

# Application: Rochester Academy Charter School

Mehmet Demirtas - demirtas@rochester-academy.org  
2020-2021 Annual Report

## Entry 1 School Info and Cover Page

**Completed** Jan 18 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 2020-2021 school year are not required to complete or submit an annual report this year).**

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer **(as of June 30, 2021)** or you may not be assigned the correct tasks.

## BASIC INFORMATION

### **a. SCHOOL NAME**

(Select name from the drop down menu)

ROCHESTER ACADEMY CHARTER SCHOOL 261600860910

**a1. Popular School Name**

RACS

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

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

BOARD OF REGENTS

**c. DISTRICT / CSD OF LOCATION**

ROCHESTER CITY SD

**d. DATE OF INITIAL CHARTER**

1/2008

**e. DATE FIRST OPENED FOR INSTRUCTION**

9/2008

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

MISSION STATEMENT

The mission of the Rochester Academy Charter School (RACS) is to provide students with rigorous, challenging academics through hands-on, meaningful learning opportunities that will provide them with the skills necessary to be successful academically, socially, and emotionally.

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**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	Provide students with the skills and experiences necessary that will help them master the knowledge detailed in the New York State Core Curriculum Content Standards
KDE 2	Provide a strong focus on Mathematics and Science
KDE 3	Build a strong supervisory and monitoring system that will provide individualized attention to each student
KDE 4	Provide broad tutoring services that will help students address learning needs and/or issues with specific content
KDE 5	Build strong parent/student/school relationships
KDE 6	Require enhanced professional development for staff members
KDE 7	Build partnerships with community organizations and other educational institutions
KDE 8	(No response)
KDE 9	(No response)
KDE 10	(No response)

**Need additional space for variables**

No

**h. SCHOOL WEB ADDRESS (URL)**

<https://www.racschool.com/>

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

684

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

697

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

Check all that apply

Grades Served

K, 1, 2, 3, 6, 7, 8, 9, 10, 11, 12

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

No

**FACILITIES INFORMATION**

**m. FACILITIES**

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

	Yes, 3 sites
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**School Site 1 (Primary)**

**m1. SCHOOL SITES**

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for 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	841 Genesee St. Rochester NY 14611	585-235- 4141	Rochester	6-8	No

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

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Kareem McCullough	585-235-4141		<a href="mailto:mccullough@rochester-academy.org">mccullough@rochester-academy.org</a>
Operational Leader	Kareem McCullough	585-235-4141		<a href="mailto:mccullough@rochester-academy.org">mccullough@rochester-academy.org</a>
Compliance Contact	Kareem McCullough	585-235-4141		<a href="mailto:mccullough@rochester-academy.org">mccullough@rochester-academy.org</a>
Complaint Contact	Kareem McCullough	585-235-4141		<a href="mailto:mccullough@rochester-academy.org">mccullough@rochester-academy.org</a>
DASA Coordinator	Nicole Albertelli	585-235-4141		<a href="mailto:albertelli@rochester-academy.org">albertelli@rochester-academy.org</a>
Phone Contact for After Hours Emergencies	Kareem McCullough	585-235-4141		<a href="mailto:mccullough@rochester-academy.org">mccullough@rochester-academy.org</a>

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

Private Space

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

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

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

**Site 1 Certificate of Occupancy (COO)**

[CofO for Genesee.pdf](#)

**Filename:** CofO for Genesee.pdf **Size:** 139.2 kB

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**Site 1 Fire Inspection Report**

[Middle School Fire Inspection Report.pdf](#)

**Filename:** Middle School Fire Inspection Report.pdf **Size:** 1.1 MB

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**School Site 2**

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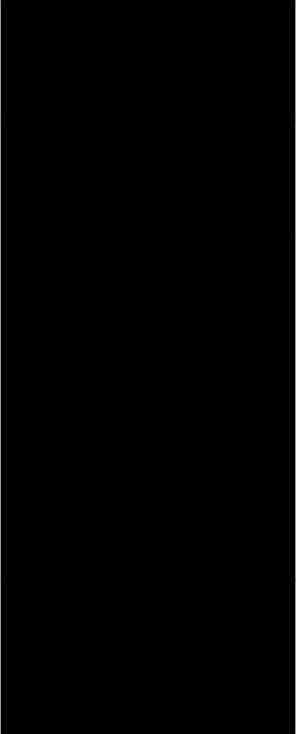


**m2. SCHOOL SITES**

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 2	1757 Latta Road Rochester  NY 14612	585-467- 9201	Greece	9-12	No

**m2a. Please provide the contact information for Site 2.**

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Tyler Manchester	585-467-9201		<a href="mailto:manchester@rochester-academy.org">manchester@rochester-academy.org</a>
Operational Leader	Samuel Martina	585-467-9201		<a href="mailto:martina@rochester-academy.org">martina@rochester-academy.org</a>
Compliance Contact	Tyler Manchester	585-467-9201		<a href="mailto:manchester@rochester-academy.org">manchester@rochester-academy.org</a>
Complaint Contact	Tyler Manchester	585-467-9201		<a href="mailto:manchester@rochester-academy.org">manchester@rochester-academy.org</a>
DASA Coordinator	Samuel Martina	585-467-9201		<a href="mailto:martina@rochester-academy.org">martina@rochester-academy.org</a>
Phone Contact for After Hours Emergencies	Tyler Manchester	585-467-9201		<a href="mailto:manchester@rochester-academy.org">manchester@rochester-academy.org</a>

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

Private Space

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

**m2d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 2 if located in private space in NYC or located outside of NYC .**

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

**Site 2 Certificate of Occupancy (COO)**

[RACS Permit High School.PDF](#)

**Filename:** RACS Permit High School.PDF **Size:** 53.3 kB

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**Site 2 Fire Inspection Report**

[HS Fire Inspection Report.pdf](#)

**Filename:** HS Fire Inspection Report.pdf **Size:** 315.0 kB

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**School Site 3**

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**m3. SCHOOL SITES**

Please provide information on site 3 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 3	310 Hinchey Road Rochester NY 14624	585-235-0135	Rochester	K-4	No

**m3a. Please provide the contact information for Site 3.**

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Deanna Wilkinson	585-235-0135		<a href="mailto:wilkinson@rochester-academy.org">wilkinson@rochester-academy.org</a>
Operational Leader	Cyndy Belfield	585-235-0135		<a href="mailto:belfield@rochester-academy.org">belfield@rochester-academy.org</a>
Compliance Contact	Deanna Wilkinson	585-235-0135		<a href="mailto:wilkinson@rochester-academy.org">wilkinson@rochester-academy.org</a>
Complaint Contact	Deanna Wilkinson	585-235-0135		<a href="mailto:wilkinson@rochester-academy.org">wilkinson@rochester-academy.org</a>
DASA Coordinator	Jodie Mckenzie	585-235-0135		<a href="mailto:mckenzie@rochester-academy.org">mckenzie@rochester-academy.org</a>
Phone Contact for After Hours Emergencies	Deanna Wilkinson	585-235-0135		<a href="mailto:wilkinson@rochester-academy.org">wilkinson@rochester-academy.org</a>

**m3b. Is site 3 in public (co-located) space or in private space?**

Private Space

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

**m3d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 3 if located in private space in NYC or located outside of NYC .**

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

**Site 3 Certificate of Occupancy (COO)**

[CofO for Elementary School.jpg](#)

**Filename:** CofO for Elementary School.jpg **Size:** 2.1 MB

**Site 3 Fire Inspection Report**

[ES Fire Inspection Report.pdf](#)

**Filename:** ES Fire Inspection Report.pdf **Size:** 366.4 kB

**CHARTER REVISIONS DURING THE 2020-2021 SCHOOL YEAR**

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

Yes

**n2. Summary of Charter Revisions**

	Category (Select	Specific Revision	Date Approved by	Date Approved by
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	Best Description)	(150 word limit)	BOT (if applicable)	Authorizer (if applicable)
1	Change District or CSD of Location	RACS needs a facility in order to run its elementary school program.	08/04/2020	12/14/2020
2	Change in admissions/enrollment policy	<p>Enrollment policy was revised and updated to include the following information:</p> <ul style="list-style-type: none"> <li>• Preference is given to returning students who are already enrolled at RACS.</li> <li>• Preference is given to siblings of students.</li> <li>• Preference is given to children of employees' of RACS not to exceed more than 15% of the total enrollment.</li> <li>• Preference is given to dynamic siblings.</li> <li>• Preference is given to students residing in the Rochester City School District.</li> <li>• Weighting method is used to enroll more English Language Learner students.</li> <li>• Weighting method is used to enroll more</li> </ul>	04/01/2021	04/03/2021

		Students with Disabilities.		
3	Change in organizational structure	RACS needs to add Chief Academic Officer position to assist the CEO in overseeing the academic programs.	05/21/2021	07/08/2021
4				
5				

**More revisions to add?**

No

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

(No response)

**ATTESTATIONS**

**p. Individual Primarily Responsible for Submitting the Annual Report.**

Name	Mehmet Demirtas
Position	Director/CEO
Phone/Extension	585-467-9201-3113
Email	<a href="mailto:demirtas@rochester-academy.org">demirtas@rochester-academy.org</a>

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

**Responses Selected:**

Yes

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

**Responses Selected:**

Yes

**Signature, Head of Charter School**

A handwritten signature in black ink on a light gray background. The signature is cursive and appears to be the name of the Head of Charter School.

Signature, President of the Board of Trustees



Date

Jul 27 2021

Thank you.



## Entry 3 Progress Toward Goals

Completed Jan 18 2022

### Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

For the 2020-2021 school year, any academic or organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as "N/A". **Deadline is November 1, 2021.**

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

## Entry 3 Progress Toward Goals



## PROGRESS TOWARD CHARTER GOALS

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

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

### 1. ACADEMIC STUDENT PERFORMANCE GOALS

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

#### 2020-2021 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1	The percent of eighth grade students scoring at or above L3 on English and Math State tests will surpass those of the Rochester City School District by	8th grade ELA and Math State Tests	Unable to Assess	

	at least 10%.			
Academic Goal 2	Total Cohort Results in Regents Exams in English and Math surpass those of the RCSD and New York State average.	Total Cohort Results in Regents Exams in English and Math.	Unable to Assess	
Academic Goal 3	Graduation rate from RACS will exceed New York State average.	Graduation rates	Met	
Academic Goal 4				
Academic Goal 5				
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

**2. Do have more academic goals to add?**

No

**4. ORGANIZATION GOALS**

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

## 2020-2021 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	The school will create an environment for student and adult learning with a welcoming culture, high levels of trust, and rigorous standards.	Perception data of students, parents and teachers. Benchmark and Practice test results. NYS ELA and Math results Observations and evaluations.	Met	
Org Goal 2	Teachers and staff will be highly qualified, demonstrate high expectations for all students, and have a positive attitude toward the school and their colleagues.	Teacher recruitment criteria Teacher observations and evaluations Student achievement data	Met	
Org Goal 3	Families will see themselves as partners in their child's education and will be actively involved in the life of the school.	Parent teacher conferences Home visits Parent surveys Robo-calls Letters and emails Grade level meetings Support team meetings Translator provided for ELL families	Met	

Org Goal 4	The school will be led by a strong, active Board of Trustees.	Resumes of Board members Board member selection process. Board Minutes Audit reports Site visit reports Student achievement.	Met	
Org Goal 5	The school will strive to recruit and retain a diverse group of students, teachers, staff, administrators, and board members.	Student demographic data Teacher demographic data Selection process of the board members Selection of school director Selection of school leaders	Partially Met	
Org Goal 6	The school will be responsible in contributing to the local community and sharing its math and science expertise with the larger educational community.	Science and Technology Entry Program (STEP)  Meetings with community leaders and elected officials.	Partially Met	
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				

Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

**5. Do have more organizational goals to add?**

No

**6. FINANCIAL GOALS**

**2020-2021 Progress Toward Attainment of Financial Goals**

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	Excess revenue over expense	Monthly financial statement review End of year income statement	Met	
Financial Goal 2	Net asset increase	Monthly financial statement review End of year balance sheet	Met	
Financial Goal 3	Audit with minimum findings	Annual Audit Report	Met	
Financial Goal 4				
Financial Goal 5				

## 7. Do have more financial goals to add?

No

Thank you.

## Entry 4 - Audited Financial Statements

Completed Oct 26 2021

### Required of ALL Charter Schools

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

**ALL Regents, NYCDOE, and Buffalo BOE authorized charter schools** must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2021**. Upload the independent auditor's report, any advisory and/or management letter, and the internal controls report as one submission, combined into a .PDF file, ensuring that security features such as password protection are turned off.

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

### [RACS Financial Statement 2021](#)

Filename: RACS Financial Statement 2021.pdf Size: 516.0 kB

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

Completed Jan 18 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 website at [2020-2021 Charter School Annual Report webpage](#). Upload the completed file in Excel format. **Due November 1, 2021.**

**Education Corporations with more than one school should complete the Excel spreadsheet for the Education Corporation as a whole, not for the individual schools. Please submit the same Excel spreadsheet for each of the schools.**

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

### [Rochester Academy CS\\_BEDS-261600860910\\_2020-21](#)

Filename: Rochester Academy CS BEDS 2616008 1Ddqtbx.xlsx Size: 74.6 kB

## Entry 4c - Additional Financial Documents

Completed Jan 18 2022

**Instructions - Regents, NYCDOE and Buffalo BOE authorized schools** must upload financial documents in this section **by November 1, 2021**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a “federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold.”

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

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<sup>[1]</sup> 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.**

### [Additional Financial Documents for Rochester Academy Charter School](#)

**Filename:** Additional Financial Documents for 99iTcMZ.docx **Size:** 96.0 kB

## Entry 4d - Financial Services Contact Information

Completed Jan 18 2022

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

## Form for "Financial Services Contact Information"

### 1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Demir Ozcan	[REDACTED]	[REDACTED]

## 2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Melinda Perez	[REDACTED]	[REDACTED]	10

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm

## Entry 5 - Fiscal Year 2021-2022 Budget

**Completed** Jan 18 2022

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

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

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

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

### [2021-2022 RACS Budget](#)

**Filename:** 2021 2022 RACS Budget.xlsx **Size:** 37.5 kB

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

**Completed** Jan 18 2022

### **Required of ALL Charter Schools by August 2**

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2020-2021 school year must complete a signed:



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

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

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

## [Financial Disclosure Forms](#)

**Filename:** Financial Disclosure Forms.pdf **Size:** 1.0 MB

## Entry 7 BOT Membership Table

**Completed** Jan 18 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.

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

Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During

									2020-2021
1	Dr. William D. Middleton		Chair	Governance, Academic Excellence	Yes	3	07/01/2018	06/30/2021	11
2	Joann L. Santos		Vice Chair	Community Outreach	Yes	3	08/01/2020	07/31/2023	8
3	Mustafa Guler		Treasurer	Finance and Facilities	Yes	3	07/01/2018	06/30/2021	9
4	D. Jean Calder		Trustee/Member	Community Outreach	Yes	3	08/01/2020	07/31/2023	10
5	Cheryl Sampson		Trustee/Member	Governance	Yes	2	12/01/2019	06/30/2022	12
6	Dr. Kijana Crawford		Trustee/Member	Finance and Facilities, Academic Excellence	Yes	1	07/01/2018	06/30/2021	12
7	Dr. Yusuf Bilgic		Trustee/Member	Academic Excellence	Yes	3	08/01/2019	07/31/2022	6
8									

9									
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**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, 2021	6
b.Total Number of Members Added During 2020-2021	0
c. Total Number of Members who Departed during 2020-2021	1
d.Total Number of members, as set in Bylaws, Resolution or Minutes	7

**3. Number of Board meetings held during 2020-2021**

13

**4. Number of Board meetings scheduled for 2021-2022**

12

**Thank you.**

## Entry 8 Board Meeting Minutes

Completed Jan 18 2022

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

Schools must upload a complete set of monthly board meeting minutes (July 2020-June 2021), which should match the number of meetings held during the 2020-2021 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by August 2, 2021.

### **2020-21 Board Meeting Minutes**

Filename: 2020 21 Board Meeting Minutes.pdf Size: 2.0 MB

## Entry 9 Enrollment & Retention

Completed Jan 18 2022

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

**ALL charter schools must complete this section.** Describe the good faith efforts the charter school has made in 2020-2021 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2021-2022.

## Entry 9 Enrollment and Retention of Special Populations

### **Instructions for Reporting Enrollment and Retention Strategies**

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

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### **Recruitment/Attraction Efforts Toward Meeting Targets**

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	Describe Recruitment Efforts in 2020-2021	Describe Recruitment Plans in 2021-2022
Economically Disadvantaged	RACS is already meeting the targets in this area.	<p>RACS will continue to meet the targets in this area by using similar marketing tools. As part of the 2018-2023 Strategic Plan we will use the following strategies for enrollment targets:</p> <ul style="list-style-type: none"> <li>• Engage teachers, staff &amp; students in RACS PR opportunities</li> <li>• Establish a process for helping the RACS community nominate good stories for media</li> <li>• Strategic outreach to local media at regular intervals about RACS community</li> <li>• Nominate teachers, staff, students &amp; partners for community awards</li> <li>• Engage stakeholders in sharing RACS social media content</li> <li>• Utilize website &amp; social media to highlight quality standards, results, &amp; benefits of a RACS education</li> </ul>
English Language Learners	<p>RACS updated its lottery policy and used the weighted system to increase the probability of enrolling more ELLs. RACS translated enrollment documents on its website and in the application platform. (Schoolmint) and presentations at community</p>	<p>RACS will continue to use the weighted system in the lottery process to increase the probability of enrolling more ELLs. Spanish-speaking families are receiving school fliers and brochures in Spanish. The school website can be translated into various languages for the applicants. Charter school application form is available in Spanish. Admission forms are available in Spanish. School staff visits local community/worship centers and libraries to reach out to the</p>

	<p>events. The website allows visitors to translate the content into multiple languages.</p>	<p>families who speak languages other than English.  RACS hired staff members who can speak Spanish to help students and their parents who speak Spanish.  Attend Headstart programs and daycares that have UPK programs for recruitment.</p>
<p>Students with Disabilities</p>	<p>RACS updated its lottery policy and used the weighted system to increase the probability of enrolling more SWDs.  Our goal is to provide all of our students with a welcoming and inclusive environment. We are hiring our own SPED teachers to provide most of the services and to better meet the needs of our students.</p>	<p>RACS will continue to use the weighted system in the lottery process to increase the probability of enrolling more SWDs.  As part of 2018-2023 Strategic Plan we will use the following strategies for enrollment targets:</p> <ul style="list-style-type: none"> <li>• Engage teachers, staff &amp; students in RACS PR opportunities</li> <li>• Establish a process for helping the RACS community nominate good stories for media • Strategic outreach to local media at regular intervals about RACS community</li> <li>• Nominate teachers, staff, students &amp; partners for community awards</li> <li>• Engage stakeholders in sharing RACS social media content</li> <li>• Utilize website &amp; social media to highlight quality standards, results, &amp; benefits of a RACS education</li> </ul>

## Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2020-2021	Describe Retention Plans in 2021-2022
Economically Disadvantaged	For all students, RACS has provided a safe learning environment where more than 90% of the seniors successfully graduate on time.	RACS will continue to provide a safe, welcoming, and caring learning environment for all students.
English Language Learners	RACS hired a third ENL teacher to provide students with more services. RACS provides a warm and safe environment for all students in a small setting to meet their needs and engage them in academics.	RACS will continue to provide a safe, welcoming, and caring learning environment for all students.
Students with Disabilities	RACS provides a warm and safe environment for all students in a small setting to meet their needs and engage them in academics.	RACS provides a warm and safe environment for all students in a small setting to meet their needs and engage them in academics.

