

Application: Rochester Prep Charter School 3

Elizabeth AlFayad - ealfayad@rochesterprep.org
2022-2023 Annual Report

Summary

ID: 0000000040

Last submitted: Nov 2 2023 02:25 PM (EDT)

Labels: SUNY Trustees

Entry 1 School Info and Cover Page

Completed - Jul 31 2023

Instructions

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2022-2023 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer (**as of June 30, 2023**) or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

ROCHESTER PREP CHARTER SCHOOL 3 800000076139

a1. Popular School Name

Rochester Prep 3

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

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

SUNY BOARD OF TRUSTEES

c. School Unionized

Is your charter school unionized?

No

d. DISTRICT / CSD OF LOCATION

ROCHESTER CITY SD

e. Date of Approved Initial Charter

Jan 1 2016

f. Date School First Opened for Instruction

Aug 23 2016

g. Approved School Mission and Key Design Elements

(Regents, NYCDOE and Buffalo BOE authorized schools only)

SUNY-authorized school

h. School Website Address

www.rochesterprep.org

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

720

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

598

k. Grades Served

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

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

Responses Selected:

k
1
2
3
4
5
6

I. Charter Management Organization

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

Yes

I1. Charter Management Organization Name

Uncommon Schools, Inc.

I2. Charter Management Organization Email Address

info@uncommonschoools.org

I3. Charter Management Organization Email Phone Number

585-368-5110

FACILITIES INFORMATION

m. FACILITIES

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

No, just one site.

School Site 1 (Primary)

m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for previous year (K-5, 6-9, etc.)	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	85 St. Jacob St, Rochester, NY 14621	585-368-5110	Rochester	K-6	K-7	No

m1a. Please provide the contact information for Site 1.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Christopher Shaffer	Principal	585-368-5110		cshaffer@rochesterprep.org
Operational Leader	Eric Scheele	Director of Operations	585-368-5110		eric.scheele@rochesterprep.org
Compliance Contact	Noelle Van der Tuin	Manager, Finance	646-532-1435		noelle.vandertuin@uncommonschools.org
Complaint Contact	Christopher Shaffer	Principal	585-368-5110		cshaffer@rochesterprep.org
DASA Coordinator	James Dill	Director, Special Education	585-368-5110		jdill@rochesterprep.org
Phone Contact for After Hours Emergencies					

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

Private Space

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

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

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

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

Site 1 Certificate of Occupancy (COO)

[COO_85StJacob.pdf](#)

Filename: COO_85StJacob.pdf **Size:** 504.7 kB

Site 1 Fire Inspection Report

This is required, marked optional for administrative purposes.

[FireInsp_85StJacob.pdf](#)

Filename: FireInsp_85StJacob.pdf **Size:** 348.2 kB

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

Separate by semi-colon (;)

N/A

CHARTER REVISIONS DURING THE 2022-2023 SCHOOL YEAR

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

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

No

ATTESTATIONS

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

Name	Elizabeth AlFayad
Position	Manager, Regional Data Reporting & Analysis
Phone/Extension	585-368-5110
Email	ealfayad@rochesterprep.org

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

Responses Selected:

Yes

As outlined in ENTRY 10:

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

Responses Selected:

Yes

Signature, Head of Charter School

A large black rectangular redaction box covers the signature of the Head of Charter School. A thin black line extends from the right side of the redaction box.

Signature, President of the Board of Trustees



Date

Jul 31 2023

Thank you.



Entry 2 Links to Critical Documents on School Website

Completed - Jul 31 2023

[Instructions](#)

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

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

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

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

Form for Entry 2 Links to Critical Documents on School Website

School Name: Rochester Prep Charter School 3

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

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

[New York State Report Card](#)

[Emergency Response Plan Memo](#)

[NYSED Subject Matter List](#)

	Link to Documents
1. Current Annual Report (i.e., 2022-2023 Annual Report)	https://uncommonschoools.ams3.digitaloceanspaces.com/wp-content/uploads/sites/8/2022/07/22131721/20-21-APPR-RP3.pdf
2. Board meeting notices, agendas and documents	https://rochesterprep.uncommonschoools.org/board-of-trustees/
3. New York State School Report Card	https://data.nysed.gov/profile.php?instid=800000076139
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo	https://uncommonschoools.ams3.digitaloceanspaces.com/wp-content/uploads/sites/8/2023/05/01151912/RP- - District-Safety-Plan_23-24.pdf
6. Authorizer-approved FOIL Policy	https://uncommonschoools.ams3.digitaloceanspaces.com/wp-content/uploads/sites/8/2020/10/07213509/FOIL-Policy.pdf
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	https://uncommonschoools.ams3.digitaloceanspaces.com/wp-content/uploads/sites/8/2021/08/30163800/FOIL-Subject-Matter-List-9.1.21.pdf

Thank you.



Entry 3 Progress Toward Goals

Incomplete - Hidden from applicant

Instructions

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

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

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

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

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

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

1. ACADEMIC STUDENT PERFORMANCE GOALS

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

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

2022-2023 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1				
Academic Goal 2				
Academic Goal 3				
Academic Goal 4				
Academic Goal 5				
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

2. Do have more academic goals to add?

(No response)

2022-2023 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Meet	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 21				
Academic Goal 22				
Academic Goal 23				
Academic Goal 24				
Academic Goal 25				
Academic Goal 26				
Academic Goal 27				
Academic Goal 28				
Academic Goal 29				
Academic Goal 30				
Academic Goal 31				
Academic Goal 32				
Academic Goal 33				
Academic Goal 34				
Academic Goal 35				
Academic Goal 36				
Academic Goal 37				
Academic Goal 38				
Academic Goal 39				
Academic Goal 40				
Academic Goal 41				

Academic Goal 42				
Academic Goal 43				
Academic Goal 44				
Academic Goal 45				
Academic Goal 46				
Academic Goal 47				
Academic Goal 48				
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Academic Goal 50				
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Academic Goal 59				
Academic Goal 60				
Academic Goal 61				
Academic Goal 62				
Academic Goal 63				
Academic Goal 64				
Academic Goal 65				
Academic Goal 66				
Academic Goal 67				
Academic Goal 59				

Academic Goal 60				
Academic Goal 61				
Academic Goal 62				

4. ORGANIZATION GOALS

For the 2022-2023 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2022-2023 Progress Toward Attainment of Organization Goals

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

5. Do have more organizational goals to add?

(No response)

6. FINANCIAL GOALS

2022-2023 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1				
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

(No response)

2021-2022 Progress Toward Attainment of Financial Goals

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

Thank you.

Entry 3 Accountability Plan Progress Reports

Completed - Nov 2 2023

Instructions

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

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

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

22-23 APPR RP3

Filename: 22-23_APPR_RP3.pdf Size: 313.9 kB

Entry 4 - Audited Financial Statements

Completed - Nov 2 2023

Required of ALL Charter Schools

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

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

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

2022-23-Audited-Financial-Statements-RP3

Filename: 2022-23-Audited-Financial-Statements-RP3.xlsx Size: 175.4 kB

Entry 4a – Audited Financial Report Template (SUNY)

Completed - Nov 2 2023

Instructions - SUNY-Authorized Charter Schools ONLY

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

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

2022-23-Audited-Financial-Statements-RP3

Filename: 2022-23-Audited-Financial-Stateme_Mlu5dzt.xlsx Size: 175.4 kB

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

Incomplete - Hidden from applicant

Instructions - Regents-Authorized Charter Schools ONLY

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

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

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

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

Entry 4c – Additional Financial Documents

Incomplete - Hidden from applicant

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

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

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

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

Entry 4d - Financial Contact Information

Incomplete - Hidden from applicant

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

Form for "Financial Contact Information"

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone

2. Audit Firm Contact Information

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm

Entry 5 – Fiscal Year 2023-2024 Budget

Completed - Nov 2 2023

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

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

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

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

[2023-24-Budget-and-Quarterly-Report-Template_TNRP-RP 3](#)

Filename: 2023-24-Budget-and-Quarterly-Repo_EO1eUMh.xlsx Size: 534.7 kB

Entry 6 – Board of Trustees Disclosure of Financial Interest Form

Completed - Jul 31 2023

Required of ALL Charter Schools

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2022-2023 school year must complete and sign a Trustee [Disclosure of Financial Interest Form](#) is due on August 1, 2023. Acceptable signature formats include:

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

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

Charter schools **must** submit the latest version of the form. Forms completed from past years will not be accepted.

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

[ALLDisclosures 2023](#)

Filename: ALLDisclosures_2023_rMDXs0i.pdf Size: 17.2 MB

Entry 7 BOT Membership Table

Completed - Aug 1 2023

Instructions

Required of ALL charter schools

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

Entry 7 BOT Table

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

Authorizer:

Who is the authorizer of your charter school?

SUNY

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

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Completed Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2022-2023
1	Geoffrey Rosenberger	[REDACTED]	Chair	Finance, Facilities, Audit, Academic	Yes	4	6/30/2022	06/30/2025	5 or less
2	Jim Ryan	[REDACTED]	Trustee/Member	Finance, Facilities, Audit, Academic	Yes	4	06/30/2021	06/30/2024	5 or less
3	Rebecca Sumner	[REDACTED]	Vice Chair	Academic, Finance	Yes	4	6/30/2022	06/30/2025	5 or less
4	Ron Zarrella	[REDACTED]	Treasurer	Finance, Facilities, Audit	Yes	3	06/30/2021	06/30/2024	5 or less
5	Josh Phillips	[REDACTED]	Trustee/Member	n/a	Yes	3	06/30/2021	06/30/2024	5 or less
6	Ebony Miller-Wesley	[REDACTED]	Trustee/Member	Finance, Academic, Audit,	Yes	1	06/30/2021	06/30/2024	5 or less
7	Jim Costanza	[REDACTED]	Trustee/Member	Facilities, Academic	Yes	1	06/30/2021	06/30/2024	5 or less
8	Carlos Carballada	[REDACTED]	Trustee/Member	n/a	Yes		03/24/2021	06/30/2024	5 or less

		██████████ ██████████							
9	Langston McFadden	██████████ ██████████ ██████████	Trustee/ Member	Finance, Facilities	Yes		03/24/20 21	06/30/20 24	5 or less

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

Yes

1b. Board Member Information

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2022-2023
10	Betsy Riedman	██████████ ██████████	Trustee/ Member	Academic	Yes		09/27/20 22	06/30/20 25	5 or less
11									
12									
13									
14									
15									

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

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total Number of BOT Members on June 30, 2023	10
b. Total Number of Members Added During 2022-2023	1
c. Total Number of Members who Departed during 2022-2023	0
d. Total Number of members, as set in Bylaws, Resolution or Minutes	7-11

3. Number of Board meetings held during 2022-2023

5

4. Number of Board meetings scheduled for 2023-2024

5

Total number of Voting Members on June 30, 2023:

10

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

1

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

0

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

11

Thank you.

