

# Application: Urban Dove Team Charter School

Jai Nanda - jnanda@urbandove.org  
2020-2021 Annual Report

## Entry 1 School Info and Cover Page

**Completed** Jul 27 2021

### [Instructions](#)

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

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

## Entry 1 School Information and Cover Page

**(New schools that were not open for instruction for the 2020-2021 school year are not required to complete or submit an annual report this year).**

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

## BASIC INFORMATION

### **a. SCHOOL NAME**

(Select name from the drop down menu)

URBAN DOVE TEAM CHARTER SCHOOL 331300861006

**a1. Popular School Name**

UD Team

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

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

BOARD OF REGENTS

**c. DISTRICT / CSD OF LOCATION**

CSD #22 - BROOKLYN

**d. DATE OF INITIAL CHARTER**

12/2010

**e. DATE FIRST OPENED FOR INSTRUCTION**

8/2012

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

MISSION STATEMENT

Urban Dove energizes, educates, and empowers young people through our network of UD Team Charter Schools serving over-age/under-credited high school students. UD Team's innovative model uses sports, teams, restorative practices and mentoring to create a culture of high expectations and shared responsibility. By instilling our core values of Teamwork, Leadership and Communication, we develop our students into confident young adults ready to reach their full potential.

**g. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)**

KEY DESIGN ELEMENTS (Briefly describe each Key Design Elements (KDE) as presented in the schools approved charter. KDEs are those general aspects of the school that are innovative or unique to the school's mission and goals, are core to the school's overall design, and are critical to its success.

KDE 1	Sports-Based Youth Development - UD Team features a completely unique sports, health and fitness curriculum that supports the academic framework of the school. Rather than just being a student at a school, students will be first a part of a team. Teams will practice together, play together, go to class together, receive support services together, and move through the school environment together. Each team will have coaches that teach, mentor, guide, counsel and develop them as students, athletes and citizens. Supported by Urban Dove's youth development model which supports, empowers and builds up students, the sports element will deliver a structured, disciplined, environment that will affect all aspects of the school. Coaches will emphasize communication, teamwork and leadership, build confidence and self-esteem, and use sports to help students learn how to focus, manage emotions, be unselfish and become positive members of a community.
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KDE 2	<p>Support Services - UD Team will offer both group and one-on-one support services to all students. Group sessions will focus on how individuals become part of a community and what it means to be a member of a “team” both on the field and off. Being a member of a sports team can have a transformative effect on young people, and the school will use this as a basis for establishing a positive, respectful school community over which all students feel ownership. The player-coach relationship is also a uniquely powerful one in which there exists a higher level of trust. Coaches and players will use this bond as a way to stay informed, connected and supportive of each other. Referrals will be made for all issues requiring professional care.</p>
KDE 3	<p>More Time on Task – UD Team has an extended day/extended year schedule, with a school day beginning at 8:00 AM for breakfast and ending at 4:15 PM, and sometimes even later, at 7:30 or 8:00 PM after dinner and an evening program. The school does not follow the traditional model of school-day/after-school timeframes, and over the course of a Monday – Saturday week, students will receive intensive academic classroom instruction, career development training, one-on-one and group counseling, personalized academic support, internships, and instructional and competitive sports play. The school will requires students to participate in a mandatory summer program, which consists of academic instruction, summer job experiences and sports. Saturdays feature a mandatory academic advisement session where students receive one-one-support from volunteers and staff in subjects in which they need extra attention.</p>
KDE 4	<p>Same sex groupings - Students move through their time at UD Team in same sex teams both for sports and academic classes. Research has shown that in both sports and academics, students, especially females, benefit from same sex environments. In</p>

the sports arena, this is especially true as so much of the success young athletes have comes from their self-esteem and confidence in themselves. Young women develop both of these traits far more strongly in single-sex environments. Leadership skills are also diminished among young women when in co-ed environments. Gender bias and social norms reduce opportunities for young women to take leadership roles in co-ed environments, reinforcing negative stereotypes from others and from within themselves. Single sex environments have also been shown to break down stereotypes that might hinder students from choosing to pursue coursework and activities (such as sports for girls, and the arts for boys).

KDE 5

Multiple Intelligences - Urban Dove Team Charter School believes in a strength-based approach to instruction grounded in the work of Howard Garner's theory of multiple intelligences. Recognizing that all students are intelligent but that this intelligence can be expressed in many different ways, UD Team strives to engage students who are often the least understood and successful in traditional schools. We recognize the need for our students to express themselves kinesthetically and therefore incorporate instructional approaches that use experiential learning as much as possible. Additionally, our SBYD program allows students to incorporate healthy doses of physical activity into each day. The SBYD program not only activates students' bodies and minds, it allows for critical breaks from the long academic blocks found in traditional schools, which are detrimental to our students' ability to focus and learn.

KDE 6

Differentiated Instruction - Remembering that the student is at the center of the work, teachers design each course starting with the students own knowledge and experience and connect every lesson to something that students already have as part of their schemata. Teachers get to know the students and plan lessons that connect an academically rigorous content to relevant issues and topics in the student's life. Rather than

	<p>assuming that students need remedial course work, critical thinking and problem solving will be central and a team spirit essential for academic achievement. Unlike other transfer schools where students are placed in classes by their individual credit needs and course content is static, at UD Team, students will move through classes with their teams and teachers will differentiate instruction to address the varying academic needs and learning styles of each student.</p>
KDE 7	<p>Targeted Interventions - For students who are dramatically behind their peers, targeted research-based and practice proven interventions will be employed to accelerate student progress. For example, students struggling with literacy skills and all incoming Year 1 students are given a program called READ 180 as part of their ELA curriculum. READ 180 is a flexible, rigorous and engaging program that brings students up to a functional reading level in a short period of time, helping to build a foundation of literacy that students will need to succeed in more advance coursework and on Regents exams. UD Team will use a similar program in 2016 - 2017 for math called MATH 180.</p>
KDE 8	(No response)
KDE 9	(No response)
KDE 10	(No response)

**Need additional space for variables**

No

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

<http://urbandove.org/schools/brooklyn/>

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

305

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

272

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

Check all that apply

Grades Served

Ungraded

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

Yes

## 12. NAME OF CMO/EMO AND ADDRESS

NAME OF CMO/EMO	Urban Dove
PHYSICAL STREET ADDRESS	21-21 41st Avenue
CITY	Long Island City
STATE	NY
ZIP CODE	11101
EMAIL ADDRESS	<a href="mailto:jnanda@urbandove.org">jnanda@urbandove.org</a>
CONTACT PERSON NAME	Jai Nanda

## FACILITIES INFORMATION

### m. FACILITIES

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

	No, just one site.
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### School Site 1 (Primary)

**m1. SCHOOL SITES**

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	1256 E. 21st Street, Brooklyn, NY 11210	718-783-8232	NYC CSD 22	Ungraded	Year 3 (Seniors)

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

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Amit Bahl	718-783-8232		<a href="mailto:abahl@urbandove.org">abahl@urbandove.org</a>
Operational Leader	Camellia Carvey	718-783-8232		<a href="mailto:ccarvey@urbandove.org">ccarvey@urbandove.org</a>
Compliance Contact	Jai Nanda	212-244-2131		<a href="mailto:jnanda@urbandove.org">jnanda@urbandove.org</a>
Complaint Contact	Amit Bahl	718-783-8232		<a href="mailto:abahl@urbandove.org">abahl@urbandove.org</a>
DASA Coordinator	Kelly Schaffer	718-783-8232		<a href="mailto:kshaffer@urbandove.org">kshaffer@urbandove.org</a>
Phone Contact for After Hours Emergencies	Amit Bahl	646-925-9086		<a href="mailto:abahl@urbandove.org">abahl@urbandove.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.**

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

[Exhibit I - CO.pdf](#)

**Filename:** Exhibit I - CO.pdf **Size:** 213.4 kB

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**Site 1 Fire Inspection Report**

[FDNY A106 Certificate.pdf](#)

**Filename:** FDNY A106 Certificate.pdf **Size:** 187.8 kB

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

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

Yes

**n2. Summary of Charter Revisions**

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Change in mission, vision or philosophy	Updated Mission and Vision statemnt	10/20/2020	May 2021
2				
3				
4				
5				

**More revisions to add?**

No

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

(No response)

**ATTESTATIONS**

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

Name	Jai Nanda
Position	Executive Director, CMO
Phone/Extension	212-244-2131
Email	<a href="mailto:jnanda@urbandove.org">jnanda@urbandove.org</a>

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

**Responses Selected:**

Yes

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

**Responses Selected:**

Yes

**Signature, Head of Charter School**

A handwritten signature in black ink on a light gray background. The signature is cursive and appears to read "Clint Bahr".

Signature, President of the Board of Trustees



Date

Jul 19 2021

Thank you.



## Entry 3 Progress Toward Goals

Completed Nov 2 2021

### Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

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

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

## Entry 3 Progress Toward Goals

## PROGRESS TOWARD CHARTER GOALS

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

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

### 1. ACADEMIC STUDENT PERFORMANCE GOALS

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

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

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1	Help the remaining class of 2019 and 2020 who are still enrolled continue on to graduation to reach an overall graduation of 55% for their cohorts	Graduation tracker. 2019 class now has 64% grad rate and 2020 class has a 56% grad rate	Met	

Academic Goal 2	Attain a graduation rate for class of 2021 of our 15 year old students of at least 50%	Graduation tracker. To date, rate is 100%.	Met	
Academic Goal 3	Attain a graduation rate of our 16 year old students with less than 11 credits and 0 Regents of at least 45%.	Graduation tracker. To date, class has a grad rate of 67%	Met	
Academic Goal 4	Attain a graduation rate of our 16 year old students with less than 11 credits and 1 or more Regents of at least 50%	Graduation tracker. To date, class has a grad rate of 100%	Met	
Academic Goal 5	Achieve an overall graduation rate for the Class of 2021 of at least 50%	Graduation tracker. Class of 2021 to date has an 83% graduation rate.	Met	
Academic Goal 6	Achieve an overall graduation rate for the Class of 2021 for Students with Disabilities of at least 45%	Graduation tracker. Class of 2021 SwDs have a grad rate of 100% to date	Met	
Academic Goal 7	Achieve a college enrollment rate for graduates in the Class of 2021 of at least 30%	Enrollment for 21-22 year is 40%	Met	
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

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

No

## 4. ORGANIZATION GOALS

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

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

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	Meet target enrollment of 265 students	ATS enrollment	Met	
Org Goal 2	Meet target enrollment for Students with Disabilities of 35%	ATS enrollment	Met	
Org Goal 3	Meet target for enrollment of English Language Learners of 3.5%	ATS enrollment	Met	
Org Goal 4	Meet target enrollment for Low Income students of 90%	FRLP applications	Met	

Org Goal 5	Board of Trustees had at least 7 members as per By Law requirement	Board Roster	Met	
Org Goal 6	Board met monthly for the entire year	Board Minutes	Met	
Org Goal 7	Teaching staff was in compliance with teacher certification requirements	State License Check	Met	
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

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

No

**6. FINANCIAL GOALS**

## 2020-2021 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	Maintain positive monthly cash flow to cover all monthly expenses	Monthly financials	Met	
Financial Goal 2	Complete the year with at least \$500,000 in assets	Balance Sheet	Met	
Financial Goal 3	Receive a clean, unqualified audit from Independent Auditor	Audited Financials	Met	
Financial Goal 4				
Financial Goal 5				

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

No

Thank you.

## Entry 4 - Audited Financial Statements

**Completed** Nov 1 2021

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

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

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

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

## **[UDTCS - Audited Financial Statements with Management Letter FYE 06](#)**

**Filename:** UDTCS Audited Financial Statement bXuOvgQ.pdf **Size:** 4.8 MB

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

**Completed** Dec 20 2021

#### **[Instructions - Regents-Authorized Charter Schools ONLY](#)**

Regents-authorized schools must download and complete the Excel spreadsheet entitled “Audited Financial Report Template” from the online portal or the website at [2020-2021 Charter School Annual Report webpage](#). Upload the completed file in Excel format. **Due November 1, 2021.**

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

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

## **[Urban Dove Team CS BEDS-331300861006\\_2020-21](#)**

**Filename:** Urban Dove Team CS BEDS 331300861 tdUkB2R.xlsx **Size:** 75.4 kB

### **Entry 4c - Additional Financial Documents**

**Completed** Nov 1 2021

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

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

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

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

## **[Auditor's Report on Communication of Internal Control Matters](#)**

**Filename:** Auditors Report on Communication of S2coQ4x.pdf **Size:** 319.3 kB

## **[UDTCS - Management Representation Letter FYE 06](#)**

Filename: UDTCS Management Representation L 2YqJvCg.pdf Size: 1.6 MB

## [UDTCS - Audited Financial Statements with Management Letter FYE 06](#)

Filename: UDTCS Audited Financial Statement jkYPjcI.pdf Size: 4.8 MB

## [Chase Escrow June 2021](#)

Filename: Chase Escrow June 2021.pdf Size: 59.0 kB

# Entry 4d - Financial Services Contact Information

Completed Nov 1 2021

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

## Form for "Financial Services Contact Information"

### 1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Rose Temba	[REDACTED]	[REDACTED]

### 2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Gus Saliba	[REDACTED]	[REDACTED]	0

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm

## Entry 5 - Fiscal Year 2021-2022 Budget

Completed Nov 1 2021

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

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

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

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

### [UDTCS final 2021-2022 Annual Report budget template](#)

Filename: UDTCS final 2021 2022 Annual Repor aHE7IOx.xlsx Size: 36.3 kB

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

Completed Aug 2 2021

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

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

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

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

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

### [20-21 COIP All Board Members](#)

Filename: 20 21 COIP All Board Members.pdf Size: 633.8 kB

## Entry 7 BOT Membership Table

Completed Jul 27 2021

# Instructions

## Required of All charter schools

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

### Entry 7 BOT Table

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

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

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per 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 2020-2021
1	Michael Grandis		Chair	Governance	Yes	4	6/30/2019	6/30/2022	12
2	Patrick Fagan		Treasurer	Finance	Yes	4	6/30/2020	6/30/2023	10
3	Patricia Charlem		Trustee/Member	Finance	Yes	4	6/30/2020	6/30/2023	6

	agne								
4	Spencer Rothschild		Trustee/Member	Governance	Yes	4	6/30/2021	6/30/2024	12
5	Wanda Morales		Trustee/Member	Academic	Yes	3	6/30/2019	6/30/2022	5 or less
6	Kevin Turton		Trustee/Member	Finance	Yes	3	6/30/2020	6/30/2023	5 or less
7	Andrew Ehigiator		Trustee/Member	Academic	Yes	2	6/30/2019	6/30/2022	12
8	Heather Bushong		Secretary	Academic	Yes	1	6/30/2019	6/30/2022	12
9									

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

No

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

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

a. Total Number of BOT Members on June 30, 2021	8
b.Total Number of Members Added During 2020-2021	0
c. Total Number of Members who Departed during 2020-2021	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	7

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

13

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

12

Thank you.

## Entry 8 Board Meeting Minutes

Completed Jul 27 2021

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

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

## [UD Team Board Minutes 20-21](#)

Filename: UD Team Board Minutes 20 21.pdf Size: 604.8 kB

### **Entry 9 Enrollment & Retention**

Completed Jul 27 2021

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

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

### **Entry 9 Enrollment and Retention of Special Populations**

#### [Instructions for Reporting Enrollment and Retention Strategies](#)

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

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

	Describe Recruitment Efforts in 2020-2021	Describe Recruitment Plans in 2021-2022
	The process of student outreach begins with the principals, guidance counselors, parent coordinators, social workers and academic deans of the public and charter high schools in CSD 22 and throughout Brooklyn, in	

Economically Disadvantaged	<p>order to identify struggling 9th and 10th grade students 16 years or younger who are at-risk of not accumulating sufficient credits to be promoted to the next grade. We have used both mail and telephone outreach campaigns to long-term absentees to introduce them to UDTCS and to encourage them to return to school. School administrators will also meet with neighborhood-based high school representatives and Guidance Counselors to introduce them to the school. In addition, UDTCS will run several open houses in community-based facilities to allow students and families to meet the school faculty and staff. Due to the nature of our Enrollment Policy, Urban Dove Team Charter School has met or exceeded the District averages in enrolling students who are eligible for free or reduced lunch.</p>	<p>Urban Dove has always exceeded its target enrollment for Economically Disadvantaged students so we will continue our recruitment plans as we have in year's past.</p>
English Language Learners	<p>To specifically target ELL/MLL students, all presentations and materials will be presented in English and Spanish. Materials in other languages will be made available upon request. Urban Dove recruitment teams can speak to counselors and parents about the model and curriculum that is used to serve ELL students.</p>	<p>Urban Dove has traditionally met or exceeded the target enrollment for ELLs, which in our previous CSD 13 was about 3-4%. The high school ELL population in our new CSD 22 is closer to 7% so we will continue our recruitment efforts with an eye to meeting or exceeding that number.</p>
	<p>To specifically target special education populations, we emphasized the personalized nature of our educational program and explained the</p>	

Students with Disabilities

lengths that we go to in order to ensure that every student is achieving academically. In all community outreach, marketing documents, and presentations, we will emphasize that the school is a free, public, open-enrollment school that is open to both regular as well as special education students. We have also hired a Special Education Coordinator to help serve the needs of our SpEd population and to make sure all students are receiving the services required in the I.E.Ps. Urban Dove Team Charter School greatly exceeded District averages in Special Education students, with over 35% of our student population receiving Special Education services.

Urban Dove has always exceeded its target enrollment for Students with Disabilities, so we will continue our recruitment plans as we have in year's past.

## Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2020-2021	Describe Retention Plans in 2021-2022
Economically Disadvantaged	All of UD Team's Key Design elements, and in fact, our entire school model is designed to retain students with multiple risk factors, including those who are Economically Disadvantaged. These elements in include a large adult-student ratio, increased time spent on youth development and targeted academic interventions.	UD Team has exceeded targets for retaining Economically Disadvantaged students each year of operation and thus will continue its existing strategies.
English Language Learners	All of UD Team's Key Design elements, and in fact, our entire school model is designed to retain students with multiple risk factors, including those who are English Language Learners. These elements in include a large adult-student ratio, increased time spent on youth development and targeted academic interventions.	UD Team has met or exceeded targets for retaining English Language Learners each year of operation and thus will continue its existing strategies.
Students with Disabilities	All of UD Team's Key Design elements, and in fact, our entire school model is designed to retain students with multiple risk factors, including Students with Disabilities. These elements in include a large adult-student ratio, increased time spent on youth development and targeted academic interventions.	UD Team has exceeded targets for retaining Students with Disabilities each year of operation and thus will continue its existing strategies.

