Updates:

- Dr. Novak reported that the school has opened at full capacity with students attending 5 days per week. Current enrollment is at 347 students and the school has a healthy waitlist.
- COVID-19 safety protocols continue to be implemented, including universal masking and social distancing.
- The gym has been converted into a cafeteria in order to maintain 6 feet social distance while students eat lunch. We are working on procuring quotes for an outdoor field house for Physical Education classes. NYCSA has provided Dr. Novak with names of companies that could assist us. There is a process through NYSED. We have to submit plans and receive a permit.
- We are currently collecting parent consents for COVID-19 testing. The New York State guidance recommends that schools offer testing to families who may need it, including testing for students who are symptomatic. There is currently a shortage of tests, but the school has partnered with Grapefruit testing to supply tests for staff and students. If families do not consent to testing students, the students will not be excluded from school. Our main goal is to keep every student on campus in person.
- We are experiencing the effects of the substitute teacher shortage. We continue to post and interview for building-based substitute teachers. We also posted for Teacher Aide

positions for Kindergarten and 1st grade. We hired two café monitors to monitor student lunches.

- Teacher turnover moving into the 21-22 school year included the music teacher, the art teacher, a 4th grade teacher, and 3 building-based substitute teachers.

Academic Committee

Mrs. Mary Scheeler

- Mrs. Scheeler reported that Dr. Novak's goals in draft form and will be finalized this week. The committee will meet to determine meeting dates form the year.

Governance:

Jim Muffoletto, Board President

- The Governance Committee met on 9/13/21
- Dr. Novak reached out to Niagara Falls Memorial Medical Center and will schedule a meeting to develop a community partnership. Andrea Gray will distribute the Board recruitment flyer.
- Dr. Novak distributed the Board recruitment flyer to be circulated at the Niagara Falls Air Force Base and Niagara University.
- Mrs. Gonzalez shared the board recruitment flyer in the Leadership Niagara alumni newsletter.
- Mr. Scott spoke to Dr. Bhana from Niagara University, who may be interested in serving on the board. She plans on attending the next board meeting.

Finance Committee:

Mr. Ricky Scott, Finance Committee Chair

- There is no formal Finance Committee report
- The internal auditors are completing the audit and the report should be back in October.

Facilities Committee

- The Facilities Committee did not meet.
- Mr. Muffoletto is looking into getting an appraisal of building.
- Dr. Novak spoke to a consultant regarding research on the location of building.

The meeting was adjourned at 5:54 PM upon motion made by Mr. Scott and seconded by Mrs. Howe-Nalls. The motion was passed with all in favor and no abstentions.

Mary J Scheeler

Mary J. Scheeler, Secretary

**Niagara Charter School
Minutes of Board of Trustees Regular Meeting
October 19, 2021 at 5:30 PM**

Trustees in Attendance: James C. Muffoletto, President; Amy Meshulam; Ricky Scott; Judy DiCamillo; Mary Scheeler; Lauren Howe-Nalls, and Christine Smith-Koziel

Staff in Attendance: Dr. Darci Novak, Jill Keicher, Aimee Gonzalez, Jared Curren, Theresa Boniface, Megan Ackerman, Alanna Cecala, Kelsey Barnes, Jennifer Smith, Andrea Hopkins, Tim Hyland, Rebecca Armstrong

Others: Jonathan Schechter, Attorney for NCS, Apollo Wallace, Kingsley Paige, Julian Rodrigues-Rivera, Rose Bedell, Giana Nalls, Marvin Crittenden, Elijah Wallace, Skylynn Morton, Myla Morton, Tyra Stewart

Excused Absence: None

Unexcused Absence: None

The meeting was called to order at 5:41 PM with President, James C. Muffoletto presiding.

Public Notice was confirmed.

The agenda was approved on a motion made by Mr. Scott and seconded by Mrs. DiCamillo.

The minutes for the regular meeting of September 14, 2021 were approved on motion made by Mrs. Scheeler and seconded by Mrs. Howe-Nalls. The motion was passed with all in favor and no abstentions.

AAO Report, Jill Keicher

Leaders of the Month: Students demonstrated all 7 habits daily throughout the month of September.

Crew 101-Apollo W.; Crew 102-Kingsley P.; Crew 103-Julian R.; Crew 104-Jaxson M.; Crew 105-Giavonna J.; Crew 106-Isaiah H.; Crew 107-Averyinna M.; Crew 108-Rose B.; Crew 114-Giana N.; Crew 115-Aubree H.; Crew 116-Marvin C.; Crew 117-Savammah C.; Crew 118-Elijah W.; Crew 119-Princess J.; Art-Skylynn M.; Music-Myla M.; Gym-Alison C.; NCS support staff-Thomas S.; Mrs. Felmet-Tyra S.

Mrs. DuFour, Special Education Teacher, was nominated for Employee of the Month for the month of September.

CAO Report, Darci Novak

August Professional Development:

- All employees participated in the annual SAVE (Schools Against Violence in Education) training virtually
- Staci Intriligator, EL Coach, held a whole staff training focusing on NCS norms and Critical Thinking anchor charts

- Darci Novak, CAO, participated in SAANYS (School Administrators Association of New York State) and NYSASCD (New York State Association of Supervision and Curriculum Development) Virtual Summer Series including “How Educators Can Leverage Relationships to Improve Practice” and “Rethinking Equitable and Inclusive Classrooms.”
- Ki-Ki Gordon, Office Manager, attended Management Skills for Support Staff through Fred Pryor

September Professional Development:

- Aimee Gonzalez, Achievement Lighthouse Coordinator, attended the District Data Coordinator webinar, hosted by Erie 1 BOCES
- The school’s Lighthouse Team members (Darci Novak, Jill Keicher, Aimee Gonzalez, Jared Curren, Theresa Boniface, Jen Smith, Megan Corsaro, Christie Grant and Sara Felmet) attended a 1-day training for the Leader in Me
- Erie 1 BOCES was on site for 3 days including behavior management sessions with new staff with Nicole Kerner, BOCES Social Studies curriculum and standard work with Jessica Karnes and ELA standard alignment with Katie Augustine
- A representative from Amplify Science was at NCS for a 1-day training, working with 5th & 6th grade on Amplify Science curriculum

General Updates:

- Dr. Novak reported that approximately 96 families attended the school’s Open House on September 23, 2021.
- This year, NCS has partnered with Buffalo State College, Niagara University, and Canisius College. Currently, 12 Junior Participants from Buffalo State College are working with NCS teachers 1-2 days per week with a focus on literacy. Coach Abrams has a Physical Education intern from Canisius College. 6 students from the Niagara University Impact Office are working with NCS teachers to complete pre-service hours.
- Dr. Novak is working on the 21st Century Community grant application to provide students with after school or summer programs. She is working with the school’s grant writer to form partnerships with NCCC and the Boy/Girl Scouts of Western New York. The deadline for submitting the grant application is November 23, 2021.
- Dr. Novak and the Special Education department met with John Cole, Director of Opportunities Collaborative. The Opportunities Collaborative is a local group with a focus on providing high quality education for students with disabilities. They offer a number of services at no charge to the school.
- A review of the dashboard took place

Academic Committee

Mrs. Mary Scheeler

- The Academic Committee met October 14th.
- The school is still in search of substitute teachers. There is a sub shortage throughout the Western New York area. Two cafeteria monitors and one Kindergarten teacher aide have been hired.
- COVID safety measures are still in place, with an emphasis on hand washing, sanitizing, and social distancing. The temporary field house construction is underway and should be completed by the end of next week.

- NCS is partnering with Grapefruit Testing out of New Jersey. We are offering free weekly antigen and PCR tests to staff and we are planning with Grapefruit to offer free voluntary testing for students, their families, and the community. A virtual parent town hall meeting is scheduled for 10/20/21 at 5:30 PM. A representative from Grapefruit will be presenting to our families and families can ask questions of the doctor.

Governance:

Jim Muffoletto, Board President

- The Governance Committee did not meet this month.
- Committee members are continuing to work towards meeting our goal to increase community involvement. Mr. Muffoletto is reaching out to local realtors to give them information on NCS.
- Mrs. Boniface reached out to the North Tonawanda Police Department's Neighborhood Watch group and has been invited to attend a meeting to present information about Niagara Charter School. The group's next two monthly meetings are scheduled for November 11, 2021 and December 9, 2021 at 7:00 PM. Mrs. Boniface is seeking interested trustees to present at one of the meetings. Ms. Smith-Koziel and Mr. Scott indicated that they may be able to attend.

Finance Committee:

Mr. Ricky Scott, Finance Committee Chair

- There is no formal Finance Committee report
- The internal auditors are finalizing the audit and the report will be available for the next meeting.

Facilities Committee

- The Facilities Committee met on October 8th.
- The committee is evaluating the current facilities to determine whether we have the best facilities in place for our students.
- Dr. Novak contacted three consultants recommended by NYCSA. We received one proposal. Dr. Novak will follow up to secure two more proposals. One of the consultants was not able to take on the project due to staffing. Dr. Novak reached out to the third and they will have proposal at the November or December board meeting.

The meeting was adjourned at 6:13 PM upon motion made by Mrs. Meshulam and seconded by Mr. Scott. The motion was passed with all in favor and no abstentions.