## Entry 10 - Teacher and Administrator Attrition

Completed Jan 18 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<sup>[1]</sup> receive clearance through [the NYSED Office of School Personnel Review and Accountability](#) (OSPRA) prior to employment. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, or related/contracted service providers.** After an employee has been cleared, schools are required to maintain proof of such clearance in the file of each employee. For the safety of all students, charter schools must take immediate steps to terminate the employment of individuals who have been denied clearance. Once the employees have been terminated, the school must terminate the request for clearance in the TEACH system.

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

<sup>[1]</sup> Employees that must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.p12.nysed.gov/psc/aboutcharterschools/lawsandregs/EmployeeFingerprintOct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

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## **B. Emergency Conditional Clearances**

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

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

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at

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

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### **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** Jan 18 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, 2021)	4
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	
Total Category A: 5 or 30% whichever is less	4.0

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	2
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	
<b>Total Category B: not to exceed 5</b>	<b>2.0</b>

**CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS**

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	3
Total Category C: not to exceed 5	3.0

**CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS**

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

	FTE Count
Total Category D	0

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

	FTE Count
Total Category E	58

## CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	67



Thank you.

## Entry 12 Organization Chart

Completed Jan 18 2022

### [Instructions](#)

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

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

### **Organizational Chart**

**Filename:** Organizational Chart wBvEARG.pdf **Size:** 193.2 kB

## Entry 13 School Calendar

Completed Jan 18 2022

### [Instructions for submitting School Calendar](#)

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

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

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

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

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

## [2021-2022 School Calendar with Instructional Hours](#)

Filename: 2021 2022 School Calendar with Ins jskpOF2.pdf Size: 161.2 kB

### **Entry 14 Links to Critical Documents on School Website**

Completed Jan 18 2022

#### **Instructions**

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

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

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

### **Form for Entry 14 Links to Critical Documents on School Website**

**School Name: Rochester Academy Charter School**

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

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

	Link to Documents
1. Most Recent Annual Report (i.e., 2019-20)	<a href="https://www.racschool.com/apps/pages/index.jsp?uREC_ID=221060&amp;type=d&amp;pREC_ID=485309">https://www.racschool.com/apps/pages/index.jsp?uREC_ID=221060&amp;type=d&amp;pREC_ID=485309</a>
2. Most recent board meeting notice, documents to be discussed at the meeting (if any)	<a href="https://app2.boardontrack.com/public/ywOAFX/home">https://app2.boardontrack.com/public/ywOAFX/home</a>
2a. Webcast of Board Meetings (per Governor's Executive Order)	<a href="https://www.racschool.com/apps/pages/index.jsp?uREC_ID=218464&amp;type=d&amp;pREC_ID=481299">https://www.racschool.com/apps/pages/index.jsp?uREC_ID=218464&amp;type=d&amp;pREC_ID=481299</a>
3. Link to NYS School Report Card	<a href="https://data.nysed.gov/profile.php?instid=800000061097">https://data.nysed.gov/profile.php?instid=800000061097</a>
4. Lottery Notice announcing date of lottery	<a href="https://www.racschool.com/apps/pages/index.jsp?uREC_ID=218415&amp;type=d&amp;pREC_ID=479912">https://www.racschool.com/apps/pages/index.jsp?uREC_ID=218415&amp;type=d&amp;pREC_ID=479912</a>
5. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY);	<a href="https://www.racschool.com/apps/pages/index.jsp?uREC_ID=375397&amp;type=d&amp;pREC_ID=846499">https://www.racschool.com/apps/pages/index.jsp?uREC_ID=375397&amp;type=d&amp;pREC_ID=846499</a>
6. District-wide Safety Plan	<a href="https://4.files.edl.io/004d/09/25/20/141545-02ee263b-c6a1-43bf-b08e-09bdad9095b7.pdf">https://4.files.edl.io/004d/09/25/20/141545-02ee263b-c6a1-43bf-b08e-09bdad9095b7.pdf</a>
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	<a href="https://4.files.edl.io/b744/11/15/19/205315-d94f2127-5a79-4cdb-969a-426993ae3c.pdf">https://4.files.edl.io/b744/11/15/19/205315-d94f2127-5a79-4cdb-969a-426993ae3c.pdf</a>
7. Authorizer-Approved FOIL Policy	<a href="https://www.racschool.com/apps/pages/index.jsp?uREC_ID=1837473&amp;type=d&amp;pREC_ID=1991027">https://www.racschool.com/apps/pages/index.jsp?uREC_ID=1837473&amp;type=d&amp;pREC_ID=1991027</a>
8. Subject matter list of FOIL records	<a href="https://www.racschool.com/apps/pages/index.jsp?uREC_ID=1837473&amp;type=d&amp;pREC_ID=1991027">https://www.racschool.com/apps/pages/index.jsp?uREC_ID=1837473&amp;type=d&amp;pREC_ID=1991027</a>

**Thank you.**



**Entry 15 Staff Roster**

## INSTRUCTIONS

### **Required of Regents-Authorized Charter Schools ONLY**

Please click on [the MS Excel Staff Roster Template](#) and provide the following information for ANY and ALL instructional and non-instructional employees.

- Full name for any and all employees
- TEACH IDs for any and all employees
- Using the drop down menu, select a role/position (or the best fit) for each employee in the charter school. (Please provide additional information to the Notes Section of the Staff Roster Template as necessary)
- Date of hire and employment start dates
- Number of years each employee has had in their respective professions
- Number of years each employee has had in their current role in the charter school
- Using the drop down menu, select the correct explanation as to why a teacher is teaching outside of their certification area.

### **AnnualReportBoRStaffRoster\_Rochester Acad**

**Filename:** AnnualReportBoRStaffRoster Rochester Acad.xlsx **Size:** 45.3 kB





# Rochester Academy Charter School

## Minutes

### Board Meeting

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#### Date and Time

Friday July 17, 2020 at 5:30 PM

#### Location

[Zoom Meeting](#)

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#### Trustees Present

C. Sampson (remote), D. Calder (remote), J. Santos (remote), K. Crawford (remote), M. Guler (remote), W. Middleton (remote), Y. Bilgic (remote)

#### Trustees Absent

None

#### Trustees who left before the meeting adjourned

D. Calder, K. Crawford

#### Guests Present

D. Ozcan (remote), D. Wilkinson (remote), J. Doyle (remote), M. Demirtas (remote), M. Stevens (remote), T. Manchester (remote), Z. Ercan (remote)

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### I. Opening Items

#### A. Record Attendance and Guests

#### B. Call the Meeting to Order

W. Middleton called a meeting of the board of trustees of Rochester Academy Charter School to order on Friday Jul 17, 2020 at 5:40 PM.

#### C. Approve Minutes

C. Sampson made a motion to approve the minutes from Board Meeting on 06-19-20.

M. Guler seconded the motion.

The board **VOTED** unanimously to approve the motion.

W.Middleton publicly apologized for his inappropriate comments at the last board meeting referring to the extension of terms of some board members. He said his intent was that he " doesn't want anyone to leave the board, ever." He thinks we

have great people sitting on the board. But he said he used a poor choice of thoughtless words. He felt terrible. Board members accepted his apology.

## **II. Academic Excellence and Equity**

### **A. Updates re: Planning for Re-entry**

### **B. Committee Meeting Minutes**

### **C. Student Performance Reports**

### **D. Summer School**

M. Guler made a motion to to approve the summer school program for Highschool students to make up classes that they did not pass to receive the regents' credit. The elementary is also doing summer learning but their goal was to close the achievement gap. And to approve the budget for the summer school programs.

D. Calder seconded the motion.

HS is for credit recovery only not to gain credit. Mr. Manchester described the program to the board members. Ms. Wilkinson explained the elementary program. The board **VOTED** unanimously to approve the motion.

## **III. Community Outreach & Development**

### **A. Committee Meeting Minutes**

### **B. Report**

The graduation video was shared. Seniors were given their Chromebooks to keep as a gift from RACS. Students will have access to use them. When IT withdraws the restrictions on them they will become unlocked.

## **IV. Finance, Facilities & Audit**

### **A. Enrollment**

Zehra presented the enrollment numbers. We had 1097 applications. So far we have 699 students enrolled and ready to go for September. We are in need of 6th graders. We need 66 more students in enrollment totals. We enroll 10% more to adjust for students that don't show up or change their mind and go to another school.

### **B. Financials**

D. Ozcan presented the budget numbers. He did not include the money from the PPE loan. There are still many unknowns, but we do know that there will be cuts from the state.

D. Calder left.

### **C. Committee Meeting Minutes**

### **D. Chromebooks Order**

M. Guler made a motion to approve the purchase of new Chromebooks.

K. Crawford seconded the motion.

C. Sampson had a question What if families did not have internet access.

Hotspots were discussed, as well as wait to see how the county responds or possibly see if there is something we can do with funds earmarked for building

expenses. The number of families that were without internet access this year was lower than we expected. The board **VOTED** unanimously to approve the motion.

#### **E. Purchasing St. Helen Building**

### **V. Governance**

#### **A. Committee Meeting Minutes**

#### **B. Board Self-Assessment**

K. Crawford left.

There was an agreement that Development is our weakest area, but we are working on it. The board and CEO were in agreement on the majority of areas that we are hitting high marks. A more detailed report will be presented at the August Board retreat. The Board retreat will be held remotely this year. It was scheduled for August 1, 2020, but because of it being remote this year there was a discussion of possibly changing the date. No final decision was made. More options will come and a final decision will be made at a later time.

#### **C. COVID-19 Travel Policy**

C. Sampson made a motion to approve the new COVID-19 travel and PTO to stay in line with state guidelines.

J. Santos seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **D. Board Retreat**

The Board retreat will be held remotely this year. It was scheduled for August 1, 2020, but because of it being remote this year there was a discussion of possibly changing the date. No final decision was made. More options will come and a final decision will be made at a later time.

### **VI. Other Business**

#### **A. Employee Contract Decisions**

C. Sampson made a motion to approve the new teacher hire and teacher salaries as presented.

M. Guler seconded the motion.

The board **VOTED** unanimously to approve the motion.

There was a discussion involving where do yearly bonuses show up if we were audited. They are tied into the salaries but they do not get paid until the end of the year if the person completed the year.

### **VII. Closing Items**

#### **A. Board Meeting Evaluation**

#### **B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:26 PM.

Respectfully Submitted,  
M. Stevens

APPROVED



# Rochester Academy Charter School

## Minutes

### Board Meeting

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#### Date and Time

Tuesday August 4, 2020 at 7:30 PM

#### Location

[Zoom meeting](#)

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#### Trustees Present

C. Sampson (remote), D. Calder (remote), J. Santos (remote), K. Crawford (remote), M. Guler (remote), W. Middleton (remote), Y. Bilgic (remote)

#### Trustees Absent

None

#### Guests Present

D. Ozcan (remote), J. Doyle (remote), M. Stevens (remote), T. Manchester (remote)

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### I. Opening Items

#### A. Record Attendance and Guests

#### B. Call the Meeting to Order

W. Middleton called a meeting of the board of trustees of Rochester Academy Charter School to order on Tuesday Aug 4, 2020 at 7:32 PM.

#### C. Approve Minutes

M. Guler made a motion to approve the minutes from Board Meeting on 07-17-20.  
C. Sampson seconded the motion.  
The board **VOTED** unanimously to approve the motion.

### II. Development Plan

#### A. Purchasing St. Helen Building

M. Guler made a motion to approve the signing of the contract to purchase St.Helen's school property.  
K. Crawford seconded the motion.

The board **VOTED** unanimously to approve the motion.

**B. Development Plan**

**C. Summer School Report**

We will table this item until the end of the summer.

**III. Finance**

**A. Financials**

**B. 3 Budget Scenarios**

D. Ozcan provided 3 budget options with 5%, 10%, and 15% funding cut amounts. We will be able to take care of the expenditures as planned but lose some of our surpluses in case there will be a funding cut.

K. Crawford made a motion to accept and approve the budget for the 2020-2021 school year.

J. Santos seconded the motion.

The board **VOTED** unanimously to approve the motion.

**IV. Re-entry Planning**

**A. Re-entry planning**

M. Demirtas shared how the parents and staff had input in preparing for the school reopening plan submitted to the state for approval. It is an evolving plan, subject to change.

K. Crawford made a motion to approve the Reopening Plan.

M. Guler seconded the motion.

The board **VOTED** unanimously to approve the motion.

**V. Personnel Approvals**

**A. Personnel Approvals**

D. Calder made a motion to approve the new hires and resignations.

C. Sampson seconded the motion.

The board **VOTED** unanimously to approve the motion.

**VI. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:22 PM.

Respectfully Submitted,  
M. Stevens

APPROVED



# Rochester Academy Charter School

## Minutes

### Board Meeting

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#### Date and Time

Friday September 18, 2020 at 5:30 PM

#### Location

Zoom

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#### Trustees Present

C. Sampson (remote), D. Calder (remote), J. Santos (remote), K. Crawford (remote), M. Guler (remote), W. Middleton (remote), Y. Bilgic (remote)

#### Trustees Absent

None

#### Trustees who arrived after the meeting opened

C. Sampson, M. Guler

#### Guests Present

D. Ozcan (remote), D. Wilkinson (remote), J. Doyle (remote), Kareem McCullough (remote), M. Demirtas (remote), M. Stevens (remote), T. Manchester (remote), Z. Ercan (remote)

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### I. Opening Items

#### A. Record Attendance and Guests

#### B. Call the Meeting to Order

W. Middleton called a meeting of the board of trustees of Rochester Academy Charter School to order on Friday Sep 18, 2020 at 5:40 PM.

#### C. Approve Minutes

K. Crawford made a motion to approve the minutes from Board Meeting on 08-04-20.

D. Calder seconded the motion.

The board **VOTED** unanimously to approve the motion.

## II. Academic Excellence and Equity

### A. Updates re: Reopening Schools

C. Sampson arrived.

Mr. McCullough introduced himself as the new AP at the middle school. He explained about the forum that was held for teachers on Racial Bias and Social Justice.

The reopening plan included 3 options for students.

1. Hybrid - 2 days in school 3 days at home online
2. Hybrid - 4 days in school for student with special need or ELL
3. Online only

### B. Committee Meeting Minutes

### C. Student Performance Reports

The elementary school has 152 coming 2 days, 18 coming 4 days, and 100 online only.

The middle school has 81 coming 2 days, 6 coming 4 days, and 118 online only

The high school has 133 coming 2 days, 14 coming 4 days, and 118 online only

The attendance average has been 82% for HS, 76% for MS, and 67% for ES.

We are trying to connect with parents and students. Schoology is new this year.

There is a learning curve. Elementary students have to rely on parents to log in.

For the elementary school, the lessons are pre-recorded. TAs are available all day long. Teachers were given an extra planning period. If students access Schoology then they are counted for attendance.

### D. Summer School Report

The elementary school had a Summer Enrichment Program. 51 students participated. The daily average attendance was around 85%.

### E. 2020-21 Calendar Update

Professional development days and parent-teacher conferences days were moved to Wednesday because there are no students in the building on Wednesdays. This change adds learning days for students.

J. Santos made a motion to approve moving all professional development days and parent-teacher conferences to Wednesdays.

K. Crawford seconded the motion.

The board **VOTED** unanimously to approve the motion.

## III. Community Outreach & Development

### A. Committee Meeting Minutes

No meeting this month.

### B. Report

Zehra presented a PowerPoint presentation sharing photos from the beginning days of school.

#### **IV. Finance, Facilities & Audit**

##### **A. Enrollment**

731 students as of this week. We are still losing a few but we have a waitlist for most grades. K & 6 were in high demand this year.

##### **B. Financials**

D.Ozcan shared Summary Income Statement, Balance Sheet/Cash Flow, and Expenses(estimated for 2020-2021 year) reports.

##### **C. Laptop Purchases with the ESSER Grant**

After receiving feedback from the teachers they needed better quality laptops to improve the quality of instruction. We decided to use the grant money to purchase Surface computers for the teachers. The finance committee recommends to the board the purchase of Surface computers for teachers that can be used as tablets or laptops and can be projected to screens. We got 3 quotes and decide to go it with Microsoft. They gave us a 10% discount and it comes with windows 10.

K. Crawford made a motion to use grant money to purchase laptops for all teachers.

J. Santos seconded the motion.

The board **VOTED** unanimously to approve the motion.

##### **D. Chromebooks Order Update**

At last month's board meeting the board approved the purchase of new Chromebooks. Due to the high demand that all schools are looking to purchase them, the ones that were recommended are no longer available. We found another model to replace it. They are on backorder and expected to ship at the end of September.

K. Crawford made a motion to approve the new updated purchase of Chromebooks.

D. Calder seconded the motion.

The board **VOTED** unanimously to approve the motion.

##### **E. Educational Service Update**

Educational Services is better known as I Ready provides us with diagnostics that allow us to assess students in math and ELA. It also provides curriculum resources for teaching English, reading, and math. I Ready is already the diagnostic tool in the elementary school for math. When the pandemic hit, There was no state testing to provide data. We need to have a nationally recognized assessment that the Charter School office will accept, recognize, and know well to prove that our students are growing. The Charter School office recognizes it in absence of state data.

