

# Application: WHIN Music Community Charter School

Charlie Ortiz - charlie.ortiz@whinmusic.org  
2020-2021 Annual Report

## Entry 1 School Info and Cover Page

**Completed** Jul 29 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)

WHIN MUSIC COMMUNITY CHARTER SCHOOL 310600861111

**a1. Popular School Name**

WHIN

**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 # 6 - MANHATTAN

**d. DATE OF INITIAL CHARTER**

6/2016

**e. DATE FIRST OPENED FOR INSTRUCTION**

9/2017

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

MISSION STATEMENT

The Washington Heights and Inwood Music Community Charter School (“WHIN Music Charter School” or “WHIN”) will provide our diverse student population with a rigorous academic instruction, intensive music education and a positive learning environment so that every student can thrive academically and personally.

**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	Rigorous, inquiry-driven, project-based academic curriculum aligned with the CCLS: Project-based learning and inquiry are effective learning strategies that allow students to deepen their knowledge and develop their skills while producing high-quality work and developing a life-long passion for knowledge and discovery. For this reason, our teachers will use the inquiry- and project-based Expeditionary Learning (EL) framework, a research-based model for teaching and learning, to “challenge students to think critically and take active roles in their classrooms and communities.”
KDE 2	Music-infused curriculum and El Sistema music education are evidence-based models to achieve improved academic and social outcomes and build community for all learners: Music-infused curriculum: WHIN will integrate music with other academic content areas (especially Science and Social Studies) using the Learning Through Music (LTM) Framework.

KDE 3	<p>Strategic use of time and scheduling:</p> <p>Extended Day: The extended school day will run from 8:00 am to 4:30 pm four days a week. This extended day will ensure all students receive more instructional time (with more integration between content areas) and daily music instruction. Early release on Fridays (2PM) will ensure teachers receive PD in their carefully selected Personal Learning Communities.</p>
KDE 4	<p>Student empowerment through fully inclusionary model and use of Responsive Classroom to fully serve the needs of all students:</p> <p>As a Child-Centered School, our main goal will be to ensure each student is safe, succeeds and develops his/her academic, musical, emotional and social skills, so he/she can become a leader in his/her community, a role model for others, and a positive contributor and citizen. To achieve this goal, WHIN will use an inclusive Co-Teaching model and Responsive Classroom.</p>
KDE 5	<p>Evidenced success of the El Sistema Charter School Model:</p> <p>WHIN is modeled after the highly successful Conservatory Lab Charter School in Boston, MA. A 2013 literature review of 277 El Sistema programs in 58 countries conducted by Sistema Global details the deep impact El Sistema has on a student's academic, musical, personal/social, and cognitive development.</p>
KDE 6	(No response)
KDE 7	(No response)
KDE 8	(No response)
KDE 9	(No response)
KDE 10	(No response)

**Need additional space for variables**

No

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

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

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

270

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

216

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

Check all that apply

Grades Served

K, 1, 2, 3, 4

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

No

# FACILITIES INFORMATION

## m. FACILITIES

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

	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	401 West 164th St New York, NY 10032	844-489-0817	NYC CSD 6	K-5	No

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

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Charles Ortiz	844-489-0817		<a href="mailto:charlie.ortiz@whinmusic.org">charlie.ortiz@whinmusic.org</a>
Operational Leader	Ivelisse Sosa	844-489-0817		<a href="mailto:ivelisse.sosa@whinmusic.org">ivelisse.sosa@whinmusic.org</a>
Compliance Contact	Charles Ortiz	844-489-0817		<a href="mailto:charlie.ortiz@whinmusic.org">charlie.ortiz@whinmusic.org</a>
Complaint Contact	Ivelisse Sosa	844-489-0817		<a href="mailto:ivelisse.sosa@whinmusic.org">ivelisse.sosa@whinmusic.org</a>
DASA Coordinator	Ivelisse Sosa	844-489-0817		<a href="mailto:ivelisse.sosa@whinmusic.org">ivelisse.sosa@whinmusic.org</a>
Phone Contact for After Hours Emergencies	Charles Ortiz	267-879-2545		

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

Co-located Space

**m1c. Please list the terms of your current co-location.**

	Date school will leave current co-location	Is school working with NYCDOE to expand into current space?	If so, list year expansion will occur.	Is school working with NYCDOE to move to separate space?	If so, list the proposed space and year planned for move	School at Full Capacity at Site
Site 1	July, 1 2022	No	2022	No	528 West 162nd St	No

## 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)**

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**Site 1 Fire Inspection Report**

## 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).**

No

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

(No response)

## ATTESTATIONS

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

Name	Charles Ortiz
Position	Executive Director
Phone/Extension	267-879-2545
Email	<a href="mailto:charlie.ortiz@whinmusic.org">charlie.ortiz@whinmusic.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, appearing to read "Charles Ortiz", written on a light gray background.

Signature, President of the Board of Trustees



Date

Jul 29 2021

Thank you.



## Entry 3 Progress Toward Goals

Completed Nov 1 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
	WHIN students will read and write at or above grade level. Metric 1 (Absolute Measure): At least 80% of students who have been enrolled at WHIN			

Academic Goal 1	<p>for at least two full academic years will score at Level 3 or higher on the New York State ELA Exam.</p> <p>Metric 2 (Comparative Measure): WHIN students will perform at least 10 points higher than students from peer schools in CSD 6 on the New York State ELA Exam.</p> <p>Metric 3 (Growth Measure): Each year each grade-level cohort of students will NYS ELA Standardized Test Unable to Assess on STEP until the EOY. This is normal and we have always seen a large growth rate during the EOY windows for K. Comparing our K and first grade results this becomes clear. They show: Kindergarten Growth: 6% above to 19% above 6% on to 25% on 0% approaching to 0% approaching 88% below to 56% below</p>	NYS ELA Assessment	Unable to Assess	<p>Due to the ongoing challenges caused by COVID-19 including a limited number of students participating in the state test it is not possible to adequately assess this goal. For a more detailed breakdown of student performance, please reference WHIN's Benchmark 1 Narrative submitted on 10/29/2021.</p>
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If history serves as a guide these students would show greater gains as the school year ends. Our first grade reflects this by showing:  
1st Grade Growth:  
28% above to 30% above  
46% on to 44% on  
12% approaching to 12% approaching  
14% below to 14% below  
Our second and third grade classes (founding k/1st 14 / 61 reduce by one-half the gap between the percentage at Level 3 and 4 on the previous year's state ELA exam and 75 percent at Level 3 and 4 on the current year's state ELA exam.

WHIN students will perform in mathematics at or above grade level. Metric 1 (Absolute Measure): At least 80% of students who have been enrolled at WHIN for at least two full academic years will score at Level 3 or higher on the

Due to the ongoing challenges caused

Academic Goal 2	<p>New York StateMath Exam each year.</p> <p>Metric 2 (Comparative Measure): WHIN students will perform at least 10 points higher than students from peer schools in CSD 6 on the New York State Math Exam each year.</p> <p>Metric 3 (Growth Measure): Each year each grade-level cohort of students will reduce by one-half the gap between the percentage at Level 3 and 4 on the previous year's state Math exam and 75 percent at Level 3 and 4 on the current year's state Math exam.</p>	NYS Math Assessment	Unable to Assess	<p>by COVID-19 including a limited number of students participating in the state test it is not possible to adequately assess this goal. For a more detailed breakdown of student performance, please reference WHIN's Benchmark 1 Narrative submitted on 10/29/2021.</p>
	<p>WHIN students will perform in social studies and science at or above grade level.</p> <p>Metric 1 (Absolute Measure): At least 80% of students who have been enrolled at WHIN for at least two full academic years will achieve a score of 3 or 4 on</p>			<p>Due to the ongoing challenges caused by COVID-19 including a limited number of students</p>

Academic Goal 3	<p>the New York State Science Exam.</p> <p>Metric 2 (Comparative Measure): WHIN students will perform at least 10 points higher than students from peer schools in CSD 6 on the New York State Science Exam each year.</p> <p>Metric 3 (Growth Measure): A minimum of 75% of students will achieve proficient or advanced rating on the rubrics for a final project of their Expedition.</p>	NYS Standardized Science and Social Studies Test	Unable to Assess	<p>participating in the state test it is not possible to adequately assess this goal. For a more detailed breakdown of student performance, please reference WHIN's Benchmark 1 Narrative submitted on 10/29/2021.</p>
Academic Goal 4	<p>WHIN students will achieve in music.</p> <p>Metric 1 (Absolute Measure): All students will perform in front of an audience as a member of an orchestra (or other musical ensembles such as a choir or an choir) at least 6 times per year.</p> <p>Metric 2 (Absolute Measures): At the end of the year, all students will achieve proficiency in the school's music assessments</p>	NYC Blueprint for Teaching and Learning in Music as Met well as our internal music benchmarks	Unable to Assess	<p>Due to the ongoing challenges caused by COVID-19 including the challenges of learning music in a remote setting, it is not possible to adequately assess this goal. For a more detailed breakdown of student</p>

	based on the NYC Blueprint for Teaching and Learning in Music. Metric 3 (Absolute Measure): At the end of the year, all students in grades 2-5 will score at least 80% on internal music assessments for instrument technique and musicianship,			performance, please reference WHIN's Benchmark 1 Narrative submitted on 10/29/2021.
Academic Goal 5				
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

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

No

## 4. ORGANIZATION GOALS

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

## 2020-2021 Progress Toward Attainment of Organization Goals



	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	<p>WHIN will create and maintain a positive, student centered, and responsive school culture.</p> <p>Metric 1 (Absolute Measure): 85% or more WHIN parents will rate WHIN Music Community School as a 'safe' school on the Department of Education's Learning Environment Survey.</p>	2021 NYC Family Survey	Met	<p>According to the 2021 NYC Family Survey, WHIN clearly met this goal where parents reported:</p> <p>95% of Parents Strongly Agree or Agree that their child is safe at school.</p> <p>97% of parents said WHIN will make them aware of any concerns about a child's social emotional well-being.</p> <p>95% of parents rate that school of having high standards.</p> <p>92% reported discipline is applied fairly.</p> <p>Additionally, WHIN earned 99% Parent Outreach, 97% Parent-Principal Trust, and 99%</p>

				Parent-Teacher Trust.
Org Goal 2				
Org Goal 3				
Org Goal 4				
Org Goal 5				
Org Goal 6				
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

No

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	WHIN's management policies and procedures will ensure fiscal responsibility and appropriate management of the school's revenues and expenditures	End of year budget; Audit;	Met	As like all previous years, WHIN operated within budget and there were no findings on our annual audit.
Financial Goal 2				
Financial Goal 3				
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.**

## **WHIN - 06**

**Filename:** WHIN 06.30.2021 FS FINAL.pdf **Size:** 545.4 kB

## **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.**

## **Whin Music Community CS BEDS-310600861111\_2020-21**

**Filename:** Whin Music Community CS BEDS 3106 va30pSZ.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.**

## **063021 Bank Stmt 2456\_Escrow**

**Filename:** 063021 Bank Stmt 2456 Escrow.pdf **Size:** 393.0 kB

## Entry 4d - Financial Services Contact Information

Completed Sep 29 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
	Charlie Ortiz	<a href="mailto:charlie.ortiz@whinmusic.org">charlie.ortiz@whinmusic.org</a>	267-879-2545

#### 2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Jacqueline B. Lee	[REDACTED]	[REDACTED]	19

**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
	Charter School Business Management	Collin Reymond	237 West 35th St., Suite 301, New York, NY 10001	[REDACTED]	[REDACTED]	6

## Entry 5 - Fiscal Year 2021-2022 Budget

Completed Jul 30 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.**

## **WHIN - SED Budget FY22**

**Filename:** WHIN SED Budget FY22.xlsx **Size:** 49.7 kB

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

**Completed** Jul 29 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.

## **Combined Financial Disclosure 2020 2021pdf**

**Filename:** Combined Financial Disclosure 2020 2021pdf.pdf **Size:** 6.2 MB

## **Entry 7 BOT Membership Table**

**Completed** Jul 29 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	Gregory David		Chair	Program Committee Development Sub-Committee	Yes	2	8/14/2020	8/14/2021	12
2	Bob Green		Trustee/Member	Finance Committee and Facilities Committee	Yes	3	8/14/2020	8/14/2021	12
				Finance Committee					

3	Ivonne Norman		Secretary	tee and Development Sub-Committee	Yes	2	6/14/2020	8/14/2021	12
4	Kenneth Grover		Trustee/Member	Program Committee and Finance Committee	Yes	3	8/14/2020	8/14/2021	12
5	Arnold Adlin		Trustee/Member	Facilities Committee	Yes	1	9/24/2018	6/30/2021	12
6	Cynthia Ivanick		Trustee/Member	Program Committee	Yes	1	11/20/2018	11/30/2021	12
7	Joshua Bederman		Treasurer	Finance Committee	Yes	1	2/26/2020	2/28/2023	12
8									
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	7
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

15

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

12

Thank you.

## Entry 8 Board Meeting Minutes

Completed Jul 29 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.

