

Application: True North Rochester Preparatory Charter School

Elizabeth AlFayad - ealfayad@rochesterprep.org
2021-2022 Annual Report

Summary

ID: 0000000218

Labels: SUNY Trustees

Entry 1 School Info and Cover Page

Completed Sep 7 2022

[Instructions](#)

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2021-2022 school year are not required to complete or submit an annual report this year).

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

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

TRUE NORTH ROCHESTER PREPARATORY CHARTER SCHOOL 800000059516

a1. Popular School Name

Rochester Prep

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

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

SUNY BOARD OF TRUSTEES

d. DISTRICT / CSD OF LOCATION

ROCHESTER CITY SD

e. DATE OF INITIAL CHARTER

6/2006

f. DATE FIRST OPENED FOR INSTRUCTION

8/2006

c. School Unionized

Is your charter school unionized?

No

h. SCHOOL WEB ADDRESS (URL)

rochesterprep.uncommonschoools.org

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

1290

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

1246

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

Check all that apply

Grades Served

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

I1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

Yes

I2. NAME OF CMO/EMO AND ADDRESS

NAME OF CMO/EMO	Uncommon Schools Inc.
PHYSICAL STREET ADDRESS	55 Broad
CITY	New York
STATE	NY
ZIP CODE	10004
EMAIL ADDRESS	info@uncommonschoools.org
CONTACT PERSON NAME	(No response)

FACILITIES INFORMATION

m. FACILITIES

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

Yes, 3 sites

TRUE NORTH ROCHESTER PREPARATORY CHARTER SCHOOL 800000059516

School Site 1 (Primary)

m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	630 Brooks Ave, Rochester, NY 14619	585-436-8629	Rochester	5-8	no

m1a. Please provide the contact information for Site 1.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Patrick Pastore	Principal	585-436-8629		ppastore@rochesterprep.org
Operational Leader	Brenda Clark	Director of Operations	585-436-8629		bclark@rochesterprep.org
Compliance Contact	Noelle Van der Tuin	Manager, Finance	646-866-4394		noelle.vandertuin@uncommonschools.org
Complaint Contact	Patrick Pastore	Principal	585-436-8629		ppastore@rochesterprep.org
DASA Coordinator	James Dill	Director, Special Education	585-436-8629		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, 2021.

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

Site 1 Certificate of Occupancy (COO)

[COO_630Brooks.pdf](#)

Filename: COO_630Brooks.pdf **Size:** 712.2 kB

Site 1 Fire Inspection Report

[FireInsp_630Brooks.pdf](#)

Filename: FireInsp_630Brooks.pdf **Size:** 3.1 MB

Rochester Prep

School Site 2

m2. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 2	899 Jay St, Rochester, NY 14611	585-235-0008	Rochester	K-4	no

m2a. Please provide the contact information for Site 2.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Danielle Hinman	Principal	585-235-0008		dhinman@rochesterprep.org
Operational Leader	Brian Marciano	Director of Operations	585-235-0008		bmarciano@rochesterprep.org
Compliance Contact	Noelle Van der Tuin	Manager, Finance	646-866-4394		noelle.vandertuin@uncommonschoools.org
Complaint Contact	Danielle Hinman	Principal	585-235-0008		dhinman@rochesterprep.org
DASA Coordinator	James Dill	Director, Special Education	585-235-0008		jdill@rochesterprep.org
Phone Contact for After Hours Emergencies					

m2b. Is site 2 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, 2022.

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

Site 1 Certificate of Occupancy (COO)

[COO_899Jay.jpg](#)

Filename: COO_899Jay.jpg **Size:** 291.7 kB

Site 2 Fire Inspection Report

[FireInsp_899Jay.pdf](#)

Filename: FireInsp_899Jay.pdf **Size:** 2.6 MB

TRUE NORTH ROCHESTER PREPARATORY CHARTER SCHOOL 800000059516

School Site 3

m3. SCHOOL SITES

Please provide information on site 3 for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 3	14 Mark St, Rochester, NY 14605	585-368-5111	Rochester	9-12	no

m3a. Please provide the contact information for Site 3.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Edward Eckert	Principal	585-368-5111		eeckert@rochesterprep.org
Operational Leader	Jeffrey Allen	Director of Operations	585-368-5111		jallen@rochesterprep.org
Compliance Contact	Noelle Van der Tuin	Manager, Finance	646-866-4394		noelle.vandertuin@uncommonschools.org
Complaint Contact	Edward Eckert	Principal	585-368-5111		eeckert@rochesterprep.org
DASA Coordinator	James Dill	Director, Special Education	585-368-5111		jdill@rochesterprep.org
Phone Contact for After Hours Emergencies					

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

Private Space

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

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, 2022.

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Site 1 Certificate of Occupancy (COO)

[COO_14Mark.pdf](#)

Filename: COO_14Mark.pdf **Size:** 1.7 MB

Site 3 Fire Inspection Report

CHARTER REVISIONS DURING THE 2021-2022 SCHOOL YEAR

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

No

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

Yes

ATTESTATIONS

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

Name	Elizabeth Alfayad
Position	Manager, Regional Data Reporting & Analysis
Phone/Extension	585-436-8629
Email	ealfayad@rochesterprep.org

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

Responses Selected:

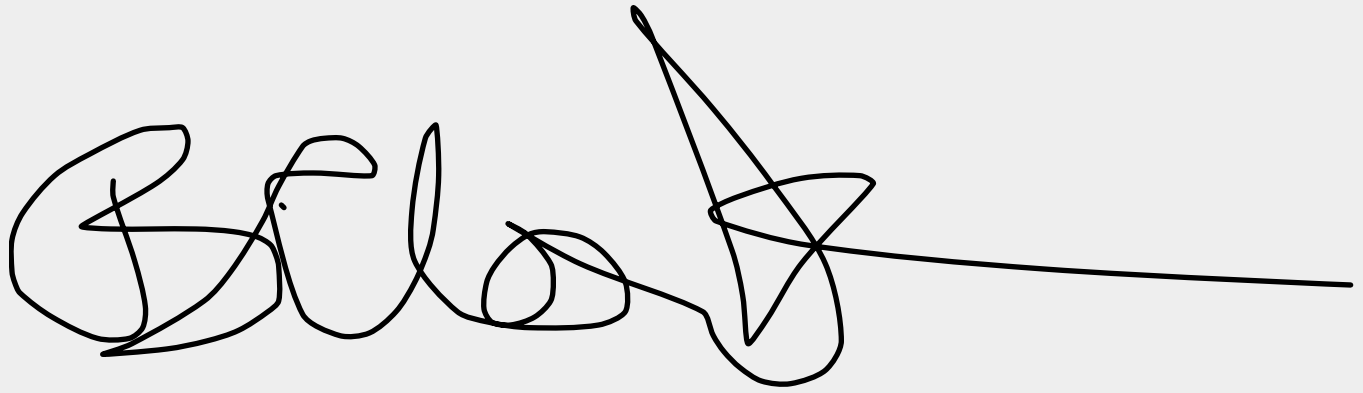
Yes

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

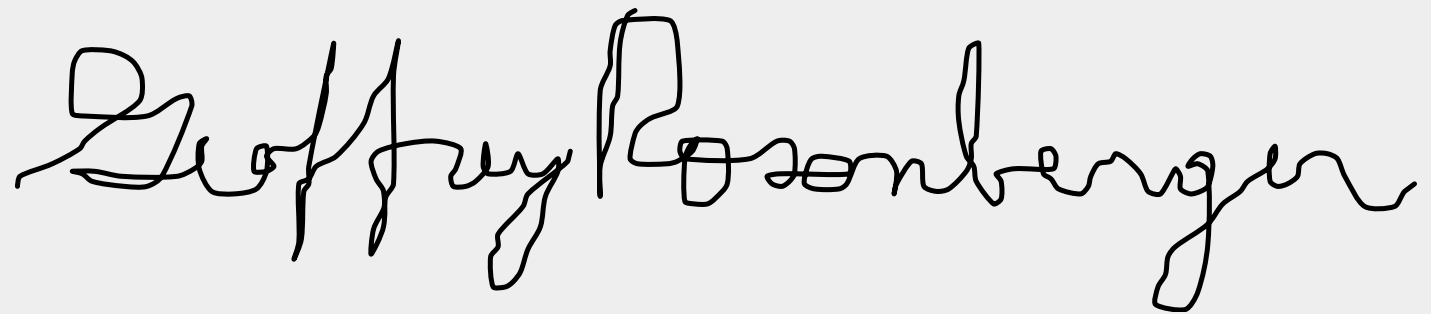
Responses Selected:

Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees



Date

Sep 7 2022

Thank you.



Entry 3 Accountability Plan Progress Reports

Incomplete

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 SUNY Epicenter system by **September 15, 2022**. SUNY CSI will forward to NYSED CSO.

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

Entry 4 - Audited Financial Statements

Incomplete

Required of ALL Charter Schools

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

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

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

Entry 4a - Audited Financial Report Template (SUNY)

Incomplete

Instructions - SUNY-Authorized Charter Schools ONLY

SUNY-authorized schools must download the Excel spreadsheet entitled "Audited Financial Report Template" at <http://www.newyorkcharters.org/fiscal/>. After completing, schools must upload the document into the SUNY Epicenter system no later than **November 1, 2022**. SUNY CSI will forward to NYSED CSO.

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

Instructions - Regents, NYCDOE and Buffalo BOE authorized schools must upload financial documents and submit by **November 1, 2022**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a "federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold."

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

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

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

Entry 4d - Financial Services 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, 2022**.

Form for "Financial Services Contact Information"

1. School Based Fiscal Contact Information

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

2. Audit Firm Contact Information

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

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm

Entry 5 - Fiscal Year 2022-2023 Budget

Incomplete

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

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

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

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

Entry 6 - Board of Trustees Disclosure of Financial Interest Form

Completed Sep 7 2022

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

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

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

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

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

[21-22 RP DFIs](#)

Filename: 21 22 RP DFIs.pdf **Size:** 4.6 MB

Entry 7 BOT Membership Table

Completed Sep 7 2022

Instructions

Required of ALL charter schools

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

Entry 7 BOT Table

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

TRUE NORTH ROCHESTER PREPARATORY CHARTER SCHOOL 800000059516

Authorizer:

Who is the authorizer of your charter school?

SUNY

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

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD /YYYY)	End Date of Current Term (MM/DD /YYYY)	Board Meetings Attended During 2021-2022
1	Geoffrey Rosenberger		Chair	Financ, Development, Academic, Facilities	Yes	4	6/30/2022	6/30/2025	5 or less
2	Jim Ryan		Trustee/Member	Development (Chair), Finance, Facilities	Yes	4	6/30/2021	6/30/2024	5 or less

3	Rebecca Sumner		Vice Chair	Academic (Chair), Finance, Development	Yes	4	6/30/2022	6/30/2025	5 or less
4	Ron Zarrella		Treasurer	Finance (Chair) Development Facilities	Yes	3	6/30/2021	6/30/2024	5 or less
5	Josh Phillips		Trustee/Member	n/a	Yes	3	6/30/2021	6/30/2024	5 or less
6	Ebony Miller-Wesley		Trustee/Member	Academic Finance	Yes	1	6/20/2021	6/30/2024	5 or less
7	Jim Costanza		Trustee/Member	Academic Facilities Development	Yes	1	6/30/2021	6/30/2024	5 or less
8	Carlos Carballada		Trustee/Member	n/a	Yes	1	3/24/2021	6/30/2024	5 or less
9	Langston McFadden		Trustee/Member	Facilities	Yes	1	3/24/2021	6/30/2024	5 or less

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

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total Number of BOT Members on June 30, 2022	9
b.Total Number of Members Added During 2021-2022	0
c. Total Number of Members who Departed during 2021-2022	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	9

3. Number of Board meetings held during 2021-2022

5

4. Number of Board meetings scheduled for 2022-2023

5

Total number of Voting Members on June 30, 2022:

9

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

0

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

0

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

9

Thank you.