Entry 8 Board Meeting Minutes

Incomplete - Hidden from applicant

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

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

Entry 9 Enrollment & Retention

Completed - Aug 1 2023

Instructions for submitting Enrollment and Retention Efforts

Required of ALL Charter Schools

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

***SUNY-authorized charter schools**

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

Entry 9 Enrollment and Retention of Special Populations

Good Faith Efforts to Meet Recruitment Targets (Attract)

	Describe Recruitment Efforts in 2022-2023	Describe Recruitment Plans in 2023-2024
Economically Disadvantaged	<p>The city of Rochester has the third highest poverty rate of all metropolitan areas in the US (US Census Bureau, 2020). In the 22-23 school year, 92.1% of our students resided within the Rochester City School District and 87.1% of our students lived in poverty. All of Rochester Prep's campuses are located in zip codes with significant portions of the population experiencing poverty or extreme poverty. We consistently work to recruit students from the neighborhoods closest to our schools through targeted recruitment mailings to families in surrounding zip codes. Overall, Rochester Prep has found that the best way to recruit new students is through word of mouth, particularly through the networks and connections of families with students already attending the school. The Rochester Prep application asks applicants "How did you hear about us?" and "Word of Mouth" is consistently the top response. This is true for recruitment of all students, including the target populations mentioned here. Therefore, Rochester Prep recognizes the importance of building relationships with the families of both current students and future students and places those efforts at the heart of all its recruitment and retention practices. Our Parent Ambassador and Family Champions program saw great success both through Zoom</p>	<p>In 2023-2024, we plan to continue to build upon the success we've had in recruiting students from the city of Rochester, which experiences a high level of poverty, particularly for children. We will continue to recruit students from the neighborhoods closest to our schools through targeted recruitment mailings to families in surrounding zip codes. We are looking forward to resuming in-person recruitment events as local and state mandates allow. This includes general Kindergarten recruitment events hosted within the City of Rochester, events curated by E3 (an organization in Rochester promoting all charter schools and school choice), and our own standalone events. Overall, Rochester Prep has found that the best way to recruit new students is through word of mouth, particularly through the networks and connections of families with students already attending the school. The Rochester Prep application asks applicants "How did you hear about us?" and "Word of Mouth" is consistently the top response. This is true for recruitment of all students, including the target populations mentioned here. Therefore, Rochester Prep recognizes the importance of building relationships with the families of both current students and future students and places those efforts at the heart of all its recruitment and retention practices. We will continue our</p>

	<p>events and in-person once restrictions were lifted, creating positive connections between current families and prospective families.</p>	<p>Parent Ambassador program and continue to use Zoom to hold Q&A sessions for prospective families where they can speak with Parent Ambassadors and school administrators to learn more about our school and the opportunities we provide.</p>
<p>English Language Learners</p>	<ul style="list-style-type: none"> - Recruitment materials are offered in multiple languages - In-person recruitment opportunities held throughout the school year, with RP staff fluent in Spanish to support communication with families - Fostering supportive and collaborative relationships with families of English Language Learners – with the understanding that families are more inclined to refer other family members or friends when their experience with Rochester Prep is positive 	<ul style="list-style-type: none"> - Director of Special Education will continue to lead efforts to recruit ELLs, leveraging current families to reach new students - Application and recruitment materials will be available in multiple languages - Spanish-speaking staff available at in-person recruitment events to assist any prospective Spanish-speaking families
<p>Students with Disabilities</p>	<ul style="list-style-type: none"> - All recruiting materials include the fact that we support IEPs and 504 plans, indicating that students with disabilities are welcome and supported in our schools - School-based special education teams meet directly with prospective families with IEPs/504s and provide individualized tours to address enrollment questions or concerns - Special Education programming and Students with Disabilities are highlighted on our social media channels, website, and recruitment materials. - External Affairs Team created and published media pieces on students with Disability/English Language Learner with emphasis on the fact 	<ul style="list-style-type: none"> - We will continue to create and build collaborative relationships with current families and hope to reach new students and families because of these relationships. - Social Media channels and Uncommon website will continue to highlight and feature students with disabilities and provide families with information on how to learn more about the special education programming at Rochester Prep (i.e. contact information for Regional Special Education Director available) - Continued collaborative partnership with home district Committee on Special Education teams at surrounding districts – providing them with updates to

that Rochester Prep welcomes and supports ALL students, providing them with the individualized support they need to be successful in

- Expanded special education programming model at RPHS, introducing an integrated co-taught classroom model. We've shared this expansion with local Committee on Special Education, specifically RCSD, with the intention that our programming can serve a larger number of students with diverse and unique needs
- Fostering supportive and collaborative relationships with families of Students with Disabilities – with the understanding that families are more inclined to refer other family members or friends when their experience with Rochester Prep is positive

programming, details on recruitment or community events (i.e. RPHS blood drive), and student and school celebrations. We've found that word of mouth is the most impactful recruitment tool, so we are extremely intentional around our messaging and collaboration with RCSD and other surrounding district CSE teams.

Good Faith Efforts To Meet Enrollment Retention Targets

	Describe Retention Efforts in 2022-2023	Describe Retention Plans in 2023-2024
Economically Disadvantaged	<p>Building strong, communicative relationships is of key importance in retaining students from all backgrounds. If a student wishes to leave our school, we ask that the parent or guardian come into the school to meet with our Principal and/or Director of Operations. This is to understand the root cause of the family's desire to leave our community and attempt to address the cause, as well as to explain the difficulty of re-admittance later on should the student wish to return to Rochester Prep. In this way, we attempt to understand the concerns of our families and help make the best decision for the child. Our office teams helped to facilitate several dozen McKinney-Vento applications to ensure that students would not face any interruption in their education.</p>	<p>Building strong, communicative relationships is of key importance in retaining students from all backgrounds. If a student wishes to leave our school, we ask that the parent or guardian come into the school to meet with our Principal and/or Director of Operations. This is to understand the root cause of the family's desire to leave our community and attempt to address the cause, as well as to explain the difficulty of re-admittance later on should the student wish to return to Rochester Prep. In this way, we attempt to understand the concerns of our families and help make the best decision for the child. Most of these policies and practices are not new, and since we already have a strong enrollment and retention process for low income populations, we have focused most of our recent initiatives on students with disabilities and English Language Learners.</p>
English Language Learners	<ul style="list-style-type: none"> - We partner with BOCES and other local agencies to provide interpreters to families for school meetings and gatherings - Individual, school-based, plans built for each student identified as an English language learner. Plans outline small group or individual instructional services in addition to classroom and test modifications when appropriate - Partnership with Elevated Ed – Professional Learning Community (PLC), met three times throughout 	<ul style="list-style-type: none"> - Ongoing professional development for teachers and special education teams throughout the school year. Content includes: Creating and maintaining family partnerships, and differentiated instructional best practices for English-Language Learners (PLC with Elevated-Ed). - The Student Support Services Hub will launch and will serve as a centralized location where special education staff, social workers, and ELL teachers can access tools, documentation systems, and best

	<p>the school year to provide Rochester Prep teachers and staff with instructional best practices for working with English Language Learners.</p>	<p>practices for supporting these special populations. Uncommon's vision and values for supporting ALL students will also be highlighted and accessible for all to see.</p> <ul style="list-style-type: none"> - Continuation of individualized, school-based, plans for each English Language Learner. Updated annually based on results of NYSESLAT and NYS ELA assessments - Continuation of partnership with BOCES to provide families with access to interpreters when required
<p>Students with Disabilities</p>	<ul style="list-style-type: none"> - Reestablished partnership with ACCESS-VR, to support thoughtful and individualized transition planning for students with disabilities - We expanded the special education programming options at our HS to include an Integrated Co-Teaching Model – with a 2023-24 SY launch in 9th grade. The expansion of our programming will serve a larger number of students with diverse and unique needs. - Provided professional development to special education staff, general education teachers, and building leaders on working with neurodiverse learners. - We partnered with the University of Rochester Medical Center to provide our social work and special education teams with trainings and best practices for working with diverse learners and to support emotional regulation within the school setting. - Director of Special Education and members from Social Work and Special Education teams engaged in Connect 4 Kids Sessions with UPMC and local primary care providers – with the goal of fostering 	<ul style="list-style-type: none"> - Ongoing professional development for teachers and special education teams. Topics include: supporting inclusivity, collaborative problem-solving, adolescent brain development, and instructional best practices – Goal: to better equip our teams to support and retain the neurodiverse learners and families within our schools - The Student Support Services Hub will launch and will serve as a centralized location where special education staff, social workers, and ELL teachers can access tools, documentation systems, and best practices for supporting these special populations. Uncommon's vision and values for supporting ALL students will also be highlighted and accessible for all to see. - Integrated Co-Teaching model will be implemented in RPHS in 23-24 SY with the ultimate goal of better-supporting students within larger general education classrooms and thus promoting acceptance and inclusivity of students with disabilities - Re-investment in a more robust at-risk reading intervention programming at the MS level. This

a greater partnership between the two and being able to better articulate each stakeholder's role in holistically supporting each family

includes the creation of a Literacy Specialist role to close gaps in foundational reading skills for students with disabilities and 504 plans that impact success within the larger classroom setting.
- Partnership with URMHC will expand in 2023-24 SY to include greater collaboration between school and mental health providers. We are hoping to better equip our teachers and staff with the tools they need to support the mental health and social-emotional needs of our students, specifically those with disabilities and 504 plans

Entry 10 – Teacher and Administrator Attrition

Completed - Jul 31 2023

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

A. TEACH System – Employee Clearance

Required of ALL Charter Schools

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

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

1. Emergency Conditional Clearances

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

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

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

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

B. Emergency Conditional Clearances

Emergency Conditional Clearances

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

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

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

Attestation

Responses Selected:

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

Entry 11 Percent of Uncertified Teachers

Incomplete - Hidden from applicant

Instructions

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

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

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

Entry 11 Uncertified Teachers

School Name:

Instructions for Reporting Percent of Uncertified Teachers

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

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

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

If more than one line applies to a teacher, please include in only one FTE uncertified category. Please do not include paraprofessionals, such as teacher aides.

CATEGORY A. 30% OR 5 UNCERTIFIED TEACHERS WHICHEVER IS LESS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2023)	
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)	
Total Category A: 5 or 30% whichever is less	0

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

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

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

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

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

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

	FTE Count
Total	

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

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

	FTE Count
Total Category D	

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	

Thank you.



Entry 12 Organization Chart

Incomplete - Hidden from applicant

[Instructions](#)

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

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

Entry 13 School Calendar

Completed - Jul 31, 2023

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

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

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

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

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

[Rochester Prep Staff Calendar 2023-2024](#)

Filename: Rochester_Prep_Staff_Calendar_2023_7JH7Ggl.pdf Size: 1.9 MB

Entry 14 Staff Roster

Incomplete - Hidden from applicant

[INSTRUCTIONS](#)

Required of Regents and NYCDOE-authorized Charter Schools ONLY

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

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

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

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

Roster Data Elements	Explanations
Authorizer NOTE: MUST BE DONE FIRST	Select your school's authorizer from the drop-down list first , before completing the roster.
School Name and Institution ID	Select your school's name from the drop-down list .
Faculty/Staff First Name	Enter the first name of the Faculty/Staff person.
Faculty/Staff Last Name	Enter the last name of the Faculty/Staff person.
TEACH ID	Enter the 7 digit TEACH ID for the Faculty/Staff person.
Role in School	Select the best choice of role of the Faculty/Staff person from the drop-down list .

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

Optional Additional Documents to Upload (BOR)

Incomplete



ROCHESTER PREP

**Rochester Prep
Charter School 3**

**2022-23 ACCOUNTABILITY PLAN
PROGRESS REPORT**

Submitted to the SUNY Charter Schools Institute on:

October 11, 2023

By Eric Scheele, Director of Operations (ES) and
Oscia Miles, Director of Operations (MS)

85 St. Jacob Street
Rochester, NY 14621

585-368-5110

2022-23 ACCOUNTABILITY PLAN PROGRESS REPORT

The Directors of Operations prepared this 2022-23 Accountability Progress Report on behalf of the charter school's board of trustees:

Trustee's Name	Board Position	
	Office	Committees
Langston McFadden	Chair	Finance, Facilities
Rebecca Sumner	Vice Chair	Academic, Finance, Development
Ronald Zarella	Treasurer	Finance, Development, Facilities
James Ryan	Trustee	Development, Finance, Facilities
Joshua Phillips	Trustee	n/a
Ebony Miller-Wesley	Trustee	Academic, Finance
Carlos Caballada	Trustee	n/a
Geoffrey Rosenberger	Trustee	Finance, Facilities, Audit, Academic
Betsy Riedman	Trustee	Academic

Christopher Shaffer has served as the Principal of the Elementary School since 2016.

Sarah Widzinski has served as the Principal of the Middle School since 2021.