## [2020\\_2021 Combined BOD Minutes](#)

**Filename:** 2020\_2021\_Combined\_BOD\_Minutes.pdf **Size:** 1.4 MB

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

**Completed** Aug 1 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.

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

	Describe Recruitment Efforts in 2020-2021	Describe Recruitment Plans in 2021-2022
		WHIN utilized a data driven approach to recruitment of all students for the 21-22 school year, including economically disadvantage students. The ED reviews outreach data and compares that to applications

Economically Disadvantaged

for the 2020-2021SY, WHIN continued to do our historic recruitment efforts including providing recruitment materials in multiple languages, offering school tours, and information sessions. The biggest addition to the 2020-2021 recruitment effort is the significant increase with 1:1 communication and relationship building between new families and a dedicated member of the WHIN Enrollment team. This increased communication and relationship has allowed all new families, including those that are living in poverty, to have a close bond with a staff member to help with any/all questions as well as a dedicated team member to help them with enrolling at the school. As with previous years, WHIN used the NYSED Weighted Lottery Generator with the ED preference.

received, number of students enrolled, and the total number that attend. Based on this review, the recruitment team was restructured and assigned roles to staff that best fit their strengths based on the previous years enrollment data. Similar to previous years, many recruitment strategy were used including having a recruitment team which consists of multilingual staff who are deeply aware of the KDE and uniqueness of WHIN's model. This allows each team member to quickly and appropriately respond to any/all prospective family questions in the moment. The team holds school tours twice per month (one in the day and one in the evening), presents at multiple public community events, conducts info sessions at many local daycares, and holds remote school tours every month. WHIN also has a very active social media presence focused on student recruitment as well as Google ads, print ads, bus stop advertisements, and flyers that are distributed on a recurring basis by the recruitment team members. All recruitment materials, including events, are presented in multiple languages so all participants can have full access to the information shared. To ensure families who have applied remain committed to enrolling and attending WHIN there is an active communications campaign that includes monthly email newsletters, automated

		<p>texts/calls, and invitations to WHIN community events so prospective families can meet current families and staff. Communication includes, newsletters with important school information, teacher spotlights so families can get to know their children's teachers and other school staff, welcoming calls by the ED and/or Principal, as well as phone calls from current families so prospective families can get an inside perspective of how special it is to be in the WHIN community. To ensure ED students have preference in the lottery, WHIN developed a weighted lottery generator that is similar to the NYSED lottery.</p>
English Language Learners	<p>Along with having recruitment materials in multiple languages, WHIN conducted school tours and information sessions in multiple languages. Information sessions were conducted at the school in the evenings as well as at local day cares and various community events. Many of the cares and community events have a high amount of non-english speaking families. WHIN also prioritized doing the Home Language Survey during the quarantine with qualified and experienced staff.</p>	<p>To ensure ELL's had easy access to apply and enroll, WHIN always distributes recruitment materials, conducts school tour, info sessions, and community events in multiple languages. As stated above, as a data driven school, WHIN also took great care to learn about the families who applied- especially if they spoke a language other than English. If they did speak a different language, it was noted on our records and a speaker from the recruitment/enrollment team who speaks their home language was assigned to be their main point of contact.</p>
	<p>To recruit students with disabilities our Director of Special Programs is on our enrollment</p>	<p>As evidenced by our rate of enrolled SWD's, WHIN has always sought to recruit, enroll, and retain students with disabilities.</p>

Students with Disabilities	<p>team and supports every new family who has a SWD. The one-on-one attention has allowed each new family to feel supported before the first day of school even happens. This support and relationship has allowed our families to feel comfortable with WHIN and confident in our special education services and programs.</p>	<p>WHIN will continue to gather all of the necessary academic and SPED data on students as they are applying so our Dir. of Special Programs can have everything necessary to successfully steward families as they enroll. This extra level of care and support allows for valuable relationship building as well as helps the SPED team data gather to ensure all services are in place for a student on their first day of school.</p>
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### Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2020-2021	Describe Retention Plans in 2021-2022
Economically Disadvantaged	<p>Due to the increased tension and pressure COVID-19 had on our most vulnerable populations retention for our economically disadvantaged families started during quarantine but making sure all of our families had working technology including a school issued laptop and/or a mobile hot-spot whenever needed. The WHIN team also made great efforts to keep in consistent communication with our families despite some of them moving frequently and some being in the shelter system. We also increased our SEL and social work support during quarantine. This extra support has allowed our ED families to stay engaged which increases our retention of ED families for the 2020-2021 school year. WHIN also</p>	<p>Retention of all WHIN students including ED, ELL's, and SWD's begins with delivering a high quality and rigorous academic and SEL program that allows all students to excel. As we did throughout the pandemic, This begins with having extra communication with students and families who are ED and especially those that may be living in a shelter. By having strong and trusting relationships with our families we will continue to learn what they need and do whatever is in our power to deliver it to them. As with every year, WHIN offers free universal food service and also waives any/all costs associated with our program including field trips,</p>

	<p>purchased 54 new Chromebooks for our incoming students and provided free food for families in need during the quarantine.</p>	<p>instrument rentals, and uniform purchases.</p>
English Language Learners	<p>WHIN increased the amount of multi-language staff for the 2019-2020 which allowed to better support our ELL students and families. This effort continued during the 2020 hiring campaign. Our ENL intervention services were deepened this year with many push-in services and an increased amount of communication between the ENL Interventionist and the ENL families.</p>	<p>As WHIN started last year, we are continuing to increase our multilingual staff so non-English speaking students and families can have greater access to us and our curriculum. As our ELL percentage has increased each year, WHIN's internal percentage of ELL students has increased 3% each year and is now at 23% based on internal end-of-year metrics. This rate of growth shows our recruitment and retention strategies are working. Not to ever be too comfortable with success, WHIN is continuing to use data, research, and best practices to refine and improve our ENL program with inclusive sheltered-in instruction, certified ENL teachers, additional push in services, and pull out services based on a child's need.</p>
Students with Disabilities	<p>In the 2020-2021 SY, WHIN has continued the same efforts we have taken over the previous years that has allowed us to recruit and retain a high number of SWD's. WHIN added a SETSS role, increased the amount of 1:1 attention SWD's received during the pandemic, and ensured SWD's received all of their related services and ICT</p>	<p>WHIN's current SWD rate is 26% based on internal end-of-year metrics which is significantly higher than our neighboring schools. Similar to above, it is clear that our inclusive model with two certified teachers, additional intervention and targeted small group work, and ensemble based model of music instruction baed on El Sistema is working. As such, WHIN will continue to focus on delivering our model to the best of our ability while constantly using data, research and best practices</p>

mandates during the pandemic.

to refine and strengthen our instruction, support, and character development of SWD's so they and their families will remain enrolled at WHIN.

## 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.

## **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** Jul 29 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)	2
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)	3
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)	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)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2021)	
Total Category B: not to exceed 5	4.0

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2021)	1
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)	3.5
Total Category C: not to exceed 5	4.5

**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	11

## CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	24.5



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

### [SY2020 Org Chart](#)

Filename: SY2020 Org Chart.pdf Size: 761.7 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.**

## **21-22 WHIN Admin Calendar - Final**

**Filename:** 21 22 WHIN Admin Calendar Final.pdf **Size:** 269.8 kB

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

**Completed** Jul 29 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:** WHIN Music Community Charter School

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

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

	Link to Documents
1. Most Recent Annual Report (i.e., 2019-20)	<a href="https://www.whinmusic.org/wp-content/uploads/2021/07/whin-2019_2020-annual-report.pdf">https://www.whinmusic.org/wp-content/uploads/2021/07/whin-2019_2020-annual-report.pdf</a>
2. Most recent board meeting notice, documents to be discussed at the meeting (if any)	<a href="https://www.whinmusic.org/board-of-trustees/board-meetings/">https://www.whinmusic.org/board-of-trustees/board-meetings/</a>
2a. Webcast of Board Meetings (per Governor's Executive Order)	<a href="https://www.whinmusic.org/board-of-trustees/board-meetings/">https://www.whinmusic.org/board-of-trustees/board-meetings/</a>
3. Link to NYS School Report Card	<a href="https://data.nysed.gov/profile.php?instid=800000087936">https://data.nysed.gov/profile.php?instid=800000087936</a>
4. Lottery Notice announcing date of lottery	<a href="https://www.facebook.com/whinmusicsschool/photos/a.3409771339082192/3875123439213644/">https://www.facebook.com/whinmusicsschool/photos/a.3409771339082192/3875123439213644/</a>
5. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY);	<a href="https://whinmusic.org/wp-content/uploads/2020/12/whin-sy2020-2021-student-handbook-en.pdf">https://whinmusic.org/wp-content/uploads/2020/12/whin-sy2020-2021-student-handbook-en.pdf</a>
6. District-wide Safety Plan	<a href="https://www.whinmusic.org/wp-content/uploads/2021/07/safety-plan-20-21.pdf">https://www.whinmusic.org/wp-content/uploads/2021/07/safety-plan-20-21.pdf</a>
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	<a href="https://whinmusic.org/wp-content/uploads/2020/12/whin-sy2020-2021-student-handbook-en.pdf">https://whinmusic.org/wp-content/uploads/2020/12/whin-sy2020-2021-student-handbook-en.pdf</a>
7. Authorizer-Approved FOIL Policy	<a href="https://www.whinmusic.org/wp-content/uploads/2017/09/whin_foil.pdf">https://www.whinmusic.org/wp-content/uploads/2017/09/whin_foil.pdf</a>
8. Subject matter list of FOIL records	<a href="https://whinmusic.org/whin-families/">https://whinmusic.org/whin-families/</a>

**Thank you.**



**WHIN MUSIC COMMUNITY CHARTER SCHOOL**

**NEW YORK, NEW YORK**

**AUDITED FINANCIAL STATEMENTS**

**REPORT REQUIRED BY**  
**GOVERNMENT AUDITING STANDARDS**

**AND**

**INDEPENDENT AUDITOR'S REPORTS**

**JUNE 30, 2021**  
**(With Comparative Totals for 2020)**

## CONTENTS

<u>AUDITED FINANCIAL STATEMENTS</u>	<u>PAGE</u>
Independent Auditor's Report	3
Statement of Financial Position	5
Statement of Activities and Changes in Net Assets	6
Statement of Functional Expenses	7
Statement of Cash Flows	8
Notes to Financial Statements	10
 <u>REPORT REQUIRED BY GOVERNMENT AUDITING STANDARDS</u>	
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	24



## INDEPENDENT AUDITOR'S REPORT

Board of Trustees  
WHIN Music Community Charter School

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

We have audited the accompanying financial statements of WHIN Music Community Charter School, which comprise the statement of financial position as of June 30, 2021, and the related statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

### **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.

### **Auditor's 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 auditor's 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 WHIN Music Community Charter 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 Summarized Comparative Information**

We have previously audited WHIN Music Community Charter School's June 30, 2020 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated October 28, 2020. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2020 is consistent, in all material respects, with the audited financial statements from which it has been derived.

**Other Report Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated October 26, 2021 on our consideration of WHIN Music Community Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on 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 WHIN Music Community Charter School's internal control over financial reporting and compliance.

*Mengel, Metzger, Barw & Co. LLP*

Rochester, New York  
October 26, 2021

WHIN MUSIC COMMUNITY CHARTER SCHOOL

STATEMENT OF FINANCIAL POSITION

JUNE 30, 2021  
(With Comparative Totals for 2020)

	June 30,	
	2021	2020
<u>ASSETS</u>		
<u>CURRENT ASSETS</u>		
Cash	\$ 844,506	\$ 383,352
Grants and other receivables, net of allowance for doubtful accounts of \$105,637 at June 30, 2020	200,226	290,876
Current portion of pledges receivable	120,000	-
Prepaid expenses and other current assets	41,597	25,108
TOTAL CURRENT ASSETS	1,206,329	699,336
<u>OTHER ASSETS</u>		
Property and equipment, net	548,925	506,341
Pledges receivable	40,000	-
Cash in escrow	75,206	75,130
	664,131	581,471
TOTAL ASSETS	\$ 1,870,460	\$ 1,280,807
<u>LIABILITIES AND NET ASSETS</u>		
<u>CURRENT LIABILITIES</u>		
Accounts payable and accrued expenses	\$ 135,118	\$ 205,628
Accrued payroll and benefits	259,965	207,761
Note payable, net of unamortized debt issuance costs of \$12,911 at June 30, 2021	265,246	113,372
Current portion of long-term debt	28,291	21,027
TOTAL CURRENT LIABILITIES	688,620	547,788
<u>LONG-TERM DEBT, net of current portion</u>	30,598	35,281
TOTAL LIABILITIES	719,218	583,069
<u>NET ASSETS</u>		
Without donor restrictions	991,242	697,738
With donor restrictions	160,000	-
TOTAL NET ASSETS	1,151,242	697,738
TOTAL LIABILITIES AND NET ASSETS	\$ 1,870,460	\$ 1,280,807

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

WHIN MUSIC COMMUNITY CHARTER SCHOOL

STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

YEAR ENDED JUNE 30, 2021  
(With Comparative Totals for 2020)

	Year ended June 30,			
	2021			2020
	Without donor restrictions	With donor restrictions	Total	Total
Operating revenue and support:				
State and local per pupil				
operating revenue	\$ 4,232,750	\$ -	\$ 4,232,750	\$ 3,620,534
Government grants	234,532	-	234,532	135,888
Private grants	236,208	160,000	396,208	77,543
Other income	472	-	472	5,660
<b>TOTAL OPERATING REVENUE AND SUPPORT</b>	<b>4,703,962</b>	<b>160,000</b>	<b>4,863,962</b>	<b>3,839,625</b>
Expenses:				
Program:				
Regular education	1,876,644	-	1,876,644	1,860,426
Special education	1,352,092	-	1,352,092	988,353
Management and general	832,691	-	832,691	835,499
Fundraising	69,869	-	69,869	86,600
<b>TOTAL EXPENSES</b>	<b>4,131,296</b>	<b>-</b>	<b>4,131,296</b>	<b>3,770,878</b>
Loss on impairment of construction-in-progress	(279,162)	-	(279,162)	-
<b>CHANGE IN NET ASSETS</b>	<b>293,504</b>	<b>160,000</b>	<b>453,504</b>	<b>68,747</b>
Net assets at beginning of year	697,738	-	697,738	628,991
<b>NET ASSETS AT END OF YEAR</b>	<b>\$ 991,242</b>	<b>\$ 160,000</b>	<b>\$ 1,151,242</b>	<b>\$ 697,738</b>