Entry 8 Board Meeting Minutes

Incomplete Hidden from applicant

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

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

Entry 9 Enrollment & Retention

Completed Sep 7 2022

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

Required of ALL Charter Schools

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

Entry 9 Enrollment and Retention of Special Populations

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2021-2022	Describe Recruitment Plans in 2022-2023
Economically Disadvantaged	<p>The city of Rochester has the third highest poverty rate of all metropolitan areas in the US (US Census Bureau, 2020). In the 21-22 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</p>	<p>In 2022-2023, 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</p>

	<p>practices. Our Parent Ambassador and Family Champions program saw great success both through Zoom events and in-person once restrictions were lifted, creating positive connections between current families and prospective families.</p>	<p>and future students and places those efforts at the heart of all its recruitment and retention practices. We will continue our 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>	<p>The Director of Special Education for Rochester Prep supports the recruitment and retention of English Language Learners. To spread the word about Rochester Prep among this particular populations, we have placed bilingual advertisements on both the radio and in print. Directed emails were sent to two the two largest refugee support agencies in Rochester, the Catholid Family Center and Rochester Refugee Resettlement Services notifying them of Rochester Prep’s application process, lottery date, and availability of ELL supports. Our application was available in Spanish and families could request other languages if needed. We held 20% of our lottery spots specifically for students identified as ELLs. As stated above, our strongest recruitment practice is asking current families to speak with their family and friends about Rochester Prep. Many if not most of our ELL families learn about us by word of mouth and we work to build strong relationships with our ELL families and encourage</p>	<p>In 2022-2023, our Director of Special Education will continue to lead efforts to recruit ELLs, leveraging our relationships with current families to reach new students. We will maintain our existing relationship with the Catholic Family Center and Rochester Refugee Resettlement Services to inform recently arrived families about their school choice and the opportunities Rochester Prep provides. We will mail application postcards in multiple languages for the 22-23 school lottery. An Americorps Summer Associate that worked with us this summer collected a list of local religious community groups that often support immigrant and refugee populations - we will share information about our schools and application process with them directly. We are eager to resume in-person recruitment events if possible, but must wait</p>

	<p>them to share the Rochester Prep opportunity within their communities. Our in-person recruitment efforts this year were tempered by the public health crisis and we were not able to attend or hold any of the in-person events that we normally would. However, we have not seen a significant difference in the percentage of ELLs enrolling in our schools due to the power of word of mouth from our current families.</p>	<p>for local and state guidance for all group gatherings. We will have Spanish-speaking staff at any in-person or remote recruitment events to immediately assist any prospective Spanish-speaking families. As we did last year, we will hold 20% of our lottery spots for ELL-identified students.</p>
<p>Students with Disabilities</p>	<p>The Director of Special Education for Rochester Prep supports the recruitment and retention of students with disabilities. All of our recruiting materials include the fact that we support IEPs and 504 plans, indicating that students with disabilities are welcome and supported in our schools. The Director of Special Education presented at a New York Charter Association Parent Council meeting to discuss the supports Rochester Prep and Uncommon Schools (our CMO) provides to students across New York State. The Special Education team at each school meets directly with prospective families with IEPs/504s and provides individualized tours to address any enrollment concerns. Rochester Prep highlighted Special Education and Students with Disabilities on our social media channels, on our website, and on all of our recruitment materials.</p>	<p>In 22-23, our Director of Special Education will continue to lead efforts to recruit these populations, leveraging our relationships with current families to reach new students. The deeply personal family connections that we make with prospective families will continue, and we are looking forward to resuming more in-person recruitment events when local and state mandates allow. We plan to have a Special Education Coordinator or Social Worker at all live recruitment events so that we can directly answer any questions related to the services we provide for students with disabilities. We will continue our 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>

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2021-2022	Describe Retention Plans in 2022-2023
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. Throughout the COVID-19 shutdown and transition to remote learning, we provided every student with their own Chromebook to use and a wifi hotspot to families who do not have internet connectivity. We ensured that every student had access to our remote learning platforms from day 1 of school, and made sure that those platforms were device agnostic - meaning that they could be accessed and navigated equally well from a laptop, Chromebook, tablet, or cell phone. We did this to ensure that a student's financial background had no affect on their ability to fully</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</p>

participate in remote schooling. We reopened our doors for in-person learning as soon as we were safely able to do so, inviting students back 2 days per week for several months, then ultimately 4 days per week through the end of the school year. Teachers held frequent Zoom conferences with parents, and continued weekly advisory calls to make sure that families were supported holistically through COVID, as a safe, stable home life is vital for a student to succeed in remote learning. Our office teams helped to facilitate several dozen McKinney-Vento applications, including some students who relocated out of state due to the COVID crisis to ensure that students would not face any interruption in their education.

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.

In the 21-22 school year we worked diligently to make sure that all of our families felt supported and confident throughout the public health crisis and transition to remote learning. We offered full translation of school emails and Zoom sessions in all languages, we provided every student with a Chromebook for remote learning and offered free wifi hotspots if families did not have internet connectivity. ELL students were offered the maximum 4 days per week in person when our school buildings reopened, compared to the 2 days per week for the general student population. We

English Language Learners

offered small group and individual sessions of language services in addition to supplement remote learning activities. Rochester Prep purchased additional features within our remote learning technology platforms to build in text reading features and tutoring functions to ensure that ELL students were able to access their school materials even in a remote environment. Rochester Prep expanded the ELL-focused professional development sessions and online training available to staff. ELL students who were not actively engaging in their online schoolwork received home visits from SPED teachers and social workers to identify struggles, serve as a resource, and ensure that students were not falling behind during the COVID-related closures. Our retention and grading policies were revised based on language barriers encountered during the COVID shutdown to help reduce the number of academic retentions within the ELL population. 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. In the case of ELL students, we will also include the Director for Special Education and/or a teacher who has a particularly strong relationship

Rochester Prep will continue many of the interventions created last year to help retain ELL students, and will revise them as needed depending on whether students are attending classes in person or remotely. We will provide individualized supports for each ELL student, and monitor early in the year for COVID-related learning loss. We will continue provision of in person and virtual family connections, including interpretation & translation in the home language, and multilingual captioning of all video media. We are seeking to continue and expand our cross-regional ELL resources and PD sessions to that all of our staff build competent skills to serve our ELL families.

with the family. We also ensure that if the family is uncomfortable communicating in English that a translator is available so that there is no possible miscommunication. We seek 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.

Rochester Prep worked diligently through the 21-22 school year to ensure that students with disabilities felt fully supported in the new remote learning environment. We provided Chromebooks to every student so they could access our online learning platforms and wifi hotspots to families who did not have internet connectivity. Students with disabilities were offered small group or individual Zoom sessions to help ensure that they were receiving learning materials in a way best suited for their particular needs. We purchased additional features within our remote learning technology platforms to build in text reading features and tutoring functions to provide an additional means of support. When our schools initially re-opened for in-person learning, students attended 2 days per

In the 21-22 school year, we will continue to provide individualized support and monitor our students with disabilities for COVID-related

Students with Disabilities

week. However, we prioritized students with disabilities to receive 4 days per week of in-person instruction. We performed home visits for students with disabilities who were not actively engaged with online learning to ensure that we could help overcome any obstacles facing the family, provide support, and demonstrate our commitment to the student's success despite the challenges of the remote environment. We also revised retention and grading policies related to disability types during COVID to reduce the number of academic retentions of students with disabilities. 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. In the case of students with disabilities, we will also include the Director for Special Education and/or a teacher who has a particularly strong relationship with the family. We seek 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.

learning losses. We are implementing guided reading at the middle school level and SPED teachers will directly support this new initiative. We will continue to build upon our cross-regional resources and best practices for supporting students with disabilities and implement more targeted professional development sessions for staff members. In the weeks leading up to the school year, social workers and special education coordinators will be performing home visits with the families of SWD who were not actively engaged at the end of the prior school year to establish relationships, set expectations, and identify any areas of need to ensure the family is fully supported in the coming year.

Entry 10 - Teacher and Administrator Attrition

Completed Sep 7 2022

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

A. TEACH System - Employee Clearance

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

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

^[1] Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at http://www.nysed.gov/common/nysed/files/programs/charter-schools/employee_fingerprintoct19.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

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education. Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

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

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2022)	
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	
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, 2022)	
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2022)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2022)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	
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 2021-2022 **Organization Chart**. The organization chart should include position titles and reporting relationships. Employee names should **not** appear on the chart.

Entry 13 School Calendar

Completed Sep 7 2022

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

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

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

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

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

Rochester Prep 2022-2023 Calendar - Family Facing Overview

Filename: Rochester Prep 2022 2023 Calendar V99Vfgz.pdf Size: 60.0 kB

Entry 14 Links to Critical Documents on School Website

Completed Sep 7 2022

Instructions

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

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

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

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

Form for Entry 14 Links to Critical Documents on School Website

School Name: True North Rochester Preparatory Charter School

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

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

	Link to Documents
1. Current Annual Report (i.e., 2021-2022 Annual Report)	https://uncommonschoools.ams3.digitaloceanspaces.com/wp-content/uploads/sites/8/2022/07/22133021/20-21-APPR-TNRP.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=800000059516
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	http://www.rochesterprep.org
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/8/2020/11/15163052/RP- - District-Safety-Plan_21-22.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 15 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.

Use of the 2021-2022 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 Staff Roster Template will result in a resubmission of a fully corrected roster.

Please note the roster should include all staff employed any point from July 1, 2021 to June 30, 2022, including those employed on June 30th.

**TRUE NORTH ROCHESTER PREPARATORY
CHARTER SCHOOL**

ROCHESTER, NEW YORK

AUDITED FINANCIAL STATEMENTS

OTHER FINANCIAL INFORMATION

AND

INDEPENDENT AUDITOR'S REPORTS

JUNE 30, 2022

(With Comparative Totals for 2021)

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INDEPENDENT AUDITOR'S REPORT

Board of Trustees
True North Rochester Preparatory Charter School

Opinion

We have audited the financial statements of True North Rochester Preparatory Charter School which comprise the statement of financial position as of June 30, 2022, and the related statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of True North Rochester Preparatory Charter School as of June 30, 2022, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

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

Responsibilities of Management for the Financial Statements

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

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

Auditor's Responsibilities for the Audit of the Financial Statements

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

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of True North Rochester Preparatory Charter School's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about True North Rochester Preparatory Charter School's ability to continue as a going concern for a reasonable period of time.

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

Report on Summarized Comparative Information

We have previously audited True North Rochester Preparatory Charter School's June 30, 2021 financial statements, and we expressed an unmodified opinion on those audited financial statements in our report dated October 20, 2021. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2021 is consistent, in all material respects, with the financial statements from which it has been derived.

Other Report Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 27, 2022 on our consideration of True North Rochester Preparatory Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Mengel, Metzger, Baw & Co. LLP

Rochester, New York
October 27, 2022

TRUE NORTH ROCHESTER PREPARATORY CHARTER SCHOOL

STATEMENT OF FINANCIAL POSITION

JUNE 30, 2022

(With Comparative Totals for 2021)

<u>ASSETS</u>	<u>June 30,</u>	
	<u>2022</u>	<u>2021</u>
<u>CURRENT ASSETS</u>		
Cash	\$ 4,725,082	\$ 2,006,393
Money market funds	10,231,948	8,700,128
Grants and contracts receivable	5,948,568	3,306,457
Accounts receivable	642,155	914,198
Prepaid expenses and other current assets	<u>799,583</u>	<u>958,029</u>
TOTAL CURRENT ASSETS	22,347,336	15,885,205
<u>PROPERTY AND EQUIPMENT</u> , net of accumulated depreciation of \$11,360,011 and \$9,491,898, respectively	6,860,468	6,353,143
<u>MONEY MARKET FUNDS -</u> <u>DESIGNATED FOR CAPITAL PROJECTS</u>	7,500,000	9,000,000
<u>OTHER ASSETS</u>		
Security Deposit	9,407	-
Escrow Account	<u>240,361</u>	<u>240,105</u>
	<u>249,768</u>	<u>240,105</u>
TOTAL ASSETS	<u>\$ 36,957,572</u>	<u>\$ 31,478,453</u>
<u>LIABILITIES AND NET ASSETS</u>		
<u>CURRENT LIABILITIES</u>		
Accounts payable and accrued expenses	\$ 2,222,918	\$ 1,908,226
Deferred revenue	<u>691,506</u>	<u>-</u>
TOTAL LIABILITIES	2,914,424	1,908,226
<u>NET ASSETS</u>		
Without donor restrictions:		
Undesignated	26,543,148	20,570,227
Designated for capital projects	<u>7,500,000</u>	<u>9,000,000</u>
TOTAL NET ASSETS	<u>34,043,148</u>	<u>29,570,227</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 36,957,572</u>	<u>\$ 31,478,453</u>

The accompanying notes are an integral part of the financial statements.