Mary J. Scheeler

Mary J. Scheeler, Secretary

**Niagara Charter School
Minutes of Board of Trustees Regular Meeting
November 16, 2021 at 5:00 PM via Video Conference**

Trustees in Attendance: James C. Muffoletto, President; Amy Meshulam; Ricky Scott; Judy DiCamillo; Mary Scheeler; Lauren Howe-Nalls, and Christine Smith-Koziel

Staff in Attendance: Dr. Darci Novak, Jill Keicher, Aimee Gonzalez, Jared Curren, Theresa Boniface, Megan Ackerman, Alanna Cecala, Sara Felmet, Christie Grant, Isaac Newman, Dominique Borynski, Tim Hyland, Jamie Guerra, Kim Abrams, Kiki Gordon

Others: Jonathan Schechter, Attorney for NCS, Christina Lesh, Krystal Wang, David Urban, Savannah Klein, Vera Swain, S. Menth, Ana Collazo-Santiago

Excused Absence: None

Unexcused Absence: None

The meeting was called to order at 5:11 PM with President, James C. Muffoletto presiding.

Public Notice was confirmed.

The agenda was approved on a motion made by Mrs. Scheeler and seconded by Mrs. Howe-Nalls.

The minutes for the regular meeting of October 19, 2021 were approved on motion made by Mr. Scott and seconded by Mrs. Scheeler. The motion was passed with all in favor and no abstentions.

AAO Report, Jill Keicher

Leaders of the Month: Students demonstrated Habit 1: Be Proactive
Crew 101-Apollo W.; Crew 102-Kingsley P.; Crew 103-Julian R.; Crew 104-Jaxson M.; Crew 105-Giavonna J.; Crew 106-Isaiah H.; Crew 107-Averyinna M.; Crew 108-Rose B.; Crew 114-Giana N.; Crew 115-Aubree H.; Crew 116-Marvin C.; Crew 117-Savammah C.' Crew 118-Elijah W.; Crew 119-Princess J.; Art-Skylynn M.; Music-Myla M.; Gym-Alison C.; NCS support staff-Thomas S.; Mrs. Felmet-Tyra S.

Mr. Newman, Music Teacher, was nominated for Employee of the Month for the month of October.

David Urban and Sara Menth, EFPR Group

Business Manager, Tim Hyland introduced the school's auditors, David Urban and Sara Menth to presented the financial information for the year ending June 30, 2021. Mr. Scott thanked David and his team for the presentation. Mr. Muffoletto thanked the EFPR group as well as the NCS administration and staff.

CAO Report, Darci NovakProfessional Development:

- Erie 1 BOCES coordinators were at NCS for 2 days including Katie Augustine for ELA standard work with new staff, and Brian Blaszak for technology integration.
- Staci Intriligator from EL Education held a virtual PD session meeting with all grade level teachers on team effectiveness.
- 4 staff members (Darci Novak, Jill Keicher, Aimee Gonzalez & Linnea DuFour) attended the virtual EL Education National Conference.
- Jared Curren, School Counselor, attended McKinney-Vento Liaisons: Roles & Responsibilities.
- Dana Burwell, Kindergarten teacher, attended “Kindergarten is Harder than Ever: How focusing on developmentally appropriate strengths can help students succeed through the Center for Children and Families of WNY.
- Kim Abrams, PE teacher, attended the Health Education Teacher Consortium.
- All instructional staff attended the Leader in Me Core 2 training through Franklin-Covey.

General Updates:

- Formal observations have begun for the fall semester. Dr. Novak and Mrs. Keicher are visiting classrooms, giving teachers feedback using the Danielson Framework for Teaching. Informal observations are also taking place, where administrators are visiting classrooms for short periods of time and giving feedback also related to the Danielson rubric
- Dr. Novak updated the trustees on the 21st Century grant. The grant application is due on the 23rd. Dr. Novak has been working closely with June Carlson, the school’s grant writer, to finalize the grant. The three main partnerships to be included in the grant are with Niagara University, the Boy Scouts, and F Bites.
- If awarded the grant, next school year, Niagara University will hold one of the early education classes on our campus. NU students will have class, then shadow in classrooms with veteran teachers. This class will also hold afterschool programs for NCS students.
- For Boys Scouts, we are planning for a summer day camp here at NCS. This would be open to boys and girls from NCS.
- F Bites is a local organization that provides educational nutrition classes. F Bites is planning on holding afterschool programs with a culinary focus, teaching students about foods, nutrition, and cooking. Roles and responsibilities when in a culinary setting will also be taught to students.
- NCS was awarded \$5000 for STEM/STEAM carts for classrooms to sign out for lessons
- A review of the dashboard took place
- Mrs. Meshulam noted the increase in parent participation in the October FSA meeting.
- Mrs. Corsaro, Community Liaison, will present at the December Board of Trustees meeting.
- Dr. Novak thanked the trustees for acknowledging the hard work of NCS staff by honoring the staff with bonuses.

Academic Committee

Mrs. Mary Scheeler

- The Academic Committee met November 10, 2021.

- The state strongly advises schools to not use any state assessment data as a comparative to student performance pre-COVID. There are too many variables to make valid comparisons.
- The leadership team is using the data to focus instructional efforts for groups of students and individual students, in order to differentiate and meet student needs. Grade level meetings are scheduled to create action plans for each homeroom.
- We currently only have one data point for NWEA, and once the second data point is available in the late winter, we will be able to look for trends in growth.
- Teachers are using the first round of NWEA data to set goals for the Student Learning Objectives (SLOs).

Governance:

Jim Muffoletto, Board President

- Mr. Muffoletto introduced Christina Lesh, who is interesting in working with the School and Board.
- The Governance Committee met on November 8th
- Each member of the committee contacted two businesses regarding interest in serving on the Board or working with the School. The board flyer was mailed and committee members will follow up via phone call.
- Mr. Scott will follow up with a potential board member who may be attending the December board meeting.
- Mr. Scott, Mrs. Koziel, and Mrs. Boniface attended the North Tonawanda Neighborhood Watch meeting on November 11th. Mr. Scott spoke about the history of school and board and Mrs. Koziel spoke about her experience as a parent. Brochures were distributed to the 18-20 people participating in the meeting.
- The next Governance Committee meeting will be December 7th at 4:30 PM.

Finance Committee:

Mr. Ricky Scott, Finance Committee Chair

- There is no formal Finance Committee report

Facilities Committee

- The Facilities Committee met on November 10, 2021.
- The committee is continuing discussions around what the right move for the school is regarding facilities.
- Dr. Novak received a second proposal for the Community and Market research report. The committee will review both proposals to determine which is best for NCS.

New Business:

Dr. Novak updated the trustees on the construction of the temporary fieldhouse for Physical Education classes. Currently the construction of the fieldhouse is on pause as we work with the town of Wheatfield to secure a certificate of occupancy. Dr. Novak thanked Coach Abrams for being flexible.

The meeting was adjourned at 6:00 PM upon motion made by Mr. Scott and seconded by Mrs. Meshulam. The motion was passed with all in favor and no abstentions.

Mary J. Scheeler

Mary J. Scheeler, Secretary

**Niagara Charter School
Minutes of Board of Trustees Regular Meeting
December 21, 2021 at 5:00 PM via Video Conference**

Trustees in Attendance: James C. Muffoletto, President; Amy Meshulam; Ricky Scott; Mary Scheeler; Lauren Howe-Nalls, and Christine Smith-Koziel

Staff in Attendance: Dr. Darci Novak, Jill Keicher, Aimee Gonzalez, Theresa Boniface, Dominique Borynski, Megan Corsaro, Jamie Guerra

Others: Jonathan Schechter, Attorney for NCS, Leslie Talbot, Christian Simcox, Stacy Markovich, Alissa Cessna

Excused Absence: Judy DiCamillo

Unexcused Absence: None

The meeting was called to order at 5:05 PM with President, James C. Muffoletto presiding.

Public Notice was confirmed.

The agenda was approved on a motion made by Mr. Scott and seconded by Mrs. Howe- Nalls.

The minutes for the regular meeting of November 16, 2021 were approved on motion made by Mrs. Scheeler and seconded by Mrs. Howe-Nalls. The motion was passed with all in favor and no abstentions.

AAO Report, Jill Keicher

Leaders of the Month: Students demonstrated Habit 2: Begin with the End in Mind
Crew 101-Ziah C.; Crew 102-Paisley M.; Crew 103-Brooke C.; Crew 104-Ella K.; Crew 105-Jude H.; Crew 106-Reinier M.; Crew 107-Makenzi N.; Crew 108-Lilliana T.; Crew 114-Amirra S.; Crew 115-Le’Vion B.; Crew 116-Khaleef C.; Crew 117-Steven L.’ Crew 118-Raj’zyane P.; Crew 119-Christian S.; Art-Afif Z.; Music-Neven M.; Gym-Howard P.; NCS support staff- SynCere B.; Mrs. Felmet-Dandre P.

Ms. Guerra, 4th Grade Teacher, was nominated for Employee of the Month for the month of November.

CAO Report, Darci Novak

Professional Development:

- Mackenzie Reinard attended “ENL Intake” through RBE-RN West.
- Jared Curren attended “Responding When A Youth Discloses Their LGBTQ Identity” training through NYSEDP12.
- Aimee Gonzalez attended “BEDS Enrollment SIRS Reports Webinar” through Erie 1 BOCES.
- BOCES coordinators Kim Louttit and Katie Augustine were at NCS for 3 days. 2 days were focused on Math observations with feedback in grades K-6 and 1 day was for meeting with new staff on learning targets.