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

WHIN MUSIC COMMUNITY CHARTER SCHOOL

STATEMENT OF FUNCTIONAL EXPENSES

YEAR ENDED JUNE 30, 2021  
(With Comparative Totals for 2020)

		Year Ended June 30,							
		2021							2020
		Program Services			Supporting Services				
	No. of Positions	Regular Education	Special Education	Sub-total	Management and General	Fundraising	Sub-total	Total	Total
Personnel Services Costs:									
Administrative staff personnel	11	\$ 352,109	\$ 104,440	\$ 456,549	\$ 329,157	\$ 50,000	\$ 379,157	\$ 835,706	\$ 809,208
Instructional personnel	26	827,462	802,815	1,630,277	-	-	-	1,630,277	1,403,204
Total personnel services costs	37	1,179,571	907,255	2,086,826	329,157	50,000	379,157	2,465,983	2,212,412
Fringe benefits and payroll taxes		274,937	213,635	488,572	78,054	11,857	89,911	578,483	537,397
Retirement		10,082	7,834	17,916	2,862	435	3,297	21,213	19,071
Legal service		-	-	-	21,282	-	21,282	21,282	20,475
Accounting / audit services		-	-	-	216,381	-	216,381	216,381	205,244
Other purchased / professional / consulting services		147,456	67,899	215,355	5,563	845	6,408	221,763	118,996
Repairs and maintenance		210	163	373	60	8	68	441	12,951
Insurance		21,306	16,555	37,861	6,049	919	6,968	44,829	35,450
Supplies / materials		82,793	26,077	108,870	-	-	-	108,870	70,263
Equipment / furnishings		7,527	5,849	13,376	2,137	325	2,462	15,838	10,279
Staff development		46,891	36,436	83,327	13,312	2,022	15,334	98,661	74,347
Marketing / recruitment		26,997	10,892	37,889	1,468	223	1,691	39,580	25,655
Technology		34,355	26,695	61,050	9,753	1,482	11,235	72,285	66,405
Student services		3,877	1,221	5,098	-	-	-	5,098	141,769
Office expense		2,246	1,746	3,992	10,800	97	10,897	14,889	16,823
Depreciation		38,396	29,835	68,231	10,900	1,656	12,556	80,787	98,785
Other		-	-	-	124,913	-	124,913	124,913	104,556
		\$ 1,876,644	\$ 1,352,092	\$ 3,228,736	\$ 832,691	\$ 69,869	\$ 902,560	\$ 4,131,296	\$ 3,770,878

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

WHIN MUSIC COMMUNITY CHARTER SCHOOL

STATEMENT OF CASH FLOWS

YEAR ENDED JUNE 30, 2021  
(With Comparative Totals for 2020)

	<u>Year ended June 30,</u>	
	<u>2021</u>	<u>2020</u>
<u>CASH FLOWS - OPERATING ACTIVITIES</u>		
Change in net assets	\$ 453,504	\$ 68,747
Adjustments to reconcile change in net assets to net cash provided from operating activities:		
Depreciation and amortization	80,787	98,785
Loss on impairment of construction-in-progress	279,162	-
Bad debts	105,637	105,637
Changes in certain assets and liabilities affecting operations:		
Grants and other receivables	(14,987)	(238,706)
Pledges receivable	(160,000)	25,000
Prepaid expenses and other current assets	(16,489)	2,105
Accounts payable and accrued expenses	(110,355)	94,772
Accrued payroll and benefits	<u>52,204</u>	<u>(941)</u>
NET CASH PROVIDED FROM OPERATING ACTIVITIES	<u>669,463</u>	<u>155,399</u>
<u>CASH FLOWS - INVESTING ACTIVITIES</u>		
Purchases of property and equipment	<u>(346,543)</u>	<u>(324,960)</u>
NET CASH USED FOR INVESTING ACTIVITIES	<u>(346,543)</u>	<u>(324,960)</u>
<u>CASH FLOWS - FINANCING ACTIVITIES</u>		
Repayments on long term debt	(26,475)	(18,777)
Borrowings on note payable	<u>164,785</u>	<u>113,372</u>
NET CASH PROVIDED FROM FINANCING ACTIVITIES	<u>138,310</u>	<u>94,595</u>
NET INCREASE (DECREASE) IN CASH AND RESTRICTED CASH	461,230	(74,966)
Cash and restricted cash at beginning of year	<u>458,482</u>	<u>533,448</u>
CASH AND RESTRICTED CASH AT END OF YEAR	<u>\$ 919,712</u>	<u>\$ 458,482</u>

WHIN MUSIC COMMUNITY CHARTER SCHOOL

STATEMENT OF CASH FLOWS, Cont'd

YEAR ENDED JUNE 30, 2021  
(With Comparative Totals for 2020)

	<u>June 30,</u>	
	<u>2021</u>	<u>2020</u>
<u>SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION</u>		
Reconciliation of cash reported within the statement of financial position that sum to the total amounts shown in the statement of cash flows		
Cash	\$ 844,506	\$ 383,352
Cash in escrow	<u>75,206</u>	<u>75,130</u>
Total cash and restricted cash shown in the statement of cash flows	<u>\$ 919,712</u>	<u>\$ 458,482</u>
 <u>NON-CASH OPERATING AND INVESTING ACTIVITIES</u>		
Purchases of property and equipment included in accounts payable	<u>\$ 39,845</u>	<u>\$ -</u>
 <u>NON-CASH INVESTING AND FINANCING ACTIVITIES</u>		
Purchases of property and equipment financed with long-term debt	<u>\$ 29,056</u>	<u>\$ 35,988</u>
 Capitalized debt issuance costs included in construction-on-progress	 <u>\$ 12,911</u>	 <u>\$ -</u>

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

# WHIN MUSIC COMMUNITY CHARTER SCHOOL

## NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2021

(With Comparative Totals for 2020)

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

#### The Charter School

WHIN Music Community Charter School (the “Charter School”) is an educational corporation that operates as a charter school in New York, New York. The Charter School provides a uniquely challenging educational program that incorporates intensive daily music instruction, fosters innovative teaching methods, imbues students with a love of learning and facilitates the development of the community through music, academic, and social inclusion. On June 14, 2016 the Board of Regents of the University of the State of New York granted the Charter School a provisional charter valid for a term of five years (through June 30, 2022) and renewable upon expiration.

#### Classification of net assets

To ensure observance of limitations and restrictions placed on the use of resources available to the Charter School, the accounts of the Charter School are maintained in accordance with the principles of accounting for not-for-profit organizations. This is the procedure by which resources are classified for reporting purposes into net asset groups, established according to their nature and purpose. Accordingly, all financial transactions have been recorded and reported by net asset group.

The assets, liabilities, activities, and net assets are classified based on the existence or absence of donor or grantor-imposed restrictions. Accordingly, net assets and changes therein are classified and reported as follows:

#### *Net Assets Without Donor Restrictions*

Net assets available for use in general operations and not subject to donor (or certain grantor) restrictions. The Board of Trustees has discretionary control to use these in carrying on operations in accordance with the guidelines established by the Charter School.

*Net Assets With Donor Restrictions* – Net assets subject to donor (or certain grantor) imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both. The Charter School had no assets with donor restrictions at June 30, 2020. The Charter School had \$160,000 of net assets with donor restrictions at June 30, 2021 as described in Note D.

#### Revenue and support recognition

Revenue from Exchange Transactions: The Charter School recognizes revenue in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Update (ASU) 2014-09, Revenue from Contracts with Customers, as amended. ASU 2014-09 applies to exchange transactions with customers that are bound by contracts or similar arrangements and establishes a performance obligation approach to revenue recognition.



WHIN MUSIC COMMUNITY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

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

The Charter School records substantially all revenues over time as follows:

State and local per pupil operating revenue

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

The following table summarizes contract balances at their respective statement of financial position dates:

	June 30,		
	<u>2021</u>	<u>2020</u>	<u>2019</u>
Grants and other receivables	\$ 51,108	\$ 206,993	\$ 39,013

Contributions

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

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

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

WHIN MUSIC COMMUNITY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

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

Grant revenue

Some of the Charter School's revenue is derived from cost-reimbursable federal and state contracts and grants, which are conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when the Charter School has incurred expenditures in compliance with specific contract or grant provisions. Certain grants are subject to audit and retroactive adjustments by its funders. Any changes resulting from these audits are recognized in the year they become known. Qualifying expenditures that have been incurred but are yet to be reimbursed are reported as grants receivable in the accompanying statement of financial position. There were no amounts received prior to incurring qualifying expenditures, which would be reported as deferred revenue in the accompanying statement of financial position at June 30, 2021 and 2020, respectively. The Organization has not any received cost-reimbursement grants that have not been recognized at June 30, 2021 and 2020, because qualifying expenditures have not yet been incurred.

Cash

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

Cash in escrow

The Charter School is required to maintain cash in an escrow account in accordance with the terms of its charter agreement. The agreement requires \$25,000 to be placed in escrow each of the first three years of operations and a balance of \$75,000 be maintained to fund any audit and legal expenses incurred should the Charter School cease operations and dissolve. The amount in escrow was \$75,206 and \$75,130 at June 30, 2021 and 2020, respectively.

Grants and other receivables

Grants and other receivables are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts based on its assessment of the current status of individual receivables from grants, agencies and others. Balances that are still outstanding after management has used reasonable collection efforts are written off against the allowance for doubtful accounts. There was no allowance for doubtful accounts at June 30, 2021. At June 30, 2020, the allowance for doubtful accounts was \$105,637.

Pledges receivable

Pledges receivable represent unconditional promises to give. Those that are expected to be collected within one year are recorded at their net realizable value. For amounts to be collected in future years, no discount was considered necessary to record estimated future collections at their present value. There was no allowance for uncollectible pledges receivable at June 30, 2021 and 2020.

WHIN MUSIC COMMUNITY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

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

Property and equipment

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

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

Debt issuance costs

Debt issuance costs are stated at cost and are amortized over the term of the debt. The Charter School shows debt issuance costs as a deduction from the carrying amount of the debt, net on the accompanying statement of financial position.

Contributed services

The Charter School is located in a New York City Department of Education facility and utilizes approximately 39,000 square feet at no charge. In addition, the Charter School receives contributed services from volunteers to develop its academic program and to serve on the Board of Trustees, and received transportation services provided by the local district. The Charter School was unable to determine a value for these services.

Tax exempt status

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

The Charter School files Form 990 tax returns in the U.S. federal jurisdiction. The tax returns for the years ended June 30, 2018 through June 30, 2021 are still subject to potential audit by the IRS. Management of the Charter School believes it has no material uncertain tax positions and, accordingly, it has not recognized any liability for unrecognized tax benefits.

Marketing costs

The Charter School expenses marketing costs as they are incurred. Total marketing and recruiting costs approximated \$39,600 and \$25,700 for the years ended June 30, 2021 and June 30, 2020, respectively.

Use of estimates in the preparation of financial statements

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

## WHIN MUSIC COMMUNITY CHARTER SCHOOL

### NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

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

##### Functional allocation of expenses

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

##### Comparatives for the period ended June 30, 2020

The financial statements include certain prior period summarized comparative information in total but not by net asset class or functional classification. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with Charter School's financial statements for the period ended June 30, 2020, from which the summarized information was derived.

##### New accounting pronouncements:

###### Leases

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

###### Gifts-in-kind

In September 2020, the FASB issued a new accounting update to improve transparency in the reporting of contributed nonfinancial assets, also known as gifts-in-kind. The update requires not-for-profit entities to present contributed nonfinancial assets separately on the statement of activities, apart from contributions of cash and other financial assets. In addition, the update requires not-for-profit entities to disclose in the notes to the financial statements a breakout of the different types of gifts-in-kind recognized, any donor restrictions associated with the gift, the valuation technique(s) used to arrive at the fair value measure, whether or not the gift-in-kind was monetized, and any policies on monetization. The update is effective for fiscal years beginning after June 15, 2021 and will be applied on a retrospective basis. The Charter School is currently evaluating the provisions of this update to determine the impact it will have on the Charter School's financial statements.

##### Subsequent events

The Charter School has conducted an evaluation of potential subsequent events occurring after the statement of financial position date through October 26, 2021, which is the date the financial statements are available to be issued. See Note F, Note J, and Note K.

WHIN MUSIC COMMUNITY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE B: LIQUIDITY AND AVAILABILITY

The Charter School regularly monitors liquidity required to meet its operating needs and other contractual commitments. The Charter School's main source of liquidity is its cash accounts.

For purposes of analyzing resources available to meet general expenditures over a 12-month period, the Charter School considers all expenditures related to its ongoing activities of education and public service as well as the conduct of services undertaken to support those activities to be general expenditures.

In addition to financial assets available to meet general expenditures over the next 12 months, the Charter School operates with a balanced budget and anticipates collecting sufficient revenue to cover general expenditures not covered by donor-restricted resources. Refer to the statement of cash flows which identifies the sources and uses of the Charter School's cash and shows positive cash generated by operations for fiscal years 2021 and 2020.