TRUE NORTH ROCHESTER PREPARATORY CHARTER SCHOOL

STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

YEAR ENDED JUNE 30, 2022
 (With Comparative Totals for 2021)

	Year ended June 30,	
	2022	2021
Revenue, gains and other support:		
Public school district		
Resident student enrollment	\$ 35,384,143	\$ 35,334,434
Students with disabilities	1,416,095	1,231,654
Grants and contracts:		
Federal - Title and IDEA	1,996,182	2,119,318
Federal - Other	729,000	266,256
Federal - ESSER	4,753,245	1,237,631
Food service/child nutrition program	3,027,426	650,657
TOTAL REVENUE, GAINS AND OTHER SUPPORT	47,306,091	40,839,950
Expenses:		
Program services:		
Regular education	37,887,520	29,439,755
Special education	1,403,082	1,078,460
TOTAL PROGRAM SERVICES	39,290,602	30,518,215
Management and general	4,582,054	4,293,609
TOTAL OPERATING EXPENSES	43,872,656	34,811,824
SURPLUS FROM SCHOOL OPERATIONS	3,433,435	6,028,126
Support and other revenue:		
Contributions:		
Foundations	969,440	755,192
Miscellaneous income	70,046	23,896
TOTAL SUPPORT AND OTHER REVENUE	1,039,486	779,088
CHANGE IN NET ASSETS	4,472,921	6,807,214
Net assets without donor restrictions at beginning of year	29,570,227	22,763,013
NET ASSETS AT END OF YEAR	\$ 34,043,148	\$ 29,570,227

The accompanying notes are an integral part of the financial statements.

TRUE NORTH ROCHESTER PREPARATORY CHARTER SCHOOL

STATEMENT OF FUNCTIONAL EXPENSES

YEAR ENDED JUNE 30, 2022
(With Comparative Totals for 2021)

	No. of Positions	June 30,					2021 Total
		2022			2021		
		Regular education	Special education	Total	Management and General	Total	
Personnel services costs:							
Administrative staff personnel	62	\$ 3,051,141	\$ 116,175	\$ 3,167,316	\$ 1,800,458	\$ 4,967,774	\$ 5,151,609
Instructional personnel	231	12,875,400	466,605	13,342,005	-	13,342,005	11,387,863
Non-instructional personnel	2	89,264	2,992	92,256	-	92,256	127,033
Total salaries and staff	295	16,015,805	585,772	16,601,577	1,800,458	18,402,035	16,666,505
Fringe benefits and payroll taxes		3,080,354	112,622	3,192,976	310,010	3,502,986	3,231,871
Retirement		342,083	12,728	354,811	34,156	388,967	358,553
Management fees		4,233,162	150,807	4,383,969	773,641	5,157,610	4,946,736
Legal service		-	-	-	58,953	58,953	76,261
Accounting and audit services		-	-	-	39,900	39,900	62,652
Other professional and consulting services		436,231	20,880	457,111	522	457,633	658,561
Building and land rent		1,615,866	72,822	1,688,688	-	1,688,688	595,450
Repairs and maintenance		2,051,273	72,524	2,123,797	-	2,123,797	1,185,993
Insurance		-	-	-	358,897	358,897	390,114
Utilities		329,400	12,046	341,446	318,470	659,916	494,094
Supplies and materials		531,286	18,573	549,859	120,582	670,441	370,500
Equipment/Furnishings		237,247	8,191	245,438	59,111	304,549	53,314
Professional development		341,724	11,727	353,451	-	353,451	594,306
Marketing and recruitment		288,156	9,889	298,045	-	298,045	34,517
Technology		2,035,467	71,064	2,106,531	196,223	2,302,754	643,811
Food service		2,035,789	72,616	2,108,405	-	2,108,405	799,588
Student services		1,783,417	69,516	1,852,933	-	1,852,933	358,977
Office expense		624,348	24,504	648,852	379,413	1,028,265	961,743
Depreciation and amortization		1,774,873	72,252	1,847,125	20,988	1,868,113	2,233,553
Other		131,039	4,549	135,588	110,730	246,318	94,725
		<u>\$ 37,887,520</u>	<u>\$ 1,403,082</u>	<u>\$ 39,290,602</u>	<u>\$ 4,582,054</u>	<u>\$ 43,872,656</u>	<u>\$ 34,811,824</u>

The accompanying notes are an integral part of the financial statements.

TRUE NORTH ROCHESTER PREPARATORY CHARTER SCHOOL

STATEMENT OF CASH FLOWS

YEAR ENDED JUNE 30, 2022
(With Comparative Totals for 2021)

	June 30,	
	<u>2022</u>	<u>2021</u>
<u>CASH FLOWS - OPERATING ACTIVITIES</u>		
Change in net assets	\$ 4,472,921	\$ 6,807,214
Adjustments to reconcile change in net assets to net cash provided from operating activities:		
Depreciation and amortization	1,868,113	2,233,553
Bad debt expense	8,358	26,770
Changes in certain assets and liabilities affecting operations:		
Accounts receivable	263,685	(300,336)
Grants and other receivables	(2,642,111)	(2,030,190)
Prepaid expenses and other current assets	158,446	(554,120)
Security deposits	(9,407)	-
Accounts payable and accrued expenses	314,692	811,345
Deferred revenue	<u>691,506</u>	<u>(236,983)</u>
NET CASH PROVIDED FROM OPERATING ACTIVITIES	5,126,203	6,757,253
<u>CASH FLOWS - INVESTING ACTIVITIES</u>		
Purchases of property and equipment	(2,375,438)	(2,281,789)
Purchases of money market funds	<u>(31,820)</u>	<u>(8,005,292)</u>
NET CASH USED FOR INVESTING ACTIVITIES	<u>(2,407,258)</u>	<u>(10,287,081)</u>
NET INCREASE (DECREASE) IN CASH AND ESCROW ACCOUNT	2,718,945	(3,529,828)
Cash and escrow account at beginning of year	<u>2,246,498</u>	<u>5,776,326</u>
CASH AND ESCROW ACCOUNT AT END OF YEAR	<u>\$ 4,965,443</u>	<u>\$ 2,246,498</u>
Reconciliation of cash and cash in escrow account reported within the statement of financial position that sum to the total amounts shown in the statement of cash flows:		
Cash	\$ 4,725,082	\$ 2,006,393
Escrow account	<u>240,361</u>	<u>240,105</u>
Total cash and escrow account shown in the statement of cash flows	<u>\$ 4,965,443</u>	<u>\$ 2,246,498</u>

The accompanying notes are an integral part of the financial statements.

TRUE NORTH ROCHESTER PREPARATORY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Charter School

True North Rochester Preparatory Charter School (the “Charter School”), is an educational corporation operating as a charter school in Rochester, New York. On June 27, 2006, the Board of Regents of the University of the State of New York granted the Charter School a provisional charter valid for a term of five years and renewable upon expiration. On February 18, 2014, the Charter School entered into an amended and restated renewal charter agreement which included the addition of Rochester Prep Charter School 3 through July 31, 2019. On January 26, 2016 the Charter School was granted a five year renewal for all schools through July 31, 2021. On October 6, 2020 the Charter School was granted a five year renewal for all schools through July 21, 2026.

The Charter School’s mission is to prepare all students to enter and succeed in college through effort, achievement and the content of their character.

Financial Statement presentation

The financial statements of the Charter School have been prepared on the accrual basis of accounting in conformity with accounting principles generally accepted in the United States of America (GAAP). The Charter School reports information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions.

These classes of net assets are defined as follows:

Net Assets With Donor Restrictions – Net assets subject to donor (or certain grantor) imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both. There were no net assets with donor restrictions at June 30, 2022 and 2021.

Net Assets Without Donor Restrictions – The net assets over which the Governing Board has discretionary control to use in carrying on the Charter School’s operations in accordance with the guidelines established by the Charter School. The Board may designate portions of the current net assets without donor restrictions for specific purposes, projects or investment.

Revenue recognition

Revenue from Exchange Transactions: The Charter School recognizes revenue in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Update (ASU) 2014-09, Revenue from Contracts with Customers, as amended. ASU 2014-09 applies to exchange transactions with customers that are bound by contracts or similar arrangements and establishes a performance obligation approach to revenue recognition. The Charter School’s public school district resident student enrollment and student with disabilities revenue qualifies as exchange transactions and the revenues are recognized over time.

TRUE NORTH ROCHESTER PREPARATORY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Public school district revenue

The Charter School recognizes revenue as educational programming is provided to students throughout the year. The Charter School earns public school district revenue based on the approved per pupil tuition rate of the public school district in which the pupil resides. The amount received each year from the resident district is the product of the approved per pupil tuition rate and the full-time equivalent student enrollment of the School. Each NYS school district has a fixed per pupil tuition rate which is calculated annually by NYSED in accordance with NYS Education Law. Amounts are billed in advance every other month and payments are typically received in six installments during the year. At the end of each school year, a reconciliation of actual enrollment to billed enrollment is performed and any additional amounts due or excess funds received are agreed upon between the Charter School and the district(s) and are paid or recouped. Additional funding is available for students requiring special education services. The amount of additional funding is dependent upon the length of time and types of services provided by the Charter School to each student, subject to a maximum amount based upon a set rate for each district as calculated by NYSED.

The following table summarizes accounts receivable from educational programming at their respective statement of financial position dates:

	June 30,		
	2022	2021	2020
Accounts receivable	\$ 207,426	\$ 914,198	\$ 458,815

Contributions

The Charter School recognizes contributions when cash, securities or other assets, an unconditional promise to give, or a notification of a beneficial interest is received. Conditional promises to give, that is, those with a measurable performance or other barrier, and a right of return, are not recognized until the conditions on which they depend have been substantially met.

Contributions received are recorded in the appropriate class of net assets depending on the existence of any donor restrictions. A contribution that is received and expended in the same year for a specific purpose is classified as revenue without donor restrictions.

Contributions are recorded as restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated purpose restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities and changes in net assets as net assets released from restrictions.

TRUE NORTH ROCHESTER PREPARATORY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Grant revenue

Some of the Charter School's revenue is derived from cost-reimbursable federal and state contracts and grants, which are conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when the Charter School has incurred expenditures in compliance with specific contract or grant provisions. Certain grants are subject to audit and retroactive adjustments by its funders. Any changes resulting from these audits are recognized in the year they become known. Qualifying expenditures that have been incurred but are yet to be reimbursed are reported as grants receivable in the accompanying statement of financial position. Amounts received prior to incurring qualifying expenditures are reported as deferred revenue in the accompanying statement of financial position. There was \$691,506 related to deferred revenue at June 30, 2022. There were no amounts related to deferred revenue at June 30, 2021. The Charter School typically fully expends their grants within the fiscal year with only minor amounts carrying forward to future periods.

Cash

Cash balances are maintained at a financial institution located in New York and are insured by the FDIC up to \$250,000. In the normal course of business, the cash account balances at any given time may exceed insured limits. However, the Charter School has not experienced any losses in such accounts and does not believe it is exposed to significant risk in cash.

Cash management

The cash management program is maintained in accordance with the Charter School's Cash Management and Investment Policy. The goals of this policy are the preservation of principal, the maintenance of liquidity, and to obtain a competitive return on investment subject to prevailing market conditions and safe and sound investment practices. The policy was adopted by the Board in March 2019, as of June 30, 2022 and 2021, all funds are held in money market funds. As the policy is put into place, the funds will be separated into the following three portfolios:

- The operating portfolio will be invested in short-term instruments to fund the daily operating needs of the Charter School and fund any capital outlays anticipated in the next 2 months. This portfolio will consist of no less than two months' worth of operating expenses and shall be continuously invested in readily available funds such as money market funds or bank deposits.
- The reserve portfolio, if sufficient funds are available, will be invested in short-term instruments to fund daily operating needs and capital outlays within the next twelve months. Assets within this portfolio will be permitted to have investments maturing in one year or less.
- The strategic portfolio, if sufficient funds are available, will be invested to fund operating needs anticipated over the next three years. This portfolio allows for investments with stated maturities of up to three years from the purchase date. Maturities are to be laddered to ensure flexibility of and access to funds in this portfolio.