SCHOOL OVERVIEW

Rochester Preparatory Charter School 3 (“Rochester Prep”) first opened in 2016 with the elementary school at Saint Jacob Street Campus serving kindergarten and has grown to serve grades K-4. In 2022-23, the middle school opened serving fifth grade and will grow to serve grade 5 through 8. Rochester Prep’s students matriculate to Rochester Prep High School after 8th grade. The high school opened in 2014 now serves grades 9-12 and gives all RP students a continuous path from kindergarten to college. Rochester Prep operates under the Uncommon Schools Charter Management Organization, which operates two other charters in Rochester, True North Rochester Preparatory Charter School – West Campus and True North Rochester Prep Charter School.

The mission of Rochester Prep is to prepare all students to enter and succeed in college through effort, achievement, and the content of their character. All Rochester Prep students will demonstrate excellence in reading, writing, math, science, and history, while consistently exemplifying the virtues of diligence, integrity, responsibility, compassion, perseverance, and respect.

Rochester Prep ensures that students develop the skills, knowledge, and character necessary to grant them full access to opportunity and prosperity, including enrollment and success in college. The school features a rigorous academic program that guides students to meet the highest standards and at the same time develops young men and women of character and integrity.

Rochester Prep’s school design includes seven core components:

1. Focus on Literacy. Many of our students begin their school career reading substantially below grade level. We address this central issue immediately to ensure students will have all the advantages of an excellent education. The ultimate academic success of Rochester Prep students, therefore, is tied to mastering this fundamental skill. In 2022-23’, Rochester Prep provided explicit instruction in literacy skills and differentiated support to promote mastery of skills and content according to the grade span.

Grades K-4

- Scholars have nearly three hours of daily reading instruction, which includes a systematic decoding program in K-2 (Reading Mastery), an Uncommon Schools designed reading comprehension curriculum which balances narrative and informational texts, daily read-alouds, and the use of the STEP Assessment to evaluate progress and adjust instruction.
- All classrooms are staffed with two teachers to ensure that the student-to-teacher ratio never exceeds 15:1.
- Students are expected to read for at least 15-20 minutes at home each night in Kindergarten and 1st grade, and for at least 30 minutes each night starting in 2nd grade.
- Students write in every class and use the Uncommon Schools writing curriculum to cultivate creativity and voice.

Grades 5-8

- Scholars have two hours of daily reading instruction which balances reading rigorous texts and writing in response to evidence-based prompts.
- Scholars are required to read grade level-appropriate books during the summer.
- There is required, graded, written work in every class and daily homework in all subjects.
- Scholars are required to carry an independent reading book, checked out from our library, to make better use of transition time in the hallways and other periods of downtime throughout the school day.
- In 5th and 6th grades, student are assessed using mClass three times during the year to monitor progress and ensure that students are growing at the right pace according to their level.

2. Target Curriculum Focused on Basic Skills. Rochester Prep does not use an off-the-shelf curriculum. Rather, we use curricula developed by our Uncommon Schools Curriculum Assessment Team (CAT) and Lead Lesson Planners (LLP). Our CAT and LLP develop curriculum directly from the New York State Learning Standards that ensures students master a core set of academic skills and concepts before they go on to master higher-level, abstract material.

Our Curriculum Assessment Team (CAT) and Lead Lesson Planners (LLP) pay particularly close attention to the topics, sequence, and performance standards outlined in the New York State standards. This ensures that students are mastering the same material as their peers throughout New York State.

At the same time, both teams adapt the subject topics and performance standards according to their professional expertise and from achievement data garnered from STEP, mClass and our internal benchmark assessments. CAT and our LLP create a comprehensive curriculum for their subject, saved on our network's shared drive, with a year-long scope and sequence, individual unit plans, daily lesson plans, and daily assessment materials. Rochester Prep teachers use these curriculum resources as a tool to lead their students to high level mastery. Teachers and leaders engage in lesson preparation by determining what exemplary of a standard looks like and how to teach and lead practice around the most productive tasks, prompts, and problems. These high-level processes built around high rigor resources ensure that every student receives aligned rigorous instruction and develops mastery and allows us to share best practices quickly across schools and grades.

3. Check for Understanding and Mastery Early and Often to Drive Master and Learning Growth. The most effective schools use assessment to diagnose student needs, measure instructional impact, and build a culture of continuous reflection and improvement. Each year, prior to the administration of New York State exams, Rochester Prep administers two internally aligned Interim Assessments (3 in ELA, 4 in Math). In grades 5 through 8, students take four interim assessments in all core subjects. These tests assess ongoing student mastery of Math, ELA, Science and History skills and standards throughout the year and provided immediate data on individual student and class growth. Rochester Prep teachers, with the support of the Principal, use this data to identify standards mastered and standards in need of re-teaching so that lesson plans could be continuously adjusted. Rochester Prep also utilized the information to target content- and skills-driven tutoring and small-group instruction. To continue to

2022-23 ACCOUNTABILITY PLAN PROGRESS REPORT

support greater data responsiveness and learning growth, the schools began the use of weekly data collection through weekly quizzes in both ELA and math. The data from these assessments is used by teachers, leaders, CAT and LLPs to address gaps in mastery and share best practices from positive outliers.

4. Every Minute Matters. To provide students with a comprehensive, college preparatory education, Rochester Prep has an extended school day and school year. The regular school day begins at 7:30 AM (ES)/8:45 AM (MS). and ends at 3 PM (ES)/4:30 PM (MS). Additionally, the Rochester Prep school year starts approximately 2 weeks earlier than other school districts in the area. In the 2022-23 school year, we began instruction on 8/22/22 and ended on 6/16/2023.

Rochester Prep students extend their learning beyond the school day completing homework every night. Each student, beginning in kindergarten, takes home at least 20 minutes of homework, every evening – including weekends and holidays. Parents/guardians review and sign each evening’s assignment upon completion. Families and scholars are expected to read together for 20 minutes each night as well.

5. Emphasis on College. For too many students residing in low-income communities, college only exists in the abstract. For Rochester Prep students, freshman year of college is a natural extension of their educational experience at Rochester Prep. Rochester Prep students begin talking about college on the first day of kindergarten as their homerooms are named after the alma maters of their teachers and Historically Black Colleges and Universities (HBCUs). Through informal conversations and field trips starting in elementary school, college becomes a normal and tangible reality as demonstrated by the majority of our graduates who are enrolled or matriculating at four-year institutions.

6. Structure and Order. Students need a safe and orderly environment to be productive. In 2021-22, Rochester Prep creates a calm, composed, and disciplined environment to maximize the amount of time on-task. Strategies included:

- Implement school dress code that helps all students to be ready for school and to feel safe, no matter their circumstances.
- Social emotional approach to teaching students the behaviors and cognitive skills to be successful and demonstrate resilience in the face of challenges.
- Behavior management system that provides quick and immediate reinforcement of positive and prosocial behaviors.
- Rubric system that builds the culture of collective success providing immediate feedback to classes at the end of each class.

7. Family Partnership and Engagement. Rochester Prep’s educational program is structured to partner with families and work together at a high level to support their child’s academic success. In 2021-2022, our families:

- Picked up their child’s report card in person;
- Met with teachers and staff on multiple occasions to formally and informally discuss their child’s academic and behavioral performance;

2022-23 ACCOUNTABILITY PLAN PROGRESS REPORT

- Maintained an open line of communication with their child’s teachers through in-person meetings, weekly dashboards, semi-monthly progress reports, advisory calls and emails;
- Were notified at home or at work each day of daily successes or struggles;
- Were asked to offer input on the school on a year-end surveys, grading the school;
- Were offered the opportunity to participate in a potluck and watch their children perform during school performances and ceremonies during the course of the year;

ENROLLMENT SUMMARY

School Enrollment by Grade Level and School Year

School Year	K	1	2	3	4	5	6	7	8	Total
2020-21	97	91	96	85	86	N/A	N/A	N/A	N/A	455
2021-22	90	84	81	94	80	90	N/A	N/A	N/A	519
2022-23	84	90	91	95	89	78	92	N/A	N/A	619

GOAL 1: ENGLISH LANGUAGE ARTS

All students will become proficient in reading and writing of the English language.

75% of all tested students enrolled in at least their second year will perform at or above proficiency on the New York State English Language Arts examination for grades 3-8.

BACKGROUND

The 22-23 school year allowed Rochester Prep ELA teachers to once again implement the high leverage instruction practices that have brought scholars success for the past 16 years. As part of Uncommon Schools, all ELA teachers engage in pre-service and ongoing content-specific professional development where they plan and practice delivery of instruction. Teachers develop and hone skills for data-driven instruction, analyze the ways in which students will demonstrate mastery and align their instruction to promote flexible high-level mastery across a broad range of texts. Teachers analyze student work daily, weekly and after each interim assessment, create response to data plans that outline the key strengths, areas of growth, and reteach lessons or mini-lessons to ensure growth. In response to the larger number of lower readers, we launched Guided Reading and mClass literacy assessment in grades 5 and 6 which provide a helpful augmentation for our lower readers. Instructional leaders and principals observed teachers and supported by giving feedback on instruction and response to data implementation.

2022-23 ACCOUNTABILITY PLAN PROGRESS REPORT

ELEMENTARY AND MIDDLE ELA

ELA Measure 1 - Absolute

Each year, 75 percent of all tested students enrolled in at least their second year will perform at or above proficiency on the New York State English language arts examination for grades 3-8.

The tables below summarize the participation information for this year's test administration as well as the performance of all students and students enrolled for at least two years.

2022-23 State English Language Arts Exam Number of Students Tested and Not Tested

Grade	Total Tested	Not Tested						Total Enrolled
		Absent	Refusal	ELL/IEP	Admin error	Medically excused	Other reason	
3	86	0	4	0	0	0	4	90
4	89	0	1	0	0	0	2	92
5	74	6	0	0	0	0	0	80
6	86	2	0	0	0	0	0	88
7	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
8	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
All	335	8	5	0	0	0	6	350

Performance on 2022-23 State English Language Arts Exam By All Students and Students Enrolled in At Least Their Second Year¹

Grade	All Students			Enrolled in at least their Second Year		
	Number Tested	Number Proficient	Percent Proficient	Number Tested	Number Proficient	Percent Proficient
3	86	23	27%	85	23	27%
4	89	28	31%	78	26	33%
5	74	21	28%	72	20	28%
6	86	36	42%	85	35	41%
7	N/A	N/A	N/A	N/A	N/A	N/A
8	N/A	N/A	N/A	N/A	N/A	N/A
All	335	108	32%	320	104	33%

ELA Measure 2 - Absolute

¹ Students are considered "enrolled in at least their second year" if they were enrolled on BEDS day of the school year prior to the most recent exam administration.

2022-23 ACCOUNTABILITY PLAN PROGRESS REPORT

Each year, the school’s aggregate Performance Index (“PI”) on the State English language arts exam will meet that year’s state Measure of Interim Progress (“MIP”) set forth in the state’s ESSA accountability system.

Schools are not required to report attainment of this measure for 2022-23. Subsequent to the completion of this document, the Institute may calculate and report out results to schools pending further information from the NYSED.

ELA Measure 3 - Comparative

Each year, the percent of all tested students who are enrolled in at least their second year and performing at proficiency on the state English language arts exam will be greater than that of all students in the same tested grades in the school district of comparison.

A school compares tested students enrolled in at least their second year to all tested students in the public school district of comparison. Comparisons are between the results for each grade in which the school had tested students in at least their second year at the school and the total result for all students at the corresponding grades in the school district.²

2022-23 State English Language Arts Exam
Charter School and District Performance by Grade Level

Grade	Percent of Students at or Above Proficiency			
	Charter School Students In At Least 2 nd Year		All District Students **please note that district numbers are from SY21-22**	
	Percent Proficient	Number Tested	Percent Proficient	Number Tested
3	27%	85	11%	1585
4	33%	78	8%	1501
5	28%	72	8%	1624
6	41%	85	23%	1587
7	N/A	N/A	N/A	N/A
8	N/A	N/A	N/A	N/A
All	33%	320	12%	6297

ELA Measure 4 - Comparative

Each year, the school will exceed its predicted level of performance on the state English language arts exam by an effect size of 0.3 or above (performing higher than expected to a meaningful degree)

² Schools can access these data when the NYSED releases its database containing grade level ELA and mathematics results for all schools and districts statewide. The NYSED announces the releases of these data [here](#).