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, comprise the following at June 30, 2021 and 2020:

	June 30,	
	2021	2020
Cash	\$ 844,506	\$ 383,352
Grants and other receivables	200,226	290,876
Current portion of pledges receivable	<u>120,000</u>	<u>-</u>
Total financial assets available to management for general expenditures within one year	<u>\$ 1,164,732</u>	<u>\$ 674,228</u>

WHIN MUSIC COMMUNITY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE C: PROPERTY AND EQUIPMENT

Property and equipment consisted of the following:

	June 30,	
	2021	2020
Furniture	\$ 180,862	\$ 140,516
Office equipment	83,058	77,713
Leasehold improvements	69,475	69,475
Musical equipment	127,540	95,748
Computer equipment	64,735	64,735
Construction-in-progress	326,068	280,180
	<u>851,738</u>	<u>728,367</u>
Less accumulated depreciation and amortization	<u>302,813</u>	<u>222,026</u>
	<u>\$ 548,925</u>	<u>\$ 506,341</u>

At June 30, 2021, the Charter School had construction-in-progress of \$326,068 relating to costs for a new facility (see Note F). No provision for depreciation will be made for these costs until the facility is put into use. The Charter School entered into a contract for architectural services in connection with the new facility for \$987,200. As of June 30, 2021 no amounts had been billed under this contract. During the year ended June 30, 2021, as further described in Note F, the Charter School determined certain costs incurred relating to the 181<sup>st</sup> Street site were impaired when the location was no longer deemed viable. As a result, construction-in-progress of \$279,162 was written off during the year ended June 30, 2021.

NOTE D: NET ASSETS

Net assets without donor restrictions consist of the following:

	June 30,	
	2021	2020
Undesignated net assets	\$ 766,452	\$ 361,077
Invested in property and equipment, net of related debt	<u>224,790</u>	<u>336,661</u>
	<u>\$ 991,242</u>	<u>\$ 697,738</u>

Net assets with donor restrictions consist of the following:

	June 30,	
	2021	2020
Restricted due to time	<u>\$ 160,000</u>	<u>\$ -</u>

WHIN MUSIC COMMUNITY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE E: LINE OF CREDIT

The Charter School entered into a \$75,000 line of credit with a credit union in August 2018. The interest rate on the line of credit is fixed at 9.75%. There were no borrowings on the line of credit during the years ended June 30, 2021 and 2020.

NOTE F: SCHOOL FACILITY

During 2017, the Charter School received approval from the New York City Department of Education for use of dedicated and shared space for no charge at Middle School 328 Community Math & Science Prep, a New York Public School located at 401 West 164<sup>th</sup> Street, New York, NY.

During 2019, the Charter School began exploring alternative options for a permanent location and in April 2019, the Charter School signed a non-binding letter of intent to enter into a ground lease for a permanent location. The Board of Trustees approved expenditure of up to \$214,000 to explore obtaining necessary approvals. In January 2020, Friends of WHIN Music Community Charter School ("Friends of WHIN") entered into a lease for this location. Friends of WHIN has one board member in common with the Charter School.

On February 6, 2020, the Charter School signed a sublease with Friends of WHIN for a property located on West 181<sup>st</sup> Street, New York, NY, dependent on the premises being delivered to the Charter School ready for occupancy. Friends of WHIN was unable to obtain a Certificate of Occupancy and the agreement with the Charter School was terminated, effective June 30, 2021. Prior to termination, rent was abated in its entirety for the year ended June 30, 2021, in accordance with the terms of the sublease.

On June 15, 2021, the Charter School signed a sublease with Friends of WHIN for a property located on West 162nd Street, New York, NY. Friends of WHIN is responsible for completing certain work on the premises to prepare the premises for the Charter School's occupancy. The commencement date of the sublease is contingent on Friends of WHIN securing a loan to finance the work to be done to prepare the facility for the Charter School's occupancy. Upon commencement of the lease, the Charter School will be required to pay a security deposit of \$225,000 in the form of cash or letter of credit. The term of the sublease shall be for approximately forty (40) years, commencing on the commencement date as described above. Each sublease year will run from July 1st to June 30th. The first rental year shall run from the commencement date through June 30th of the year the commencement date occurs.

Future expected minimum payments of this lease are approximately as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2022	\$ 210,000
2023	420,000
2024	2,559,300
2025	2,769,300
2026	2,769,300
Thereafter	<u>105,568,300</u>
	<u>\$ 114,296,200</u>

WHIN MUSIC COMMUNITY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE F: SCHOOL FACILITY, Cont'd

As of October 26, 2021, Friends of WHIN has not secured financing for the work to be done to prepare the facility for the Charter School's occupancy, and, therefore, the lease commencement date has not yet been established.

Effective August 18, 2021, the Charter School entered into a sublease agreement with Friends of WHIN for facility space located on St. Nicholas Avenue, New York, NY, commencing August 2021 and expiring August 2023.

Future expected minimum payments of this lease are approximately as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2022	\$ 439,400
2023	1,443,600
2024	<u>272,000</u>
	<u>\$ 2,155,000</u>

NOTE G: CONTINGENCY

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

NOTE H: CONCENTRATIONS

At June 30, 2021 and 2020, grants and other receivables and pledges receivable are comprised of the following:

	<u>June 30,</u>	
	<u>2021</u>	<u>2020</u>
New York State	40%	80%
Foundation A	21%	**
Foundation B	14%	**
Per Pupil - District A	**	16%

\*\*Balance represents less than 10% of total grants and other receivables and pledges receivable



WHIN MUSIC COMMUNITY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE H: CONCENTRATIONS, Cont'd

During the years ended June 30, 2021 and 2020 total operating revenue and support came from the following sources:

	<u>June 30,</u>	
	<u>2021</u>	<u>2020</u>
New York City per-pupil	87%	94%

The per-pupil rate is set annually by the State based on the school district in which the Charter School's students are located.

NOTE I: RETIREMENT PLAN

The Charter School sponsors a 403(b) retirement plan ("the Plan") for its employees. All employees are immediately eligible to participate in the Plan. The Plan allows for the Charter School to make a matching contribution to the Plan. The Charter School contributed approximately \$21,200 and \$19,100 the Plan for the years ended June 30, 2021 and June 30, 2020, respectively.

NOTE J: OPERATING LEASES

The Charter School entered into non-cancellable lease agreements for office equipment expiring at various dates through October 2024, including two leases entered in August 2021. The future payments on these agreements are as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2022	\$ 15,286
2023	12,060
2024	12,060
2025	4,020
	<u>\$ 43,426</u>

WHIN MUSIC COMMUNITY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE K: NOTE PAYABLE

On March 26, 2020 the Charter School entered into a loan agreement with Nonprofit Finance Fund (NFF) for a loan with a maximum aggregate principal amount of \$600,000 to be used for closing costs and to finance predevelopment activities related to improvements for a site on West 181<sup>st</sup> Street, New York, NY (the “project”), the future site of the Charter School’s facility. As further described in Note F, during the year ended June 30, 2021, this site was no longer deemed viable and an alternative site was identified. NFF approved continuation of the loan relating to the alternative site. As of June 30, 2020, the Charter School borrowed \$113,372 of the amount available on this loan. On July 28, 2020, the Charter School borrowed an additional \$146,561 on this loan and interest accumulated to date totaling \$18,224 was added to the note payable balance at June 30, 2021. The interest rate is fixed at 6.75%, annually, with interest-only payments due monthly. The loan was scheduled to mature on the earlier of March 26, 2021 or the closing of permanent construction financing for the project at which point all outstanding principal and interest would be due. The loan was subsequently refinanced, with the interest rate remaining fixed at 6.75% annually, and full principal and interest due on September 1, 2021. Effective September 1, 2021, the loan was further amended to increase the maximum principal amount to \$850,000 and extend the maturity date to the earlier of February 1, 2022 or the date of closing on permanent construction financing.

The note payable balance of \$278,157 is shown net of related debt acquisition costs totaling \$12,911 on the accompanying statement of financial position for the year ended June 30, 2021.

In connection with the note payable, the Charter School is required to maintain compliance with certain covenants. At June 30, 2021, the Charter School was in compliance with these covenants.

WHIN MUSIC COMMUNITY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE L: LONG-TERM DEBT

	<u>June 30,</u>	
	<u>2021</u>	<u>2020</u>
Contract to purchase musical instruments. The Contract requires quarterly payments of \$3,007 beginning December 2018 through September 2022.	\$ 15,038	\$ 27,067
Contract to purchase musical instruments. The Contract requires quarterly payments of \$2,249 beginning December 2019 through September 2023.	20,243	29,241
Contract to purchase musical instruments. The Contract requires quarterly payments of \$1,816 beginning December 2020 through September 2024.	<u>23,608</u>	<u>-</u>
	58,889	56,308
Less: current portion of long-term debt	<u>28,291</u>	<u>21,027</u>
	<u>\$ 30,598</u>	<u>\$ 35,281</u>

Future maturities of long-term debt are as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2022	\$ 28,291
2023	19,269
2024	9,513
2025	<u>1,816</u>
	<u>\$ 58,889</u>

NOTE M: FUNCTIONAL EXPENSES

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

WHIN MUSIC COMMUNITY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

JUNE 30, 2021

(With Comparative Totals for 2020)

NOTE N: FINANCIAL IMPACT OF COVID-19 OUTBREAK

On January 30, 2020, the World Health Organization (“WHO”) announced a global health emergency because of a new strain of coronavirus (the “COVID-19 outbreak”) and the risks to the international community as the virus spreads globally beyond its point of origin. In March 2020, the WHO classified the COVID-19 outbreak as a pandemic, based on the rapid increase in exposure globally. The full impact of the COVID-19 outbreak continues to evolve as of the date of this report. As such, it is uncertain as to the full magnitude that the pandemic will have on the Charter School’s financial condition, liquidity, and future results of operations. Management is actively monitoring the global situation on its financial condition, liquidity, operations, suppliers, industry, and workforce. Given the daily evolution of the COVID-19 outbreak and the global responses to curb its spread, the Charter School is not able to estimate the effects of the COVID-19 outbreak on its results of operations, financial condition, or liquidity for fiscal year 2022.

In response to the COVID-19 outbreak, the Federal Government passed several COVID relief acts which include funding for elementary and secondary education. The Elementary and Secondary School Emergency Relief Fund (ESSER Fund) was established to award grants to state and local educational agencies. The Charter School has recognized \$60,387 of revenue relative to ESSER grants during the year ended June 30, 2021.

NOTE O: RENEWAL PROCESS

The Charter School is currently in the process of renewing its charter as granted by the New York State Board of Regents. The charter currently expires June 30, 2022. The renewal process includes review by New York State Department of Education (NYSED) of various operational and governance aspects, including fiscal health and internal controls, board governance, and academic performance. Upon review of the renewal application and results, NYSED will determine if the charter should be renewed and if so, for how long. Successful charter renewals can range from one to five years. At this time, management of the Charter School expects the charter to be renewed.

**WHIN MUSIC COMMUNITY CHARTER SCHOOL**

**REPORT REQUIRED BY GOVERNMENT AUDITING STANDARDS**

INDEPENDENT AUDITOR'S 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*

Board of Trustees  
WHIN Music Community Charter School

We have audited, 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, the financial statements of WHIN Music Community Charter School, which comprise the statement of financial position as of June 30, 2021 and the related statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 26, 2021.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered WHIN Music Community Charter School's internal control over financial reporting (internal control) to determine 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 WHIN Music Community Charter School's internal control. Accordingly, we do not express an opinion on the effectiveness of WHIN Music Community Charter 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, and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control over financial reporting 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 WHIN Music Community Charter 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 determination of financial statement amounts. 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.

*Mengel, Metzger, Bar & Co. LLP*

Rochester, New York  
October 26, 2021

Statement Period	Account Number
06/01/21 - 06/30/21	

Page 1 of 2



000759

WHIN MUSIC COMMUNITY CHARTER SCHOOL  
CHARLES ORTIZ  
GREGORY DAVID  
401 WEST 164TH STREET 4TH FLOOR  
NEW YORK NY 10032

Vacation? Debt Consolidation? New furniture? We offer personal loans according to your needs.



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## STATEMENT SUMMARY

### Deposit Accounts

Total Balance: \$75,205.57

Account Type	Previous Balance	Deposits	Withdrawals	New Balance
REGULAR BUSINESS SHARE (00)	48.41	0.00	0.00	48.41
SECONDARY SHARE BUSINESS (51)	75,150.98	6.18	0.00	75,157.16

### Loan Accounts

Total Balance: \$0.00

Account Type	Previous Balance	Advances	Payments	New Balance
*WORKING CAPITAL (22)	.00	0.00	0.00	.00

## REGULAR BUSINESS

Ending Balance: \$48.41

ACCOUNT OWNERS/SIGNERS: WHIN MUSIC COMMUNITY CHARTER SCHOOL,  
CHARLES ORTIZ, GREGORY DAVID

Date	Memo	Description	Deposits	Withdrawals	Balance
06/01		PREVIOUS BALANCE			48.41
06/30		NEW BALANCE			48.41

YTD DIVIDENDS EARNED .00

ANNUAL PERCENTAGE YIELD EARNED FROM 06/01/21 THROUGH 06/30/21 IS 00.00% BASED  
UPON AN AVERAGE BALANCE OF 48.41 AND TOTAL DIVIDENDS EARNED OF 0.00

## SECONDARY SHARE

Ending Balance: \$75,157.16

ACCOUNT OWNERS/SIGNERS: WHIN MUSIC COMMUNITY CHARTER SCHOOL,  
CHARLES ORTIZ, GREGORY DAVID

Date	Memo	Description	Deposits	Withdrawals	Balance
06/01		PREVIOUS BALANCE			75,150.98
06/30		DIVIDEND	6.18		75,157.16
06/30		NEW BALANCE			75,157.16

### DEPOSITS AND OTHER CREDITS

Date	Amount	Date	Amount	Date	Amount	Date	Amount
06/30	6.18						
YTD DIVIDENDS EARNED	37.26						





## PLEASE KEEP US INFORMED OF ADDRESS CHANGES

TO MAKE AN ADDRESS CHANGE, PLEASE COMPLETE AND RETURN TO THE CREDIT UNION.

Member's Name

☐ Address

Apt. No.