## Entry 10 - Teacher and Administrator Attrition

Completed Jul 29 2021

## Form for "Entry 10 - Teacher and Administrator

# Attrition" Revised to Employee Fingerprint Requirements Attestation

## A. TEACH System - Employee Clearance

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

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

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

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## **B. Emergency Conditional Clearances**

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

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

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

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

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### **Attestation**

#### **Responses Selected:**

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

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

**Completed** Aug 2 2021

### **Instructions**

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

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

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

## **Entry 11 Uncertified Teachers**

**School Name:**

# Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	4
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	1
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	0
Total Category A: 5 or 30% whichever is less	5.0

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	5
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	0
<b>Total Category B: not to exceed 5</b>	<b>5.0</b>

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2021)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2021)	2
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	0
Total Category C: not to exceed 5	2.0

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

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

	FTE Count
Total Category D	0

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

	FTE Count
Total Category E	12

## CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	24



Thank you.

## Entry 12 Organization Chart

Completed Jul 29 2021

### [Instructions](#)

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

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

### [Copy of Org Chart 2020-2021](#)

**Filename:** Copy of Org Chart 2020 2021.pdf **Size:** 25.0 kB

## Entry 13 School Calendar

Completed Jul 29 2021

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

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

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

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

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

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

## [SchoolCalendar20212022](#)

**Filename:** SchoolCalendar20212022.pdf **Size:** 106.9 kB

# Entry 14 Links to Critical Documents on School Website

**Completed** Aug 2 2021

## **Instructions**

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

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

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

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

**School Name:** Urban Dove Team Charter School

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

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

	Link to Documents
1. Most Recent Annual Report (i.e., 2019-20)	<a href="http://urbandove.org/schools/brooklyn/">http://urbandove.org/schools/brooklyn/</a>
2. Most recent board meeting notice, documents to be discussed at the meeting (if any)	<a href="http://urbandove.org/about-us/our-board/">http://urbandove.org/about-us/our-board/</a>
2a. Webcast of Board Meetings (per Governor's Executive Order)	<a href="http://urbandove.org/about-us/our-board/">http://urbandove.org/about-us/our-board/</a>
3. Link to NYS School Report Card	<a href="http://urbandove.org/schools/brooklyn/">http://urbandove.org/schools/brooklyn/</a>
4. Lottery Notice announcing date of lottery	<a href="http://urbandove.org/schools/brooklyn/">http://urbandove.org/schools/brooklyn/</a>
5. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY);	<a href="http://urbandove.org/schools/brooklyn/">http://urbandove.org/schools/brooklyn/</a>
6. District-wide Safety Plan	<a href="http://urbandove.org/schools/brooklyn/">http://urbandove.org/schools/brooklyn/</a>
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	<a href="http://urbandove.org/schools/brooklyn/">http://urbandove.org/schools/brooklyn/</a>
7. Authorizer-Approved FOIL Policy	<a href="https://urbandove.org/wp-content/uploads/2021/08/FOIL-Policy-July-2021.pdf">https://urbandove.org/wp-content/uploads/2021/08/FOIL-Policy-July-2021.pdf</a>
8. Subject matter list of FOIL records	<a href="https://urbandove.org/wp-content/uploads/2021/08/FOIL-Policy-July-2021.pdf">https://urbandove.org/wp-content/uploads/2021/08/FOIL-Policy-July-2021.pdf</a>

**Thank you.**





## **Urban Dove Team Charter Schools**

Financial Statements

June 30, 2021 and 2020

## **Independent Auditors' Report**

**Board of Trustees**  
**Urban Dove Team Charter Schools**

### **Report on the Financial Statements**

We have audited the accompanying financial statements of Urban Dove Team Charter Schools (the "School"), which comprise the statement of financial position as of June 30, 2021, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

#### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes 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.

#### ***Auditors' Responsibility***

Our responsibility is to express an opinion on these financial statements based on our audit. 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

***Opinion***

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

***Report on Supplementary Information***

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The schedules of activities and functional expenses by school on pages 16 through 18 are presented for purposes of additional analysis and are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated October 28, 2021, on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

***Prior Year Financial Statements***

The financial statements of Urban Dove Team Charter Schools as of June 30, 2020 were audited by other auditors whose report dated October 27, 2020, expressed an unmodified opinion on those statements.

*PKF O'Connor Davies, LLP*

Harrison, New York  
October 28, 2021

## Urban Dove Team Charter Schools

### Statements of Financial Position

	June 30,	
	2021	2020
<b>ASSETS</b>		
Current Assets		
Cash	\$ 4,873,153	\$ 4,244,162
Grants and contracts receivable	517,565	367,412
Prepaid expenses and other current assets	17,092	105,592
Due from related party	1,056,214	-
Total Current Assets	6,464,024	4,717,166
Property and equipment, net	381,600	175,683
Restricted cash	150,633	150,458
Security deposits	76,589	76,589
	\$ 7,072,846	\$ 5,119,896
<b>LIABILITIES AND NET ASSETS</b>		
Current Liabilities		
Accounts payable and accrued expenses	\$ 550,875	\$ 207,595
Accrued payroll and payroll taxes	1,158,172	938,812
Due to related party	-	113,599
Deferred rent, current portion	55,781	-
Refundable advances	-	225,212
Total Current Liabilities	1,764,828	1,485,218
Paycheck Protection Program Loan payable	1,600,525	1,500,000
Deferred rent	167,344	278,906
Total Liabilities	3,532,697	3,264,124
Net assets, without donor restrictions	3,540,149	1,855,772
	\$ 7,072,846	\$ 5,119,896

See notes to financial statements

## Urban Dove Team Charter Schools

### Statements of Activities

	Year Ended June 30,	
	2021	2020
<b>REVENUE AND SUPPORT</b>		
State and local per pupil operating revenue	\$ 12,388,359	\$ 11,623,209
State and local per pupil facilities funding	1,613,469	1,190,013
Federal grants	531,565	379,724
Federal E-Rate and IDEA	243,374	166,742
State grants	-	98,702
Contributions and grants	44,019	38,336
In-kind contributions	-	46,428
Other income	524	193
Total Revenue and Support	14,821,310	13,543,347
<b>EXPENSES</b>		
Program Services		
Regular education	8,907,003	7,274,569
Special education	3,298,654	3,263,841
Total Program Services	12,205,657	10,538,410
Supporting Services		
Management and general	2,321,202	2,547,544
Fundraising	110,074	174,986
Total Expenses	14,636,933	13,260,940
Gain on forgiveness of Paycheck Protection Program Loan	1,500,000	-
Change in Net Assets	1,684,377	282,407
<b>NET ASSETS</b>		
Beginning of year	1,855,772	1,573,365
End of year	\$ 3,540,149	\$ 1,855,772

See notes to financial statements

## Urban Dove Team Charter Schools

### Statement of Functional Expenses Year Ended June 30, 2021

	Program Services			Management and General	Fundraising	Total
	Regular Education	Special Education	Total			
<b>Personnel Services Costs</b>						
Salaries and wages	\$ 5,269,708	\$ 1,798,778	\$ 7,068,486	\$ 923,870	\$ -	\$ 7,992,356
Payroll taxes and benefits	1,052,939	359,650	1,412,589	228,473	-	1,641,062
Total personnel service costs	6,322,647	2,158,428	8,481,075	1,152,343	-	9,633,418
Professional development	-	-	-	74,070	-	74,070
Legal fees	-	-	-	16,325	-	16,325
Management company fees	713,925	467,556	1,181,481	185,297	110,074	1,476,852
Professional fees	61,427	24,342	85,769	164,904	-	250,673
Student and staff recruitment	-	-	-	95,390	-	95,390
Supplies and materials	73,804	-	73,804	-	-	73,804
Office expenses	72,750	29,356	102,106	75,360	-	177,466
Food services	6,144	2,379	8,523	3,513	-	12,036
Student services	128,226	-	128,226	-	-	128,226
Insurance	33,018	13,324	46,342	11,585	-	57,927
Technology	12,021	4,850	16,871	4,218	-	21,089
Equipment and furniture	15,527	6,266	21,793	5,448	-	27,241
Repairs and maintenance	72,964	29,441	102,405	25,602	-	128,007
Occupancy and facility costs	1,293,455	521,920	1,815,375	453,844	-	2,269,219
Utilities	43,948	17,733	61,681	15,421	-	77,102
Depreciation and amortization	57,147	23,059	80,206	20,052	-	100,258
Other	-	-	-	17,830	-	17,830
<b>Total Expenses</b>	<b>\$ 8,907,003</b>	<b>\$ 3,298,654</b>	<b>\$ 12,205,657</b>	<b>\$ 2,321,202</b>	<b>\$ 110,074</b>	<b>\$ 14,636,933</b>

See notes to financial statements

## Urban Dove Team Charter Schools

### Statement of Functional Expenses Year Ended June 30, 2020

	Program Services			Total	Management and General		Fundraising	Total
	Regular Education	Special Education			General			
<b>Personnel Services Costs</b>								
Salaries and wages	\$ 4,394,368	\$ 1,658,614	\$ -	\$ 6,052,982	\$ 940,228	\$ -	\$ -	\$ 6,993,210
Payroll taxes and benefits	917,520	346,432	-	1,263,952	239,244	-	-	1,503,196
Total personnel service costs	5,311,888	2,005,046	-	7,316,934	1,179,472	-	-	8,496,406
Professional development	-	-	-	-	104,837	-	-	104,837
Legal fees	-	-	-	-	87,065	-	-	87,065
Management compnay fees	428,974	338,268	-	767,242	403,811	174,986	-	1,346,039
Professional fees	63,341	17,550	-	80,891	153,296	-	-	234,187
Student and staff recruitment	-	-	-	-	17,286	-	-	17,286
Supplies and materials	90,151	-	-	90,151	-	-	-	90,151
Office expenses	34,414	27,739	-	62,153	46,243	-	-	108,396
Food services	17,428	13,733	-	31,161	17,065	-	-	48,226
Student services	185,831	-	-	185,831	-	-	-	185,831
Insurance	24,195	19,193	-	43,388	10,847	-	-	54,235
Technology	13,106	10,263	-	23,369	5,844	-	-	29,213
Equipment and furniture	37,945	30,383	-	68,328	17,082	-	-	85,410
Repairs and maintenance	89,415	69,712	-	159,127	39,783	-	-	198,910
Occupancy and facility costs	886,145	659,712	-	1,545,857	367,928	-	-	1,913,785
Utilities	55,902	43,655	-	99,557	24,891	-	-	124,448
Depreciation and amortization	35,834	28,587	-	64,421	16,106	-	-	80,527
Other	-	-	-	-	55,988	-	-	55,988
<b>Total Expenses</b>	<b>\$ 7,274,569</b>	<b>\$ 3,263,841</b>	<b>\$ -</b>	<b>\$ 10,538,410</b>	<b>\$ 2,547,544</b>	<b>\$ 174,986</b>	<b>\$ -</b>	<b>\$ 13,260,940</b>

See notes to financial statements

## Urban Dove Team Charter Schools

### Statements of Cash Flows

	Year Ended June 30,	
	2021	2020
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Change in net assets	\$ 1,684,377	\$ 282,407
Adjustments to reconcile change in net assets to net cash from operating activities		
Depreciation and amortization	100,258	80,527
Deferred rent	(55,781)	278,906
Gain on forgiveness of Paycheck Protection Program Loan	(1,500,000)	-
Changes in operating assets and liabilities		
Grants and contracts receivable	(150,153)	(82,490)
Prepaid expenses and other current assets	88,500	(103,810)
Due from related party	(1,056,214)	-
Security deposits	-	(51,738)
Accounts payable and accrued expenses	343,280	(3,422)
Accrued payroll and payroll taxes	219,360	228,876
Due to related party	(113,599)	(32,249)
Refundable advances	(225,212)	232,304
Net Cash from Operating Activities	(665,184)	829,311
<b>CASH FLOW FROM INVESTING ACTIVITIES</b>		
Purchases of property and equipment	(306,175)	(93,595)
<b>CASH FLOW FROM FINANCING ACTIVITIES</b>		
Paycheck Protection Program Loan proceeds	1,600,525	1,500,000
Net Change in Cash and Restricted Cash	629,166	2,235,716
<b>CASH AND RESTRICTED CASH</b>		
Beginning of year	4,394,620	2,158,904
End of year	\$ 5,023,786	\$ 4,394,620

## Urban Dove Team Charter Schools

Notes to Financial Statements  
June 30, 2021 and 2020

### 1. Organization and Tax Status

Urban Dove Team Charter Schools is a New York State, not-for-profit educational corporation that was incorporated on December 14, 2010 to operate a Charter School pursuant to Article 56 of the Education Law of the State of New York. The accompanying financial statements include the following charter schools, collectively referred to as the “School”:

Urban Dove Team Charter School (“UDTCS”) was granted a provisional charter on December 14, 2012 valid for a term of five years and renewable upon expiration by the Board of Regents of the University of the State of New York (the “Board of Regents”). On June 13, 2017, the Board of Regents, for and on behalf of the State Education Department, extended the provisional charter of the School up through and including June 30, 2022

Urban Dove Team Charter School II (“UDTCS II”) was granted a provisional charter on November 3, 2017 valid for a term of five years and renewable upon expiration by the Board of Regents.

The financial statements reflect the activity of both UDTCS and UDTCS II that operate as one legal entity.

The School’s mission is to help the vulnerable, growing population of transfer students and is the first ever alternative high-school for over-aged, under-credited youth in New York City. Through a sports, health, and fitness curriculum, layered with a career and technical program, the School is expanding its reach to energize, educate and empower youth. The School provided education to approximately 505 students in grades nine through twelve during the 2020-2021 academic year.

The New York City Department of Education provides free lunches and transportation directly to some of the School’s students. Such costs are not included in these financial statements. The School covers a portion of the cost of lunches for children not entitled to the free lunches.

Except for taxes that may be due for unrelated business income, the School is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code and from state and local income taxes under comparable laws.

### 2. Summary of Significant Accounting Policies

#### ***Basis of Presentation and Use of Estimates***

The accompanying financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America (“U.S. GAAP”), which requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

## Urban Dove Team Charter Schools

Notes to Financial Statements  
June 30, 2021 and 2020

### 2. Summary of Significant Accounting Policies *(continued)*

#### ***Net Asset Presentation***

Resources for various purposes are classified for accounting and reporting purposes into net asset categories established according to nature and purpose as follows:

*Net assets without donor restrictions* - consist of resources available for the general support of the School's operations. Net assets without donor restrictions may be used at the discretion of the School's management and/or the Board of Trustees.

*Net assets with donor restrictions* – represents amounts restricted by donors for specific activities of the School or to be used at a future date. The School records contributions as net assets with donor restrictions if they are received with donor stipulations that limit their use either through purpose or time restrictions. When a donor restriction expires, that is, when a time restriction ends or a purpose restriction is fulfilled, 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. The School had no net assets with donor restrictions as of June 30, 2021 and 2020.

#### ***Restricted Cash***

Under the provisions of its Charter, the School established an escrow account to pay for legal and audit expenses that would be associated with a dissolution, should it occur.

The following table provides a reconciliation of cash and restricted cash reported within the statements of financial position to the amounts presented in the statements of cash flows at June 30:

	<u>2021</u>	<u>2020</u>
Cash	\$ 4,873,153	\$ 4,244,162
Restricted cash	150,633	150,458
	<u>\$ 5,023,786</u>	<u>\$ 4,394,620</u>

#### ***Property and Equipment***

The School follows the practice of capitalizing all expenditures for property and equipment with costs in excess of \$1,000 and a useful life in excess of one year. Leasehold improvements are amortized over the shorter of the term of the lease, inclusive of all renewal periods, which are reasonably assured, or the estimated useful life of the asset. Purchased property and equipment are recorded at cost at the date of acquisition. Maintenance and repairs are expensed as incurred. All property and equipment purchased with government funding is capitalized, unless the government agency retains legal title to such assets, in which case it is expensed as incurred.

## Urban Dove Team Charter Schools

Notes to Financial Statements  
June 30, 2021 and 2020

### 2. Summary of Significant Accounting Policies *(continued)*

#### ***Property and Equipment (continued)***

Depreciation and amortization is recognized on the straight-line method over the estimated useful lives of such assets as follows:

Equipment	5 years
Furniture and fixtures	7 years
Software	3 years
Website development	5 years

Property and equipment are reviewed for impairment if the use of the asset significantly changes or another indicator of possible impairment is identified. If the carrying amount for the asset is not recoverable, the asset is written down to its fair value. There were no asset impairments as of June 30, 2021 and 2020.

#### ***Refundable Advances***

The School records certain government operating revenue as refundable advances until related services are performed, at which time they are recognized as revenue.

#### ***Revenue and Support***

Revenue from the state and local governments resulting from the School's charter status and based on the number of students enrolled is recorded when services are performed in accordance with the charter agreement. Federal and other state and local funds are recorded when expenditures are incurred and billable to the government agency.

Contributions are recognized when the donor makes a promise to give to the School that is, in substance, unconditional. Grants and other contributions of cash are reported as net assets with donor restrictions if they are received with donor stipulations. Restricted contributions and grants that are made to support the School's current year activities are recorded as net assets without donor restrictions. Contributions of assets other than cash are recorded at their estimated fair value at the date of donation.

#### ***Student and Staff Recruitment***

Student and staff recruitment costs are expensed as incurred. Student and staff recruitment expense for the years ended June 30, 2021 and 2020 was \$95,390 and \$17,286.

#### ***Functional Expense Allocation***

The majority of expenses can generally be directly identified with the program or supporting service to which they relate and are charged accordingly. Other expenses by function have been allocated among program and supporting services classifications on the basis of periodic time and expense studies and other bases as determined by management of the School to be appropriate.

## Urban Dove Team Charter Schools

Notes to Financial Statements  
June 30, 2021 and 2020

### 2. Summary of Significant Accounting Policies *(continued)*

#### ***Accounting for Uncertainty in Income Taxes***

The School recognizes the effect of income tax positions only if those positions are more likely than not to be sustained. Management has determined that the School had no uncertain tax positions that would require financial statement recognition or disclosure. The School is no longer subject to examinations by the applicable taxing jurisdictions for years prior to June 30, 2018.

#### ***Subsequent Events Evaluation by Management***

Management has evaluated subsequent events for disclosure and/or recognition in the financial statements through the date that the financial statements were available to be issued, which date is October 28, 2021.

### 3. Grants and Contracts Receivable

Grants and contracts receivable consist of federal, state, city entitlements and grants. The School expects to collect these receivables within one year. Management has assessed the need for an allowance and has determined that such allowance is not necessary.