- Staci Intriligator from EL Education conducted a 1-day session working with grades 4 and 6 on planning for the EL Module curriculum.

General Updates:

- Dr. Novak introduced Leslie Talbot from Talbot Consulting.
- A review of the dashboard took place

Megan Corsaro, Community Liaison

- Mr. Muffoletto asked if there was a way to accommodate any of the students on the 6th grade waitlist. Mrs. Corsaro reported that both 6th grade classrooms have 25 students.
- Mr. Scott asked if we check in with people on the waitlist. Mrs. Corsaro reported that she contacts families of students on the waitlist and some people call to check on placement on waitlist. In January, new applications for the upcoming school year will be sent out to all students on the waitlist.
- We are still dealing with the residual effect from the low kindergarten enrollment last school year. Although we have enrolled 18 new students in 1st grade this year, we are still short 7 students.
- There are 4 registrations scheduled between now and the new year. We had 5 students exit over the last few weeks.
- New applications will be distributed to current students, churches, and daycares. The Niagara Falls City School District took over the Niagara Falls Head Start programs
- Advertisements were placed in WNY Family, the Niagara Gazette, the Lockport Sun, and the Niagara Wheatfield Tribune
- Mrs. Corsaro has a meeting scheduled with Intercom to plan Facebook advertisements to run over the next few months.
- The 2022-2023 lottery will be held April 1, 2022.
- The Family School Association held a Little Caesars fundraiser. A Niagara Chocolate fundraiser is planned for the Spring.
- The November FSA meeting was hosted by EPIC on Technology.
- Niagara Charter School's Response to Intervention team will present at the January FSA meeting.
- A discussion around the possibility of offering Pre-kindergarten took place.

Academic Committee

Mrs. Mary Scheeler

- There is no formal Academic Committee report. The committee will meet in January.

Governance:

Jim Muffoletto, Board President

- The Governance Committee met on December 14th.
- The committee is completing mailings to businesses regarding interest in serving on the Board or working with the School. The board flyer will be mailed and committee members will follow up via phone call.
- The committee would like to schedule the annual board retreat. The committee will bring recommendations to the trustees.

- Mrs. Kasper will send the board assessment tool to all trustees. Mr. Muffoletto would like trustees to look over the assessment tool so it can be discussed at the next meeting.

Finance Committee:

Mr. Ricky Scott, Finance Committee Chair

- Mr. Scott reviewed the financial statements for November 30, 2021.

Facilities Committee

- The Facilities Committee met on December 20, 2021.
- The committee is continuing discussions around the school's current facilities and what the future will look like in regards to facilities.

Unfinished Business:

- Dr. Novak reported that the school received the certificate of occupancy for the field house and students have been enjoying Physical Education classes in the fieldhouse.
- Leslie Talbot from Talbot Consulting will present her proposal for conducting community and market research for the School.

Executive Session:

A motion was made by Mr. Scott, seconded by Mrs. Scheeler to go into Executive Session for contractual relations. The motion passed with all in favor. At approximately 6:22 PM, upon motion made by Mrs. Meshulam and seconded by Mrs. Howe-Nalls, the board came out of Executive Session.

A motion was made by Mr. Muffoletto, seconded by Mr. Scott to engage with Talbot Consulting for community and market research. The motion was passed with all in favor and no abstentions.

The meeting was adjourned at 6:23 PM upon motion made by Mrs. Scheeler and seconded by Mrs. Meshulam. The motion was passed with all in favor and no abstentions.

Mary J. Scheeler

Mary J. Scheeler, Secretary

**Niagara Charter School
Minutes of Board of Trustees Regular Meeting
January 18, 2022 at 5:00 PM via Video Conference**

Trustees in Attendance: James C. Muffoletto, President; Amy Meshulam; Ricky Scott; Mary Scheeler; Lauren Howe-Nalls, and Christine Smith-Koziel

Staff in Attendance: Dr. Darci Novak, Jill Keicher, Aimee Gonzalez, Theresa Boniface, Dominique Borynski, Kim Abrams, Chris Stoianoff, Christie Grant, Linnea DuFour

Others: Jonathan Schechter, Attorney for NCS, Dr. Naima Bhana, Alison Tweedie, Stacey Markovich

Excused Absence: Judy DiCamillo

Unexcused Absence: None

The meeting was called to order at 5:14 PM with President, James C. Muffoletto presiding.

Public Notice was confirmed.

The agenda was approved on a motion made by Mr. Scott and seconded by Mrs. Scheeler.

The minutes for the regular meeting of December 21, 2021 were approved on motion made by Mrs. Scheeler and seconded by Mr. Scott. The motion was passed with all in favor and no abstentions.

AAO Report, Jill Keicher

Leaders of the Month: Students demonstrated Habit 3: Put First Things First
Crew 101-William T.; Crew 102-Zoey C.; Crew 103-Taseefa R.; Crew 104-Aniya G.; Crew 105-Zaniyah C.; Crew 106-Leah C.; Crew 107-JaiThen P.; Crew 108-Layla C.; Crew 114-Nolan K.; Crew 115-Tahlia P.; Crew 116-Heaven M.; Crew 117-Ta'Siyah P.; Crew 118-Robert S.; Crew 119-Natalie S.; Art-Emmalee S.; Music-Eric N.; Gym-Rose B.; NCS support staff-
Aubrienne T.; Mrs. Felmet-Josiah B.

Mrs. Boniface, 2nd Grade Teacher, was nominated for Employee of the Month for the month of December.

CAO Report, Darci Novak

Professional Development:

- Aimee Gonzalez attended the “District Data Coordinator Webinar” through Erie 1 BOCES
- Linnea DuFour participated in an online book study titled, “Using Restorative Circles in Schools: How to Build Strong learning Communities and Foster Student Wellbeing Management” through Orleans Niagara BOCES Teacher Center
- Kim Abrams attended a workshop on the Physical Education Curriculum and Assessment Guidance Document through Eastern Suffolk BOCES
- Erie 1 BOCES coordinators were at Niagara Charter for 5 days including 2 days with Elizabeth Kraemer meeting with grades 3, 4, 5 & 6 on Math trends and priority

standards; 1 day with for BOCES ELA (Katie Augustine) observations focusing on learning targets for new staff and 1 day with BOCES behavior specialist (Nicole Kerner) for behavior management observation and feedback

- Staci Intriligator from EL Education held a 1-day virtual meeting with all grade levels on High Quality Work Protocol Module 1 final products
- Buffalo CPR was here for 1 day for a whole staff CPR certification training

General Updates:

- The school received enough take-home COVID-19 test kits for all NCS families. Each kit contains two tests. A pick-up event was held at the school and approximately 50 families came to pick up test kits.
- The school will be receiving monthly replenishments of take-home test kits from the Niagara County Department of Health.
- The school continues to follow all COVID-19 safety and sanitation protocols.
- Physical Education classes are being held in the fieldhouse in order to continue using the gymnasium as a cafeteria. This allows students to maintain at least 6 feet of social distance while eating, which helps limit possible exposure to COVID-19.
- The quarantine length has changed from 10 days to 5 days; however, this is dependent on symptoms.
- The school's COVID-19 cases have remained low, with a little uptick after the holiday break.
- Mr. Scott suggested that the school notify families of the government site that offers free COVID-19 test kits. Dr. Novak will provide the link to families. She also reported that families have been notified of local testing sites that offer free COVID-19 testing.
- A review of the dashboard took place. Mr. Scott asked about the total enrollment and waitlist numbers. Dr. Novak reported that some grade levels are at capacity, and many of the open seats are in the upper grades. Mrs. Corsaro works diligently to reach the families on the waitlist in order to enroll students.

Academic Committee

Mrs. Mary Scheeler

- There is no formal Academic Committee report. The committee will meet on February 9, 2022.

Governance:

Jim Muffoletto, Board President

- The Governance Committee and Facilities Committee held a joint meeting on January 14, 2022.
- Trustees received a copy of the current board evaluation tool. Mr. Muffoletto would like trustee involvement and input in updating the board evaluation tool. Mr. Muffoletto welcomed comments and questions from trustees.
- Mr. Scott urged board members to be sure the evaluation tool measures trustee involvement in the school.
- Mrs. Meshulam asked if the committee had considered making the evaluation electronic in order to easily analyze the data.

- The committee will meet on February 8th to discuss possible modifications to the tool. Mr. Muffoletto asked trustees to send comments and suggestions to Lynn Kasper by February 4th.
- The Committee would like to schedule a board retreat. A topic of consideration for the retreat is the Leader in Me. By securing a facilitator for a Leader in Me training, trustees will gain a better understanding of the Leader in Me process.
- Mr. Muffoletto opened the floor for discussion around the timing of the retreat. The trustees agreed to a Saturday between April 2nd and May 21st. Dr. Novak will contact the facilitator for availability.
- Mr. Muffoletto reported that we have interest from a few people who would like to join our board. He thanked Dr Bhana for attending tonight's meeting.
- The board would like to consider adding one or two more seats if there is a specific interest. Mr. Muffoletto would like to put the possible board expansion on the agenda for the annual meeting.