☐ City and State

Zip Code

Member's Signature (required)

CHANGES NOTED ABOVE ARE SUBJECT TO VERIFICATION BY THE CREDIT UNION.

### PLEASE RETAIN THIS STATEMENT. IT IS A PERMANENT RECORD OF YOUR TRANSACTIONS.

#### DEPOSITS OUTSTANDING

DATE	AMOUNT
3. TOTAL	

#### DRAFTS OUTSTANDING

NUMBER OR DATE	AMOUNT
5. TOTAL	

- TO PROVE THE SHARE ACCOUNT BALANCE AS SHOWN ON YOUR STATEMENT:
- GO THROUGH YOUR DRAFT STUBS OR DRAFT REGISTER AND CHECK OFF EACH DEPOSIT OR OTHER CREDIT AMOUNT LISTED ON THIS STATEMENT. IF YOU HAVE A DEPOSIT OR OTHER CREDIT IN YOUR DRAFT STUBS OR DRAFT REGISTER THAT IS NOT SHOWN ON THIS STATEMENT, LIST THE AMOUNT IN DEPOSITS OUTSTANDING COLUMN. ALSO LIST ANY DEPOSITS OR OTHER CREDITS STILL OUTSTANDING FROM A PREVIOUS STATEMENT.  
**TOTAL AND ENTER ON LINE 3.**  
GO THROUGH YOUR DRAFT STUBS OR DRAFT REGISTER AND CHECK OFF EACH DRAFT OR OTHER DEBIT LISTED ON THIS STATEMENT. IF YOU HAVE A DRAFT STUB OR DRAFT REGISTER ITEM NOT SHOWN ON THIS STATEMENT, LIST THE AMOUNT IN DRAFTS OUTSTANDING COLUMN. ALSO LIST ANY DRAFTS OR OTHER DEBITS STILL OUTSTANDING FROM A PREVIOUS STATEMENT.  
**TOTAL AND ENTER ON LINE 5.**  
IF THERE ARE ANY ERRORS, NOTIFY THE CREDIT UNION IMMEDIATELY. IF NO ERROR IS REPORTED IN TEN (10) DAYS, THE ACCOUNT WILL BE CONSIDERED CORRECT. ALL ITEMS ARE CREDITED SUBJECT TO FINAL PAYMENT.
  - \_\_\_\_\_ ENTER NEW BALANCE FROM FRONT OF STATEMENT
  - \_\_\_\_\_ ADD TOTAL OF DEPOSITS OUTSTANDING. (LINE 3)
  - \_\_\_\_\_ SUBTOTAL
  - \_\_\_\_\_ SUBTRACT TOTAL OF DRAFTS OUTSTANDING. (LINE 5)
  - \_\_\_\_\_ ACCOUNT BALANCE
- 
- \_\_\_\_\_ ENTER DRAFT REGISTER BALANCE.
  - \_\_\_\_\_ ADD ANY DEPOSITS OR OTHER CREDITS WHICH ARE LISTED ON THIS STATEMENT BUT ARE NOT LISTED IN YOUR DRAFT REGISTER. ALSO ENTER THIS AMOUNT INTO YOUR DRAFT REGISTER AND ADD TO YOUR DRAFT REGISTER BALANCE.
  - \_\_\_\_\_ SUBTRACT ANY WITHDRAWALS, OR OTHER DEBITS WHICH ARE LISTED ON THIS STATEMENT BUT ARE NOT LISTED IN YOUR DRAFT REGISTER. ALSO ENTER THIS AMOUNT INTO YOUR DRAFT REGISTER AND SUBTRACT FROM YOUR DRAFT REGISTER BALANCE.
  - \_\_\_\_\_ YOUR DRAFT REGISTER BALANCE SHOULD NOW BE THE SAME AS THE BALANCE IN NUMBER 6. IF THERE IS A DIFFERENCE:  
(a) REVIEW and CHECK ALL FIGURES USED.  
(b) REVIEW LAST MONTH'S STATEMENT.  
(c) CHECK ALL ADDITION AND SUBTRACTION IN YOUR DRAFT REGISTER.

Regular share accounts are not transferable except on the records of the credit union.

### YOUR BILLING RIGHTS - KEEP THIS NOTICE FOR FUTURE USE

#### This notice contains important information about your rights and our responsibilities under the Fair Credit Billing Act.

**NOTIFY US IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR STATEMENT.** If you think your statement is wrong, or if you need more information about a transaction on your statement, write us on a separate sheet at the address listed on your statement. Write to us as soon as possible. We must hear from you no later than 60 days after we sent you the first statement on which the error or problem appeared. You can telephone us, but doing so will not preserve your rights.

In your letter, give us the following information:

- Your name and account number.
- The dollar amount of the suspected error.
- Describe the error and explain, if you can, why you believe there is an error. If you need more information, describe the item you are not sure about.

**YOUR RIGHTS AND OUR RESPONSIBILITIES AFTER WE RECEIVE YOUR WRITTEN NOTICE.** We must acknowledge your letter within 30 days, unless we have corrected the error by then. Within 90 days, we must either correct the error or explain why we believe the statement was correct.

After we receive your letter, we cannot try to collect any amount you question, or report you as delinquent. We can continue to send statements to you for the amount you question, including finance charges, and we can apply any unpaid amount against your credit limit. You do not have to pay any questioned amount while we are investigating, but you are still obligated to pay the parts of your statement that are not in question.

If we find that we made a mistake on your statement, you will not have to pay any finance charges related to any questioned amount. If we didn't make a mistake, you may have to pay finance charges, and you will have to make up any missed payments on the questioned amount. In either case, we will send you a statement of the amount you owe and the date that it is due. If you fail to pay the amount we think you owe, we may report you as delinquent. However, if our explanation does not satisfy you and you write to us within ten days telling us that you still refuse to pay, we must tell anyone that we report you to that you have a question about your statement. And, we must tell you the name of anyone we reported you to. We must tell anyone that we report you to that the matter has been settled between us when it finally is. If we don't follow these rules, we can't collect the first \$50 of the questioned amount, even if your statement was correct.

### IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS (FOR CONSUMER\* ACCOUNTS ONLY)

Write us at the address shown on the front of this statement which is listed after the words "Send Inquiries To," or telephone us at the telephone number shown in the "Send Inquiries To" area as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- Tell us your name and account number (if any).
- Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
- Tell us the dollar amount of the suspected error.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this, we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.

\* Consumer accounts are those used primarily for personal, family, or household purposes.

Statement Period	Account Number
06/01/21 - 06/30/21	

## SECONDARY SHARE *continued*

ANNUAL PERCENTAGE YIELD EARNED FROM 06/01/21 THROUGH 06/30/21 IS 00.10% BASED UPON AN AVERAGE BALANCE OF 75150.98 AND TOTAL DIVIDENDS EARNED OF 6.18

## \*WORKING CAPITAL (22)

Ending Balance: \$.00

DLY PERIODIC RATE .026712% \*\*ANNUAL PERCENTAGE RATE 9.7500%\*\* FROM 06/01 TO 06/30  
LINE OF CREDIT \$ 75,000.00 AVAILABLE LINE OF CREDIT \$ .00

Date	Description	Advances	Principal Payments	Balance
06/01	PREVIOUS BALANCE			.00
06/30	NEW BALANCE			.00
YTD INTEREST PAID .00				

FEES CHARGED				
Date	Description	Account	Amount	
	TOTAL FEES FOR THIS PERIOD			.00

INTEREST CHARGED				
Date	Description	Account	Amount	
	TOTAL INTEREST FOR THIS PERIOD			.00

TOTALS YEAR-TO-DATE				
	TOTAL FEES CHARGED IN 2021			.00
	TOTAL INTEREST CHARGED IN 2021			.00

## YEAR TO DATE TAX REPORTING SUMMARY BY TAX REPORTING EIN

REPORTING EIN	DIVIDENDS EARNED	DIVIDENDS WITHHELD	CERTIFICATE PENALTY	MORTGAGE INTEREST	NON-MORTGAGE INTEREST
	37.26	0.00	0.00	0.00	0.00





<b>Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member</b>
---

**Name:** Arnold Adlin

---

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

---

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

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

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

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

NO

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

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

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

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

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

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

\_\_\_ **Yes** ☒ **No**

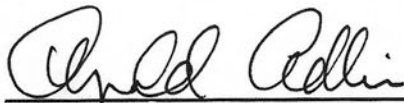
If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

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

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in 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

Date: July 25, 2021

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



<b>Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member</b>
---

**Name:**  
**Robert Green**

---

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

**Washington Heights Inwood Music Community Charter School**

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

**Board Member**

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

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

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

**X No**

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

**X No**

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?

X **No**

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 <i>Please write "None" if applicable. Do not leave this space blank.</i>	NONE		

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

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

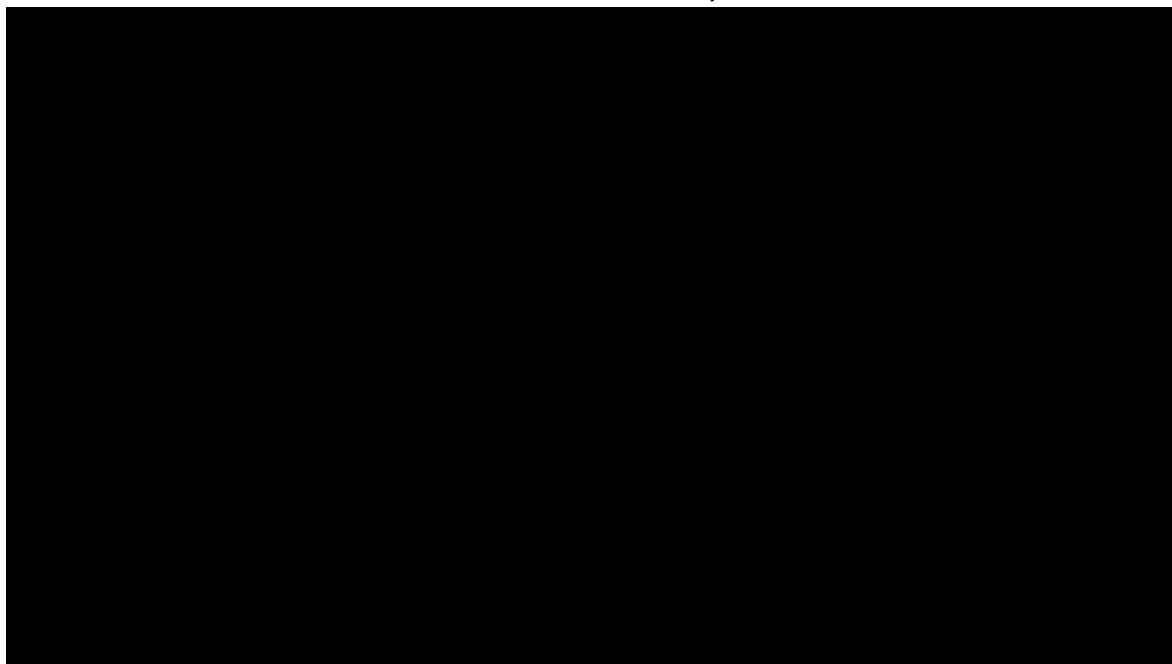
*Robert Green*

Signature

7/8/21

Date

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



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

Name:

Cynthia Iranick

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

WITHIN Music Community Charter School

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

Board of Trustees 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.

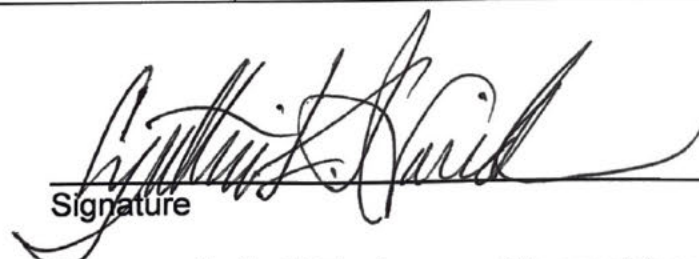
7. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the 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
<i>Please write "None" if applicable. Do not leave this space blank.</i> None			

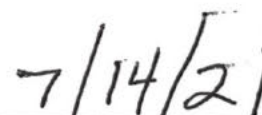


8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **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
<p><i>Please write "None" if applicable. Do not leave this space blank.</i></p> <p><b>None</b></p>				



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:

Gregory David

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

WHIN Music Community Charter School

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

Board 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.

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 1 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.

*None*

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



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."