C. Sampson made a motion to approve the purchase of Educational Service.

K. Crawford seconded the motion.

The board **VOTED** unanimously to approve the motion.

M. Guler arrived.

##### **F. Purchasing St. Helen Building**

Mr.Demirtas shared that the town of Gates approved our application for Use Permit so we can go ahead with the purchase of St.Helen's building for our elementary school. They added some conditions to our permit.

- Grades K- 5 only

- Max of 400 students only



- NO On-street parking, except for Teacher/Parent Conference Days (possible stagger into 2 days, twice a year.)

This is a one year permit. If we need to increase the number of students we can present it at a future board meeting next September. This was one of our contingencies. Mr. Demirtas started communicating with the NYS Department of Education, Susan Gibbons, to start the application package to get approval by the state. Once we receive approval we can move to closing.

## **G. Meeting Minutes**

## **V. Governance**

### **A. Committee Meeting Minutes**

### **B. Bylaws Update**

C. Sampson made a motion to accept updates and revisions to the Bylaws.  
M. Guler seconded the motion.

After discussions at the August Board Retreat, a few revisions and updates were made to the bylaws. The board **VOTED** unanimously to approve the motion.

### **C. Enrollment Policy Update**

The committee is recommending updating our enrollment policy.

1. The names of applicants are selected through the common application program named as Goodschoolsroc.

-This is a common app used by all Charter schools in the city of Rochester. It allows us to run the lottery.

2. Preference is given to students residing in the Rochester City School District.

- This was common practice it just was never written, so we added it.

3. Children of the school's teachers, staff, and board members are automatically enrolled if there is an available spot and are exempted from the lottery.

- This is a recommended addition.

C. Sampson made a motion to accept the proposed changes to the enrollment policy.

Y. Bilgic seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **D. Forming a DEI Committee**

Mr. Middleton started a discussion about forming a DEI committee. Diversity, Equity, and Inclusion

Although we have started working with Deb Hanmer and engaged in Restorative Justice practices we need more. The admin team has started working on this.

Every building will have its own team. The board needs to be involved.

C. Sampson made a motion to move that we form a DEI committee at the board level, that will have representatives from each building.

J. Santos seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **VI. Other Business**

### **A. Employee Contract Decisions**

M. Guler made a motion to approve the new hires and resignations.

C. Sampson seconded the motion.

There were 18 new hires and 2 resignations. The board **VOTED** unanimously to approve the motion.

## **VII. Closing Items**

### **A. Board Meeting Evaluation**

All Pluses and no Deltas. We went through the agenda and asked all the right questions. We took care of all the business we needed to take care of.

### **B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:20 PM.

Respectfully Submitted,  
M. Stevens



# Rochester Academy Charter School

## Minutes

### Board Meeting

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#### Date and Time

Friday October 16, 2020 at 5:30 PM

#### Location

[Zoom](#)

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#### Trustees Present

C. Sampson (remote), D. Calder (remote), J. Santos (remote), K. Crawford (remote), M. Guler (remote), W. Middleton (remote), Y. Bilgic (remote)

#### Trustees Absent

None

#### Guests Present

D. Wilkinson (remote), J. Doyle (remote), Jennifer Jovcevski (remote), M. Demirtas (remote), M. Stevens (remote), Melinda Perez (remote), T. Manchester (remote), Z. Ercan (remote)

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### I. Opening Items

#### A. Record Attendance and Guests

#### B. Call the Meeting to Order

W. Middleton called a meeting of the board of trustees of Rochester Academy Charter School to order on Friday Oct 16, 2020 at 5:34 PM.

School Attorney Jennifer Jovcevski shared updates with us on the status of the purchase of the St. Helen building.

#### C. Approve Minutes

K. Crawford made a motion to approve the minutes from Board Meeting on 09-18-20.

D. Calder seconded the motion.

A correction to a misspelled word is made. The board **VOTED** unanimously to approve the motion.

#### D. Financial Audit Report Presentation

Melinda Perez reported on the results of our recent audit. Her audit opinion is “clean”, which confirms that she believes they are fairly stated, in all material respects. She did not identify any material weaknesses or significant deficiencies. Dr. Middleton signed off on it to accept it and show that the board has seen it. A vote is not required. It is an external review.

## **II. Academic Excellence and Equity**

### **A. Updates re: Reopening Schools**

### **B. Committee Meeting Minutes**

### **C. Student Performance Reports**

Ms. Wilkinson shared how the elementary building collected data from last year and the beginning of this year to set building goals. Goals are revisited weekly. There are short-term goals and grade-level goals. They are still working on getting every child assessed.

Mr. Manchester presented information on attendance. Schoology is used to see if students are logged in and engaged.

## **III. Community Outreach & Development**

### **A. Committee Meeting Minutes**

### **B. Report**

Ms. Zehra presented a slide show of what has been going on at RACS. She shared that we launched our GoFund Me campaign. So far it has reached \$3500.

## **IV. Finance, Facilities & Audit**

### **A. Enrollment**

Enrollment is at 720 students.

### **B. Financials**

Demir presented the Financial summary, Balance Sheet/Cash Flow, Expense Report, and Budget vs. Actual

### **C. Insurance Reviews**

The board was informed that teachers are exempt from short-term disability insurance. They became exempt when teachers were exempt from the paid family leave act in NY State. RACS would like to plan on providing them with private short term disability insurance. It would pay 60% of their salary for up to 12 weeks.

Basic life insurance was recommended to provide for a better staff benefits program. Teachers and principals are already enrolled in a NY state Teachers plan. The basic life insurance policy would be for all non-teaching staff. It would be a 25K policy. Staff members could pay into it if they wanted additional coverage.

The finance committee recommended that the board approve the short-term disability coverage. It also recommended a Life Insurance plan be approved to make for a better staff benefits program. Board members wanted to receive more

information so they could review it before the next board meeting and be prepared to vote at the November board meeting.

**D. ES Updated Lease**

M. Guler made a motion to accept the monthly increase in our rent for the Bishop Kearney Elementary school.

C. Sampson seconded the motion.

The board **VOTED** unanimously to approve the motion.

**E. ES Inspection Report and Cost Analysis**

The St.Helen building's major project repairs and replacement estimate is \$194,500. We negotiated with the seller. They agreed to drop the original price of \$1,037,500 down to \$1,000,000. but we would have to close by Nov. 1. Our attorney suggested we negotiate to lower the price to \$25,000 and see if they will extend the closing date. We are still awaiting approval from the state. The board agreed that we should ask for the \$25,000 credit but we cannot close by Nov.1 without state approval. Once we get approval we will close as soon as possible.

**F. 2021 Health Insurance Renewal**

M. Guler made a motion to approve the renewal of the same health plan that we had last year to maintain our benefits program.

C. Sampson seconded the motion.

The board **VOTED** unanimously to approve the motion.

**G. Meeting Minutes**

**V. Governance**

**A. Committee Meeting Minutes**

**B. CEO Evaluation**

**VI. Other Business**

**A. Employee Contract Decisions**

J. Santos made a motion to approve the hire of 3 new staff members.

M. Guler seconded the motion.

The board **VOTED** unanimously to approve the motion.

**VII. Closing Items**

**A. Board Meeting Evaluation**

Plus

- the audit report

Delta

- Time -running over

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:30 PM.

Respectfully Submitted,  
M. Stevens



# Rochester Academy Charter School

## Minutes

### Board Meeting

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#### Date and Time

Friday November 20, 2020 at 5:30 PM

#### Location

[Zoom](#)

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#### Trustees Present

C. Sampson (remote), J. Santos (remote), K. Crawford (remote), W. Middleton (remote), Y. Bilgic (remote)

#### Trustees Absent

D. Calder, M. Guler

#### Guests Present

D. Ozcan (remote), D. Wilkinson (remote), Elizabeth Thulin (remote), J. Doyle (remote), Jeremy Chorelli (remote), Kimberly Boddy (remote), M. Demirtas (remote), M. Stevens (remote), Z. Ercan (remote)

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### I. Opening Items

#### A. Record Attendance and Guests

#### B. Call the Meeting to Order

W. Middleton called a meeting of the board of trustees of Rochester Academy Charter School to order on Friday Nov 20, 2020 at 5:30 PM.

#### C. Approve Minutes

J. Santos made a motion to approve the minutes from Board Meeting on 10-16-20. Y. Bilgic seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### D. Insurance Agency Presentation about Benefit Plans

Kimberly Boddy presented information on Short term disability insurance and Life insurance plan options. She explained options from 3 different companies. Mutual of Omaha seemed to give the best plan for our employees and with better rates.

K. Crawford made a motion to adopt the recommendation to provide short term disability and life insurance to our employees through Mutual of Omaha.

C. Sampson seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **II. Academic Excellence and Equity**

### **A. Updates re: Schooling During Pandemic**

We will switch to remote the week after the Thanksgiving break due to the NYS travel advisory. This will also be the case for the week after the Christmas break.

Rochester is currently in a yellow zone which requires us to test 20% of our population of students and staff. In the first week, all results were negative. If Rochester becomes an orange zone, all schools will be required to switch to remote-only instructional model.

January Regents exams have been canceled. If students pass their Regents courses they will be exempt from the Regents exam.

Mr. Demirtas shared the academic goals.

Mr. Demirtas asked for a third board member to volunteer to be on the Academic Excellence Committee. Dr. Middleton volunteered to be part of the committee.

### **B. Committee Meeting Minutes**

### **C. Midterm-Site Visit Report**

Mr. Demirtas will make the report available for the board members to review. He recommended that we wait for the January board meeting to go over it since Benchmark 8 and 9 are on the timeline for the January board meeting.

## **III. Community Outreach & Development**

### **A. Committee Meeting Minutes**

### **B. Report**

Ms. Zehra presented a slide show that thanked the board for all they do for RACS as well as highlighting many of the events going on at RACS.

## **IV. Finance, Facilities & Audit**

### **A. Enrollment**

### **B. Financials**

Mr. Ozcan presented the Financial Summary Review.

### **C. 990 Annual Review**

The 990 Annual Review is available to the Board for review for a month and will be up for approval at the December board meeting.

### **D. Meeting Minutes**

## **V. Governance**



**A. Committee Meeting Minutes**

**B. CEO Evaluation**

Dr. Middleton will begin the process. Board members will watch out for an email to complete their evaluation.

**VI. Other Business**

**A. Employee Contract Decisions**

K. Crawford made a motion to approve the staff changes.

C. Sampson seconded the motion.

The board **VOTED** unanimously to approve the motion.

**VII. Closing Items**

**A. Board Meeting Evaluation**

Pluses

- We were very efficient. Even with the presentation at the beginning, we were able to get through the agenda items quickly.
- All documents were available.

No Deltas.

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:20 PM.

Respectfully Submitted,  
M. Stevens

APPROVED



# Rochester Academy Charter School

## Minutes

### Board Meeting

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#### Date and Time

Friday December 18, 2020 at 5:30 PM

#### Location

[Zoom](#)

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#### Trustees Present

C. Sampson (remote), D. Calder (remote), K. Crawford (remote), M. Guler (remote), W. Middleton (remote)

#### Trustees Absent

J. Santos, Y. Bilgic

#### Guests Present

D. Ozcan (remote), D. Wilkinson (remote), J. Doyle (remote), M. Demirtas (remote), M. Stevens (remote), T. Manchester (remote), Z. Ercan (remote)

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### I. Opening Items

#### A. Record Attendance and Guests

#### B. Call the Meeting to Order

W. Middleton called a meeting of the board of trustees of Rochester Academy Charter School to order on Friday Dec 18, 2020 at 5:45 PM.

#### C. Approve Minutes

K. Crawford made a motion to approve the minutes from Board Meeting on 11-20-20.

C. Sampson seconded the motion.

The board **VOTED** unanimously to approve the motion.

### II. Academic Excellence and Equity

#### A. Updates re: Schooling During Pandemic

M. Demirtas shared updates regarding COVID-19. The school has to report student attendance based on instructional modalities. There is no change in zoning color.

**B. Monthly Topic**

T. Manchester presented high school Regents and Graduation data.

**C. Committee Meeting Minutes**

**D. Timeline and data that will be used for reporting on progress toward academic goals**

K. Crawford made a motion to approve the academic goals and the timeline for reporting on progress towards these academic goals.

D. Calder seconded the motion.

The board **VOTED** unanimously to approve the motion.

The board will be provided with i-Ready Reading and Math data. It will be reviewed 3 times in an academic year. It will be reviewed in November, February, and June. Data resources on Regents and graduation used in Data-Driven Instruction meetings will be reviewed twice a year and reported to the board in November and April.

**III. Community Outreach & Development**

**A. Report**

Ms. Zehra presented a slide show about the wonderful things going on at all of our buildings.

**B. Committee Meeting Minutes**

**IV. Finance, Facilities & Audit**

**A. Enrollment**

Our enrollment only dropped by 1 student.

**B. Financials**

D. Ozcan presented the financial Summary Income Statement, the Building Assets statement, the Balance Sheet/Cash Flow, and the Budget vs. Actual statement.

**C. 990 Annual Review**

K. Crawford made a motion to approve the 990 form.

C. Sampson seconded the motion.

The board **VOTED** unanimously to approve the motion.

**D. Committee Meeting Minutes**

**E. Board Designation Recommendation**

M. Guler made a motion to approve the recommendation of reserving the funds as indicated in the designation document.

K. Crawford seconded the motion.

The board **VOTED** unanimously to approve the motion.

**V. Governance**

**A. Enrollment Policy Revision**

C. Sampson made a motion to approve the revisions of the Enrollment Policy.

D. Calder seconded the motion.

The board **VOTED** unanimously to approve the motion.

**B. Districtwide Safety Plan**

D. Calder made a motion to approve the Districtwide Safety Plan.

C. Sampson seconded the motion.

The board **VOTED** unanimously to approve the motion.

**C. CEO Evaluation**

Mr. Demirtas submitted his self-evaluation. It has been shared with the board. The board should review it.

**D. Committee Meeting Minutes**

**VI. Other Business**

**A. Employee Contract Decisions**

D. Calder made a motion to to approve staffing changes.

C. Sampson seconded the motion.

The board **VOTED** unanimously to approve the motion.

**VII. Closing Items**

**A. Board Meeting Evaluation**

All Pluses

- Efficiently run meeting
- We finished in just over an hour.
- We got a lot accomplished.

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:56 PM.

Respectfully Submitted,

M. Stevens

APPROVED



# Rochester Academy Charter School

## Minutes

### Board Meeting

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#### Date and Time

Friday January 15, 2021 at 5:30 PM

#### Location

[Zoom](#)

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#### Trustees Present

C. Sampson (remote), D. Calder (remote), J. Santos (remote), K. Crawford (remote), M. Guler (remote), W. Middleton (remote), Y. Bilgic (remote)

#### Trustees Absent

None

#### Guests Present

D. Ozcan (remote), D. Wilkinson (remote), J. Doyle (remote), M. Demirtas (remote), T. Manchester (remote), Z. Ercan (remote)

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### I. Opening Items

#### A. Record Attendance and Guests

#### B. Call the Meeting to Order

W. Middleton called a meeting of the board of trustees of Rochester Academy Charter School to order on Friday Jan 15, 2021 at 5:33 PM.

#### C. Approve Minutes

K. Crawford made a motion to approve the minutes from Board Meeting on 12-18-20.

C. Sampson seconded the motion.

The board **VOTED** unanimously to approve the motion.

### II. Academic Excellence and Equity

#### A. Updates re: Schooling During Pandemic

K Crawford made a motion to approve the Phase 1B Vaccination PTO policy.

J Calder seconded the motion  
The board VOTED unanimously to approve the motion.

**B. Monthly Topic**

M. Demirtas shared a presentation that included notes from the sections Benchmark 8&9 of the state report.  
The board was informed about the current practices and the action plans.

**C. Committee Meeting Minutes**

**III. Community Outreach & Development**

**A. Report**

Z. Ercan presented the PR report.

**B. Committee Meeting Minutes**

**IV. Finance, Facilities & Audit**

**A. Enrollment**

M. Demirtas presented the enrollment numbers. We are at our target.

**B. Financials**

D. Ozcan presented the budget.

**C. Committee Meeting Minutes**

**V. Governance**

**A. Committee Meeting Minutes**

W. Middleton reminded the steps to complete the CEO evaluation survey.

**VI. Other Business**

**A. Employee Contract Decisions**

K Crawford made a motion to approve the Employee Contract Decisions  
C Sampson seconded the motion.  
The board VOTED unanimously to approve the motion.

**VII. Closing Items**

**A. Board Meeting Evaluation**

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:26 PM.

Respectfully Submitted,  
Z. Ercan

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# Rochester Academy Charter School

## Minutes

### Board Meeting

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#### Date and Time

Friday February 12, 2021 at 5:30 PM

#### Location

[Zoom](#)

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#### Trustees Present

C. Sampson (remote), D. Calder (remote), J. Santos (remote), K. Crawford (remote), M. Guler (remote)

#### Trustees Absent

W. Middleton, Y. Bilgic

#### Guests Present

D. Ozcan (remote), J. Doyle (remote), M. Demirtas (remote), Z. Ercan (remote)

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### I. Opening Items

#### A. Record Attendance and Guests

#### B. Call the Meeting to Order

J. Santos called a meeting of the board of trustees of Rochester Academy Charter School to order on Friday Feb 12, 2021 at 5:33 PM.

#### C. Approve Minutes

K. Crawford made a motion to approve the minutes from Board Meeting on 01-15-21.

D. Calder seconded the motion.

The board **VOTED** unanimously to approve the motion.

### II. Academic Excellence and Equity

#### A. Updates re: Schooling During Pandemic

M. Demirtas notified us that there are no updates. The expectation of the new administration is to start in-person instruction for at least one day a week. We are

ahead of the game; our schools are open for in-person instruction for four days a week as we started in-person instruction from the beginning of the 2020-21 school year.

**B. Monthly Topic**

M. Demirtas shared Accountability-Benchmark 3 presentation. The school's accountability status remained as "Good Standing" for the 2020-21 school year. Discipline and Restorative Mid-year check reports are showing that it is not possible to see the impact of the restorative practices on the number of referrals due to the change in the schooling modalities in the last two years.

**C. Committee Meeting Minutes**

M. Demirtas shared i-Ready Reading and Math data to see the progress towards goals at the agreed-upon timeline. This is a new program. Pandemic made the implementation more challenging.