TRUE NORTH ROCHESTER PREPARATORY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Grants, contracts and accounts receivables

Receivables are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts based on its assessment of the current status of individual receivables from grants, agencies and others. Balances that are still outstanding after management has used reasonable collection efforts are written off against the allowance for doubtful accounts. There was no allowance for doubtful accounts at June 30, 2022 or 2021.

Property and equipment

Property and equipment are recorded at cost. Depreciation and amortization is computed using the straight-line method on a basis considered adequate to depreciate the assets over their estimated useful lives, which range from three to ten years.

Major renewals and betterments are capitalized, while repairs and maintenance are charged to operations as incurred. Upon sale or retirement, the related cost and allowances for depreciation are removed from the accounts and the related gain or loss is reflected in operations.

Construction in progress is stated at cost. No provision for depreciation is made on construction in progress until such time as the relevant assets are completed and put into use.

Escrow account

The Charter School maintains cash in an escrow account in accordance with the terms of their charter agreement. The escrow is restricted to fund legal and other costs in the event of dissolution of the Charter School.

Tax exempt status

The Charter School is a tax-exempt organization under section 501(c)(3) of the Internal Revenue Code and applicable state regulations and, accordingly, is exempt from federal and state taxes on income.

The Charter School files Form 990 tax returns in the U.S. federal jurisdiction. The tax returns for the years ended June 30, 2019 through June 30, 2022 are still subject to potential audit by the IRS. Management of the Charter School believes it has no material uncertain tax positions and, accordingly it will not recognize any liability for unrecognized tax benefits.

Contributed services

The Charter School receives contributed services from volunteers to develop its academic program and to serve on the Board of Trustees. These services are not valued in the financial statements because they do not require "specialized skills" and would typically not be purchased if they were not contributed. In addition, the Charter School received donated transportation services from certain local school districts as part of their responsibilities to the students residing in their districts.

Use of estimates in the preparation of financial statements

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

TRUE NORTH ROCHESTER PREPARATORY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Comparatives for year ended June 30, 2021

The financial statements include certain prior year summarized comparative information in total but not by functional classification. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the Charter School's financial statements for the year ended June 30, 2021, from which the summarized information was derived.

Student services

Student services include various expenses including transportation, student/parent food, assignment services, student uniforms and other student related expenses.

Functional allocation of expenses

The costs of programs and supporting services activities have been summarized on a functional basis in the statement of activities. The statements of functional expenses present the natural classification detail of expenses by function. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

Adoption of new accounting standard - gifts-in-kind

In September 2020, the FASB issued a new accounting update to improve transparency in the reporting of contributed nonfinancial assets, also known as gifts-in-kind. The update requires not-for-profit entities to present contributed nonfinancial assets separately on the statement of activities, apart from contributions of cash and other financial assets. In addition, the update requires not-for-profit entities to disclose in the notes to the financial statements a breakout of the different types of gifts-in-kinds recognized, any donor restrictions associated with the gift, the valuation technique(s) used to arrive at the fair value measure, whether or not the gift-in-kind was monetized, and any policies on monetization. The update is effective for fiscal years beginning after June 15, 2021 and is being applied on a retrospective basis. The Charter School adopted this standard during the year ended June 30, 2022 with no impact on their financial statements.

New accounting pronouncements - leases

In February 2016, the FASB issued a new standard related to leases to increase transparency and comparability among entities by requiring the recognition of right-of-use ("ROU") assets and lease liabilities on the statement of financial position. Most prominent among the changes in the standard is the recognition of ROU assets and lease liabilities by lessees for those leases classified as operating leases under current U.S. GAAP. For nonpublic entities, the FASB voted on May 20, 2020, to extend the guidance in this new standard to be effective for fiscal years beginning after December 15, 2021, and interim periods within fiscal years beginning after December 15, 2022. The Charter School is currently evaluating the provisions of this standard to determine the impact the new standard will have on the Charter School's financial position or results of operations.

Reclassifications

Certain prior year amounts have been reclassified to conform with present year presentation.

TRUE NORTH ROCHESTER PREPARATORY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Subsequent events

The Charter School has conducted an evaluation of potential subsequent events occurring after the statement of financial position date through October 27, 2022, which is the date the financial statements are available to be issued. No subsequent events requiring disclosure were noted.

NOTE B: RELATED PARTY TRANSACTIONS

Uncommon Schools, Inc. ("USI"), a not-for-profit organization dedicated to helping start and run charter schools, provides management and other administrative support services to the Charter School. In the most recently amended agreement dated July 1, 2019, the Charter School agreed to a five-year term which is renewable yearly following the initial term. Under the agreement, the Charter School pays USI a service fee of 13.5% of all recurring public revenue less facilities expenses for all schools. Recurring public revenue is defined as annual public entitlement aid including core and tuition which includes general, SPED and State special funding, and all ESSA funding which includes Title I, Title IIA, IID, III, IV, V and IDEA funding. Facilities expense includes building expenses (leases, taxes), utilities, maintenance and furniture and fixtures, and excludes building related expenditures which are capitalized and amortized/depreciated. Under a separate board resolution, the Charter School will pay USI its 12.28% proportionate share of the total incremental costs incurred by USI to address the learning loss as a result of the pandemic. The additional expense due to learning loss will be charged through June 30, 2024.

The fees incurred for the years ended June 30, 2022 and 2021 was \$5,157,610 and \$4,946,736, respectively. At June 30, 2022 and 2021, approximately \$121,300 and \$86,300, respectively, was included in accounts receivable relating to USI, primarily from grants passed through USI. At June 30, 2022 and 2021, approximately \$976,000 and \$927,000, respectively, was included in accounts payable related to this fee and other expenses incurred by USI on behalf of the Charter School, due to USI.

The Charter School leases its Rochester Prep Middle School facilities from True North Rochester Real Estate LLC, a wholly owned subsidiary of Rochester Prep Foundation which is an entity controlled by USI (Brooks Avenue location). The lease agreement expired in July 2011 and was renewable in four successive periods of five years. Rent for this lease was calculated based on a formula of certain expenses of the landlord. The Charter School is currently leasing the property on a month to month basis.

Effective July 1, 2020, the Charter School entered into new lease agreements with True North Jacobs Street, LLC, True North Rochester Real Estate Ames Street, LLC, True North Rochester Mark Street, LLC, Rochester Chili Avenue, LLC, and True North Andrews Street, LLC. The new lease agreements replace the existing agreements, have a start date of July 1, 2020 and have a forty-year term, expiring on June 30, 2060. Two five-year extensions are available upon expiration of the initial term. As part of a bond financing arrangement, True North Jacobs Street, LLC, True North Rochester Real Estate Ames Street, LLC, True North Rochester Mark Street, LLC, Rochester Chili Avenue, LLC, and True North Andrews Street, LLC assigned the leases and the related cash flows to Monroe County Industrial Development Corporation who also holds a mortgage on the properties. Further, the lease agreements contain both financial and non-financial covenants which must be met by the Charter School. Bond proceeds of approximately \$30,000,000 were utilized for the acquisition of a new facility to house the high school as well as for renovations to this property and existing properties as well as refinancing existing mortgages..

TRUE NORTH ROCHESTER PREPARATORY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE B: RELATED PARTY TRANSACTIONS, Cont'd

The Charter School was granted a purchase option in the new lease agreements which is calculated as 87.25% of all remaining rental payments discounted to the present value using a rate of 2.93%. The intent of the calculation, as acknowledged by all parties, is to have the price of the purchase option approximate the outstanding principal of the bond. All related expenditures of the bond settlement and other expenses related to the properties would also be added to the purchase price.

Effective July 1, 2020, the Charter School amended its lease with True North Andrews Street, LLC to include an additional commitment to advance \$550,000, to the site. This commitment was used to fund continued construction and renovations at the site. This commitment was satisfied in 2021.

Required monthly payments are summarized below:

	July 2021 through May 2022	June 2022 through June 2060
True North Jacobs Street, LLC	\$ 6,241	\$ 7,565
True North Rochester Real Estate Ames Street, LLC	11,914	14,442
True North Rochester Mark Street, LLC	100,103 *	121,551
Rochester Chili Avenue, LLC	9,220	11,175
True North Andrews Street, LLC	14,184	17,193
Total required monthly payment	<u>\$ 141,662</u>	<u>\$ 171,926</u>

* - no payments were required until August 2021

The future minimum lease payments for the Charter School to related parties are approximately as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2023	\$ 2,063,100
2024	2,063,100
2025	2,063,100
2026	2,063,100
2027	2,063,100
Thereafter	<u>68,082,300</u>
	<u>\$ 78,397,800</u>

At June 30, 2022 and 2021, the Charter School was in compliance with its financial covenants referred to above. Including certain expenses, rent expense incurred for the years ended June 30, 2022 and 2021 relating to the above leases was approximately \$1,632,407, and \$722,979, respectively.

TRUE NORTH ROCHESTER PREPARATORY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE C: LIQUIDITY AND AVAILABILITY

Financial assets available for general expenditure, that is, without donor restrictions limiting their use, within one year of the statement of financial position date, comprise the following:

	<u>June 30,</u>	
	<u>2022</u>	<u>2021</u>
Cash	\$ 4,725,082	\$ 2,006,393
Money market funds	10,231,948	8,700,128
Grants and contracts receivable	5,948,568	3,306,457
Accounts receivable	<u>642,155</u>	<u>914,198</u>
Total financial assets available to management for general expenditures within one year	<u>\$ 21,547,753</u>	<u>\$ 14,927,176</u>

The Charter School regularly monitors liquidity required to meet its operating needs and other contractual commitments. The Charter School's main source of liquidity is its cash accounts. For purposes of analyzing resources available to meet general expenditures over a 12-month period, the Charter School considers all expenditures related to its ongoing activities of teaching, and public service, as well as the conduct of services undertaken to support those activities, to be general expenditures. In addition to financial assets available to meet general expenditures over the next 12 months, the Charter School operates with a balanced budget and anticipates collecting sufficient revenue to cover general expenditures not covered by donor-restricted resources. Refer to the statement of cash flows which identifies the sources and uses of the Charter School's cash and shows positive cash generated by operations for fiscal years 2022 and 2021.

NOTE D: SCHOOL OFFICE FACILITY

Effective June 12, 2019, the Charter School signed an agreement for a new location at 400 Andrews Street in Rochester, NY. The term of this lease ended on June 12, 2021 and became month to month. Effective June 1, 2022, the Charter School entered into a new lease agreement for 400 Andrews Street in Rochester, NY. The term of this lease will end on May 31, 2025. Rent expense was approximately \$26,000 during the year ended June 20, 2022.

The future minimum lease payments for the Charter School related to the 400 Andrews Street location are:

<u>Year ending June 30,</u>	<u>Amount</u>
2023	\$ 34,100
2024	40,100
2025	<u>41,800</u>
	<u>\$ 116,000</u>

TRUE NORTH ROCHESTER PREPARATORY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE E: FAIR VALUE MEASUREMENTS

Accounting principles establishes a frame work for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 Measurements) and the lowest priority to unobservable inputs (Level 3 measurements). The three levels of the fair value hierarchy are described below:

Level 1- Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets.

Level 2 - Inputs to the valuation methodology include:

- Quoted prices for similar assets or liabilities in active markets;
- Quoted prices for identical or similar assets or liabilities in inactive markets;
- Inputs other than quoted prices that are observable for the asset or liability;
- Inputs that are derived principally from or corroborated by observable market data by correlation or other means.

If the asset or liability has a specified (contractual) term, the Level 2 input must be observable for substantially the full term of the asset or liability.

Level 3 - Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

The asset's or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

Following is a description of the valuation methodologies used for assets measured at fair value. There have been no changes in the methodologies used at June 30, 2022 or 2021.