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

*[Handwritten Signature]*

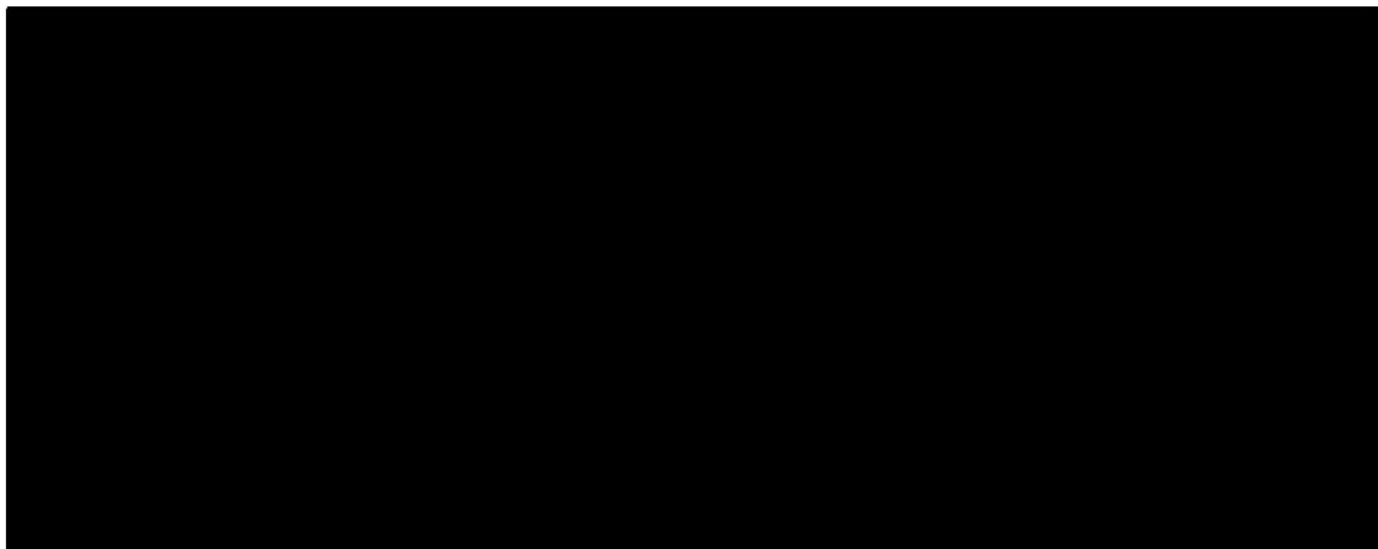
Signature

*7/6/21*

Date

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





<b>Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member</b>
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**Name:**  
**Kenneth Grover**

---

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

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

**Board of Trustees member, chair of Education Committee, member of Building Committee and Finance Committee**

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

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

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

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

NO

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

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

NO

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

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

NO

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

**Yes**   X   **No**

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

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

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

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

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

Kenneth Grover

July 10, 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.*



<b>Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member</b>
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**Name: IVONNE NORMAN**

---

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

**WHIN MUSIC COMMUNITY CHARTER SCHOOL**

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

**BOARD SECRETARY, DEVELOPMENT SUB-COMMITTEE CHAIR,  
MEMBER OF FINANCE COMMITTEE**

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

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

**N / A**

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

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

**NO**

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

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

**NO**

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

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

**NO**

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

     **Yes**   **X**   **No**

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

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

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



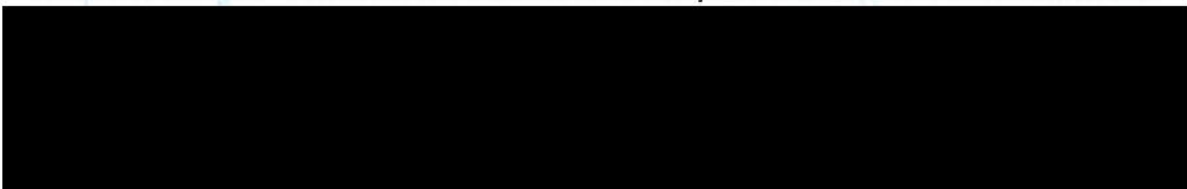
8. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **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

Date

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

---

Name:  
Joshua Bederman

---

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

WHIN Music Community Charter School

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

**treasurer**

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

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

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.  
N/A

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.  
N/A

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.  
  
N/A

6. Are you a past, current, or prospective employee of the charter school,  
education corporation, and/or an entity that provides comprehensive

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

\_\_\_ Yes \_x\_ No

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

N/A

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





Minutes from a Regular Meeting of the  
Board of Trustees of WHIN Music  
Community Charter School

WHIN Music Community Charter School  
Board of Trustees Meeting  
Tuesday, August 18, 2020  
6:00 PM – 7:00 PM  
Full External Board Meeting

**LOCATION:**

WHIN Music Community Charter School  
401 West 164<sup>th</sup> Street  
New York, New York 10032

A meeting of the Board of Trustees (the “Board”) of the WHIN Music Community Charter School (“WHIN Charter School”) was held at 6:00 PM via videoconference on Tuesday, August 18, 2020.

The following Board members were present:

- Gregory David
- Robert Green
- Kenneth Grover
- Cynthia Ivanik
- Arnold Adlin
- Ivonne Norman
- Joshua Bederman

The following Management members were present:

- Charlie Ortiz
- Annie Huynh

1. Call to Order:

Mr. David called the meeting to order at approximately 6:04 p.m.

2. Ratify the Minutes from the Board Meeting of July 21, 2020 and the Special Board Meeting of July 30, 2020:

(Resolutions 1 & 2): Mr. Grover introduced a motion, seconded by Mr. Green to ratify the Minutes from the Board Meeting of July 21, 2020 and the Special Board Meeting of July 30, 2020. *Upon motion duly made and seconded, the Minutes from the Board Meeting of July 21, 2020 and the Special Board Meeting of July 30, 2020 were unanimously approved by all of the Board members present.*

3. Real Estate:

Mr. Adlin updated the Board on the status of the school facilities project. A virtual meeting with DOT will be held on August 21, 2020 to discuss the proposed school pick up / drop off at the new facilities.

4. Finance:

Mr. Bederman updated the Board on the audit preparation and discussions regarding the 403(b) match and CSBM.

(Resolutions 3 & 4): Ms. Norman introduced a motion, seconded by Mr. David for the approval of the 403(b) match and the CSM contract. *Upon motion duly made and seconded, the 403(b) match and the CSM contract were unanimously approved by all of the Board members present.*

Mr. Ortiz informed the Board that the State has announced a 20% school funding cut due to the COVID-19 pandemic. It is not yet known how/when this will be implemented.

5. Program:

Mr. Ortiz updated the Board on the enrollment status and challenges due to the COVID-19 pandemic. Mr. Ortiz also discussed the after school program with LEAP.

Ms. Huynh updated the Board on the staffing status and the PD programs, including socio-emotional sessions in collaboration with NY Presbyterian Hospital.

(Resolution 5): Mr. Green introduced a motion, seconded by Mr. David for the approval of the LEAP After School Program. *Upon motion duly made and seconded, the LEAP After School Program was unanimously approved by all of the Board members present.*

Mr. Grover introduced a motion, seconded by Mr. Bederman to enter into Executive Session to discuss personnel matters. *Upon motion duly made and seconded, an Executive Session was held from 7:01 pm and concluded at 7:15 p.m.*

***There being no further business for discussion, upon motion duly made and seconded, the meeting was adjourned at approximately 7:16 p.m.***

Minutes from a Regular Meeting of the  
Board of Trustees of WHIN Music  
Community Charter School

WHIN Music Community Charter School  
Board of Trustees Meeting  
Tuesday, September 15, 2020  
6:00 PM – 7:00 PM  
Full External Board Meeting

**LOCATION:**

WHIN Music Community Charter School  
401 West 164<sup>th</sup> Street  
New York, New York 10032

A meeting of the Board of Trustees (the “Board”) of the WHIN Music Community Charter School (“WHIN Charter School”) was held at 6:00 PM via videoconference on Tuesday, September 15, 2020.

The following Board members were present:

- Gregory David
- Robert Green
- Kenneth Grover
- Cynthia Ivanick
- Arnold Adlin
- Ivonne Norman
- Joshua Bederman

The following Management members were present:

- Charlie Ortiz
- Annie Huynh
- Alex Krawczyk

1. Call to Order:

Mr. David called the meeting to order at approximately 6:05 p.m.

2. Ratify the Minutes from the Board Meeting of August 18, 2020

(Resolution 1): Ms. Ivanick introduced a motion, seconded by Mr. Adlin to ratify the Minutes from the Board Meeting of August 18, 2020. *Upon motion duly made and seconded, the Minutes from the Board Meeting of August 18, 2020 were unanimously approved by all of the Board members present.*



3. Development:

Ms. Norman updated the Board on the Development Sub-Committee's plans and goals for the current fiscal year including an adjustment to the Board gift/get amount. The annual Board gift/get is aligned with the Fiscal Year (Jul 2020 – June 2021).

Mr. Krawczyk presented a summary of the Sub-Committee's Quarterly Report and the Development Plan for the current school year.

4. Real Estate:

Mr. Adlin updated the Board on the status of the school facilities project. Still awaiting a response from DOT. The BSA meeting is to be held in mid-October. Discussions on the school facilities to be continued.

5. Finance:

Mr. Bederman updated the Board on the finances as discussed at the Finance Committee. The resolution of the SPED billing remains pending. The current budget accounts for the anticipated State funding cuts.

6. Program:

Mr. Ortiz updated the Board on the enrollment status and challenges related to virtual teaching.

Ms. Huynh will go on maternity leave starting October 2020.

(Resolution 2): Mr. Bederman introduced a motion, seconded by Ms. Norman for the approval of the Substitute Principal Contract for coverage during Ms. Huynh's maternity leave. *Upon motion duly made and seconded, the Substitute Principal Contract was unanimously approved by all of the Board members present.*

Mr. Grover updated the Board on the discussions during the Program Committee meeting. There is approximately 90% student attendance during this school year.

Brief discussion regarding the Mid-Term Visit report from SED. Positive feedback overall.

Mr. David introduced a motion, seconded by Mr. Bederman to enter into Executive Session to discuss personnel matters. *Upon motion duly made and seconded, an Executive Session was held from 7:08 pm and concluded at 7:20 p.m.*

***There being no further business for discussion, upon motion duly made and seconded, the meeting was adjourned at approximately 7:21 p.m.***

Minutes from a Special Meeting of the  
Board of Trustees of WHIN Music  
Community Charter School

WHIN Music Community Charter School  
Board of Trustees Special Meeting  
Thursday, October 1, 2020  
9:00 PM – 9:12 PM  
Full External Board Meeting

**LOCATION:**

WHIN Music Community Charter School  
401 West 164<sup>th</sup> Street  
New York, New York 10032

A Special Meeting of the Board of Trustees (the “Board”) of the WHIN Music Community Charter School (“WHIN Charter School”) was held at 9:00 PM via videoconference on Thursday, October 1, 2020.

The following Board members were present:

- Gregory David
- Robert Green
- Kenneth Grover
- Cynthia Ivanik
- Arnold Adlin
- Ivonne Norman
- Joshua Bederman

The following Management members were present:

- Charlie Ortiz

1. Call to Order:

Mr. David called the meeting to order at approximately 9:11 p.m.

2. Severance Expense (Resolution 1):

The Board briefly discussed a severance expense.

Mr. Bederman introduced a motion, seconded by Mr. Grover to approve the severance expense. *Upon motion duly made and seconded, the severance expense was unanimously approved by all of the Board members present.*

***There being no further business for discussion, upon motion duly made and seconded, the meeting was adjourned at approximately 9:12 p.m.***

Minutes from a Regular Meeting of the  
Board of Trustees of WHIN Music  
Community Charter School

WHIN Music Community Charter School  
Board of Trustees Meeting  
Tuesday, October 20, 2020  
6:00 PM – 7:00 PM  
Full External Board Meeting

LOCATION:

WHIN Music Community Charter School  
401 West 164<sup>th</sup> Street  
New York, New York 10032

A meeting of the Board of Trustees (the “Board”) of the WHIN Music Community Charter School (“WHIN Charter School”) was held at 6:00 PM via videoconference on Tuesday, October 20, 2020.

The following Board members were present:

- Gregory David
- Robert Green
- Kenneth Grover
- Cynthia Ivanick
- Arnold Adlin
- Ivonne Norman
- Joshua Bederman

The following FOW Board members were present:

- Arnold Adlin
- Carlo Schiattarella
- Rosa Franco

The following Management members were present:

- Charlie Ortiz

Also present at the meeting:

- Collin Raymond (CSBM)

1. Call to Order:

Mr. David called the meeting to order at approximately 6:03 p.m.

2. Real Estate:

Mr. Ortiz informed that the BSA meeting was held earlier today. No response from the DOT yet. The goal remains to open the new school facilities in the 21/22 School year. The organization is exploring different alternatives.

Mr. Schiattarella explained the due diligence process, time frame, anticipated costs and viability of other site options. Brief discussions regarding co-location options if necessary. Discussions on the school facilities to be continued.

(Resolution 1): Ms. Norman introduced a motion, seconded by Mr. Bederman to approve the due diligence costs estimated at \$85K. *Upon motion duly made and seconded, the diligence costs estimated at \$85K were unanimously approved by all of the Board members present.*

3. Finance:

Mr. Bederman updated the Board on the finances as discussed at the Finance Committee. The resolution of the SPED billing remains pending. The current budget accounts for the anticipated State funding cuts. The annual audit was conducted – clean opinion. No after-school program due to virtual learning thus, approximately \$20K monthly savings.

4. Program:

Mr. Ortiz updated the Board on the enrollment status and continued efforts to recruit despite the pandemic challenges. Mr. Ortiz explained that a temporary revision to the charter enrollment plan may have to be done due to the impact of the COVID-19 pandemic in school enrollment. Discussions to be continued.

A NYS remote learning survey was conducted, positive outcome (23% participation). The substitute Principal and new Curriculum Coach have joined the school.

5. Ratify the Minutes from the Board Meeting of September 15, 2020 and the Special Meeting of October 1, 2020:

(Resolution 2): Mr. Grover introduced a motion, seconded by Mr. David to ratify the Minutes from the Board Meeting of September 15, 2020 and the Special Meeting of October 1, 2020. *Upon motion duly made and seconded, the Minutes from the Board Meeting of September 15, 2020 and the Special Meeting of October 1, 2020 were unanimously approved by all of the Board members present.*

Mr. Ortiz informed that the Board meetings will now be conducted via Zoom. Mr. Ortiz also advised that Human Resources is transitioning to TriNet.