**III. Community Outreach & Development**

**A. Report**

Z. Ercan presented a slide show highlighting many positive events going on at RACS.

**B. Committee Meeting Minutes**

**IV. Finance, Facilities & Audit**

**A. Enrollment**

M. Demirtas presented the enrollment data. Our enrollment number is still above the target.

**B. Financials**

D. Ozcan presented the financial summary report from July 2020 to the end of January 2021.

**C. ESSER Grant Purchase**

D. Ozcan informed the board about the ESSER and CSP Grants.  
K. Crawford made a motion to spend \$60,008.00 to purchase Chromebooks.  
D. Calder seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**D. Architectural Proposal for the ES**

M. Demirtas shared the Architectural Proposal for the new ES building. The proposed lump sum fee is \$150,690.00.  
M. Guler arrived late.  
K. Crawford made a motion to approve the proposal and continue working with the Architect company, TYLIN.  
C. Sampson seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**E. Middle School Lease Renewal**

**F. Emergency Paid Sick Leave Budget**



M. Demirtas recommended that we internally continue to provide EPSL until the end of the school year, June 2021, in case the EPSL Act is not extended past March 2021.

M. Guler made a motion to continue to provide EPSL internally until the end of this school year, June 2021, for our staff if the EPSL Act is not extended by the government.

K. Crawford seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **G. Uniform Orders**

C. Sampson made a motion to spend \$25,500.00 for purchasing school uniforms.

D. Calder seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **H. Committee Meeting Minutes**

### **V. Governance**

#### **A. Committee Meeting Minutes**

C. Sampson shared the good news of our new volunteer committee member Ms. Wright.

### **VI. Other Business**

#### **A. Employee Contract Decisions**

M. Demirtas went over the new hires and resignations and the staffing changes.

K. Crawford made a motion to approve the staffing changes.

D. Calder seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **VII. Closing Items**

#### **A. Board Meeting Evaluation**

Pluses

The monthly topics are presented meaningfully and effectively.

The meeting was efficient and we adhered to the agenda items.

#### **B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:48 PM.

Respectfully Submitted,

Z. Ercan

APPROVED



# Rochester Academy Charter School

## Minutes

### Board Meeting

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#### Date and Time

Friday March 19, 2021 at 5:30 PM

#### Location

[Zoom](#)

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#### Trustees Present

C. Sampson (remote), D. Calder (remote), K. Crawford (remote), W. Middleton (remote)

#### Trustees Absent

J. Santos, M. Guler, Y. Bilgic

#### Guests Present

D. Ozcan (remote), D. Wilkinson (remote), J. Doyle (remote), M. Demirtas (remote), T. Manchester (remote), Z. Ercan (remote)

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### I. Opening Items

#### A. Record Attendance and Guests

#### B. Call the Meeting to Order

W. Middleton called a meeting of the board of trustees of Rochester Academy Charter School to order on Friday Mar 19, 2021 at 5:39 PM.

#### C. Approve Minutes

C. Sampson made a motion to approve the minutes from Board Meeting on 02-12-21.

K. Crawford seconded the motion.

The board **VOTED** unanimously to approve the motion.

### II. Academic Excellence and Equity

#### A. Updates re: Schooling During Pandemic

M. Demirtas informed us that only Session 1 of the Grades 3-8 ELA and Math test will be required.

Also, the high school students may be taking fewer Regents exams this year. They might only take ELA, Math, and Science exams. The CDC guidelines have changed as of today; the six feet social distancing requirement is now reduced to three feet. We might be making some changes due to these new guidelines.

**B. Monthly Topic**

M.Demirtas presented the 2021-2022 Professional Development Plan for the next school year.

**C. Committee Meeting Minutes**

T.Manchester shared a presentation showing the Cohort Regents and Graduation Data.

**III. Community Outreach & Development**

**A. Report**

Z.Ercan presented a slideshow highlighting many positive events taking place at RACS.

**B. Committee Meeting Minutes**

**IV. Finance, Facilities & Audit**

**A. Enrollment**

M.Demirtas presented the enrollment data. Our enrollment numbers are still above the target.

**B. Financials**

D. Ozcan presented the financial summary report as of 2/28/21.

**C. Board Designation**

D.Ozcan shared the Rochester Academy Cash Receivables as of 2/28/21.

C. Sampson made a motion to designate funds in the amount of 1 million dollars to be used for the construction of the High School Gym.

D. Calder seconded the motion.

The board **VOTED** unanimously to approve the motion.

**D. Committee Meeting Minutes**

**E. RACS 21-22 Budget Timeline**

D.Ozcan presented the 2021-2022 Budget Timeline. The Finance committee will prepare the budget for the April meeting. The draft budget will be presented to the board in May for approval.

**F. Middle School Lease Agreement Extension**

M.Demirtas informed us that the middle school rent will stay the same for the next two school years.

C. Sampson made a motion to sign the lease agreement extension for middle school.

D. Calder seconded the motion.

The board **VOTED** unanimously to approve the motion.

**V. Governance**

**A. Enrollment Policy Revision**

M. Demirtas presented the proposed change to the RACS enrollment policy to increase the probability of enrolling ELL and SPED students.

C. Sampson made a motion to approve the proposed changes to the enrollment policy.

D. Calder seconded the motion.

The board **VOTED** unanimously to approve the motion.

**B. Committee Meeting Minutes**

**VI. Other Business**

**A. Employee Contract Decisions**

M. Demirtas went over the new hires and resignations and the staffing changes.

C. Sampson made a motion to approve the staffing update.

K. Crawford seconded the motion.

The board **VOTED** unanimously to approve the motion.

**VII. Closing Items**

**A. Board Meeting Evaluation**

Pluses

Great meeting

Delta

More positive energy

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:49 PM.

Respectfully Submitted,

Z. Ercan

APPROVED



# Rochester Academy Charter School

## Minutes

### Special Meeting

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#### Date and Time

Thursday April 1, 2021 at 1:00 PM

#### Location

[Zoom](#)

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#### Trustees Present

C. Sampson (remote), D. Calder (remote), K. Crawford (remote), W. Middleton (remote)

#### Trustees Absent

J. Santos, M. Guler, Y. Bilgic

#### Guests Present

M. Demirtas (remote), Z. Ercan (remote)

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### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

W. Middleton called a meeting of the board of trustees of Rochester Academy Charter School to order on Thursday Apr 1, 2021 at 1:08 PM.

### II. Governance

#### A. Enrollment Policy Revision

K. Crawford made a motion to approve the enrollment policy revision.

C. Sampson seconded the motion.

The board **VOTED** unanimously to approve the motion.

### III. Closing Items

#### A. Adjourn Meeting

K. Crawford made a motion to adjourn the special meeting.

D. Calder seconded the motion.

The board **VOTED** unanimously to approve the motion.  
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:22 PM.

Respectfully Submitted,  
M. Demirtas

APPROVED



# Rochester Academy Charter School

## Minutes

### Board Meeting

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#### Date and Time

Friday April 16, 2021 at 5:30 PM

#### Location

[Zoom](#)

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#### Trustees Present

C. Sampson (remote), K. Crawford (remote), M. Guler (remote), W. Middleton (remote)

#### Trustees Absent

D. Calder, J. Santos, Y. Bilgic

#### Guests Present

D. Ozcan (remote), D. Wilkinson (remote), M. Demirtas (remote), T. Manchester (remote), Z. Ercan (remote)

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### I. Opening Items

#### A. Record Attendance and Guests

#### B. Call the Meeting to Order

W. Middleton called a meeting of the board of trustees of Rochester Academy Charter School to order on Friday Apr 16, 2021 at 5:33 PM.

#### C. Approve Minutes

M. Guler made a motion to approve the minutes from Board Meeting on 03-19-21.

K. Crawford seconded the motion.

The board **VOTED** unanimously to approve the motion.

M. Guler made a motion to approve the minutes from Special Meeting on 04-01-21.

K. Crawford seconded the motion.

The board **VOTED** unanimously to approve the motion.

### II. Special Agenda Item

**A. Elementary School Construction Project**

Architects Andrew Gartley and Tim Skrypnik from TYLIN shared the outcomes from the Base Bid Totals with Alternates for the RACS St.Helen's Renovation Project.

C. Sampson made a motion to award the UDN General Contractor for RACS Elementary School Renovation Project.

M. Guler seconded the motion.

The board **VOTED** unanimously to approve the motion.

**III. Academic Excellence and Equity**

**A. Updates re: Schooling During Pandemic**

M. Demirtas shared information on how the new guidelines from CDC will change our schooling. The middle school and the high school will start four-day in-person instruction. The middle school will start on April 19th and the high school on April 26th. The elementary school will stay the same due to lack of spacing which is required for 6 feet distancing during breakfast and lunch.

**B. Monthly Topic**

M. Demirtas presented Instructional Plan for the year ahead including staffing needs.

**C. Committee Meeting Minutes**

T. Manchester shared a presentation showing the January Regents Data.

**IV. Community Outreach & Development**

**A. Report**

Z. Ercan presented a slideshow highlighting many positive events taking place at RACS.

**B. Committee Meeting Minutes**

**V. Finance, Facilities & Audit**

**A. Enrollment**

M. Demirtas shared the enrollment numbers and the lottery results.

**B. Financials**

**C. 21-22 Draft Budget**

D. Ozcan presented the budget for the 2021-2022 school year. The task will show up on the dashboard for members to review for a month.

**D. 21-22 ES iPads Order Request**

D. Ozcan explained that we will be ordering 77 iPads for our kindergarten and 1st grade students for 2021-2022 school year.

M. Guler made a motion to purchase 77 iPads for the elementary school.

K. Crawford seconded the motion.

The board **VOTED** unanimously to approve the motion.

**E. Rent Calculation MS**



D. Ozcan presented the impact of the middle school rent payment that will stay the same for two more years.

**F. Committee Meeting Minutes**

**VI. Governance**

**A. 2021-22 School Calendar Review and Approval**

M. Demirtas presented proposed Calendar for 2021-2022 school year.

C. Sampson made a motion to approve the school calendar.

K. Crawford seconded the motion.

The board **VOTED** unanimously to approve the motion.

**B. Data Privacy and Security Policies**

M. Demirtas shared the Data Privacy and Security Policies. The document will be available for members to review for a month.

**C. Committee Meeting Minutes**

**VII. Other Business**

**A. Employee Contract Decisions**

K. Crawford made a motion to approve the staffing changes.

M. Guler seconded the motion.

The board **VOTED** unanimously to approve the motion.

**VIII. Closing Items**

**A. Board Meeting Evaluation**

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:31 PM.

Respectfully Submitted,  
Z. Ercan

APPROVED



# Rochester Academy Charter School

## Minutes

### Board Meeting

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#### Date and Time

Friday May 21, 2021 at 5:30 PM

#### Location

[Zoom](#)

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#### Trustees Present

C. Sampson (remote), D. Calder (remote), K. Crawford (remote), W. Middleton (remote)

#### Trustees Absent

J. Santos, M. Guler, Y. Bilgic

#### Guests Present

D. Ozcan (remote), D. Wilkinson (remote), J. Doyle (remote), M. Demirtas (remote), T. Manchester (remote), Z. Ercan (remote)

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### I. Opening Items

#### A. Record Attendance and Guests

#### B. Call the Meeting to Order

W. Middleton called a meeting of the board of trustees of Rochester Academy Charter School to order on Friday May 21, 2021 at 5:33 PM.

#### C. Approve Minutes

K. Crawford made a motion to approve the minutes from Board Meeting on 04-16-21.

D. Calder seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### D. ESL Commitment Letter

Mark Wolcott from ESL Federal Credit Union shared the details of the Commitment Letter for the high school gym construction loan application.

#### E. High School Gym Architectural Fee Proposal

Andrew Gartley and his team from TYLin International shared the High School Gym Architectural Fee Proposal.

## **II. Academic Excellence and Equity**

### **A. Updates re: Schooling During Pandemic**

M. Demirtas shared information on how the new guidelines from CDC will change schools for the new year. A survey was sent to parents today to get their feedback about fully in-person instruction for the next school year.

### **B. Monthly Topic**

M. Demirtas informed us that AEC Meeting was cancelled due to State Site Visit.

### **C. Committee Meeting Minutes**

## **III. Community Outreach & Development**

### **A. Report**

Z. Ercan presented a slideshow highlighting many positive events taking place at the school.

### **B. Committee Meeting Minutes**

## **IV. Finance, Facilities & Audit**

### **A. Enrollment**

M. Demirtas shared the enrollment numbers. We are still meeting our goals.

### **B. Financials**

D. Ozcan shared the Summary Income Report.

### **C. 21-22 Draft Budget**

D. Ozcan presented the Draft Budget for the 2021-2022 school year.

K. Crawford made a motion to approve the draft budget to move forward on new hiring and summer school plans.

D. Calder seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **D. 21-22 Furniture Order**

M. Demirtas shared a document for the furniture need in the new ES building.

K. Crawford made a motion to purchase the furniture for the elementary school.

D. Calder seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **E. Curriculum Order**

M. Demirtas shared information on the Curriculum Order for the 2021-2022 school year.

D. Calder made a motion to approve the purchase of the IReady for another year.

K. Crawford seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **F. Elementary School Cabling, Camera and PA Systems**

K. Crawford made a motion to approve hiring Lantek for Cabling, Camera, and PA System for the new ES building.

D. Calder seconded the motion.

The board **VOTED** unanimously to approve the motion.

**G. Playground for the new ES**

C. Sampson made a motion to approve the ProPlayground's proposal for installing the playgrounds for the new ES building.

K. Crawford seconded the motion.

The board **VOTED** unanimously to approve the motion.

**H. High School Gym Commitment Letter**

C. Sampson made a motion to approve the High School Gym Commitment Letter.

K. Crawford seconded the motion.

The board **VOTED** unanimously to approve the motion.

**I. High School Gym Architectural Fee Proposal**

K. Crawford made a motion to approve the proposals for the high school gymnasium site design, civil, architectural, and engineering services from TYLIn.

C. Sampson seconded the motion.

The board **VOTED** unanimously to approve the motion.

**J. Committee Meeting Minutes**

**V. Governance**

**A. Data Privacy and Security Policies**

C. Sampson made a motion to approve the Data Privacy and Security Policies.

K. Crawford seconded the motion.

The board **VOTED** unanimously to approve the motion.

**B. Committee Meeting Minutes**

**C. Organizational Chart Revision**

C. Sampson made a motion to approve the revised Organizational Chart Revision.

K. Crawford seconded the motion.

The board **VOTED** unanimously to approve the motion.

**VI. Other Business**

**A. Employee Contract Decisions**

D. Calder made a motion to approve the staffing changes.

C. Sampson seconded the motion.

The board **VOTED** unanimously to approve the motion.

**VII. Closing Items**

**A. Board Meeting Evaluation**

**B. Adjourn Meeting**

A lot of great news

Positive meeting

Utilizing the time well

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:18 PM.

Respectfully Submitted,  
Z. Ercan



# Rochester Academy Charter School

## Minutes

### Board Meeting

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#### Date and Time

Friday June 18, 2021 at 5:30 PM

#### Location

[Zoom](#)

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#### Trustees Present

C. Sampson (remote), D. Calder (remote), J. Santos (remote), K. Crawford (remote), M. Guler (remote), W. Middleton (remote)

#### Trustees Absent

Y. Bilgic

#### Guests Present

D. Ozcan (remote), D. Wilkinson (remote), J. Doyle (remote), M. Demirtas (remote), Z. Ercan (remote)

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### I. Opening Items

#### A. Record Attendance and Guests

#### B. Call the Meeting to Order

W. Middleton called a meeting of the board of trustees of Rochester Academy Charter School to order on Friday Jun 18, 2021 at 5:40 PM.

#### C. Approve Minutes

C. Sampson made a motion to approve the minutes from Board Meeting on 05-21-21.

M. Guler seconded the motion.

The board **VOTED** unanimously to approve the motion.

### II. Academic Excellence and Equity

#### A. Updates re: Schooling During Pandemic

M. Demirtas shared information on our 2021 high school graduation.

**B. Monthly Topic**

M. Demirtas, J. Doyle and D. Wilkinson shared the I-Ready Reading & Math Progress Data for the 2020-2021 school year.

J. Santos joined the meeting.  
D. Wilkinson joined the meeting.  
K. Crawford joined the meeting.

**C. Committee Meeting Minutes**

**III. Community Outreach & Development**

**A. Report**

Z. Ercan presented a slideshow highlighting many positive events taking place at the school.

**B. Committee Meeting Minutes**

**IV. Finance, Facilities & Audit**

**A. Enrollment**

M. Demirtas shared enrollment numbers. We met our goals for 2020-21 school year.

**B. Financials**

D. Ozcan shared the summary of the Income Report.

**C. Emergency Change of Order for the new ES Project**

M. Demirtas informed us about the delay in the elementary school construction because of the asbestos abatement.

C. Sampson made a motion to approve the Emergency Change of Order for the new elementary school construction.

M. Guler seconded the motion.

The board **VOTED** unanimously to approve the motion.

**D. Committee Meeting Minutes**

**V. Governance**

**A. Committee Meeting Minutes**

The Governance meeting was canceled.

W. Middleton has informed us that Y. Bilgic has resigned from the school board.

K. Crawford made a motion to accept Y. Bilgic's resignation from the school board.

C. Sampson seconded the motion.

The board **VOTED** unanimously to approve the motion.

**VI. Other Business**

**A. Employee Contract Decisions**

C. Sampson made a motion to approve the hiring of a retired ELA teacher due to the shortage of candidates and also hiring Jen Doyle for the Chief Academic Officer position.

D. Calder seconded the motion.  
The board **VOTED** unanimously to approve the motion.

## **VII. Closing Items**

### **A. Board Meeting Evaluation**

Positive meeting  
Very well done

### **B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:05 PM.

Respectfully Submitted,  
Z. Ercan



# New York State Education Department

Request for Proposals to Establish Charter Schools Authorized by the Board  
of Regents

## **2021-2022 Budget & Cash Flow Template**

### **General Instructions and Notes for New Application Budgets and Cash Flows Templates**

1	Complete ALL SIX columns in <b>BLUE</b>
2	Enter information into the <b>GRAY</b> cells
3	Cells containing <b>RED</b> triangles in the upper right corner in columns B through G contain guidance on that particular item
4	School district per-pupil tuition information is located on the State Aid website at <a href="https://stateaid.nysed.gov/charter/">https://stateaid.nysed.gov/charter/</a> . Rows may be inserted in the worksheet to accommodate additional districts if necessary.
5	The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, please 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.