Finance Committee:

Mr. Ricky Scott, Finance Committee Chair

- There is no formal Finance Committee report.

Facilities Committee

- The Facilities Committee met on January 14, 2022.
- Discussions continue around determining the availability of buildings in our demographic area or if purchasing the building is a viable option. The committee will work with the consultant to determine input from our constituents.
- There are 4 ½ years remaining in the current lease, with our option to stay for five additional years.
- Mr. Muffoletto received an email from the school's current landlord and will reach out to schedule a meeting.
- Dr. Novak and Mrs. Keicher scheduled a call with Leslie Talbot for Friday, January 24th

The meeting was adjourned at 5:49 PM upon motion made by Mrs. Meshulam and seconded by Mr. Scott. The motion was passed with all in favor and no abstentions.

Mary J. Scheeler

Mary J. Scheeler, Secretary

**Niagara Charter School
Minutes of Board of Trustees Regular Meeting
February 15, 2022 at 5:00 PM via Video Conference**

Trustees in Attendance: James C. Muffoletto, President; Amy Meshulam; Ricky Scott; Mary Scheeler, and Christine Smith-Koziel

Staff in Attendance: Dr. Darci Novak, Jill Keicher, Theresa Boniface, Aimee Gonzalez, Timothy Hyland

Others: Jonathan Schechter, Attorney for NCS, Christina Lesh, Jennifer Hardy, Sarah Stone

Excused Absence: Judy DiCamillo

Unexcused Absence: Lauren Howe-Nalls

The meeting was called to order at 5:09 PM with President, James C. Muffoletto presiding.

Public Notice was confirmed.

The agenda was approved on a motion made by Mrs. Scheeler and seconded by Mr. Scott.

The minutes for the regular meeting of January 18, 2022 were approved on motion made by Mrs. Meshulam and seconded by Mrs. Scheeler. The motion was passed with all in favor and no abstentions.

AAO Report, Jill Keicher

Leaders of the Month: Students demonstrated Habit 4: Think Win-Win

Crew 101-Rylee H.; Crew 102-Dailah D.; Crew 103-Seven B.; Crew 104-Any'a Hill.; Crew 105-Aden H.; Crew 106-Josiah P.; Crew 107-Jour'ne S.; Crew 108-Noah H.; Crew 114-Robert B.; Crew 115-Lilliana S.; Crew 116-Harry C.; Crew 117-Gabriel N.; Crew 118-Emmalee S.; Crew 119-Lorali B.; Art-Jackalyhna M.; Music-Howard P.; Gym-Amirra S.; NCS support staff- Amarie C.; Mrs. Felmet-Jaxson M.

Ms. Tallarico, AIS Assistant, was nominated for Employee of the Month for the month of January.

CAO Report, Darci Novak

Professional Development:

- Sherrie Tracy attended the Instructional Coaching Consortium at Erie 1 BOCES
- Coach Abrams attended the Physical Education Curriculum and Assessment Guidance Document Training at Erie 1 BOCES
- Jared Curren attended LGBTQ+ Affirming School Practices through NYSEDP12
- 5 staff members completed an asynchronous workshop titled, "Motivating & Managing Hard to Reach, Uninterested & Disruptive Students" by Brian Mendler
- Erie 1 BOCES coordinators (Brian Blaszak, Nicole Kerner & Elizabeth Kraemer) were at NCS for 6 days including Math observations, behavior management observations, and technology in the classroom

- The entire staff attended a 2-hour in house behavior management training with Jen Rumfola from The Opportunities Collaborative
- The entire staff attended a 1-hour “Safe Space” virtual training through *GLYS of Western New York, Inc.*

General Updates:

- A review of the dashboard took place.
- Mr. Muffoletto asked about the decrease in average daily attendance from December to January. Dr. Novak reported that there was an increase in students under quarantine after the holiday break.

Academic Committee

Mrs. Mary Scheeler

- The Academic Committee met on February 9, 2022.
- Mrs. Gonzalez informed the committee that NWEA assessment 2 has been completed and teachers are beginning to analyze the reports.
- The focus will continue to remain on growth, and teachers will be using the data to complete the Results Meeting Protocol in the coming weeks. Each grade level will meet with the Leadership Team to present their completed protocol and discuss next steps for using their data to drive their instruction.
- Dr. Novak informed the committee that we are still experiencing a shortage in staff and efforts remain in effect for filling those positions.

Governance:

Jim Muffoletto, Board President

- The Governance and Facilities Committees held a joint meeting on February 11, 2022.
- The Governance Committee is seeking input and/or suggestions from trustees regarding board recruitment. Currently, two individuals have expressed interest in working with the board.
- The Governance Committee is seeking input on the board evaluation tool. An electronic version of the tool will be created and shared with the board. Trustees should submit comments and suggestions regarding the evaluation tool to Mr. Muffoletto or Mrs. Kasper by the last week of February.
- The March board meeting has been re-scheduled to March 22, 2022.
- The Governance Committee would like to schedule a board retreat on April 2, 2022 or April 30, 2022 from 9:00 AM-3:00 PM. Mr. Muffoletto asked trustees to email him with a preferred date by Friday, February 25, 2022.

Finance Committee:

Mr. Ricky Scott, Finance Committee Chair

- Mr. Scott reviewed the financial statements for the period ending December 31, 2021.
- A motion to resolve that NCS restrict 40% of its current retained earnings, which amounts to \$1,060,000, which will be set aside for the improvement, renovation, or purchase of our current leased premises or acquisition of a new facility was made by Mr. Muffoletto, seconded by Mr. Scott. The motion passed unanimously.

Facilities Committee

- The Facilities Committee met on February 11, 2022.
- Discussions continue around determining the availability of buildings in our demographic area or if purchasing the building is a viable option. The committee will work with the consultant to determine input from our constituents.
- The landlord will obtain an appraisal for the current building.
- The Facilities Committee met with the consultant regarding the first phase of research. An updated report will be presented at the next board meeting.

The meeting was adjourned at 5:53 PM upon motion made by Mrs. Meshulam and seconded by Mr. Scott. The motion was passed with all in favor and no abstentions.

Mary J. Scheeler

Mary J. Scheeler, Secretary

**Niagara Charter School
Minutes of Board of Trustees Regular Meeting
March 22, 2022 at 5:00 PM via Video Conference**

Trustees in Attendance: James C. Muffoletto, President; Amy Meshulam; Ricky Scott; Mary Scheeler, Judy DiCamillo, Lauren Howe-Nalls, and Christine Smith-Koziel

Staff in Attendance: Dr. Darci Novak, Jill Keicher, Aimee Gonzalez, Christie Grant, Alanna Cecala, Dominique Borynski, Megan Ackerman, Lynn Kasper, Andrea Hopkins, Jenna Keleher, Jamie Guerra, Theresa Boniface, Jennifer Smith, Jared Curren, Rebecca Armstrong

Others: Jonathan Schechter, Attorney for NCS, Ashlee Lucas, Vincent Polizzi, Jennifer Scrivani, Kendall Conklin, Bernita Frazier, Roberta Faith

Excused Absence:

Unexcused Absence:

The meeting was called to order at 5:08 PM with President, James C. Muffoletto presiding.

Public Notice was confirmed.

The agenda was approved on a motion made by Mrs. Scheeler and seconded by Mrs. DiCamillo.

The minutes for the regular meeting of February 15, 2022 were approved on motion made by Mrs. Meshulam and seconded by Mrs. Howe-Nalls. The motion was passed with all in favor and no abstentions.

AAO Report, Jill Keicher

Leaders of the Month: Students demonstrated Habit 5: Seek First to Understand, then to be Understood.

Crew 101-Wesley C.; Crew 102-Christopher H.; Crew 103-Adelynn C.; Crew 104-Percy H.; Crew 105-Julee D.; Crew 106-Terrance C.; Crew 107-Jason C.; Crew 108-Kamarrah B.; Crew 114-Olivia C.; Crew 115-Vincent P.; Crew 116-Tracylyn H.; Crew 117-Idan L.; Crew 118-Jaleanah M.; Crew 119-Leo H.; Art-Valerie S.; Music-Layleona P.; Gym-Aubrienne T.; NCS support staff-Trenton W.; Mrs. Felmet-Nolan T.

Ms. Hopkins, 3rd Grade Teacher, was nominated for Employee of the Month for the month of February.

CAO Report, Darci Novak

Professional Development:

- Mackenzie Reinard attended “Creating a Family Engagement Plan with Parents of English Language Learners” through NYS Community Schools Technical Assistance Program.
- 3 Staff members (Jared Curren, Megan Ackerman & Alanna Cecala participated in an online book study through O/N BOCES Teacher Center titled *Understanding ADD*.

- 2 staff members (Kelsey Ansec & Rebecca Armstrong) attended workshops through BER including “Help Your Students who Struggle with Math: Practical Successful Strategies” and “Catching up Students who Have Fallen Behind in Math.”
- Staci Intriligator from EL Education was at NCS for 1 day conducting our mid-year review.
- Julie LoRusso (ELA consultant) was at NCS for 2 days working with teachers on aligning writing rubrics.
- Erie 1 BOCES coordinators were at NCS for 4 days including:
 - 3 days with Elizabeth Kraemer working with grades 3-6 on content mapping and working with primary teachers on 3 act math tasks
 - 1 day with ELA Katie Augustine focusing on differentiated instruction.
- NWEA provided a 1-day training with instructional staff on using data to differentiate instruction.