### 4. Property and Equipment

Property and equipment, net consists of the following at June 30:

	2021	2020
Equipment	621,361	453,956
Furniture and fixtures	310,868	172,098
Software and website development	21,457	21,457
Leasehold improvements	223,467	223,467
	<u>1,177,153</u>	<u>870,978</u>
Accumulated depreciation and amortization	<u>(795,553)</u>	<u>(695,295)</u>
	<u>\$ 381,600</u>	<u>\$ 175,683</u>

### 5. Liquidity and Availability of Financial Assets

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use within one year of the statement of financial position date, are comprised of the following at June 30:

	2021	2020
Cash	\$ 4,873,153	\$ 4,244,162
Grants and contracts receivable	517,565	367,412
Due from related party	1,061,566	-
	<u>\$ 6,452,284</u>	<u>\$ 4,611,574</u>

## **Urban Dove Team Charter Schools**

Notes to Financial Statements  
June 30, 2021 and 2020

### **5. Liquidity and Availability of Financial Assets (continued)**

As part of the School's liquidity management plan, the status of grants and contracts receivable is monitored regularly and any excess cash is held in liquid instruments until it is required for operational use. The School will continue to rely on funding received from the New York City Department of Education to cover its future operating costs (see Note 8).

### **6. Employee Benefit Plan**

The School maintains a pension plan qualified under Internal Revenue Code 401(k), for the benefit of its eligible employees. Under the plan, the School may make a discretionary matching contribution equal to a uniform percentage of eligible salary deferrals. There were no discretionary matching contributions for the years ended June 30, 2021 and 2020.

### **7. Concentration of Credit Risk**

Financial instruments that potentially subject the School to concentrations of credit and market risk consist principally of cash and restricted cash on deposit with financial institutions, which from time to time may exceed the Federal Deposit Insurance Corporation ("FDIC") limit. The School does not believe that a significant risk of loss due to the failure of a financial institution presently exists. As of June 30, 2021 and 2020, approximately \$4,520,000 and \$3,890,000 of cash and restricted cash was maintained with an institution in excess of FDIC limits.

### **8. Concentration of Revenue and Support**

The School receives a substantial portion of its revenue and support from the New York City Department of Education. For the years ended June 30, 2021 and 2020, the School received approximately 86% and 95% of its total revenue and support from the New York City Department of Education. If the charter school laws were modified, reducing or eliminating these revenues, the School's finances could be materially adversely affected.

## Urban Dove Team Charter Schools

Notes to Financial Statements  
June 30, 2021 and 2020

### 9. Related Party Transactions (not disclosed elsewhere)

#### *The Urban Dove, Inc.*

The School is an affiliate of The Urban Dove, Inc. ("UD"), a New York State not-for-profit charter management organization, through common management and a board member. UD provides management services to the School. As compensation to UD for these services rendered, the School pays UD an annual fee, equal to 10% of non-competitive public revenue. The one-year agreement dated July 1, 2020 was extended for an additional year. During the years ended June 30, 2021 and 2020, fees charged by UD to the School amounted to \$1,476,852 and \$1,346,039. Of that amount, \$5,352 and \$113,599 was owed by the School at June 30, 2021 and 2020.

In addition to the management fee, the School has license agreements for rent with UD for both UDTCS and UDTCS II.

In May 2018, the School entered into a license agreement with UD that includes a lease for UDTCS II classroom space and administrative offices. That agreement expired June 30, 2019 and has since been extended for one year periods on an annual basis. The amounts charged to the School under this license agreement amounted to \$1,475,000 and \$990,004 for the years ended June 30, 2021 and 2020.

On October 25, 2019, the School entered into a license agreement with UD that includes a six-year lease for UDTCS classroom space and administrative offices which expires June 30, 2025. Rent charged by UD amounted to \$849,996 and \$382,943 for the years ended June 30, 2021 and 2020.

There were no outstanding amounts due to UD for rent as of June 30, 2021 or 2020.

During the year ended June 30, 2021 the School paid \$1,061,566 in leasehold improvements on behalf of UD, which was due to School at June 30, 2021.

### 10. Commitments

On October 25, 2019, the School entered into a license agreement with UD that includes a six-year lease for UDTCS classroom space and administrative offices which expires June 30, 2025.

The future minimum lease payments under this agreement are as follows for the years ended June 30:

2022	\$ 850,000
2023	850,000
2024	850,000
2025	850,000
	<u>\$ 3,400,000</u>

## Urban Dove Team Charter Schools

Notes to Financial Statements  
June 30, 2021 and 2020

### 11. Paycheck Protection Program Loan Payable

On April 29, 2020, the School received loan proceeds in the amount of \$1,500,000 under the Paycheck Protection Program (the "PPP"). The PPP, established as part of the Coronavirus Aid, Relief and Economic Security Act (the "CARES Act"), provides for loans to qualifying entities for amounts up to 2.5 times the 2019 average monthly payroll expenses of the qualifying entity. The PPP loan bears an interest rate of 1% per annum. All or a portion of the PPP loan principal and accrued interest were forgivable as long as the borrower used the loan proceeds for eligible purposes, as described in the CARES Act, over a period of between eight and twenty-four weeks (the "Covered Period"). Loan payments of principal or interest are deferred until the amount of loan forgiveness is determined by the United States Small Business Administration ("SBA"). On June 15, 2021, the PPP loan was fully forgiven by the SBA. The loan forgiveness of \$1,500,000 is included on the accompanying statements of activities under gain on forgiveness of the Paycheck Protection Program loan.

On March 15, 2021, the Organization received loan proceeds in the amount of \$1,600,525 under Second Draw provisions of the PPP as authorized by the Economic Aid to Hard-Hit Small Businesses, Nonprofits, and Venues Act (the "Economic Aid Act"). The Second Draw provisions of the Economic Aid Act provides for loans to qualifying entities for amounts up to 2.5 times their 2019 or 2020 average monthly payroll expenses. The Second Draw PPP loan bears an interest rate of 1% per annum. All or a portion of the Second Draw PPP loan principal and accrued interest are forgivable as long as the borrower uses the loan proceeds for eligible purposes, as described in the CARES Act as amended by the Economic Aid Act, over a period between eight to twenty-four weeks from the date the Second Draw PPP loan proceeds are received (the "Second Draw Covered Period"). The amount of loan forgiveness could be reduced if the borrower terminates employees or reduces salaries above a certain threshold during the Second Draw Covered Period and does not qualify for certain safe harbors.

The unforgiven portion of the Second Draw PPP Loan, if any, is payable within five years from the date of the PPP loan with a deferral of payments of principal or interest until the amount of loan forgiveness is approved by the SBA. If the Organization does not apply for forgiveness, payments begin approximately ten months after the loan date.

### 12. Donated Services

The School recognizes contributions of services if they create or enhance nonfinancial assets, require specialized skills, are provided by individuals possessing those skills, would typically need to be purchased if not provided by the School, and are measurable.

During the year ended June 30, 2021 and 2020, the School received donated legal services in the amount of \$0 and \$46,428.

### 13. Contingency

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

## Urban Dove Team Charter Schools

Notes to Financial Statements  
June 30, 2021 and 2020

### 14. Risks and Uncertainties

The School's operations and financial performance may be affected by the recent COVID-19 outbreak which has spread globally and is expected to adversely affect economic conditions throughout the world. If the outbreak continues and conditions worsen, the School may experience a disruption in operations as well as a decline in revenue activities. Economic uncertainty is related to the potential reduction and/or delays in state and local per pupil operating revenue, shortfalls and variations in enrollment, and operational and other changes that could increase expenses. The outbreak may adversely affect the School's activities, financial condition, results of operations, and cash flows. Management is closely monitoring the impact of COVID-19 and believes the School is taking appropriate actions to mitigate the negative impact. However, management is unable to estimate the financial impact, if any, related to this matter.

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# **Urban Dove Team Charter Schools**

Supplementary Information

June 30, 2021

**Urban Dove Team Charter Schools**

Schedule of Financial Position  
Year Ended June 30, 2021

	Urban Dove Team Charter School	Urban Dove Team Charter School II	Eliminating Entry	Total
<b>ASSETS</b>				
Current Assets				
Cash	\$ 440,974	\$ 4,432,179	\$ -	\$ 4,873,153
Grants and contracts receivable	236,748	280,817	-	517,565
Prepaid expenses and other current assets	907	16,185	-	17,092
Due from related party	<u>2,858,114</u>	<u>118,876</u>	<u>(1,920,776)</u>	<u>1,056,214</u>
Total Current Assets	<u>3,536,743</u>	<u>4,848,057</u>	<u>(1,920,776)</u>	<u>6,464,024</u>
Property and equipment, net	141,543	240,057	-	381,600
Restricted cash - escrow	75,311	75,322	-	150,633
Security deposits	<u>76,589</u>	<u>-</u>	<u>-</u>	<u>76,589</u>
Total assets	<u>\$ 3,830,186</u>	<u>\$ 5,163,436</u>	<u>\$ (1,920,776)</u>	<u>\$ 7,072,846</u>
<b>LIABILITIES AND NET ASSETS</b>				
Current Liabilities				
Accounts payable and accrued expenses	378,067	172,808	-	550,875
Accrued payroll and payroll taxes	606,030	552,142	-	1,158,172
Due to related party	-	1,920,776	(1,920,776)	-
Deferred rent, current portion	55,781	-	-	55,781
Refundable advances	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Current Liabilities	<u>1,039,878</u>	<u>2,645,726</u>	<u>(1,920,776)</u>	<u>1,764,828</u>
Paycheck Protection Program loan payable	925,992	674,533	-	1,600,525
Deferred rent	<u>167,344</u>	<u>-</u>	<u>-</u>	<u>167,344</u>
Total Liabilities	<u>2,133,214</u>	<u>3,320,259</u>	<u>(1,920,776)</u>	<u>3,532,697</u>
Net assets, without donor restrictions	<u>1,696,972</u>	<u>1,843,177</u>	<u>-</u>	<u>3,540,149</u>
	<u>\$ 3,830,186</u>	<u>\$ 5,163,436</u>	<u>\$ (1,920,776)</u>	<u>\$ 7,072,846</u>

## Urban Dove Team Charter Schools

Schedule of Activities  
Year Ended June 30, 2021

	Urban Dove Team Charter School	Urban Dove Team Charter School II	Total
<b>REVENUE AND SUPPORT</b>			
State and local per pupil operating revenue	\$ 6,419,166	\$ 5,969,193	\$ 12,388,359
State and local per pupil facilities funding	435,321	1,178,148	1,613,469
Federal grants	270,161	261,404	531,565
Federal E-Rate and IDEA	121,158	122,216	243,374
Contributions and grants	14,737	29,282	44,019
Other income	374	150	524
Total Revenue and Support	7,260,917	7,560,393	14,821,310
<b>EXPENSES</b>			
Program Services			
Regular education	4,482,691	4,424,312	8,907,003
Special education	1,625,830	1,672,824	3,298,654
Total Program Services	6,108,521	6,097,136	12,205,657
Supporting Services			
Management and general	1,116,439	1,204,763	2,321,202
Fundraising	72,462	37,612	110,074
Total Expenses	7,297,422	7,339,511	14,636,933
Gain on forgiveness of			
Paycheck Protection Program loan	1,050,000	450,000	1,500,000
Change in Net Assets	1,013,495	670,882	1,684,377
<b>NET ASSETS</b>			
Beginning of year	\$ 683,477	\$ 1,172,295	\$ 1,855,772
End of year	\$ 1,696,972	\$ 1,843,177	\$ 3,540,149

See independent auditors' report

**Urban Dove Team Charter Schools**

Schedule of Functional Expenses  
Year Ended June 30, 2021

	Urban Dove Team Charter School					Urban Dove Team Charter School II									
	Program Services		Management and		Total	Program Services		Management and		Total					
	Regular Education	Special Education	Total	General		Fundraising	Regular Education	Special Education	Total		General	Fundraising			
<b>Personnel Services Costs</b>															
Salaries and wages	\$ 2,763,952	\$ 988,565	\$ 3,752,517	\$ 505,263	\$ -	\$ 4,257,780	\$ 2,505,756	\$ 810,213	\$ 3,315,969	\$ 418,607	\$ -	\$ 3,734,576	\$ 7,992,356		
Payroll taxes and benefits	559,154	199,989	759,143	130,691	-	889,834	493,785	159,661	653,446	97,782	-	751,228	1,641,062		
Total personnel service costs	3,323,106	1,188,554	4,511,660	635,954	-	5,147,614	2,999,541	969,874	3,969,415	516,389	-	4,485,804	9,633,418		
Professional development	-	-	-	22,609	-	22,609	-	-	-	51,461	-	51,461	74,070		
Legal fees	-	-	-	16,325	-	16,325	-	-	-	-	-	-	16,325		
Management company fees	413,031	166,662	579,693	72,462	72,462	724,617	300,894	300,894	601,788	112,835	37,612	752,235	1,478,852		
Professional fees	46,486	18,757	65,243	81,755	-	146,998	14,941	5,585	20,526	83,149	-	103,675	250,673		
Student and staff recruitment	-	-	-	36,542	-	36,542	-	-	-	58,848	-	58,848	95,390		
Supplies and materials	33,981	-	33,981	-	-	33,981	39,823	-	39,823	43,755	-	39,823	73,804		
Office expenses	34,239	13,816	48,055	31,605	-	79,660	38,511	15,540	54,051	1,140	-	97,806	177,466		
Food services	3,911	1,478	5,389	2,373	-	7,762	2,233	901	3,134	-	-	4,274	12,036		
Student services	41,671	-	41,671	-	-	41,671	86,555	-	86,555	-	-	86,555	128,226		
Insurance	16,504	6,660	23,164	5,791	-	28,955	16,514	6,664	23,178	5,794	-	28,972	57,927		
Technology	11,173	4,508	15,681	3,920	-	19,601	848	342	1,190	298	-	1,488	21,089		
Equipment and furniture	14,415	5,817	20,232	5,058	-	25,290	1,112	449	1,561	390	-	1,951	27,241		
Repairs and maintenance	47,004	18,966	65,970	16,493	-	82,463	25,960	10,475	36,435	9,109	-	45,544	128,007		
Occupancy and facility costs	452,705	182,670	635,375	158,844	-	794,219	840,750	339,250	1,180,000	295,000	-	1,475,000	2,269,219		
Utilities	20,733	8,366	29,099	7,275	-	36,374	23,215	9,367	32,582	8,146	-	40,728	77,102		
Depreciation and amortization	23,732	9,576	33,308	8,327	-	41,635	33,415	13,483	46,898	11,725	-	58,623	100,258		
Other	-	-	-	11,106	-	11,106	-	-	-	6,724	-	6,724	17,830		
<b>Total Expenses</b>	<b>\$ 4,482,691</b>	<b>\$ 1,625,830</b>	<b>\$ 6,108,521</b>	<b>\$ 1,116,439</b>	<b>\$ 72,462</b>	<b>\$ 7,297,422</b>	<b>\$ 4,424,312</b>	<b>\$ 1,672,824</b>	<b>\$ 6,097,136</b>	<b>\$ 1,204,763</b>	<b>\$ 37,612</b>	<b>\$ 7,339,511</b>	<b>\$ 14,636,933</b>		

**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**

**Board of Trustees  
Urban Dove Team Charter Schools**

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 Urban Dove Team Charter Schools (the "School"), which comprise the statement of financial position as of June 30, 2021, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 28, 2021.

***Internal Control Over Financial Reporting***

In planning and performing our audit of the financial statements, we considered the School's internal control over financial reporting (internal control) as a basis for designing the 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 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.

***Compliance and Other Matters***

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

***Purpose of this Report***

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the 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.

*PKF O'Connor Davies, LLP*

Harrison, New York  
October 28, 2021

Urban Dove Team Charter Schools

Independent Auditors' Report on Communication of  
Internal Control Matters

June 30, 2021

## **Independent Auditors' Communication on Internal Control Matters**

### **The Board of Trustees Urban Dove Team Charter Schools**

In planning and performing our audit of the financial statements of Urban Dove Team Charter Schools (the "School") as of and for the year ended June 30, 2021, in accordance with auditing standards generally accepted in the United States of America, we considered the School's internal control over financial reporting ("internal control") as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

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

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be deficiencies, significant deficiencies, or material weaknesses and, therefore, there can be no assurance that all such deficiencies have been identified.

We did not identify any deficiencies in internal control that we consider to be material weaknesses, as defined above.

This communication is intended solely for the information and use of management, audit committee, the Board of Trustees, The State University of New York Charter School Institute, The State Education Department of the State University of New York, and others within the School, and is not intended to be used by anyone other than these specified parties.

We would like to take this opportunity to acknowledge the courtesy and assistance extended to us by School personnel during the course of our audit.

*PKF O'Connor Davies, LLP*

Harrison, New York  
October 28, 2021

# Urban Dove Team Charter Schools

## Independent Auditors' Report on Communication of Internal Control Matters

June 30, 2021

## **Independent Auditors' Communication on Internal Control Matters**

### **The Board of Trustees Urban Dove Team Charter Schools**

In planning and performing our audit of the financial statements of Urban Dove Team Charter Schools (the "School") as of and for the year ended June 30, 2021, in accordance with auditing standards generally accepted in the United States of America, we considered the School's internal control over financial reporting ("internal control") as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

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

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be deficiencies, significant deficiencies, or material weaknesses and, therefore, there can be no assurance that all such deficiencies have been identified.

We did not identify any deficiencies in internal control that we consider to be material weaknesses, as defined above.

This communication is intended solely for the information and use of management, audit committee, the Board of Trustees, The State University of New York Charter School Institute, The State Education Department of the State University of New York, and others within the School, and is not intended to be used by anyone other than these specified parties.

We would like to take this opportunity to acknowledge the courtesy and assistance extended to us by School personnel during the course of our audit.

*PKF O'Connor Davies, LLP*

Harrison, New York  
October 28, 2021



**TEAM**  
CHARTER SCHOOL

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**Sharon Aiuvalasit**  
School Leader, Bronx

October 28, 2021

PKF O'Connor Davies, LLP  
500 Mamaroneck Avenue, Suite 301  
Harrison, NY 10528

This representation letter is provided in connection with your audit of the financial statements of Urban Dove Team Charter Schools (the "School"), which comprise the statement of financial position as of June 30, 2021, and the related statement of activities, functional expenses, and cash flow for the year then ended, and the related notes to the financial statements, for the purpose of expressing an opinion as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (US GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

Expenditures of federal awards were below the \$750,000 threshold in the years then ended June 30, 2021, and we were not required to have an audit in accordance with *Title 2 U.S. Code of Federal Regulations ("CFR") Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards ("Uniform Guidance")*, *Audits of States, Local Governments and Non-Profit Organizations and Government Auditing Standards*.

