

# Application: University Preparatory Charter School for Young Men

Jen Pasek - jen@pasekconsulting.com  
2021-2022 Annual Report

## Summary

**ID:** 0000000211

**Labels:** SUNY Trustees

## Entry 1 School Info and Cover Page

**Completed** Aug 1 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

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**a. SCHOOL NAME**

(Select name from the drop down menu)

UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN 800000067651

**a1. Popular School Name**

UPREP

**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**

2/2010

**f. DATE FIRST OPENED FOR INSTRUCTION**

9/2010

**c. School Unionized**

Is your charter school unionized?

No

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

[uprep.org](http://uprep.org)

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

450

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

418

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

Check all that apply

Grades Served

7, 8, 9, 10, 11, 12

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

No

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**FACILITIES INFORMATION**

**m. FACILITIES**

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

No, just one site.

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN 800000067651**

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**School Site 1 (Primary)**

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**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	1290 Lake Avenue Rochester, NY 14613	585-672-1280	Rochester	7-12	No

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

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Walter Larkin Jr	Chief Executive Officer	585-672-1280		<a href="mailto:walter.larkin@uprep.org">walter.larkin@uprep.org</a>
Operational Leader	Cameron Lewis	Chief Operations Officer	585-672-1280		<a href="mailto:cameron.lewis@uprep.org">cameron.lewis@uprep.org</a>
Compliance Contact	Walter Larkin Jr	Chief Executive Officer	585-672-1280		<a href="mailto:walter.larkin@uprep.org">walter.larkin@uprep.org</a>
Complaint Contact	Walter Larkin Jr	Chief Executive Officer	585-672-1280		<a href="mailto:walter.larkin@uprep.org">walter.larkin@uprep.org</a>
DA A Coordinator	Raheem Miller	Director of Math	585-672-1280		<a href="mailto:raheem.miller@uprep.org">raheem.miller@uprep.org</a>
Phone Contact for After Hours Emergencies	Walter Larkin Jr	Chief Executive Officer	585-750-4968		<a href="mailto:walter.larkin@uprep.org">walter.larkin@uprep.org</a>

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

Private Space

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

**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)**

[COI \(2\).pdf](#)

**Filename:** COI (2).pdf **Size:** 430.0 kB

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**Site 1 Fire Inspection Report**

[Fire Inspection report 1290 and 1302 Lake Ave \(Nov 2021\).pdf](#)

**Filename:** Fire Inspection report 1290 and 1302 Lake Ave (Nov 2021).pdf **Size:** 4.3 MB

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**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	Jen Pasek
Position	Consultant
Phone/Extension	518-542-9810
Email	<a href="mailto:jen@pasekconsulting.com">jen@pasekconsulting.com</a>

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

**Responses Selected:**

Yes

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

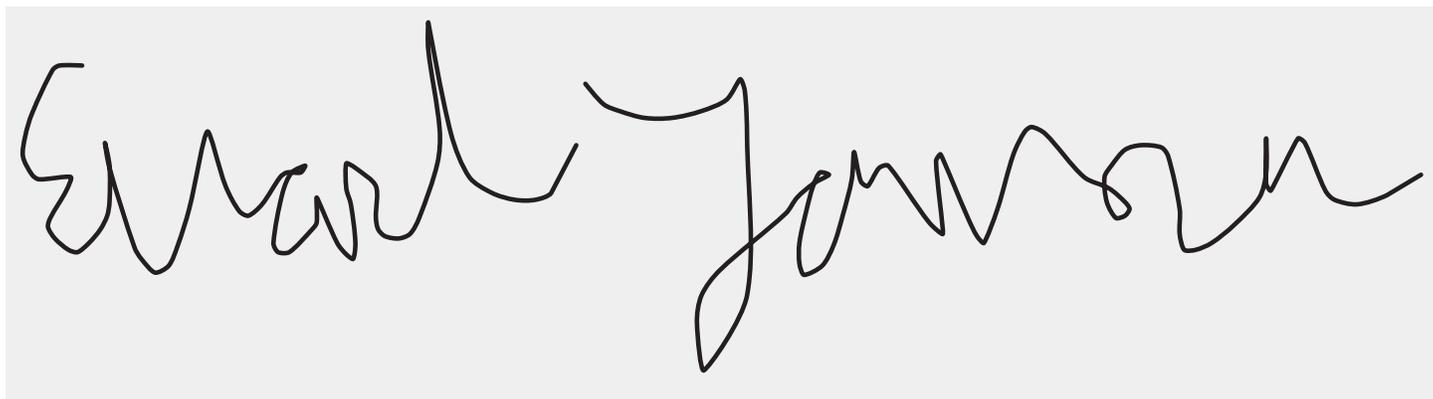
**Responses Selected:**

Yes

**Signature, Head of Charter School**

A handwritten signature in black ink on a light gray background. The signature is highly stylized and cursive, appearing to be a name with a large initial 'M' or 'W'.

**Signature, President of the Board of Trustees**

A handwritten signature in black ink on a light gray background. The signature is highly stylized and cursive, appearing to be a name with a large initial 'E'.

## Date

Aug 1 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<sup>[1]</sup>
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

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

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

## 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.

	Frm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm

## Entry 5 - Fiscal Year 2022-2023 Budget

**Completed** Aug 1 2022

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

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

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

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

### [2022-23 Budget and Quarterly Report - UPREP](#)

**Filename:** 2022 23 Budget and Quarterly Repo fUwnCdL.xlsx **Size:** 546.1 kB

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

**Completed** Aug 1 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.

### **[Gayle Harrison UPREP](#)**

**Filename:** Gayle Harrison UPREP.pdf **Size:** 524.0 kB

### **[George Bovenzi UPREP](#)**

**Filename:** George Bovenzi UPREP.pdf **Size:** 525.6 kB

### **[Najmah UPREP](#)**

**Filename:** Najmah UPREP.pdf **Size:** 526.4 kB

### **[David Shakes UPREP](#)**

**Filename:** David Shakes UPREP.pdf **Size:** 527.2 kB

### **[Denise Rainey UPREP](#)**

**Filename:** Denise Rainey UPREP.pdf **Size:** 522.8 kB

### **[Thomas Green UPREP](#)**

**Filename:** Thomas Green UPREP.pdf **Size:** 525.4 kB

### **[Wandah Gibbs UPREP](#)**

**Filename:** Wandah Gibbs UPREP.pdf **Size:** 523.5 kB

### **[Lynette Froula UPREP](#)**

**Filename:** Lynette Froula UPREP.pdf **Size:** 525.4 kB

### **[Larry Ellison UPREP](#)**

**Filename:** Larry Ellison UPREP.pdf **Size:** 524.5 kB

### **[Edward Yansen UPREP](#)**

**Filename:** Edward Yansen UPREP.pdf **Size:** 525.0 kB

### **[Delly U prep](#)**

**Filename:** Delly U prep.pdf **Size:** 534.2 kB

# Entry 7 BOT Membership Table

Completed Aug 1 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.

### UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN 800000067651

#### 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
			Accountability/C					

1	David Shakes		Trustee/Member	Cultural Relevance	Yes	2	07/08/2021	6/30/2022	11
2	Denise Rane		Vice Chair	Career and Technical Education	Yes	1	09/01/2020	09/01/2022	10
3	Edward Yansen		Chair	Finance; Board Development; Instructional Development and Data Support	Yes	10	07/08/2021	6/30/2024	12
4	Gayle Harrison		Trustee/Member	Community Engagement	Yes	1	10/17/2021	9/30/2024	9
5	George Bovenzi		Trustee/Member	Finance	Yes	2	08/08/2021	08/08/2024	5 or less
6	Larry Ellison		Trustee/Member	Policy/Development	Yes	2	07/08/2021	6/30/2022	10
7	Lynette Froula		Trustee/Member	Community Engagement; Instructional Development and	Yes	1	01/17/2020	1/16/2023	8

				Data Support					
8	Sharon Delly		Secretary		Yes	3	07/08/2021	6/30/2022	11
9	Thomas Green		Treasurer	Finance; Community Engagement	Yes	2	07/08/2021	6/30/2022	10

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

Yes

**1b. Board Member Information**

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2021-2022
10	Wandah Gibbs		Trustee/Member	Career and Technical Education	Yes	2	07/08/2021	6/30/2022	9
11	Najmah Abdulmateen		Other		Yes	3	07/08/2021	07/30/2021	5 or less
12									
13									
14									
15									

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

No

## 2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

1. UNY-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	10
b.Total Number of Members Added During 2021-2022	0
c. Total Number of Members who Departed during 2021-2022	1
d.Total Number of members, as set in Bylaws, Resolution or Minutes	10

### 3. Number of Board meetings held during 2021-2022

12

### 4. Number of Board meetings scheduled for 2022-2023

12

### Total number of Voting Members on June 30, 2022:

10

### 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:**

1

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

10

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** Aug 1 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>University Preparatory Charter School for Young Men (U Prep) has a recruitment committee dedicated to ensuring enthusiastic recruitment of incoming students. We primarily recruit students from the City of Rochester and surrounding areas, where the majority of families are economically disadvantaged (ED). As such, our recruitment efforts, like our academic model, are targeted towards this population. We emphasize the supports we offer for ED students throughout their time at U Prep, such as our financial literacy class or FAF A workshops for families, during recruitment.</p>	<p>Going forward, we will continue to implement the recruitment strategies described to the left.</p>
English Language Learners	<p>To target English language learners (ELLs), we provide translated recruitment materials in Spanish, the predominant language spoken in the area following English. We also recruit through Good Schools Roc, a website that families can use to apply to charters in the Rochester area. Through this service, our application materials are distributed in Spanish as well as English.</p> <p>We also recruit ELLs by describing our ELLs program, which includes an English to Speakers of Other Languages (ESOL) teacher. The ESOL teacher is available to meet individually with families as ELLs as needed to provide more</p>	<p>Going forward, we will continue to implement the recruitment strategies described to the left.</p>

	<p>information on our program. We also work with current ELL students to make brochures about U Prep that students then distribute at their place of worship and the local YMCA. In our third charter term, average enrollment for ELLs was 2%, falling below the enrollment for this population in the Rochester City School District. We are continuing to implement the strategies described above to recruit ELLs.</p>	
<p>Students with Disabilities</p>	<p>U Prep has an extensive academic intervention program designed to suit the needs of struggling students, including students with disabilities (SWD). Our recruitment materials emphasize the individual support we offer students, such as through the use of integrated co-teaching classrooms. We also contract with the RCSD and local service organizations to provide students with services as needed; this information is included in our recruitment materials to ensure that families of SWD know the extent to which we support students. In our third charter term, enrollment for SWD increased, reaching 14% in 2021-22. While this is below the enrollment of SWD in the RCSD, we are continuing to implement the efforts described above, and anticipate that our enrollment will continue to rise to meet the district.</p>	<p>Going forward, we will continue to implement the recruitment strategies described to the left.</p>

## Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2021-2022	Describe Retention Plans in 2022-2023
Economically Disadvantaged	To further retain ED students, we provide support to families of ED students through our school's Community Closet, which is a free resource for families in need of basic supplies. We also offer opportunities for parents to learn about the college financial aid process through our FAF A workshop. Students are provided with lunch and breakfast every day, free of charge.	One of our strategies for monitoring the efficacy of our academic program is through monitoring the retention of students in at-risk subgroups. In our third charter term, retention for ED students, SWD, and ELLs increased. Going forward, we will continue to implement the retention strategies described to the left.
English Language Learners	The ESOL teacher serves as a community and parent resource by partnering with many immigrant and refugee organizations throughout Rochester. All pertinent materials are translated into multiple languages and translators are provided for all parent teacher conferences and school events. We believe that forming strong relationships with families contributes to greater student retention.	One of our strategies for monitoring the efficacy of our academic program is through monitoring the retention of students in at-risk subgroups. In our third charter term, retention for ED students, SWD, and ELLs increased. Going forward, we will continue to implement the retention strategies described to the left.
	At U Prep, all students receive individualized instruction differentiated to meet their unique learning needs. This is facilitated through the use of integrated co-teaching classrooms, Learning Labs in math and ELA, and tutoring provided both before and after school. Integrated classrooms allow us to maintain an inclusive environment while still providing	One of our strategies for monitoring the efficacy of our

Students with Disabilities	<p>students with the level of support they need. We also offer credit recovery and summer school to support students who need additional instructional time. All teachers include a description of how they will differentiate instruction as part of their daily lesson plans, and our student support staff work to ensure that each student is receiving the support they need in the classroom. Student needs are further met by our counseling services, which may be helpful for students experiencing academic or behavioral challenges.</p>	<p>academic program is through monitoring the retention of students in at-risk subgroups. In our third charter term, retention for ED students, SWD, and ELLs increased. Going forward, we will continue to implement the retention strategies described to the left.</p>
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**Entry 10 - Teacher and Administrator Attrition**

Completed Aug 1 2022

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

## **A. TEACH System - Employee Clearance**

Charter schools must ensure that all prospective employees<sup>[1]</sup> receive clearance through [the NYSED Office of School Personnel Review and Accountability](#) (OSPRA) prior to employment. **This includes paraprofessionals and other school personnel 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.

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

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## **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](#).

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### **Attestation**

#### **Responses Selected:**

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

## **Entry 11 Percent of Uncertified Teachers**

**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 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	
. Technology	
. Career and Technical Education	
<b>Total Category B: not to exceed 5</b>	<b>0</b>

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 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)	
. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2022)	
<b>Total Category C: not to exceed 5</b>	<b>0</b>

**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 Aug 1 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.**

### **UPREP 2022-23 Calendar BOT Approved**

Filename: UPREP 2022 23 Calendar BOT Approved.pdf Size: 103.0 kB

## Entry 14 Links to Critical Documents on School Website

Completed Aug 1 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: **University Preparatory Charter School for Young Men**

**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)	<a href="https://uprep.org/board-of-trustees">https://uprep.org/board-of-trustees</a>
2. Board meeting notices, agendas and documents	<a href="https://uprep.org/board-of-trustees">https://uprep.org/board-of-trustees</a>
3. New York State School Report Card	<a href="https://uprep.org/board-of-trustees">https://uprep.org/board-of-trustees</a>
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	<a href="https://uprep.org/safety-plan">https://uprep.org/safety-plan</a>
6. Authorizer-approved FOIL Policy	<a href="https://uprep.org/board-of-trustees">https://uprep.org/board-of-trustees</a>
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	<a href="https://uprep.org/board-of-trustees">https://uprep.org/board-of-trustees</a>

**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.

**UNIVERSITY PREPARATORY CHARTER  
SCHOOL FOR YOUNG MEN**

**FINANCIAL STATEMENTS**

**June 30, 2022**



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## INDEPENDENT AUDITORS' REPORT

To the Board of Trustees  
University Preparatory Charter School for Young Men  
Rochester, New York

### Opinion

We have audited the accompanying financial statements of University Preparatory Charter School for Young Men (a New York State nonprofit organization), which comprise the balance sheet as of June 30, 2022, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of University Preparatory Charter School for Young Men as of June 30, 2022, and the changes in 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 audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of University Preparatory Charter School for Young Men and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our 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 University Preparatory Charter School for Young Men's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

### **Auditors' Responsibilities for the Audit of the Financial Statements**

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

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

- Exercise professional judgment and maintain professional skepticism throughout the 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 University Preparatory Charter School for Young Men'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 University Preparatory Charter School for Young Men'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**

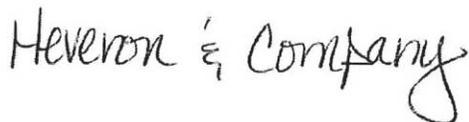
We have previously audited University Preparatory Charter School for Young Men's 2021 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated September 9, 2021. In our opinion, the summarized comparative information presented herein, as of and for the year ended June 30, 2021, is consistent, in all material respects, with the audited financial statements from which it has been derived.

## **Report on Supplementary Information**

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The Schedule of Expenditures of Federal Awards, as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

## **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated September 21, 2022 on our consideration of University Preparatory Charter School for Young Men's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of University Preparatory Charter School for Young Men's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering University Preparatory Charter School for Young Men's internal control over financial reporting and compliance.