General Updates:

- With the change in masking guidance, Niagara Charter School has transitioned to optional masking. Cleaning and sanitation measures have continued.
- The school has an abundance of COVID take home test kits. We will be creating a plan to deploy these kits to families.
- The next FSA meeting will be Wednesday, March 23 at 5:30 PM. Coach Abrams will be providing a yoga class to students and families who attend. The meeting will take place in the Field House.
- A review of the dashboard took place. Mrs. Scheeler asked about the English Language Learners (ELL). Dr. Novak noted that the school is meeting the ELL enrollment target set forth by the State Education Department.
- Susan Gibbons, Charter School Office Liaison, will be at NCS on April 28th for a check-in visit.
- Mr. Muffoletto noted the successful participation in Student-Led Conferences.

Academic Committee

Mrs. Mary Scheeler

- The New York State ELA assessments are being held March 29-31. The test is back to normal, with two test booklets, and we are testing the 30th and the 31st. The make-up dates for any students who were absent are April 1st to April 8th. This will be a true baseline year for students’ proficiency post COVID.
- On March 16, 2022, a faculty meeting was held to prepare all teachers in the testing grades on testing procedures and routines. We also ordered pencils for each student; the pencils have motivational phrases and sayings on them.

Governance:

Jim Muffoletto, Board President

- Mrs. Kasper updated the trustees on the board retreat. She contacted the facilitator to confirm availability on June 4th or June 11th and has not heard back yet. Depending on board and facilitator availability, the retreat may need to be moved to the Fall of 2022.
- The board assessment tool has been converted to an electronic form and will be sent to all trustees.

Finance Committee:

Mr. Ricky Scott, Finance Committee Chair

- There was a discussion regarding the policy set forth in Accounting Policies and Procedures Manual, Sec. VIII, (A), (4) entitled “Contract and Purchase Approval” that limits the CAO’s approval of purchases and contracts up to \$2,500 and requires the Board of Trustees approval of all contracts in excess of \$2,500. Upon motion duly made by Mr. Muffoletto and seconded by Mrs. Meshulan, it was: RESOLVED, that Accounting Policies and Procedures Manual, Sec. VIII, (A), (4) be amended and replaced in its entirety to state as follows: 4. Contract and Purchase Approval. The CAO may only approve purchases and contracts amounting up to \$15,000. The Board of Trustees must approve all purchases and contracts in excess of \$15,000. If the CAO deems approval of a purchase or contract urgent, such purchase or contract may be approved by the Board Treasurer who shall present such purchase or contract to the full Board of Trustees at the next meeting of the Board.
- Next, there was a discussion regarding the policy set forth in Accounting Policies and Procedures Manual, Sec. VIII, (C), (2) entitled “Procedure” requiring two (2) signatures on checks above \$2,500. Upon motion duly made by Mr. Muffoletto and seconded by Mrs. DiCamillo, it was: RESOLVED, that the Accounting Policies and Procedures Manual, Sec. VIII, (C), (2) be amended to increase the value of checks requiring two (2) signatures from \$2,500 to \$5,000. All other terms of Sec. VIII, (C), (2) shall remain in full force and effect.
- Next, there was a discussion regarding adopting a policy consistent with Internal Revenue Service regulations regarding capitalizing asset purchases. Upon motion duly made by Mr. Muffoletto and seconded by Mr. Scott, it was: RESOLVED, that the Accounting Policies and Procedures Manual be amended to add a policy, consistent with Internal Revenue Service Treasury regulations, requiring the capitalization of all asset purchases that exceed \$5,000 per invoice or per item substantiated by invoice. Adoption of Resolutions Based upon the adoption of the foregoing resolutions, the Accounting Policies and Procedures Manual as amended as of March 2022 at this meeting is hereby adopted and approved.

Facilities Committee

- The consultant presented an analysis of strengths, weaknesses, opportunities and threats to the facilities committee. Following the meeting, the committee had some discussion and it was determined that the consultant’s preliminary report did not meet the needs of the school at this time. The committee voted to discontinue the contract.
- The committee would like to move forward by engaging a local source to assist in focus groups and outreach to constituents. Dr. Novak reported that the committee is considering reaching out to local universities for administrative interns or PhD students looking for a possible dissertation topic.
- The annual parent survey was updated to include a few questions to gain parent input on facilities. Results of the parent survey will be shared at the next board meeting.

Executive Session:

- A motion to go into Executive Session to discuss a parent appeal of expulsion of hearing was made at 5:45 PM by Mr. Scott and seconded by Mrs. Howe-Nalls. The motion passed with all in favor and no abstentions.
- A motion to exit Executive Session was made at 6:24 PM by Mr. Scott and seconded by Mrs. Howe Nalls. The motion passed with all in favor and no abstentions.
- Upon motion Duly made and seconded it was: Resolved that after a formal review by the Board of Trustees, as a result of an appeal request by the mother of Student A, the board of trustees uphold the March 15, 2022 decision of Chief Academic Officer, Darci M. Novak Ph.D., based on, among other things, the report and recommendation of the Hearing Officer in the case of Student A. There were six trustees in favor and one who abstained.

The meeting was adjourned at 6:28 PM upon motion made by Mrs. Smith-Koziel and seconded by Mrs. Meshulam. The motion was passed with all in favor and no abstentions.

Mary J. Scheeler

Mary J. Scheeler, Secretary

**Niagara Charter School
Minutes of Board of Trustees Regular Meeting
April 26, 2022 at 5:00 PM via Video Conference**

Trustees in Attendance: Amy Meshulam; Ricky Scott; Mary Scheeler, Judy DiCamillo, Lauren Howe-Nalls, and Christine Smith-Koziel

Staff in Attendance: Dr. Darci Novak, Jill Keicher, Aimee Gonzalez, Christie Grant, Jenna Keleher, Rebecca Armstrong, Theresa Boniface, Jared Curren

Others: Jonathan Schechter, Attorney for NCS, Cathy Filson, Iyanah Searight, Zendayah Smith, Delani Harris

Excused Absence: James C. Muffoletto, President

Unexcused Absence:

The meeting was called to order at 5:04 PM with Vice President, Amy Meshulam presiding.

Public Notice was confirmed.

The agenda was approved on a motion made by Mr. Scott and seconded by Mrs. Howe-Nalls.

The minutes for the regular meeting of March 22, 2022 were approved on a motion made by Mrs. Scheeler and seconded by Mrs. DiCamillo. The motion was passed with all in favor and no abstentions.

AAO Report, Jill Keicher

Leaders of the Month: Students demonstrated Habit 6: Synergize
Crew 101-Zendayah S.; Crew 102-Tiarra E.; Crew 103-Kai'Rahvahe M.; Crew 104-Kayleigh F.;
Crew 105-Delani H.; Crew 106-Xi S.; Crew 107-Sebastian M.; Crew 108-Laila R.; Crew 114-
Christian M.; Crew 115-Me'Khi H.; Crew 116-Navi R.; Crew 117-Jaiden M.; Crew 118-Iyanah
S.; Crew 119-Aiden M.; Art-Leah C.; Music-Destiny S.; Gym-Trenton W.; NCS support staff-
La'Zhean J.; Mrs. Felmet-Karmello F.

Ms. Armstrong and Mrs. Keleher, 1st Grade Teachers, were nominated for Employees of the Month for the month of March.

Isaiah Hosey received the Triple C award from the office of Letitia James, New York State Attorney General.

CAO Report, Darci Novak

Professional Development:

- Erie 1 BOCES coordinators (Nicole Kerner, Jessica Karnes & Susan Cyrulik) were at NCS for 5 days which included behavior management observations and feedback, a whole staff PD on the Question Formulation Technique and 6th grade Science planning/Amplify Curriculum training
- Julie LoRusso (ELA consultant) was at NCS for 1 day working on implementation of the writing curriculum and writing rubrics

- Staci Intriligator from EL Education was at NCS for 1 day focusing on Crew
- Aimee Gonzalez attended the District Data Coordinator Webinar Meeting through Erie 1 BOCES and the Leader in Me Community Learning Day
- Megan Ackerman attended “Powerful, Practical Strategies for Working Successfully with “I don’t care!” and underperforming students to increase their school success” with Ernie Chapin through Bureau of Education and Research
- 4 staff members (Mackenzie Reinard, Kelsey Barnes, Megan Ackerman, Alanna Cecala & Andrea Hopkins) attended workshops through the O/N BOCES Teacher Center which included “Supporting Your Emotional Well-Being as an Educator,” “Cultural Competence Now: 56 Exercises to Help Educators Understand and Challenge Bias, Racism and Privilege,” and “Enhancing Instruction to Support ELLs”
- Mackenzie Reinard attended “Successfully Administer the NYSESLAT from intake” through ERIE 1 BOCES

General Updates:

- Niagara Charter School had a successful Scholastic Book Fair, raising \$6,500 in sales which gives the school 50% of the profits to purchase books for the school library.
- The operating permit for the field house expired. Students have transitioned back to the cafeteria for lunch and the gymnasium for Physical Education classes.
- Two consultants from the Empire Charter Consultant Group were at NCS for a mock state visit on April 5-6, 2022.
- Susan Gibbons, Charter School Office Liaison, will be at NCS on June 8th for a check-in visit.
- The School has been awarded the 21st Century Community grant and will receive approximately \$840,000 over the next 5 years. The grant monies will be used to enhance extra-curricular activities through partnerships with Niagara University’s Literacy Program, F-Bites, and the Boy Scouts of Western New York.
- A review of the 2021-2022 parent survey data took place.
- A review of the dashboard took place.