We confirm, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves as of the date of this letter, the following representations made to you during your audit:

### Our Responsibilities

- We acknowledge that we have fulfilled our responsibilities for:
  - The preparation and fair presentation of the financial statements in accordance with US GAAP;
  - 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; and



# TEAM

CHARTER SCHOOL

## THE BOARD

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ICM Partners

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UtterJargon Media, LLC

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**Kevin Turton**  
718 imaginations, Inc.

**Amit Bahl**  
School Leader, Brooklyn

**Sharon Aiuvalasit**  
School Leader, Bronx

- The design, implementation, and maintenance of internal control to prevent and detect fraud.
- We understand that the term “fraud” refers to intentional acts by one or more individuals among management, those charged with governance, employees, or third parties, involving the use of deception that results in a misstatement in financial statements. Two types of intentional misstatements are relevant to your audits – misstatements resulting from fraudulent financial reporting and misstatements resulting from misappropriation of assets. Fraudulent financial reporting involves intentional misstatements, including omissions of amounts or disclosures in financial statements to deceive financial statement users. Misappropriation of assets involves the theft of an entity’s assets.
- In regards to the assistance with preparation of financial statements and tax preparation non-attest services performed by you, we have:
  - Assumed all management responsibilities;
  - Designated members of management who have suitable skill, knowledge, or experience to oversee the services;
  - Evaluated the adequacy and results of the services performed; and
  - Accepted responsibility for the results of the services.

## Financial Statements

- The financial statements referred to above are fairly presented in conformity with US GAAP and include all disclosures necessary for such fair presentation. In that connection, we specifically confirm that:
  - The School’s accounting policies, and the practices and methods followed in applying them, are appropriate and are as disclosed in the financial statements.
  - Except as disclosed in the financial statements, there have been no changes during the period audited in the School’s accounting policies and practices.
  - All material transactions have been recorded in the accounting records and are reflected in the financial statements
- Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.
  - The appropriateness and consistency of the measurement processes used by management in determining accounting estimates.
  - That the assumptions appropriately reflect management’s intent and ability to carry out specific courses of action.
  - That the disclosures related to accounting estimates are complete and appropriate.



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- That no subsequent event has occurred that would require adjustment to the accounting estimates or disclosures included in the financial statements.
- The following, where they exist, have been appropriately disclosed to you and accounted for and/or disclosed in the financial statements in accordance with the requirements of US GAAP:
  - The identity of all related parties and related party relationships and transactions.
  - Material concentrations. We understand that concentrations refer to volumes of business, revenues, available sources of supply, or markets or geographic areas for which it is reasonably possible that events could occur which would significantly disrupt normal finances within the next year.
  - Guarantees, whether written or oral, under which the School is contingently liable, including guarantee contracts and indemnification agreements.
  - The effects of all known actual, possible, pending or threatened litigation, claims, and assessments.
- The School does not have any uncertain tax positions that require disclosure or recognition in the financial statements.
- We have evaluated events subsequent to the date of the financial statements through the date of this letter, and no such events have occurred which would require adjustment or disclosure in the financial statements.

## Information Provided

- We have provided you with:
  - Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.
  - All documents and records provided electronically are accurate and complete reproductions of the original documents and records.
  - Access to all minutes of the meetings of Board members, or summaries of actions of recent meetings for which minutes were not yet prepared.
  - Communications from regulatory agencies concerning noncompliance with or deficiencies in, financial reporting practices.
  - Additional information that you have requested from us for the purpose of the audit.
  - Unrestricted access to persons within the School from whom you determined it necessary to obtain audit evidence.
- We have disclosed to you our assessment of the risk that the financial statements may be materially misstated as a result of fraud.



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- There are no deficiencies in the design or operation of internal control over financial reporting that are reasonably likely to adversely affect the School's ability to initiate, authorize, record, process, and report financial data reliably in accordance with US GAAP.
- We have no knowledge of any fraud or suspected fraud that affects the School and involves:
  - Management,
  - Employees who have significant roles in internal control, or
  - Others where the fraud could have a material effect on the financial statements.
- We have no knowledge of any allegations of fraud or suspected fraud affecting the School's financial statements communicated by employees, former employees, regulators, or others.
- We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us; and we have identified and disclosed to you all laws, regulations and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.
- We have no knowledge of any instances of noncompliance or suspected noncompliance with laws and regulations whose effects should be considered when preparing financial statements.
- The School has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- The School is an exempt school under Section (501)(c)(3) of the Internal Revenue Code. Any activities of which we are aware that would jeopardize the School's tax-exempt status, and all activities subject to tax on unrelated business income or excise or other tax, have been disclosed to you. All required filings with tax authorities are up-to-date.
- We have a reasonable basis for the allocation of functional expenses.
- With respect to contributions:
  - Adequate controls are in place over the receipt and recording of contributions.



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- There were no unrecorded contributions or pledges at June 30, 2021 that could materially affect the financial statements. In addition, we are unaware of any assets for which the School may be the beneficiary as prescribed by probated wills or held in trusts by independent trustees at June 30, 2021 which should be recorded in the financial statements.
- We have complied with all restrictions on resources (including donor restrictions) and all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance. This includes complying with donor restrictions to maintain an appropriate composition of assets needed to satisfy their restrictions.

### Hosting Services

We acknowledge that electronic portals used during the audit are only a method of transferring data and the data may be deleted by you at any time.

We are responsible for maintaining our financial and non-financial information, licensing and hosting of any applications, and downloading and retaining anything you uploaded to such portal in a timely manner.

Michael Grandis, Chair, Board of Trustees

Rose Temba, Director of Finance and Administration



## **Urban Dove Team Charter Schools**

Financial Statements

June 30, 2021 and 2020

## **Independent Auditors' Report**

**Board of Trustees**  
**Urban Dove Team Charter Schools**

### **Report on the Financial Statements**

We have audited the accompanying financial statements of Urban Dove Team Charter Schools (the "School"), which comprise the statement of financial position as of June 30, 2021, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

#### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes 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.

#### ***Auditors' Responsibility***

Our responsibility is to express an opinion on these financial statements based on our audit. 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

***Opinion***

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

***Report on Supplementary Information***

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The schedules of activities and functional expenses by school on pages 16 through 18 are presented for purposes of additional analysis and are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated October 28, 2021, on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

***Prior Year Financial Statements***

The financial statements of Urban Dove Team Charter Schools as of June 30, 2020 were audited by other auditors whose report dated October 27, 2020, expressed an unmodified opinion on those statements.

*PKF O'Connor Davies, LLP*

Harrison, New York  
October 28, 2021

## Urban Dove Team Charter Schools

### Statements of Financial Position

	June 30,	
	2021	2020
<b>ASSETS</b>		
Current Assets		
Cash	\$ 4,873,153	\$ 4,244,162
Grants and contracts receivable	517,565	367,412
Prepaid expenses and other current assets	17,092	105,592
Due from related party	1,056,214	-
Total Current Assets	6,464,024	4,717,166
Property and equipment, net	381,600	175,683
Restricted cash	150,633	150,458
Security deposits	76,589	76,589
	\$ 7,072,846	\$ 5,119,896
<b>LIABILITIES AND NET ASSETS</b>		
Current Liabilities		
Accounts payable and accrued expenses	\$ 550,875	\$ 207,595
Accrued payroll and payroll taxes	1,158,172	938,812
Due to related party	-	113,599
Deferred rent, current portion	55,781	-
Refundable advances	-	225,212
Total Current Liabilities	1,764,828	1,485,218
Paycheck Protection Program Loan payable	1,600,525	1,500,000
Deferred rent	167,344	278,906
Total Liabilities	3,532,697	3,264,124
Net assets, without donor restrictions	3,540,149	1,855,772
	\$ 7,072,846	\$ 5,119,896

See notes to financial statements

## Urban Dove Team Charter Schools

### Statements of Activities

	Year Ended June 30,	
	2021	2020
<b>REVENUE AND SUPPORT</b>		
State and local per pupil operating revenue	\$ 12,388,359	\$ 11,623,209
State and local per pupil facilities funding	1,613,469	1,190,013
Federal grants	531,565	379,724
Federal E-Rate and IDEA	243,374	166,742
State grants	-	98,702
Contributions and grants	44,019	38,336
In-kind contributions	-	46,428
Other income	524	193
Total Revenue and Support	14,821,310	13,543,347
<b>EXPENSES</b>		
Program Services		
Regular education	8,907,003	7,274,569
Special education	3,298,654	3,263,841
Total Program Services	12,205,657	10,538,410
Supporting Services		
Management and general	2,321,202	2,547,544
Fundraising	110,074	174,986
Total Expenses	14,636,933	13,260,940
Gain on forgiveness of Paycheck Protection Program Loan	1,500,000	-
Change in Net Assets	1,684,377	282,407
<b>NET ASSETS</b>		
Beginning of year	1,855,772	1,573,365
End of year	\$ 3,540,149	\$ 1,855,772

See notes to financial statements

**Urban Dove Team Charter Schools**

Statement of Functional Expenses  
Year Ended June 30, 2021

	Program Services			Management and General	Fundraising	Total
	Regular Education	Special Education	Total			
<b>Personnel Services Costs</b>						
Salaries and wages	\$ 5,269,708	\$ 1,798,778	\$ 7,068,486	\$ 923,870	\$ -	\$ 7,992,356
Payroll taxes and benefits	1,052,939	359,650	1,412,589	228,473	-	1,641,062
Total personnel service costs	6,322,647	2,158,428	8,481,075	1,152,343	-	9,633,418
Professional development	-	-	-	74,070	-	74,070
Legal fees	-	-	-	16,325	-	16,325
Management company fees	713,925	467,556	1,181,481	185,297	110,074	1,476,852
Professional fees	61,427	24,342	85,769	164,904	-	250,673
Student and staff recruitment	-	-	-	95,390	-	95,390
Supplies and materials	73,804	-	73,804	-	-	73,804
Office expenses	72,750	29,356	102,106	75,360	-	177,466
Food services	6,144	2,379	8,523	3,513	-	12,036
Student services	128,226	-	128,226	-	-	128,226
Insurance	33,018	13,324	46,342	11,585	-	57,927
Technology	12,021	4,850	16,871	4,218	-	21,089
Equipment and furniture	15,527	6,266	21,793	5,448	-	27,241
Repairs and maintenance	72,964	29,441	102,405	25,602	-	128,007
Occupancy and facility costs	1,293,455	521,920	1,815,375	453,844	-	2,269,219
Utilities	43,948	17,733	61,681	15,421	-	77,102
Depreciation and amortization	57,147	23,059	80,206	20,052	-	100,258
Other	-	-	-	17,830	-	17,830
<b>Total Expenses</b>	<b>\$ 8,907,003</b>	<b>\$ 3,298,654</b>	<b>\$ 12,205,657</b>	<b>\$ 2,321,202</b>	<b>\$ 110,074</b>	<b>\$ 14,636,933</b>

See notes to financial statements

## Urban Dove Team Charter Schools

### Statement of Functional Expenses Year Ended June 30, 2020

	Program Services			Total	Management and General		Fundraising	Total
	Regular Education	Special Education			General			
<b>Personnel Services Costs</b>								
Salaries and wages	\$ 4,394,368	\$ 1,658,614	\$ -	\$ 6,052,982	\$ 940,228	\$ -	\$ -	\$ 6,993,210
Payroll taxes and benefits	917,520	346,432	-	1,263,952	239,244	-	-	1,503,196
Total personnel service costs	5,311,888	2,005,046	-	7,316,934	1,179,472	-	-	8,496,406
Professional development	-	-	-	-	104,837	-	-	104,837
Legal fees	-	-	-	-	87,065	-	-	87,065
Management company fees	428,974	338,268	-	767,242	403,811	174,986	-	1,346,039
Professional fees	63,341	17,550	-	80,891	153,296	-	-	234,187
Student and staff recruitment	-	-	-	-	17,286	-	-	17,286
Supplies and materials	90,151	-	-	90,151	-	-	-	90,151
Office expenses	34,414	27,739	-	62,153	46,243	-	-	108,396
Food services	17,428	13,733	-	31,161	17,065	-	-	48,226
Student services	185,831	-	-	185,831	-	-	-	185,831
Insurance	24,195	19,193	-	43,388	10,847	-	-	54,235
Technology	13,106	10,263	-	23,369	5,844	-	-	29,213
Equipment and furniture	37,945	30,383	-	68,328	17,082	-	-	85,410
Repairs and maintenance	89,415	69,712	-	159,127	39,783	-	-	198,910
Occupancy and facility costs	886,145	659,712	-	1,545,857	367,928	-	-	1,913,785
Utilities	55,902	43,655	-	99,557	24,891	-	-	124,448
Depreciation and amortization	35,834	28,587	-	64,421	16,106	-	-	80,527
Other	-	-	-	-	55,988	-	-	55,988
<b>Total Expenses</b>	<b>\$ 7,274,569</b>	<b>\$ 3,263,841</b>	<b>\$ -</b>	<b>\$ 10,538,410</b>	<b>\$ 2,547,544</b>	<b>\$ 174,986</b>	<b>\$ -</b>	<b>\$ 13,260,940</b>

See notes to financial statements

## Urban Dove Team Charter Schools

### Statements of Cash Flows

	Year Ended June 30,	
	2021	2020
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Change in net assets	\$ 1,684,377	\$ 282,407
Adjustments to reconcile change in net assets to net cash from operating activities		
Depreciation and amortization	100,258	80,527
Deferred rent	(55,781)	278,906
Gain on forgiveness of Paycheck Protection Program Loan	(1,500,000)	-
Changes in operating assets and liabilities		
Grants and contracts receivable	(150,153)	(82,490)
Prepaid expenses and other current assets	88,500	(103,810)
Due from related party	(1,056,214)	-
Security deposits	-	(51,738)
Accounts payable and accrued expenses	343,280	(3,422)
Accrued payroll and payroll taxes	219,360	228,876
Due to related party	(113,599)	(32,249)
Refundable advances	(225,212)	232,304
Net Cash from Operating Activities	(665,184)	829,311
<b>CASH FLOW FROM INVESTING ACTIVITIES</b>		
Purchases of property and equipment	(306,175)	(93,595)
<b>CASH FLOW FROM FINANCING ACTIVITIES</b>		
Paycheck Protection Program Loan proceeds	1,600,525	1,500,000
Net Change in Cash and Restricted Cash	629,166	2,235,716
<b>CASH AND RESTRICTED CASH</b>		
Beginning of year	4,394,620	2,158,904
End of year	\$ 5,023,786	\$ 4,394,620

## Urban Dove Team Charter Schools

Notes to Financial Statements  
June 30, 2021 and 2020

### 1. Organization and Tax Status

Urban Dove Team Charter Schools is a New York State, not-for-profit educational corporation that was incorporated on December 14, 2010 to operate a Charter School pursuant to Article 56 of the Education Law of the State of New York. The accompanying financial statements include the following charter schools, collectively referred to as the "School":

Urban Dove Team Charter School ("UDTCS") was granted a provisional charter on December 14, 2012 valid for a term of five years and renewable upon expiration by the Board of Regents of the University of the State of New York (the "Board of Regents"). On June 13, 2017, the Board of Regents, for and on behalf of the State Education Department, extended the provisional charter of the School up through and including June 30, 2022

Urban Dove Team Charter School II ("UDTCS II") was granted a provisional charter on November 3, 2017 valid for a term of five years and renewable upon expiration by the Board of Regents.

The financial statements reflect the activity of both UDTCS and UDTCS II that operate as one legal entity.

The School's mission is to help the vulnerable, growing population of transfer students and is the first ever alternative high-school for over-aged, under-credited youth in New York City. Through a sports, health, and fitness curriculum, layered with a career and technical program, the School is expanding its reach to energize, educate and empower youth. The School provided education to approximately 505 students in grades nine through twelve during the 2020-2021 academic year.

The New York City Department of Education provides free lunches and transportation directly to some of the School's students. Such costs are not included in these financial statements. The School covers a portion of the cost of lunches for children not entitled to the free lunches.

Except for taxes that may be due for unrelated business income, the School is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code and from state and local income taxes under comparable laws.

### 2. Summary of Significant Accounting Policies

#### ***Basis of Presentation and Use of Estimates***

The accompanying financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America ("U.S. GAAP"), which requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

## Urban Dove Team Charter Schools

Notes to Financial Statements  
June 30, 2021 and 2020

### 2. Summary of Significant Accounting Policies *(continued)*

#### ***Net Asset Presentation***

Resources for various purposes are classified for accounting and reporting purposes into net asset categories established according to nature and purpose as follows:

*Net assets without donor restrictions* - consist of resources available for the general support of the School's operations. Net assets without donor restrictions may be used at the discretion of the School's management and/or the Board of Trustees.

*Net assets with donor restrictions* – represents amounts restricted by donors for specific activities of the School or to be used at a future date. The School records contributions as net assets with donor restrictions if they are received with donor stipulations that limit their use either through purpose or time restrictions. When a donor restriction expires, that is, when a time restriction ends or a purpose restriction is fulfilled, 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. The School had no net assets with donor restrictions as of June 30, 2021 and 2020.

#### ***Restricted Cash***

Under the provisions of its Charter, the School established an escrow account to pay for legal and audit expenses that would be associated with a dissolution, should it occur.

The following table provides a reconciliation of cash and restricted cash reported within the statements of financial position to the amounts presented in the statements of cash flows at June 30:

	<u>2021</u>	<u>2020</u>
Cash	\$ 4,873,153	\$ 4,244,162
Restricted cash	150,633	150,458
	<u>\$ 5,023,786</u>	<u>\$ 4,394,620</u>

#### ***Property and Equipment***

The School follows the practice of capitalizing all expenditures for property and equipment with costs in excess of \$1,000 and a useful life in excess of one year. Leasehold improvements are amortized over the shorter of the term of the lease, inclusive of all renewal periods, which are reasonably assured, or the estimated useful life of the asset. Purchased property and equipment are recorded at cost at the date of acquisition. Maintenance and repairs are expensed as incurred. All property and equipment purchased with government funding is capitalized, unless the government agency retains legal title to such assets, in which case it is expensed as incurred.

## Urban Dove Team Charter Schools

Notes to Financial Statements  
June 30, 2021 and 2020

### 2. Summary of Significant Accounting Policies *(continued)*

#### ***Property and Equipment (continued)***

Depreciation and amortization is recognized on the straight-line method over the estimated useful lives of such assets as follows:

Equipment	5 years
Furniture and fixtures	7 years
Software	3 years
Website development	5 years

Property and equipment are reviewed for impairment if the use of the asset significantly changes or another indicator of possible impairment is identified. If the carrying amount for the asset is not recoverable, the asset is written down to its fair value. There were no asset impairments as of June 30, 2021 and 2020.