Mutual Funds: Valued at the daily closing price as reported by the fund. Mutual funds held by the Charter School are actively traded open-end mutual funds that are registered with the U.S. Securities and Exchange Commission. These funds are required to report their daily net asset value and to transact at that price.

TRUE NORTH ROCHESTER PREPARATORY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE E: FAIR VALUE MEASUREMENTS, Cont'd

The preceding methods described may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, while the Plan believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

The following table sets forth by level, within the fair value hierarchy, the Charter School's assets at fair value as of June 30, 2022 and 2021:

	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Total</u>
<u>June 30, 2022</u>				
Mutual funds:				
Money market funds	\$ 10,231,948	\$ -	\$ -	\$ 10,231,948
Money market funds designated for capital projects	<u>7,500,000</u>	<u>-</u>	<u>-</u>	<u>7,500,000</u>
Total assets at fair value	<u>\$ 17,731,948</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 17,731,948</u>
 <u>June 30, 2021</u>				
Mutual funds:				
Money market funds	\$ 8,700,128	\$ -	\$ -	\$ 8,700,128
Money market funds designated for capital projects	<u>9,000,000</u>	<u>-</u>	<u>-</u>	<u>9,000,000</u>
Total assets at fair value	<u>\$ 17,700,128</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 17,700,128</u>

NOTE F: PROPERTY AND EQUIPMENT

Property and equipment consist of the following:

	<u>Year Ended June 30,</u>	
	<u>2022</u>	<u>2021</u>
Furniture and fixtures	\$ 1,154,930	\$ 730,183
Computer equipment and software	5,821,814	5,351,296
Leasehold improvements	11,243,735	9,665,022
Construction in process	<u>-</u>	<u>98,540</u>
	18,220,479	15,845,041
Less accumulated depreciation and amortization	<u>11,360,011</u>	<u>9,491,898</u>
	<u>\$ 6,860,468</u>	<u>\$ 6,353,143</u>

Construction in progress at June 30, 2021 consists of costs related to multiple small improvement projects. No depreciation will be taken until these assets are placed in service. There was no construction in progress at June 30, 2022.

TRUE NORTH ROCHESTER PREPARATORY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE G: COMMITMENTS

The Charter School leases office equipment under non-cancelable lease agreements expiring at various dates through February 2027. The approximate future minimum payments on these agreements are as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2023	\$ 604,000
2024	546,000
2025	352,000
2026	153,000
2027	71,000
	<u>\$ 1,726,000</u>

NOTE H: RETIREMENT PLAN

The Charter School participates in a defined contribution 403(b) plan covering most employees through a USI plan. For employees who have less than 2 years of service, the Charter School matches employees' contributions up to the lesser of 3% of gross payroll or \$3,500. For employees who have 2 to 3 years of service, the Charter School will match up to the lesser of 4% of gross payroll or \$4,000. For employees who have 4 years of service or more, the Charter School will match up to the lesser of 5% of gross payroll or \$5,000. The Charter School's total contribution to the Plan for the years ended June 30, 2022 and 2021 approximated \$389,000 and \$359,000, respectively.

NOTE I: CONTINGENCY

Certain grants and contracts may be subject to audit by funding sources. Such audits might result in disallowance of costs submitted for reimbursement by the Charter School. Management is of the opinion that such disallowances, if any, will not have a material effect on the accompanying financial statements. Accordingly, no amounts have been provided in the accompanying financial statements for such potential claims.

NOTE J: CONCENTRATIONS

At June 30, 2022 and 2021, approximately 90% and 75%, respectively, of grants and contracts receivable are due from federal programs. In addition at June 30, 2022, 29% of accounts receivables are due from one school district.

During the years ended June 30, 2022 and 2021, 78% and 90%, respectively, of total revenue, gains and other support came from per-pupil funding provided by New York State through the school districts in which the students reside. The per-pupil rate is set annually by the state based on the school district in which the Charter School's students are located.

TRUE NORTH ROCHESTER PREPARATORY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2022

(With Comparative Totals for 2021)

NOTE K: NET ASSETS

Net assets are as follows:

	June 30,	
	<u>2022</u>	<u>2021</u>
Undesignated	\$ 19,682,680	\$ 14,217,084
Designated for capital projects	7,500,000	9,000,000
Invested in property and equipment	<u>6,860,468</u>	<u>6,353,143</u>
	<u>\$ 34,043,148</u>	<u>\$ 29,570,227</u>

NOTE L: FUNCTIONAL EXPENSES

The financial statements report certain categories of expenses that are attributed to more than one program or supporting function. Therefore, expenses require allocation on a reasonable basis that is consistently applied. All expenses that are allocated to more than one program or supporting function are allocated on the basis of estimates of time and effort.

NOTE M: ACCOUNTING IMPACT OF COVID-19 OUTBREAK

On January 30, 2020, the World Health Organization (“WHO”) announced a global health emergency because of a new strain of coronavirus (the “COVID-19 outbreak”) and the risks to the international community as the virus spreads globally beyond its point of origin. In March 2020, the WHO classified the COVID-19 outbreak as a pandemic, based on the rapid increase in exposure globally. The full impact of the COVID-19 outbreak continues to evolve as of the date of this report. As such, it is uncertain as to the full magnitude that the pandemic will have on the Charter School’s financial condition, liquidity, and future results of operations. Management is actively monitoring the global situation on its financial condition, liquidity, operations, suppliers, industry, and workforce. Given the daily evolution of the COVID-19 outbreak and the global responses to curb its spread, the Charter School is not able to estimate the effects of the COVID-19 outbreak on its results of operations, financial condition, or liquidity for fiscal year 2023.

In response to the COVID-19 outbreak, the Federal Government passed several COVID relief acts which include funding for elementary and secondary education. The Elementary and Secondary School Emergency Relief Fund (ESSER Fund) was established to award grants to state and local educational agencies. The Charter School has recognized \$4,753,245 and \$1,237,631 of revenue relative to ESSER grants during the years ended June 30, 2022 and 2021, respectively. The Charter School has \$8,994,694 of ESSER grants still available through September 30, 2024 as of June 30, 2022.

NOTE N: ROCHESTER PREP MIDDLE SCHOOL

In August 2021, Rochester Prep Middle School (MS3) opened serving grade 5. By August 2024 the school will expand to serve grades 5-8.

TRUE NORTH ROCHESTER PREPARATORY CHARTER SCHOOL

OTHER FINANCIAL INFORMATION

INDEPENDENT AUDITOR'S REPORT ON OTHER FINANCIAL INFORMATION

Board of Trustees
True North Rochester Preparatory Charter School

We have audited the financial statements of True North Rochester Preparatory Charter School as of and for the year ended June 30, 2022, and we have issued our report thereon dated October 27, 2022, which expressed an unmodified opinion on those financial statements. Our audit was performed for the purpose of forming an opinion on the 2022 financial statements as a whole. The 2022 financial information hereinafter is presented for purposes of additional analysis and is not a required part of the 2022 financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the 2022 financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the 2022 financial statements or to the 2022 financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements for the year ended June 30, 2022, as a whole.

We have also audited the financial statements of True North Rochester Preparatory Charter School as of and for the year ended June 30, 2021, and our report thereon dated October 20, 2021, expressed an unmodified opinion on those financial statements. Our audit was performed for the purpose of forming an opinion on the 2021 financial statements as a whole. The 2021 financial information hereinafter is presented for purposes of additional analysis and is not a required part of the 2021 financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the 2021 financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the 2021 financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements for the year ended June 30, 2021, as a whole.

Mengel, Metzger, Baw & Co. LLP

Rochester, New York
October 27, 2022

TRUE NORTH ROCHESTER PREPARATORY CHARTER SCHOOL

SCHEDULE OF ROCHESTER PREP, WEST CAMPUS AND ROCHESTER PREP SCHOOL 3 ACTIVITIES

YEAR ENDED JUNE 30, 2022

	<u>Rochester Prep</u>	<u>West Campus</u>	<u>Rochester Prep School 3</u>	<u>Total</u>
Revenue, gains and other support:				
Public school district				
Resident student enrollment	\$ 17,537,004	\$ 10,744,079	\$ 7,103,060	\$ 35,384,143
Students with disabilities	953,802	256,120	206,173	1,416,095
Grants and contracts				
Federal - Title and IDEA	932,955	612,280	450,947	1,996,182
Federal - Other	267,101	71,432	390,467	729,000
Federal - ESSER	2,306,547	1,515,220	931,478	4,753,245
Food service/child nutrition program	1,297,468	864,979	864,979	3,027,426
TOTAL REVENUE, GAINS, AND OTHER SUPPORT	<u>23,294,877</u>	<u>14,064,110</u>	<u>9,947,104</u>	<u>47,306,091</u>
Personnel services costs:				
Administrative staff personnel	2,541,887	1,263,526	1,162,361	4,967,774
Instructional personnel	6,658,827	4,192,050	2,491,128	13,342,005
Non-instructional personnel	38,235	54,021	-	92,256
TOTAL STAFF AND SALARIES	<u>9,238,949</u>	<u>5,509,597</u>	<u>3,653,489</u>	<u>18,402,035</u>
Fringe benefits and payroll taxes	1,776,572	1,068,395	658,019	3,502,986
Retirement	204,794	118,450	65,723	388,967
Management fees	2,475,607	1,583,449	1,098,554	5,157,610
Legal service	19,549	26,564	12,840	58,953
Accounting and audit services	12,957	8,634	18,309	39,900
Other professional and consulting services	391,468	43,603	22,562	457,633
Building and land rent	1,301,605	302,837	84,246	1,688,688
Repairs and maintenance	1,001,588	561,480	560,729	2,123,797
Insurance	153,813	102,542	102,542	358,897
Utilities	332,909	196,221	130,786	659,916
Supplies and materials	306,795	188,889	174,757	670,441
Equipment/Furnishings	121,045	91,012	92,492	304,549
Professional development	155,264	115,526	82,661	353,451
Marketing and recruitment	130,914	78,992	88,139	298,045
Technology	1,058,481	709,100	535,173	2,302,754
Food service	1,014,911	666,441	427,053	2,108,405
Student services	1,081,916	433,872	337,145	1,852,933
Office expense	575,874	276,017	176,374	1,028,265
Depreciation and amortization	1,189,310	389,120	289,683	1,868,113
Other	105,875	105,709	34,734	246,318
TOTAL EXPENSES	<u>22,650,196</u>	<u>12,576,450</u>	<u>8,646,010</u>	<u>43,872,656</u>
SURPLUS FROM SCHOOL OPERATIONS	<u>644,681</u>	<u>1,487,660</u>	<u>1,301,094</u>	<u>3,433,435</u>
Support and other revenue:				
Contributions:				
Foundations	968,469	486	485	969,440
Miscellaneous income	45,464	15,850	8,732	70,046
TOTAL SUPPORT AND OTHER REVENUE	<u>1,013,933</u>	<u>16,336</u>	<u>9,217</u>	<u>1,039,486</u>
CHANGE IN NET ASSETS	<u>\$ 1,658,614</u>	<u>\$ 1,503,996</u>	<u>\$ 1,310,311</u>	<u>\$ 4,472,921</u>