Heveron & Company  
Certified Public Accountants

Rochester, New York  
September 21, 2022

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN**  
**BALANCE SHEETS**  
**June 30, 2022 and 2021**

**ASSETS**

	<u>2022</u>	<u>2021</u>
<u>Current Assets</u>		
Cash and Cash Equivalents	\$ 4,016,034	\$ 4,482,410
Grants Receivable	211,334	215,389
Accounts Receivable	<u>165,707</u>	<u>45,548</u>
Total Current Assets	<u>4,393,075</u>	<u>4,743,347</u>
<u>Property and Equipment</u>		
Building and Improvements	5,945,313	5,736,563
Furniture and Fixtures	869,521	774,133
Vehicles	77,000	74,000
Less: Accumulated Depreciation	<u>(2,850,256)</u>	<u>(2,443,406)</u>
Net Property and Equipment	<u>4,041,578</u>	<u>4,141,290</u>
<u>Other Assets</u>		
Escrow Account	<u>76,980</u>	<u>76,826</u>
Total Other Assets	<u>76,980</u>	<u>76,826</u>
TOTAL ASSETS	<u>\$ 8,511,633</u>	<u>\$ 8,961,463</u>

## LIABILITIES AND NET ASSETS

	<u>2022</u>	<u>2021</u>
<u>Current Liabilities</u>		
Accounts Payable	\$ 53,032	\$ 72,325
Accrued Payroll and Payroll Taxes	460,642	581,441
Refundable Advance	9,846	-
Current Portion of Loan Payable	<u>-</u>	<u>1,318,775</u>
 Total Current Liabilities	 <u>523,520</u>	 <u>1,972,541</u>
 Total Liabilities	 <u>523,520</u>	 <u>1,972,541</u>
 <u>Net Assets</u>		
Without Donor Restrictions:		
Undesignated	7,976,054	6,974,136
With Donor Restrictions:		
Purpose Restrictions	<u>12,059</u>	<u>14,786</u>
 Total Net Assets	 <u>7,988,113</u>	 <u>6,988,922</u>
 TOTAL LIABILITIES AND NET ASSETS	 <u>\$ 8,511,633</u>	 <u>\$ 8,961,463</u>

See Accompanying Notes to Financial Statements.

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN**  
**STATEMENT OF ACTIVITIES**  
**For The Year Ended June 30, 2022**  
**(With Comparative Totals for the Year Ended June 30, 2021)**

	<u>Without Donor</u>	<u>With Donor</u>	<u>Totals</u>	
	<u>Restrictions</u>	<u>Restrictions</u>	<u>2022</u>	<u>2021</u>
<u>Revenue and Other Support</u>				
Public School District:				
Resident Student Enrollment	\$ 5,898,297	\$ -	\$ 5,898,297	\$ 5,619,200
Students with Disabilities	363,034	-	363,034	294,738
Food services:				
Food Service Income	339,348	-	339,348	34,984
In-Kind Food Service Income	22,681	-	22,681	5,657
State Grants:				
State Grants	-	-	-	19,996
In-Kind State Grants	43,995	-	43,995	17,368
Paycheck Protection Loan Forgiveness	1,057,045	-	1,057,045	-
Federal Grants - Title and IDEA	346,074	-	346,074	271,211
Federal - Other	422,238	-	422,238	213,996
Other Grants and Contributions	7,199	-	7,199	5,288
Other Income	13,790	-	13,790	22,212
Released from Restrictions	<u>2,727</u>	<u>(2,727)</u>	<u>-</u>	<u>-</u>
Total Revenue and Other Support	<u>8,516,428</u>	<u>(2,727)</u>	<u>8,513,701</u>	<u>6,504,650</u>
<u>Expenses</u>				
Program Expenses:				
Regular Education	5,342,262	-	5,342,262	4,762,365
Special Education	524,614	-	524,614	512,066
Food Services	<u>325,391</u>	<u>-</u>	<u>325,391</u>	<u>157,189</u>
Total Program Expenses	<u>6,192,267</u>	<u>-</u>	<u>6,192,267</u>	<u>5,431,620</u>
Supporting Services:				
Management and General	<u>1,322,243</u>	<u>-</u>	<u>1,322,243</u>	<u>1,277,192</u>
Total Expenses	<u>7,514,510</u>	<u>-</u>	<u>7,514,510</u>	<u>6,708,812</u>

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN**  
**STATEMENT OF ACTIVITIES**  
**For The Year Ended June 30, 2022**  
**(With Comparative Totals for the Year Ended June 30, 2021)**

	Without Donor	With Donor	<u>Totals</u>	
	<u>Restrictions</u>	<u>Restrictions</u>	<u>2022</u>	<u>2021</u>
Change in Net Assets	1,001,918	(2,727)	999,191	(204,162)
Net Assets - Beginning of Year	<u>6,974,136</u>	<u>14,786</u>	<u>6,988,922</u>	<u>7,193,084</u>
Net Assets - End of Year	<u>\$ 7,976,054</u>	<u>\$ 12,059</u>	<u>\$ 7,988,113</u>	<u>\$ 6,988,922</u>

See Accompanying Notes to Financial Statements.

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN**  
**STATEMENT OF FUNCTIONAL EXPENSES**

**For The Year Ended June 30, 2022**  
**(With Comparative Totals for the Year Ended June 30, 2021)**

	2022 No. of Positions	Program Services				Management and General	Totals	
		Regular Education	Special Education	Food Services			2022	2021
Personnel Service Costs								
Instructional Personnel	54	\$ 2,538,255	\$ 319,468	\$ -	\$ -	\$ 2,857,723	\$ 2,635,665	
Non-Instructional Personnel	11	249,966	-	87,410	10,336	347,712	330,249	
Administrative Personnel	19	464,990	-	-	917,837	1,382,827	1,394,771	
Total Salaries and Wages	84	3,253,211	319,468	87,410	928,173	4,588,262	4,360,685	
Fringe Benefits and Payroll Taxes		758,292	74,465	20,374	216,348	1,069,479	992,048	
Retirement		183,461	18,016	4,929	52,344	258,750	239,627	
Total Personnel Services		4,194,964	411,949	112,713	1,196,865	5,916,491	5,592,360	
Depreciation		351,947	34,561	4,069	16,274	406,851	409,217	
Other Purchased Services		293,893	28,861	-	40,705	363,459	248,590	
Supplies		181,313	17,805	22,991	-	222,109	134,457	
Food		-	-	176,578	-	176,578	28,084	
Utilities		104,177	10,230	1,204	4,817	120,428	79,605	
Office Expense		60,603	5,951	-	13,413	79,967	78,905	
Repairs and Maintenance		36,480	3,582	422	1,687	42,171	26,912	
Student Services		33,249	3,265	-	-	36,514	29,319	
Insurance		31,451	3,089	338	1,354	36,232	23,022	
Technology		20,271	1,991	-	7,420	29,682	10,732	

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN  
STATEMENT OF FUNCTIONAL EXPENSES**

**For The Year Ended June 30, 2022  
(With Comparative Totals for the Year Ended June 30, 2021)  
(Continued)**

	Program Services			Management and General	Totals	
	Regular Education	Special Education	Food Services		2022	2021
Legal	-	-	-	22,085	22,085	15,403
Staff Development	18,847	1,851	-	-	20,698	10,908
Occupancy Expense	5,947	584	7,076	665	14,272	8,838
Accounting	-	-	-	12,850	12,850	11,680
Marketing	7,181	705	-	-	7,886	118
Other Expenses	1,939	190	-	4,108	6,237	662
Total Expenses	<u>\$ 5,342,262</u>	<u>\$ 524,614</u>	<u>\$ 325,391</u>	<u>\$ 1,322,243</u>	<u>\$ 7,514,510</u>	<u>\$ 6,708,812</u>

See Accompanying Notes to Financial Statements.

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN**  
**STATEMENTS OF CASH FLOWS**  
**For The Years Ended June 30, 2022 and 2021**

	<u>2022</u>	<u>2021</u>
<u>Cash Flow From Operating Activities</u>		
Receipts from School Districts	\$ 6,202,183	\$ 5,941,863
Federal and State Grant Receipts	780,537	371,741
Food Service Fees	280,015	40,641
Other Grants and Contributions	7,199	5,289
Miscellaneous Sources	13,790	22,212
Payments to Charter School Personnel for Services Rendered	(6,037,291)	(5,585,242)
Payments to Vendors for Goods and Services Rendered	<u>(1,143,788)</u>	<u>(637,470)</u>
Net Cash Flow Provided/(Used) By Operating Activities	<u>102,645</u>	<u>159,034</u>
 <u>Cash Flow From Investing Activities</u>		
Purchase of Property and Equipment	<u>(307,137)</u>	<u>(139,388)</u>
Cash Flow Provided/(Used) By Investing Activities	<u>(307,137)</u>	<u>(139,388)</u>
 <u>Cash Flow From Financing Activities</u>		
Payments on Loan Payable	<u>(261,730)</u>	<u>-</u>
Cash Flow Provided/(Used) By Financing Activities	<u>(261,730)</u>	<u>-</u>
 Net Increase/(Decrease) in Cash and Cash Equivalents, and Restricted Cash	 (466,222)	 19,646
 Cash and Cash Equivalents, and Restricted Cash - Beginning of Year	 <u>4,559,236</u>	 <u>4,539,590</u>
 Cash and Cash Equivalents, and Restricted Cash - End of Year	 <u>\$ 4,093,014</u>	 <u>\$ 4,559,236</u>

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN  
STATEMENTS OF CASH FLOWS**

**For The Years Ended June 30, 2022 and 2021**

**(Continued)**

	<u>2022</u>	<u>2021</u>
<u>Reconciliation of Change in Net Assets to Net Cash</u>		
<u>Provided by Operating Activities</u>		
Change in Net Assets	\$ 999,191	\$ (204,162)
Adjustments to Reconcile Change in Net Assets to Net Cash Provided/(Used) by Operating Activities:		
Depreciation	406,851	409,217
Paycheck Protection Loan Forgiveness	(1,057,045)	-
(Increase)/Decrease In:		
Accounts Receivable	(120,159)	27,926
Grants Receivable	4,055	(133,461)
Increase/(Decrease) In:		
Accounts Payable	(19,295)	52,396
Accrued Payroll and Payroll Taxes	(120,799)	7,118
Refundable Advance	<u>9,846</u>	<u>-</u>
Net Cash Flows Provided/(Used) By Operating Activities	<u>\$ 102,645</u>	<u>\$ 159,034</u>

See Accompanying Notes to Financial Statements.

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN**  
**NOTES TO FINANCIAL STATEMENTS**  
**June 30, 2022**

**NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING  
POLICIES**

Organization

University Preparatory Charter School for Young Men (the School) is a nonprofit educational organization in Rochester, New York. It was formed to be a small school for young men with personalized attention for each student. The School provides a safe and secure learning environment where respect and compassion are values for adults and students for grades 7-12. The School obtains its support directly and indirectly from organizations and government agencies in the community.

The main programs of the School are as follows:

**REGULAR EDUCATION:** The School curriculum encourages and promotes young men to be involved, to be active in their learning, and to learn together. The School provides preparation not just for graduation, but for success in college. It is also a place for young men to play sports and engage in exciting, healthy, extracurricular activities. All courses align with the New York State Learning Standards.

**SPECIAL EDUCATION:** In accordance with the Individuals with Disabilities Education Act, the Rehabilitation Act, Section 504, and the Americans with Disabilities Act, the School provides a free and appropriate education, in the least restrictive environment to students with disabilities. The primary service delivery for students with special needs is inclusion. For students requiring supplemental services, the School has employees on staff to provide the required services outlined in the student's Individual Education Plan or 504 Plan.

**FOOD SERVICES:** The School believes that healthy meals are an important part of a child's day. Breakfast and lunch are served every day. All meals are intended to meet the required New York State Child Nutrition Standards, and the School subscribes to the New York State free and reduced priced meal program.

Basis of Accounting

The accompanying financial statements have been prepared on the accrual basis of accounting. The significant accounting policies followed are described below to enhance the usefulness of the financial statements to the reader.

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN  
NOTES TO FINANCIAL STATEMENTS**

**June 30, 2022**

**(Continued)**

**NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING  
POLICIES (Continued)**

Net Assets

In accordance with accounting principles generally accepted in the United States of America, the School reports information regarding its financial position and activities according to the existence or absence of donor or grantor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

*Net Assets Without Donor Restrictions* – Net assets available for use in general operations and not subject to donor (or certain grantor) restrictions.

*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.

Contributions restricted by donors are reported as increases in net assets without donor restrictions if the restrictions expire (that is, when a stipulated time restriction ends or purpose restriction is accomplished) in the reporting period in which the revenue is recognized. All other donor-restricted contributions are reported as increases in net assets with donor restrictions, based on the nature of the restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions.

Use of Estimates in the Preparation of Financial Statements

Accounting principles generally accepted in the United States of America require management to make estimates and assumptions that affect the amounts of assets and liabilities, revenues and expenses, and the disclosure of contingent assets and liabilities. Actual results could vary from those estimates.

Accounts and Grants Receivable

Receivables are stated at the amount management expects to collect. Amounts that management believes to be uncollectible after collection efforts have been completed are written off. In addition, management evaluates the need for, and if appropriate, provides an allowance to reduce receivables to amounts management expects will be collected. Management determined that no allowances were necessary at June 30, 2022 and 2021.

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN  
NOTES TO FINANCIAL STATEMENTS**

**June 30, 2022**

**(Continued)**

**NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING  
POLICIES (Continued)**

Revenue and Revenue Recognition

A portion of the 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 school has incurred expenditures in compliance with specific contract or grant provisions. Amounts received prior to incurring qualifying expenditures are reported as refundable advances in the balance sheet. The Organization received cost-reimbursable grants of \$1,530,364 that have not been recognized at June 30, 2022 because qualifying expenditures have not yet been incurred, with an advance payment of \$9,846 recognized in the balance sheet as a refundable advance.

The School recognizes revenue derived from tuition and food service. Tuition income is recognized during the school year based on enrollment. Food service revenue is recognized when earned at the time of service.

Contributions

The School recognizes contributions when cash, securities or other assets, an unconditional promise to give, or a notification of a beneficial interest is received. Contributions that are expected to be received in future years are recorded at their present value. 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 met.

Income Taxes

The Internal Revenue Service has determined that the School is qualified as a charity exempt under Section 501(c)(3) of the Internal Revenue Code. As a result, no provision for federal or state income taxes has been made.

Advertising

Advertising costs are expensed as incurred.

Reclassifications

Certain account balances as of June 30, 2021 have been reclassified to conform with the presentation as of June 30, 2022.

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN  
NOTES TO FINANCIAL STATEMENTS**

**June 30, 2022**

**(Continued)**

**NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING  
POLICIES (Continued)**

Property and Equipment

Property and equipment are stated at cost. The School capitalizes property and equipment with a unit cost of over \$2,000 or a bundle cost of over \$20,000 and an estimated life of more than two years. Depreciation is computed using the straight-line method based on the estimated useful lives of the assets as follows.

	<u>Years</u>
Building and Improvements	20
Furniture and Fixtures	3-5
Vehicles	5

Depreciation expense amounted to \$406,851 and \$409,217 for the years ended June 30, 2022 and 2021, respectively.

Functional Expenses

The costs of providing the various program services have been summarized on a functional basis in the statement of functional expenses. Accordingly, certain costs have been allocated among the program services, and management and general categories. An immaterial amount of fund raising costs for the years ended June 30, 2022 and 2021 are included in management and general expenses.

The financial statements report certain categories of expenses that are attributed to both program and supporting functions. Therefore, allocation on a reasonable basis that is consistently applied is required. The expenses that are allocated include occupancy, repairs and maintenance, insurance and depreciation, which are allocated on a square footage basis, as well as salaries and wages, benefits, payroll taxes, other purchased services, student services, supplies, office expenses, and other expenses, which are allocated on the basis of time and effort for each category.

Comparative Financial Information

The financial statements include certain prior year summarized comparative information in total, but not by net asset class. 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 School's financial statements for the year ended June 30, 2021, from which the summarized information was derived.

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN**  
**NOTES TO FINANCIAL STATEMENTS**

**June 30, 2022**

**(Continued)**

**NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING  
POLICIES (Continued)**

Recent Accounting Pronouncements

In September 2020, FASB issued ASU 2020-07, *Presentation and Disclosures by Not-for-Profit Entities for Contributed Nonfinancial Assets*. ASU 2020-07 requires the presentation of contributed nonfinancial assets as a separate line item in the statement of activities, apart from contributions of cash and other financial assets. The main difference between the guidance in ASU 2020-07 and previous GAAP is the disclosure of a disaggregation of the amount of contributed nonfinancial assets, qualitative information about whether the contributed nonfinancial assets were either monetized or utilized during the period, the School's policy about monetizing rather utilizing the assets, a description of any donor-imposed restrictions associated with the assets, a description of the valuation techniques used, and the principal market used to arrive at a fair value measurement. During the year ended June 30, 2022 the School adopted ASU 2020-07 for its contributed nonfinancial assets. This adoption was applied on a retrospective basis.

**NOTE 2 - LIQUIDITY AND AVAILABILITY**

The School regularly monitors the availability of resources required to meet its operating needs and other contractual commitments, while also striving to maximize the investment of its available funds. For purposes of analyzing resources available to meet general expenditures over a 12-month period, the School considers all expenditures related to its ongoing activities as well as the conduct of services undertaken to support those activities to be general expenditures.