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according to a regression analysis controlling for economically disadvantaged students among all public schools in New York State.

The Institute conducts a Comparative Performance Analysis, which compares the school's performance to that of demographically similar public schools statewide. The Institute uses a regression analysis to control for the percentage of economically disadvantaged students among all public schools in New York State. The difference between the school's actual and predicted performance, relative to other schools with similar economically disadvantaged statistics, produces an Effect Size. An Effect Size of 0.3, or performing higher than expected to a meaningful degree, is the target for this measure. Given the timing of the state's release of economically disadvantaged data and the demands of the data analysis, the 2022-23 analysis is not yet available. This report contains 2021-22 results.³

2021-22 English Language Arts Comparative Performance by Grade Level

Grade	Percent Economically Disadvantaged	Percent of Students at Levels 3&4 ⁴		Effect Size
		Actual	Predicted	
3	97.9%	27.6%	29.3%	-0.09%
4	100%	35.5%	23.2%	.75%
5	94.4%	34.5%	22.4%	0.83%
6	N/A	N/A	N/A	N/A
7	N/A	N/A	N/A	N/A
8	N/A	N/A	N/A	N/A
All	97.3%	32.4%	25.1%	0.48%

ELA Measure 5 - Growth

Each year, under the state's Growth Model, the school's mean unadjusted growth percentile in English language arts for all tested students in grades 4-8 will be above the target of 50.

Given the timing of the state's release of Growth Model data, the 2022-23 analysis is not yet available. As such, schools are not required to report on this measure for 2022-23. The Institute will calculate and report out results to schools pending availability of the data.

³ These data can be found in the school's Accountability Summary provided by the Institute in spring 2023.

⁴ Typically, the Institute uses schools' mean scale scores (when available) to calculate the comparative performance analysis. Due to the late availability of the 2021-22 mean scale scores, the Institute formally reported out the analysis using proficiency rates. The Institute will retroactively send schools the 2021-22 comparative performance analysis using mean scale scores in fall 2023.

2022-23 ACCOUNTABILITY PLAN PROGRESS REPORT

ELA INTERNAL EXAM RESULTS

During 2022-23, in addition to the New York State 3rd – 8th grade exams, the school primarily used the following assessment to measure student growth and achievement in ELA: Internally developed

2022-23 Uncommon Schools Interval Assessments:
ELA Performance by Grade Level

	3rd	4th	5th	6th
ELA IA #1 Average Score	25%	36%	52%	63%
ELA IA #2 Average Score	34%	41%	56%	66%
Δ from IA #1 to #2	+9%	+5%	+4%	+3%

SUMMARY OF THE ELA GOAL

At Rochester Prep, grades 3-8 met the Comparative goal. However, 3-8 grades did not meet the Absolute goal.

Type	Measure	Outcome
Absolute	Each year, 75 percent of all tested students who are enrolled in at least their second year will perform at proficiency on the New York State English language arts exam for grades 3-8.	Not Met
Absolute	Each year, the school's aggregate PI on the state's English language arts exam will meet that year's state MIP as set forth in the state's ESSA accountability system.	N/A
Comparative	Each year, the percent of all tested students who are enrolled in at least their second year and performing at proficiency on the state English language arts exam will be greater than that of students in the same tested grades in the school district of comparison.	Met
Comparative	Each year, the school will exceed its predicted level of performance on the state English language arts exam by an effect size of 0.3 or above (performing higher than expected to a meaningful degree) according to a regression analysis controlling for economically disadvantaged students among all public schools in New York State.	Met
Growth	Each year, under the state's Growth Model the school's mean unadjusted growth percentile in English language arts for all tested students in grades 4-8 will be above the target of 50.	N/A

EVALUATION OF ELA GOAL

While the Rochester Prep team implemented a best-in-class approach to literacy instruction, we experienced multiple challenges that impacted the overall level of proficiency as outlined in the table below. Students overall started the year at lower levels than ever encountered. Families and students attended school at the lowest level in Rochester Prep history largely due to COVID related absences. Disaggregating the results below, with less than 35 percent of students who scored a 2 or below, tells us

2022-23 ACCOUNTABILITY PLAN PROGRESS REPORT

that students made growth and that with continued support, we can grow our proficiency significantly in the coming months and years.

ADDITIONAL CONTEXT AND EVIDENCE

We look forward to the opportunity to understand our performance compared to local districts and the state upon the release of state-wide results.

As stated above, COVID related challenges impacted the 22-23 school year, as well as years prior. This led to challenges implementing our data-driven approach with 100% of our students 100% of the time. We continue to see attendance (both student and teacher) increase and are optimistic that we will be able to fully support the growth necessary to meet our ELA goals. To ensure growth and mastery, we continue to increase the differentiation of texts during ELA instruction. The goal is students are reading at their zone of proximal development. We continue to lead frontline meetings sharing expert analysis of daily and weekly assessment data with teachers and leaders so they can continue to focus on teaching and supporting scholar growth with rigorous materials. Our internal assessments allow us to benchmark growth and to provide intervention based on current student performance.

ELA ACTION PLAN

We continue to hone our approach to data responsive literacy instruction. Using the data from our best-in-class assessments (STEP, mClass, Uncommon benchmark assessments) combined with strong curriculum and highly effective teaching practices, students will continue to grow to realize mastery. This year we have introduced increase content specific teacher professional development and also trained our instructional leaders regarding phonics and fluency and guided reading.

GOAL 2: MATHEMATICS

Students will demonstrate competency in the understanding and application of mathematical computation and problem solving.

Each year, 75% of all tested students who are enrolled in at least their second year will perform at proficiency on the New York State mathematics exam for grades 3-8.

BACKGROUND

Rochester Prep leverages best practices to create rigorous standards aligned math curriculum and instructional practices. Each lesson is a combination of fluency development, building of conceptual mastery, and applying these skills and understandings to real world problems. Students practice both showing their work and writing about math using content specific vocabulary. Students also engage in discourse regarding math concepts. All these activities promote growth and flexible mastery at a high level so our students are able to succeed in calculus before heading to college.

To ensure all math teachers are proficient in facilitating learning, math teachers engage in pre-service and ongoing content-specific professional development where they plan and practice delivery of

2022-23 ACCOUNTABILITY PLAN PROGRESS REPORT

instruction. Teachers develop and hone skills for data-driven instruction, analyze the ways in which students will demonstrate mastery and align their instruction to promote flexible high-level mastery across content strands. Teachers analyze student work daily, weekly and after each interim assessment, create response to data plans that outline the key strengths, areas of growth, and reteach lessons or mini-lessons to ensure growth. In response to the larger number of gaps in foundational concepts and fact fluency, Uncommon simplified and narrowed the focus of the math curriculum. Instructional leaders and principals observe teachers and support by giving feedback on instruction and response to data implementation.

ELEMENTARY AND MIDDLE MATHEMATICS

Math Measure 1 - Absolute

Each year, 75 percent of all tested students enrolled in at least their second year will perform at or above proficiency on the New York State Mathematics examination for grades 3-8.

The tables below summarize the participation information for this year's test administration as well as the performance of all students and students enrolled for at least two years.

2022-23 State Mathematics Exam
Number of Students Tested and Not Tested

Grade	Total Tested	Not Tested							Total Enrolled
		Absent	Refusal	ELL/IEP	Admin error	Medically excused	Other reason	Took Regents	
3	88	1	0	0	0	0	4	N/A	93
4	85	3	0	0	0	0	2	N/A	92
5	68	5	0	0	0	0	7	N/A	80
6	88	0	0	0	0	0	0	N/A	88
7	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
8	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
All	329	9	0	0	0	0	13	N/A	353

Performance on 2022-23 State Mathematics Exam
By All Students and Students Enrolled in At Least Their Second Year

Grade	All Students			Enrolled in at least their Second Year		
	Number Tested	Number Proficient	Percent Proficient	Number Tested	Number Proficient	Percent Proficient
3	88	53	60%	88	53	60%
4	85	59	69%	74	54	73%
5	68	33	49%	67	33	49%
6	88	60	68%	87	59	68%

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7	N/A	N/A	N/A	N/A	N/A	N/A
8	N/A	N/A	N/A	N/A	N/A	N/A
All	329	205	62%	316	199	63%

Math Measure 2 - Absolute

Each year, the school's aggregate Performance Index ("PI") on the state mathematics exam will meet that year's state Measure of Interim Progress ("MIP") set forth in the state's ESSA accountability system.

Schools are not required to report attainment of this measure for 2022-23. Subsequent to the completion of this document, the Institute may calculate and report out results to schools pending further information from the NYSED.

Math Measure 3 - Comparative

Each year, the percent of all tested students who are enrolled in at least their second year and performing at proficiency on the state mathematics exam will be greater than that of all students in the same tested grades in the school district of comparison.

A school compares tested students enrolled in at least their second year to all tested students in the public school district of comparison. Comparisons are between the results for each grade in which the school had tested students in at least their second year at the school and the total result for all students at the corresponding grades in the school district.

2022-23 State Mathematics Exam Charter School and District Performance by Grade Level

Grade	Percent of Students at or Above Proficiency			
	Charter School Students In At Least 2 nd Year		All District Students **please note that district numbers are from SY21-22**	
	Percent Proficient	Number Tested	Percent Proficient	Number Tested
3	60%	88	14%	1594
4	73%	74	6%	1531
5	49%	67	6%	1617
6	68%	87	8%	1580
7	N/A	N/A	N/A	N/A
8	N/A	N/A	N/A	N/A
All	63%	316	8%	6322

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Math Measure 4 - Comparative

Each year, the school will exceed its predicted level of performance on the state mathematics exam by an effect size of 0.3 or above (performing higher than expected to a meaningful degree) according to a regression analysis controlling for economically disadvantaged students among all public schools in New York State.

The Institute conducts a Comparative Performance Analysis, which compares the school's performance to that of demographically similar public schools statewide. The Institute uses a regression analysis to control for the percentage of economically disadvantaged students among all public schools in New York State. The difference between the school's actual and predicted performance, relative to other schools with similar economically disadvantaged statistics, produces an Effect Size. An Effect Size of 0.3, or performing higher than expected to a meaningful degree, is the target for this measure. Given the timing of the state's release of economically disadvantaged data and the demands of the data analysis, the 2022-23 analysis is not yet available. This report contains 2021-22 results.

2021-22 Mathematics Comparative Performance by Grade Level

Grade	Percent Economically Disadvantaged	Percent of Students at Levels 3&4		Effect Size
		Actual	Predicted	
3	97.9%	36.5%	28.9%	0.39%
4	100%	27%	19.9%	0.39%
5	94.4%	30.4%	18.5%	0.74%
6	N/A	N/A	N/A	N/A
7	N/A	N/A	N/A	N/A
8	N/A	N/A	N/A	N/A
All	97.4%	31.5%	22.7%	0.5%

Math Measure 5 - Growth

Each year, under the state's Growth Model, the school's mean unadjusted growth percentile in mathematics for all tested students in grades 4-8 will be above the target of 50.

Given the timing of the state's release of Growth Model data, the 2022-23 analysis is not yet available. As such, schools are not required to report on this measure for 2022-23. The Institute will calculate and report out results to schools pending availability of the data.