TRUE NORTH ROCHESTER PREPARATORY CHARTER SCHOOL

SCHEDULE OF ELEMENTARY SCHOOL, MIDDLE SCHOOL, AND HIGH SCHOOL ACTIVITIES BY CHARTER

YEAR ENDED JUNE 30, 2022

	West Campus			Rochester Prep				Rochester Prep School 3			Total
	Middle School	Elementary School	Total	High School	Middle School	Elementary School	Total	Middle School	Elementary School	Total	
Revenue, gains and other support											
Public school district											
Resident student enrollment	\$ 4,805,100	\$ 5,938,979	\$ 10,744,079	\$ 6,598,680	\$ 4,659,881	\$ 6,278,443	\$ 17,537,004	\$ 1,196,023	\$ 5,907,037	\$ 7,103,060	\$ 35,384,143
Students with disabilities	165,560	90,560	256,120	360,093	401,119	192,590	953,802	15,000	191,173	206,173	1,416,095
Grants and contracts											
Federal - Title and IDEA	169,041	443,239	612,280	324,374	197,481	411,100	932,955	49,929	401,018	450,947	1,996,182
Federal - Other	35,716	35,716	71,432	188,928	35,716	42,457	267,101	176,616	213,851	390,467	729,000
Federal - ESSER	721,421	793,799	1,515,220	891,847	624,833	789,867	2,306,547	204,174	727,304	931,478	4,753,245
Food service/child nutrition program	432,490	432,489	864,979	432,490	432,489	432,489	1,297,468	432,490	432,489	864,979	3,027,426
TOTAL REVENUE, GAINS AND OTHER SUPPORT	6,329,328	7,734,782	14,064,110	8,796,412	6,351,519	8,146,946	23,294,877	2,074,232	7,872,872	9,947,104	47,306,091
Personnel services costs:											
Administrative staff personnel	648,703	614,823	1,263,526	1,169,719	632,160	740,008	2,541,887	493,235	669,126	1,162,361	4,967,774
Instructional personnel	1,806,058	2,385,992	4,192,050	2,526,240	1,549,031	2,583,556	6,658,827	298,282	2,192,846	2,491,128	13,342,005
Non-instructional personnel	-	54,021	54,021	-	38,235	-	38,235	-	-	-	92,256
TOTAL STAFF AND SALARIES	2,454,761	3,054,836	5,509,597	3,695,959	2,219,426	3,323,564	9,238,949	791,517	2,861,972	3,653,489	18,402,035
Fringe benefits and payroll taxes	487,226	581,169	1,068,395	653,758	445,682	677,132	1,776,572	157,319	500,700	658,019	3,502,986
Retirement	58,164	60,286	118,450	87,917	44,076	72,801	204,794	14,803	50,920	65,723	388,967
Management fees	714,241	869,208	1,583,449	791,912	714,901	968,794	2,475,607	201,870	896,684	1,098,554	5,157,610
Legal service	20,144	6,420	26,564	6,420	6,709	6,420	19,549	6,420	6,420	12,840	58,953
Accounting and audit services	4,317	4,317	8,634	4,323	4,317	4,317	12,957	13,986	4,323	18,309	39,900
Other professional and consulting services	17,489	26,114	43,603	371,885	8,348	11,235	391,468	11,574	10,988	22,562	457,633
Building and land rent	116,608	186,229	302,837	1,144,599	4,014	152,992	1,301,605	42,123	42,123	84,246	1,688,688
Repairs and maintenance	251,380	310,100	561,480	379,263	294,524	327,801	1,001,588	246,598	314,131	560,729	2,123,797
Insurance	51,271	51,271	102,542	51,271	51,271	51,271	153,813	51,271	51,271	102,542	358,897
Utilities	105,210	91,011	196,221	193,789	66,383	72,737	332,909	39,130	91,656	130,786	659,916
Supplies and materials	58,099	130,790	188,889	173,395	63,597	69,803	306,795	70,751	104,006	174,757	670,441
Equipment/Furnishings	7,834	83,178	91,012	71,742	34,207	15,096	121,045	42,918	49,574	92,492	304,549
Professional development	47,205	68,321	115,526	65,024	44,214	46,026	155,264	38,730	43,931	82,661	353,451
Marketing and recruitment	38,120	40,872	78,992	52,495	42,949	35,470	130,914	35,901	52,238	88,139	298,045
Technology	310,833	398,267	709,100	364,271	315,632	378,578	1,058,481	160,598	374,575	535,173	2,302,754
Food service	356,265	310,176	666,441	222,923	330,715	461,273	1,014,911	32,098	394,955	427,053	2,108,405
Student services	203,641	230,231	433,872	699,432	135,891	246,593	1,081,916	211,657	125,488	337,145	1,852,933
Office expense	108,016	168,001	276,017	235,475	129,887	210,512	575,874	64,130	112,244	176,374	1,028,265
Depreciation and amortization	209,185	179,935	389,120	726,420	175,755	287,135	1,189,310	41,960	247,723	289,683	1,868,113
Other	20,020	85,689	105,709	61,517	22,281	22,077	105,875	16,042	18,692	34,734	246,318
TOTAL EXPENSES	5,640,029	6,936,421	12,576,450	10,053,790	5,154,779	7,441,627	22,650,196	2,291,396	6,354,614	8,646,010	43,872,656
SURPLUS (DEFICIT) FROM SCHOOL OPERATIONS	689,299	798,361	1,487,660	(1,257,378)	1,196,740	705,319	644,681	(217,164)	1,518,258	1,301,094	3,433,435
Support and other revenue:											
Contributions:											
Foundations	243	243	486	967,983	243	243	968,469	243	242	485	969,440
Miscellaneous income	9,329	6,521	15,850	2,509	18,271	24,684	45,464	849	7,883	8,732	70,046
TOTAL SUPPORT AND OTHER REVENUE	9,572	6,764	16,336	970,492	18,514	24,927	1,013,933	1,092	8,125	9,217	1,039,486
CHANGE IN NET ASSETS	\$ 698,871	\$ 805,125	\$ 1,503,996	\$ (286,886)	\$ 1,215,254	\$ 730,246	\$ 1,658,614	\$ (216,072)	\$ 1,526,383	\$ 1,310,311	\$ 4,472,921

TRUE NORTH ROCHESTER PREPARATORY CHARTER SCHOOL

STATEMENT OF FUNCTIONAL EXPENSES – WEST CAMPUS

	June 30,						
	2022			2021			
	No. of Positions	Regular education	Special education	Total	Support Services Management and General	Total	Total
Personnel services costs:							
Administrative staff personnel	16	\$ 704,621	\$ 14,380	\$ 719,001	\$ 544,525	\$ 1,263,526	\$ 1,583,622
Instructional personnel	70	4,108,209	83,841	4,192,050	-	4,192,050	3,717,007
Non-instructional personnel	1	52,941	1,080	54,021	-	54,021	39,827
Total salaries and staff	87	4,865,771	99,301	4,965,072	544,525	5,509,597	5,340,456
Fringe benefits and payroll taxes		943,432	19,254	962,686	105,709	1,068,395	1,135,413
Retirement		104,553	2,134	106,687	11,763	118,450	115,661
Management fees		1,319,013	26,919	1,345,932	237,517	1,583,449	1,598,975
Legal service		-	-	-	26,564	26,564	35,091
Accounting and audit services		-	-	-	8,634	8,634	20,886
Other professional and consulting services		42,477	867	43,344	259	43,603	213,950
Building and land rent		296,780	6,057	302,837	-	302,837	195,887
Repairs and maintenance		550,250	11,230	561,480	-	561,480	330,653
Insurance		-	-	-	102,542	102,542	124,975
Utilities		99,277	2,026	101,303	94,918	196,221	153,994
Supplies and materials		148,120	3,023	151,143	37,746	188,889	130,912
Equipment/Furnishings		65,646	1,340	66,986	24,026	91,012	19,024
Professional development		113,215	2,311	115,526	-	115,526	183,158
Marketing and recruitment		77,412	1,580	78,992	-	78,992	11,508
Technology		633,647	12,932	646,579	62,521	709,100	207,722
Food service		653,112	13,329	666,441	-	666,441	236,770
Student services		425,195	8,677	433,872	-	433,872	116,315
Office expense		173,174	3,534	176,708	99,309	276,017	262,128
Depreciation and amortization		378,844	7,731	386,575	2,545	389,120	661,191
Other		47,641	972	48,613	57,096	105,709	24,222
		<u>\$ 10,937,559</u>	<u>\$ 223,217</u>	<u>\$ 11,160,776</u>	<u>\$ 1,415,674</u>	<u>\$ 12,576,450</u>	<u>\$ 11,118,891</u>

TRUE NORTH ROCHESTER PREPARATORY CHARTER SCHOOL

STATEMENT OF FUNCTIONAL EXPENSES – ROCHESTER PREP

	No. of Positions	June 30,					2021 Total
		2022					
		Regular education	Special education	Total	Support Services Management and General	Total	
Personnel services costs:							
Administrative staff personnel	31	\$ 1,672,891	\$ 88,047	\$ 1,760,938	\$ 780,949	\$ 2,541,887	\$ 2,809,458
Instructional personnel	115	6,325,886	332,941	6,658,827	-	6,658,827	5,629,925
Non-instructional personnel	1	36,323	1,912	38,235	-	38,235	87,206
Total salaries and staff	147	8,035,100	422,900	8,458,000	780,949	9,238,949	8,526,589
Fringe benefits and payroll taxes		1,544,158	81,271	1,625,429	151,143	1,776,572	1,630,527
Retirement		178,325	9,386	187,711	17,083	204,794	194,973
Management fees		1,999,053	105,213	2,104,266	371,341	2,475,607	2,484,912
Legal service		-	-	-	19,549	19,549	22,790
Accounting and audit services		-	-	-	12,957	12,957	31,326
Other professional and consulting services		371,669	19,562	391,231	237	391,468	348,692
Building and land rent		1,236,525	65,080	1,301,605	-	1,301,605	297,904
Repairs and maintenance		951,509	50,079	1,001,588	-	1,001,588	651,910
Insurance		-	-	-	153,813	153,813	195,057
Utilities		165,233	8,696	173,929	158,980	332,909	274,324
Supplies and materials		239,918	12,627	252,545	54,250	306,795	163,839
Equipment/Furnishings		103,923	5,470	109,393	11,652	121,045	14,742
Professional development		147,501	7,763	155,264	-	155,264	308,657
Marketing and recruitment		124,368	6,546	130,914	-	130,914	17,259
Technology		916,208	48,222	964,430	94,051	1,058,481	282,384
Food service		964,165	50,746	1,014,911	-	1,014,911	403,978
Student services		1,027,820	54,096	1,081,916	-	1,081,916	223,921
Office expense		365,020	19,212	384,232	191,642	575,874	596,909
Depreciation and amortization		1,118,125	58,849	1,176,974	12,336	1,189,310	1,063,072
Other		58,190	3,063	61,253	44,622	105,875	51,430
		<u>\$ 19,546,810</u>	<u>\$ 1,028,781</u>	<u>\$ 20,575,591</u>	<u>\$ 2,074,605</u>	<u>\$ 22,650,196</u>	<u>\$ 17,785,195</u>

TRUE NORTH ROCHESTER PREPARATORY CHARTER SCHOOL

STATEMENT OF FUNCTIONAL EXPENSES – ROCHESTER PREP SCHOOL 3

	No. of Positions	June 30,					2021
		2022			2021		
		Regular education	Special education	Total	Support Services Management and General	Total	
Personnel services costs:							
Administrative staff personnel	15	\$ 673,629	\$ 13,748	\$ 687,377	\$ 474,984	\$ 1,162,361	\$ 758,529
Instructional personnel	46	2,441,305	49,823	2,491,128	-	2,491,128	2,040,931
Non-instructional personnel	-						
Total salaries and staff	61	3,114,934	63,571	3,178,505	474,984	3,653,489	2,799,460
Fringe benefits and payroll taxes		592,764	12,097	604,861	53,158	658,019	465,931
Retirement		59,205	1,208	60,413	5,310	65,723	47,919
Management fees		915,096	18,675	933,771	164,783	1,098,554	862,849
Legal service	-	-	-	-	12,840	12,840	18,380
Accounting and audit services		-	-	-	18,309	18,309	10,440
Other professional and consulting services		22,085	451	22,536	26	22,562	95,919
Building and land rent		82,561	1,685	84,246	-	84,246	101,659
Repairs and maintenance		549,514	11,215	560,729	-	560,729	203,430
Insurance		-	-	-	102,542	102,542	70,082
Utilities		64,890	1,324	66,214	64,572	130,786	65,776
Supplies and materials		143,248	2,923	146,171	28,586	174,757	75,749
Equipment/Furnishings		67,678	1,381	69,059	23,433	92,492	19,548
Professional development		81,008	1,653	82,661	-	82,661	102,491
Marketing and recruitment		86,376	1,763	88,139	-	88,139	5,750
Technology		485,612	9,910	495,522	39,651	535,173	153,705
Food service		418,512	8,541	427,053	-	427,053	158,840
Student services		330,402	6,743	337,145	-	337,145	18,741
Office expense		86,154	1,758	87,912	88,462	176,374	102,706
Depreciation and amortization		277,904	5,672	283,576	6,107	289,683	509,290
Other		25,208	514	25,722	9,012	34,734	19,073
		<u>\$ 7,403,151</u>	<u>\$ 151,084</u>	<u>\$ 7,554,235</u>	<u>\$ 1,091,775</u>	<u>\$ 8,646,010</u>	<u>\$ 5,907,738</u>



CITY OF ROCHESTER

CERTIFICATE NO.: 77093
DATE ISSUED: JULY 13, 2021
EXPIRATION: NOT APPLICABLE
LEGAL USE: CHARTER SCHOOL

CASE NO.: 720551
PERMIT: 1213017
SBL NO: 10641000020040010000

CERTIFICATE OF OCCUPANCY
{PARTIAL}

PROPERTY LOCATION: 0008-14 MARK ST

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

MASONRY 3 STORIES
CERTIFICATE FOR BUILDING A AND BUILDING B ONLY FOR CHARTER SCHOOL
{GRADES 9-12}

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

LEFROIS BUILDERS, {OWNER'S AGENT}, ON JUNE 23, 2021

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.