At June 30, the following financial assets could readily be made available within one year of the balance sheet date to meet general expenditures:

	<u>2022</u>	<u>2021</u>
Cash and cash equivalents	\$ 4,016,034	\$ 4,482,410
Accounts receivable	165,707	45,548
Grants receivable	211,334	215,389
Less donor restricted net assets	<u>(12,059)</u>	<u>(14,786)</u>
Total	<u>\$ 4,381,016</u>	<u>\$ 4,728,561</u>

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN  
NOTES TO FINANCIAL STATEMENTS**

**June 30, 2022**

**(Continued)**

**NOTE 3 - EMPLOYEE BENEFIT PLAN**

The School has a 403(b) retirement plan. Eligible employees can make contributions to the plan. Employees are fully and immediately vested in all contributions. The School will make non-elective contributions at the Board's discretion. Employer contributions for the years ended June 30, 2022 and 2021 were \$258,750 and \$239,627, respectively.

**NOTE 4 - CASH AND CASH EQUIVALENTS, AND RESTRICTED CASH**

For the purposes of the statements of cash flows, cash and cash equivalents include all cash on hand and in banks, which at times, may exceed federally insured limits. The School considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents. Certain of these accounts are not federally insured. The School has not experienced any losses in these accounts and does not believe it is exposed to any significant credit risk with respect to cash and cash equivalents.

The 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 related to the dissolution of the School.

Cash and cash equivalents, and restricted cash consisted of the following at June 30:

	2022	2021
Checking	\$ 4,005,018	\$ 4,474,399
Savings and Money Market	11,016	8,011
Subtotal - Cash and Cash Equivalents	4,016,034	4,482,410
Restricted Cash - Escrow Account	76,980	76,826
Total Cash, Cash Equivalents, and Restricted Cash	\$ 4,093,014	\$ 4,559,236

**NOTE 5 - LOAN PAYABLE**

In April 2020, the School applied for and was approved to receive a \$1,318,775 loan under the Paycheck Protection Program created as part of the relief efforts related to COVID-19 and administered by the Small Business Administration. The loan accrued interest at 1%, but payments were not required to begin for six months after the funding of the loan. The School was eligible for loan forgiveness of up to 100% of the loan, upon meeting certain requirements. In November 2021, \$1,057,045 of the loan was forgiven. The remaining principal of \$261,730 was paid off in the same month. The loan was uncollateralized and fully guaranteed by the Federal government.

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN**  
**NOTES TO FINANCIAL STATEMENTS**

**June 30, 2022**

**(Continued)**

**NOTE 6 - SPECIAL EDUCATION AND OTHER SUPPORT**

Some of the special education services required by students of the School are provided by the Rochester City School District. The Rochester City School District also provides transportation. The School was unable to determine a value for these services; thus, these financial statements do not reflect revenue or expenses associated with those services.

Additionally, the School does provide certain special education services with its own staff and facilities.

The School also receives State Aid in the form of textbooks, computer hardware, computer software, and library materials through the Rochester City School District. The total aid received for the years ended June 30, 2022 and 2021 was \$43,995 and \$17,368, respectively. The value of this aid is provided by Rochester City School District and is based on original cost.

**NOTE 7 - DONATED SERVICES AND GOODS**

The School receives donated services that, although substantial, do not meet the criteria for recording as revenue and expense under accounting principles generally accepted in the United States of America. During the years ended June 30, 2022 and 2021, 10 active volunteers provided 220 hours of service.

The School receives food commodities from U.S. Department of Agriculture for use in Food Services Program. During the years ended June 30, 2022 and 2021, the School received in kind food donations of \$22,681 and \$5,657, respectively. The value of this donation is based on original cost provided by the U.S. Food and Drug Administration.

**NOTE 8 - NET ASSETS WITH DONOR RESTRICTIONS**

Net assets with donor restrictions are restricted for the following purposes or periods:

	<u>2022</u>	<u>2021</u>
Subject to expenditure for specified purpose:		
Career and Technical Education Program	\$ 7,500	\$ 7,500
Technology	<u>4,559</u>	<u>7,286</u>
Total Net Assets with Donor Restrictions	<u>\$ 12,059</u>	<u>\$ 14,786</u>

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN  
NOTES TO FINANCIAL STATEMENTS**

**June 30, 2022**

**(Continued)**

**NOTE 9 - SUBSEQUENT EVENTS**

Subsequent events have been evaluated through September 21, 2022, which is the date the statements were available for issuance.

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN**

**FEDERAL FINANCIAL ASSISTANCE**

**SUPPLEMENTARY INFORMATION**

**For the Year Ended June 30, 2022**



**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON  
COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS  
PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

Independent Auditors' Report

To the Board of Trustees  
University Preparatory Charter School for Young Men  
Rochester, NY

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of University Preparatory Charter School for Young Men (a New York State nonprofit organization) which comprise the balance sheet as of June 30, 2022, and the related statements of activities and functional expenses, the cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated September 21, 2022.

**Report on Internal Control Over Financial Reporting**

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

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



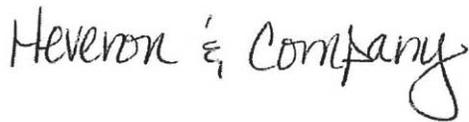
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not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

### **Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether University Preparatory Charter School for Young Men's financial statements are free of material misstatements, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Heveron & Company  
Certified Public Accountants

Rochester, New York  
September 21, 2022



**REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM  
AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE  
REQUIRED BY THE UNIFORM GUIDANCE**

**Independent Auditors' Report**

To the Board of Trustees  
University Preparatory Charter School for Young Men  
Rochester, NY

**Report on Compliance for Each Major Federal Program  
*Opinion on Each Major Federal Program***

We have audited University Preparatory Charter School for Young Men's compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of University Preparatory Charter School for Young Men's major federal programs for the year ended June 30, 2022. University Preparatory Charter School for Young Men's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, University Preparatory Charter School for Young Men complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2022.

**Basis for Opinion on Each Major Federal Program**

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

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



## **Responsibilities of Management for Compliance**

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

## **Auditor's Responsibilities for the Audit of Compliance**

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

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

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

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

## Report on Internal Control Over Compliance

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

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

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

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

*Heveron & Company*

Heveron & Company  
Certified Public Accountants

Rochester, New York  
September 21, 2022

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
For The Year Ended June 30, 2022**

Section I - Summary of Auditors' Results

Financial Statements

The auditors' report expresses an unmodified opinion on the general-purpose financial statements of University Preparatory Charter School for Young Men.

No material weaknesses were identified in the internal controls over financial reporting.

No significant deficiencies were identified in the internal controls over financial reporting.

No instances of noncompliance material to the financial statements of University Preparatory Charter School for Young Men were disclosed during the audit.

Federal Awards

The auditors' report on compliance for major programs expresses an unmodified opinion.

No material weaknesses were identified in the internal control over major programs.

No significant deficiencies were identified in the internal controls over major programs.

There are no audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a).

Identification of Major Programs:

<u>AL Number(s)</u>	<u>Name of Federal Program or Cluster</u>
84.425D	Elementary and Secondary School Emergency Relief Fund
84.425U	American Rescue Plan - Elementary and Secondary School Emergency Relief

Dollar Threshold used to distinguish  
between type A and type B programs: \$ 750,000

The auditee did not qualify as a low-risk auditee

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**For The Year Ended June 30, 2022**  
**(Continued)**

Section II - Financial Statement Findings

None

Section III - Federal Award Findings and Questioned Costs

None

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**For The Year Ended June 30, 2022**

<u>Federal Grantor/Program Title</u> <u>/Pass Through Grantor</u>	<u>Federal</u> <u>AL</u> <u>Number</u>	<u>Agency or</u> <u>Pass Through</u> <u>Number</u>	<u>Passed</u> <u>Through to</u> <u>Sub-recipients</u>	<u>Federal</u> <u>Expenditures</u>
<u>United States Department of Education</u>				
Title I Grants to Local Educational Agencies				
Passed Through New York				
State Education Department	84.010	261600860985	\$ -	\$ 207,428
Supporting Effective Instruction				
State Grants				
Passed Through New York				
State Education Department	84.367	261600860985	-	25,604
Student Support and Academic				
Enrichment Program				
Passed Through New York				
State Education Department	84.424	261600860985	-	13,517
Strengthening Institutions Program				
Passed Through New York				
State Education Department	84.031	261600860985	-	797
COVID-19 Elementary and Secondary School				
Emergency Relief Fund				
Passed Through New York State				
Education Department	84.425D	261600860985	-	297,010
COVID-19 American Rescue Plan - Elementary				
and Secondary School Emergency Relief				
Passed Through New York State				
Education Department	84.425U	261600860985	<u>-</u>	<u>125,228</u>
Total United States Department of Education			<u>-</u>	<u>669,584</u>

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**For The Year Ended June 30, 2022**  
**(Continued)**

<u>Federal Grantor/Program Title</u> <u>/Pass Through Grantor</u>	<u>Federal</u> <u>AL</u> <u>Number</u>	<u>Agency or</u> <u>Pass Through</u> <u>Number</u>	<u>Passed</u> <u>Through to</u> <u>Sub-recipients</u>	<u>Federal</u> <u>Expenditures</u>
<u>Department of Agriculture</u>				
School Breakfast Program Passed Through New York State Education Department	10.553	261600860985	-	79,408
National School Lunch Program Passed Through New York State Education Department	10.555	261600860985	-	253,451
National School Lunch Program - (USDA Food)	10.555	N/A	-	22,681
Total Department of Agriculture			-	355,540
Total Federal Expenditures			\$ -	\$ 1,025,124

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN**  
**NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**For The Year Ended June 30, 2022**

Note 1 - Basis of Presentation:

The accompanying Schedule of Expenditures of Federal Awards (the "Schedule") includes the federal award activity of University Preparatory Charter School for Young Men under programs of the federal government for the year ended June 30, 2022. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of University Preparatory Charter School for Young Men, it is not intended to and does not present the financial position, change in net assets, or cash flows of University Preparatory Charter School for Young Men.

Note 2 - Summary of Significant Accounting Policies:

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. University Preparatory Charter School for Young Men has not yet elected not to use the 10% de minimis indirect cost rate allowed under the Uniform Guidance.



## Auditors' Communications

August 25, 2022

To The Board of Trustees  
University Preparatory Charter School for Young Men  
1290 Lake Avenue  
Rochester, NY 14613

Dear Board Members:

We have audited the financial statements of University Preparatory Charter School for Young Men for the year ended June 30, 2022. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards* and the *Uniform Guidance*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our Audit Plan provided to you prior to the engagement. Professional standards also require that we communicate to you the following information related to our audit.

### **General Observations and Significant Audit Matters**

- Management is responsible for the selection and use of appropriate *accounting policies*. The significant accounting policies used by University Preparatory Charter School for Young Men are described in Note 1 to the financial statements. As described in Note 1, the School changed accounting policies related to contributed nonfinancial assets by adopting FASB Accounting Standards Update 2020-07, *Presentation and Disclosures by Not-for-Profit Entities for Contributed Nonfinancial Assets* during the year. Accordingly, the accounting change has been retrospectively applied to prior periods presented as if the policy had always been used. We noted no transactions entered into by the School during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.



- *Accounting estimates* are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the financial statements include areas such as useful life.
- The *financial statement disclosures* are neutral, consistent, and clear. Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were the disclosure of the Paycheck Protection Loan forgiveness in Note 5 to the financial statements.
- *Management may disagree with auditors* about areas needed to be accessed for audits or about conclusions that are reached with respect to amounts or disclosures. Management may explain their position and may also reach out to other CPAs or experts. We did not have any such disagreements or difficulties with management.
- Whenever we become aware of *adjustments or corrections* that are not clearly trivial, we will discuss them with management. Management approved all accounting adjustments that were proposed and recorded to make your financial statements materially correct.
- We have requested certain *representations from management* that are included in the management representation letter.
- In some cases, *management may decide to consult with other accountants about auditing and accounting matters*, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the School's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.
- Your financial statements also include *supplementary information*. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves. That information has been prepared consistently with the prior year, and is appropriate and complete.

In planning and performing our audit of the financial statements of University Preparatory Charter School for Young Men as of and for the year ended June 30, 2022, in accordance with auditing standards generally accepted in the United States of America, we considered University Preparatory Charter School for Young Men's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the School's financial statements will not be prevented or detected and corrected on a timely basis. We did not identify any deficiencies in internal control that we consider to be material weaknesses.

A *significant deficiency* is a deficiency or a combination of deficiencies in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described above and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified.

The purpose of this communication is solely to describe the scope of our testing of internal control over financial reporting and the results of that testing. This communication is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting. Accordingly, this communication is not suitable for any other purpose.

Sincerely,

Heveron & Company

Heveron & Company CPAs





**GENERAL INSTRUCTIONS FOR  
ANNUAL BUDGET/QUARTERLY REPORT**

**TEMPLATE TABS**

**1- GRAY tab contains the Instructions**

<a href="#">Instructions</a>	Provides description of tabs and input requirements.
<a href="#">Funding by District</a>	Charter School Tuition Rates

**2- BLUE tabs require input of information**

<a href="#">1.) Name of School</a>	>Select school name from list. >Enter contact information.
<a href="#">2.) Enrollment</a>	Enter enrollment information for Annual Budget (& Revisions) and Quarterly Actuals. Includes: >Enrollment by Grade >Enrollment by District
<a href="#">3.) Staffing Plan</a>	Enter staffing plan information for Annual Budget (& Revisions) and Quarterly Actuals. Includes: >Full Time Equivalent (FTE), by Position Category, By Quarter >"Prior Year" column may <i>initially</i> be completed based upon preliminary data, and <i>subsequently</i> adjusted with Annual Audited data when the Quarter 2 Actuals are being submitted.
<a href="#">4.) Yearly Budget</a>	Enter Yearly Budget information. Includes: >"Prior Year" column may <i>initially</i> be completed based upon preliminary data, and <i>subsequently</i> adjusted with Annual Audited data when the Quarter 2 Actuals are being submitted. (Note: Quarterly Revenue allocation may be set) >Budgeted Enrollment data and Per Pupil Revenue for the current year are populated based upon input on tab "2.) Enrollment." >Budgeted FTE for current year is populated based upon input on tab "3.) Staffing Plan." >All other sources of revenue >All expenses >Budget Revisions, as necessary and <i>approved</i> by the school's Board of Directors, should be submitted when submitting Quarterly Actuals.
<a href="#">5.) Balance Sheet</a>	Enter Balance Sheet information for EdCorps. Separate schools merged into a primary EdCorp should NOT use this tab. >"Prior Year" column may be <i>initially</i> completed based upon preliminary data, and <i>subsequently</i> adjusted with Annual Audited data when the Quarter 2 Actuals are being submitted.
<a href="#">6.) Quarterly Report</a>	Enter Actual Quarterly Report information . Includes: >Actual Enrollment data and Per Pupil Revenue for the current year are populated based upon input on tab "2.) Enrollment." >Actual FTE for current year is populated based upon input on tab "3.) Staffing Plan." >All other sources of revenue >All expenses
<a href="#">7.) Annual Report Requirement</a>	Complete when submitting Actual Quarter 4.

**CELL COLORS & GUIDANCE COMMENTS**

-  = Enter information into the light BLUE shaded cells.
-  = Cells labeled in ORANGE containe guidance regarding the input of information.
-  = Cells containing RED triangles in the upper right corner contain "guidance comments" on that particular line item. Please "mouse-over" the triangle to reveal each comment.

**Charter Funding Alphabetical By NYS School District**  
**\* (Sum of Charter School Basic Tuition and Supplemental Basic Tuition)**



**ANNUAL BUDGET & QUARTERLY REPORT TEMPLATE**

**University Preparatory Charter School for Young Men**

**SCHOOL**

<b>Name:</b>	University Preparatory Charter School for Young Men
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**CONTACT INFORMATION**

<b>Contact Name:</b>	Cameron Lewis
<b>Contact Title:</b>	Chief Operating Officer
<b>Contact Email:</b>	<a href="mailto:Cameron.Lewis@uprep.org">Cameron.Lewis@uprep.org</a>
<b>Contact Phone:</b>	585-672-1280

**REPORT PERIOD**

<b>Current Academic Year:</b>	2022-23
<b>Prior Academic Year:</b>	2021-22

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN  
2022-23**

**ENROLLMENT BY GRADES**

GRADES	1	2	3	4	5	6	7	8	9	10	11	12
INITIAL BUDGETED ENROLLMENT												
TOTAL ENROLLMENT =												

**ENROLLMENT BY DISTRICT**

PRIOR YEAR ACTUAL	ANNUAL BUDGET															
	TOTAL DISTRICTS/ENROLLMENT BY QUARTER															
	QUARTER 1		QUARTER 2		QUARTER 3		QUARTER 4		QUARTER 1		QUARTER 2		QUARTER 3		QUARTER 4	
	Original	Revised	Original	Revised	Original	Revised	Original	Revised	Original	Revised	Original	Revised	Original	Revised	Original	Revised
NUMBER OF SCHOOL DISTRICTS ENROLLED:	2	0	2	0	2	0	2	0	2	0	2	0	2	0	2	0
NUMBER OF STUDENTS ENROLLED:	440	0	440	0	440	0	440	0	440	0	440	0	440	0	440	0

**\*NOTE:** If there are NO budget revisions at the time of quarterly submittal leave the "REVISED" Column(s) COMPLETELY BLANK. If budget revisions ARE made, the entire "REVISED" budget columns for the affected quarter(s) must be completed on tabs 2, 3 and 4.