**Rochester Academy Charter School**

**PROJECTED BUDGET FOR 2021-2022**

**July 1, 2021 to June 30, 2022**

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

PROJECTED BUDGET FOR 2021-2022							Assumptions
July 1, 2021 to June 30, 2022							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue	11,631,521	567,000	-	5,000	759,320	12,962,841	
Total Expenses	11,061,969	567,000	-	5,000	759,320	12,393,289	
Net Income	569,552	-	-	-	-	569,552	
Actual Student Enrollment	673	57				730	
Total Paid Student Enrollment	673	57				730	

		PROGRAM SERVICES			SUPPORT SERVICES		
		REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL

**REVENUE**

**REVENUES FROM STATE SOURCES**

	CY Per Pupil Rate	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Per Pupil Revenue								
Rochester CSD	\$13,995.00	8,940,565	138,600	-	-	759,320	9,838,485	Assumptions were made at the time of budget preparation.
East Irondequoit School District	\$13,175.00	52,700	-	-	-	-	52,700	Assumptions were made at the time of budget preparation.
Gates Chili School District	\$13,230.00	52,920	-	-	-	-	52,920	Assumptions were made at the time of budget preparation.
Greece CSD	\$12,256.00	110,304	-	-	-	-	110,304	Assumptions were made at the time of budget preparation.
Webster School District and W. Irondequoit SD	\$12,235.00	161,941	-	-	-	-	161,941	Assumptions were made at the time of budget preparation.
		<b>9,318,430</b>	<b>138,600</b>			<b>759,320</b>	<b>10,216,350</b>	
Special Education Revenue		-	428,400	-	-	-	428,400	Assumptions were made at the time of budget preparation.
Grants								
Stimulus								
Other		25,961	-	-	-	-	25,961	
Other State Revenue		-	-	-	-	-	-	
<b>TOTAL REVENUE FROM STATE SOURCES</b>		<b>9,344,391</b>	<b>567,000</b>			<b>759,320</b>	<b>10,670,711</b>	

**REVENUE FROM FEDERAL FUNDING**

IDEA Special Needs		-	-	-	-	-	-	
Title I		486,344	-	-	-	-	486,344	
Title Funding - Other		91,948	-	-	-	-	91,948	
School Food Service (Free Lunch)		-	-	-	-	-	-	
Grants								
Charter School Program (CSP) Planning & Implementation		-	-	-	-	-	-	
Other		1,578,980	-	-	-	-	1,578,980	ESSER/ARP
Other Federal Revenue		-	-	-	-	-	-	
<b>TOTAL REVENUE FROM FEDERAL SOURCES</b>		<b>2,157,272</b>					<b>2,157,272</b>	

**LOCAL and OTHER REVENUE**

Contributions and Donations, Fundraising		-	-	-	5,000	-	5,000	
Erate Reimbursement		34,992	-	-	-	-	34,992	
Interest Income, Earnings on Investments, NYC-DYCD (Department of Youth and Community Developmt.)		15,600	-	-	-	-	15,600	
Food Service (Income from meals)		-	-	-	-	-	-	
Text Book		45,266	-	-	-	-	45,266	
Other Local Revenue		34,000	-	-	-	-	34,000	
<b>TOTAL REVENUE FROM LOCAL and OTHER SOURCES</b>		<b>129,858</b>			<b>5,000</b>		<b>134,858</b>	

<b>TOTAL REVENUE</b>		<b>11,631,521</b>	<b>567,000</b>		<b>5,000</b>	<b>759,320</b>	<b>12,962,841</b>	
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**EXPENSES**

**ADMINISTRATIVE STAFF PERSONNEL COSTS**

	No. of Positions	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Executive Management	1.00	52,292	5,000	-	-	50,000	107,292	
Instructional Management	8.00	497,000	3,000	-	-	17,000	517,000	
Deans, Directors & Coordinators	3.50	186,000	34,000	-	-	1,000	221,000	
CFO / Director of Finance	1.00	14,313	2,000	-	-	77,000	93,313	
Operation / Business Manager	2.00	56,800	1,000	-	-	49,000	106,800	
Administrative Staff	7.00	182,000	3,000	-	-	57,000	242,000	
<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>23</b>	<b>988,405</b>	<b>48,000</b>			<b>251,000</b>	<b>1,287,405</b>	

**INSTRUCTIONAL PERSONNEL COSTS**

Teachers - Regular	40.00	2,429,000	-	-	-	-	2,429,000	
Teachers - SPED	13.00	-	444,000	-	-	-	444,000	
Substitute Teachers	1.00	30,000	-	-	-	-	30,000	
Teaching Assistants	12.00	332,595	-	-	-	-	332,595	
Specialty Teachers	32.00	1,495,000	-	-	-	-	1,495,000	
Aides	-	-	-	-	-	-	-	
Therapists & Counselors	5.00	945,000	-	-	-	-	945,000	

List exact titles and staff FTE's ( Full time equivalent)

Rochester Academy Charter School

PROJECTED BUDGET FOR 2021-2022

Assumptions

July 1, 2021 to June 30, 2022

DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	11,631,521	567,000	-	5,000	759,320	12,962,841
Total Expenses	11,061,969	567,000	-	5,000	759,320	12,393,289
Net Income	569,552	-	-	-	-	569,552
Actual Student Enrollment	673	57	-	-	-	730
Total Paid Student Enrollment	673	57	-	-	-	730

PROGRAM SERVICES SUPPORT SERVICES

REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
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Other	2.00	92,000	-	-	-	92,000	
<b>TOTAL INSTRUCTIONAL</b>	<b>105</b>	<b>5,323,595</b>	<b>444,000</b>			<b>5,767,595</b>	
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>							
Nurse	-	-	-	-	-	-	
Librarian	-	-	-	-	-	-	
Custodian	5.00	310,000	-	-	-	310,000	
Security	-	-	-	-	-	-	
Other	1.00	35,000	-	-	-	35,000	
<b>TOTAL NON-INSTRUCTIONAL</b>	<b>6</b>	<b>345,000</b>				<b>345,000</b>	
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>	<b>134</b>	<b>6,657,000</b>	<b>492,000</b>		<b>251,000</b>	<b>7,400,000</b>	
<b>PAYROLL TAXES AND BENEFITS</b>							
Payroll Taxes		331,512	25,000	-	-	73,000	429,512
Fringe / Employee Benefits		1,528,692	-	-	-	-	1,528,692
Retirement / Pension		404,788	44,000	-	-	160,000	608,788
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>		<b>2,264,992</b>	<b>69,000</b>			<b>233,000</b>	<b>2,566,992</b>
<b>TOTAL PERSONNEL SERVICE COSTS</b>		<b>8,921,992</b>	<b>561,000</b>			<b>484,000</b>	<b>9,966,992</b>
<b>CONTRACTED SERVICES</b>							
Accounting / Audit		-	-	-	-	10,742	10,742
Legal		-	-	-	-	16,265	16,265
Management Company Fee		-	-	-	-	-	-
Nurse Services		-	-	-	-	-	-
Food Service / School Lunch		-	-	-	-	-	-
Payroll Services		-	-	-	-	25,449	25,449
Special Ed Services		-	-	-	-	-	-
Titlement Services (i.e. Title I)		-	-	-	-	-	-
Other Purchased / Professional / Consulting		148,000	2,000	-	-	50,000	200,000
<b>TOTAL CONTRACTED SERVICES</b>		<b>148,000</b>	<b>2,000</b>			<b>102,456</b>	<b>252,456</b>
<b>SCHOOL OPERATIONS</b>							
Board Expenses		-	-	-	-	13,019	13,019
Classroom / Teaching Supplies & Materials		52,324	-	-	-	-	52,324
Special Ed Supplies & Materials		-	2,000	-	-	-	2,000
Textbooks / Workbooks		90,517	-	-	-	-	90,517
Supplies & Materials other		150,000	-	-	-	-	150,000
Equipment / Furniture		70,000	-	-	-	-	70,000
Telephone		26,520	-	-	-	-	26,520
Technology		174,466	-	-	-	10,000	184,466
Student Testing & Assessment		139,190	1,000	-	-	-	140,190
Field Trips		5,428	-	-	-	-	5,428
Transportation (student)		5,000	-	-	-	-	5,000
Student Services - other		68,987	-	-	-	-	68,987
Office Expense		-	-	-	-	4,845	4,845
Staff Development		94,278	-	-	-	-	94,278
Staff Recruitment		-	-	-	-	3,000	3,000
Student Recruitment / Marketing		17,870	-	-	-	-	17,870
School Meals / Lunch		5,000	-	-	-	-	5,000
Travel (Staff)		2,555	-	-	-	-	2,555
Fundraising		-	-	-	5,000	-	5,000
Other		84,324	-	-	-	-	84,324
<b>TOTAL SCHOOL OPERATIONS</b>		<b>986,459</b>	<b>3,000</b>		<b>5,000</b>	<b>30,864</b>	<b>1,025,323</b>
<b>FACILITY OPERATION &amp; MAINTENANCE</b>							
Insurance		125,117	-	-	-	44,000	169,117
Janitorial		30,000	200	-	-	-	19,800
Building and Land Rent / Lease		290,835	-	-	-	23,000	313,835

Instructional 1/3  
 Instructional 1/3  
 Instructional 2/3+Textbook  
 Educational Services 2/2  
 Instructional 3/3  
 Telephone  
 Internet+Hardware/Software+ IT Supplies  
 Educational Services 1/2  
 Field Trips  
 Extra Curr. 3/3  
 Uniforms. Extra Curricular Events 1/3+Refreshments  
 Postage+office supplies  
 Including Tuition Reimbursement  
 Adv&Marketing 1/2  
 Adv&Marketing 2/2  
 Extra Curr. 2/3  
 Athletic Activities and expenses/Due and Memberships/Mortgage Interest/ Other  
 Insurance  
 Janitorial Supplies (Maint&Repairs 2/3)

Rochester Academy Charter School

PROJECTED BUDGET FOR 2021-2022

July 1, 2021 to June 30, 2022

Assumptions

DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	11,631,521	567,000	-	5,000	759,320	12,962,841
Total Expenses	11,061,969	567,000	-	5,000	759,320	12,393,289
Net Income	569,552	-	-	-	-	569,552
Actual Student Enrollment	673	57				730
Total Paid Student Enrollment	673	57				730

PROGRAM SERVICES SUPPORT SERVICES

REGULAR EDUCATION SPECIAL EDUCATION OTHER FUNDRAISING MANAGEMENT & GENERAL TOTAL

Repairs & Maintenance	130,000	300	-	-	19,700	150,000	(Maint&Repairs 3/3)
Equipment / Furniture	48,066	-	-	-	5,000	53,066	Equipment Leases/Van Lease
Security	-	-	-	-	-	-	
Utilities	121,500	-	-	-	11,000	132,500	
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	<b>745,518</b>	<b>500</b>			<b>122,500</b>	<b>868,518</b>	
DEPRECIATION & AMORTIZATION	230,000	500	-	-	19,500	250,000	
DISSOLUTION ESCROW & RESERVES / CONTIGENCY	30,000	-	-	-	-	30,000	\$30K is for the annual Emergency Fund. Escrow is under a separate bank account. No need to use.
<b>TOTAL EXPENSES</b>	<b>11,061,969</b>	<b>567,000</b>		<b>5,000</b>	<b>759,320</b>	<b>12,393,289</b>	Please see comment section of this cell for 21-22 Capital and Fixed Asset Spending.
<b>NET INCOME</b>	<b>569,552</b>					<b>569,552</b>	
<b>ENROLLMENT - *School Districts Are Linked To Above Entries*</b>							
	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED				
Rochester CSD	650	53	703				
East Irondequoit School District	3	1	4				
Gates Chili School District	4	-	4				
Greece CSD	7	2	9				
Webster School District and W. Irondequoit SD	9	1	10				
<b>TOTAL ENROLLMENT</b>	<b>673</b>	<b>57</b>	<b>730</b>				
<b>REVENUE PER PUPIL</b>	<b>17,283</b>	<b>9,947</b>					
<b>EXPENSES PER PUPIL</b>	<b>16,437</b>	<b>9,947</b>					

Additional Financial Documents for Rochester Academy Charter School

1. Advisory and/or Management letter

The auditor did not issue a management letter.

2. CSP Agreed-Upon Procedure Report

RACS does not have any CSP Grant.

3. Federal Single Audit

The Single Audit report was added to the Financial Statements by the auditor.

4. Evidence of Required Escrow Account for each school[1]

The screenshot shows a financial system interface. At the top left, there is a link '< Back to Home'. The main heading is 'Business Membership Savings' followed by an empty orange-bordered box. To the right, the 'Current Balance' and 'Available Balance' are both listed as '\$89,431.38'. Below the heading, it says 'Last Updated: October 26, 2021 12:50 PM'. There are two tabs: 'Transactions' (which is selected and underlined) and 'Details'. On the right side of the interface, there are icons for search, filter, currency, download, and a menu. At the bottom, there is a search bar with the placeholder text 'Search transactions'.

5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

N/A. RACS does not have any management letter or audit findings.

**NONPUBLIC FIRE AND BUILDING SAFETY REPORT**

Per NYS Education Law 807-A(1) All school buildings containing classroom, dormitory, laboratory, physical education, dining or recreational facilities for student use, which are owned, operated, or leased by nonpublic schools must be inspected at least annually for hazards which may endanger the lives of students, teachers and employees therein and for compliance with applicable sections of 8NYCRR155 Regulations of the Commissioner of Education and for compliance with the 2020 Building Code of New York State, 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.

NONPUBLIC SCHOOL BEDS CODE#

2	6	1	6	0	0	8	6	0	9	1	0
---	---	---	---	---	---	---	---	---	---	---	---

School Name

R	o	c	h	e	s	t	e	r	A	c	a	d	e	m	y	c	h	a	r	t	e	r	S	c	h	o	o	l
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

Facility/Building Name

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Street Address (NO PO Box Numbers)

3	1	0	H	i	n	c	h	e	y	R	o	a	d															
---	---	---	---	---	---	---	---	---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

City/Town/Village

Zip Code

R	o	c	h	e	s	t	e	r	N	Y																			
---	---	---	---	---	---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Name of Municipality Responsible for Local Code Enforcement

T	o	w	n	o	f	G	a	t	e	s																			
---	---	---	---	---	---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

**INSTRUCTIONS**

- Read the “*Manual for Nonpublic School Facility - Fire & Building Safety Inspections*” prior to inspecting the facility and complete a separate report for each facility/building and location.
- **Part I:** General Information. School officials must complete this section annually.
- **Part II:**
  - Items 08A-2 through 08E-2 on the Non-Conformance Report Sheet – Must be completed for facilities with electrically operated partitions per Regulations of the Commissioner 155.25
  - Items 09A-2 through 26 on the Non-Conformance Report Sheet – Must be completed for all facilities per 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.
- **Part III (A, B, C & D) Certifications** -To be completed by individuals as indicated.

A copy of this form must be kept on file at the school for three years and must be available for public review.

**Part I: General Information and Fire/Life Safety History** (complete annually)

Inspection Date 9/15/21

**Note: Please insert the date the actual inspection took place.**

*Inspections shall be performed between July 1<sup>st</sup> and December 1<sup>st</sup> of the current school year.*

1. Please indicate the primary use of this facility:

STUDENT INSTRUCTION

OTHER STUDENT USE

Please Specify:

2. Is there a fire sprinkler system in this facility?

YES  NO

If 'yes', is the sprinkler alarm connected with the building alarm?

YES  NO

3. Is there a fire hydrant system for facility protection?

YES  NO

If YES, indicate ownership of system (select one):

school owned  
 public owned  
 other (please specify)

4. Indicate the ownership of this facility

LEASED

OWNED

5. What is the current gross Square footage of this facility?

31,351 sq ft

*(to the nearest whole ten feet)*

6. Fire and Emergency Drills

a. Per Section 807, paragraph 2 of the New York State Education Law entitled Fire and Emergency Drills, confirm that a copy of Section 807 has been printed and distributed as guidance to teaching staff as required  YES  NO

b. Provide dates of twelve fire and emergency drills required by Section 807 of Education Law held between September 1<sup>st</sup> and June 30<sup>th</sup> of the previous school year:

**FIRE & EMERGENCY DRILLS**

**NOTE Eight (8) are required between September 1, and December 31  
Eight (8) drills are required to be evacuation drills.  
Four (4) drills are required to be lockdown drills**

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- 11
- 12

c. If the required number of fire and emergency drills were not held during this reporting cycle, please describe the reason:

School has just opened. Fire Marshal discussed with principal and he stated they will do the drills as soon as they open the school.

d. Average time to evacuate this facility was: \_\_\_\_\_ minutes \_\_\_\_\_ seconds

e. Confirm that arson and fire prevention instruction was provided in accordance with Section 808 of the Education Law (revised 9/1/05) which requires every school in New York State to provide a minimum of 45 minutes of instruction in arson and fire prevention; injury prevention and life safety for each month that school is in session.

\_\_\_\_\_  YES \_\_\_\_\_  NO

f. Confirm that employee fire prevention, evacuation and fire safety training was provided and records maintained are being maintained in accordance with Section F406 of the NYS Fire Code

\_\_\_\_\_  YES \_\_\_\_\_  NO

7. Have there been any fires in this facility since the last annual fire safety inspection report?

\_\_\_\_\_  YES \_\_\_\_\_  NO

a. If YES, indicate: \_\_\_\_\_ total number of fires

b. \_\_\_\_\_ total number of injuries



c. \_\_\_\_\_ total cost of property damage

8. If the fire alarm system was activated since the last fire safety inspection, was the fire department immediately notified in accordance with Section F401.3.2 of the NYS Fire Code?

\_\_\_\_\_  YES \_\_\_\_\_  NO



**Part III: NonPublic School Certifications**

**All sections are required to be completed: Section III-A; III-B III-C & III-D**

**Section III-A Fire Inspection Method**

Which method(s) did the school authorities use to complete the annual fire safety inspection for this building?

Check appropriate box or boxes

- Inspection by the **fire department** of the city, town, village or **fire district** in which the building is located
- Inspection by a **fire corporation** whose territory includes the school building
- Inspection by the **county fire coordinator**, or the officer performing the powers and duties of a county fire coordinator pursuant to a local law, of the county in which the building is located
- Inspection by a **fire inspector (Building Safety Inspector or Code Enforcement Official)** who holds a valid certification

For additional information regarding these methods, please see: <https://www.nysenate.gov/legislation/laws/EDN/807-A>

**Section III-B-Fire Inspection by Local Fire Department, Fire District, Fire Corporation, County Fire Coordinator and/ or Fire Inspector (Building Safety Inspector or Code Enforcement official) who holds a valid certification.**

The individual noted below inspected this building on 9/15/21 (date) and the information in this Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to 19 NYCRR 1208-3.1.