#### ***Refundable Advances***

The School records certain government operating revenue as refundable advances until related services are performed, at which time they are recognized as revenue.

#### ***Revenue and Support***

Revenue from the state and local governments resulting from the School's charter status and based on the number of students enrolled is recorded when services are performed in accordance with the charter agreement. Federal and other state and local funds are recorded when expenditures are incurred and billable to the government agency.

Contributions are recognized when the donor makes a promise to give to the School that is, in substance, unconditional. Grants and other contributions of cash are reported as net assets with donor restrictions if they are received with donor stipulations. Restricted contributions and grants that are made to support the School's current year activities are recorded as net assets without donor restrictions. Contributions of assets other than cash are recorded at their estimated fair value at the date of donation.

#### ***Student and Staff Recruitment***

Student and staff recruitment costs are expensed as incurred. Student and staff recruitment expense for the years ended June 30, 2021 and 2020 was \$95,390 and \$17,286.

#### ***Functional Expense Allocation***

The majority of expenses can generally be directly identified with the program or supporting service to which they relate and are charged accordingly. Other expenses by function have been allocated among program and supporting services classifications on the basis of periodic time and expense studies and other bases as determined by management of the School to be appropriate.

## Urban Dove Team Charter Schools

Notes to Financial Statements  
June 30, 2021 and 2020

### 2. Summary of Significant Accounting Policies *(continued)*

#### *Accounting for Uncertainty in Income Taxes*

The School recognizes the effect of income tax positions only if those positions are more likely than not to be sustained. Management has determined that the School had no uncertain tax positions that would require financial statement recognition or disclosure. The School is no longer subject to examinations by the applicable taxing jurisdictions for years prior to June 30, 2018.

#### *Subsequent Events Evaluation by Management*

Management has evaluated subsequent events for disclosure and/or recognition in the financial statements through the date that the financial statements were available to be issued, which date is October 28, 2021.

### 3. Grants and Contracts Receivable

Grants and contracts receivable consist of federal, state, city entitlements and grants. The School expects to collect these receivables within one year. Management has assessed the need for an allowance and has determined that such allowance is not necessary.

### 4. Property and Equipment

Property and equipment, net consists of the following at June 30:

	2021	2020
Equipment	621,361	453,956
Furniture and fixtures	310,868	172,098
Software and website development	21,457	21,457
Leasehold improvements	223,467	223,467
	<u>1,177,153</u>	<u>870,978</u>
Accumulated depreciation and amortization	<u>(795,553)</u>	<u>(695,295)</u>
	<u>\$ 381,600</u>	<u>\$ 175,683</u>

### 5. Liquidity and Availability of Financial Assets

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use within one year of the statement of financial position date, are comprised of the following at June 30:

	2021	2020
Cash	\$ 4,873,153	\$ 4,244,162
Grants and contracts receivable	517,565	367,412
Due from related party	1,061,566	-
	<u>\$ 6,452,284</u>	<u>\$ 4,611,574</u>

## **Urban Dove Team Charter Schools**

Notes to Financial Statements  
June 30, 2021 and 2020

### **5. Liquidity and Availability of Financial Assets (continued)**

As part of the School's liquidity management plan, the status of grants and contracts receivable is monitored regularly and any excess cash is held in liquid instruments until it is required for operational use. The School will continue to rely on funding received from the New York City Department of Education to cover its future operating costs (see Note 8).

### **6. Employee Benefit Plan**

The School maintains a pension plan qualified under Internal Revenue Code 401(k), for the benefit of its eligible employees. Under the plan, the School may make a discretionary matching contribution equal to a uniform percentage of eligible salary deferrals. There were no discretionary matching contributions for the years ended June 30, 2021 and 2020.

### **7. Concentration of Credit Risk**

Financial instruments that potentially subject the School to concentrations of credit and market risk consist principally of cash and restricted cash on deposit with financial institutions, which from time to time may exceed the Federal Deposit Insurance Corporation ("FDIC") limit. The School does not believe that a significant risk of loss due to the failure of a financial institution presently exists. As of June 30, 2021 and 2020, approximately \$4,520,000 and \$3,890,000 of cash and restricted cash was maintained with an institution in excess of FDIC limits.

### **8. Concentration of Revenue and Support**

The School receives a substantial portion of its revenue and support from the New York City Department of Education. For the years ended June 30, 2021 and 2020, the School received approximately 86% and 95% of its total revenue and support from the New York City Department of Education. If the charter school laws were modified, reducing or eliminating these revenues, the School's finances could be materially adversely affected.

## Urban Dove Team Charter Schools

Notes to Financial Statements  
June 30, 2021 and 2020

### 9. Related Party Transactions (not disclosed elsewhere)

#### *The Urban Dove, Inc.*

The School is an affiliate of The Urban Dove, Inc. ("UD"), a New York State not-for-profit charter management organization, through common management and a board member. UD provides management services to the School. As compensation to UD for these services rendered, the School pays UD an annual fee, equal to 10% of non-competitive public revenue. The one-year agreement dated July 1, 2020 was extended for an additional year. During the years ended June 30, 2021 and 2020, fees charged by UD to the School amounted to \$1,476,852 and \$1,346,039. Of that amount, \$5,352 and \$113,599 was owed by the School at June 30, 2021 and 2020.

In addition to the management fee, the School has license agreements for rent with UD for both UDTCS and UDTCS II.

In May 2018, the School entered into a license agreement with UD that includes a lease for UDTCS II classroom space and administrative offices. That agreement expired June 30, 2019 and has since been extended for one year periods on an annual basis. The amounts charged to the School under this license agreement amounted to \$1,475,000 and \$990,004 for the years ended June 30, 2021 and 2020.

On October 25, 2019, the School entered into a license agreement with UD that includes a six-year lease for UDTCS classroom space and administrative offices which expires June 30, 2025. Rent charged by UD amounted to \$849,996 and \$382,943 for the years ended June 30, 2021 and 2020.

There were no outstanding amounts due to UD for rent as of June 30, 2021 or 2020.

During the year ended June 30, 2021 the School paid \$1,061,566 in leasehold improvements on behalf of UD, which was due to School at June 30, 2021.

### 10. Commitments

On October 25, 2019, the School entered into a license agreement with UD that includes a six-year lease for UDTCS classroom space and administrative offices which expires June 30, 2025.

The future minimum lease payments under this agreement are as follows for the years ended June 30:

2022	\$	850,000
2023		850,000
2024		850,000
2025		850,000
		<u>\$ 3,400,000</u>

## Urban Dove Team Charter Schools

Notes to Financial Statements  
June 30, 2021 and 2020

### 11. Paycheck Protection Program Loan Payable

On April 29, 2020, the School received loan proceeds in the amount of \$1,500,000 under the Paycheck Protection Program (the "PPP"). The PPP, established as part of the Coronavirus Aid, Relief and Economic Security Act (the "CARES Act"), provides for loans to qualifying entities for amounts up to 2.5 times the 2019 average monthly payroll expenses of the qualifying entity. The PPP loan bears an interest rate of 1% per annum. All or a portion of the PPP loan principal and accrued interest were forgivable as long as the borrower used the loan proceeds for eligible purposes, as described in the CARES Act, over a period of between eight and twenty-four weeks (the "Covered Period"). Loan payments of principal or interest are deferred until the amount of loan forgiveness is determined by the United States Small Business Administration ("SBA"). On June 15, 2021, the PPP loan was fully forgiven by the SBA. The loan forgiveness of \$1,500,000 is included on the accompanying statements of activities under gain on forgiveness of the Paycheck Protection Program loan.

On March 15, 2021, the Organization received loan proceeds in the amount of \$1,600,525 under Second Draw provisions of the PPP as authorized by the Economic Aid to Hard-Hit Small Businesses, Nonprofits, and Venues Act (the "Economic Aid Act"). The Second Draw provisions of the Economic Aid Act provides for loans to qualifying entities for amounts up to 2.5 times their 2019 or 2020 average monthly payroll expenses. The Second Draw PPP loan bears an interest rate of 1% per annum. All or a portion of the Second Draw PPP loan principal and accrued interest are forgivable as long as the borrower uses the loan proceeds for eligible purposes, as described in the CARES Act as amended by the Economic Aid Act, over a period between eight to twenty-four weeks from the date the Second Draw PPP loan proceeds are received (the "Second Draw Covered Period"). The amount of loan forgiveness could be reduced if the borrower terminates employees or reduces salaries above a certain threshold during the Second Draw Covered Period and does not qualify for certain safe harbors.

The unforgiven portion of the Second Draw PPP Loan, if any, is payable within five years from the date of the PPP loan with a deferral of payments of principal or interest until the amount of loan forgiveness is approved by the SBA. If the Organization does not apply for forgiveness, payments begin approximately ten months after the loan date.

### 12. Donated Services

The School recognizes contributions of services if they create or enhance nonfinancial assets, require specialized skills, are provided by individuals possessing those skills, would typically need to be purchased if not provided by the School, and are measurable.

During the year ended June 30, 2021 and 2020, the School received donated legal services in the amount of \$0 and \$46,428.

### 13. Contingency

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

## Urban Dove Team Charter Schools

Notes to Financial Statements  
June 30, 2021 and 2020

### 14. Risks and Uncertainties

The School's operations and financial performance may be affected by the recent COVID-19 outbreak which has spread globally and is expected to adversely affect economic conditions throughout the world. If the outbreak continues and conditions worsen, the School may experience a disruption in operations as well as a decline in revenue activities. Economic uncertainty is related to the potential reduction and/or delays in state and local per pupil operating revenue, shortfalls and variations in enrollment, and operational and other changes that could increase expenses. The outbreak may adversely affect the School's activities, financial condition, results of operations, and cash flows. Management is closely monitoring the impact of COVID-19 and believes the School is taking appropriate actions to mitigate the negative impact. However, management is unable to estimate the financial impact, if any, related to this matter.

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# **Urban Dove Team Charter Schools**

Supplementary Information

June 30, 2021

**Urban Dove Team Charter Schools**

Schedule of Financial Position  
Year Ended June 30, 2021

	Urban Dove Team Charter School	Urban Dove Team Charter School II	Eliminating Entry	Total
<b>ASSETS</b>				
Current Assets				
Cash	\$ 440,974	\$ 4,432,179	\$ -	\$ 4,873,153
Grants and contracts receivable	236,748	280,817	-	517,565
Prepaid expenses and other current assets	907	16,185	-	17,092
Due from related party	<u>2,858,114</u>	<u>118,876</u>	<u>(1,920,776)</u>	<u>1,056,214</u>
Total Current Assets	<u>3,536,743</u>	<u>4,848,057</u>	<u>(1,920,776)</u>	<u>6,464,024</u>
Property and equipment, net	141,543	240,057	-	381,600
Restricted cash - escrow	75,311	75,322	-	150,633
Security deposits	<u>76,589</u>	<u>-</u>	<u>-</u>	<u>76,589</u>
Total assets	<u>\$ 3,830,186</u>	<u>\$ 5,163,436</u>	<u>\$ (1,920,776)</u>	<u>\$ 7,072,846</u>
<b>LIABILITIES AND NET ASSETS</b>				
Current Liabilities				
Accounts payable and accrued expenses	378,067	172,808	-	550,875
Accrued payroll and payroll taxes	606,030	552,142	-	1,158,172
Due to related party	-	1,920,776	(1,920,776)	-
Deferred rent, current portion	55,781	-	-	55,781
Refundable advances	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Current Liabilities	<u>1,039,878</u>	<u>2,645,726</u>	<u>(1,920,776)</u>	<u>1,764,828</u>
Paycheck Protection Program loan payable	925,992	674,533	-	1,600,525
Deferred rent	<u>167,344</u>	<u>-</u>	<u>-</u>	<u>167,344</u>
Total Liabilities	<u>2,133,214</u>	<u>3,320,259</u>	<u>(1,920,776)</u>	<u>3,532,697</u>
Net assets, without donor restrictions	<u>1,696,972</u>	<u>1,843,177</u>	<u>-</u>	<u>3,540,149</u>
	<u>\$ 3,830,186</u>	<u>\$ 5,163,436</u>	<u>\$ (1,920,776)</u>	<u>\$ 7,072,846</u>

## Urban Dove Team Charter Schools

Schedule of Activities  
Year Ended June 30, 2021

	Urban Dove Team Charter School	Urban Dove Team Charter School II	Total
<b>REVENUE AND SUPPORT</b>			
State and local per pupil operating revenue	\$ 6,419,166	\$ 5,969,193	\$ 12,388,359
State and local per pupil facilities funding	435,321	1,178,148	1,613,469
Federal grants	270,161	261,404	531,565
Federal E-Rate and IDEA	121,158	122,216	243,374
Contributions and grants	14,737	29,282	44,019
Other income	374	150	524
Total Revenue and Support	7,260,917	7,560,393	14,821,310
<b>EXPENSES</b>			
Program Services			
Regular education	4,482,691	4,424,312	8,907,003
Special education	1,625,830	1,672,824	3,298,654
Total Program Services	6,108,521	6,097,136	12,205,657
Supporting Services			
Management and general	1,116,439	1,204,763	2,321,202
Fundraising	72,462	37,612	110,074
Total Expenses	7,297,422	7,339,511	14,636,933
Gain on forgiveness of			
Paycheck Protection Program loan	1,050,000	450,000	1,500,000
Change in Net Assets	1,013,495	670,882	1,684,377
<b>NET ASSETS</b>			
Beginning of year	\$ 683,477	\$ 1,172,295	\$ 1,855,772
End of year	\$ 1,696,972	\$ 1,843,177	\$ 3,540,149

See independent auditors' report

**Urban Dove Team Charter Schools**

Schedule of Functional Expenses  
Year Ended June 30, 2021

	Urban Dove Team Charter School					Urban Dove Team Charter School II								
	Program Services		Management and		Total	Program Services		Management and		Total				
	Regular Education	Special Education	Total	General		Fundraising	Regular Education	Special Education	Total		General	Fundraising		
<b>Personnel Services Costs</b>														
Salaries and wages	\$ 2,763,952	\$ 988,565	\$ 3,752,517	\$ 505,263	\$ -	\$ 4,257,780	\$ 2,505,756	\$ 810,213	\$ 3,315,969	\$ 418,607	\$ -	\$ 3,734,576	\$ 7,992,356	
Payroll taxes and benefits	559,154	199,989	759,143	130,691	-	889,834	493,785	159,661	653,446	97,782	-	751,228	1,641,062	
Total personnel service costs	3,323,106	1,188,554	4,511,660	635,954	-	5,147,614	2,999,541	969,874	3,969,415	516,389	-	4,485,804	9,633,418	
<b>Professional development</b>														
Legal fees	-	-	-	22,609	-	22,609	-	-	-	51,461	-	-	74,070	
Management company fees	413,031	166,662	579,693	16,325	-	16,325	-	-	-	-	-	-	16,325	
Professional fees	46,486	18,757	65,243	72,462	72,462	724,617	300,894	300,894	601,788	112,835	37,612	752,235	1,478,852	
Student and staff recruitment	-	-	-	81,755	-	146,998	14,941	5,585	20,526	83,149	-	-	103,675	
Supplies and materials	33,981	-	33,981	36,542	-	36,542	-	-	-	58,848	-	-	95,390	
Office expenses	34,239	13,816	48,055	-	-	33,981	39,823	-	39,823	43,755	-	-	73,804	
Food services	3,911	1,478	5,389	2,373	-	7,762	2,233	901	3,134	1,140	-	-	12,036	
Student services	41,671	-	41,671	-	-	41,671	86,555	-	86,555	-	-	-	128,226	
Insurance	16,504	6,660	23,164	5,791	-	28,955	16,514	6,664	23,178	5,794	-	-	57,927	
Technology	11,173	4,508	15,681	3,920	-	19,601	848	342	1,190	298	-	-	21,089	
Equipment and furniture	14,415	5,817	20,232	5,058	-	25,290	1,112	449	1,561	390	-	-	27,241	
Repairs and maintenance	47,004	18,966	65,970	16,493	-	82,463	25,960	10,475	36,435	9,109	-	-	45,544	
Occupancy and facility costs	452,705	182,670	635,375	158,844	-	794,219	840,750	339,250	1,180,000	295,000	-	-	1,475,000	
Utilities	20,733	8,366	29,099	7,275	-	36,374	23,215	9,367	32,582	8,146	-	-	40,728	
Depreciation and amortization	23,732	9,576	33,308	8,327	-	41,635	33,415	13,483	46,898	11,725	-	-	58,623	
Other	-	-	-	11,106	-	11,106	-	-	-	6,724	-	-	6,724	
<b>Total Expenses</b>	<b>\$ 4,482,691</b>	<b>\$ 1,625,830</b>	<b>\$ 6,108,521</b>	<b>\$ 1,116,439</b>	<b>\$ 72,462</b>	<b>\$ 7,297,422</b>	<b>\$ 4,424,312</b>	<b>\$ 1,672,824</b>	<b>\$ 6,097,136</b>	<b>\$ 1,204,763</b>	<b>\$ 37,612</b>	<b>\$ 7,339,511</b>	<b>\$ 14,636,933</b>	

**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**

**Board of Trustees  
Urban Dove Team Charter Schools**

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 Urban Dove Team Charter Schools (the "School"), which comprise the statement of financial position as of June 30, 2021, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 28, 2021.

***Internal Control Over Financial Reporting***

In planning and performing our audit of the financial statements, we considered the School's internal control over financial reporting (internal control) as a basis for designing the 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 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.

***Compliance and Other Matters***

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

***Purpose of this Report***

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the 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.

*PKF O'Connor Davies, LLP*

Harrison, New York  
October 28, 2021

Urban Dove Team Charter Schools

Independent Auditors' Report on Communication of  
Internal Control Matters

June 30, 2021

## **Independent Auditors' Communication on Internal Control Matters**

### **The Board of Trustees Urban Dove Team Charter Schools**

In planning and performing our audit of the financial statements of Urban Dove Team Charter Schools (the "School") as of and for the year ended June 30, 2021, in accordance with auditing standards generally accepted in the United States of America, we considered the School's internal control over financial reporting ("internal control") as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

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

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be deficiencies, significant deficiencies, or material weaknesses and, therefore, there can be no assurance that all such deficiencies have been identified.

We did not identify any deficiencies in internal control that we consider to be material weaknesses, as defined above.

This communication is intended solely for the information and use of management, audit committee, the Board of Trustees, The State University of New York Charter School Institute, The State Education Department of the State University of New York, and others within the School, and is not intended to be used by anyone other than these specified parties.