Academic Committee

Mrs. Mary Scheeler

- There is no formal Academic Committee report. The next Academic Committee will be on April 29, 2022.

Governance:

Lynn Kasper

- The Governance Committee met on April 15, 2022.
- The Board Retreat will be scheduled for the fall of 2022.
- An electronic version of the board evaluation tool was sent to all trustees.
- The next Governance Committee meeting will be on May 10, 2022.

Finance Committee:

Mr. Ricky Scott, Finance Committee Chair

- The Finance Committee is in the process of reviewing the school’s investment policy. The committee would like invest the school’s restricted funds in order to seek out a better return.

Facilities Committee

- The Facilities Committee met on April 15, 2022.
- Mr. Muffoletto has contacted the school's current landlord and will be scheduling a meeting with him to discuss the school's current facility.
- The committee would like to seek out a local consultant to help gather stakeholder input on facilities.

Executive Session:

- A motion to go into Executive Session to discuss matters of attorney client privileges was made at 5:45 PM by Mr. Scott and seconded by Mrs. Howe-Nalls. The motion passed with all in favor and no abstentions.
- A motion to exit Executive Session was made at 5:57 PM by Mr. Scott and seconded by Mrs. DiCamillo. The motion passed with all in favor and no abstentions.
- There was a motion to permit James C. Muffoletto, CPA to execute the Broker of Record letter agreement to allow McGuire Development Company LLC to act as the School's sole and exclusive of record to represent the School in reviewing potential real estate for a future site of the school in the form presented in the meeting.

The meeting was adjourned at 5:58 PM upon motion made by Mrs. Smith-Koziel and seconded by Mrs. Meshulam. The motion was passed with all in favor and no abstentions.

Mary J. Scheeler

Mary J. Scheeler, Secretary

**Niagara Charter School
Minutes of Board of Trustees Regular Meeting
May 17, 2022 at 5:00 PM**

Trustees in Attendance: James C. Muffoletto, Ricky Scott; Mary Scheeler, Judy DiCamillo, Lauren Howe-Nalls, and Christine Smith-Koziel

Staff in Attendance: Jill Keicher, Jenna Keleher, Rebecca Armstrong, Theresa Boniface, Alanna Cecala, Megan Ackerman

Others: Jonathan Schechter, Timothy Hyland

Excused Absence: Amy Meshulam

Unexcused Absence:

The meeting was called to order at 5:08 PM with President, James C. Muffoletto presiding.

Public Notice was confirmed.

The agenda was approved on a motion made by Mrs. Scheeler and seconded by Mr. Scott.

A moment of silence was held for the victims of the mass shooting in Buffalo.

The minutes for the regular meeting of April 26, 2022 were approved on a motion made by Mrs. Scheeler and seconded by Mrs. DiCamillo. The motion was passed with all in favor and one abstention.

AAO Report, Jill Keicher

Leaders of the Month: Students demonstrated Habit 7: Sharpen the Saw
Crew 101-Bryce W.; Crew 102-Janiya J.; Crew 103-Karter P.; Crew 104-Zyinna M.; Crew 105-Paisley B.; Crew 106-Jeremiah B.; Crew 107-Keyrell G.; Crew 108-Jeremiah D.; Crew 114-Riley H.; Crew 115-Giavonna B.; Crew 116-Stephen N.; Crew 117-Miaelis C.; Crew 118-Jornellys V.; Crew 119-La'Zhane B.; Art-Terrance C.; Music-Percy H.; Gym-Aiyanna C.; NCS support staff-Nasir W.; Mrs. Felmet-Celeste S.

Ms. Nowicki, Kindergarten Teacher, was nominated for Employee of the Month for the month of April.

Mrs. Cecala and Mrs. Ackerman presented the 2021-2022 National Elementary Honor Society inductions. The following students were inducted: Khaleef Coates, Jaiden McDougald, Neven Markovich, and Iyanah Searight.

CAO Report, Jill Keicher

Professional Development:

- Dana Burwell attended a book study on *The Knowledge Gap* through Orleans Niagara BOCES Teacher Center
- 5 staff members (Darci Novak, Isaac Newman, Rebecca Armstrong, Dawn VeRost & Sherrie Tracy) attended workshops through the Bureau of Education & Research

including Best Cutting -Edge tech tools, activities & resources for enhancing your general music program, Helping Struggling Readers Become More Successful: Interventions that Work and Guided Reading: Practical Strategies to Differentiate & Guided Math

- Darci Novak & Megan Corsaro attended Buffalo State's monthly PDS meeting held at Tapestry Charter School including the topics of Exceptional Education Success, Mindfulness & Wellness as a Curriculum, Mental Health & Family Engagement, supporting teachers, commitment to equity in our Community
- Kim Abrams attended the Health Education Teacher Consortium at Erie 1 BOCES
- Erie 1 BOCES coordinators (Nicole Kerner & Brian Blaszak) were on campus at NCS for 2 day including a building-based sub training titled "Understanding the Students that we Serve," and a Breakout EDU training
- The "Milk Magic show" was here for grades K-3 focusing on healthy habits

General Updates:

- A review of the dashboard took place.
- Mrs. Keicher presented information on the implementation of Primary Project.

Academic Committee

Mrs. Mary Scheeler

- The Academic Committee met to discuss Dr. Novak's portfolio and goals. The committee will generate a report for the August meeting.
- The committee reviewed the feedback report from Empire Charter Consultants' mock visit. The feedback placed an emphasis on increasing rigor, differentiation, and student engagement. Staff received school-wide and individual feedback.
- The 2021-2022 Parent Survey responses were positive. The leadership team is brainstorming ways to increase participation in the survey. One idea is to set up survey stations at parent and family events.
- The Family School Association would like to work with the Leader in Me action teams to plan more school events for students and families.
- The school needs a certified Notary Public. Dr. Novak will seek out training for the Office Manager.

Governance:

James C. Muffoletto

- The Governance Committee met on May 10, 2022.
- Dr. Novak and Mr. Scott will contact the two candidates interested in trusteeship.
- The Board Retreat will be scheduled for the fall of 2022.
- Mr. Muffoletto asked trustees to complete the board self-assessment tool on or before June 28, 2022.
- The Charter School Office began a new initiative to build the capacity of charter schools. NY Rise offers free virtual professional development sessions for school stakeholders.
- The next Governance Committee meeting will be on June 7, 2022.
- The committee determined that it was not necessary to have a July meeting. The annual meeting will take place in June.

- In addition to parent trustees, there are two at-large trustees who would like to be considered to continue trusteeship.
- A discussion ensued about expanding the board.
- A motion to increase the board by one seat was made by Mrs. Howe-Nalls and seconded by Mr. Scott. The motion was passed with all in favor and no abstentions. The committee recommends the board add one additional trustee position at the June board meeting. Christina Lesh has submitted her resume and letter of intent which will be included in the board packet.

Finance Committee:

Mr. Ricky Scott, Finance Committee Chair

- Mr. Scott reviewed the 2021-2022 budget amendments
- A motion to approve the amended 2021-2022 budget was made by Mr. Scott and seconded by Mrs. Scheeler. The motion was passed with all in favor and no abstentions.
- Mr. Scott reviewed the investment proposal and CD ladder structure.
- A motion was made to approve the CD ladder as described in the proposal and open an investment account for all funds reimbursed by various grants by Mr. Muffoletto and seconded by Mrs. DiCamillo. The motion was passed with six in favor and one abstention.

Facilities Committee

- The Facilities Committee met on May 10, 2022.
- Mr. Muffoletto contacted the school's current landlord and will be scheduling a meeting with him to discuss the school's current facility.
- The committee would like to seek out a local consultant to help gather stakeholder input on facilities.

New Business

The proposed 2022-2023 school calendar was presented by Mrs. Keicher. A motion was made by Mr. Scott, seconded by Mrs. Scheeler to approve the calendar. The motion was passed with all in favor and no abstentions.

Executive Session:

- A motion to go into Executive Session to discuss matters of attorney client privilege was made at 6:18 PM by Mrs. Nalls and seconded by Mrs. DiCamillo. The motion was passed with all in favor and no abstentions.
- A motion to exit Executive Session was made at 6:23 PM by Mrs. Smith-Kozziel and seconded by Mrs. Scheeler. The motion was passed with all in favor and no abstentions.

The meeting was adjourned at 6:27 PM upon motion made by Mrs. DiCamillo and seconded by Mr. Scott. The motion was passed with all in favor and no abstentions.

Mary J. Scheeler

Mary J. Scheeler, Secretary

**Niagara Charter School
Minutes of Board of Trustees Annual Meeting
June 14, 2022 at 5:30 PM
Niagara Charter School**

Trustees in Attendance: James C. Muffoletto, President, Amy Meshulam, Ricky Scott, Judy DiCamillo, Lauren Howe-Nalls, and Christine Smith-Koziel

Staff in Attendance: Dr. Darci Novak, Jill Keicher, Theresa Boniface, Lynn Kasper

Others: Christina Lesh

Excused Absence: Mary Scheeler

Unexcused Absence: None

The meeting was called to order at 6:22 PM with President, James C. Muffoletto presiding.