Inspector's Name: Salvatore G. Montemurro Title: Fire Marshal

Signature: [Signature] Date: 9/15/21

Inspector's Organization: \_\_\_\_\_

Inspector's Telephone #: (585) 353-1985 Inspector's Email: smontemurro@townofgates.org

Inspector's Code Enforcement Certification # CE 1002781  
(as assigned by the NYS Department of State)

**Section III-C Contact info for the Authority-Having-Jurisdiction [AHJ] Local Municipality, Town or Village**

Name of Local/Municipal Code Enforcement Office: Town of Gates

Address: 1605 Buffalo Rd.  
Rochester NY, 14624

Name of contact person: Salvatore G. Montemurro Title: Fire Marshal

Telephone #: 585-353-1985 Email address: smontemurro@townofgates.org

**Section III-D School or Building Administrator, Director, or Headmaster**

The individual noted below certifies that this building was inspected as indicated in Section III-A above and hereby submits this fire inspection report on behalf of the Board of Trustees and certifies that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Nonpublic School Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. Violations which were not corrected immediately shall be corrected within an accepted period of time as approved by the Commissioner.

Name: Mehmet Demirtas Title: CEO/ Director

Signature: [Signature] Telephone #: [Redacted]

Email: [Redacted]

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

**Name:**

**William D. Middleton III**

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

**Rochester Academy Charter School**

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

**President, Board of Trustees**

**Academic Excellence Committee, member**

**Governance Committee, member**

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

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

3. Are you related, by blood or marriage, to any person employed by the school?  
No

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

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

No

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

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

No

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

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

Yes  No

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

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

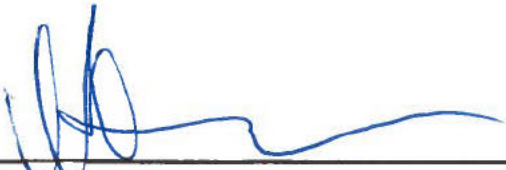
Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
---------	--	--	--

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

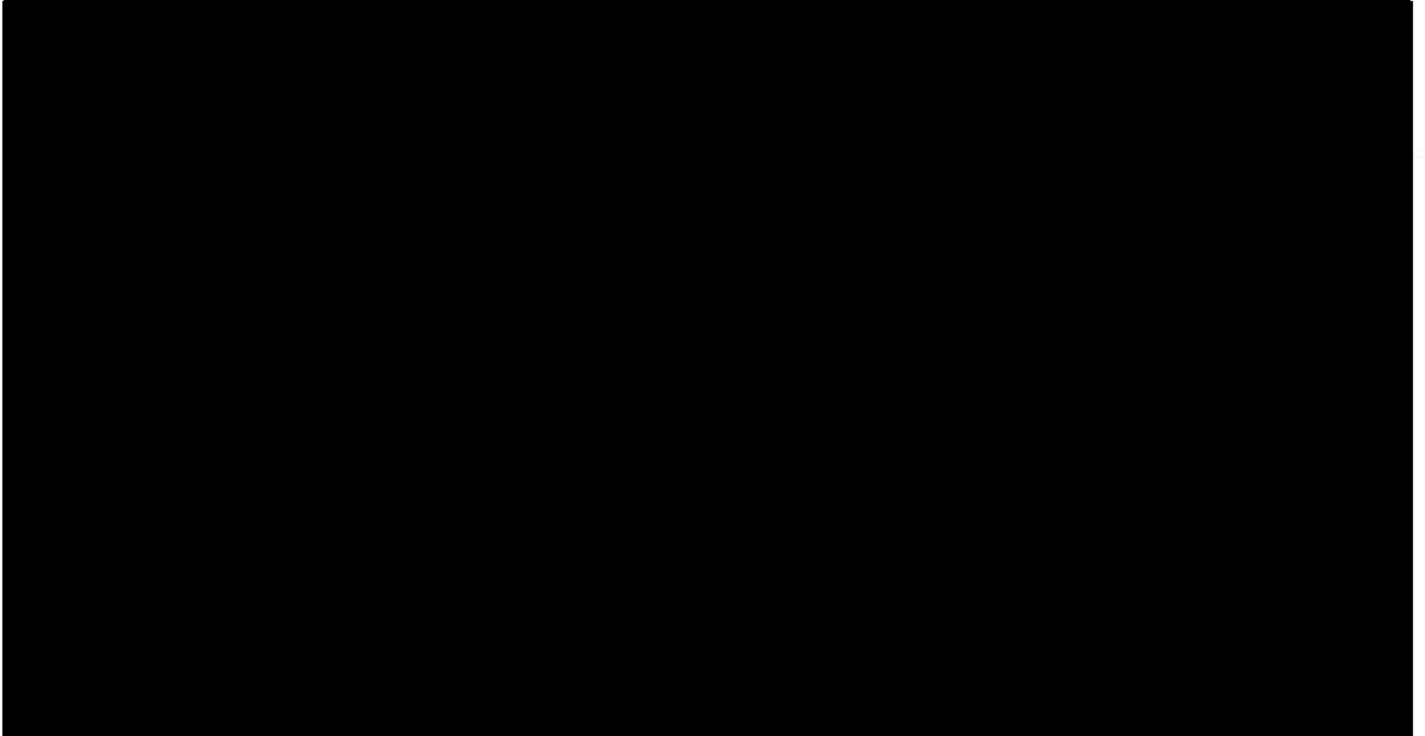
None	None	None	None
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8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of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

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

  
 Signature \_\_\_\_\_ Date 16 JULY 2021

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



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

**Name:**

Cheryl Sampson

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

Rochester Academy Charter School

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

**Currently chair of Governance Committee**

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

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

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

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

**NO**

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

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

**NO**

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



**NO**

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

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

\_\_\_ Yes **X** No

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

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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

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

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

*Cheryl Sampson*

Signature

12 July 2021

Date

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



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

Name:

Mustafa Guler

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

Rochester Academy Charter School

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

Treasurer - Finance Committee

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

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

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

NO  
If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

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

NO  
If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

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

NO

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

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

Yes  No

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

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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

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

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

  
Signature

7-16-2021  
Date

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





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

**Name:**

Dorothy J. Calder

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

Rochester Academy Charter School

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

Board of Trustees

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

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

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

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

No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? No

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

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

No



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

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

Yes  No

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

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<p><i>Please write "None" if applicable. Do not leave this space blank.</i></p> <p style="font-size: 2em; font-weight: bold; margin-left: 150px;">NONE</p>				

*Worthy J. Cales*  
 \_\_\_\_\_  
 Signature

*7/16/21*  
 \_\_\_\_\_  
 Date

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





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

**Name:**

**Yusuf Bilgic**

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

**Rochester Academy Charter School**

---

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

**Board Trustee**

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

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

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

No

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

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

No

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

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

No

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

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

**Yes**  **No**

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

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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

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

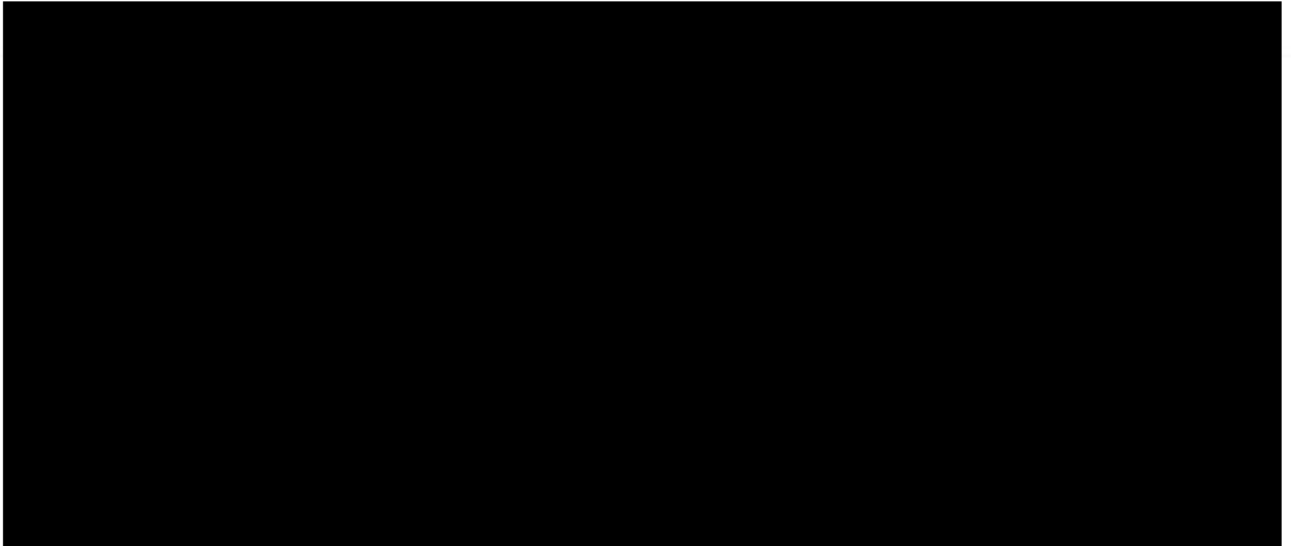
		discussion)	
None	None	None	None

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

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

Yusuf Bilgic \_\_\_\_\_ July 22, 2021 \_\_\_\_\_  
Signature Date

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



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

Name:

Kijane Crawford

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

Rochester Academy Charter School

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

Board member

2. Are you an employee of any school operated by the education corporation?

Yes  No

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

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

No  
If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

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

No  
If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation.

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

No



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

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

Yes  No

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

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

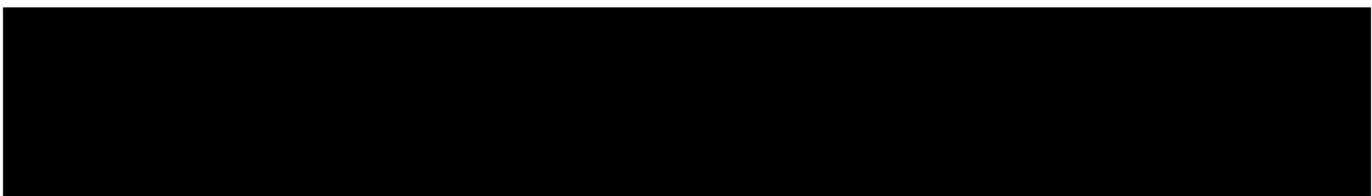
Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<p><del>Please write "None" if applicable. Do not leave this space blank.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

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

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

  
 Signature \_\_\_\_\_ Date 7/16/2021

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





10/1/20

10/1/20

10/1/20

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

Name: [Joann Santos](#)

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

---

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).
  - [Board Vice President](#)
  - [Community Outreach committee member](#)

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

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

3. Are you related, by blood or marriage, to any person employed by the school? [No](#)

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

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

If **Yes**, please describe the nature of your relationship and how this person could benefit from your participation. [Yes. The students are third-removed cousins. There is no benefit from my participation as a board member.](#)

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school? [No.](#)

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

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

Yes  No

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

7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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

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

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

*Josna Doster*  
Signature

7/27/21  
Date

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







## Annual Financial Statement Audit Report

for Board of Regents Authorized Charter Schools

<b>School Name:</b>	<b>Rochester Academy Charter School</b>
Date (Report is due Nov. 1):	November 1, 2021
Primary District of Location (If NYC select NYC DOE):	Rochester City School District
If located in NYC DOE select CSD:	-
School Fiscal Contact Name:	Demir Ozcan
School Fiscal Contact Email:	[REDACTED]
School Fiscal Contact Phone:	[REDACTED]
School Audit Firm Name:	Heveron & Company CPAs, PLLC
School Audit Contact Name:	Melinda Perez
School Audit Contact Email:	[REDACTED]
School Audit Contact Phone:	[REDACTED]
Audit Period:	2020-21
Prior Year:	2019-20

**The following items are required to be included:**

- 1.) The independent auditor's report on financial statements and notes.
- 2.) Excel template file containing the Financial Position, Statement of Activities, Cash Flow and Functional Expenses worksheets.
- 3.) Reports on internal controls over financial reporting and on compliance.

The additional items listed below should be included if applicable. Please explain the reason(s) if the items are not included. Examples might include: a written management letter was not issued; the school did not expend federal funds in excess of the Single Audit Threshold of \$750,000; the management letter response will be submitted by the following date (should be no later than 30 days from the submission of the report); etc.

Item	If not included, state the reason(s) below (if not applicable fill in N/A):
Management Letter	A management letter was not issued.
Management Letter Response	A management letter was not issued.
Form 990	2020 990 is in process. Due date is 11-15-2021.
Federal Single Audit (A-133)	It is included in the financial statements.
Corrective Action Plan	N/A. No findings were present.



**Rochester Academy Charter School**  
**Statement of Financial Position**  
**as of June 30**

	<u>2021</u>	<u>2020</u>
<b><u>CURRENT ASSETS</u></b>		
Cash and cash equivalents	\$ 5,716,778	\$ 4,158,269
Grants and contracts receivable	705,926	314,537
Accounts receivables	220,807	426,931
Prepaid Expenses	362,118	222,149
Contributions and other receivables	-	-
Other current assets	9,305	9,305
<b>TOTAL CURRENT ASSETS</b>	<u>7,014,934</u>	<u>5,131,191</u>
<b><u>NON-CURRENT ASSETS</u></b>		
Property, Building and Equipment, net	\$ 4,261,002	\$ 2,669,942
Restricted Cash	89,420	86,376
Security Deposits	-	-
Other Non-Current Assets	-	-
<b>TOTAL NON-CURRENT ASSETS</b>	<u>4,350,422</u>	<u>2,756,318</u>
<b>TOTAL ASSETS</b>	<u><b>11,365,356</b></u>	<u><b>7,887,509</b></u>
<b><u>CURRENT LIABILITIES</u></b>		
Accounts payable and accrued expenses	\$ 233,945	\$ 38,384
Accrued payroll, payroll taxes and benefits	897,548	747,523
Current Portion of Loan Payable	160,705	530,353
Due to Related Parties	-	-
Refundable Advances	-	-
Deferred Revenue	-	-
Other Current Liabilities	-	-
<b>TOTAL CURRENT LIABILITIES</b>	<u>1,292,198</u>	<u>1,316,260</u>
<b><u>LONG-TERM LIABILITIES</u></b>		
Loan Payable; Due in More than One Year	\$ 2,112,423	\$ 2,251,238
Deferred Rent	-	-
Due to Related Party	-	-
Other Long-Term Liabilities	(74,527)	(42,903)
<b>TOTAL LONG-TERM LIABILITIES</b>	<u>2,037,896</u>	<u>2,208,335</u>
<b>TOTAL LIABILITIES</b>	<u>3,330,094</u>	<u>3,524,595</u>
<b><u>NET ASSETS</u></b>		
Unrestricted	\$ 8,035,262	\$ 4,362,914
Temporarily restricted	-	-
Permanently restricted	-	-
<b>TOTAL NET ASSETS</b>	<u>8,035,262</u>	<u>4,362,914</u>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<u><b>11,365,356</b></u>	<u><b>7,887,509</b></u>

**Rochester Academy Charter School**  
**Statement of Activities**  
**as of June 30**

	2021			2020
	Unrestricted	Temporarily Restricted	Total	Total
<b>OPERATING REVENUE</b>				
State and Local Per Pupil Revenue - Reg. Ed	\$ 9,705,164	\$ -	\$ 9,705,164	\$ 8,686,666
State and Local Per Pupil Revenue - SPED	592,292	-	592,292	\$ 409,408
State and Local Per Pupil Facilities Revenue	-	-	-	\$ -
Federal Grants	1,122,524	-	1,122,524	\$ 648,578
State and City Grants	69,029	-	69,029	\$ 65,940
Other Operating Income	1,116,104	-	1,116,104	\$ 36,663
Food Service/Child Nutrition Program	-	-	-	\$ -
<b>TOTAL OPERATING REVENUE</b>	<b>12,605,113</b>	<b>-</b>	<b>12,605,113</b>	<b>9,847,255</b>
<b>EXPENSES</b>				
Program Services				
Regular Education	\$ 6,560,597	\$ -	\$ 6,560,597	\$ 6,000,200
Special Education	682,195	-	682,195	593,115
Other Programs	-	-	-	-
Total Program Services	7,242,792	-	7,242,792	6,593,315
Management and general	1,689,973	-	1,689,973	1,492,096
Fundraising	-	-	-	-
<b>TOTAL EXPENSES</b>	<b>8,932,765</b>	<b>-</b>	<b>8,932,765</b>	<b>8,085,411</b>
<b>SURPLUS / (DEFICIT) FROM OPERATIONS</b>	<b>3,672,348</b>	<b>-</b>	<b>3,672,348</b>	<b>1,761,844</b>
<b>SUPPORT AND OTHER REVENUE</b>				
Interest and Other Income	\$ -	\$ -	\$ -	\$ -
Contributions and Grants	-	-	-	-
Fundraising Support	-	-	-	-
Investments	-	-	-	-
Donated Services	-	-	-	-
Other Support and Revenue	-	-	-	-
<b>TOTAL SUPPORT AND OTHER REVENUE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Assets Released from Restrictions / Loss on Disposal of Assets</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CHANGE IN NET ASSETS</b>	<b>3,672,348</b>	<b>-</b>	<b>3,672,348</b>	<b>1,761,844</b>
<b>NET ASSETS - BEGINNING OF YEAR</b>	<b>\$ 4,362,914</b>	<b>\$ -</b>	<b>\$ 4,362,914</b>	<b>\$ 2,601,070</b>
<b>PRIOR YEAR/PERIOD ADJUSTMENTS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET ASSETS - END OF YEAR</b>	<b>\$ 8,035,262</b>	<b>\$ -</b>	<b>\$ 8,035,262</b>	<b>\$ 4,362,914</b>