We would like to take this opportunity to acknowledge the courtesy and assistance extended to us by School personnel during the course of our audit.

*PKF O'Connor Davies, LLP*

Harrison, New York  
October 28, 2021



JPMorgan Chase Bank, N.A.  
 P O Box 182051  
 Columbus, OH 43218-2051

May 29, 2021 through June 30, 2021

Account Number: [REDACTED]

00175047 1 AV 00.398



00175047 DRE 802 143 18221 NNNNNNNNNN T 1 000000000 64 5260866 P11730

URBAN DOVE CHARTER SCHOOL  
 ESCROW ACCOUNT  
 1256 E 21ST ST  
 BROOKLYN NY 11210

**CUSTOMER SERVICE INFORMATION**

Web site: [www.Chase.com](http://www.Chase.com)  
 Service Center: 1-877-425-8100  
 Deaf and Hard of Hearing: 1-800-242-7383  
 Para Espanol: 1-888-622-4273  
 International Calls: 1-713-262-1679



181600108670013606000100000096

**SAVINGS SUMMARY**

Chase Business Select High Yield Savings

	INSTANCES	AMOUNT
<b>Beginning Balance</b>		<b>\$75,309.88</b>
Deposits and Additions	1	1.34
<b>Ending Balance</b>	<b>1</b>	<b>\$75,311.22</b>
Annual Percentage Yield Earned This Period		0.02%
Interest Paid This Period		\$1.34
Interest Paid Year-to-Date		\$7.36

There has been no activity on your account during this statement period. You may not receive a statement through the mail in the future if there is no activity on your account. You can always view your account activity and statement by logging on to your account through chase.com. If you have questions, please call us at the number on this statement.

Your monthly service fee was waived because you maintained an average savings balance of \$10,000 or more during the statement period.

**TRANSACTION DETAIL**

DATE	DESCRIPTION	AMOUNT	BALANCE
	<b>Beginning Balance</b>		<b>\$75,309.88</b>
06/30	Interest Payment	1.34	75,311.22
	<b>Ending Balance</b>		<b>\$75,311.22</b>

You earned a higher interest rate on your Chase Business Select High Yield Savings account during this statement period because you had a qualifying Chase Platinum Business Checking account.

30 deposited items are provided with your account each month. There is a \$0.20 fee for each additional deposited item.

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

**Name: Andrew Ehigiator**

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

**Urban Dove Team Charter Schools**

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

**Member**

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

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

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

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

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

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

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

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

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

Yes  No

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

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

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

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

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

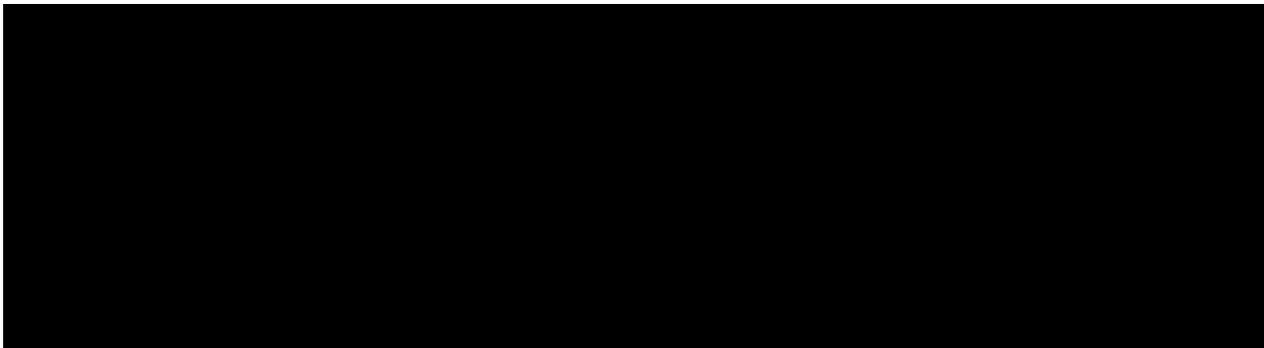


July 21, 2021

Signature

Date

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



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

**Name: Heather Bushong**

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

**Urban Dove Team Charter Schools**

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

**Member - Board Secretary**

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

**Yes**  **No**

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

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

**No**

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

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

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

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

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

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

Yes  No

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

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

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

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

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

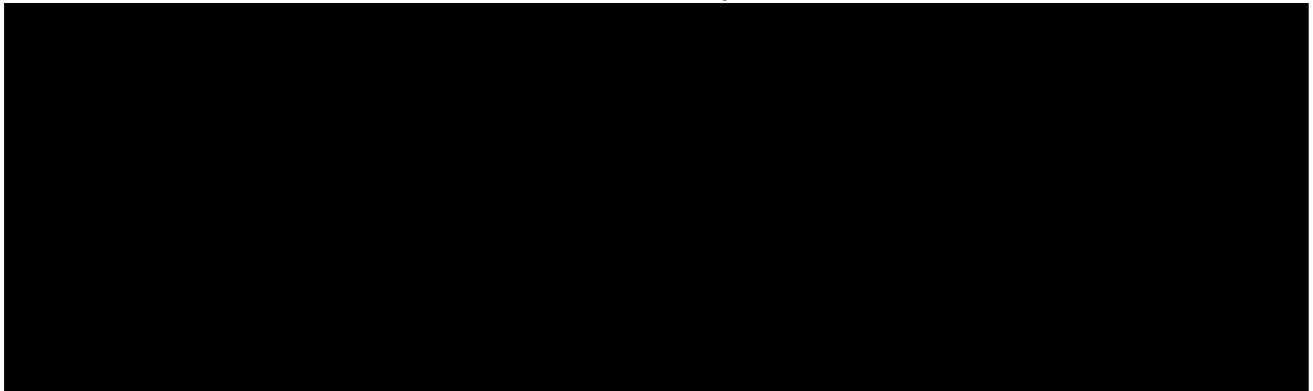
  
Signature

July 21, 2021

Signature

Date

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

**Name: Kevin Turton**

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

**Urban Dove Team Charter Schools**

---

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

**Member**

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

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

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

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

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

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

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

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

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

Yes  No

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

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

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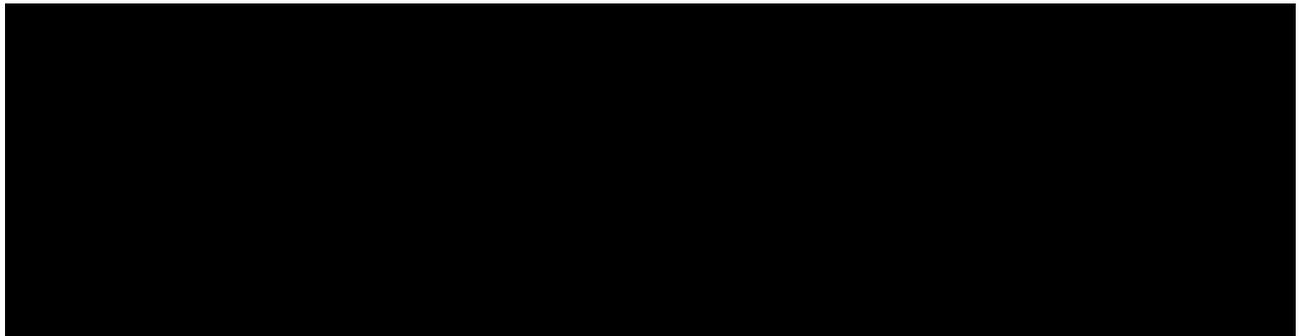
*Kevin Turton*

July 24, 2021

Signature

Date

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

**Name: Michael Grandis**

---

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

**Urban Dove Team Charter Schools**

---

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

**Chair**

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

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

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

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

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

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

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

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

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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.

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

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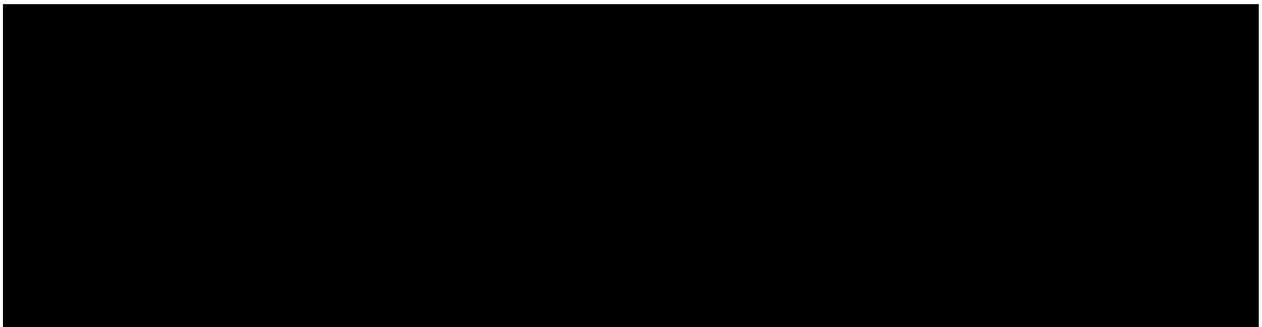
*Michael Grubin*

July 27, 2021

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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



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

**Name: Patricia Charlemagne**

---

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

**Urban Dove Team Charter Schools**

---

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

**Trustee**

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

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

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

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

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

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

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

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

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

Yes  No

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

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

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

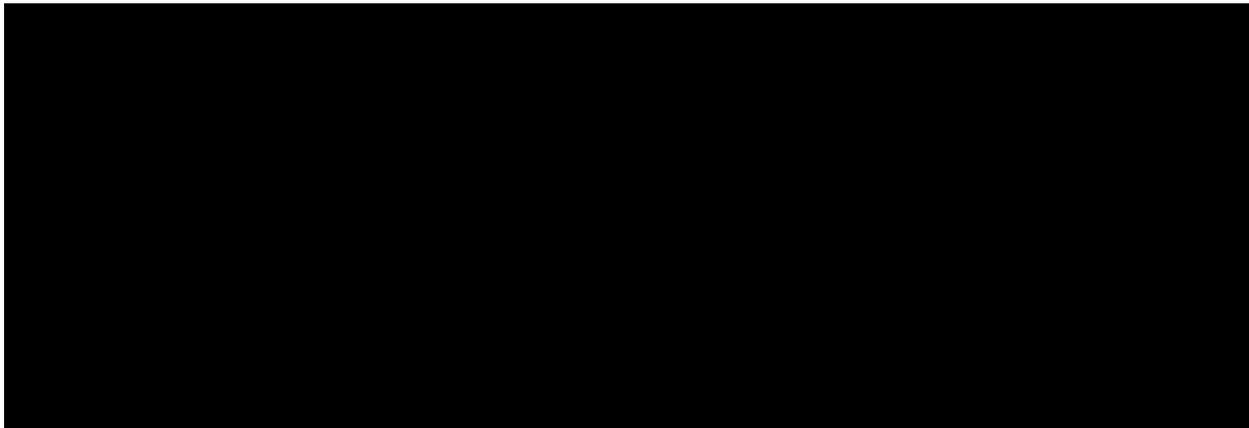
*Patricia L. Charsemagne*

Signature

July 27, 2021

Date

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

**Name: Patrick Fagan**

---

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

**Urban Dove Team Charter Schools**

---

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

**Treasurer**

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

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

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

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

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

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

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

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

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

Yes  No

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

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

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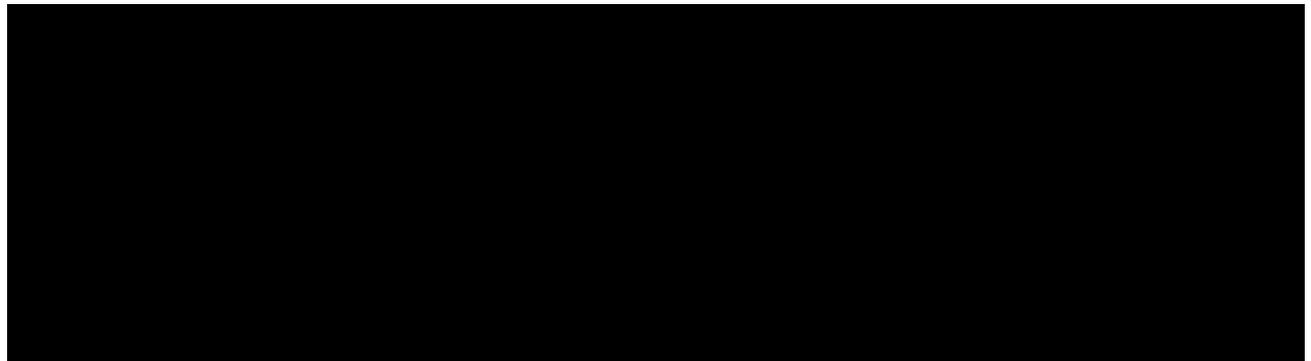


Signature

July 27, 2021

Date

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

**Name: Spencer Rothschild**

---

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

**Urban Dove Team Charter Schools**

---

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

**Trustee**

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

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

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

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

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

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

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

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

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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.

I am on the Board of Urban Dove, Inc. I do not receive any salary for that position.

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

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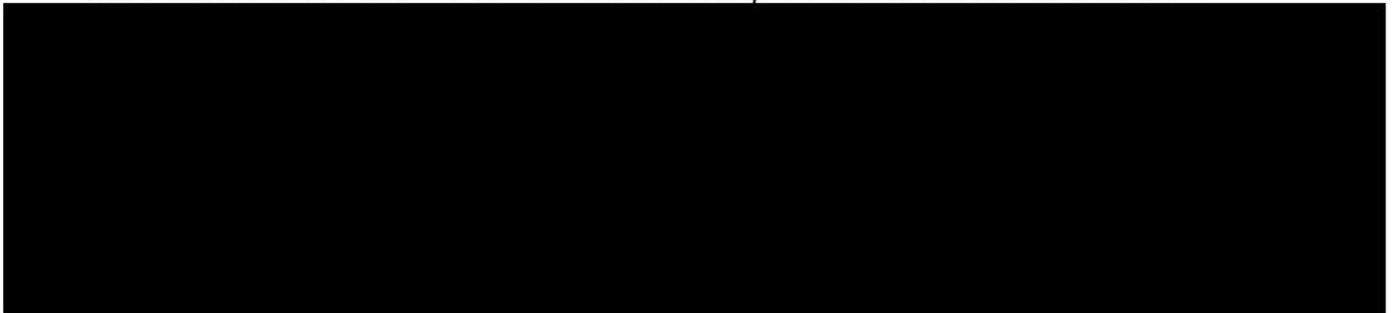
*Spencer Rothschild*

July 27, 2021

Signature

Date

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

**Name: Wanda Morales**

---

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

**Urban Dove Team Charter Schools**

---

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

**Trustee**

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

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

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**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.

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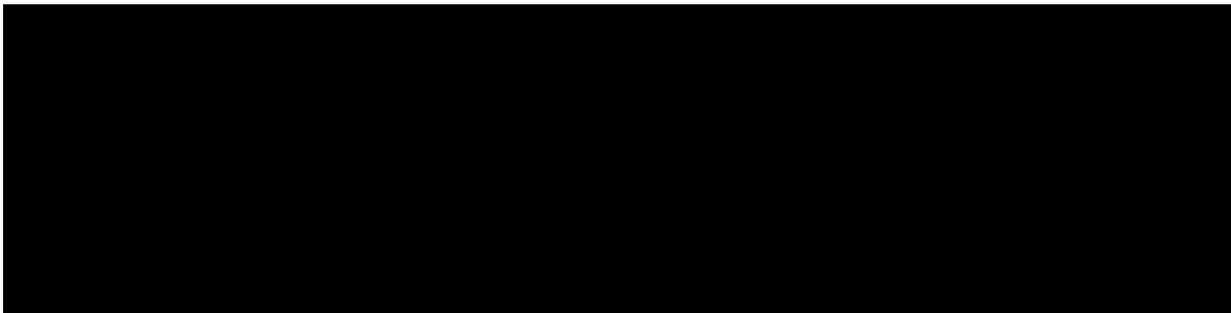
**Wanda Morales**

July 27, 2021

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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## **Urban Dove Team Charter School & Urban Dove Team Charter School II Board Meeting Minutes, Tuesday July 28, 2020**

Present: Andrew Ehigiator: Mike Grandis, Jai Nanda, Heather Bushong, Spencer Rothschild, Wanda Morales, Kevin Turton; Sharon Aiuvalasit and Amit Bahl

Absent: Patrick Fagan, Patricia Charlemagne,

Public observer: NONE

### **Meeting Minutes**

#### **I. Opening Items**

The meeting was called to order at 6:08 PM and attendance was taken. Agenda was unanimously adopted and approved. Minutes from June meeting were unanimously adopted and approved.

School Leader Report Highlights:

AMIT

- Summer school sessions will take place
- Culture, climate, family engagement. Survey of parents – what do they need to feel comfortable to send kids back (public transportation, etc.)
- Fully staffed. August 11 new staff orientation. Anticipating staff to return August 17.
- Enrollment ongoing. Uptick right now. Mailing to current 8<sup>th</sup> graders in Midwood area. Budget for 265. Relying on emails to counselors and principals. Need to get counselors in the building

SHARON

- 8<sup>th</sup> graders invited to zoom meetings.
- Parent and community engagement folks used to just show up, but we don't have that now.
- Facebook and social media ads added this year to aid recruitment

#### **II. Public Comment** No Public Comment

#### **III. Academics**

#### **IV. Finance**

- Reconciliation will take place in the next few months for final changes
- Brooklyn year end just over budget as of now, Bronx - \$400,000 surplus
- Audit underway. Due November 1. Audit call being set.

- Cares Act – each school will get \$150,000, won't hit this budget, for next year.
- CMO contract identical to last year.

## V. Governance

- Kevin will be on Education and Finance; Heather on Education

AFTER A MOTION MADE AND DULY SECONDED, THE BOARD UNANIMOUSLY APPROVED THE COMMITTEE ASSIGNMENTS

- 671 Prospect won't be ready until first quarter 2021. Agreed to an extension at Christ Church. Guaranteed lease from July to December 31, 2020, then month to month.

AFTER REVIEWING THE SECOND AMENDMENT TO THE LICENSE FOR 860 FOREST AVENUE, THE BOARD UNANIMOUSLY APPROVED THE SECOND AMENDMENT, WITH SPENCER ROTHSCHILD RECUSING HIMSELF.

- REOPENING SCHOOL PLAN must be submitted to both DOH and NYSED. Changes can be made and updated as needed. Hybrid model anticipate to start the school year. Plan complies with all health and safety guidelines.
- Families can opt out of in-class learning.