THIS BUILDING CONTAINS A REQUIRED SPRINKLER SYSTEM.

SENIOR CODE ENFORCEMENT OFFICER

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



CITY OF ROCHESTER

CERTIFICATE NO.: 70716
DATE ISSUED: JUNE 8, 2006
EXPIRATION: NOT APPLICABLE
LEGAL USE: SCHOOL

CASE NO.: 376321

CERTIFICATE OF OCCUPANCY

PROPERTY LOCATION: 0630 BROOKS AV

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

**BRICK 3 STORIES
CERTIFICATE FOR SCHOOL**

This Certificate is issued and based on the application made by:
ERIC PATCHKE, (OWNER'S AGENT), ON JANUARY 10, 2006

The Certificate of Occupancy remains in effect for a period of five years from the date of issuance unless otherwise noted and must be renewed not later than the expiration date of this Certificate.

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

NET CODE COORDINATOR

Gary Kirkmire

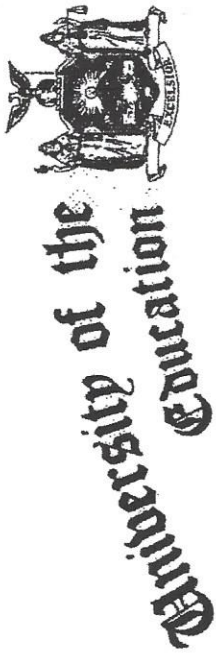
NOTICE AND DISCLAIMER

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

Gary Kirkmire 428-6520 - NO Δ USE



State of New York
Department

CERTIFICATE OF OCCUPANCY

VALID FOR FACILITY

261600010000-8071
#54 FLOWER CITY SCHOOL 3-4
630 BROOKS AVE
ROCHESTER

N Y 14619

DISTRICT

ROCHESTER CITY SD
SUPERINTENDENT
MANUEL J. RIVERA
131 W BROAD ST
ROCHESTER

N Y 146141187

DATE EXPIRES: 110106

OBTAIN FIRE SAFETY REPORT FROM DISTRICT OFFICE

THIS CERTIFICATE VOIDS ANY PREVIOUSLY ISSUED



CITY OF ROCHESTER

CERTIFICATE NO.: 78480
DATE ISSUED: JANUARY 22, 2010
EXPIRATION: NOT APPLICABLE
LEGAL USE: SCHOOL

CASE NO.: 462299
PERMIT: 1096710
SBL NO: 10581000010370000000

CERTIFICATE OF OCCUPANCY

PROPERTY LOCATION: 0415 AMES ST

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

BRICK 3 STORIES ***AKA 899 JAY STREET***
CERTIFICATE FOR CHARTER SCHOOL {50,000 SQUARE FEET}

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

ERIC R. PATCHKE, {OWNER'S AGENT}, ON JANUARY 14, 2010

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

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

CODE COMPLIANCE COORDINATOR

NOTICE AND DISCLAIMER

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LENDERS AND PURCHASERS ARE STRONGLY ENCOURAGED TO CONSULT INDEPENDENT INSPECTORS.

EEO Employer/Handicapped



Fire Alarm Inspection and Testing Report

Date: 07-10-20

Time: _____

Inspection Job #: 87014646

SERVICE ORGANIZATION

Name: Johnson Controls Security Solutions LLC
 Address: 90 Goodway
 Representative: RICHARD M HERZIK
 License No: 12000327404
 Telephone: _____

PROPERTY NAME (USER)

Name: TRUE NORTH - ROCK PREP.
 Address: 630 BROOKS AVE
 Owner Contact: _____
 Telephone: _____

MONITORING ENTITY

Contact: JCI
 Telephone: 1800 289 2647
 Monitoring Account Ref No (CS#): _____

APPROVING AGENCY

Contact: CITY OF ROCHESTER
 Telephone: _____

TYPE TRANSMISSION

- McCulloh
- Multiplex
- Digital
- Reserve Priority
- RF
- Other (Specify): _____

- AlarmNet
- Telular
- AAGard

SERVICE

- Weekly
- Monthly
- Bimonthly
- Quarterly
- Semiannually
- Annually
- Other (Specify): _____

Control Unit Manufacturer: Ademco / Fire-Te
 Circuit Styles: B / 4
 Number of Circuits: 2 / 1 / 3
 Software Rev.: 2.5
 Last Date System Had Any Service Performed: _____
 Last Date that Any Software or Configuration Was Revised: _____

Model No: U128 / MS 9050

ALARM-INITIATING DEVICES AND CIRCUIT INFORMATION

Quantity of Devices Installed	Circuit Style	Quantity of Devices Tested	
<u>9</u>	<u>4</u>	<u>9</u>	Manual Fire Alarm Boxes
<u>4</u>	<u>4</u>	<u>4</u>	Ion Detectors
			Photo Detectors (<u>Beam Detectors</u>)
			Duct Detectors
			Heat Detectors
			Waterflow Switches
			Supervisory Switches
<u>1</u>	<u>B</u>	<u>1</u>	Other (Specify): <u>Sump pump</u>

Alarm verification feature is: Disabled Enabled



Fire Alarm Inspection and Testing Report

ALARM NOTIFICATION APPLIANCES and CIRCUIT INFORMATION

Quantity of Appliances Installed	Circuit Style	Quantity of Appliances Tested	
3	4	3	Bells
			Horns 1 Strobe
			Chimes
			Strobes
			Speakers
			Other (Specify):

No. of alarm notification appliance circuits: 2

Are circuits monitored for integrity? Yes No

SUPERVISORY SIGNAL-INITIATING DEVICES and CIRCUIT INFORMATION

Qty of Devices Installed	Circuit Style	Qty of Devices Tested		Qty of Devices Installed	Circuit Style	Qty of Devices Tested	
			Building Temp.				Fire Pump/Pump Controller Trbl
			Site Water Temp.				Fire Pump Low Fuel
			Site Water Level				Generator In Auto Position
			Fire Pump Power				Generator or Controller Trouble
			Fire Pump Running				Switch Transfer
			Fire Pump Auto Position				Generator Engine Running
			Other (Specify):				

SIGNALING LINE CIRCUITS

See NFPA 72 section for Protected Premises Fire Alarm Systems, Performance of Signaling Line Circuits (SLC), table for Performance of Signaling Line Circuits for Class and Style

Quantity and style of signaling line circuits connected to system:

Quantity: 3 Style(s): 4

SYSTEM POWER SUPPLIES

(a) Primary (Main): Nominal Voltage: 120vac Amps: 20

Overcurrent Protection: Type: CB Amps: 20

Location (of Primary Supply Panelboard): Server Room

Disconnecting Means Locations: Panel AC # 33

(b) Secondary (Standby): 120vac Storage Battery: Amp-Hr. Rating: _____

Calculated capacity in 7 Amp-Hrs to operate system for 8 hours

Engine-driven generator dedicated to fire alarm system: _____

Location of fuel storage: _____

BATTERY TYPE

Dry Cell Nickel-Cadmium Sealed Lead-Acid Lead-Acid Other (Specify): _____

(c) Emergency or standby system used as a backup to primary power supply, instead of using a secondary power supply:

Emergency system described in NFPA 70, Article 700: Legally required standby described in NFPA 70, Article 701:

Optional standby system described in NFPA 70, Article 702, which also meets the performance requirements of Article 700 or 701:



Fire Alarm Inspection and Testing Report

PRIOR TO ANY TESTING

NOTIFICATIONS ARE MADE

	Yes	No	Who	Time
Monitoring Entity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Building Occupants	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Building Management	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Other (Specify)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
AHJ Notified of Any Impairments	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

SYSTEM TESTS and INSPECTIONS

Type	Visual	Functional	Comments
Control Unit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Interface Equipment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Lamps/LEDs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Fuses	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Primary Power Supply	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Trouble Signals	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Disconnect Switches	<input type="checkbox"/>	<input type="checkbox"/>	_____
Ground-Fault Monitoring	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____

SECONDARY POWER

Type	Visual	Functional	Comments
Battery Condition	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Lead Voltage		<input checked="" type="checkbox"/>	_____
Discharge Test		<input type="checkbox"/>	_____
Charger Test		<input checked="" type="checkbox"/>	_____
Specific Gravity		<input type="checkbox"/>	_____

TRANSIENT SUPPRESSORS

TRANSIENT SUPPRESSORS	<input checked="" type="checkbox"/>		_____
REMOTE ANNUNCIATORS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____

NOTIFICATION APPLIANCES

Type	Visual	Functional	Comments
Audible	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Visible	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____
Speakers	<input type="checkbox"/>	<input type="checkbox"/>	_____
Voice Clarity		<input type="checkbox"/>	_____

INITIATING and SUPERVISORY DEVICE TESTS and INSPECTIONS

Loc. & S/N	Device Type	Visual	Functional	Factory Setting	Measured Setting	Pass	Fail
TRE NORTH	PULLS	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
↓	Beams	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Sump	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	TBL	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Comments: _____



Fire Alarm Inspection and Testing Report

EMERGENCY COMMUNICATIONS EQUIPMENT	Visual	Functional	Comments
Phone Set	<input type="checkbox"/>	<input type="checkbox"/>	
Phone Jacks	<input type="checkbox"/>	<input type="checkbox"/>	
Off-Hook Indicator	<input type="checkbox"/>	<input type="checkbox"/>	
Amplifier(s)	<input type="checkbox"/>	<input type="checkbox"/>	
Tone Generator(s)	<input type="checkbox"/>	<input type="checkbox"/>	
Call-In Signal	<input type="checkbox"/>	<input type="checkbox"/>	
System Performance	<input type="checkbox"/>	<input type="checkbox"/>	

COMBINATION SYSTEMS	Visual	Device Operation	Simulated Operation
Fire Extinguisher Monitoring Device/System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carbon Monoxide Detector/System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(Specify) _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

INTERFACE EQUIPMENT	Visual	Device Operation	Simulated Operation	SPECIAL HAZARD SYSTEMS	Visual	Device Operation	Simulated Operation
(Specify) <u>Door holders</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	(Specify) _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(Specify) _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(Specify) _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(Specify) _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(Specify) _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Special Procedure: _____							
Comments: _____							

SUPERVISING STATION MONITORING	Yes	No	Time	Comments
Alarm Signal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Alarm Restoration	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Trouble Signal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Supervisory Signal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Supervisory Restoration	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____

NOTIFICATIONS THAT TESTING IS COMPLETE	Yes	No	Time	Who
Building Management	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Monitoring Agency	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Building Occupants	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____	_____
Other (Specify) _____	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
The following did not operate correctly (See Service Job): _____				
Service Job#: _____ System restored to normal operation: Date: _____ Time: _____				

On monitored alarm systems, I tested, and if necessary, connected the telephone line seizure feature to ensure it is working correctly. Yes No

THIS TESTING WAS PERFORMED IN ACCORDANCE WITH APPLICABLE NFPA STANDARDS.