**Rochester Academy Charter School  
Statement of Cash Flows**

as of June 30

	<u>2021</u>	<u>2020</u>
<b>CASH FLOWS - OPERATING ACTIVITIES</b>		
Increase (decrease) in net assets	\$ -	\$ -
Revenues from School Districts	9,906,067	8,873,713
Accounts Receivable	-	-
Due from School Districts	-	-
Depreciation	-	-
Grants Receivable	-	-
Due from NYS	-	-
Grant revenues	1,328,648	313,807
Prepaid Expenses	-	-
Accounts Payable	-	-
Accrued Expenses	(8,587,929)	(7,714,479)
Accrued Liabilities	-	-
Contributions and fund-raising activities	-	-
Miscellaneous sources	32,613	36,663
Deferred Revenue	-	-
Interest payments	-	-
Other	-	-
Other	-	-
<b>NET CASH PROVIDED FROM OPERATING ACTIVITIES</b>	<b>\$ 2,679,399</b>	<b>\$ 1,509,704</b>
<b>CASH FLOWS - INVESTING ACTIVITIES</b>	<b>\$</b>	<b>\$</b>
Purchase of equipment	(930,561)	(140,376)
Other	-	-
<b>NET CASH PROVIDED FROM INVESTING ACTIVITIES</b>	<b>\$ (930,561)</b>	<b>\$ (140,376)</b>
<b>CASH FLOWS - FINANCING ACTIVITIES</b>	<b>\$</b>	<b>\$</b>
Principal payments on long-term debt	(150,872)	(103,763)
Other	(36,413)	1,083,491
<b>NET CASH PROVIDED FROM FINANCING ACTIVITIES</b>	<b>\$ (187,285)</b>	<b>\$ 979,728</b>
<b>NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS</b>	<b>\$ 1,561,553</b>	<b>\$ 2,349,056</b>
Cash at beginning of year	4,244,645	1,895,589
<b>CASH AND CASH EQUIVALENTS AT END OF YEAR</b>	<b>\$ 5,806,198</b>	<b>\$ 4,244,645</b>

**Rochester Academy Charter School  
Statement of Functional Expenses  
as of June 30**

		2021							2020	
		Program Services				Supporting Services				
No. of Positions		Regular Education	Special Education	Other Education	Total	Fundraising	Management and General	Total	Total	
		\$	\$	\$	\$	\$	\$	\$	\$	\$
	Personnel Services Costs									
	Administrative Staff Personnel	17.00	-	-	-	-	1,101,991	1,101,991	1,101,991	958,489
	Instructional Personnel	90.00	3,372,698	404,065	3,776,763	-	-	-	3,776,763	3,444,727
	Non-Instructional Personnel	7.00	207,440	-	207,440	-	15,614	15,614	223,054	206,448
	Total Salaries and Staff	114.00	3,580,138	404,065	3,984,203	-	1,117,605	1,117,605	5,101,808	4,609,664
	Fringe Benefits & Payroll Taxes		973,827	92,549	1,066,376	-	299,128	299,128	1,365,504	1,208,600
	Retirement		295,127	38,508	333,635	-	93,588	93,588	427,223	332,374
	Management Company Fees		-	-	-	-	-	-	-	-
	Legal Service		-	-	-	-	5,827	5,827	5,827	14,753
	Accounting / Audit Services		-	-	-	-	10,375	10,375	10,375	10,125
	Other Purchased / Professional / Consulting Services		244,730	21,281	266,011	-	21,918	21,918	287,929	199,453
	Building and Land Rent / Lease		374,693	32,582	407,275	-	32,869	32,869	440,144	460,937
	Repairs & Maintenance		266,460	23,170	289,630	-	21,800	21,800	311,430	222,528
	Insurance		128,966	11,215	140,181	-	10,551	10,551	150,732	108,800
	Utilities		82,914	7,210	90,124	-	10,014	10,014	100,138	114,717
	Supplies / Materials		75,185	6,538	81,723	-	2,645	2,645	84,368	122,463
	Equipment / Furnishings		-	-	-	-	4,558	4,558	4,558	3,418
	Staff Development		58,122	5,054	63,176	-	-	-	63,176	66,089
	Marketing / Recruitment		3,764	327	4,091	-	13,695	13,695	17,786	19,876
	Technology		96,001	8,348	104,349	-	7,854	7,854	112,203	129,893
	Food Service		-	-	-	-	-	-	-	-
	Student Services		75,475	6,563	82,038	-	-	-	82,038	126,149
	Office Expense		41,674	3,624	45,298	-	7,641	7,641	52,939	39,611
	Depreciation		243,355	21,161	264,516	-	19,910	19,910	284,426	264,260
	OTHER		20,166	-	20,166	-	9,995	9,995	30,161	31,701
	<b>Total Expenses</b>		<b>\$ 6,560,597</b>	<b>\$ 682,195</b>	<b>\$ 7,242,792</b>	<b>\$ -</b>	<b>\$ 1,689,973</b>	<b>\$ 1,689,973</b>	<b>\$ 8,932,765</b>	<b>\$ 8,085,411</b>



# Building Permit Notice

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**Owner:** Rochester Academy Charter School

**Permit Number:** B-4191-2017

**Lot Number:**

**Subdivision:**

**Address:** 1757 Latta Road

**Date:** 7/10/2017

RACS School

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This notice is to be fastened on a part of the building for which it is issued where it may be seen plainly by all persons.

All work on this building must be done in accordance with the Ordinances of the Building Code of the Town of Greece.

  
**BUILDING INSPECTOR**

Work must commence within three months of issue date.

Unless used, this Permit will expire 7/10/2018



# Town of Gates

1605 Buffalo Road, Rochester, NY 14624



Town of Gates

Monroe County

State of New York

## CERTIFICATE OF OCCUPANCY

LOCATION: **310 Hinchey Rd**  
TAX ACCOUNT NO: **119.20-1-16**  
PERMIT TYPE: **C-Alteration**

CURRENT SUITE/UNIT:  
PERMIT NO: **BP-2021-00320**

ZONING DISTRICT: **R-1-11- Residential - One Family**

This certifies that the lot and the structure located thereon is in substantial conformance with the approved plans on file with the Building Department and for which a building permit, permit number **BP-2021-00320** issued on **06/30/2021**, and the premises and structure located thereon is in substantial conformance with the Zoning Ordinance of the Town of Gates.

This certifies that **C-Alteration** has been issued a **Certificate of Occupancy** for:

**Alteration level II for Rochester Academy Charter School. Phase I School building involving mechanical upgrades, site work including accessible parking upgrades, new walls for 1st and 2nd floor offices/2nd floor separation for 1st and 2nd grade. CO, emergency lighting, alarm, and electric upgrades.**

Occupancy Class                      E - Education  
Construction Type                  II B  
Project Dimensions  
Occupancy Class Description  
Occupancy Load

Property Owner: **Rochester Academy Charter School**  
Business Occupant at Property (if applicable):

This Certificate is issued to: **Herb Guenther**

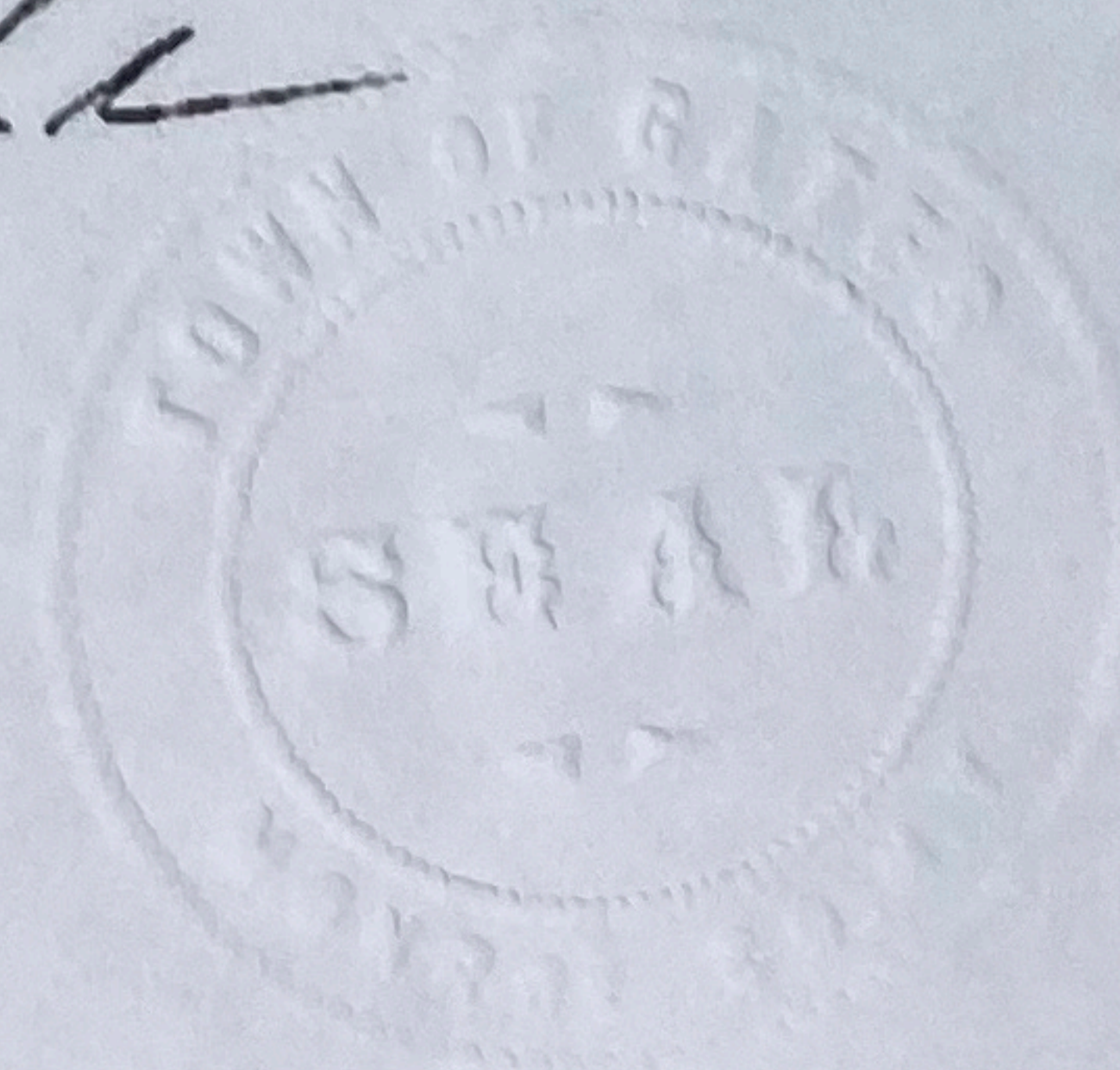
ANY CHANGE IN USE WHICH IS DIFFERENT FROM THE USE STATED HEREON SHALL VOID THIS CERTIFICATE (Section 190-178 of the Zoning Ordinance). RE-CERTIFICATION FOR ANY CHANGE IN USE IS REQUIRED (Section 190-178 B of the Zoning Ordinance).

Special conditions imposed in conjunction with the construction permit:  
**Subject to items listed on remodel permit**

COMPLETION DATE: **September 15, 2021**

INSPECTOR:

CERTIFICATE NO: **BP-2021-00320**





CITY OF ROCHESTER

CERTIFICATE NO.: 74857  
DATE ISSUED: JULY 20, 2011  
EXPIRATION: NOT APPLICABLE  
LEGAL USE: SCHOOL

CASE NO.: 435250  
PERMIT:  
SBL NO: 13526000030330010000

CERTIFICATE OF OCCUPANCY

PROPERTY LOCATION: 0841 GENESEE ST

This is to certify that the above property may be legally occupied in the following manner:

BRICK 3 STORIES  
CERTIFICATE FOR ROCHESTER ACADEMY CHARTER SCHOOL

This Certificate is issued and based on the application made by:  
BOLKAN BOLKANLI, {OWNER'S AGENT}, ON OCTOBER 20, 2008

The Certificate of Occupancy remains in effect from the date of issuance until the expiration date noted above and must be renewed, if applicable, no later than that expiration date of this Certificate.

This is to certify that the above property conforms to issued building permits and substantially conforms with the requirements of the following codes of the City of Rochester: Zoning Ordinance, Building Code, Property Code, and, where applicable, the N.Y.S Multiple Residency Law.

CODE COMPLIANCE COORDINATOR

NOTICE AND DISCLAIMER

PROPERTY INSPECTIONS ARE VISUAL AND NON-DESTRUCTIVE ONLY AND ARE NOT INTENDED TO PROVIDE INFORMATION CONCERNING POSSIBLE HIDDEN DEFECTS WITHIN OR BEHIND WALLS, CEILINGS, PARTITIONS OR FLOORS. IN ADDITION, THE CITY MAKES NO REPRESENTATION, CERTIFICATION OR GUARANTEE TO ANY PERSON OR ENTITY, AND ASSUMES NO LIABILITY FOR REAL OR CLAIMED FAILURE TO OBSERVE OR CITE ANY DEFECTS, WHETHER HIDDEN OR OBVIOUS, IN CONJUNCTION WITH ANY INSPECTION REQUISITE FOR ISSUANCE OF A CERTIFICATE OF OCCUPANCY. PROPERTY INSPECTIONS MAY RESULT IN CERTAIN DEFICIENCIES BEING NOTED BUT NOT CITED AS VIOLATIONS BASED ON THEIR CATEGORIZATION AS MINOR IN NATURE. CITY INSPECTIONS ARE DONE TO PROMOTE THE HEALTH, SAFETY AND WELFARE OF THE PUBLIC AS A WHOLE, BY ENHANCING THE CITY'S HOUSING STOCK AND RESIDENTIAL NEIGHBORHOODS.

LENDERS AND PURCHASERS ARE STRONGLY ENCOURAGED TO CONSULT INDEPENDENT INSPECTORS.  
EEO Employer/Handicapped

State Office of Religious and Independent Schools - Room 1078 Education Building Annex  
Albany, New York 12234

**NONPUBLIC FIRE AND BUILDING SAFETY REPORT**

Per NYS Education Law 807-A(1) All school buildings containing classroom, dormitory, laboratory, physical education, dining or recreational facilities for student use, which are owned, operated, or leased by nonpublic schools must be inspected at least annually for hazards which may endanger the lives of students, teachers and employees therein and for compliance with applicable sections of 8NYCRR155 Regulations of the Commissioner of Education and for compliance with the 2020 Building Code of New York State, 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.

NONPUBLIC SCHOOL BEDS CODE#

2	6	1	6	0	0	8	6	0	9	1	0
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School Name

R	O	C	H	E	S	T	E	R		A	C	A	D	E	M	Y		C	H	A	R	T	E	R
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Facility/Building Name

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Street Address (NO PO Box Numbers)

1	7	5	7		L	A	T	T	A		R	D				
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City/Town/Village

Zip Code

R	O	C	H	E	S	T	E	R		N	Y														
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Name of Municipality Responsible for Local Code Enforcement

G	R	E	A	C	E											
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**INSTRUCTIONS**

- Read the *“Manual for Nonpublic School Facility - Fire & Building Safety Inspections”* prior to inspecting the facility and complete a separate report for each facility/building and location.
- **Part I:** General Information. School officials must complete this section annually.
- **Part II:**
  - Items 08A-2 through 08E-2 on the Non-Conformance Report Sheet – Must be completed for facilities with electrically operated partitions per Regulations of the Commissioner 155.25
  - Items 09A-2 through 26 on the Non-Conformance Report Sheet – Must be completed for all facilities per 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.
- **Part III (A, B, C & D) Certifications** -To be completed by individuals as indicated.

A copy of this form must be kept on file at the school for three years and must be available for public review.



**Part I: General Information and Fire/Life Safety History** (complete annually)

Inspection Date

**Note: Please insert the date the actual inspection took place.**

*Inspections shall be performed between July 1<sup>st</sup> and December 1<sup>st</sup> of the current school year.*

1. Please indicate the primary use of this facility:

STUDENT INSTRUCTION

OTHER STUDENT USE

Please Specify:

2. Is there a fire sprinkler system in this facility?

YES  NO

If 'yes', is the sprinkler alarm connected with the building alarm?

YES  NO

3. Is there a fire hydrant system for facility protection?

YES  NO

If YES, indicate ownership of system (select one):


\_\_\_\_\_ public owned  
\_\_\_\_\_ school owned  
\_\_\_\_\_ other (please specify)

4. Indicate the ownership of this facility

LEASED

OWNED

5. What is the current gross Square footage of this facility?

  
(to the nearest whole ten feet)

6. Fire and Emergency Drills

a. Per Section 807, paragraph 2 of the New York State Education Law entitled Fire and Emergency Drills, confirm that a copy of Section 807 has been printed and distributed as guidance to teaching staff as required  YES  NO

b. Provide dates of twelve fire and emergency drills required by Section 807 of Education Law held between September 1<sup>st</sup> and June 30<sup>th</sup> of the previous school year:

**FIRE & EMERGENCY DRILLS**

NOTE Eight (8) are required between September 1, and December 31  
Eight (8) drills are required to be evacuation drills.  
Four (4) drills are required to be lockdown drills

	Date	Evacuation	Lockdown
1	10-6-20	X	
2	10-6-20	X	
3	10-6-20		X
4	10-6-20		X
5	10-8-20	X	
6	10-8-20	X	
7	10-8-20	X	
8	10-8-20	X	
9	5-25-21	X	
10	5-25-21	X	
11	5-25-21		X
12	5-25-21		X

c. If the required number of fire and emergency drills were not held during this reporting cycle, please describe the reason:

d. Average time to evacuate this facility was: 1 minutes 45 seconds

e. Confirm that arson and fire prevention instruction was provided in accordance with Section 808 of the Education Law (revised 9/1/05) which requires every school in New York State to provide a minimum of 45 minutes of instruction in arson and fire prevention; injury prevention and life safety for each month that school is in session.

X YES \_\_\_\_\_ NO

f. Confirm that employee fire prevention, evacuation and fire safety training was provided and records maintained are being maintained in accordance with Section F406 of the NYS Fire Code

X YES \_\_\_\_\_ NO

7. Have there been any fires in this facility since the last annual fire safety inspection report?

\_\_\_\_\_ YES X \_\_\_\_\_ NO

a. If YES, indicate: \_\_\_\_\_ total number of fires

b. \_\_\_\_\_ total number of injuries

c. \_\_\_\_\_ total cost of property damage

8. If the fire alarm system was activated since the last fire safety inspection, was the fire department immediately notified in accordance with Section F401.3.2 of the NYS Fire Code?