AFTER A MOTION MADE AND DULY SECONDED, THE BOARD UNANIMOUSLY ADOPTED THE REOPENING PLAN WITH THE CONDITION THAT IT IS SUBJECT TO CHANGES AS NECESSARY.

## VI. Real Estate updates

Work continues on both school sites. Brooklyn should be in in August.

## VII. Adjournment

Next meeting will be held on August 18. With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:01 PM.

Respectfully Submitted,



Heather Bushong, Secretary

## **Urban Dove Team Charter School & Urban Dove Team Charter School II Board Meeting Minutes, Tuesday August 18, 2020**

Present: Patricia Charlemagne; Andrew Ehigiator; Patrick Fagan; Mike Grandis, Jai Nanda; Heather Bushong; Spencer Rothschild; Kevin Turton ; Sharon Aiuvalasit and Amit Bahl

Absent: Wanda Morales

Public observer: NONE

### **Meeting Minutes**

#### **I. Opening Items**

The meeting was called to order at 6:12 PM and attendance was taken. Agenda was unanimously adopted and approved. Minutes from July meeting were unanimously adopted and approved.

School Leader Report Highlights:

- Summer school completed. Good turnout. Lots of credits earned. League 3 took it seriously. Excited
- New staff members have started. Focusing PD on youth development.
- Hybrid schedule – Coaches are reaching out to families individually. Finding out if they are opting for in person or remote learning.
- Both schools have set up 3 conference calls (zoom) with parents to discuss reopening plans.

#### **II. Public Comment** No Public Comment

#### **III. Finance**

- End of year reconciliation complete, Bronx will be owed and Brooklyn will owe.
- Governor announced that 20% of funds will be temporarily withheld, details forthcoming.

#### **IV. Governance**

- CMO evaluations for 19-20 year were positive.
- Board requests CMO add Student Recruitment to list of services provided.
- Student and Family Handbook – NYSED sent back approved draft.

**After a motion made and duly seconded, the Board unanimously adopted the updated Student & Family Handbook.**

- DOE Calendar is still not out yet
- Board meeting calendar for the year was proposed.

**After a motion made and duly seconded, the Board unanimously adopted the Board Meeting Calendar for 2020-2021 school year.**

**V. Real Estate updates**

Brooklyn renovation near completion. Classrooms and offices will be ready for start of school.

**VII. Adjournment**

Next meeting will be held on September 22. With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:31 PM.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'Heather Bushong', is written over a horizontal line.

Heather Bushong, Secretary

## **Urban Dove Team Charter School & Urban Dove Team Charter School II Board Meeting Minutes, Tuesday September 22, 2020**

Present: Patricia Charlemagne; Andrew Ehigiator; Patrick Fagan; Mike Grandis, Jai Nanda; Heather Bushong; Spencer Rothschild ; Sharon Aiuvalasit and Amit Bahl

Absent: Wanda Morales, Kevin Turton

Public observer: NONE

### **Meeting Minutes**

#### **I. Opening Items**

The meeting was called to order at 6:07 PM and attendance was taken. Agenda was unanimously adopted and approved. Minutes from August meeting were unanimously adopted and approved.

School Leader Report Highlights:

- Hybrid model of school has started
- Enrollment is ongoing – due to potential budget cuts, many hs principals are not allowing students to transfer
- Both schools have been assigned nurses
- Summer school sessions were a success, hundreds of additional credits earned

#### **II. Public Comment** No Public Comment

#### **III. Finance**

- Monthly financials are in good shape
- Wait and see mode on budget cuts. September payment will be full payment. Possible budget cuts from the Governor still possible.

#### **IV. Governance**

- CMO agreement modified to add recruitment services. Does not change economic arrangements.

**After a motion made and duly seconded, the Board (excluding Spencer Rothschild who recused himself due to a conflict) unanimously adopted the updated CMO agreement.**

**V. Real Estate updates**

Brooklyn renovation for classroom and office space is complete. The gym renovation is still paused due to loan funds being held.

**VII. Adjournment**

Next meeting will be held on October 20. With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:55: PM.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'Heather Bushong', is written over a horizontal line.

Heather Bushong, Secretary

## **Urban Dove Team Charter School & Urban Dove Team Charter School II Board Meeting Minutes, Tuesday October 20, 2020**

Present: Patricia Charlemagne; Andrew Ehigiator; Patrick Fagan; Mike Grandis;  
Wanda Morales; Jai Nanda; Heather Bushong; Spencer Rothschild;  
Sharon Aiuvalasit and Amit Bahl

Absent: Kevin Turton

Public observer: NONE

### **Meeting Minutes**

#### **I. Opening Items**

The meeting was called to order at 6:05 PM and attendance was taken. Agenda was unanimously adopted and approved. Minutes from August meeting were unanimously adopted and approved.

School Leader Report Highlights:

- At mid-trimester period. Report cards next week.
- PTA meetings took place over zoom last week
- Parent teacher conferences next week.
- Both schools fully staffed.
- Brooklyn is remote until Governor determines we are no longer in a “Red” zone
- Bronx fully remote until Oct. 26<sup>th</sup>

#### **II. Public Comment** No Public Comment

#### **III. Finance**

- Monthly financials are in good shape
- PPP forgiveness application being submitted
- Draft of audited financial statements expected in the next day or two, will be sent around for review – special board meeting will be needed to approve them.

#### **IV. Governance**

- Mission & vision statement discussed

**After a motion made and duly seconded, the Board unanimously adopted and approved updated Mission & Vision Statements and authorized the submission of a Non-Material charter revision request in connection therewith to the Charter School Office of the New York State Education Department.**

- School leader reviews: Materials will be sent around for review and meetings will take place the week of November 2.

**V. Real Estate updates**

Bronx project continues. Brooklyn gym renovation is on hold until loan funds become available.

**VII. Adjournment**

Next meeting will be held on November 17. With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:55: PM.

Respectfully Submitted,



Heather Bushong, Secretary

**Urban Dove Team Charter School & Urban Dove Team Charter School II  
Board Meeting Minutes, Tuesday October 27, 2020**

Present: Patricia Charlemagne; Andrew Ehigiator; Mike Grandis; Spencer Rothschild; Jai Nanda

Absent: Kevin Turton; Patrick Fagan; Wanda Morales; Heather Bushong

Public observer: NONE

**Meeting Minutes**

**I. Opening Items**

The meeting was called to order at 9:38 AM and attendance was taken.

**After a review of the Draft Audited Financial Statements, a motion made and duly seconded, the Board unanimously adopted the Draft Audited Financial Statements for 2019-2020.**

**VII. Adjournment**

With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:42 AM.

Respectfully Submitted,



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Michael Grandis, in lieu of Secretary

## **Urban Dove Team Charter School & Urban Dove Team Charter School II Board Meeting Minutes, Tuesday November 17, 2020**

Present: Patrick Fagan, Mike Grandis;; Jai Nanda; Heather Bushong; Spencer Rothschild; Sharon Aiuvalasit and Amit Bahl

Absent: Patricia Charlemagne, Andrew Ehigiator, Wanda Morales, Kevin Turton

Public observer:

### **Meeting Minutes**

#### **I. Opening Items**

The meeting was called to order at 6:07 PM and attendance was taken. Agenda was unanimously adopted and approved. Minutes from October 20th meeting and October 27<sup>th</sup> meeting were unanimously adopted and approved.

School Leader Report Highlights:

- New format for school leader reports. Set goals.
- Prioritizing attendance with task force, parent meetings, individual incentives for seniors, sending letters to families.
- Targeting kids who dropped off this year (and were solid last year)
- If DOE schools close, expect more attendance issues

#### **II. Public Comment** No Public Comment

#### **III. Finance**

- Monthly financials are in good shape.
- No official word from any government agency about budget cuts
- PPP loan forgiveness application submitted – expect 90 day wait.

#### **IV. Governance**

- School leader reviews took place on November 12.

After a motion duly made and seconded, the Board voted to go into executive session to discuss personnel issues.

- Board exited executive session

#### **V. Real Estate updates**

Brooklyn renovation essentially complete, except gym  
Bronx building continues

**VI. COVID-19 Updates**

- Testing protocols for Brooklyn in a yellow zone are being implemented
- Mayor’s potential closing of schools does not affect UD.
- Schools are notified if a student is contact traced

**VII. Adjournment**

Next meeting will be held on December 15. With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:04 PM.

Respectfully Submitted,



Heather Bushong, Secretary

## **Urban Dove Team & Urban Dove Team Charter School II Board Meeting Minutes, Tuesday December 15, 2020**

Present: Andrew Ehigiator; Patrick Fagan; Mike Grandis; Jai Nanda; Heather Bushong; Spencer Rothschild; Sharon Aiuvalasit and Amit Bahl

Absent: Patricia Charlemagne, Wanda Morales, Kevin Turton

Public observer:

### **Meeting Minutes**

#### **I. Opening Items**

The meeting was called to order at 6:09 PM and attendance was taken. Agenda was unanimously adopted and approved. Minutes from November 17 meeting were unanimously adopted and approved.

School Leader Report Highlights:

- Bronx fully staffed. Getting ready for midyear evaluation cycle.
- Coaches took on interventions with PUSH kids in November re attendance.
- Bronx sending out holiday food baskets to all families – so far 160 families committed to coming in to pick up, others will be delivered
- Scheduling a Vanguard mailing for recruitment first week of January

#### **II. Public Comment** No Public Comment

#### **III. Finance**

- Monthly financials are in good shape, enrollment continues
- Special Education numbers are higher than expected

#### **IV. Governance**

- 1) Employee Handbook update TABLED UNTIL JANUARY
- 2) Data Protection Policies  
Reviewed the Parents Bill of Rights and the Data Protection Policy.

**After a motion duly made and seconded, the Board unanimously voted to adopt the Parents Bill of Rights and the Data Protection Policy**

#### **V. Real Estate updates**

Bronx building work is progressing, still anticipating a March/April delivery

**VII. Adjournment**

Next meeting will be held on January 19. With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:59 PM.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'Heather Bushong', is written over a horizontal line.

Heather Bushong, Secretary

## **Urban Dove Team & Urban Dove Team Charter School II Board Meeting Minutes, Tuesday January 19, 2021**

Present: Patricia Charlemagne; Andrew Ehigiator; Mike Grandis; Wanda Morales; Spencer Rothschild; Heather Bushong; Patrick Fagan;  
Jai Nanda; Sharon Aiuvalasit and Amit Bahl.

Absent: Kevin Turton

Public observer:

### **Meeting Minutes**

#### **I. Opening Items**

The meeting was called to order at 6:10 PM and attendance was taken. Agenda was unanimously adopted and approved. Minutes from December 15, 2020 meeting were unanimously adopted and approved.

School Leader Report Highlights:

- Trimester one data looks different from any past year.
- School leader and leadership survey – overall positive. Bronx team focusing on communication, leadership presence, building staff trust.
- Trimester One data – staff worked hard to get credits passed
- Attendance increase. Completely remote schedule benefitted students and helped them get credits.
- One Dove FAFSA nite

#### **II. Public Comment** No Public Comment

#### **III. Finance**

- Both revenue projections and expense projections are down, resulting in overall year to date surplus
- Payroll Protection Plan. First loan is in forgiveness process.
- UD Team qualifies for second round of PPP with less than 300 employees and a 25% drop in revenues from one quarter in 2020 to comparative quarter in 2019

**After discussion and a motion made and duly seconded, the Board unanimously approved going forward with an application for another PPP loan**

#### **IV. Finance**

- Employee Handbook. Telecommuting policy added, as well as Progressive Discipline Policy.

**After a motion duly made and seconded, the Board unanimously voted to update the Employee Handbook and adopt the Telecommuting Policy and Progressive Discipline Policy.**

- Updated Mission / Vision statements will require a Public Hearing as part of the approval process, being set up by DOE. Then to the Regents for approval.

#### **V. Real Estate updates**

- Brooklyn – no update from the court on ruling
- Bronx – renovations continue to progress

#### **VII. Adjournment**

Next meeting will be held on February 23. With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:15 PM.

Respectfully Submitted,



Heather Bushong, Secretary

## **Urban Dove Team & Urban Dove Team Charter School II Board Meeting Minutes, Tuesday February 23, 2021**

Present: Andrew Ehigiator; Mike Grandis; Wanda Morales; Spencer Rothschild;  
Heather Bushong; Patrick Fagan;

Jai Nanda; Sharon Aiuvalasit and Amit Bahl.

Absent: Patricia Charlemagne; Kevin Turton

Public observer: Dwayne Martin-Gomez

### **Meeting Minutes**

#### **I. Opening Items**

The meeting was called to order at 6:11 PM and attendance was taken. Agenda was unanimously adopted and approved. Minutes from January 19, 2021 meeting were unanimously adopted and approved.

School Leader Report Highlights:

- Network wide activities for black history month, BLM In Schools, Spirit Week and Girls in sports celebration
- Preparing for PSAT, SAT in April
- One Dove FAFSA night – 10 families participated

#### **II. Public Comment**

Dwayne Martin-Gomez, ELA Sped teacher at UD Team Bronx looking forward to seeing the first graduating class at UD Team II finish up in June.

#### **III. Finance**

- Awaiting 990 draft from auditors to review before approving and filing
- Monthly financials look good

#### **IV. GOVERNANCE**

- Mission / Vision update request hearing was uneventful. Regents will take it and vote at March or April meeting.

#### **V. Real Estate updates**

- No updates

#### **VII. Adjournment**

Next meeting will be held on March 16. With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:51 PM.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'Heather Bushong', is written over a horizontal line. The signature is fluid and cursive.

Heather Bushong, Secretary

## **Urban Dove Team & Urban Dove Team Charter School II Board Meeting Minutes, Tuesday March 16, 2021**

Present: Andrew Ehigiator; Mike Grandis; Spencer Rothschild; Heather Bushong; Patrick Fagan; Jai Nanda; Sharon Aiuvalasit.

Absent: Patricia Charlemagne; Wanda Morales; Kevin Turton

Public observer: Michelle Finston, Dwayne Martin-Gomez

### **Meeting Minutes**

#### **I. Opening Items**

The meeting was called to order at 6:07 PM and attendance was taken. Agenda was unanimously adopted and approved. Minutes from February 23, 2021 meeting were unanimously adopted and approved.

School Leader Report Highlights:

- Teddy Ligon hired as Brooklyn Director of Youth Development.
- Return to full in-person instruction (with modifications) on April 5.
- Parent-Teacher conferences were just completed, virtually.
- Will administer April 27 PSAT/SAT.
- More robust summer school program is being planned.

#### **II. Public Comment**

Michelle Finston – New York Public Library has performer kits to loan out (if 18).

Dwayne Martin-Gomez, ELA Sped teacher at UD Team Bronx looking forward the new building. Also looking forward to HR Pathways to Success Program where staff member can develop areas of growth (e.g., now to bring cultural relevance into program. Assists with resources, cross collaboration).

#### **III. Finance**

- Charter school per pupil expected to increase in 20-21
- ARP Federal aid will also go directly to charter schools through Title I on per pupil basis

**After a motion made and duly seconded, the Board unanimously approved the adoption of the draft 990 tax return and authorized our auditors to file electronically.**

**IV. Real Estate updates**

UD Team Brooklyn gym renovation has been paused. In order to be ready for summer programming, which is critical, work must resume immediately. With a review by our independent auditor, it is agreed that Ed. Corp has funds available to complete the renovation.

**After a motion made and duly seconded, the Board unanimously passed a Resolution that will allocate UD Team Education Corporation funds toward the completion of the gym renovation, said funds to be reimbursed by our CMO - Urban Dove, Inc.**

**VII. Adjournment**

Next meeting will be held on April 20. With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:07 PM.

Respectfully Submitted,



Heather Bushong, Secretary

## **Urban Dove Team & Urban Dove Team Charter School II Board Meeting Minutes, Tuesday April 20, 2021**

Present: Patricia Charlemagne; Andrew Ehigiator; Mike Grandis; Wanda Morales; Spencer Rothschild; Heather Bushong; Jai Nanda; Sharon Aiuvalasit; Amit Bahl.

Absent: Patrick Fagan; Kevin Turton

Public observer: None

### **Meeting Minutes**

#### **I. Opening Items**

The meeting was called to order at 6:06 PM and attendance was taken. Agenda was unanimously adopted and approved. Minutes from March 16, 2021 meeting were unanimously adopted and approved.

School Leader Report Highlights:

- Must offer Regents, but students will not be required to take. If they take but don't pass, will not affect graduation provided they pass course.
- Pushing for more students to attend in person for last trimester.
- DOE may reimburse charter schools for testing.
- Doing weekly testing, maintaining 6 feet of social distancing and mask wearing. If teachers have been vaccinated, can opt out of testing.
- Sports starting. Boys basketball, girls basketball, girls volleyball, boys flag football. Bronx might have two boys basketball teams.
- SAT/PSAT next week.
- Full day in person summer camp planned. Jobs for youth.

#### **II. Public Comment None.**

#### **III. Finance**

- Monthly financials in order, surplus still expected for both schools at year end.
- Closed off enrollment for 20/21.

#### **IV. Governance**

Brooklyn gym - The board authorizes Mike and Jai to work together to come up with a plan for shared expense responsibility on completion of Brooklyn and Bronx renovatons.

#### **V. Real Estate updates**

June 30<sup>th</sup> completion for Brooklyn gym.

Bronx building – revised goal is end of May for sign offs, FDNY. Sharon plans to use all summer.

**VI. Misc.**

Jai looking into other possible expansion sites as UD Team III Queens still on hold.

Evening with the Dove May 19.

**VII. Adjournment**

Next meeting will be held on May 18. With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:45 PM.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'Heather Bushong', is written over a horizontal line.

Heather Bushong, Secretary

## **Urban Dove Team & Urban Dove Team Charter School II Board Meeting Minutes, Tuesday May 18, 2021**

Present: Patricia Charlemagne; Andrew Ehigiator; Patrick Fagan; Mike Grandis; Spencer Rothschild; Heather Bushong; Jai Nanda; Sharon Aiuvalasit; Amit Bahl.

Absent: Wanda Morales; Kevin Turton

Public observer: None

### **Meeting Minutes**

#### **I. Opening Items**

The meeting was called to order at 6:12 PM and attendance was taken. Agenda was unanimously adopted and approved. Minutes from April 20, 2021 meeting were unanimously adopted and approved.