Public Notice was confirmed.

The agenda was approved on a motion made by Mrs. DiCamillo and seconded by Mrs. Smith-Koziel.

CAO Report, Darci Novak

Dr. Novak's annual report of the school year:

2021-2022 was a unique year. We opened the school campus back up to students and staff in a full-time in-person capacity. This was not an easy task, and we had to navigate through mask mandates and strict social distancing measures. At times it felt like our daily job was solely covid reporting and quarantine confirmations. But in true NCS fashion, we persevered.

We were proactive and focused on the things we could control, like our school environment. We built an outdoor fieldhouse and transformed the inside gym into a cafeteria so social distancing requirements could be met. Students were able to continue their education safely, and therefore contact tracing and time out of school were kept to a minimum.

We began with the end in mind and put first things first as we created a plan for awarded grants. We used ESSER monies efficiently, providing students and teachers with up-to-date technology and access to a Literacy Specialist and Intervention teacher. The monies were also allocated to purchase intervention programs and curricula and resources to start closing the learning gaps caused by the COVID19 pandemic.

While there have been many challenges along the way, as a staff we continued to synergize with one another working as a CREW to make the best decisions for our students. We also made time to sharpen our saws as we participated in monthly boosters and most recently the NCS student talent show.

I am very proud of the work my staff and students did this school year. In closing, I want to thank my leadership team for their support this year, and I want to shout out the gold to my right-hand woman, Jill Keicher. I also want to thank the board of trustees for your confidence in me and my staff and for always providing us with the resources we need to make NCS the best it can be.

I look forward to next year and the next four years of this current charter.

Thank you.

Trustee Elections:

Mr. Muffoletto advised the Board that Parent Trustees, Mrs. Howe-Nalls and Mrs. Smith-Koziel, have both agreed to serve another term on the Board.

A motion to nominate Mrs. Nalls and Mrs. Smith- Koziel for parent trustees was made by Mr. Muffoletto and seconded by Mr. Scott. The motion was passed unanimously.

Mr. Scott advised the board that at-large trustees, Mr. Muffoletto and Mrs. Meshulam, have both agreed to serve another term on the Board.

A motion to nominate Mr. Muffoletto and Mrs. Meshulam for at-large trustees was made by Mrs. Smith-Koziel and seconded by Mrs. Howe-Nalls. The motion was passed unanimously.

A motion to nominate Christina Lesh for the new at-large trustee seat was made by Mr. Muffoletto and seconded by Mr. Scott. The motion was passed with all in favor and no abstentions.

A motion to move the election of Board Officer to the August meeting was made by Mrs. DiCamillo and seconded by Mrs. Howe-Nalls. The motion was passed with all in favor and no abstentions.

Mr. Muffoletto announced that the Board Committee Chairs have all agreed to serve another year.

Executive Session:

- A motion to go into Executive Session to discuss matters of attorney client privilege was made at 6:32 PM by Mr. Scott and seconded by Mrs. Howe Nalls. The motion was passed with all in favor and no abstentions.
- A motion to exit Executive Session was made at 6:43 PM by Mr. Scott and seconded by Mrs. Howe-Nalls. The motion was passed with all in favor and no abstentions.

The meeting was adjourned at 6:43 PM upon motion made by Mrs. Smith-Koziel and seconded by Mr. Scott. The motion was passed with all in favor and no abstentions.

Mary J Scheeler

Mary J. Scheeler, Secretary

**Niagara Charter School
Minutes of Board of Trustees Regular Meeting
June 14, 2022 at 5:00 PM**

Trustees in Attendance: James Muffoletto, Amy Meshulam, Ricky Scott, Judy DiCamillo, Lauren Howe-Nalls, and Christine Smith-Koziel

Staff in Attendance: Darci Novak, Jill Keicher, Theresa Boniface, Lynn Kasper, Rebecca Armstrong, Megan Corsaro, Alanna Cecala, Megan Ackerman, Christie Grant

Others: Timothy Hyland, Christina Lesh

Excused Absence: Mary Scheeler

Unexcused Absence:

The meeting was called to order at 5:16 PM with President, James C. Muffoletto presiding.

Public Notice was confirmed.

The agenda was approved on a motion made by Mrs. DiCamillo and seconded by Mrs. Smith-Koziel.

The minutes for the regular meeting of May 17, 2022 were approved on a motion made by Mr. Scott and seconded by Mrs. DiCamillo. The motion was passed with all in favor and one abstention.

AAO Report, Jill Keicher

Leaders of the Month: Students demonstrated all 7 habits.

Crew 101-London P.; Crew 102-Hunter G.; Crew 103-Kenniya M.; Crew 104-Ze'Navia S.; Crew 105-Aaron S.; Crew 106-Madison R.; Crew 107-Miking D.; Crew 108-Donnai A.; Crew 114-Da'Shanti H.; Crew 115-Osias W.; Crew 116-Joshua M.; Crew 117-Jacob M.; Crew 118-Iyanah S.; Crew 119-Aiyanna C.; Art-Xana S.; Music-Lilliana S.; Gym-Elijah W.; NCS support staff-Riley H.; Mrs. Felmet-Lariah H.

Mrs. Harris, Mr. Wright, Mrs. Staples, and Ms. Johnson, Cafeteria Staff, were nominated for Employees of the Month for the month of May.

CAO Report, Dr. Darci Novak

Professional Development:

- Aimee Gonzalez and Sherrie Tracy participated in professional development through Erie 1 BOCES including "District Data Coordinator Webinar" and "Coaching Consortium"
- Jill Keicher attended the Educational Law Conference through Hodgson Russ
- Darci Novak and Jill Keicher attended the Leaders Retreat through EL Education
- Jared Curren attended a Virtual Summit: New Efforts and Resources for Supporting Mental Health and Students with Disabilities through NYS Education Department
- Lynn Kasper, Dawn VeRost and Linnea DuFour attended "Trauma Informed Education" through the Opportunities Collaborative

- Erie 1 BOCES coordinators (Katie Augustine, Nicole Kerner, & Susan Cyrulik) were at NCS for a total of 4 days including staff professional development on differentiation, 4th grade Science Testing & behavior management observations
- Julie LoRusso (ELA consultant) was at NCS for two days. Julie spent one day conducting observations and providing feedback, and one day working with 4th grade on planning and coaching for the writing units/curriculum
- Staci Intriligator from EL Education was at NCS for two days. Staci spent one day meeting with the leadership team for EL Education's Implementation Review, and one day working with teachers in grades 3-6 on Crew professional development.

General Updates:

- The 6th grade graduation will take place on Thursday, June 16th at 9:30 AM. The Kindergarten graduation will take place on Friday, June 17th at 10:00 AM.
- NCS partnered with the Niagara County Sheriff's Department to provide security for the remainder of the school year as an interim security enhancement. Dr. Novak will be contacting the Town of Niagara police, Niagara County Sheriff's, and Lewiston police to secure a Resource Officer for the 2022-2023 school year.
- NCS held its first annual Talent Show on Friday, June 10, 2022.
- A review of the dashboard took place.

Community Liaison Report, Megan Corsaro

- NCS participated in EL Education's Better World Day by collaborating with Beautify Niagara on May 14th. 81 staff members, students, and family members were in attendance.
- The Family School Association (FSA) sponsored two bowling teams for the Lions Club "Bowling for Sight" fundraiser.
- Mrs. Corsaro will transition back to full-time Community Liaison for the 2022-2023 school year.
- The FSA donated for teacher appreciation week and the 6th grade and kindergarten graduations.
- 45 kindergarten applications have been received to date. 30 registrations have been completed so far. A parent survey was administered to determine which students will not be returning.
- Mrs. Corsaro anticipates full classes for all grade levels for the next school year.
- Mrs. Corsaro would like to update the bus bench ads. Mr. Muffoletto suggested the idea of donating a bench, including Niagara Charter School's name and phone number, to one or more of the local area parks.

Academic Committee

Mrs. Amy Meshulam

- The Academic Committee will be working on Dr. Novak's annual evaluation.

Governance:

Mrs. Lynn Kasper

- The Governance Committee met on June 7, 2022.
- The committee discussed board recruitment and the letter of intent and resume of Christina Lesh.

- The Board Retreat will be scheduled for the fall of 2022.
- Mrs. Kasper asked trustees to complete the board self-assessment tool on or before June 20, 2022.
- Moving into next year, Mrs. Kasper will email trustees about school and community events.

Finance Committee:

Mr. Ricky Scott, Finance Committee Chair

- Mr. Scott reviewed the proposed budget for the 2022-2023 school year.
- The budget includes a full-time Resource Officer. Dr. Novak will be reaching out to Town of Niagara police, Niagara County Sherriff's, and Lewiston police to determine pricing.
- Longevity salary increases for staff will be announced at the August board meeting
- Mr. Muffoletto and Dr. Novak thanked Mr. Hyland and Mr. Scott for their hard work in preparing the annual budget.
- A motion to approve the 2022-2023 budget was made by Mr. Muffoletto and seconded by Mrs. Meshulam. The motion was passed with all in favor and no abstentions.