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MATHEMATICS INTERNAL EXAM RESULTS

During 2022-23, in addition to the New York State 3rd – 8th grade exams, the school primarily used the following assessment to measure student growth and achievement in mathematics: **Internally developed**

2022-23 Uncommon Schools Interval Assessments: Math Performance by Grade Level							
	K	1 st	2 nd	3 rd	4 th	5 th	6 th
Math IA #2 Average Score	88%	77%	82%	63%	66%	47%	59%
Math IA #3 Average Score	90%	81%	80%	67%	63%	58%	65%
Δ from IA #2 to #3	+2%	+4%	-2%	+4%	-3%	+11%	+6%

SUMMARY OF THE MATHEMATICS GOAL

While Rochester Prep met the Comparative Goal, the Absolute goal was not met.

Type	Measure	Outcome
Absolute	Each year, 75 percent of all tested students who are enrolled in at least their second year will perform at proficiency on the New York State Mathematics exam for grades 3-8.	Not Met
Absolute	Each year, the school's aggregate PI on the state's mathematics exam will meet that year's state MIP as set forth in the state's ESSA accountability system.	N/A
Comparative	Each year, the percent of all tested students who are enrolled in at least their second year and performing at proficiency on the state mathematics exam will be greater than that of students in the same tested grades in the school district of comparison.	Met
Comparative	Each year, the school will exceed its predicted level of performance on the state mathematics exam by an effect size of 0.3 or above (performing higher than expected to a meaningful degree) according to a regression analysis controlling for economically disadvantaged students among all public schools in New York State.	Met
Growth	Each year, under the state's Growth Model the school's mean unadjusted growth percentile in mathematics for all tested students in grades 4-8 will be above the target of 50.	N/A

EVALUATION OF THE MATHEMATICS GOAL

While we did not meet the absolute goal across all 3-8 grade levels. While we have not yet the 75% threshold with student proficiency, we are seeing significant growth from the post-pandemic starting point. We need to continue to rebuild fluency and automaticity with scholars' math skills.

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As outlined above, Rochester Prep implements daily exit tickets, weekly quizzes, and interim assessments every 6-8 weeks to ensure mastery is achieved. With each of these assessments, there is an aligned response-to-data process to ensure gaps in achievement are remedied swiftly.

ADDITIONAL CONTEXT AND EVIDENCE

For the past few years, Rochester Prep invested in acceleration around a significant number of pre-requisite standards not mastered during the pandemic. This slowed down grade level instruction, however, it is the right long-term investment to ensure future mastery. We expect to see mastery increase in our 3-6th grade spans.

As shown in the table above, most grades demonstrated growth in absolute performance. In the case of 3rd -6th grade, the rigor and breadth of the assessment increases significantly by IA3. We are working to adjust our instruction during the third assessment cycle to improve performance over time.

MATHEMATICS ACTION PLAN

The school continues to implement the high-leverage best-in-class approaches outlined above. In addition, schools are engaging in “Frontline” meetings ensure that leaders and teachers are working with Uncommon Schools curriculum experts to identify gaps and prepare to close them. Additional analyses support this work by projecting students’ proficiency and planning intervention (small group or individual) depending on the need and learning style. Combined with frequent (re)assessment, teachers and leaders are constantly making adjustments to support better learning.

GOAL 3: SCIENCE

All students demonstrate proficiency on the NYS science assessment.

BACKGROUND

All Rochester Prep students receive science instruction starting in kindergarten and continuing through to middle school and high school. The frequency is 4 days per week in ES (K-4) to daily in MS (5-8) and HS (9-12). The Uncommon science curriculum has been overhauled based on the new NYS science standards and to increase the amount of hands-on inquiry style lessons. Science teachers participate in pre-service and ongoing content specific PD which supports high ratio science teaching and discourse and scientific thinking skills. Each subject within science engages in vertical alignment exercises looking at AP, SAT, and Regents examinations in their subject and aligning their grade level curriculum. All of our scholars are assessed using exit tickets and interim assessments (middle school only) in Science to measure overall growth in all grade levels.

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ELEMENTARY AND MIDDLE SCIENCE

Science Measure 1 - Absolute

Each year, 75 percent of all tested students enrolled in at least their second year will perform at or above proficiency on the New York State science examination.

The New York State Testing Program did not conduct science assessments for 4th grade students in school year 2022-23. This school does not currently serve 8th graders. There is no score data to report for science assessments.

Charter School Performance on 2022 23 State Science Exam By Students Enrolled in At Least Their Second Year

Grade	Students in At Least Their 2 nd Year		
	Number Tested	Number Proficient	Percent Proficient
4	Not Administered by NYSTP		
8	N/A		
All	N/A		

Science Measure 2 - Comparative

Each year, the percent of all tested students enrolled in at least their second year and performing at proficiency on the state science exam will be greater than that of all students in the same tested grades in the school district of comparison.

The school compares tested students enrolled in at least their second year to all tested students in the public school district of comparison. Comparisons are between the results for each grade in which the school had tested students in at least their second year and the results for the respective grades in the school district of comparison.

2022 23 State Science Exam Charter School and District Performance by Grade Level

Grade	Charter School Students in at Least 2 nd Year			All District Students		
	Number Tested	Number Proficient	Percent Proficient	Number Tested	Number Proficient	Percent Proficient
4	Not Administered by NYSTP					
8	N/A					
All	N/A					

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SCIENCE INTERNAL EXAM RESULTS

During 2022-23 the school primarily used the following assessment to measure student growth and achievement in science: **Internally developed**

2022 23 Uncommon Schools Interval Assessments:
Science Performance by Grade Level

	5 th	6 th
Science IA #1 Average Score	51%	58%
Science IA #2 Average Score	56%	66%
Δ from IA #1 to #2	+5%	+8%

SUMMARY OF THE ELEMENTARY/MIDDLE SCIENCE GOAL

The state exam is not administered to the 4th grade students any longer, and the school is not full scale yet to measure the Absolute and Comparative goals.

Type	Measure	Outcome
Absolute	Each year, 75 percent of all tested students enrolled in at least their second year will perform at proficiency on the New York State examination.	N/A (NYSTP did not administer 4 th grade science tests)
Comparative	Each year, the percent of all tested students enrolled in at least their second year and performing at proficiency on the state exam will be greater than that of all students in the same tested grades in the school district of comparison.	N/A (NYSTP did not administer 4 th grade science tests)

EVALUATION OF THE SCIENCE GOAL

We are just shy of our goal but will not stop until 90+% of our scholars pass this important course.

ADDITIONAL CONTEXT AND EVIDENCE

We will continue to support the middle school cohorts with rigorous science instruction to resolve the gaps in understanding. We have augmented the curriculum to close gaps in their scientific thinking skills and mastery.

ACTION PLAN

In response to the revised NYS science standards, we have increased the lab based activities in our classes and additional at-bats connecting these at-bats with charts, data tables, and prose descriptions of context, so students are prepared to analyze similar situations.

GOAL 4: ESSA

ESSA Measure 1

Under the state’s ESSA accountability system, the school is in good standing: the state has not identified the school for comprehensive or targeted improvement.

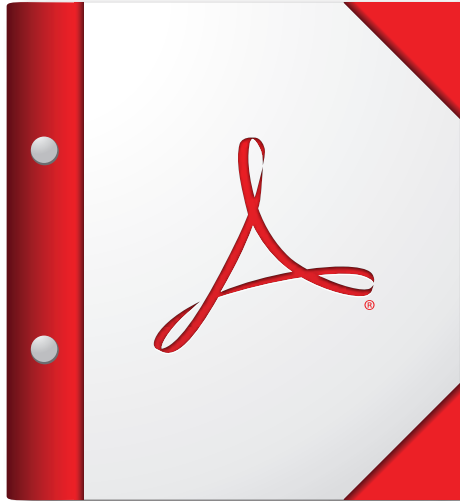
Because *all* students are expected to meet the state's performance standards, the federal statute stipulates that various sub-populations and demographic categories of students among all tested students must meet the state standard in and of themselves aside from the overall school results. As New York State, like all states, is required to establish a specific system for making these determinations for its public schools, charter schools do not have latitude in establishing their own performance levels or criteria of success for meeting the ESSA accountability requirements. Each year, the state issues School Report Cards that indicate a school’s status under the state accountability system. More information on assigned accountability designations and context can be found [here](#).

Accountability Status by Year

Year	Status
2020-21	Good Standing
2021-22	Good Standing
2022-23	Good Standing

ADDITIONAL CONTEXT AND EVIDENCE

Rochester Prep Charter School 3 has been deemed in Good Standing every year of operation, including 2022-23.



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2023-2024 Rochester Prep Staff Calendar

last updated 05.09.23

6/26-7/14 Summer Shutdown - All Campuses Closed except for Summer Schools
7/19 End of Summer Success Academy

July '23						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August '23						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

9 School Days

1 New + Returning teachers who started on or after 1/3/23
7 Returning teachers who started prior to 1/3/23
11 State of Rochester
21 K, 5th, 9th Orientation Day One - Half Day
22 K, 5th, 9th Day Two - Half Day
23 First Day ALL Students, K-12 - Full Day

1 Sustainability half day
4 Labor Day - Closed

September '23						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

20 School Days

October '23						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

21 School Days

6 Sustainability half day
9 Indigenous People's Day - Closed
12-13 Rochester Leader Retreat
10-13 MS IA #1
11-12 3-4 ELA IA #1
23-27 HS Q1 IA (Half-Day, HS Only)
23-27 K-4 Math IA #1
27 End of Quarter One

9 Q1 Report Card Conference 1/2 Day
10 Veteran's Day Obs - Closed
22-24 Thanksgiving Break - Closed

November '23						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

18 School Days

December '23						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

16 School Days

4-8 MS IA2 - ELA/Math
22 Sustainability half day
12/23-1/7 Winter Break - Closed

1-7 Winter Break - Closed
12 Sustainability half day
15 MLK Jr. Day - Closed
16-19 HS Q2 IA (Half-Day, HS Only)
19 End of Quarter Two
22-23 NY 3-4 ELA IA #2
29-30 K-4 Math IA#2

January '24						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

17 School Days

February '24						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

16 School Days

1 Q2 Report Card Conference 1/2 Day
16 Sustainability half day
19-23 February Break - Closed
26-29 MS IA3 - All Subjects (Differentiated)

1 MS IA3 - All Subjects)
7-8/14-15 [HOLD] LDR
8 [HOLD] Sustainability half days
15 [HOLD] Sustainability half days
25-28 HS Q3 IA (Half-Day, HS Only)
26-27 3-4 Math IA (Differentiated)
28 End of Quarter Three
29 Good Friday - Closed

March '24						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

20 School Days

April '24						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

16 School Days

3/29-4/8 Spring Break - Closed
NYS ELA Exam - 3rd,4th,6th,7th Grade
Quarter 3 RCC Conference 1/2 Day: HS ONLY
4/16-4/17 NYS 5th Grade Science Exam
Q3 RCC Conference 1/2 Day: ES & MS ONLY
NYS ELA Exam - 5th & 8th Grade

5/1 NYS ELA Exam - 5th & 8th Grade
6-10 AP Exams - HS Only
7-8 K-2 Math IA3
8-9 NYS Math Exam - 3rd,4th,6th,7th Grade
13-17 AP Exams - HS Only
14-15 NYS Math State Exam - 5th Grade
24 Sustainability half day
27 Memorial Day - Closed

May '24						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

22 School Days

June '24						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

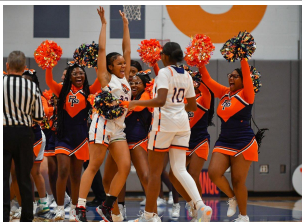
10 School Days

3-7 HS Q4 IA (Half-Day, HS Only)
4-18 NYS June Regents
14 Last Day of School
19 Juneteenth - Closed

Note Concerning Differences with RCSD

The following are days which Rochester Prep Charter Schools will differ with Rochester Central School District (RCSD). As always, Rochester Prep will offer transportation to Rochester City students on the days when RCSD is off, but Rochester Prep is in session.