School Leader Report Highlights:

- After fatal shooting of Davonte Lewis, Brooklyn went to remote school for two weeks. Provided grief counselors on site and virtually. Consulted with experts who advised to offer a space, but to return to normal.
- Working with NYPD on increased presence at arrival/dismissal and communicating the plan with the community.
- Parent teacher conferences via zoom has really helped get parents to conferences. This is something to keep going forward.
- Bronx state visit went well. Five families participated. 4 members of each department participated. Great feedback from Erin and Kim.
- Sports – girls first basketball game over weekend. Flag football underway. Volleyball begins on Friday.

#### **II. Public Comment None.**

#### **III. Finance**

- Closed off enrollment for year 1
- Monthly financials solid
- Per pupil rate going up to \$16,845
- ESSER II and American Recovery plan monies will be made available for 21-23 school years. Jai/Rose will handle applications.
- \$200,000 summer school budget
- Draft budget for approval at Annual meeting in June

**IV. Governance**

- Switched audit firms
- Asked new firm to do a short pd with board around monthly financials
- Mission revision approved by the Board of Regents

**V. Real Estate updates**

- Still targeting summer completion for both Brooklyn and Bronx
- Christ Church – gave 45 day notice that we are vacating the space

**VI. Misc.**

- Graduation: Bronx: June 22, 12:30 out under tent on football field.
- Brooklyn; June 24 at 5:00
- Evening with the Dove May 19.
- Annual meeting Wednesday, June 23, 2021.

**VII. Adjournment**

Next meeting will be held on June 23. With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:09 PM.

Respectfully Submitted,



Heather Bushong, Secretary

## **Urban Dove Team & Urban Dove Team Charter School II Board Meeting Minutes, Wednesday June 23, 2021**

Present: Andrew Ehigiator; Mike Grandis; Spencer Rothschild; Heather Bushong; Jai Nanda; Sharon Aiuvalasit; Amit Bahl.

Absent: Patricia Charlemagne; Patrick Fagan; Wanda Morales; Kevin Turton

Public observer: None

### **Meeting Minutes**

#### **I. Opening Items**

The meeting was called to order at 6:11 PM and attendance was taken. Agenda was unanimously adopted and approved. Minutes from May 18, 2021 meeting were unanimously adopted and approved.

School Leader Report Highlights:

- Bronx graduation was a huge success – first graduating class
- Brooklyn graduation tomorrow
- Both graduations are live streamed and will be posted to the YouTube channel
- Summer program with internship opportunities and credit recovery.
- No students taking regents.

#### **II. Public Comment None.**

#### **III. Finance**

- Monthly financials strong
- First PPP loan forgiveness application was fully approved
- Surplus for both schools predicted at year end
- Discussion of draft 21/22 Budget:
  - WITH A MOTION MADE AND DULY SECONDED, THE BOARD UNANIMOUSLY APPROVED THE DRAFT BUDGETS FOR BOTH SCHOOLS FOR THE 2021-2022 SCHOOL YEAR, WITH THE UNDERSTANDING THAT FUTURE CHANGES BY NEW YORK STATE MAY REQUIRE UPDATES

#### **IV. Governance**

- Committee assignments and calendar
  - AFTER A MOTION MADE AND DULY SECONDED, THE BOARD UNANIMOUSLY ADOPTED 2021/2022 COMMITTEE ASSIGNMENTS AND 2021/2022 BOARD MEETING CALENDAR.

- Non-material Charter Revision to change CSDs for UD Team II:
  - WITH A MOTION MADE AND DULY SECONDED, THE BOARD UNANIMOUSLY ADOPTED RESOLUTION AUTHORIZING A NON-MATERIAL CHARTER REVISION FOR BRONX CHANGE OF CSD.
- Spencer Rothschild board re-election.
  - AFTER A MOTION MADE AND DULY SECONDED, THE BOARD UNANIMOUSLY RE-ELECTED SPENCER ROTHSCHILD TO ANOTHER THREE YEAR TERM.
- Conflict of interest declarations need to be signed and returned.

**V. Real Estate updates**

**VI. Misc.**

**VII. Adjournment**

Next meeting will be held on July 27<sup>th</sup>. With no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:05 PM.

Respectfully Submitted,



Heather Bushong, Secretary

**URBAN DOVE TEAM CHARTER SCHOOL**  
**ORGANIZATIONAL CHART**  
**2020-2021**

<b>Urban Dove Team Charter School Board of Trustees</b>			
<b>School Leader</b>			
<b>Director of Operations</b>	<b>Director of Curriculum and Instruction</b>	<b>Director of Youth Development</b>	<b>Director of College and Career Readiness</b>
Operations Manager	Special Education and MLL Coordinator	Athletic Director	Workforce Manager
Family & Community Engagement Coordinator	Instructional Coach	Instructional Coach	Alumni Coordinator
Data and Programming Manager	General Education Teachers	Coaches	College All Stars Counselors
Office Assistant	Special Education Teachers	Associate Coaches	HiRisers Site Coordinator
Cafeteria Coordinator	Assistant Teachers	Assistant Coaches	HiRisers Site Leader
IT Coordinator	Para-Professionals	Dean	HiRisers Site Assistant
Operations Associates		Assistant Dean	HiRisers Junior Site Assistant
Operations Assistants		Social Workers	
Security Guard		SSS Program Associate	

# URBAN DOVE TEAM CHARTER SCHOOL

## ACADEMIC CALENDAR

2021-2022

<b>Monday</b> August 16	All Staff Report	<b>Tuesday</b> February 1	No School (Lunar New Year)
<b>Friday and Monday</b> September 3-6	School Closed (Labor Day)	<b>Monday through Friday</b> February 21-25	School Closed (Mid Winter Recess)
<b>Tuesday and Wednesday</b> September 7-8	School Closed (Rosh Hashanah)	<b>Friday</b> March 11	Trimester Two Ends
<b>Thursday</b> September 9	Year One Students Report: Half Day	<b>Monday</b> March 14	Trimester Three Begins
<b>Friday</b> September 10	All Students Report: Half Day	<b>Friday through Friday</b> April 15-22	School Closed (Spring Recess)
<b>Monday</b> September 13	Trimester One Begins	<b>Monday</b> May 2	School Closed (Eid al-Fitr)
<b>Thursday</b> September 16	School Closed (Yom Kippur)	<b>Monday</b> May 30	School Closed (Memorial Day)
<b>Monday</b> October 11	School Closed (Indigenous Peoples' Day)	<b>Thursday</b> June 9	No Classes (Staff PD)
<b>Tuesday</b> November 2	No Classes (Staff PD)	<b>Tuesday</b> June 14	Trimester Three Ends
<b>Thursday</b> November 11	School Closed (Veteran's Day)	<b>Wednesday through Friday</b> June 15-June 25	June Regents
<b>Thursday and Friday</b> November 25-26	School Closed (Thanksgiving Recess)	<b>Monday</b> June 20	No School (Juneteenth)
<b>Friday</b> December 3	Trimester One Ends	<b>Thursday</b> June 30	Last Day for all Students and Staff
<b>Monday</b> December 6	Trimester Two Begins.		
<b>Thursday through Friday</b> December 23-December 31	School Closed (Winter Recess)		
<b>Monday</b> January 17	School Closed (MLK Holiday)		
<b>Tuesday through Friday</b> January 25-28	January Regents		
<b>Monday</b> January 31	No Classes (Staff PD)		



**BROOKLYN**

<b>Month</b>	<b>Classes</b>	<b>Off</b>	<b>Other</b>	<b>Total</b>	<b>Notes</b>
September	13	3	2	15	Professional Development, Labor Day, Rosh Hashanah, Yom Kippur
October	20	1	0	20	Indigenous People's Day
November	18	3	1	19	Election Day, Veterans Day, Thanksgiving
December	16	7	0	16	Winter Break
January	19	1	1	20	MLK, PD Day
February	14	6	0	14	Lunar New Year, Mid Winter Break
March	23	0	0	23	
April	15	6	0	15	Spring Break
May	20	2	0	20	Eid, Memorial Day
June	20	1	1	21	Juneteenth, PD Day; June 30th last day
	178	30	5	183	



# FIRE DEPARTMENT

9 METROTECH CENTER BROOKLYN, N.Y. 11201-3857

## BUREAU OF FIRE PREVENTION

Public Buildings Unit

DATE: 09.21.2020.

### PREMISES

Urban Dove Team Charter School  
1256 East 21<sup>st</sup> Street  
Brooklyn NY 11210

Urban Dove Team Charter School  
1256 East 21<sup>st</sup> Street  
Brooklyn NY 11210

To Whom It May Concern:

The New York City Fire Department ("FDNY"), Bureau of Fire Prevention, Public Buildings Unit conducted an inspection of the above-referenced premises on **09.10.2020**.

\_\_\_\_\_ The inspection did not reveal any violations that FDNY's Public Buildings Unit is authorized to inspect and enforce.

\_\_\_\_\_ The inspection resulted in issuance of violations of the Fire Code or other laws, rules or regulations that FDNY's Public Buildings Unit is authorized to inspect and enforce.

~~XXX~~ As of **09.21.2020** documents were submitted to FDNY as proof of correction, and such correction was deemed acceptable to FDNY

\_\_\_\_\_ The inspection, and a review of premises records, has disclosed that the premises may not be in compliance with the lawful occupancy established by the New York City Department of Buildings.

This letter shall not be construed to be a permit for, or an approval of the premises. FDNY does not certify that the premises is free from any violation for which it has not inspected, in accordance with its standard inspection protocols. This letter shall not prevent FDNY from inspecting the premises at a later date, requiring the correction of any deficiencies its finds at the premises, and/or issuing violations against the premises for conditions that do not comply with the Fire Code or other laws, rules or regulations.

Examined by: \_\_\_\_\_  
Tomasz Korbas, Supervising Inspector, PBU

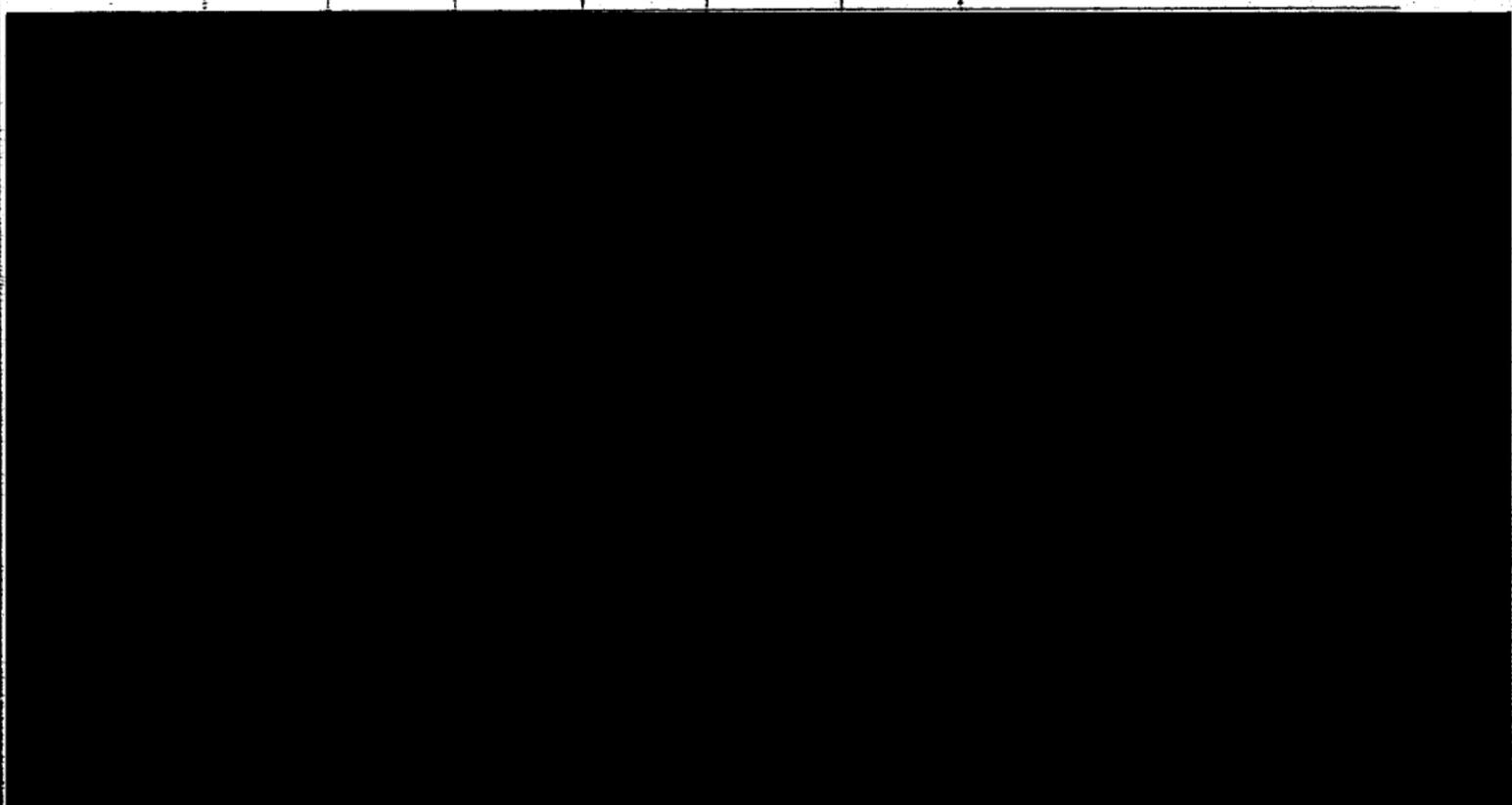
HOUSING AND DEVELOPMENT ADMINISTRATION  
DEPARTMENT OF BUILDINGS  
CERTIFICATE OF OCCUPANCY

BOROUGH BROOKLYN DATE JUN 18 1976 NO. 214293  
This certificate supersedes C.O. No. \_\_\_\_\_ ZONING DISTRICT E-2  
THIS CERTIFIES that the ~~alt~~ altered ~~1111~~ building premises located at  
1256 East 21st Street Block 7620 Lot 57

CONFORMS SUBSTANTIALLY TO THE APPROVED PLANS AND SPECIFICATIONS AND TO THE REQUIREMENTS OF ALL APPLICABLE LAWS, RULES AND REGULATIONS FOR THE USES AND OCCUPANCIES SPECIFIED HEREIN

PERMISSIBLE USE AND OCCUPANCY

STORY	LIVE LOAD LBS. PER SQ. FT.	MAXIMUM NO. OF PERSONS PERMITTED	ZONING DWELLING OR ROOMING UNITS	BUILDING CODE HABITABLE ROOMS	ZONING USE GROUP	BUILDING CODE OCCUPANCY GROUP	DESCRIPTION OF USE
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Pursuant to E.S. & A. Cal. #491-72 BS (10-11-72 Bul. 45 Vol. III and 7-15-75 Bul. 30 Vol. II) herewith filing application for permanent Certificate of Occupancy for existing building and completed enlargement of the South End. The North End shall be completed by November 16, 1976, as noted in the latter Bulletin and thereafter a superseding Certificate of Occupancy shall be obtained. This Alteration Application shall not be considered completed until the North End is constructed.

OPEN ~~SPACE~~ USES Parking & Storm, Loading Berths, Stairs & Other Open Spaces: 30,600 SF Yards  
(SPECIFY—PARKING SPACES, LOADING BERTHS, OTHER USES, NONE)

NO CHANGES OF USE OR OCCUPANCY SHALL BE MADE UNLESS A NEW AMENDED CERTIFICATE OF OCCUPANCY IS OBTAINED

THIS CERTIFICATE OF OCCUPANCY IS ISSUED SUBJECT TO FURTHER LIMITATIONS, CONDITIONS AND SPECIFICATIONS NOTED ON THE REVERSE SIDE.

*Philip E. Olin*  
BOROUGH SUPERINTENDENT

**JEREMIAH T. WALSH**  
COMMISSIONER

COUNTY OF LOS ANGELES  
 DEPARTMENT OF PLANNING  
 ZONING MAP NO. 1006-72  
 ZONING MAP NO. 1006-72  
 ZONING MAP NO. 1006-72

THAT THE ZONING LOT ON WHICH THE PREMISES IS LOCATED IS BOUNDED AS FOLLOWS:

**BEGINNING** at a point on the **West** side of **Kenners Place (East 21st Street)**  
**distance** **225'** feet **from** the corner formed by the intersection of  
**(East 21st St., Kenners Pl. and Avenue "E"**  
 running thence **South 200'** feet; thence **West 100'** feet;  
 thence **North 200'** feet; thence **East 100'** feet;  
 thence \_\_\_\_\_ feet; thence \_\_\_\_\_ feet;  
 thence \_\_\_\_\_ feet; thence \_\_\_\_\_ feet;  
 to the point of place of beginning.

**ALT. No. 1006/72** DATE OF COMPLETION **6/18/76** CONSTRUCTION CLASSIFICATION **1-A**  
**BUILDING OCCUPANCY GROUP CLASSIFICATION** **0** HEIGHT **Base & 2 STORIES, 30' & 47'** FEET

THE FOLLOWING FIRE DETECTION AND EXTINGUISHING SYSTEMS ARE REQUIRED AND WERE INSTALLED IN COMPLIANCE WITH APPLICABLE LAWS.

	YES	NO		YES	NO
STANDPIPE SYSTEM	<input checked="" type="checkbox"/>	<input type="checkbox"/>	AUTOMATIC SPRINKLER SYSTEM	<input type="checkbox"/>	<input type="checkbox"/>
YARD HYDRANT SYSTEM	<input type="checkbox"/>	<input type="checkbox"/>			
STANDPIPE FIRE TELEPHONE AND SIGNALLING SYSTEM	<input type="checkbox"/>	<input type="checkbox"/>			
SMOKE DETECTOR	<input type="checkbox"/>	<input type="checkbox"/>			
FIRE ALARM AND SIGNAL SYSTEM	<input type="checkbox"/>	<input type="checkbox"/>			

**STORM DRAINAGE DISCHARGES INTO:**

- A) STORM SEWER    
 B) COMBINED SEWER    
 C) PRIVATE SEWAGE DISPOSAL SYSTEM

**SANITARY DRAINAGE DISCHARGES INTO:**

- A) SANITARY SEWER    
 B) COMBINED SEWER    
 C) PRIVATE SEWAGE DISPOSAL SYSTEM

**LIMITATIONS OR RESTRICTIONS:**

BOARD OF STANDARDS AND APPEALS CAL. NO. \_\_\_\_\_  
 CITY PLANNING COMMISSION CAL. NO. \_\_\_\_\_  
 OTHERS: \_\_\_\_\_

**Board of Standards and Appeals Cal. No. 101-72-121**  
**Bulletin #30 Vol (12)**  
**Adopted July 15, 1975**  
 • 10-21-72 Bull. 45, Vol. 1211  
 7-15-75 Bull. 30, Vol. 11.