(Resolution 3): Mr. Green introduced a motion, seconded by Mr. David for the approval of the transition of HR to TriNet. *Upon motion duly made and seconded, the transition of HR to TriNet was unanimously approved by all of the Board members present.*

***There being no further business for discussion, upon motion duly made and seconded, the meeting was adjourned at approximately 7:19 p.m.***

## Approved

APPROVED- Minutes from a Regular  
Meeting of the Board of Trustees of WHIN  
Music Community Charter School

WHIN Music Community Charter School  
Board of Trustees Meeting  
Tuesday, November 17, 2020  
6:00 PM – 7:00 PM  
Full External Board Meeting

### LOCATION:

WHIN Music Community Charter School  
401 West 164<sup>th</sup> Street  
New York, New York 10032

A meeting of the Board of Trustees (the “Board”) of the WHIN Music Community Charter School (“WHIN Charter School”) was held at 6:00 PM via videoconference on Tuesday, November 17, 2020.

The following Board members were present:

- Gregory David
- Robert Green
- Kenneth Grover
- Cynthia Ivanick
- Arnold Adlin
- Ivonne Norman
- Joshua Bederman

The following FOW Board members were present:

- Arnold Adlin
- Carlo Schiattarella

The following Management members were present:

- Charlie Ortiz
- Keishea Allen
- Alex Krawczyk

### 1. Call to Order:

Mr. David called the meeting to order at approximately 6:05 p.m.

### 2. Ratify the Minutes from the Board Meeting of November 17, 2020:

(Resolution 1): Mr. Bederman introduced a motion, seconded by Mr. Grover to ratify the Minutes from the Board Meeting of October 20, 2020. *Upon motion duly made and seconded, the Minutes from the Board Meeting of October 20, 2020 were unanimously approved by all of the Board members present.*

3. Real Estate:

Mr. Schiattarella informed there is no response from the DOT yet. Extensive discussions were held with regards to different school facilities alternatives and strategies. The timelines and financial implications were discussed. The Board agreed to make a definitive decision by mid January 2021. Discussions to be continued.

4. Finance:

Mr. Bederman updated the Board on the finances as discussed at the Finance Committee. The resolution of the SPED billing remains pending.

5. Program:

Mr. Grover updated the Board on the discussions at the Program Committee. Remote learning attendance is positive.

Mr. Ortiz explained the need for a temporary revision to the charter enrollment plan due to the impact of the COVID-19 pandemic.

(Resolution 2): Mr. Green introduced a motion, seconded by Mr. Bederman for the approval of a temporary revision to the charter enrollment plan. *Upon motion duly made and seconded, the temporary revision to the charter enrollment plan was unanimously approved by all of the Board members present.*

6. Development:

Mr. Krawczyk presented a summary of the Year End Appeal letter and the organization's annual report. The YEA is expected to be mailed by November 23, 2020.

Brief discussions regarding implementing a hybrid learning model and/or a potential "return" to school target date. Discussions to be continued.

***There being no further business for discussion, upon motion duly made and seconded, the meeting was adjourned at approximately 7:38 p.m.***

Minutes from a Regular Meeting of the  
Board of Trustees of WHIN Music  
Community Charter School

WHIN Music Community Charter School  
Board of Trustees Meeting  
Tuesday, December 15, 2020  
6:00 PM – 7:00 PM  
Full External Board Meeting

**LOCATION:**

WHIN Music Community Charter School  
401 West 164<sup>th</sup> Street  
New York, New York 10032

A meeting of the Board of Trustees (the “Board”) of the WHIN Music Community Charter School (“WHIN Charter School”) was held at 6:00 PM via videoconference on Tuesday, December 15, 2020.

The following Board members were present:

- Gregory David
- Robert Green
- Kenneth Grover
- Cynthia Ivanick
- Arnold Adlin
- Ivonne Norman
- Joshua Bederman

The following Management members were present:

- Charlie Ortiz
- Alex Krawczyk

Also present at the meeting:

- Collin Raymond (CSBM)

1. Call to Order:

Mr. David called the meeting to order at approximately 6:06 p.m.

2. Ratify the Minutes from the Board Meeting of November 17, 2020:

(Resolution 1): Mr. Grover introduced a motion, seconded by Mr. Bederman to approve the Minutes from the Board Meeting of November 17, 2020. *Upon motion duly made and seconded, the Minutes from the Board Meeting of November 17, 2020 were unanimously approved by all of the Board members present.*

3. Real Estate:

Mr. Adlin updated the Board on the current discussions regarding the school facilities at 181<sup>st</sup> Street, including the plan for drop off/ pick up and communications with DOT. The next BSA meeting is expected in mid-January. The organization continues to explore different alternatives.

4. Finance:

Mr. Bederman updated the Board on the finances as discussed at the Finance Committee. Increased revenue from donations. Solid standing.

Mr. Ortiz informed that the resolution of the SPED billing remains pending. Consulting alternatives.

(Resolution 2): Mr. Bederman introduced a motion, seconded by Mr. Green to approve a budget revision (\$180K). *Upon motion duly made and seconded, the budget revision was unanimously approved by all of the Board members present.*

5. Program:

Mr. Ortiz informed the Board that a virtual State visit and survey will be conducted next week or mid January at the latest. Steady remote learning attendance, above 90% overall.

Lengthy discussions held regarding implementing a “hybrid model” of teaching. Various options are being explored. Consideration of all potential challenges – staff, families, vaccines, etc. Tentative date likely after the winter break in February. An official communication will be sent to the families/staff. Discussions to be continued.

6. Development:

Mr. Krawczyk presented a summary of the Sub-Committee’s Quarterly Report and the Development Plan for the current school year.

Ms. Norman informed the Board of the adjustment to the Board gift/get amount as announced at the September Board meeting. The Board will implement a “Phase-In” model over the next four (4) years with an increase per year until reaching the goal per Board member. The Phase-In will be effective next Fiscal Year (Jul 2021 – Jun 2022). The current FY gift/get will remain as is. Details as referenced in the Sub-Committee’s Development presentation.

***There being no further business for discussion, upon motion duly made and seconded, the meeting was adjourned at approximately 7:30 p.m.***



**APPROVED**

Minutes from a Regular Meeting of the  
Board of Trustees of WHIN Music  
Community Charter School

WHIN Music Community Charter School  
Board of Trustees Meeting  
Tuesday, January 19, 2021  
6:00 PM – 7:00 PM  
Full External Board Meeting

**LOCATION:**

WHIN Music Community Charter School  
401 West 164<sup>th</sup> Street  
New York, New York 10032

A meeting of the Board of Trustees (the “Board”) of the WHIN Music Community Charter School (“WHIN Charter School”) was held at 6:00 PM via videoconference on Tuesday, January 19, 2021.

The following Board members were present:

- Gregory David
- Robert Green
- Kenneth Grover
- Cynthia Ivanick
- Arnold Adlin
- Ivonne Norman
- Joshua Bederman

The following Management members were present:

- Charlie Ortiz

Also present at the meeting:

- Collin Raymond (CSBM)
- Carlo Schiattarella (Schoolhouse)
- Paul O’Neill, Esq.

1. Call to Order:

Mr. David called the meeting to order at approximately 6:03 p.m.

2. Ratify the Minutes from the Board Meeting of December 15, 2020:

(Resolution 1): Mr. Green introduced a motion, seconded by Ms. Norman to approve the Minutes from the Board Meeting of December 15, 2020. *Upon motion duly made and seconded, the Minutes from the Board Meeting of December 15, 2020 were unanimously approved by all of the Board members present.*

3. Real Estate:

Mr. Ortiz informed the Board of the initiative to submit a charter renewal including a Middle School. The organization has received parental, community and other stakeholders' support for this proposal. The Board briefly discussed financial implications and challenges. Discussions to be continued.

Mr. Schiattarella updated the Board on the status of the long term facilities project. The third BSA meeting was held. Lengthy discussions regarding financials, timeline and expectations.

4. Finance:

Mr. Bederman updated the Board on the finances as discussed at the Finance Committee.

Mr. Ortiz informed that the resolution of the SPED billing remains pending. Attorney O'Neill presented the proposed next steps and alternatives related to the intercept proceeding. Lengthy discussions were held and the Board agreed to move forward with the proposed course of action.

5. Program:

Mr. Ortiz updated the Board on the enrollment status. Mr. Ortiz discussed the various initiatives to be implemented to promote increased enrollment, including a promotional video, advertising and online engines. The Board discussed various ideas to be explored.

Mr. Grover updated the Board on the discussions held during the Program Committee.

Mr. Ortiz updated the Board on the Leadership Team evaluations to be conducted in the upcoming weeks.

***There being no further business for discussion, upon motion duly made and seconded, the meeting was adjourned at approximately 7:42 p.m.***

**APPROVED**

Minutes from a Special Meeting of the  
Board of Trustees of WHIN Music  
Community Charter School

WHIN Music Community Charter School  
Board of Trustees Special Meeting  
Tuesday, February 2, 2021  
9:00 PM – 10:07 PM  
Full External Board Meeting

**LOCATION:**

WHIN Music Community Charter School  
401 West 164<sup>th</sup> Street  
New York, New York 10032

A Special Meeting of the Board of Trustees (the “Board”) of the WHIN Music Community Charter School (“WHIN Charter School”) was held at 9:00 PM via videoconference on Tuesday, February 2, 2021.

The following Board members were present:

- Gregory David
- Robert Green
- Kenneth Grover
- Cynthia Ivanik
- Arnold Adlin
- Ivonne Norman
- Joshua Bederman

The following FOW Board members were present:

- Arnold Adlin
- Carlo Schiattarella
- Rosa Franco

The following Management members were present:

- Charlie Ortiz

1. Call to Order:

Mr. David called the meeting to order at approximately 9:07 p.m.

2. LOI for the 162<sup>nd</sup> Street Site (Resolution 1):

The Board briefly discussed the LOI related to the school facilities project at the 162<sup>nd</sup> site.

**APPROVED**

Mr. Grover introduced a motion, seconded by Mr. Bederman to approve the LOI for 162<sup>nd</sup> Street Site. *Upon motion duly made and seconded, the LOI for 162<sup>nd</sup> Street Site was unanimously approved by all of the Board members present.*

3. Hybrid School Plan:

The Board briefly discussed the proposed Hybrid School Plan to be implemented as of February 23, 2021.

Mr. David introduced a motion, seconded by Ms. Norman to approve the Hybrid School Plan. *Upon motion duly made and seconded, the Hybrid School Plan was unanimously approved by all of the Board members present.*

***There being no further business for discussion, upon motion duly made and seconded, the meeting was adjourned at approximately 9:26 p.m.***

**APPROVED**

Minutes from a Regular Meeting of the  
Board of Trustees of WHIN Music  
Community Charter School

WHIN Music Community Charter School  
Board of Trustees Meeting  
Tuesday, February 17, 2021  
6:00 PM – 7:00 PM  
Full External Board Meeting

**LOCATION:**

WHIN Music Community Charter School  
401 West 164<sup>th</sup> Street  
New York, New York 10032

A meeting of the Board of Trustees (the “Board”) of the WHIN Music Community Charter School (“WHIN Charter School”) was held at 6:00 PM via videoconference on Tuesday, February 17, 2021.

The following Board members were present:

- Gregory David
- Robert Green
- Kenneth Grover
- Cynthia Ivanick
- Arnold Adlin
- Ivonne Norman
- Joshua Bederman

The following FOW Board members were present:

- Arnold Adlin
- Carlo Schiattarella
- Rosa Franco

The following Management members were present:

- Charlie Ortiz
- Annie Huynh

Also present at the meeting:

- Collin Raymond (CSBM)

1. Call to Order:

Mr. David called the meeting to order at approximately 6:02 p.m.

2. Ratify the Minutes from the Board Meeting of January 19, 2021 and the Special Meeting of February 2, 2021:

(Resolution 1): Mr. David introduced a motion, seconded by Mr. Grover to approve the Minutes from the Board Meeting of January 19, 2021 and the Special Meeting of February 2, 2021. *Upon motion duly made and seconded, the Minutes from the Board Meeting of January 19, 2021 and the Special Meeting of February 2, 2021 were unanimously approved by all of the Board members present.*

3. Real Estate:

Mr. Schiattarella updated the Board on the status of the LOI related to the long term facilities project. The expectation is to have a Lease executed within the next few weeks. The Board discussed the anticipated terms of the Lease and financial implications.

The Board also discussed the planned revision to the Charter to include middle school grades. The Charter renewal submission is expected in March-April 2022. Discussions to be continued.

4. Finance:

Mr. Bederman updated the Board on the finances as discussed at the Finance Committee. The Board briefly discussed the 10-year Budget. The LEAP after-school program was briefly discussed. The Board agreed to hold off on providing after-school services in light of the continued COVID-19 challenges.

Mr. Ortiz informed the Board about the initiative to implement PD for Management and the leadership team. Potential estimated costs were briefly discussed. Mr. Ortiz will continue to gather details regarding proposals and estimates. Discussions to be continued.

The SPED intercept remains pending.

5. Program:

Mr. Ortiz updated the Board on the enrollment status and the initiatives to be implemented to promote increased enrollment, including a promotional video, advertising and online engines. The Board discussed various ideas to be explored.

Mr. Grover updated the Board on the discussions held during the Program Committee, including the preparation for the Charter Renewal submission.

Mr. Huynh informed the Board the Hybrid model is scheduled to begin on February 23<sup>rd</sup> with an A/B rotating schedule, Blue/Gold, cohort model and small class groups. The NYSED Survey is due by March 21<sup>st</sup>.

***There being no further business for discussion, upon motion duly made and seconded, the meeting was adjourned at approximately 7:30 p.m.***

Minutes from a Regular Meeting of the  
Board of Trustees of WHIN Music  
Community Charter School

WHIN Music Community Charter School  
Board of Trustees Meeting  
Tuesday, March 16, 2021  
6:00 PM – 7:00 PM  
Full External Board Meeting

**LOCATION:**

WHIN Music Community Charter School  
401 West 164<sup>th</sup> Street  
New York, New York 10032

A meeting of the Board of Trustees (the “Board”) of the WHIN Music Community Charter School (“WHIN Charter School”) was held at 6:00 PM via videoconference on Tuesday, March 16, 2021.