PRIOR YEAR 2021-22	ANNUAL BUDGET															
	ENROLLMENT BY QUARTER															
	QUARTER 1		QUARTER 2		QUARTER 3		QUARTER 4		QUARTER 1		QUARTER 2		QUARTER 3		QUARTER 4	
	Original	Revised	Original	Revised	Original	Revised	Original	Revised	Original	Revised	Original	Revised	Original	Revised	Original	Revised
ACTUAL ENROLLMENT	420	20	420	20	420	20	420	20	420	20	420	20	420	20	420	20

- PRIMARY/OTHER DISTRICT NAME(S)**
- 1 PRIMARY District
  - 2 SECONDARY District
  - 3 Other District 3

PRIMARY/OTHER	DISTRICT NAME(S)	ANNUAL BUDGET ENROLLMENT BY QUARTER												ACTUAL ENROLLMENT BY QUARTER			
		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4			QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
PRIOR YEAR		Original	Revised	Original	Revised	Original	Revised	Original	Revised	Original	Revised	Original	Revised	Actual	Actual	Actual	Actual
2021-22		Budgeted Enrollment	Budgeted Enrollment	Budgeted Enrollment	Budgeted Enrollment	Budgeted Enrollment	Budgeted Enrollment	Budgeted Enrollment	Budgeted Enrollment	Budgeted Enrollment	Budgeted Enrollment	Budgeted Enrollment	Budgeted Enrollment	Enrollment	Enrollment	Enrollment	Enrollment





**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN  
2022-23**

**STAFFING PLAN FULL-TIME EQUIVALENT ( FTE )**

ADMINISTRATIVE PERSONNEL FTE	*NOTE: If there are NO budget revisions at the time of quarterly submittal leave the REVISED Column(s) COMPLETELY BLANK. If budget revisions ARE made, the entire "REVISED" budget columns for the affected quarter(s) must be completed on tabs 2, 3 and 4.													
	PRIOR YEAR 2021-22 ACTUAL		ANNUAL BUDGETED FTE				ACTUAL QUARTERLY FTE				Description of Assumptions			
	Original	Revised	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Actual	Actual	Actual	Actual
Executive Management	4.0			4.0	4.0									
Instructional Management	6.0			6.0	6.0									
Deans, Directors & Coordinators	4.0			4.0	4.0									
Operations / Business Manager	1.0			1.0	1.0									
Administrative Staff	4.0			4.0	4.0									
<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>19.0</b>	<b>0.0</b>	<b>0.0</b>	<b>19.0</b>	<b>19.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>19.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
INSTRUCTIONAL PERSONNEL FTE	*NOTE: If there are NO budget revisions at the time of quarterly submittal leave the REVISED Column(s) COMPLETELY BLANK. If budget revisions ARE made, the entire "REVISED" budget columns for the affected quarter(s) must be completed on tabs 2, 3 and 4.													
	PRIOR YEAR 2021-22 ACTUAL		ANNUAL BUDGETED FTE				ACTUAL QUARTERLY FTE				Description of Assumptions			
	Original	Revised	Q1 <th>Q2</th> <th>Q3</th> <th>Q4</th> <th>Q1</th> <th>Q2</th> <th>Q3</th> <th>Q4</th> <th>Actual</th> <th>Actual</th> <th>Actual</th> <th>Actual</th>	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Actual	Actual	Actual	Actual
Teachers - Regular	23.0			23.0	23.0									
Teachers - SPED	6.0			6.0	6.0									
Substitute Teachers	3.0			3.0	3.0									
Teaching Assistants	13.0			13.0	13.0									
Specialty Teachers	3.0			3.0	3.0									
Aides	7.0			7.0	7.0									
Therapists & Counselors	0.0			0.0	0.0									
<b>TOTAL INSTRUCTIONAL</b>	<b>55.0</b>	<b>0.0</b>	<b>0.0</b>	<b>55.0</b>	<b>55.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>55.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
NON-INSTRUCTIONAL PERSONNEL FTE	*NOTE: If there are NO budget revisions at the time of quarterly submittal leave the REVISED Column(s) COMPLETELY BLANK. If budget revisions ARE made, the entire "REVISED" budget columns for the affected quarter(s) must be completed on tabs 2, 3 and 4.													
	PRIOR YEAR 2021-22 ACTUAL		ANNUAL BUDGETED FTE				ACTUAL QUARTERLY FTE				Description of Assumptions			
	Original	Revised	Q1 <th>Q2</th> <th>Q3</th> <th>Q4</th> <th>Q1</th> <th>Q2</th> <th>Q3</th> <th>Q4</th> <th>Actual</th> <th>Actual</th> <th>Actual</th> <th>Actual</th>	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Actual	Actual	Actual	Actual
Nurse	4.0			4.0	4.0									
Librarian	3.0			3.0	3.0									
Custodian	4.0			4.0	4.0									
Security	4.0			4.0	4.0									
Other	11.0			11.0	11.0									
<b>TOTAL NON-INSTRUCTIONAL</b>	<b>26.0</b>	<b>0.0</b>	<b>0.0</b>	<b>26.0</b>	<b>26.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>26.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>TOTAL PERSONNEL SERVICE FTE</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>85.0</b>	<b>85.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>85.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>



**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN**  
**Budget / Operating Plan**  
**2022-23**

	Prior Year Actual 2021-22 Revenue Per Pupil	1st Quarter - 7/1 - 9/30		2nd Quarter - 10/1 - 12/31		3rd Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30			
		Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	
Total Revenue	-	1,728,991	-	2,006,748	-	2,006,748	-	2,060,747	-	2,060,747	-
Total Expenses	-	1,431,723	-	2,040,825	-	1,849,771	-	2,480,916	-	2,480,916	-
Net Income	-	297,269	-	(34,077)	-	156,977	-	(420,169)	-	(420,169)	-
Actual Student Enrollment	-	440	-	440	-	440	-	440	-	440	-
<b>EXPENSES</b>											
<b>ADMINISTRATIVE STAFF PERSONNEL COSTS</b>											
	Avg. No. of Positions	151,732	-	151,732	-	130,056	-	151,732	-	151,732	-
Executive Management	4.00	25,417	-	88,961	-	76,252	-	139,796	-	139,796	-
Instructional Management	6.00	87,688	-	87,688	-	75,161	-	87,688	-	87,688	-
Deans, Directors & Coordinators	4.00	-	-	-	-	-	-	-	-	-	-
CFO / Director of Finance	-	-	-	-	-	-	-	-	-	-	-
Operation / Business Manager	1.00	21,778	-	21,778	-	18,667	-	22,778	-	22,778	-
Administrative Staff	4.00	48,939	-	48,939	-	41,948	-	48,940	-	48,940	-
TOTAL ADMINISTRATIVE STAFF	19.00	335,554	-	399,098	-	342,083	-	450,933	-	450,933	-
<b>INSTRUCTIONAL PERSONNEL COSTS</b>											
	Avg. No. of Positions	96,876	-	339,065	-	290,627	-	532,816	-	532,816	-
Teachers - Regular	23.00	24,417	-	85,458	-	73,250	-	134,291	-	134,291	-
Teachers - SPED	6.00	11,978	-	41,921	-	35,933	-	65,877	-	65,877	-
Substitute Teachers	3.00	-	-	-	-	-	-	-	-	-	-
Teaching Assistants	-	-	-	-	-	-	-	-	-	-	-
Specialty Teachers	13.00	52,738	-	184,583	-	158,214	-	290,059	-	290,059	-
Aides	-	-	-	-	-	-	-	-	-	-	-
Therapists & Counselors	3.00	45,617	-	45,617	-	39,100	-	45,617	-	45,617	-
Other	7.00	101,206	-	101,206	-	86,748	-	101,206	-	101,206	-
TOTAL INSTRUCTIONAL	55.00	332,830	-	797,850	-	683,871	-	1,169,866	-	1,169,866	-
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>											
	Avg. No. of Positions	-	-	-	-	-	-	-	-	-	-
Nurse	-	-	-	-	-	-	-	-	-	-	-
Librarian	-	-	-	-	-	-	-	-	-	-	-
Custodian	4.00	39,598	-	39,598	-	33,941	-	39,598	-	39,598	-
Security	3.00	9,245	-	32,359	-	27,736	-	50,849	-	50,849	-
Other	4.00	10,564	-	36,973	-	31,691	-	36,973	-	36,973	-
TOTAL NON-INSTRUCTIONAL	11.00	59,407	-	108,930	-	93,368	-	127,420	-	127,420	-
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>											
	Avg. No. of Positions	727,791	-	1,305,877	-	1,119,323	-	1,748,218	-	1,748,218	-
<b>PAYROLL TAXES AND BENEFITS</b>											
	Avg. No. of Positions	100,137	-	100,137	-	100,137	-	100,137	-	100,137	-
Payroll Taxes	-	214,215	-	214,215	-	214,215	-	214,215	-	214,215	-
Fringe / Employee Benefits	-	131,013	-	131,013	-	131,013	-	131,013	-	131,013	-
Retirement / Pension	-	445,365	-	445,365	-	445,365	-	445,365	-	445,365	-
TOTAL PAYROLL TAXES AND BENEFITS	-	1,173,156	-	1,751,242	-	1,564,687	-	2,193,583	-	2,193,583	-
<b>TOTAL PERSONNEL SERVICE COSTS</b>											
	Avg. No. of Positions	8,000	-	4,750	-	250	-	8,750	-	8,750	-
<b>CONTRACTED SERVICES</b>											
Accounting / Audit	-	8,750	-	8,750	-	8,750	-	8,750	-	8,750	-
Legal	-	-	-	-	-	-	-	-	-	-	-
Management Company Fee	-	-	-	-	-	-	-	-	-	-	-
Nurse Services	-	17,500	-	52,500	-	52,500	-	52,500	-	52,500	-
Food Service / School Lunch	-	-	-	-	-	-	-	-	-	-	-
Payroll Services	-	-	-	-	-	-	-	-	-	-	-
Special Ed Services	-	-	-	-	-	-	-	-	-	-	-
Titelment Services (i.e. Title I)	-	72,141	-	72,141	-	72,141	-	72,141	-	72,141	-
Other Purchased / Professional / Consulting	-	106,391	-	138,141	-	133,641	-	133,391	-	133,391	-
TOTAL CONTRACTED SERVICES	-	106,391	-	138,141	-	133,641	-	133,391	-	133,391	-

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN**  
**Budget / Operating Plan**  
**2022-23**

	2021-22 Prior Year Actual Revenue Per Pupil	1st Quarter - 7/1 - 9/30		2nd Quarter - 10/1 - 12/31		3rd Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
		Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance
Total Revenue	-	1,728,991	-	2,006,748	-	2,006,748	-	2,060,747	-	
Total Expenses	-	1,431,723	-	2,040,825	-	1,849,771	-	2,480,916	-	
Net Income	-	297,269	-	(34,077)	-	156,977	-	(420,169)	-	
Actual Student Enrollment	-	440	-	440	-	440	-	440	-	
<b>SCHOOL OPERATIONS</b>										
Board Expenses		1,500		1,500		1,500		1,500		
Classroom / Teaching Supplies & Materials		13,881		13,881		13,881		13,881		
Special Ed Supplies & Materials										
Textbooks / Workbooks		1,750		1,667		1,667		1,667		
Supplies & Materials other		1,000		1,000		1,000		1,000		
Equipment / Furniture		3,000		3,000		3,000		3,000		
Telephone		6,475		6,475		6,475		6,475		
Technology		1,891		1,891		1,891		1,891		
Student Testing & Assessment										
Field Trips										
Transportation (student)		10,625		10,625		10,625		10,625		
Student Services - other		6,643		6,643		6,643		6,643		
Office Expense		11,666		11,666		11,666		11,666		
Staff Development		10,350		10,350		10,350		10,350		
Staff Recruitment										
Student Recruitment / Marketing		1,250		1,250		1,250		1,250		
School Meals / Lunch		1,250		1,250		1,250		1,250		
Travel (Staff)										
Fundraising		42,969		42,969		42,969		42,969		
Other		114,249		115,916		115,916		118,416		
TOTAL SCHOOL OPERATIONS										
<b>FACILITY OPERATION &amp; MAINTENANCE</b>										
Insurance		10,400		8,000		8,000		8,000		
Janitorial		3,000		3,000		3,000		3,000		
Building and Land Rent / Lease / Facility Finance Interest										
Repairs & Maintenance		10,677		10,677		10,677		10,677		
Equipment / Furniture										
Security										
Utilities		13,850		13,850		13,850		13,850		
TOTAL FACILITY OPERATION & MAINTENANCE		37,927		35,527		35,527		35,527		
<b>DEPRECIATION &amp; AMORTIZATION</b>										
COVID-19 / CONTINGENCY										
DEFERRED RENT										
TOTAL EXPENSES		1,431,723		2,040,825		1,849,771		2,480,916		
NET INCOME		297,269		(34,077)		156,977		(420,169)		





**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN**

**Budget / Operating Plan**

**2022-23**

	2022-23		2022-23		DESCRIPTION OF ASSUMPTIONS
	7,803,235	7,803,235	7,803,235	7,803,235	
	(0)	(0)	(0)	(0)	
Total Revenue	7,803,235	7,803,235	-	7,803,235	7,803,235
Total Expenses	7,803,235	7,803,235	-	(7,803,235)	(7,803,235)
Net Income	(0)	(0)	(0)	(0)	(0)
Actual Student Enrollment					
	<b>Total Year</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Variance</b>	<b>VARIANCE Original Budget vs. PY Budget vs. PY Budget</b>
<b>EXPENSES</b>					
<b>ADMINISTRATIVE STAFF PERSONNEL COSTS</b>					
	Avg. No. of Positions				
Executive Management	4.00	585,251	585,251	-	(585,251) (585,251)
Instructional Management	6.00	330,426	330,426	-	(330,426) (330,426)
Deans, Directors & Coordinators	4.00	338,224	338,224	-	(338,224) (338,224)
CFO / Director of Finance	-	-	-	-	-
Operation / Business Manager	1.00	85,000	85,000	-	(85,000) (85,000)
Administrative Staff	4.00	188,767	188,767	-	(188,767) (188,767)
<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>19.00</b>	<b>1,527,668</b>	<b>1,527,668</b>	<b>-</b>	<b>(1,527,668) (1,527,668)</b>
<b>INSTRUCTIONAL PERSONNEL COSTS</b>					
Teachers - Regular	23.00	1,259,384	1,259,384	-	(1,259,384) (1,259,384)
Teachers - SPED	6.00	317,415	317,415	-	(317,415) (317,415)
Substitute Teachers	3.00	155,709	155,709	-	(155,709) (155,709)
Teaching Assistants	-	-	-	-	-
Specialty Teachers	13.00	685,595	685,595	-	(685,595) (685,595)
Aides	-	-	-	-	-
Therapists & Counselors	3.00	175,950	175,950	-	(175,950) (175,950)
Other	7.00	390,365	390,365	-	(390,365) (390,365)
<b>TOTAL INSTRUCTIONAL</b>	<b>55.00</b>	<b>2,984,417</b>	<b>2,984,417</b>	<b>-</b>	<b>(2,984,417) (2,984,417)</b>
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>					
Nurse	-	-	-	-	-
Librarian	-	-	-	-	-
Custodian	4.00	152,734	152,734	-	(152,734) (152,734)
Security	3.00	120,189	120,189	-	(120,189) (120,189)
Other	4.00	116,201	116,201	-	(116,201) (116,201)
<b>TOTAL NON-INSTRUCTIONAL</b>	<b>11.00</b>	<b>389,125</b>	<b>389,125</b>	<b>-</b>	<b>(389,125) (389,125)</b>
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>	<b>85.00</b>	<b>4,901,210</b>	<b>4,901,210</b>	<b>-</b>	<b>(4,901,210) (4,901,210)</b>
<b>PAYROLL TAXES AND BENEFITS</b>					
Payroll Taxes		400,546	400,546	-	(400,546) (400,546)
Fringe / Employee Benefits		856,862	856,862	-	(856,862) (856,862)
Retirement / Pension		524,050	524,050	-	(524,050) (524,050)
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>		<b>1,781,458</b>	<b>1,781,458</b>	<b>-</b>	<b>(1,781,458) (1,781,458)</b>
<b>TOTAL PERSONNEL SERVICE COSTS</b>	<b>85.00</b>	<b>6,682,668</b>	<b>6,682,668</b>	<b>-</b>	<b>(6,682,668) (6,682,668)</b>
<b>CONTRACTED SERVICES</b>					
Accounting / Audit		13,000	13,000	-	(13,000) (13,000)
Legal		35,000	35,000	-	(35,000) (35,000)
Management Company Fee		-	-	-	-
Nurse Services		-	-	-	-
Food Service / School Lunch		175,000	175,000	-	(175,000) (175,000)
Payroll Services		-	-	-	-
Special Ed Services		-	-	-	-
Titlment Services (i.e., Title I)		-	-	-	-
Other Purchased / Professional / Consulting		288,563	288,563	-	(288,563) (288,563)
<b>TOTAL CONTRACTED SERVICES</b>		<b>511,563</b>	<b>511,563</b>	<b>-</b>	<b>(511,563) (511,563)</b>