Rochester Prep Schools are in session, but Rochester City Schools are off on: August 21st - September 5th, November 7th, April 22nd, May 17th, May 24th



CUSTOMER NAME: Rochester Prep Elementary School
BUILDING NAME: Rochester Prep Elementary - FA
BUILDING ADDRESS: 85 St Jacob St, Rochester, NY 14621-4951, US
CONTACT NAME: Ann Wall
CONTACT E-MAIL: awall@sebakerc.com
CONTACT ROLE: Building Management
CONTACT PHONE: 5852599255
INSPECTION TYPE: Fire Alarm v2
FREQUENCY: Annual
WORK ORDER: 53989544
INSPECTION START DATE: 04/06/2023
INSPECTION END DATE: 04/06/2023

INSPECTOR: Ron Seelbinder
INSPECTOR LICENSE:
ACCOUNT NAME: Johnson Controls North America
OFFICE ADDRESS: 90 Goodway Drive Rochester NY 14623
OFFICE PHONE: 585-770-1300
OFFICE LICENSE: NYS 1200032795
TIMEZONE: GMT-04:00

FIRE ALARM INSPECTION REPORT

Building Notes

1. 1. Tested and inspected all accessible initiating devices as listed in this report. All fixed heat detectors and non restorable devices were visually or electrically inspected.
2. Tested A/V devices. 3. Batteries were inspected and tested. 4. Verified fire alarm signal was received by Central Station. 5. Fire Alarm Control Panel returned to normal upon departure.

DEVICE DEFICIENCIES

LOCATION	DESCRIPTION	ADDRESS	DEVICE	MAKE	MODEL	BARCODE	DATE OF TEST	TYPE	IMAGES
1st Floor	By Exit 8	ZN 4	Pull Station	—	—	—	04/06/2023	FUNCTIONAL FAILURE	DEFICIENCY IMAGES APPENDIX 1.1
<i>FAILURE REASON: Simple pull station failed due to set screw is stripped. Device will not close properly to reset. Device is taped closed with electrical tape. Device will work if needed.</i>									
2nd Floor	By Room 207	—	Strobe	—	GES3-24WR	—	04/06/2023	FUNCTIONAL FAILURE	—
<i>FAILURE REASON: Strobe not flashing when tested.</i>									
Catwalk	Maintenance Office	—	Panel	—	4100ES	—	04/06/2023	FUNCTIONAL FAILURE	—
<i>FAILURE REASON: Elevator bypass not working properly. With bypass on and FACP in Walktest. Elevator will recall on 1st floor and basement. In order to reset elevator; FACP has to be Warm Started.</i>									
1st Floor	Office across from Main Office	—	Strobe	—	GES3-24WR	—	04/06/2023	FUNCTIONAL FAILURE	—
<i>FAILURE REASON: Strobe not flashing when tested.</i>									

CANNOT INSPECT REPORT									
LOCATION	DESCRIPTION	ADDRESS	DEVICE	MAKE	MODEL	BARCODE	DATE OF TEST	TYPE	IMAGES
Attic	Attic	ZN 9	Heat Detector Fixed Temp	—	2098-9441	—	04/06/2023	Cannot Inspect	—
<i>Reason cannot inspect: Fixed heat detector is non restorable. Visually inspected.</i>									
Attic	Attic	ZN 9	Heat Detector Fixed Temp	—	2098-9441	—	04/06/2023	Cannot Inspect	—
<i>Reason cannot inspect: Fixed heat detector is non restorable. Visually inspected.</i>									
Attic	Attic	ZN 9	Heat Detector Fixed Temp	—	2098-9441	—	04/06/2023	Cannot Inspect	—
<i>Reason cannot inspect: Fixed heat detector is non restorable. Visually inspected.</i>									
Attic	Attic	ZN 9	Heat Detector Fixed Temp	—	2098-9441	—	04/06/2023	Cannot Inspect	—
<i>Reason cannot inspect: Fixed heat detector is non restorable. Visually inspected.</i>									
Attic	Attic	ZN 9	Heat Detector Fixed Temp	—	2098-9441	—	04/06/2023	Cannot Inspect	—
<i>Reason cannot inspect: Fixed heat detector is non restorable. Visually inspected.</i>									
Attic	Attic	ZN 9	Heat Detector Fixed Temp	—	2098-9441	—	04/06/2023	Cannot Inspect	—
<i>Reason cannot inspect: Fixed heat detector is non restorable. Visually inspected.</i>									
Attic	Attic	ZN 9	Heat Detector Fixed Temp	—	2098-9441	—	04/06/2023	Cannot Inspect	—
<i>Reason cannot inspect: Fixed heat detector is non restorable. Visually inspected.</i>									
Attic	Attic	ZN 9	Heat Detector Fixed Temp	—	2098-9441	—	04/06/2023	Cannot Inspect	—
<i>Reason cannot inspect: Fixed heat detector is non restorable. Visually inspected.</i>									
Attic	Attic	ZN 9	Heat Detector Fixed Temp	—	2098-9441	—	04/06/2023	Cannot Inspect	—
<i>Reason cannot inspect: Fixed heat detector is non restorable. Visually inspected.</i>									
Attic	Attic	ZN 9	Heat Detector Fixed Temp	—	2098-9441	—	04/06/2023	Cannot Inspect	—
<i>Reason cannot inspect: Fixed heat detector is non restorable. Visually inspected.</i>									
Basement	Boiler Room (Button)	ZN 1	Heat Detector Fixed Temp	—	2098-9441	—	04/06/2023	Cannot Inspect	—
<i>Reason cannot inspect: Device is too high. Visually inspected.</i>									
Elevator Shaft	Elevator Shaft (Hatch)	ZN 8	Smoke Detector	—	comp	—	04/06/2023	Cannot Inspect	—
<i>Reason cannot inspect: No access to device.</i>									
1st Floor	Gymnasium High	ZN 6	Smoke Detector	—	comp	—	04/06/2023	Cannot Inspect	—
<i>Reason cannot inspect: Device is caged and too high. Visually inspected.</i>									
1st Floor	Gymnasium High	ZN 6	Smoke Detector	—	comp	—	04/06/2023	Cannot Inspect	—
<i>Reason cannot inspect: Device is caged and too high. Visually inspected.</i>									
Basement	Laundry Room B6	ZN 1	Heat Detector Fixed Temp	—	2098-9441	—	04/06/2023	Cannot Inspect	—
<i>Reason cannot inspect: Fixed heat detector is non restorable. Visually inspected.</i>									

CANNOT INSPECT REPORT									
LOCATION	DESCRIPTION	ADDRESS	DEVICE	MAKE	MODEL	BARCODE	DATE OF TEST	TYPE	IMAGES
Basement	Storage B11 (Button)	ZN 1	Heat Detector Fixed Temp	—	comp	—	04/06/2023	Cannot Inspect	—
<i>Reason cannot inspect: Device is too high. Visually inspected.</i>									

INSPECTION RESULTS SUMMARY				
DEVICE TYPE	INVENTORY COUNT	PASSED	FAILED	CANNOT INSPECT
Annunciator	1	1	0	0
Battery	1	1	0	0
CO Detector	2	2	0	0
CO/Smoke Combo	2	2	0	0
Heat Detector Fixed Temp	21	7	0	14
Heat Detector	41	41	0	0
Panel	1	0	1	0
Pull Station	19	18	1	0
Smoke Detector	65	62	0	3
Strobe	2	0	2	0
TOTAL	155	134	4	17

Panels/Initiating Devices

INSPECTION RESULTS SUMMARY				
DEVICE TYPE	INVENTORY COUNT	PASSED	FAILED	CANNOT INSPECT
Annunciator	1	1	0	0
Battery	1	1	0	0
CO Detector	2	2	0	0
CO/Smoke Combo	2	2	0	0
Heat Detector Fixed Temp	21	7	0	14
Heat Detector	41	41	0	0
Panel	1	0	1	0
Pull Station	19	18	1	0
Smoke Detector	65	62	0	3

FACP PANELS									
#	LOCATION	DESCRIPTION	MANUFACTURER	MODEL	DEVICE TYPE	BARCODE	INSPECTOR	DATE OF TEST	RESULT
1	Catwalk	Maintenance Office	Simplex	4100ES	Panel	—	Ronald Duane Seelbinder	04/06/2023	Failed
Is the panel in a normal condition at the start of the inspection?									Yes
Alarm, Supervisory, and Trouble Signals (Inputs)									Yes
Circuit Supervisory (Including Opens, Shorts & Ground Faults)									Yes
Alarm verification sequence verified									Yes
POWER SUPPLY SUPV - LOSS OF AC POWER/BATTS									Yes
Fuses/Lamps/LED Tested & Verified									Yes
DOOR HOLDERS									Yes
REMOTE ANNUNCIATOR(S) - OPERATION/VERIFICATION									Yes
INITIATING DEVICES TEST									Yes
MASTERBOX / CENTRAL STATION CONNECTION TESTED									Yes
MASTERBOX / CENTRAL STATION ACCOUNT #									212-1787
ALARM NOTIFICATION APPLIANCES TESTED									Yes
Reason for failure: (<i>Functional Failure</i>) Elevator bypass not working properly. With bypass on and FACP in Walktest. Elevator will recall on 1st floor and basement. In order to reset elevator, FACP has to be Warm Started.									

BATTERIES							
#	LOCATION	DESCRIPTION	DEVICE TYPE	BARCODE	INSPECTOR	DATE OF TEST	RESULT
1	Catwalk	Maintenance Office	Battery	—	Ronald Duane Seelbinder	04/06/2023	Passed
Quantity (Enter 2 if answering for a set)							2
Amp hour rating							50a/h
Visual inspection							Pass
Batteries less than 5 years?							Pass
Manufacturer Date Code							April 2019
Voltage with charger							27.1
Voltage without charger							26.0
Load Voltage Test							Pass
Load Voltage Test Results (%)							100%

Panels/Initiating Devices

SMOKE DETECTORS								
#	LOCATION	DESCRIPTION	ADDRESS	DEVICE TYPE	BARCODE	INSPECTOR	DATE OF TEST	RESULT
1	Basement	By Art Classroom B8	ZN 2	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
2	1st Floor	By Boy's Room 105	ZN 5	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
3	1st Floor	By Boy's Room / 119A	ZN 5	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
4	2nd Floor	By Boy's Room 205	ZN 8	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
5	2nd Floor	By Boy's Room / 219A	ZN 8	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
6	Basement	By Classroom B5	ZN 2	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
7	Basement	By Classroom B7	ZN 2	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
8	1st Floor	By Elevator	ZN 5	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
9	1st Floor	By Elevator	M1-111	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
10	2nd Floor	By Elevator	ZN 8	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
11	2nd Floor	By Elevator	M1-112	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
12	Basement	By Elevator	M1-110	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
13	Basement	By Elevator	ZN 2	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
14	1st Floor	By Exit 1	ZN 5	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
15	1st Floor	By Exit 2	ZN 5	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
16	2nd Floor	By Exit 2	ZN 8	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
17	1st Floor	By Exit 3	ZN 5	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
18	2nd Floor	By Exit 3	ZN 8	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
19	1st Floor	By Exit 6	ZN 5	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
20	2nd Floor	By Exit 6	ZN 8	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
21	1st Floor	By Exit 8	ZN 5	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
22	2nd Floor	By Exit 8	ZN 8	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
23	1st Floor	By Gymatorium	ZN 5	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
24	1st Floor	By Main Office	ZN 5	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
25	Basement	By Music Room B9	ZN 2	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
26	Basement	By Ramp	ZN 2	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed

Panels/Initiating Devices

SMOKE DETECTORS								
#	LOCATION	DESCRIPTION	ADDRESS	DEVICE TYPE	BARCODE	INSPECTOR	DATE OF TEST	RESULT
27	Basement	By Ramp / Drainage Pipes	ZN 2	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
28	1st Floor	By Room 101	ZN 5	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
29	1st Floor	By Room 107	ZN 5	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
30	1st Floor	By Room 107	ZN 5	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
31	1st Floor	By Room 110	ZN 5	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
32	1st Floor	By Room 112	ZN 5	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
33	1st Floor	By Room 116	ZN 5	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
34	1st Floor	By Room 123A	ZN 5	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
35	2nd Floor	By Room 200	ZN 8	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
36	2nd Floor	By Room 200C	ZN 8	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
37	2nd Floor	By Room 206	ZN 8	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
38	2nd Floor	By Room 211	ZN 8	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
39	2nd Floor	By Room 213	ZN 8	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
40	2nd Floor	By Room 216	ZN 8	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
41	2nd Floor	By Room 223	ZN 8	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
42	Basement	By Room B1	ZN 2	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
43	Basement	By Room B2	ZN 2	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
44	Basement	By Storage 15	ZN 2	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
45	1st Floor	Center Of Stage	ZN 6	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
46	Basement	Classroom B4	M1-241	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
47	Basement	Classroom B4	M1-243	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
48	Basement	Classroom B4	M1-241	CO/Smoke Combo	—	Ronald Duane Seelbinder	04/06/2023	Passed
49	Basement	Classroom B5	M1-242	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
50	Basement	Classroom B5	M1-240	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
51	Basement	Classroom B5	M1-240	CO/Smoke Combo	—	Ronald Duane Seelbinder	04/06/2023	Passed
52	1st Floor	Elevator Machine Room	M1-113	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed

Panels/Initiating Devices

SMOKE DETECTORS								
#	LOCATION	DESCRIPTION	ADDRESS	DEVICE TYPE	BARCODE	INSPECTOR	DATE OF TEST	RESULT
53	Elevator Shaft	Elevator Shaft (Hatch)	ZN 8	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Cannot Inspect
Reason cannot inspect: No access to device.								
54	1st Floor	Gymatorium High	ZN 6	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Cannot Inspect
Reason cannot inspect: Device is caged and too high. Visually inspected.								
55	1st Floor	Gymatorium High	ZN 6	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Cannot Inspect
Reason cannot inspect: Device is caged and too high. Visually inspected.								
56	1st Floor	Gymatorium Low	ZN 6	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
57	1st Floor	Gymatorium Low	ZN 6	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
58	1st Floor	Gymatorium Low	ZN 6	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
59	1st Floor	Gymatorium Low	ZN 6	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
60	2nd Floor	Room 201	ZN 8	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
61	2nd Floor	Room 201A	ZN 8	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
62	Basement	Storage 15	ZN 2	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
63	1st Floor	Storage Behind Stage	ZN 6	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
64	2nd Floor	Top Of Stair Exit 2	ZN 8	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
65	2nd Floor	Top Of Stair Exit 3	ZN 8	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
66	2nd Floor	Top Of Stair Exit 6	ZN 8	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
67	2nd Floor	Top Of Stair Exit 8	ZN 8	Smoke Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed

HEAT DETECTORS								
#	LOCATION	DESCRIPTION	ADDRESS	DEVICE TYPE	BARCODE	INSPECTOR	DATE OF TEST	RESULT
1	Basement	Art Classroom B8	ZN 1	Heat Detector Fixed Temp	—	Ronald Duane Seelbinder	04/06/2023	Passed
Notes: • Electrical test only.								
2	Attic	Attic	ZN 9	Heat Detector Fixed Temp	—	Ronald Duane Seelbinder	04/06/2023	Cannot Inspect
Reason cannot inspect: Fixed heat detector is non restorable. Visually inspected.								
3	Attic	Attic	ZN 9	Heat Detector Fixed Temp	—	Ronald Duane Seelbinder	04/06/2023	Cannot Inspect
Reason cannot inspect: Fixed heat detector is non restorable. Visually inspected.								
4	Attic	Attic	ZN 9	Heat Detector Fixed Temp	—	Ronald Duane Seelbinder	04/06/2023	Cannot Inspect
Reason cannot inspect: Fixed heat detector is non restorable. Visually inspected.								

Panels/Initiating Devices

HEAT DETECTORS								
#	LOCATION	DESCRIPTION	ADDRESS	DEVICE TYPE	BARCODE	INSPECTOR	DATE OF TEST	RESULT
5	Attic	Attic	ZN 9	Heat Detector Fixed Temp	—	Ronald Duane Seelbinder	04/06/2023	Cannot Inspect
Reason cannot inspect: Fixed heat detector is non restorable. Visually inspected.								
6	Attic	Attic	ZN 9	Heat Detector Fixed Temp	—	Ronald Duane Seelbinder	04/06/2023	Cannot Inspect
Reason cannot inspect: Fixed heat detector is non restorable. Visually inspected.								
7	Attic	Attic	ZN 9	Heat Detector Fixed Temp	—	Ronald Duane Seelbinder	04/06/2023	Cannot Inspect
Reason cannot inspect: Fixed heat detector is non restorable. Visually inspected.								
8	Attic	Attic	ZN 9	Heat Detector Fixed Temp	—	Ronald Duane Seelbinder	04/06/2023	Cannot Inspect
Reason cannot inspect: Fixed heat detector is non restorable. Visually inspected.								
9	Attic	Attic	ZN 9	Heat Detector Fixed Temp	—	Ronald Duane Seelbinder	04/06/2023	Cannot Inspect
Reason cannot inspect: Fixed heat detector is non restorable. Visually inspected.								
10	Attic	Attic	ZN 9	Heat Detector Fixed Temp	—	Ronald Duane Seelbinder	04/06/2023	Cannot Inspect
Reason cannot inspect: Fixed heat detector is non restorable. Visually inspected.								
11	Attic	Attic	ZN 9	Heat Detector Fixed Temp	—	Ronald Duane Seelbinder	04/06/2023	Cannot Inspect
Reason cannot inspect: Fixed heat detector is non restorable. Visually inspected.								
12	Attic	Attic	ZN 9	Heat Detector Fixed Temp	—	Ronald Duane Seelbinder	04/06/2023	Cannot Inspect
Reason cannot inspect: Fixed heat detector is non restorable. Visually inspected.								
13	Basement	Boiler Room (Button)	ZN 1	Heat Detector Fixed Temp	—	Ronald Duane Seelbinder	04/06/2023	Cannot Inspect
Reason cannot inspect: Device is too high. Visually inspected.								
14	Basement	By Door 27A	ZN 1	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
15	Basement	By Electrical Panels	ZN 1	Heat Detector Fixed Temp	—	Ronald Duane Seelbinder	04/06/2023	Passed
Notes: • Electrical test only.								
16	Basement	By Telecommunications	ZN 1	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
17	Catwalk	Catwalk By Boiler Room (Button)	ZN 3	Heat Detector Fixed Temp	—	Ronald Duane Seelbinder	04/06/2023	Passed
18	Catwalk	Catwalk Storage Vault	ZN 3	Heat Detector Fixed Temp	—	Ronald Duane Seelbinder	04/06/2023	Passed
Notes: • Electrical test only.								
19	Basement	Closet East Of Elevator	ZN 1	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
20	Basement	Closet West Of Elevator	ZN 1	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
21	1st Floor	Janitor Closet 105A	ZN 4	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
22	2nd Floor	Janitor Closet 219A	ZN 7	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
23	2nd Floor	Janitor Closet By Boy's Room 205	ZN 7	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed

Panels/Initiating Devices

HEAT DETECTORS								
#	LOCATION	DESCRIPTION	ADDRESS	DEVICE TYPE	BARCODE	INSPECTOR	DATE OF TEST	RESULT
24	1st Floor	Janitors Closet 119A	ZN 4	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
25	Basement	Laundry Room B6	ZN 1	Heat Detector Fixed Temp	—	Ronald Duane Seelbinder	04/06/2023	Cannot Inspect
Reason cannot inspect: Fixed heat detector is non restorable. Visually inspected.								
26	1st Floor	Main Office Room 100A	ZN 4	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
27	1st Floor	Main Office Room 100C	ZN 4	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
28	Catwalk	Maintenance Office	ZN 3	Heat Detector Fixed Temp	—	Ronald Duane Seelbinder	04/06/2023	Passed
Notes: • Electrical test only.								
29	1st Floor	Room 104A	ZN 4	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
30	1st Floor	Room 106A	ZN 4	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
31	1st Floor	Room 107 Storage	ZN 4	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
32	1st Floor	Room 112 Storage	ZN 4	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
33	1st Floor	Room 114 Storage	ZN 4	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
34	1st Floor	Room 115 Storage	ZN 4	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
35	2nd Floor	Room 201 Storage	ZN 7	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
36	2nd Floor	Room 204A	ZN 7	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
37	2nd Floor	Room 206A	ZN 7	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
38	2nd Floor	Room 207A	ZN 7	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
39	2nd Floor	Room 208A	ZN 7	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
40	2nd Floor	Room 209A	ZN 7	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
41	2nd Floor	Room 211 Storage	ZN 7	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
42	2nd Floor	Room 214 Storage	ZN 7	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
43	2nd Floor	Room 215 Storage	ZN 7	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
44	2nd Floor	Server Room	ZN 7	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
45	Basement	Stairs To Electrical Room	ZN 1	Heat Detector Fixed Temp	—	Ronald Duane Seelbinder	04/06/2023	Passed
Notes: • Electrical test only.								
46	Basement	Storage 15	ZN 1	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed

Panels/Initiating Devices

HEAT DETECTORS								
#	LOCATION	DESCRIPTION	ADDRESS	DEVICE TYPE	BARCODE	INSPECTOR	DATE OF TEST	RESULT
47	Basement	Storage 15	ZN 1	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
48	Basement	Storage 20	ZN 1	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
49	Basement	Storage 26	ZN 1	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
50	Basement	Storage 27A	ZN 1	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
51	Basement	Storage 27B	ZN 1	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
52	Basement	Storage B11 (Button)	ZN 1	Heat Detector Fixed Temp	—	Ronald Duane Seelbinder	04/06/2023	Cannot Inspect
Reason cannot inspect: Device is too high. Visually inspected.								
53	Basement	Storage By 27B	ZN 1	Heat Detector Fixed Temp	—	Ronald Duane Seelbinder	04/06/2023	Passed
Notes: • Electrical test only.								
54	Basement	Storage By Art Room B8	ZN 1	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
55	Basement	Storage By B2 Room #1	ZN 1	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
56	Basement	Storage By B2 Room #2	ZN 1	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
57	Basement	Storage By B2 Room #3	ZN 1	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
58	Basement	Storage In B9	ZN 1	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
59	Basement	Storage In Telecom	ZN 1	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
60	Basement	Table/Chair Storage	ZN 1	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
61	Basement	Table/Chair Storage	ZN 1	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
62	Basement	Telecommunications	ZN 1	Heat Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed

PULL STATIONS								
#	LOCATION	DESCRIPTION	ADDRESS	DEVICE TYPE	BARCODE	INSPECTOR	DATE OF TEST	RESULT
1	Attic	Attic Stairs By Room 212A	ZN 7	Pull Station	—	Ronald Duane Seelbinder	04/06/2023	Passed
2	Basement	Boiler Room Stairs	ZN 3	Pull Station	—	Ronald Duane Seelbinder	04/06/2023	Passed
3	1st Floor	By Exit 1	ZN 4	Pull Station	—	Ronald Duane Seelbinder	04/06/2023	Passed
4	1st Floor	By Exit 2	ZN 4	Pull Station	—	Ronald Duane Seelbinder	04/06/2023	Passed
5	2nd Floor	By Exit 2	ZN 7	Pull Station	—	Ronald Duane Seelbinder	04/06/2023	Passed
6	1st Floor	By Exit 3	ZN 4	Pull Station	—	Ronald Duane Seelbinder	04/06/2023	Passed
7	2nd Floor	By Exit 3	ZN 7	Pull Station	—	Ronald Duane Seelbinder	04/06/2023	Passed