\_\_\_\_\_ YES \_\_\_\_\_ NO

**Part II: Nonpublic School Fire & Building Safety Non-Conformance Report Sheet**

School Name \_\_\_\_\_ Building Name \_\_\_\_\_

Item #	Non-Conformance	Date Corrected	Item #	Non-Conformance	Date Corrected	Item #	Non-Conformance	Date Corrected
08A-2			14A-2			20A-1		
08B-2			14B-2			20B-1		
08C-2			14C-2			20C-1		
08D-2			14D-1	1	7/19/08			
08E-2			14E-1			21A-3		
09A-2			15A-2			22A-3		
09B-2			15B-1			22B-3		
09C-1			15C-2			22C-3		
09D-1			15D-2					
09F-2			15E-1			23A-1		
09G-2			16A-2			23B-1		
10A-2			16B-2			23C-1		
10B-2			16C-2			23D-2		
10C-1			16D-2			24A-3		
10D-1						25A-1		
11A-2			17A-3			25B-1		
11B-1			17B-2			25C-1		
11C-2			17C-2					
11D-2			17D-2			26A-3		
11E-1			17E-1					
12A-1			17F-3					
12B-3			17G-1					
12C-2			17H-2					
12D-2			17I-2					
12E-1			17J-1					
12F-1			17K-1					
12G-1			17L-1	1	7/19/08			
12H-1			18A-2					
12I-1			18B-2					
12J-1			18C-2					
12K-1			18D-2					
12L-1								
12M-1			19A-3					
12N-1			19B-2					
12O-2			19C-1					
13A-2			19D-1					
13B-2			19E-1					
			19F-1					
			19G-1					
			19H-2					

**If any additional non-conformances are observed, check item 26A-3 and list the Code section below.**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Inspector**  
The inspector has been provided with a copy of the previous year's school fire safety report:

Yes  No

**Part III: NonPublic School Certifications**

**All sections are required to be completed: Section III-A; III-B III-C & III-D**

**Section III-A Fire Inspection Method**

Which method(s) did the school authorities use to complete the annual fire safety inspection for this building?

Check appropriate box or boxes

- Inspection by the fire department of the city, town, village or fire district in which the building is located
- Inspection by a fire corporation whose territory includes the school building
- Inspection by the county fire coordinator, or the officer performing the powers and duties of a county fire coordinator pursuant to a local law, of the county in which the building is located
- Inspection by a fire inspector (Building Safety Inspector or Code Enforcement Official) who holds a valid certification

For additional information regarding these methods, please see: <https://www.nysenate.gov/legislation/laws/EDN/807-A>

**Section III-B-Fire Inspection by Local Fire Department, Fire District, Fire Corporation, County Fire Coordinator and/ or Fire Inspector (Building Safety Inspector or Code Enforcement official) who holds a valid certification.**

The individual noted below inspected this building on 7/9/21 (date) and the information in this Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to 19 NYCRR 1208-3.1.

Inspector's Name: Christopher M. Forsyth Title: Asst. Fire Marshal

Signature: [Signature] Date: 7/9/2021

Inspector's Organization: Town of Greece

Inspector's Telephone #: [Redacted] Inspector's Email: [Redacted]

Inspector's Code Enforcement Certification # 0717-0224  
(as assigned by the NYS Department of State)

**Section III-C Contact info for the Authority-Having-Jurisdiction [AHJ] Local Municipality, Town or Village**

Name of Local/Municipal Code Enforcement Office: Town of Greece Fire Marshal  
Address: 1 Vine Tofany Blvd

Name of contact person: Christopher Forsyth Title: Asst. Fire Marshal  
Telephone #: 585-261-2636 Email address: cforsyth@greece.ny.gov

**Section III-D School or Building Administrator, Director, or Headmaster**

The individual noted below certifies that this building was inspected as indicated in Section III-A above and hereby submits this fire inspection report on behalf of the Board of Trustees and certifies that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Nonpublic School Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. Violations which were not corrected immediately shall be corrected within an accepted period of time as approved by the Commissioner.

Name: Mehmet Demirtas Title: Director

Signature: [Signature] Telephone #: [Redacted]  
Email: [Redacted]

**PUBLIC SCHOOL FIRE AND BUILDING SAFETY REPORT**

**(THIS REPORT IS TO BE SUBMITTED ELECTRONICALLY – DO NOT MAIL THIS REPORT)**

All buildings which are owned, operated, or leased by public school districts, Boards of Cooperative Educational Services (BOCES), and nonpublic schools must be inspected annually for compliance with applicable sections of 8NYCRR155 Regulations of the Commissioner of Education and for compliance with the 2020 Building Code of New York State, 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State.

**BEDS CODE #**

2	6	1	6	0	0	8	6	0	9	1	0								
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**District/School Name**

R	O	C	H	E	S	T	E	R		A	C	A	D	E	M		C	H	A	R	T	E	R
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**Facility/Building Name**

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

**Street Address (NO PO Box Numbers)**

8	4	1																					
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**City/Town/Village**

**Zip Code**

R	O	C	H	E	S	T	E	R															
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**INSTRUCTIONS**

- Read the "Manual for Public School Facility - Fire and Building Safety Inspections" prior to inspecting the facility and complete a separate report for each facility.
- Part I: General Information. School officials must complete this section annually.
- Part II: This section to be completed by the inspector and non-conformances recorded on page 4, Fire Safety Non-Conformance Reporting Sheet.
- Part II-A Regulations of the Commissioner 155.7: This section must be completed for student occupied buildings only. (Questions 1-7, Nonconformance Reporting Sheet) Do not complete this section for school buildings located in the cities of Buffalo, Syracuse, Rochester, and Yonkers.
- Part II-B Regulations of the Commissioner 155.25: This part to be completed for all buildings with electrically operated partitions. (Question 8, Non-Conformance Reporting Sheet) 2020 Fire Code of New York State and the 2020 Property Maintenance Code of New York State. This part to be completed for all buildings. (Questions 9-26, Non-Conformance Reporting Sheet).
- Part III Certifications. To be completed by persons as indicated.
- A copy of this form must be kept on file at the school for three years and must be available for public review.
- Posting of Certificate of Occupancy: Any temporary, qualified, or annual Certificate of Occupancy must be posted in public view in a prominent location within this facility.

## Part I: General Information and Fire/Life Safety History

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Inspection Date 03 - 02 - 2021

**Note : Please insert the date the actual inspection took place.**

*The Inspection Date cannot be earlier than 45 days before the Due Date.*

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### 1. Please indicate the primary use of this facility:

- INSTRUCTIONAL
- ADMINISTRATIVE
- BUS MAINTENANCE
- BUS STORAGE ONLY
- LEASED FACILITY OFF SCHOOL GROUNDS
- MAINTENANCE
- OTHER

Please Specify:

- PUBLIC LIBRARY
- STORAGE
- VACANT

2. Is there a fire sprinkler system in this facility?  YES  NO

If 'yes', is the sprinkler alarm connected with the building alarm?  YES  NO

3. Is there a fire hydrant system for facility protection?  YES  NO

If 'yes', indicate ownership of system (select one):

- Public owned
- School owned
- Other

Please Specify:

LEASED

4. Indicate the ownership of this facility

- Leased
- Owned

a. If the building is not District Owned, provide the name and address of Landlord or Building Owner:

Name \*

St Monica's

Address \*

34 Monica St

Rochester, NY 14611

Telephone # \*



5. Does the District lease the building or spaces within the building to others?  YES  NO

a. If yes, indicate the tenant(s):

Name \*

Address \*

Telephone # \*

6. What is the current gross square footage of this facility?

nearest whole ten feet



7. If this Facility is vacant, skip the remaining questions and go to Section #2 Non-Conformance and report any non-conformances for Items #25A-1 through #26A-3



**8. FIRE AND EMERGENCY DRILLS**

If this facility is used for instruction, complete (a) - (g); otherwise go to question 9.

a. Per Section 807, paragraph 2 of the State Education Law entitled Fire and Emergency Drills, a copy of Section 807 has been printed and distributed as guidance to teaching staff?  YES  NO

b. Provide dates of twelve fire and emergency drills required by Section 807 of Education Law held between September 1 and June 30 of the previous school year:  YES  NO

**FIRE & EMERGENCY DRILLS**

NOTE Eight (8) are required between September 1, and December 31  
 Eight (8) drills are required to be evacuation drills Four (4) drills are required to be lockdown drills

	Date	Evacuation	Lockdown
1	9/24/20	e	l
2	10/15/20	e	l
3	10/27/20	e	l
4	11/5/20	e	l
5	11/13/20	e	l
6	11/19/20	e	l
7	12/8/20	e	l
8	12/17/20	e	l
9	1/26/21	e	l
10	3/2/21	e	l
11	4/13/21	e	l
12	5/6/21	e	l

c. If the required number of fire and emergency drills were not held during this reporting cycle, please describe the reason:

8d. Average time to evacuate facility was: 01 minutes 30 seconds

8e. Arson and fire prevention instruction was provided in accordance with section 808 of the Education Law (revised 9/1/05) which requires every school in New York State to provide a minimum of 45 minutes of instruction in arson, fire prevention, injury prevention, and life safety for each month school is in session.  YES  NO

8f. Employee fire prevention, evacuation, and fire safety training was provided, and records maintained, in accordance with Section F406 of the NYS Fire Code  YES  NO

9. If the fire alarm system was activated, was the fire department immediately notified?  YES  NO

10. Have there been any fires in this facility since the last annual fire inspection report?  YES  NO

a. If 'yes', indicate: Number of fires                      Number of injuries                      Total cost of property damage

**Part II: Public School Fire and Building Safety Non-Conformance Report Sheet**

School District Roch Academy Charter  
 Facility # 44 Genesee St

Building Name RACS M.S.

Part II-A (to be completed for public schools only – except “Big 4”)					Part II-B					Part II-B					Part II-B										
Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected							
01A-2					08A-2					13A-2					19E-1										
01B-1					08B-2					13B-2					19F-1										
01C-1					08C-2										19G-1										
01D-1					08D-2					14A-2					19H-2										
01E-1					08E-2					14B-2															
					09A-2					14C-2					20A-1										
02A-2					09B-2					14D-1					20B-1										
02B-1					09C-1					14E-1					20C-1										
02C-3					09D-1					15A-2					21A-3										
02D-1					09F-2					15B-1					22A-3										
02E-2					09G-2					15C-2					22B-3										
02F-3					10A-2					15D-2					22C-3										
02G-2					10B-2					15E-1					23A-1										
					10C-1					16A-2					23B-1										
03A-3					10D-1					16B-2					23C-1										
03B-1										16C-2					23D-2										
					11A-2					16D-2					24A-3										
04A-2					11B-1					17A-3					25A-1										
04B-2					11C-2					17B-2					25B-1										
04C-1					11D-2					17C-2					25C-1										
					11E-1					17D-2															
05A-3										17E-1					26A-3										
05B-2					12A-1					17F-3					If any additional non-conformances are observed, check item 26A-3 and list the Code section below. _____ _____ _____ Inspector The inspector has been provided with a copy of the previous year's school fire safety report: Yes _____ No _____										
05C-2					12B-3					17G-1															
					12C-2					17H-2															
06A-1					12D-2					17I-2															
06B-1					12E-1					17J-1															
06C-1					12F-1					17K-1															
06D-2					12G-1					17L-1															
06E-3					12H-1					18A-2															
06F-1					12I-1					18B-2															
06G-1					12J-1					18C-2															
06H-2					12K-1					18D-2															
					12L-1					19A-3															
07A-3					12M-1					19B-2															
07B-2					12N-1					19C-1															
07C-2					12O-2					19D-1															

All schools complete Section 8 only if the building has electrically-operated folding partitions.

**Initial Inspection:**

Fire Safety Inspector: Name Francisco Rest. Jillo  
 Date 6-28-21

Registry # 0115-0008 (26E-4)

**Final Inspection (if required):**

Fire Safety Inspector: Name \_\_\_\_\_  
 Date \_\_\_\_\_

Registry # \_\_\_\_\_ (26F-4)

Part III: Public School Certifications

Section III-A. Fire Inspector


The individual noted below inspected this building and the information in this Fire Safety Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to Title 19 Part 1208

Name: Francesco Rotifullo Telephone #:   
Title: BSI Certification # 0115-0008  
Email:  (as designated by the NYS Department of State)

Section III-B. Building Administrator or Designee

Please provide the name and contact information of the person responsible for monitoring this inspection (whomever accompanied the inspector; provided access to all spaces; and made available any records and/or required documentation requested by the inspector)

The individual identified below certifies that this building inspection was conducted on this date 03-02-2021 and can confirm the specific locations of any non-conformances (provide inspection date) identified within this report.

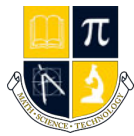
Name: Samir Huseinovic Telephone #:   
Title: Facility/Maintenance Manager Email:   
Signature: 

Section III-C. School Superintendent

I hereby submit this fire inspection report on behalf of the Board of Education and certify that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Public School Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. Violations which are not corrected immediately shall be corrected within a period of time approved by the Commissioner.

Name: Mehmet Demirtas Telephone #:   
Title: Director/CEO  
Email: demirtas@rochester-academy.org Signature: 



## ROCHESTER ACADEMY CHARTER SCHOOL 2021-22 SCHOOL CALENDAR

Aug. 25 -Middle School Parent Orientation  
 Aug. 26 -High School Parent Orientation  
 Aug. 27 -New Teacher Orientation  
 Aug. 30-31 -Summer Institute  
 Sep. 1-3, 7 -Summer Institute  
 Sep. 6 -Labor Day Holiday (Buildings Closed)  
 Sep. 8 -First day for students  
 Sep. 16 -Elementary School Back to School Night  
 Sep. 30 -Middle School Back to School Night  
 Oct. 6 -High School Back to School Night  
 Oct. 11 -Columbus Day Holiday (Buildings Closed)  
 Oct. 12 -Parent Teacher Conferences (Half Day for All Students)  
 Oct. 14 -ES Parent Teacher Conferences (Half Day for only ES Students)  
 Nov. 2 -Conference Day (No School for Students)  
 Nov. 11 -Veterans Day Holiday (Buildings Closed)  
 Nov. 12 -End of Quarter 1  
 Nov. 25-26 -Thanksgiving Holiday (Buildings Closed)  
 Dec. 24-31 -Winter Recess  
 Jan. 3 -School Resumes  
 Jan. 17 -Martin Luther King Jr. Holiday (Buildings Closed)  
 Jan. 25-28 and ES) -Regents Week for High School (Normal Day for MS and ES)  
 Jan. 28 -End of Quarter 2  
 Feb. 21 -Presidents' Holiday (Buildings Closed)  
 Feb. 21-25 -Mid-Winter Recess  
 Mar. 3 -Parent Teacher Conferences (Half Day for Students)  
 Mar. 29-31 -NYS Grade 3-8 Testing ELA (Half day for MS)  
 Apr. 8 -End of Quarter 3  
 Apr. 12 -Conference Day (No School for Students)  
 Apr. 15 -Good Friday (Buildings Closed)  
 Apr. 18-22 -Spring Recess  
 Apr. 26-28 -NYS Grade 3-8 Testing Math (Half day for MS)  
 May 12 -Conference Day (No School for Students)  
 May 30 -Memorial Day Holiday (Buildings Closed)  
 June 6 -NYS Grade 8 Science Written Test  
 June 15-23 -Regents Exams  
 June 20 -Juneteenth Holiday (Buildings Closed)  
 June 23 -Last day of school for students (Half Day)  
 June 24 -Regents' Rating Day/Last Day for Teachers

**Teacher Days 189, Student Days 180**  
 1st Quarter 9/8-11/12 45 Days  
 2nd Quarter 1/15-1/28 46 Days  
 3rd Quarter 1/31-4/8 45 Days  
 4th Quarter 4/11-6/24 44 Days

Yellow	First Day for K-12 Students
White	Holiday/Recess
Blue	PD days for Staff - No School for Students
Light Blue	Parent-Teacher Conference Days (Half Day for Students)
Green	Testing Days
Light Green	Regents Rating Day/First Snow Day Make-up

JULY '21					Days T:0 / S:0
M	T	W	T	F	
			1	2	
5	6	7	8	9	
12	13	14	15	16	
19	20	21	22	23	
26	27	28	29	30	

AUGUST '21					Days T:2 / S:0
M	T	W	T	F	
2	3	4	5	6	
9	10	11	12	13	
16	17	18	19	20	
23	24	25	26	27	
30	31				

SEPTEMBER '21					Days T:21 / S:17
M	T	W	T	F	
		1	2	3	
6	7	8	9	10	
13	14	15	16	17	
20	21	22	23	24	
27	28	29	30		

OCTOBER '21					Days T:20 / S:20
M	T	W	T	F	
				1	
4	5	6	7	8	
11	12	13	14	15	
18	19	20	21	22	
25	26	27	28	29	

NOVEMBER '21					Days T:19 / S:18
M	T	W	T	F	
1	2	3	4	5	
8	9	10	11	12	
15	16	17	18	19	
22	23	24	25	26	
29	30				

DECEMBER '21					Days T:17 / S:17
M	T	W	T	F	
		1	2	3	
6	7	8	9	10	
13	14	15	16	17	
20	21	22	23	24	
27	28	29	30	31	

JANUARY '22					Days T:20 / S:20
M	T	W	T	F	
3	4	5	6	7	
10	11	12	13	14	
17	18	19	20	21	
24	25	26	27	28	
31					

FEBRUARY '22					Days T:15 / S:15
M	T	W	T	F	
	1	2	3	4	
7	8	9	10	11	
14	15	16	17	18	
21	22	23	24	25	
28					

MARCH '22					Days T:23 / S:23
M	T	W	T	F	
	1	2	3	4	
7	8	9	10	11	
14	15	16	17	18	
21	22	23	24	25	
28	29	30	31		

APRIL '22					Days T:15 / S:14
M	T	W	T	F	
				1	
4	5	6	7	8	
11	12	13	14	15	
18	19	20	21	22	
25	26	27	28	29	

MAY '22					Days T:21 / S:20
M	T	W	T	F	
2	3	4	5	6	
9	10	11	12	13	
16	17	18	19	20	
23	24	25	26	27	
30	31				

JUNE '22					Days T:17 / S:16
M	T	W	T	F	
		1	2	3	
6	7	8	9	10	
13	14	15	16	17	
20	21	22	23	24	
27	28	29	30		

Month	Instructional Days	Instructional Hours
September	17	102
October	20	120
November	18	108
December	17	102
January	20	120
February	15	90
March	23	138
April	14	84
May	20	120
June	16	96
<b>Total</b>	<b>180</b>	<b>1080</b>

This school calendar is tentative depending on weather conditions, and may be modified as required. Approved by the RACS Board of Trustees on April 16, 2021.