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN**

**Budget / Operating Plan**

**2022-23**

**DESCRIPTION OF ASSUMPTIONS**

	Total Year			VARIANCE	
	Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget
Total Revenue	7,803,235	7,803,235	-	7,803,235	7,803,235
Total Expenses	7,803,235	7,803,235	-	(7,803,235)	(7,803,235)
Net Income	(0)	(0)	(0)	(0)	(0)
Actual Student Enrollment					
<b>SCHOOL OPERATIONS</b>					
Board Expenses	6,000	6,000	-	(6,000)	(6,000)
Classroom / Teaching Supplies & Materials	55,525	55,525	-	(55,525)	(55,525)
Special Ed Supplies & Materials	-	-	-	-	-
Textbooks / Workbooks	5,000	5,000	-	(5,000)	(5,000)
Supplies & Materials other	7,000	7,000	-	(7,000)	(7,000)
Equipment / Furniture	4,000	4,000	-	(4,000)	(4,000)
Telephone	12,000	12,000	-	(12,000)	(12,000)
Technology	25,900	25,900	-	(25,900)	(25,900)
Student Testing & Assessment	7,565	7,565	-	(7,565)	(7,565)
Field Trips	2,500	2,500	-	(2,500)	(2,500)
Transportation (student)	42,500	42,500	-	(42,500)	(42,500)
Student Services - other	26,570	26,570	-	(26,570)	(26,570)
Office Expense	46,662	46,662	-	(46,662)	(46,662)
Staff Development	41,400	41,400	-	(41,400)	(41,400)
Staff Recruitment	-	-	-	-	-
Student Recruitment / Marketing	5,000	5,000	-	(5,000)	(5,000)
School Meals / Lunch	-	-	-	-	-
Travel (Staff)	5,000	5,000	-	(5,000)	(5,000)
Fundraising	-	-	-	-	-
Other	171,875	171,875	-	(171,875)	(171,875)
<b>TOTAL SCHOOL OPERATIONS</b>	<b>464,497</b>	<b>464,497</b>	<b>-</b>	<b>(464,497)</b>	<b>(464,497)</b>
<b>FACILITY OPERATION &amp; MAINTENANCE</b>					
Insurance	34,400	34,400	-	(34,400)	(34,400)
Janitorial	12,000	12,000	-	(12,000)	(12,000)
Building and Land Rent / Lease / Facility Finance Interest	-	-	-	-	-
Repairs & Maintenance	42,707	42,707	-	(42,707)	(42,707)
Equipment / Furniture	-	-	-	-	-
Security	-	-	-	-	-
Utilities	55,400	55,400	-	(55,400)	(55,400)
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	<b>144,507</b>	<b>144,507</b>	<b>-</b>	<b>(144,507)</b>	<b>(144,507)</b>
<b>DEPRECIATION &amp; AMORTIZATION</b>					
COVID-19 / CONTINGENCY	-	-	-	-	-
DEFERRED RENT	-	-	-	-	-
<b>TOTAL EXPENSES</b>	<b>7,803,235</b>	<b>7,803,235</b>	<b>-</b>	<b>(7,803,235)</b>	<b>(7,803,235)</b>
<b>NET INCOME</b>	<b>(0)</b>	<b>(0)</b>	<b>-</b>	<b>(0)</b>	<b>(0)</b>

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN**

**Budget / Operating Plan**

2022-23

	2022-23				2022-23		DESCRIPTION OF ASSUMPTIONS
	Original Budget		Revised Budget		VARIANCE		
	Original Budget	Revised Budget	Original Budget vs. PY Budget	Revised Budget vs. PY Budget	Original Budget	Revised Budget	
Total Revenue	7,803,235	7,803,235	-	7,803,235	7,803,235		
Total Expenses	7,803,235	7,803,235	-	(7,803,235)	(7,803,235)		
Net Income	(0)	(0)		(0)	(0)		
Actual Student Enrollment							
<b>ENROLLMENT - *School Districts Are Linked To Above Entries*</b>							
Number of Districts:							
ROCHESTER CITY SD							
GREECE CSD							
-							
-							
-							
-							
-							
-							
-							
-							
-							
-							
ALL OTHER School Districts: ( Weighted Avg )							
<b>TOTAL ENROLLMENT</b>							
<b>REVENUE PER PUPIL</b>							
<b>EXPENSES PER PUPIL</b>							

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN**  
**Budget / Operating Plan**  
**2022-23**

	Prior Year Actual 2021-22 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
		Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance
<b>Total Revenue</b>	-	1,728,991	-	2,006,748	-	2,006,748	-	2,060,747	-	2,060,747	-	7,803,235	
<b>Total Expenses</b>	-	1,431,723	-	2,040,825	-	1,849,771	-	2,480,916	-	2,480,916	-	7,803,235	
<b>Net Income</b>	-	297,269	-	(34,077)	-	156,977	-	(420,169)	-	(420,169)	-	(0)	
<b>Actual Student Enrollment</b>	-	440	-	440	-	440	-	440	-	440	-	(0)	
<b>CASH FLOW ADJUSTMENTS</b>													
<b>OPERATING ACTIVITIES (enter descriptions below )</b>													
Example - Add Back Depreciation													
Other													
Total Operating Activities													
<b>INVESTMENT ACTIVITIES (enter descriptions below )</b>													
Example - Subtract Property and Equipment Expenditures													
Other													
Total Investment Activities													
<b>FINANCING ACTIVITIES (enter descriptions below )</b>													
Example - Add Expected Proceeds from a Loan or Line of Credit													
Other													
Total Financing Activities													
<b>Total Cash Flow Adjustments</b>													
<b>NET INCOME</b>													
Beginning Cash Balance													
<b>ENDING CASH BALANCE</b>													

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN**

**Budget / Operating Plan**  
2022-23

	2022-23		VARIANCE		DESCRIPTION OF ASSUMPTIONS
	Total Year Revised Budget	Total Year Variance	Original Budget	Revised Budget vs. PY Budget	
Total Revenue	7,803,235	-	7,803,235	-	
Total Expenses	7,803,235	-	(7,803,235)	-	
Net Income	(0)	-	(0)	-	
Actual Student Enrollment					
<b>CASH FLOW ADJUSTMENTS</b>					
OPERATING ACTIVITIES <i>(enter descriptions below)</i>					
Example - Add Back Depreciation					
Other					
Total Operating Activities					
INVESTMENT ACTIVITIES <i>(enter descriptions below)</i>					
Example - Subtract Property and Equipment Expenditures					
Other					
Total Investment Activities					
FINANCING ACTIVITIES <i>(enter descriptions below)</i>					
Example - Add Expected Proceeds from a Loan or Line of Credit					
Other					
Total Financing Activities					
Total Cash Flow Adjustments					
<b>NET INCOME</b>	<b>(0)</b>	<b>-</b>	<b>(0)</b>	<b>-</b>	
Beginning Cash Balance					
<b>ENDING CASH BALANCE</b>	<b>(0)</b>	<b>-</b>	<b>(0)</b>	<b>-</b>	

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN**  
**BALANCE SHEET**  
**2022-23**

Prior Year	Q1	Q2	Q3	Q4
2021-22	As of 9/30	As of 12/31	As of 3/31	As of 6/30
<b><u>ASSETS</u></b>				
<b><u>CURRENT ASSETS</u></b>				
Cash and cash equivalents	-	-	-	-
Grants and contracts receivable	-	-	-	-
Accounts receivables	-	-	-	-
Prepaid Expenses	-	-	-	-
Contributions and other receivables	-	-	-	-
	-	-	-	-
<b>TOTAL CURRENT ASSETS</b>	-	-	-	-
<b><u>PROPERTY, BUILDING AND EQUIPMENT, net</u></b>	-	-	-	-
	-	-	-	-
<b>TOTAL ASSETS</b>	-	-	-	-
<b><u>LIABILITIES AND NET ASSETS</u></b>				
<b><u>CURRENT LIABILITIES</u></b>				
Accounts payable and accrued expenses	-	-	-	-
Accrued payroll and benefits	-	-	-	-
Deferred Revenue	-	-	-	-
Current maturities of long-term debt	-	-	-	-
Short Term Debt - Bonds, Notes Payable	-	-	-	-
Other	-	-	-	-
	-	-	-	-
<b>TOTAL CURRENT LIABILITIES</b>	-	-	-	-
<b><u>LONG-TERM DEBT and NOTES PAYABLE, net current maturities</u></b>	-	-	-	-
	-	-	-	-
<b>TOTAL LIABILITIES</b>	-	-	-	-
<b><u>NET ASSETS</u></b>				
Unrestricted	-	-	-	-
Temporarily restricted	-	-	-	-
	-	-	-	-
<b>TOTAL NET ASSETS</b>	-	-	-	-
	-	-	-	-
<b>TOTAL LIABILITIES AND NET ASSETS</b>	-	-	-	-



**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN**

**Budget / Operating Plan**

2022-23

	1st Quarter - 7/1 - 9/30	2nd Quarter - 10/1 - 12/31	3rd Quarter - 1/1 - 3/31	4th Quarter - 4/1 - 6/30
Total Revenue	1,728,991	2,006,748	2,006,748	2,060,747
Total Expenses	1,431,723	2,040,825	1,849,771	2,480,916
Net Income	297,269	(34,077)	156,977	(420,169)
Actual Student Enrollment	440	440	440	440

\*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed

	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual	Current Budget	Variance
<b>EXPENSES</b>												
<b>ADMINISTRATIVE STAFF PERSONNEL COSTS</b>												
Executive Management	151,732	151,732	-	88,961	88,961	-	76,252	76,252	-	130,056	130,056	-
Instructional Management	25,417	25,417	-	87,688	87,688	-	75,161	75,161	-	76,252	76,252	-
Deans, Directors & Coordinators	-	-	-	-	-	-	-	-	-	-	-	-
CFO / Director of Finance	-	-	-	-	-	-	-	-	-	-	-	-
Operation / Business Manager	21,778	21,778	-	48,939	48,939	-	41,948	41,948	-	18,667	18,667	-
Administrative Staff	48,939	48,939	-	335,554	335,554	-	399,098	399,098	-	41,948	41,948	-
<b>TOTAL ADMINISTRATIVE STAFF</b>	-	-	-	-	-	-	-	-	-	-	-	-
<b>INSTRUCTIONAL PERSONNEL COSTS</b>												
Teachers - Regular	96,876	96,876	-	24,417	24,417	-	85,458	85,458	-	290,627	290,627	-
Teachers - SPED	24,417	24,417	-	11,978	11,978	-	41,921	41,921	-	73,250	73,250	-
Substitute Teachers	-	-	-	-	-	-	-	-	-	35,933	35,933	-
Teaching Assistants	-	-	-	-	-	-	-	-	-	-	-	-
Specialty Teachers	52,738	52,738	-	45,617	45,617	-	184,583	184,583	-	158,214	158,214	-
Aides	-	-	-	-	-	-	-	-	-	-	-	-
Therapists & Counselors	45,617	45,617	-	101,206	101,206	-	797,850	797,850	-	39,100	39,100	-
Other	101,206	101,206	-	332,830	332,830	-	101,206	101,206	-	86,748	86,748	-
<b>TOTAL INSTRUCTIONAL</b>	-	-	-	-	-	-	-	-	-	-	-	-
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>												
Nurse	-	-	-	-	-	-	-	-	-	-	-	-
Librarian	-	-	-	-	-	-	-	-	-	-	-	-
Custodian	39,598	39,598	-	9,245	9,245	-	39,598	39,598	-	33,941	33,941	-
Security	9,245	9,245	-	10,564	10,564	-	36,973	36,973	-	27,736	27,736	-
Other	10,564	10,564	-	59,407	59,407	-	108,930	108,930	-	31,691	31,691	-
<b>TOTAL NON-INSTRUCTIONAL</b>	-	-	-	-	-	-	-	-	-	-	-	-
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>	-	-	-	-	-	-	-	-	-	-	-	-
<b>PAYROLL TAXES AND BENEFITS</b>												
Payroll Taxes	100,137	100,137	-	214,215	214,215	-	100,137	100,137	-	1,119,323	1,119,323	-
Fringe / Employee Benefits	214,215	214,215	-	131,013	131,013	-	445,365	445,365	-	100,137	100,137	-
Retirement / Pension	131,013	131,013	-	445,365	445,365	-	1,751,242	1,751,242	-	214,215	214,215	-
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL PERSONNEL SERVICE COSTS</b>	-	-	-	-	-	-	-	-	-	-	-	-
<b>CONTRACTED SERVICES</b>												
Accounting / Audit	8,000	8,000	-	8,750	8,750	-	4,750	4,750	-	250	250	-
Legal	8,750	8,750	-	-	-	-	8,750	8,750	-	8,750	8,750	-
Management Company Fee	-	-	-	-	-	-	-	-	-	-	-	-
Nurse Services	-	-	-	-	-	-	-	-	-	-	-	-
Food Service / School Lunch	17,500	17,500	-	-	-	-	52,500	52,500	-	52,500	52,500	-
Payroll Services	-	-	-	-	-	-	-	-	-	-	-	-
Special Ed Services	-	-	-	-	-	-	-	-	-	-	-	-
Titlment Services (i.e. Title I)	-	-	-	-	-	-	-	-	-	-	-	-
Other Purchased / Professional / Consulting	72,141	72,141	-	138,141	138,141	-	72,141	72,141	-	72,141	72,141	-
<b>TOTAL CONTRACTED SERVICES</b>	-	-	-	-	-	-	-	-	-	-	-	-

**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN**  
**Budget / Operating Plan**

**2022-23**

	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30		
	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual	Current Budget	Variance
<b>Total Revenue</b>	-	1,728,991	-	-	2,006,748	-	-	2,006,748	-	-	2,060,747	-
<b>Total Expenses</b>	-	1,431,723	-	-	2,040,825	-	-	1,849,771	-	-	2,480,916	-
<b>Net Income</b>	-	297,269	-	-	(34,077)	-	-	156,977	-	-	(420,169)	-
<b>Actual Student Enrollment</b>	-	440	-	-	440	-	-	440	-	-	440	-
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed												
<b>SCHOOL OPERATIONS</b>												
Board Expenses	1,500	1,500	-	-	1,500	-	-	1,500	-	-	1,500	-
Classroom / Teaching Supplies & Materials	13,881	13,881	-	-	13,881	-	-	13,881	-	-	13,881	-
Special Ed Supplies & Materials	-	-	-	-	-	-	-	-	-	-	-	-
Textbooks / Workbooks	-	1,667	-	-	1,667	-	-	1,667	-	-	1,667	-
Supplies & Materials other	1,750	1,750	-	-	1,750	-	-	1,750	-	-	1,750	-
Equipment / Furniture	1,000	1,000	-	-	1,000	-	-	1,000	-	-	1,000	-
Telephone	3,000	3,000	-	-	3,000	-	-	3,000	-	-	3,000	-
Technology	6,475	6,475	-	-	6,475	-	-	6,475	-	-	6,475	-
Student Testing & Assessment	1,891	1,891	-	-	1,891	-	-	1,891	-	-	1,891	-
Field Trips	-	-	-	-	-	-	-	-	-	-	-	-
Transportation (student)	10,625	10,625	-	-	10,625	-	-	10,625	-	-	10,625	-
Student Services - other	6,643	6,643	-	-	6,643	-	-	6,643	-	-	6,643	-
Office Expense	11,666	11,666	-	-	11,666	-	-	11,666	-	-	11,666	-
Staff Development	10,350	10,350	-	-	10,350	-	-	10,350	-	-	10,350	-
Staff Recruitment	-	-	-	-	-	-	-	-	-	-	-	-
Student Recruitment / Marketing	1,250	1,250	-	-	1,250	-	-	1,250	-	-	1,250	-
School Meals / Lunch	-	-	-	-	-	-	-	-	-	-	-	-
Travel (Staff)	1,250	1,250	-	-	1,250	-	-	1,250	-	-	1,250	-
Fundraising	42,969	42,969	-	-	42,969	-	-	42,969	-	-	42,969	-
Other	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL SCHOOL OPERATIONS</b>	-	114,249	-	-	115,916	-	-	115,916	-	-	118,416	-
<b>FACILITY OPERATION &amp; MAINTENANCE</b>												
Insurance	10,400	8,000	-	-	8,000	-	-	8,000	-	-	8,000	-
Janitorial	3,000	3,000	-	-	3,000	-	-	3,000	-	-	3,000	-
Building and Land Rent / Lease / Facility Finance Interest	-	-	-	-	-	-	-	-	-	-	-	-
Repairs & Maintenance	10,677	10,677	-	-	10,677	-	-	10,677	-	-	10,677	-
Equipment / Furniture	-	-	-	-	-	-	-	-	-	-	-	-
Security	-	-	-	-	-	-	-	-	-	-	-	-
Utilities	13,850	13,850	-	-	13,850	-	-	13,850	-	-	13,850	-
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	-	37,927	-	-	35,527	-	-	35,527	-	-	35,527	-
<b>DEPRECIATION &amp; AMORTIZATION</b>												
COVID-19 / CONTINGENCY	-	-	-	-	-	-	-	-	-	-	-	-
DEFERRED RENT	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL EXPENSES</b>	-	1,431,723	-	-	2,040,825	-	-	1,849,771	-	-	2,480,916	-
<b>NET INCOME</b>	-	297,269	-	-	(34,077)	-	-	156,977	-	-	(420,169)	-