Name of Inspector: RICHARD M HERRICK Date: 07-10-20 Time: _____

Signature: _____

Name of Owner or Representative: JOEL PANASTIOWICZ Date: _____ Time: _____

Signature: _____



SERVICE REQUEST

FORWARD TO YOUR ACCOUNTS PAYABLE DEPARTMENT

BOOK # No 701284

Licensed by the NYS Department of State

TASK/CALL #

TR # 2251

TASK/CALL # 74263715

PROJECT # SR# 47751612

New Fire Panel
 90 Goodway Drive
 Rochester NY 14623
 P 585-475-1710 F 585-475-1898
 NYS License 12000327945
 7/15/20

PERMIT #

NAME Rochester Prep

ADDRESS (OR ATTENTION OF)

ADDRESS 889 JAY Street

CITY Rochester, NY STATE NY ZIP 14611

TR ARRIVAL DATE	BILL.	NON-BILL.	SERV. COMPL.	ACE CODE	NAT. ACCT.
07/11/20	X		NO		

CUSTOMER PURCHASE ORDER					
LABOR - REG.	LABOR - OT	LABOR - DT			
TRAVEL - REG.	TRAVEL - OT	TRAVEL - DT			
MIN.		INSP. MONTH			
PHONE			MILES		

"PUT CUSTOMER STAMP ON ALL 3 PAGES"

NAME (BILL TO)

ADDRESS

CITY STATE ZIP

WE STRONGLY RECOMMEND IMMEDIATE CORRECTION OF ANY DEFICIENCIES/IMPAIRMENTS IDENTIFIED. WE URGE YOU TO NOTIFY THE LOCAL AUTHORITY HAVING JURISDICTION AND YOUR INSURANCE CARRIER WITHOUT DELAY.

Johnson Controls, proposes to furnish the work, and/or materials hereinafter described, subject to the terms and conditions outlined below.

I authorize Johnson Controls to proceed with the work as agreed to and outlined below:

Customer signature *Ann Wall* Date 7/15/20

PAYMENT TERMS		IMMEDIATE <input type="checkbox"/>		COD <input type="checkbox"/>		NET 10 <input type="checkbox"/>	
<input type="checkbox"/> Time and Material	<input type="checkbox"/> Price Not to Exceed \$ _____	<input type="checkbox"/> Fixed Price of \$ _____					
DEPOSIT \$ _____	BALANCE DUE \$ _____	<input type="checkbox"/> BILLABLE		<input type="checkbox"/> NON-BILLABLE			

SCOPE OF WORK / PROBLEM CODE Per Quote - Install 400TES, Annunciator, PSD, Tie in old existing peripherals, remove old dialer and tie in phone lines to new DACT.

WORK PERFORMED / RESOLUTION CODE Installed / wired new annunciator. Ran conduit for annunciator. Installed / Ran conduit for PSD above Panel. Built and programmed FACP. Labeled all zone wires. Panel is back online.

GRP	PRODUCT I.D.	SERIAL # / DESCRIPTION	QTY.	COST	NO.	USG.	UNIT PRICE
SYSTEM TYPE/LOCATION				CONTACT NAME		TOTALS	

IMPORTANT NOTICE TO CUSTOMER
 Customer acknowledges and agrees to the terms and conditions on the reverse side of this Service Request, agrees that the services have been completed to Customer's satisfaction and that the system is in good working order and repair, unless services performed were of a temporary nature, in which case Customer acknowledges that part of customer's system may have been bypassed or is otherwise inoperable until service can be completed. CUSTOMER'S ATTENTION IS DIRECTED TO THE LIMITATION OF LIABILITY, WARRANTY, INDEMNITY AND OTHER CONDITIONS ON THE REVERSE SIDE.

CUSTOMER ACCEPTANCE
Ann Wall
 (Customer Acceptance)
Ann Wall
 (Print Name)

JOHNSON CONTROLS FIRE PROTECTION LP
Douglas Suterati
 (Johnson Controls Representative)
Douglas Suterati
 (Print Name)

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 Service Request Form



SERVICE REQUEST

FORWARD TO YOUR ACCOUNTS PAYABLE DEPARTMENT

BOOK #

№ 701285

Licensed by the NYS Department of State

TASK/CALL #

TR # 22,51

7,43,148,32

PERMIT #

PROJECT #

SR# 47751612

90 Goodway Drive
Rochester NY 14623
P 585-475-1710 F 585-475-1898
NYS License 12000327945

NAME Rochester Prep
 ADDRESS (OR ATTENTION OF)
 ADDRESS 899 JAY Street
 CITY Rochester STATE NY ZIP 14611
 TR ARRIVAL DATE 07/15/20 BILL x NON-BILL x SERV. COMPL. ACE CODE NAT. ACCT.
 NAME (BILL TO)
 ADDRESS
 CITY STATE ZIP

CUSTOMER PURCHASE ORDER		
LABOR - REG. <u>15</u>	LABOR - OT	LABOR - DT
TRAVEL - REG. <u>2</u>	TRAVEL - OT	TRAVEL - DT
MIN.	INSP MONTH	
PHONE		MILES

"PUT CUSTOMER STAMP ON ALL 3 PAGES"

WE STRONGLY RECOMMEND IMMEDIATE CORRECTION OF ANY DEFICIENCIES/IMPAIRMENTS IDENTIFIED. WE URGE YOU TO NOTIFY THE LOCAL AUTHORITY HAVING JURISDICTION AND YOUR INSURANCE CARRIER WITHOUT DELAY.

Johnson Controls, proposes to furnish the work, and/or materials hereinafter described, subject to the terms and conditions outlined below.

I authorize Johnson Controls to proceed with the work as agreed to and outlined below:

Customer signature

Date

PAYMENT TERMS

Time and Material

Price Not to Exceed \$

IMMEDIATE

COD

NET 10

DEPOSIT \$

BALANCE DUE \$

BILLABLE

NON-BILLABLE

SCOPE OF WORK / PROBLEM CODE

Per Quote - Install 4007ES, Annunciator 1 PSD, Tie in old existing peripherals, remove old dialer and tie phone lines to new Dact.

WORK PERFORMED / RESOLUTION CODE

Removed old FACP. Mounted 4007 FACP + document box. Wired new Panel. Tested system and system bypasses. Confirmed signals were received with central station. Panel is normal and online. Install is complete. Found one failed horn/strobe located in hall near FACP. Replaced device. Trained customer on FACP.

GRP	PRODUCT I.D.	SERIAL # / DESCRIPTION	QTY.	COST	NO.	USG.	UNIT PRICE
	4906-7127	Horn Strobe	1				
SYSTEM TYPE/LOCATION				CONTACT NAME		TOTALS	

IMPORTANT NOTICE TO CUSTOMER

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CUSTOMER ACCEPTANCE

(Customer Acceptance)

(Print Name)

JOHNSON CONTROLS FIRE PROTECTION LP

(Johnson Controls Representative)

(Print Name)

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Service Request Form



SERVICE REQUEST
FORWARD TO YOUR ACCOUNTS PAYABLE DEPARTMENT

BOOK # N# 701411

Licensed by the NYS Department of State

TR # 2,3,5,5,81
 TASK/CALL # 74314, 831
 PROJECT # R47751612 / Project 609621001

90 Goodway Drive
 Rochester NY 14623
 P 585-475-1710 F 585-475-1898
 NYS License 12000327945

CENSE #

NAME Rochester Prep
 ADDRESS (OR ATTENTION OF) _____
 ADDRESS 899 Jay St
 CITY Rochester STATE NY ZIP 14611
 TR ARRIVAL DATE 07/15/20 BILL NON-BILL. SERV. COMPL. Yes ACE CODE _____ NAT. ACCT. _____

CUSTOMER PURCHASE ORDER		
LABOR - REG. <u>7.5</u>	LABOR - OT	LABOR - DT
TRAVEL - REG. <u>3</u>	TRAVEL - OT	TRAVEL - DT
MIN.		INSP. MONTH
PHONE		MILES

"PUT CUSTOMER STAMP ON ALL 3 PAGES"

NAME (BILL TO) _____
 ADDRESS _____
 CITY _____ STATE _____ ZIP _____

WE STRONGLY RECOMMEND IMMEDIATE CORRECTION OF ANY DEFICIENCIES/IMPAIRMENTS IDENTIFIED. WE URGE YOU TO NOTIFY THE LOCAL AUTHORITY HAVING JURISDICTION AND YOUR INSURANCE CARRIER WITHOUT DELAY.
 Johnson Controls, proposes to furnish the work, and/or materials hereinafter described, subject to the terms and conditions outlined below.

I authorize Johnson Controls to proceed with the work as agreed to and outlined below:

Ann Wall Customer signature Date 7/15/20

PAYMENT TERMS
 Time and Material Price Not to Exceed \$ _____
 DEPOSIT \$ _____ BALANCE DUE \$ _____
 IMMEDIATE COD NET 10
 Fixed Price of \$ _____
 BILLABLE NON-BILLABLE

SCOPE OF WORK / PROBLEM CODE Install one 4007ES in place of the existing 4005. Replace the annunciator and add a smoke above the panel.

WORK PERFORMED / RESOLUTION CODE Installed all parts as per quote. confirmed that the city box onsite is no longer in service. tested system after programming found one W/S that didn't function. replace that. tested system with customer as well as provided training. System is back to normal.

GRP	PRODUCT I.D.	SERIAL # / DESCRIPTION	QTY.	COST	NO.	USG.	UNIT PRICE
SYSTEM TYPE/LOCATION			CONTACT NAME		TOTALS		

IMPORTANT NOTICE TO CUSTOMER
 Customer acknowledges and agrees to the terms and conditions on the reverse side of this Service Request, agrees that the services have been completed to Customer's satisfaction and that the system is in good working order and repair, unless services performed were of a temporary nature, in which case Customer acknowledges that part of customer's system may have been bypassed or is otherwise inoperable until service can be completed. CUSTOMER'S ATTENTION IS DIRECTED TO THE LIMITATION OF LIABILITY, WARRANTY, INDEMNITY AND OTHER CONDITIONS ON THE REVERSE SIDE.

CUSTOMER ACCEPTANCE
Ann Wall
 (Customer Acceptance)
Ann Wall
 (Print Name)

JOHNSON CONTROLS FIRE PROTECTION LP
Shantell
 (Johnson Controls Representative)
Shantell
 (Print Name)

2022-2023 Family Calendar V1

Updated 05.20 22

July '22						
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 '22						
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			

6 School Days

- 22 K, 5th, 9th Orientation Day One
- 23 K, 5th, 9th Day Two, First Day 10-12
- 24 First Day ALL Students, K-12

Labor Day (School Closed) 5

September '22						
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	

21 School Days

October '22						
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

- 10 Indigenous Ppls Day (School Closed)
- 24-28 RPHS Q1 Exams (Half Day)
- 28 End of Quarter One

Q1 Report Card Conferences - Half Day 10
 Veteran's Day (School Closed) 11
 Thanksgiving Recess (School Closed) 23-25

November '22						
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 '22						
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

12/23-1/6 Winter Recess

Winter Recess 12/26-1/6
 MLK Day (School Closed) 16
 RPHS Q2 Exams (Half Day HS only) 17-20

January '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

February '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	

15 School Days

2 Q2 Report Card Conferences - Half Day
 20-24 February Recess

RPHS Q3 Exams (Half Day HS only) 27-31

March '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	

23 School Days

April '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						

15 School Days

- 3-7 Spring Recess
- 19-21 NYS ELA Exam (3-8)
- 20 RPHS Q3 Report Card Conferences - Half Day
- 27 ES & MS Q3 Report Card Conferences - Half Day

NYS Math Exams (3-7) 2-4
 Memorial Day (School Closed) 29

May '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			

22 School Days

June '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	

12 School Days

- 8-14 RPHS Q4 Exams (Half Day HS only)
- 16 Last Day of School K-12
- 14-22 NYS Regents Exams
- 19 Juneteenth (School Closed)

Note Concerning Differences with RCSD:

The following are days which Rochester Prep Schools will differ with Rochester Central School District (RCSD). As always, Rochester Prep will offer transportation 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: September 6th, November 4th (Full Day), November 8th, December 9th (Full Day), March 3rd (Full Day), May 1, May 15th (Full Day), May 16th