Panels/Initiating Devices

PULL STATIONS								
#	LOCATION	DESCRIPTION	ADDRESS	DEVICE TYPE	BARCODE	INSPECTOR	DATE OF TEST	RESULT
8	1st Floor	By Exit 6	ZN 4	Pull Station	—	Ronald Duane Seelbinder	04/06/2023	Passed
9	2nd Floor	By Exit 6	ZN 7	Pull Station	—	Ronald Duane Seelbinder	04/06/2023	Passed
10	1st Floor	By Exit 8	ZN 4	Pull Station	—	Ronald Duane Seelbinder	04/06/2023	Failed
Reason for failure: (Functional Failure) Simple pull station failed due to set screw is stripped. Device will not close properly to reset. Device is taped closed with electrical tape. Device will work if needed.								
11	2nd Floor	By Exit 8	ZN 7	Pull Station	—	Ronald Duane Seelbinder	04/06/2023	Passed
12	Basement	By Music Room B9	ZN 1	Pull Station	—	Ronald Duane Seelbinder	04/06/2023	Passed
13	1st Floor	By Room 110	ZN 5	Pull Station	—	Ronald Duane Seelbinder	04/06/2023	Passed
14	Basement	By Room B1	ZN 3	Pull Station	—	Ronald Duane Seelbinder	04/06/2023	Passed
15	Basement	Classroom B7 Exit	ZN 1	Pull Station	—	Ronald Duane Seelbinder	04/06/2023	Passed
16	1st Floor	Gymnasium East Exit	ZN 6	Pull Station	—	Ronald Duane Seelbinder	04/06/2023	Passed
17	1st Floor	Gymnasium West Exit	ZN 6	Pull Station	—	Ronald Duane Seelbinder	04/06/2023	Passed
18	Basement	Storage 15	ZN 1	Pull Station	—	Ronald Duane Seelbinder	04/06/2023	Passed
19	Catwalk	Top Of Stair To Boiler Room	ZN 3	Pull Station	—	Ronald Duane Seelbinder	04/06/2023	Passed

CO DETECTORS								
#	LOCATION	DESCRIPTION	ADDRESS	DEVICE TYPE	BARCODE	INSPECTOR	DATE OF TEST	RESULT
1	Basement	Boiler Room	ZN 1	CO Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed
2	1st Floor	Storage Behind Stage	ZN 1	CO Detector	—	Ronald Duane Seelbinder	04/06/2023	Passed

ANCILLARY FIRE ALARM DEVICES								
#	LOCATION	DESCRIPTION	DEVICE TYPE	BARCODE	INSPECTOR	DATE OF TEST	RESULT	
1	1st Floor	Main Office	Annunciator	—	Ronald Duane Seelbinder	04/06/2023	Passed	

Notification Devices


Bulk operator

All Devices in this section that are NOT listed below have been marked as: **Passed**

Notification Devices

INSPECTION RESULTS SUMMARY				
DEVICE TYPE	INVENTORY COUNT	PASSED	FAILED	CANNOT INSPECT
Strobe	2	0	2	0

DEVICES							
#	LOCATION	DESCRIPTION	DEVICE TYPE	BARCODE	INSPECTOR	DATE OF TEST	RESULT
1	2nd Floor	By Room 207	Strobe	—	Ronald Duane Seelbinder	04/06/2023	Failed
Reason for failure: <i>(Functional Failure)</i> Strobe not flashing when tested.							
2	1st Floor	Office across from Main Office	Strobe	—	Ronald Duane Seelbinder	04/06/2023	Failed
Reason for failure: <i>(Functional Failure)</i> Strobe not flashing when tested.							

Inspector Signature		Inspector Name	Ron Seelbinder	Date	04/06/2023
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Terms And Conditions

- 1. Limitation of Liability; Limitations Of Remedy.** It is understood and agreed by the Customer that Company is not an insurer and that insurance coverage, if any, shall be obtained by the Customer and that amounts payable to Company hereunder are based upon the value of the services and the scope of liability set forth in this agreement and are unrelated to the value of the Customer's property and the property of others located on the premises. Customer agrees to look exclusively to the Customer's insurer to recover for injuries or damage in the event of any loss or injury and that Customer releases and waives all right of recovery against Company arising by way of subrogation. Company makes no guaranty or Warranty, including any implied warranty of merchantability or fitness for a particular purpose that equipment or services supplied by Company will detect or avert occurrences or the consequences there from that the equipment or service was designed to detect or avert. It is impractical and extremely difficult to fix the actual damages, if any, which may proximately result from failure on the part of Company to perform any of its obligations under this agreement. Accordingly, Customer agrees that, Company shall be exempt from liability for any loss, damage or injury arising directly or indirectly from occurrences, or the consequences therefrom, which the equipment or service was designed to detect or avert. Should Company be found liable for any loss, damage or injury arising from a failure of the equipment or service in any respect, Company's liability shall be limited to an amount equal to the agreement price (as increased by the price for any additional work) or where the time and material payment term is selected, Customer's time and material payments to Company. Where this agreement covers multiple sites, liability shall be limited to the amount of the payments allocable to the site where the incident occurred. Such sum shall be complete and exclusive. If Customer desires Company to assume greater liability, the parties shall amend this agreement by attaching a rider setting forth the amount of additional liability and the additional amount payable by the Customer for the assumption by Company of such greater liability, provided however that such rider shall in no way be interpreted to hold Company as an insurer. IN NO EVENT SHALL COMPANY BE LIABLE FOR ANY DAMAGE, LOSS, INJURY, OR ANY OTHER CLAIM ARISING FROM ANY SERVICING, ALTERATIONS, MODIFICATIONS, CHANGES, OR MOVEMENTS OF THE COVERED SYSTEM(S) OR ANY OF ITS COMPONENT PARTS BY THE CUSTOMER OR ANY THIRD PARTY. COMPANY SHALL NOT BE LIABLE FOR INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY KIND, INCLUDING BUT NOT LIMITED TO DAMAGES ARISING FROM THE USE, LOSS OF THE USE, PERFORMANCE, OR FAILURE OF THE COVERED SYSTEM(S) TO PERFORM. The limitations of liability set forth in this agreement shall inure to the benefit of all parents, subsidiaries and affiliates of Company, whether direct or indirect, Company's employees, agents, officers and directors.
- 2. Limited Warranty.** COMPANY WARRANTS THAT ITS WORKMANSHIP AND MATERIAL FURNISHED UNDER THIS AGREEMENT WILL BE FREE FROM DEFECTS FOR A PERIOD OF NINETY (90) DAYS FROM THE DATE OF FURNISHING. Where Company provides product or equipment of others, Company will warrant the product or equipment only to the extent warranted by such third party. EXCEPT AS EXPRESSLY SET FORTH HEREIN, COMPANY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE WITH RESPECT TO THE SERVICES PERFORMED OR THE PRODUCTS, SYSTEMS OR EQUIPMENT, IF ANY, SUPPORTED HEREUNDER. COMPANY MAKES NO WARRANTY OR REPRESENTATION, AND UNDERTAKES NO OBLIGATION TO ENSURE BY THE SERVICES PERFORMED UNDER THIS AGREEMENT, THAT COMPANY'S PRODUCTS OR THE SYSTEMS OR EQUIPMENT OF THE CUSTOMER WILL CORRECTLY HANDLE THE PROCESSING OF CALENDAR DATES BEFORE OR AFTER DECEMBER 31, 1999.
- 3. Indemnity.** Customer agrees to indemnify, hold harmless and defend Company against any and all losses, damages, costs, including expert fees and costs, and expenses including reasonable defense costs, arising from any and all third party claims for personal injury, death, property damage or economic loss, including specifically any damages resulting from the exposure of workers to Hazardous Conditions whether or not Customer pre-notifies Company of the existence of said hazardous conditions, arising in any way from any act or omission of Customer or Company relating in any way to this agreement, including but not limited to the Services under this agreement, whether such claims are based upon contract, warranty, tort (including but not limited to active or passive negligence), strict liability or otherwise. Company reserves the right to select counsel to represent it in any such action.
- 4. Hazardous Materials.** Customer represents that, except to the extent that Company has been given written notice of the following hazards prior to the execution of this agreement, to the best of Customer's knowledge there is no:

 - a. "permit confined space," as defined by OSHA, or space in which work must be performed that, because of its construction, location, contents or work activity therein, accumulation of a hazardous gas, vapour, dust or fume or the creation of a risk of infectious disease
 - b. need for air monitoring, respiratory protection, or other medical risk
 - c. asbestos, asbestos-containing material, formaldehyde or other potentially toxic or otherwise hazardous material contained in or on the surface of the floors, walls, ceilings, insulation or other structural components of the area of any building
 - d. All of the above are hereinafter referred to as "Hazardous Conditions". Company shall have the right to rely on the representations listed above. If hazardous conditions are encountered by Company during the course of Company's work, the discovery of such conditions shall constitute an event beyond Company's control and Company shall have no obligation to further perform in the area where the hazardous conditions exist until the area has been made safe by Customer as certified in writing by an independent testing agency, and Customer shall pay disruption expenses and re-mobilization expenses as determined by Company. This agreement does not provide for the cost of capture, containment or disposal of any hazardous waste materials, or hazardous materials, encountered in any of the Covered System(s) and/or during performance of the Services. Said materials shall at all times remain the responsibility and property of Customer. Company shall not be responsible for the testing, removal or disposal of such hazardous materials.
- 5. Equipment Disconnections.** This represents Company's notice to you that the system(s)/device(s) listed on the face of this agreement as temporarily or permanently disconnected are no longer in service and, thus, cannot detect, perform and/or report
- 6. General.** Unless otherwise specified, work shall be performed during company's regular business hours,, exclusive of Saturdays, Sundays and Company holidays. All work is subject to review and rebilling in accordance with the terms and conditions of Customer's agreement/contract with Company, if one is in effect. Company shall not be responsible for failure to render services due to causes beyond its control, including but not limited to material shortages, work stoppages, fires, civil disobedience or unrest, severe weather, fire or any other cause beyond the control of Company. Customer is aware that the Limitation of Liability and other provisions set forth in any existing agreement/contract, if one is in effect, or set forth above, apply to services performed and materials supplied. The terms of this agreement shall govern notwithstanding any inconsistent or additional terms and conditions in any purchase order or other document submitted by Customer.

DEFICIENCY IMAGE APPENDICES

LOCATION	DESCRIPTION	DEVICE	BARCODE	TYPE	IMAGES
1st Floor	By Exit 8	Pull Station	—	FUNCTIONAL FAILURE	DEFICIENCY IMAGES APPENDIX 1.1

FAILURE REASON: Simple pull station failed due to set screw is stripped. Device will not close properly to reset. Device is taped closed with electrical tape. Device will work if needed.



DEVICE NOTE IMAGE APPENDICES

BUILDING NOTES IMAGES APPENDIX

Notes:



CITY OF ROCHESTER

CERTIFICATE NO.: 87137
DATE ISSUED: AUGUST 16, 2016
EXPIRATION: NOT APPLICABLE
LEGAL USE: CHARTER SCHOOL

CASE NO.: 609962
PERMIT: 1163605
SBL NO: 10626000030170010000

CERTIFICATE OF OCCUPANCY

PROPERTY LOCATION: 0085 ST JACOB ST

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

BRICK 2 STORIES
CERTIFICATE FOR CHARTER SCHOOL
{MAXIMUM OCCUPANCY NOT TO EXCEED 490 STUDENTS}
{GRADES: KINDERGARTEN TO FOURTH GRADE}

This Certificate is issued and based on the application made by:

TRUE NORTH ST. JACOB ST. LLC, {OWNER}, ON AUGUST 10, 2016

The Certificate of Occupancy remains in effect from the date of issuance until the expiration date noted above, unless terminated by the occurrence of any of the events enumerated in Section 90-16A(2) of the City Code, or the Non-Conforming Use limitations in Section 120-199 of the Zoning Code. This Certificate must be renewed, if applicable, no later than the expiration date.

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