**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN**

**Budget / Operating Plan**

**2022-23**

Total Revenue	-	7,803,235	(7,803,235)	-	7,803,235	(7,803,235)	-	7,803,235	(7,803,235)
Total Expenses	-	7,803,235	7,803,235	-	7,803,235	7,803,235	-	7,803,235	7,803,235
Net Income	-	(0)	0	-	(0)	0	-	(0)	0
Actual Student Enrollment	-	-	-	-	-	-	-	-	-

\*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed

	Actual	Current Budget vs. Actual Budget		Original Budget vs. Actual Budget		Actual vs. Original Budget -TY	Actual vs. Original Budget	PY Actual (PY TY / No. of COMPLETED Actual CY Quarters)	Actual vs. Original Budget TY	Actual vs. Original Budget
		Current Budget (Current Quarter)	Actual Current Budget TY	Original Budget (Current Quarter)	Actual Original Budget					

TOTALS AND VARIANCE ANALYSIS										
	Actual	Current Budget (Current Quarter)	Actual Current Budget TY	Original Budget (Current Quarter)	Actual Original Budget	Actual vs. Original Budget -TY	Actual vs. Original Budget	PY Actual (PY TY / No. of COMPLETED Actual CY Quarters)	Actual vs. Original Budget TY	Actual vs. Original Budget
<b>EXPENSES</b>										
<b>ADMINISTRATIVE STAFF PERSONNEL COSTS</b>										
Executive Management	-	-	585,251	-	-	585,251	-	-	585,251	-
Instructional Management	-	-	330,426	-	-	330,426	-	-	330,426	-
Deans, Directors & Coordinators	-	-	338,224	-	-	338,224	-	-	338,224	-
CFO / Director of Finance	-	-	-	-	-	-	-	-	-	-
Operation / Business Manager	-	-	85,000	-	-	85,000	-	-	85,000	-
Administrative Staff	-	-	188,767	-	-	188,767	-	-	188,767	-
<b>TOTAL ADMINISTRATIVE STAFF</b>	-	-	1,527,668	-	-	1,527,668	-	-	1,527,668	-
<b>INSTRUCTIONAL PERSONNEL COSTS</b>										
Teachers - Regular	-	-	1,259,384	-	-	1,259,384	-	-	1,259,384	-
Teachers - SPED	-	-	317,415	-	-	317,415	-	-	317,415	-
Substitute Teachers	-	-	155,709	-	-	155,709	-	-	155,709	-
Teaching Assistants	-	-	-	-	-	-	-	-	-	-
Specialty Teachers	-	-	685,595	-	-	685,595	-	-	685,595	-
Aides	-	-	-	-	-	-	-	-	-	-
Therapists & Counselors	-	-	175,950	-	-	175,950	-	-	175,950	-
Other	-	-	390,365	-	-	390,365	-	-	390,365	-
<b>TOTAL INSTRUCTIONAL</b>	-	-	2,984,417	-	-	2,984,417	-	-	2,984,417	-
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>										
Nurse	-	-	-	-	-	-	-	-	-	-
Librarian	-	-	-	-	-	-	-	-	-	-
Custodian	-	-	152,734	-	-	152,734	-	-	152,734	-
Security	-	-	120,189	-	-	120,189	-	-	120,189	-
Other	-	-	116,201	-	-	116,201	-	-	116,201	-
<b>TOTAL NON-INSTRUCTIONAL</b>	-	-	389,125	-	-	389,125	-	-	389,125	-
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>	-	-	4,901,210	-	-	4,901,210	-	-	4,901,210	-
<b>PAYROLL TAXES AND BENEFITS</b>										
Payroll Taxes	-	-	400,546	-	-	400,546	-	-	400,546	-
Fringe / Employee Benefits	-	-	856,862	-	-	856,862	-	-	856,862	-
Retirement / Pension	-	-	524,050	-	-	524,050	-	-	524,050	-
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>	-	-	1,781,458	-	-	1,781,458	-	-	1,781,458	-
<b>TOTAL PERSONNEL SERVICE COSTS</b>	-	-	6,682,668	-	-	6,682,668	-	-	6,682,668	-
<b>CONTRACTED SERVICES</b>										
Accounting / Audit	-	-	13,000	-	-	13,000	-	-	13,000	-
Legal	-	-	35,000	-	-	35,000	-	-	35,000	-
Management Company Fee	-	-	-	-	-	-	-	-	-	-
Nurse Services	-	-	-	-	-	-	-	-	-	-
Food Service / School Lunch	-	-	175,000	-	-	175,000	-	-	175,000	-
Payroll Services	-	-	-	-	-	-	-	-	-	-
Special Ed Services	-	-	-	-	-	-	-	-	-	-
Titlement Services (i.e. Title I)	-	-	-	-	-	-	-	-	-	-
Other Purchased / Professional / Consulting	-	-	288,563	-	-	288,563	-	-	288,563	-
<b>TOTAL CONTRACTED SERVICES</b>	-	-	511,563	-	-	511,563	-	-	511,563	-







**Annual Report Requirement**  
*for SUNY Authorized Charter Schools*  
**UNIVERSITY PREPARATORY CHARTER SCHOOL FOR YOUNG MEN**  
**2022-23**

Administrative expenditures per pupil:

\$0.00

Per NYS Statute

Administrative expenditures per pupil: the sum of all general administration salaries and other general administration expenditures divided by the total number of enrolled students. Employee benefit costs or expenditures should not be reported here.

**\*NOTE: THIS TAB ONLY NEEDS TO BE COMPLETED FOR Q4**

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

**Trustee Name:**

David Shakes

---

**Name of Charter School Education Corporation:**

University Preparatory Charter School for Young Men

---

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

Trustee

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

Yes  No

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

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

Yes  No

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

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

Yes  No

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

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

Yes  No

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

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

**None**

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

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

**None**

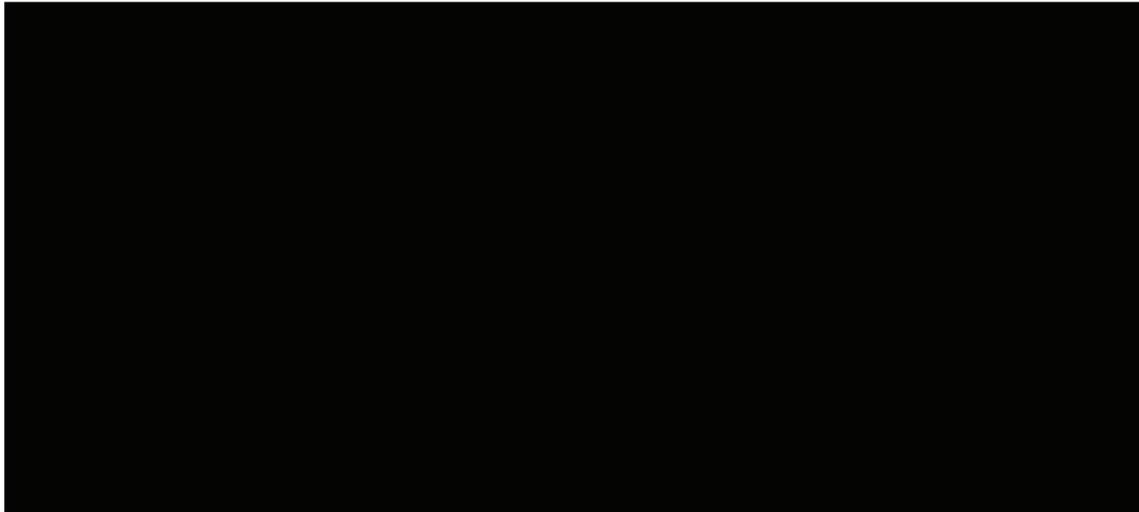
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps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

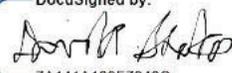
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**Business Telephone:**

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**Business Address:**



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7/21/2022

**Signature**

**Date**

Acceptable signature formats include:

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*last revised 04/2022*

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

**Trustee Name:**

Sharon Delly

---

**Name of Charter School Education Corporation:**

University Preparatory Charter School for Young Men

---

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

Secretary

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

Yes  No

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

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

Yes  No

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

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

Yes  No

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

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

Yes  No

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

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

**None**

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

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

**None**

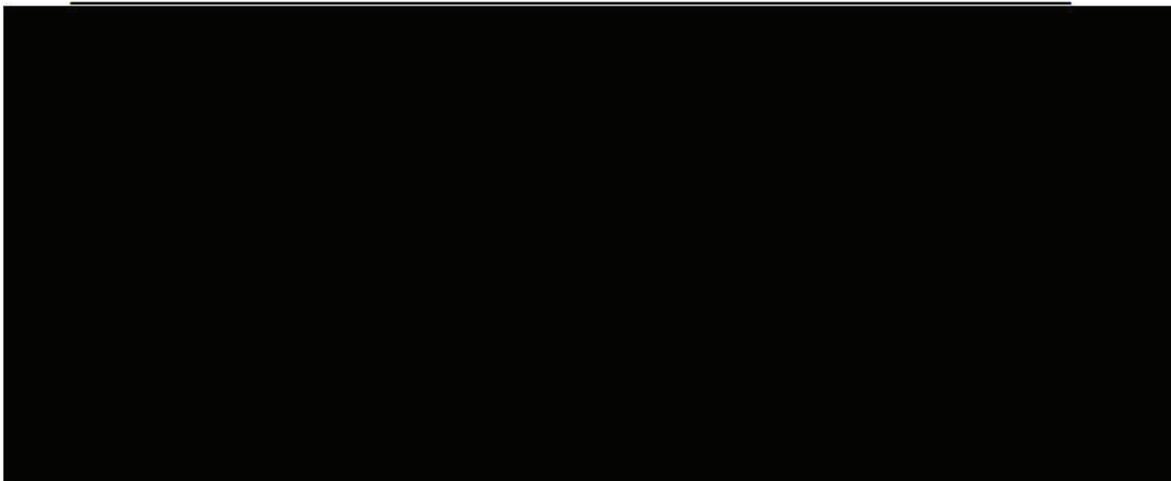
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps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

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**Business Telephone:**

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**Business Address:**



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*Sharon Delly*  
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7/12/2022

**Signature**

**Date**

Acceptable signature formats include:

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*last revised 04/2022*

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

**Trustee Name:**

Denise Rainey

---

**Name of Charter School Education Corporation:**

University Preparatory Charter School for Young Men

---

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

Trustee

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

Yes  No

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

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

Yes  No

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

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

Yes  No

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

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

Yes  No

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

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

**None**

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

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

**None**

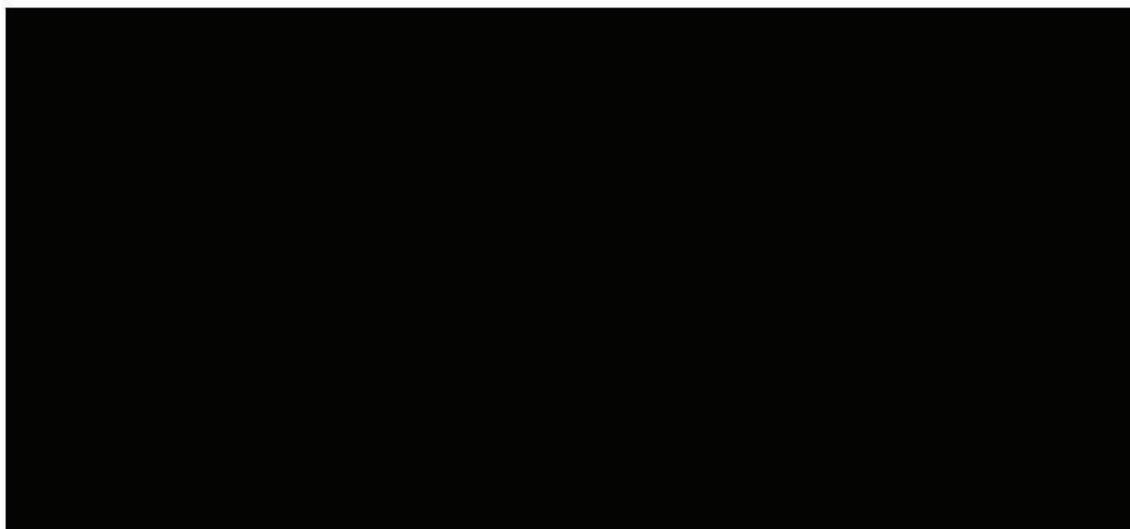
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps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

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**Business Telephone:**

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**Business Address:**



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*Denise Rainey*  
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7/7/2022

**Signature**

**Date**

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*last revised 04/2022*

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

**Trustee Name:**

Edward Yansen

---

**Name of Charter School Education Corporation:**

University Preparatory Charter School for Young Men

---

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

Board President

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

**Yes**    **No**

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

My son Duane Yansen is employed by UPREP. He is a grade level manager. He is responsible for managing the behavior of grade 7th students.

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

**Yes**    **No**

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

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

**Yes**    **No**

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

My son Duane Yansen is employed by UPREP. I abstain and recuse myself from any discussion or decisions that potentially could benefit my son.