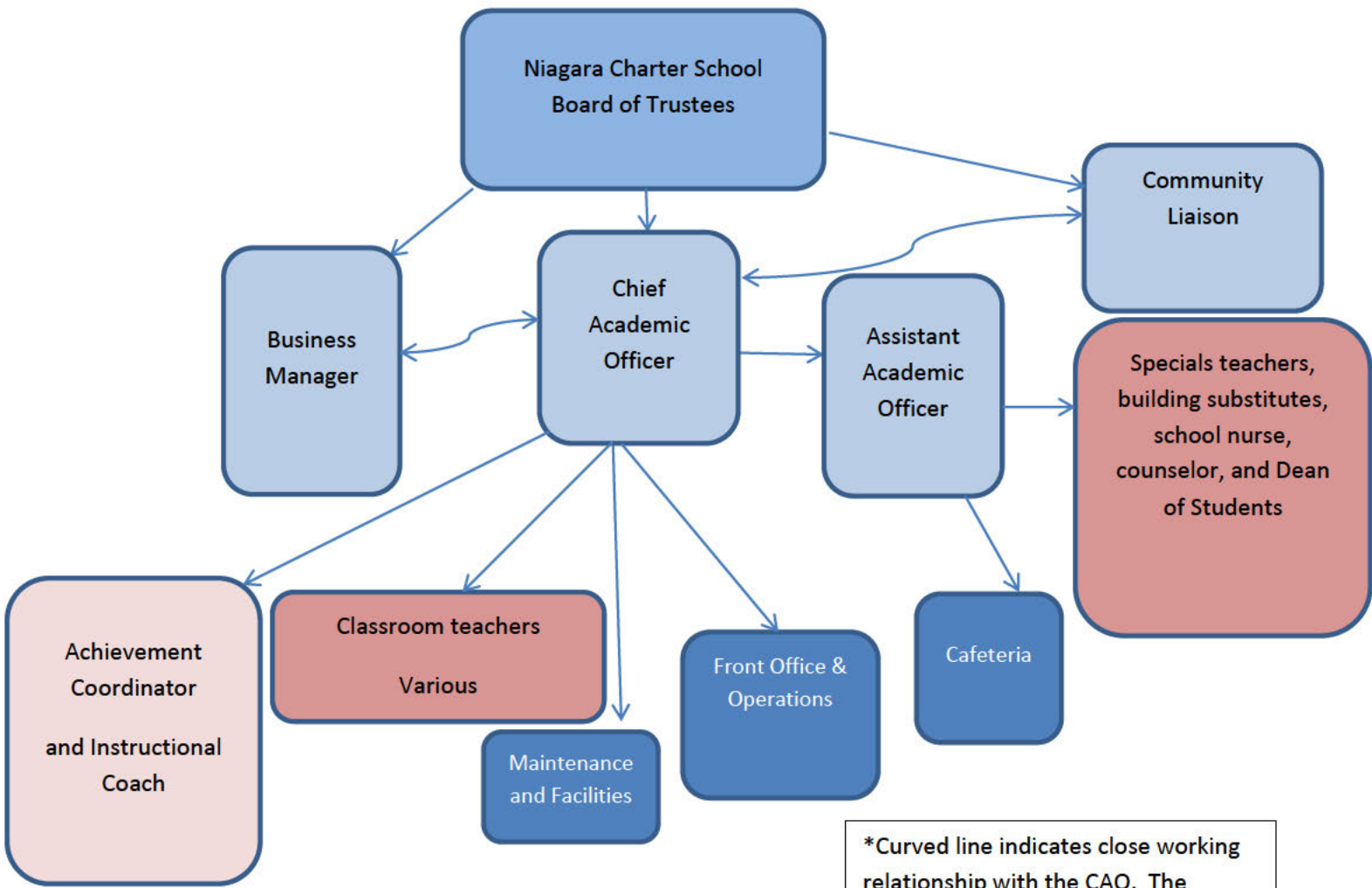
Facilities Committee

- The Facilities Committee met jointly with the Governance Committee on June 7, 2022.
- The committee is looking for a community partnership to help determine the correlation between the location of the school and the impact on learning outcomes.
- NCS has been awarded the 21st Century grant. Dr. Novak and Mrs. Boniface are working collaboratively to establish partnerships to host activities at the school.
- F-Bites will be providing classes on cooking, nutrition, safety, and meal prep two days per week after school and on 12 Saturdays throughout the school year.
- There are two Family Nights planned with Challenge Island, providing STEM activities for parents and their children.
- Students in grades 3-5 will have the opportunity to participate in Girls on the Run 2 nights per week.
- Dr. Novak and Mrs. Boniface are continuing conversations with Boy Scouts and Master Kechen's Martial Arts.
- The UB Language Lab will provide speech screenings and one-on-one speech interventions for students in grades K-2 at no cost to the school.

The meeting was adjourned at 6:21 PM upon motion made by Mrs. Howe-Nalls and seconded by Mrs. Meshulam. The motion was passed with all in favor and no abstentions.

Mary J Scheeler

Mary J. Scheeler, Secretary



*Curved line indicates close working relationship with the CAO. The Business Manager and the Community Liaison report directly to the Board of Trustees.



2022-2023 School Calendar

calendar subject to change

*Please refer to the monthly calendar for school events to be announced (180 instructional days)

<p><u>AUGUST</u> 29th- Teachers Report</p> <p><u>SEPTEMBER (19 days)</u> 2nd - Kindergarten Orientation & 1st-6th grade supply drop off 6th- First Day of School 22nd- Open House (5-7pm) 27th- Picture Day (UNIFORM ONLY) 30th - SUPERINTENDENT'S DAY</p> <p><u>OCTOBER (20 days)</u> 10th- NO SCHOOL (Columbus Day) 28th-SUPERINTENDENT'S DAY 31st - ½ Day 12PM Dismissal</p> <p><u>NOVEMBER (18 days)</u> 8th- Picture Retake (UNIFORM ONLY) 11th- NO SCHOOL (Veterans Day) 17th- Parent Teacher Conferences (4-7pm) 18th- ½ Day 12PM Dismissal Parent Teacher Conferences (1-4pm) 23rd- 25th- NO SCHOOL (Fall Break) 28th- School Resumes</p> <p><u>DECEMBER (16 days)</u> 8th- Exhibition Night (5-7pm) 9th- ½ Day 12pm Dismissal 22nd - ½ Day 12PM Dismissal 23rd-2nd- NO SCHOOL (Winter Break)</p> <p><u>JANUARY (20 days)</u> 3rd- School Resumes 16th- NO SCHOOL (Martin Luther King Day) 27th - ½ Day 12PM Dismissal</p>	<p><u>FEBRUARY (18 days)</u> 10th- ½ Day 12PM Dismissal 20th- NO SCHOOL (President's Day) 21st- NO SCHOOL (Possible Snow Day make up)</p> <p><u>MARCH (23 days)</u> 2nd- ½ Day 12PM Dismissal (Student Led Conferences 1-7pm) 3rd- ½ Day 12PM Dismissal (Student Led Conferences 1-4pm) 21st- Spring/Graduation Picture Day 24th- ½ Day 12PM Dismissal</p> <p><u>APRIL (10 days)</u> 3rd-14th- NO SCHOOL (Spring Break) 17th- School Resumes</p> <p><u>MAY (21 days)</u> 19th- ½ Day 12PM Dismissal 26th- NO SCHOOL 29th - NO SCHOOL (Memorial Day)</p> <p><u>JUNE (15 days)</u> 1st- ½ Day 12PM Dismissal Student Led Conferences (1-7pm) 2nd - ½ Day 12PM Dismissal Student Led Conferences 1-4pm) 15th- ½ Day 12PM Dismissal (6th Grade Graduation) 16th- ½ Day 12PM Dismissal (Kindergarten Graduation) 19th- NO SCHOOL (Juneteenth) 22nd- ½ Day 12 PM Dismissal/Tentative Last Day of School 23rd- Possible snow day make-up (½ Day 12 PM Dismissal)</p>
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TOWN OF WHEATFIELD

Office of the Fire/Safety
Inspector Chris Jordan

2800 Church Road, North Tonawanda, NY 14120
Phone: (716) 694-1026 x40 Fax: (716) 694-1800
www.wheatfield.ny.us

Fire/Safety Inspection

Inspection Date: 8/30/2022

Result: Pass

Inspector: Chris Jordan

Inspection Location: 2077 Lockport Rd Niagara Charter Schools Wheatfield N.Y

Contact: Chris Stoianoff Phone: 716-297-4520

FIRE/SAFETY INSPECTION:

NO SIGNIFICANT VIOLATIONS WERE FOUND THAT REQUIRED ATTENTION AT THE TIME OF INSPECTION. THE PURPOSE OF THIS INSPECTION IS TO ELIMINATE ANY VIOLATION/S OF THE NY'S FIRE CODE PREVENTION AND BUILDING CODE TITLE 9 NYCRR, AND PLACING THE PREMISES AND IT'S OCCUPANTS IN A MORE FIRE SAFE CONDITION. KEEP THIS NOTICE FOR YOUR RECORDS.





OPERATING PERMIT

ISSUED TO:

NIAGARA CHARTER
SCHOOL

2077 Lockport Rd
Niagara Falls, NY 14304

Date Issued: 8/31/22
Permit Number: 08221
Permit Expires: 8/31/23

GM