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

**Yes**    **No**

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

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

**None**

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

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

**None**

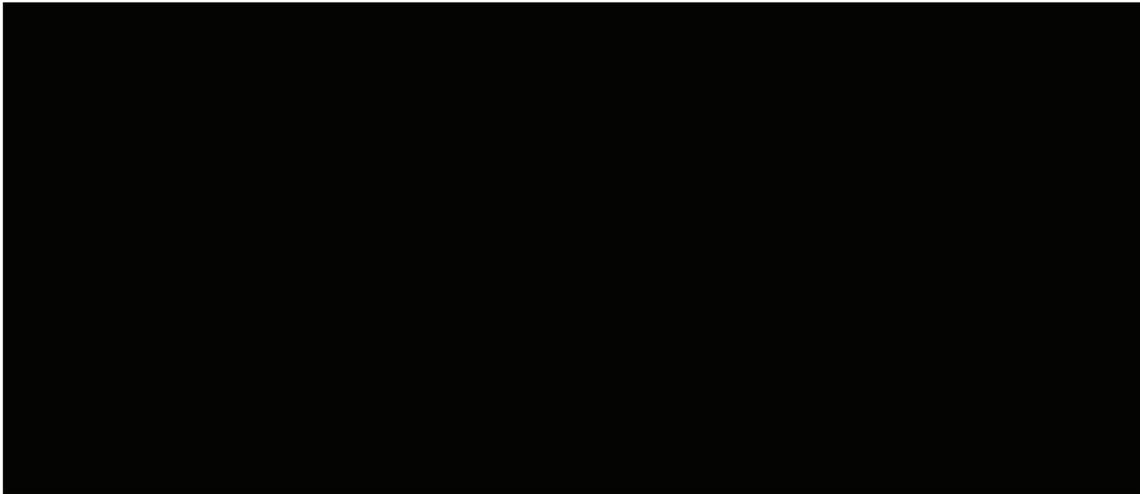
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps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

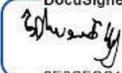
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**Business Address:**



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7/7/2022

**Signature**

**Date**

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*last revised 04/2022*

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

**Trustee Name:**

Gayle Harrison

---

**Name of Charter School Education Corporation:**

University Preparatory Charter School for Young Men

---

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

Trustee

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

Yes  No

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

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

Yes  No

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

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

Yes  No

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

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

Yes  No

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

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

**None**

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

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

**None**

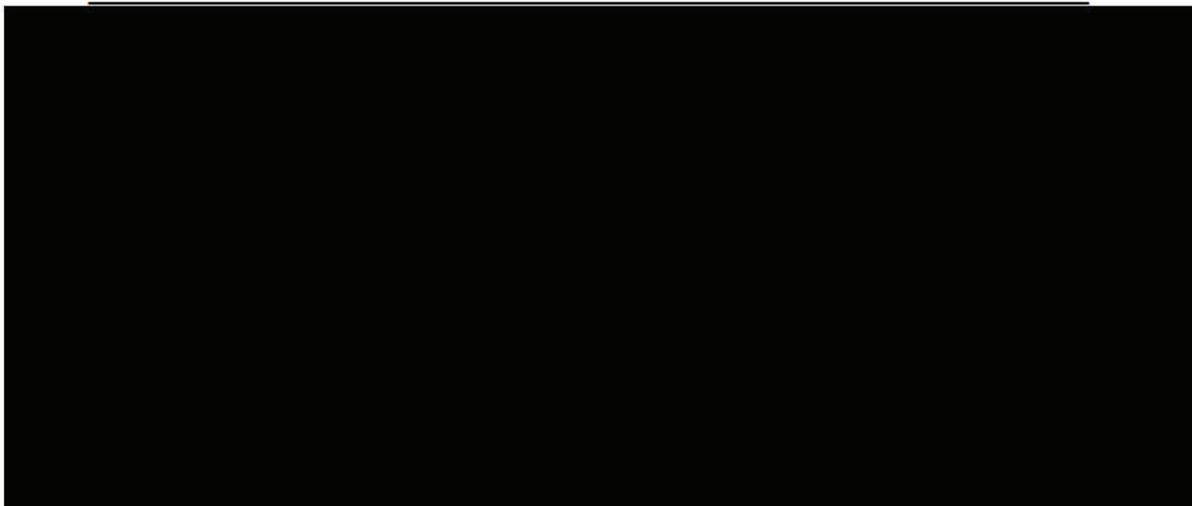
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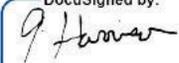
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**Business Telephone:**

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**Business Address:**



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7/6/2022

**Signature**

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*

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

**Trustee Name:**

George Bovenzi

---

**Name of Charter School Education Corporation:**

University Preparatory Charter School for Young Men

---

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

Vice Chair

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

Yes  No

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

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

Yes  No

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

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

Yes  No

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

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

Yes  No

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

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

**None**

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

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

**None**

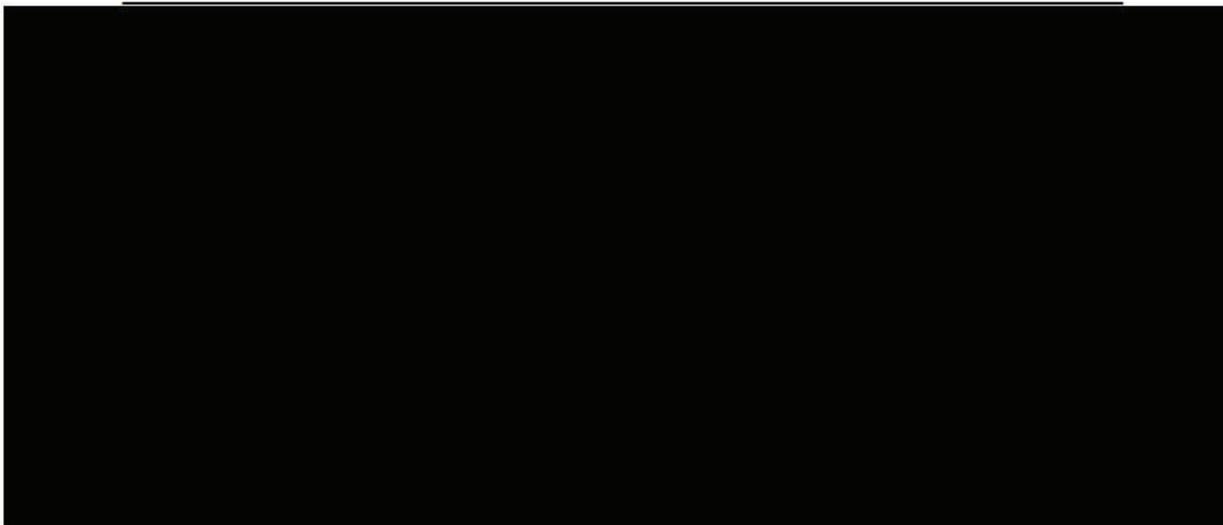
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps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

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**Business Telephone:**

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**Business Address:**



DocuSigned by:  
*George Bovenzi*  
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7/25/2022

**Signature**

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*

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

**Trustee Name:**

Larry Ellison

---

**Name of Charter School Education Corporation:**

University Preparatory Charter School for Young Men

---

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

Trustee

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

Yes  No

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

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

Yes  No

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

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

Yes  No

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

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

Yes  No

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

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

**None**

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

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

**None**

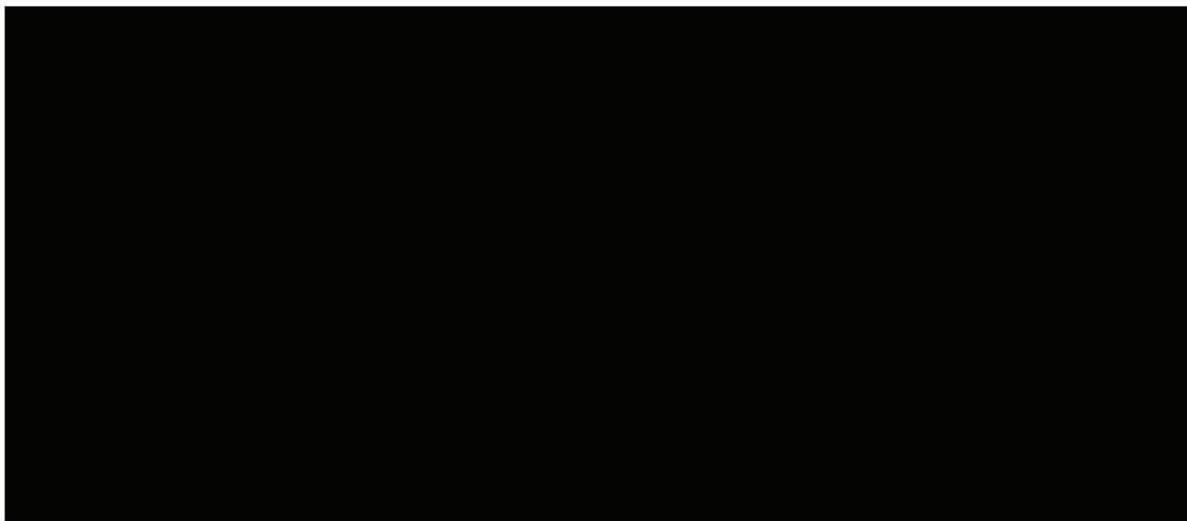
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps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

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**Business Telephone:**

\_\_\_\_\_

**Business Address:**



DocuSigned by:  
*Larry Ellison*  
808B80075319440...

7/25/2022

**Signature**

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*

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

**Trustee Name:**

Lynette Froula

---

**Name of Charter School Education Corporation:**

University Preparatory Charter School for Young Men

---

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

Trustee

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

Yes  No

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

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

Yes  No

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

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

Yes  No

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

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

Yes  No

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

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**None**

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

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**None**

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

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**Business Telephone:**

\_\_\_\_\_

**Business Address:**



DocuSigned by:  
*Lynette Froula*  
59BC1F6F3F4B4E7...

7/19/2022

**Signature**

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*

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

**Trustee Name:**

Najmah Abdulmateen

---

**Name of Charter School Education Corporation:**

University Prepreatory School for Young Men

---

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

Member Board of Directors

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

Yes  No

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

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

Yes  No

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

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

Yes  No

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Yes  No

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

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

**None**

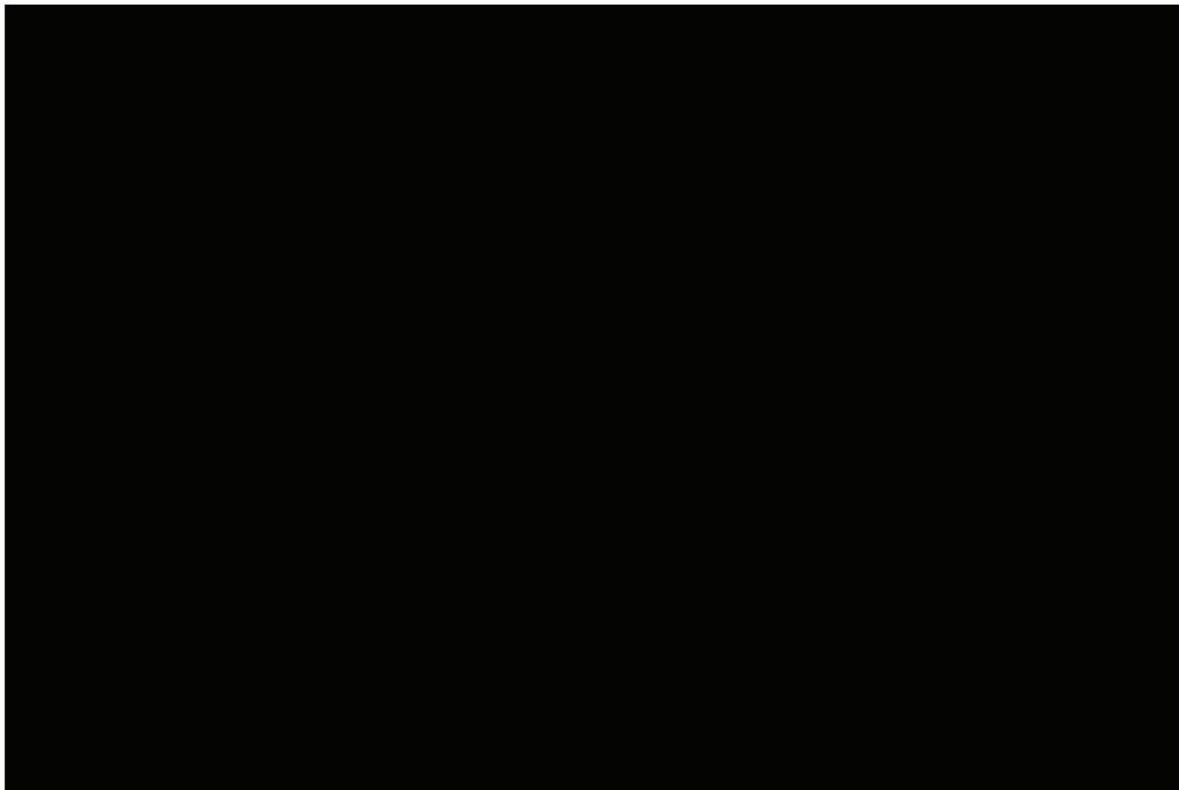
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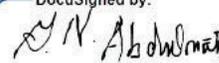
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DocuSigned by:  
  
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7/29/2022

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**Signature**

**Date**

Acceptable signature formats include:

- Digitally certified PDF signature
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*last revised 04/2022*

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

**Trustee Name:**

Thomas Green

---

**Name of Charter School Education Corporation:**

University Preparatory Charter School for Young Men

---

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

Treasurer

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

Yes  No

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

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

Yes  No

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

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

Yes  No

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

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Yes  No

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

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**None**

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

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**None**

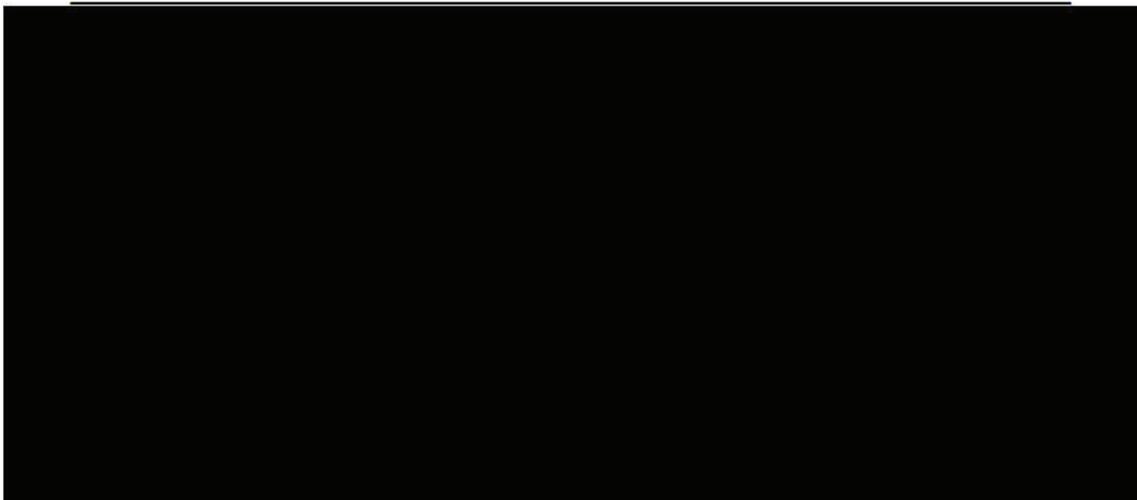
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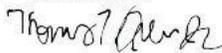
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**Business Telephone:**

\_\_\_\_\_

**Business Address:**



DocuSigned by:  
  
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7/6/2022

**Signature**

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*

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

**Trustee Name:**

Wandah Gibbs

---

**Name of Charter School Education Corporation:**

University Preparatory Charter School for Young Men

---

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

Trustee

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

Yes  No

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

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

Yes  No

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

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

Yes  No

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Yes  No

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**None**

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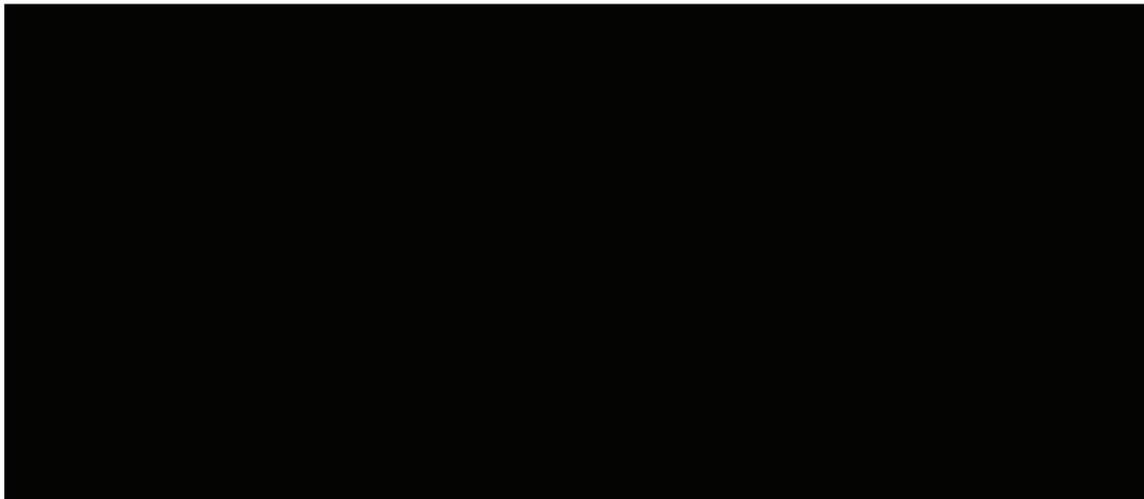
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**Business Telephone:**

\_\_\_\_\_

**Business Address:**



DocuSigned by:  
*Wandah Gibbs*  
592412832D71439...

7/26/2022

**Signature**

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*



## Part I: General Information and Fire/Life Safety History

---

Inspection Date

**Note : Please insert the date the actual inspection took place.**  
*The Inspection Date cannot be earlier than 45 days before the Due Date.*

---

### 1. Please indicate the primary use of this facility:

- INSTRUCTIONAL
- ADMINISTRATIVE
- BUS MAINTENANCE
- BUS STORAGE ONLY
- LEASED FACILITY OFF SCHOOL GROUNDS
- MAINTENANCE
- OTHER

Please Specify:

- PUBLIC LIBRARY
- STORAGE
- VACANT

2. Is there a fire sprinkler system in this facility?  YES  NO

If 'yes', is the sprinkler alarm connected with the building alarm?  YES  NO

3. Is there a fire hydrant system for facility protection?  YES  NO

If 'yes', indicate ownership of system (select one):

- Public owned
- School owned
- Other

Please Specify:

**4. Indicate the ownership of this facility**

- Leased
- Owned

**a. If the building is not District Owned, provide the name and address of Landlord or Building Owner:**

Name \*

Address \*

Telephone # \*

**5. Does the District lease the building or spaces within the building to others?**  YES  NO

**a. If yes, indicate the tenant(s):**

Name \*

Address \*

Telephone # \*

**6. What is the current gross square footage of this facility?**

*nearest whole ten feet*

**7. If this Facility is vacant, skip the remaining questions and go to Section #2 Non-Conformance and report any non-conformances for Items #25A-1 through #26A-3**

**8. FIRE AND EMERGENCY DRILLS**

If this facility is used for instruction, complete (a) - (g); otherwise go to question 9.

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

b. Provide dates of twelve fire and emergency drills required by Section 807 of Education Law held between September 1 and June 30 of the previous school year:  **YES**  **NO**

**FIRE & EMERGENCY DRILLS**

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

	Date	Evacuation	Lockdown
1	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
2	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
3	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
4	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
5	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
6	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
7	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
8	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
9	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
10	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
11	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
12	<input type="text"/>	<input type="radio"/>	<input type="radio"/>

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

8d. Average time to evacuate facility was:  minutes  seconds

8e. Arson and fire prevention instruction was provided in accordance with section 808 of the Education Law (revised 9/1/05) which requires every school in New York State to provide a minimum of 45 minutes of instruction in arson, fire prevention, injury prevention, and life safety for each month school is in session.  YES  NO

8f. Employee fire prevention, evacuation, and fire safety training was provided, and records maintained, in accordance with Section F406 of the NYS Fire Code  YES  NO

9. If the fire alarm system was activated, was the fire department immediately notified?  YES  NO

10. Have there been any fires in this facility since the last annual fire inspection report?  YES  NO

a. If 'yes', indicate: Number of fires                      Number of injuries                      Total cost of property damage

**Part II: Public School Fire and Building Safety Non-Conformance Report Sheet**

School District \_\_\_\_\_ Building Name \_\_\_\_\_  
 Facility # \_\_\_\_\_

Part II-A (to be completed for public schools only – except "Big 4")					Part II-B					Part II-B					Part II-B				
Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected	
01A-2					08A-2					13A-2					19E-1				
01B-1					08B-2					13B-2					19F-1				
01C-1					08C-2										19G-1				
01D-1					08D-2					14A-2					19H-2				
01E-1					08E-2					14B-2									
					09A-2					14C-2					20A-1				
02A-2					09B-2					14D-1					20B-1				
02B-1					09C-1					14E-1					20C-1				
02C-3					09D-1					15A-2					21A-3				
02D-1					09F-2					15B-1					22A-3				
02E-2					09G-2					15C-2					22B-3				
02F-3					10A-2					15D-2					22C-3				
02G-2					10B-2					15E-1					23A-1				
					10C-1					16A-2					23B-1				
03A-3					10D-1					16B-2					23C-1				
03B-1										16C-2					23D-2				
					11A-2					16D-2					24A-3				
04A-2					11B-1					17A-3					25A-1				
04B-2					11C-2					17B-2					25B-1				
04C-1					11D-2					17C-2					25C-1				
					11E-1					17D-2									
05A-3										17E-1					26A-3				
05B-2					12A-1					17F-3					If any additional non-conformances are observed, check item 26A-3 and list the Code section below. _____ _____ _____ <b>Inspector</b> The inspector has been provided with a copy of the previous year's school fire safety report: Yes _____ No <u>✓</u>				
05C-2					12B-3					17G-1									
					12C-2					17H-2									
06A-1					12D-2					17I-2									
06B-1					12E-1					17J-1									
06C-1					12F-1					17K-1									
06D-2					12G-1					17L-1	11/3	11/3	11/3						
06E-3					12H-1					18A-2									
06F-1					12I-1					18B-2									
06G-1					12J-1					18C-2									
06H-2					12K-1					18D-2									
					12L-1					19A-3									
07A-3					12M-1					19B-2									
07B-2					12N-1					19C-1									
07C-2					12O-2					19D-1									

All schools complete Section 8 only if the building has electrically-operated folding partitions.

**Initial Inspection:**

Fire Safety Inspector: Name Brian Antea  
 Date 11/3/21

Registry # 0916-0218 (26E-4)

**Final Inspection (if required):**

Fire Safety Inspector: Name \_\_\_\_\_  
 Date \_\_\_\_\_

Registry # \_\_\_\_\_ (26F-4)

## Part III: Public School Certifications

### Section III-A. Fire Inspector

The individual noted below inspected this building and the information in this Fire Safety Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to Title 19 Part 1208

Name: BRIAN ANTON Telephone #: (585) 428-6380  
Title: FIRE INSPECTOR Certification # 0916-0218  
Email: BRIAN.ANTON@CityofRochester.gov (as designated by the NYS Department of State)

### Section III-B. Building Administrator or Designee

*Please provide the name and contact information of the person responsible for monitoring this inspection (whomever accompanied the inspector; provided access to all spaces; and made available any records and/or required documentation requested by the inspector)*

The individual identified below certifies that this building inspection was conducted on this date \_\_\_\_\_ and can confirm the specific locations of any non-conformances (provide inspection date) identified within this report.

Name: \_\_\_\_\_ Telephone #: (\_\_\_\_) \_\_\_\_\_  
Title: \_\_\_\_\_ Email: \_\_\_\_\_  
Signature \_\_\_\_\_.

### Section III-C. School Superintendent

I hereby submit this fire inspection report on behalf of the Board of Education and certify that:

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

Name: \_\_\_\_\_ Telephone #: (\_\_\_\_) \_\_\_\_\_  
Title: \_\_\_\_\_  
Email: \_\_\_\_\_ Signature \_\_\_\_\_.



# Uprep Drill Schedule and Log

Monthly Schedule	Date Conducted	Weather Conditions	Number of Occupants	Evacuation Time	Comments, Notes
1st:	9/22/2020	45 Degrees & Sunny	20+	9:45am	Cleared the building under 30 seconds.
2nd:	10/9/2020	46 Degrees & Sunny	10+	8:45am	Cleared the building under 30 seconds.
3rd:	11/2/2020	34 Degrees & Cloudy	15+	10:30am	Cleared the building under 30 seconds.
4th:	11/3/2020	39 Degrees & Cloudy	10+	8:35am	Cleared the building under 30 seconds.
5th:	11/4/2020	60 Degrees & Sunny	15+	11:30am	Cleared the building under 30 seconds.
6th:	11/5/2020	55 Degrees & Sunny	10+	8:57am	Cleared the building under 30 seconds.
7th:	11/6/2020	70 Degrees & Sunny	10+	11:00am	Cleared the building under 30 seconds.
8th:	3/10/2021	63 Degrees & Sunny	135+	2:35pm	Cleared the building under 80 seconds.
9th:	4/8/2021	70 Degrees & Sunny	75+	11:00am	Cleared the building under 50 seconds.
10th:					
11th:					
12th:					

## Lockdown:

Date Scheduled	Date Conducted	Number of Occupants	Response Time	Comments, Notes
1st:	3/25/2021	140+	N/A	Practice lockdown drill for about 10 mins
2nd:				



# Uprep Drill Schedule and Log

Monthly Schedule	Date Conducted	Weather Conditions	Number of Occupants	Evacuation Time	Comments, Notes
1st:	9/22/2020	45 Degrees & Sunny	20+	9:45am	Cleared the building under 30 seconds.
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10th:					
11th:					
12th:					

## Lockdown:

Date Scheduled	Date Conducted	Number of Occupants	Response Time	Comments, Notes
1st:	3/25/2021	140+	N/A	Practice lockdown drill for about 10 mins
2nd:				





## Part I: General Information and Fire/Life Safety History

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Inspection Date

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

*The Inspection Date cannot be earlier than 45 days before the Due Date.*

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1. Please indicate the primary use of this facility:

- INSTRUCTIONAL
- ADMINISTRATIVE
- BUS MAINTENANCE
- BUS STORAGE ONLY
- LEASED FACILITY OFF SCHOOL GROUNDS
- MAINTENANCE
- OTHER

Please Specify:

- PUBLIC LIBRARY
- STORAGE
- VACANT

2. Is there a fire sprinkler system in this facility?  YES  NO

If 'yes', is the sprinkler alarm connected with the building alarm?  YES  NO

3. Is there a fire hydrant system for facility protection?  YES  NO

If 'yes', indicate ownership of system (select one):

- Public owned
- School owned
- Other

Please Specify:

**4. Indicate the ownership of this facility**

- Leased
- Owned

**a. If the building is not District Owned, provide the name and address of Landlord or Building Owner:**

Name \*

Address \*

Telephone # \*

**5. Does the District lease the building or spaces within the building to others?**  YES  NO

**a. If yes, indicate the tenant(s):**

Name \*

Address \*

Telephone # \*

**6. What is the current gross square footage of this facility?**

*nearest whole ten feet*

**7. If this Facility is vacant, skip the remaining questions and go to Section #2 Non-Conformance and report any non-conformances for Items #25A-1 through #26A-3**

**8. FIRE AND EMERGENCY DRILLS**

If this facility is used for instruction, complete (a) - (g); otherwise go to question 9.

- a. Per Section 807, paragraph 2 of the State Education Law entitled Fire and Emergency Drills, a copy of Section 807 has been printed and distributed as guidance to teaching staff?  **YES**  **NO**
- b. Provide dates of twelve fire and emergency drills required by Section 807 of Education Law held between September 1 and June 30 of the previous school year:  **YES**  **NO**

**FIRE & EMERGENCY DRILLS**

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

	Date	Evacuation	Lockdown
1	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
2	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
3	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
4	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
5	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
6	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
7	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
8	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
9	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
10	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
11	<input type="text"/>	<input type="radio"/>	<input type="radio"/>
12	<input type="text"/>	<input type="radio"/>	<input type="radio"/>

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

8d. Average time to evacuate facility was:  minutes  seconds

8e. Arson and fire prevention instruction was provided in accordance with section 808 of the Education Law (revised 9/1/05) which requires every school in New York State to provide a minimum of 45 minutes of instruction in arson, fire prevention, injury prevention, and life safety for each month school is in session.  YES  NO

8f. Employee fire prevention, evacuation, and fire safety training was provided, and records maintained, in accordance with Section F406 of the NYS Fire Code  YES  NO

9. If the fire alarm system was activated, was the fire department immediately notified?  YES  NO

10. Have there been any fires in this facility since the last annual fire inspection report?  YES  NO

a. If 'yes', indicate: Number of fires                      Number of injuries                      Total cost of property damage

**Part II: Public School Fire and Building Safety Non-Conformance Report Sheet**

School District \_\_\_\_\_ Building Name \_\_\_\_\_  
 Facility # \_\_\_\_\_

Part II-A (to be completed for public schools only – except "Big 4")					Part II-B					Part II-B					Part II-B				
Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected		Item #	Non-Conformance	Date Corrected	Date Reinspected	
01A-2					08A-2					13A-2					19E-1				
01B-1					08B-2					13B-2					19F-1				
01C-1					08C-2										19G-1				
01D-1					08D-2					14A-2					19H-2				
01E-1					08E-2					14B-2									
					09A-2					14C-2					20A-1				
02A-2					09B-2					14D-1					20B-1				
02B-1					09C-1					14E-1					20C-1				
02C-3					09D-1					15A-2					21A-3				
02D-1					09F-2					15B-1					22A-3				
02E-2					09G-2					15C-2					22B-3				
02F-3					10A-2					15D-2					22C-3				
02G-2					10B-2					15E-1					23A-1				
					10C-1					16A-2					23B-1				
03A-3					10D-1					16B-2					23C-1				
03B-1										16C-2					23D-2				
					11A-2					16D-2					24A-3				
04A-2					11B-1					17A-3					25A-1				
04B-2					11C-2					17B-2					25B-1				
04C-1					11D-2					17C-2					25C-1				
					11E-1					17D-2									
										17E-1					26A-3				
05A-3					12A-1					17F-3					If any additional non-conformances are observed, check item 26A-3 and list the Code section below. _____ _____ _____ <b>Inspector</b> The inspector has been provided with a copy of the previous year's school fire safety report: Yes _____ No <input checked="" type="checkbox"/>				
05B-2					12B-3					17G-1									
05C-2					12C-2					17H-2									
					12D-2					17I-2									
06A-1					12E-1					17J-1									
06B-1					12F-1					17K-1									
06C-1					12G-1					17L-1									
06D-2					12H-1					18A-2									
06E-3					12I-1					18B-2									
06F-1					12J-1					18C-2									
06G-1					12K-1					18D-2									
06H-2					12L-1					19A-3									
					12M-1					19B-2									
07A-3					12N-1					19C-1									
07B-2					12O-2					19D-1									
07C-2																			

All schools complete Section 8 only if the building has electrically-operated folding partitions.

**Initial Inspection:**  
 Fire Safety Inspector: Name Brian Foster  
 Date 11/3/21

Registry # 0916-0218 (26E-4)

**Final Inspection (if required):**  
 Fire Safety Inspector: Name \_\_\_\_\_  
 Date \_\_\_\_\_

Registry # \_\_\_\_\_ (26F-4)

## Part III: Public School Certifications

### Section III-A. Fire Inspector

The individual noted below inspected this building and the information in this Fire Safety Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to Title 19 Part 1208

Name: BRAD ANTON Telephone #: (585) 428-6380  
Title: FIRE INSPECTOR Certification # 0916-0218  
(as designated by the NYS Department of State)  
Email: BRAD.ANTON@CITYOFROCHESTER.GOV

### Section III-B. Building Administrator or Designee

*Please provide the name and contact information of the person responsible for monitoring this inspection (whomever accompanied the inspector; provided access to all spaces; and made available any records and/or required documentation requested by the inspector)*

The individual identified below certifies that this building inspection was conducted on this date \_\_\_\_\_ and can confirm the specific locations of any non-conformances (provide inspection date) identified within this report.

Name: \_\_\_\_\_ Telephone #: (\_\_\_\_) \_\_\_\_\_  
Title: \_\_\_\_\_ Email: \_\_\_\_\_  
Signature: \_\_\_\_\_

### Section III-C. School Superintendent

I hereby submit this fire inspection report on behalf of the Board of Education and certify that:

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

Name: \_\_\_\_\_ Telephone #: (\_\_\_\_) \_\_\_\_\_  
Title: \_\_\_\_\_  
Email: \_\_\_\_\_ Signature: \_\_\_\_\_





**July 2022**

Mon	Tue	Wed	Thu	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

**August 2022**

Mon	Tue	Wed	Thu	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

**September 2022**

Mon	Tue	Wed	Thu	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

**October 2022**

Mon	Tue	Wed	Thu	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

**November 2022**

Mon	Tue	Wed	Thu	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

**December 2022**

Mon	Tue	Wed	Thu	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

**UPREP CHARTER**

**2022-2023 SCHOOL CALENDAR**

July 4 Independence Day (Observed)  
5 Summer School begins

**August**

16-17 Regents Testing  
24-New Employee Orientation  
25, 26, 29, 30-31- All teacher professional development

**September**

1-2 New teacher professional development  
5 Labor Day  
6 Superintendent's Conference Day  
7 First day of school  
22 Open House

**October**

10 Indigenous People's Day  
14 Parent/Teacher Conferences

**November**

11 Veterans' Day Recess  
23-25 Thanksgiving Recess

**December**

3 Parent/Teacher Conferences  
23-30 Winter Recess

**January**

2 Federal Observance  
16 Dr. Martin Luther King, JR Day Recess  
24-27 Regents Exam Week

**February**

3 Parent/Teacher Conferences  
20-24 February Recess

**March**

17 Parent/Teacher Conferences

**April**

3-7 Spring Break Recess  
19-21 NYS ELA assessment

**May**

2-4 NYS Math Assessment  
19 Parent/Teacher Conferences  
26-30 Memorial Day Recess

**June**

14-23 Regent Exams  
19-Juneteenth Holiday  
22-UPREP graduation  
23 Last day for teachers

Key	
	First Day of School
	Recess Days
	Federal/State Holiday
	Superintendent's Conference Days
	Parent/Teacher Conference Days
	Regents/NYS Assessments
	Open House
	Professional Development
	Rating Day/Last day for Teachers

**Graduation: June 22, 2023 6:30pm**

181 student days/185 staff days  
Emergency closings will convert to remote instruction.

**January 2023**

Mon	Tue	Wed	Thu	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

**February 2023**

Mon	Tue	Wed	Thu	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28			

**March 2023**

Mon	Tue	Wed	Thu	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

**April 2023**

Mon	Tue	Wed	Thu	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

**May 2023**

Mon	Tue	Wed	Thu	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

**June 2023**

Mon	Tue	Wed	Thu	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

School Hours:

9:15am-4:00pm (M-TH)

9:15am-12:15pm (F)

Teacher Report Time:

8:30am-4:15pm