The following Board members were present:

- Gregory David
- Robert Green
- Kenneth Grover
- Cynthia Ivanick
- Arnold Adlin
- Ivonne Norman
- Joshua Bederman

The following FOW Board members were present:

- Arnold Adlin
- Carlo Schiattarella

The following Management members were present:

- Charlie Ortiz
- Annie Huynh
- Alex Krawczyk

Also present at the meeting:

- Collin Raymond (CSBM)

1. Call to Order:

Mr. David called the meeting to order at approximately 6:05 p.m.

2. Ratify the Minutes from the Board Meeting of February 16, 2021:

(Resolution 1): Ms. Norman introduced a motion, seconded by Mr. Green to approve the Minutes from the Board Meeting of February 16, 2021. *Upon motion duly made and seconded, the Minutes from the Board Meeting of February 16, 2021 were unanimously approved by all of the Board members present.*

3. Development:

Mr. Krawczyk presented a summary of the Sub-Committee's Quarterly development report. Still need to reach our goal of new donors for the current fiscal year. Foundation donations have increased.

Ms. Norman went over the various ways to reach the Board's gift/get goals and the support offered by the Sub-Committee. Details as referenced in the Sub-Committee's Development presentation of December 15, 2020.

4. Finance:

Mr. Bederman updated the Board on the finances as discussed at the Finance Committee. The SPED intercept proceeding remains pending. Brief discussion regarding the current budget, the IRS 990 Form and the Lavinia proposal.

(Resolution 2): Mr. Bederman introduced a motion, seconded by Mr. Grover to approve the IRS 990 Form. *Upon motion duly made and seconded, the IRS 990 Form was unanimously approved by all of the Board members present.*

(Resolution 2): Mr. Grover introduced a motion, seconded by Mr. Green to approve the Lavinia Contract. *Upon motion duly made and seconded, the Lavinia Contract was unanimously approved by all of the Board members present.*

Mr. David introduced a motion, seconded by Mr. Bederman to enter into Executive Session to discuss real estate negotiating strategies. *Upon motion duly made and seconded, an Executive Session was held from 6:17 pm and concluded at 6:45 p.m.*

5. Program:

Ms. Huynh informed the Board that the Hybrid model has been very positive with a 95% attendance average. Ms. Huynh briefly explained the COVID-19 management strategies and ongoing collaboration with the DOE. Ms. Huynh also briefly explained the revisions/updates to the curriculum being considered in anticipation of the Charter renewal.

Mr. Ortiz updated the Board on the enrollment status and the advertising efforts to promote increased enrollment. Discussions to be continued.

Mr. Ortiz reminded the Board about the upcoming Table Talk Zoom event on March 30, 2021 at 1:00 p.m.

***There being no further business for discussion, upon motion duly made and seconded, the meeting was adjourned at approximately 7:04 p.m.***



## Approved

Minutes from a Special Meeting of the  
Board of Trustees of WHIN Music  
Community Charter School

WHIN Music Community Charter School  
Board of Trustees Special Meeting  
Tuesday, March 30, 2021  
8:00 PM – 8:13 PM  
Full External Board Meeting

### LOCATION:

WHIN Music Community Charter School  
401 West 164<sup>th</sup> Street  
New York, New York 10032

A Special Meeting of the Board of Trustees (the “Board”) of the WHIN Music Community Charter School (“WHIN Charter School”) was held at 8:00 PM via videoconference on Tuesday, March 30, 2021.

The following Board members were present:

- Gregory David
- Robert Green
- Kenneth Grover
- Cynthia Ivanik
- Arnold Adlin
- Ivonne Norman

The following FOW Board members were present:

- Arnold Adlin
- Carlo Schiattarella
- Rosa Franco

The following Management members were present:

- Charlie Ortiz

### 1. Call to Order:

Mr. David called the meeting to order at approximately 8:00 p.m.

### 2. Lease for Long Term Facilities:

Mr. Schiattarella briefly explained the terms of the proposed Lease for the school long term facilities (162<sup>nd</sup> Street site) as well as the financial implications and the anticipated timeline.

## Approved

(Resolution 1): Mr. Green introduced a motion, seconded by Ms. Norman to approve entering into the Lease for the long term facilities. *Upon motion duly made and seconded, entering into the Lease for the long term facilities was unanimously approved by all of the Board members present.*

At approximately 8:10 p.m. Mr. Adlin called the FOW Board meeting to order. Mr. Adlin introduced a motion, seconded by Mr. Schiattarella to approve entering into the Lease for the long term facilities. *Upon motion duly made and seconded, entering into the Lease for the long term facilities was unanimously approved by all of the FOW Board members present.* The FOW Board meeting concluded at approximately 8:12 p.m.

***There being no further business for discussion, upon motion duly made and seconded, the meeting was adjourned at approximately 8:13 p.m.***

Minutes from a Regular Meeting of the  
Board of Trustees of WHIN Music  
Community Charter School

WHIN Music Community Charter School  
Board of Trustees Meeting  
Tuesday, April 20, 2021  
6:00 PM – 7:00 PM  
Full External Board Meeting

**LOCATION:**

WHIN Music Community Charter School  
401 West 164<sup>th</sup> Street  
New York, New York 10032

A meeting of the Board of Trustees (the “Board”) of the WHIN Music Community Charter School (“WHIN Charter School”) was held at 6:00 PM via videoconference on Tuesday, April 20, 2021.

The following Board members were present:

- Gregory David
- Robert Green
- Kenneth Grover
- Cynthia Ivanick
- Arnold Adlin
- Ivonne Norman
- Joshua Bederman

The following Management members were present:

- Charlie Ortiz
- Annie Huynh

1. Call to Order:

Mr. David called the meeting to order at approximately 6:02 p.m.

2. Ratify the Minutes from the Board Meeting of March 16, 2021 (Resolution 1) and the Minutes from the Special Board Meeting of March 30, 2021 (Resolution 2):

(Resolutions 1 and 2): Mr. Grover introduced a motion, seconded by Ms. Norman to approve the Minutes from the Board Meeting of March 16, 2021 and the Special Board Meeting of March 30, 2021. *Upon motion duly made and seconded, the Minutes from the Board Meeting of March 16, 2021 and the Special Board Meeting of March 30, 2021 were unanimously approved by all of the Board members present.*

3. Real Estate:

Mr. Ortiz informed the Board that the Lease for the new school facilities at the 162<sup>nd</sup> site has been executed. The expected school opening time frame is Summer of 2023. The Board discussed continued considerations regarding the long term and short term financing.

Brief discussions regarding additional proposals by Gluck (Resolution 3) and by GeoTech (Resolution 4) related to pre-construction.

(Resolutions 3 and 4): Mr. Green introduced a motion, seconded by Mr. Arnold to approve the Gluck and GeoTech proposals. *Upon motion duly made and seconded, the Gluck and GeoTech proposals were unanimously approved by all of the Board members present.*

4. Finance:

Mr. Bederman updated the Board on the finances as discussed at the Finance Committee. Positive outlook and increased donations. Brief discussion regarding an after-school program.

Mr. Ortiz updated the Board on the potential next steps regarding the pending SPED intercept proceedings and the financial implications. Discussions to be continued.

5. Program:

Mr. Ortiz updated the Board on the enrollment status and the advertising efforts to promote increased enrollment. Discussions to be continued.

Ms. Huynh informed the Board that the school attendance average remains at over 94%. The Hybrid model will be gradually transitioning to 5-days a week in person starting on May 3<sup>rd</sup> consistent with the recent DOH COVID-19 management guidelines. Ms. Huynh also provided the Board with a hiring update.

Mr. Ortiz informed the Board about the collaboration with Board Lead and the efforts to reach potential Board member candidates.

***There being no further business for discussion, upon motion duly made and seconded, the meeting was adjourned at approximately 7:15 p.m.***

## Approved

Minutes from a Special Meeting of the  
Board of Trustees of WHIN Music  
Community Charter School

WHIN Music Community Charter School  
Board of Trustees Special Meeting  
Monday, May 3, 2021  
9:00 PM – 9:30 PM  
Full External Board Meeting

### LOCATION:

WHIN Music Community Charter School  
401 West 164<sup>th</sup> Street  
New York, New York 10032

A Special Meeting of the Board of Trustees (the “Board”) of the WHIN Music Community Charter School (“WHIN Charter School”) was held at 9:00 PM via videoconference on Monday, May 3, 2021.

The following Board members were present:

- Gregory David
- Robert Green
- Kenneth Grover
- Cynthia Ivanik
- Arnold Adlin
- Josh Bederman

The following Management members were present:

- Charlie Ortiz

### 1. Call to Order:

Mr. David called the meeting to order at approximately 9:00 p.m.

### 2. Summer Program and Updated Hybrid Plan Proposals:

(Resolutions 1 and 2): The proposals for the School Year 2021 – 2022 Summer Program and Updated Hybrid Plan were introduced. *Upon motion duly made and seconded, the Summer Program and Updated Hybrid Plan for the 2021 – 2022 School Year were unanimously approved by all of the Board members present.*

***There being no further business for discussion, upon motion duly made and seconded, the meeting was adjourned at approximately 9:03 p.m.***

Minutes from a Regular Meeting of the  
Board of Trustees of WHIN Music  
Community Charter School

WHIN Music Community Charter School  
Board of Trustees Meeting  
Tuesday, May 18, 2021  
6:00 PM – 7:00 PM  
Full External Board Meeting

**LOCATION:**

WHIN Music Community Charter School  
401 West 164<sup>th</sup> Street  
New York, New York 10032

A meeting of the Board of Trustees (the “Board”) of the WHIN Music Community Charter School (“WHIN Charter School”) was held at 6:00 PM via videoconference on Tuesday, May 18, 2021.

The following Board members were present:

- Gregory David
- Robert Green
- Kenneth Grover
- Cynthia Ivanick
- Arnold Adlin
- Ivonne Norman
- Joshua Bederman

The following Management members were present:

- Charlie Ortiz
- Annie Huynh

Also present at this meeting:

- Bonnie O’Keefe (Rochester Charter)
- Aqua Porter (Rochester Charter)

1. Call to Order:

Mr. David called the meeting to order at approximately 6:03 p.m.

2. Ratify the Minutes from the Board Meeting of April 20, 2021 (Resolution 1) and the Minutes from the Special Board Meeting of May 3, 2021 (Resolution 2):

(Resolutions 1 and 2): Mr. Grover introduced a motion, seconded by Ms. Norman to approve the Minutes from the Board Meeting of April 20, 2021 and the Special Board Meeting of May 3, 2021. *Upon motion duly made and seconded, the Minutes from the Board Meeting of April 20, 2021 and the Special Board Meeting of May 3, 2021 were unanimously approved by all of the Board members present.*

3. Real Estate:

Mr. Adlin informed the Board that the organization is exploring additional potential long term financing options for the school facilities. The negotiations of the Condo Lease are ongoing. A response from NFF is expected by July. The Board briefly discussed the financing of pre-development costs. Discussions to be continued.

4. Finance:

Mr. Ortiz informed the Board that the organization was advised by legal counsel to cease pursuing the SPED intercept proceeding. The Board is in agreement. Last year's Budget already accounted for 50% of this debt and this year's Budget accounts for the remaining 50%.

Mr. Bederman updated the Board on the finances as discussed at the Finance Committee. Strong financial position/surplus.

(Resolution 3): Mr. Bederman introduced a motion, seconded by Mr. Grover to approve a monetary staff appreciation incentive to be given to the staff at the end of the school year. *Upon motion duly made and seconded, the staff appreciation incentive was unanimously approved by all of the Board members present.*

(Resolution 4): Ms. Ivanik introduced a motion, seconded by Mr. Bederman to approve to contract with 3 Professional Development vendors to provide executive and staff P.D. for the estimate as discussed at the meeting. *Upon motion duly made and seconded, the contracting of P.D. services was unanimously approved by all of the Board members present.*

5. Program:

Ms. Huynh informed the Board that the 3<sup>rd</sup> and 4<sup>th</sup> graders have completed the Math State testing and the Science testing will be conducted in June. Results are expected next month.

Mr. Ortiz updated the Board on the enrollment status. The Budget accounts for 92% enrollment. Attendance is at approximate 98%. The school is working on developing a Summer Program to be implemented for 1<sup>st</sup> Grade this summer.

Mr. Ortiz informed the Board about the Community Board 12 Meeting scheduled for June 14, 2021 (time to be advised).

Mr. David introduced a motion, seconded by Mr. Grover to enter into Executive Session to discuss Board self-evaluation matters. *Upon motion duly made and seconded, an Executive Session was held from 7:10 pm and concluded at 7:53 p.m.*

***There being no further business for discussion, upon motion duly made and seconded, the meeting was adjourned at approximately 7:53 p.m.***

Minutes from a Regular Meeting of the  
Board of Trustees of WHIN Music  
Community Charter School

WHIN Music Community Charter School  
Board of Trustees Meeting  
Tuesday, June 15, 2021  
6:00 PM – 7:00 PM  
Full External Board Meeting

LOCATION:

WHIN Music Community Charter School  
401 West 164<sup>th</sup> Street  
New York, New York 10032

A meeting of the Board of Trustees (the “Board”) of the WHIN Music Community Charter School (“WHIN Charter School”) was held at 6:00 PM via videoconference on Tuesday, June 15, 2021.

The following Board members were present:

- Gregory David
- Robert Green
- Kenneth Grover
- Cynthia Ivanick
- Arnold Adlin
- Ivonne Norman
- Joshua Bederman

The following Management members were present:

- Charlie Ortiz
- Annie Huynh
- Alex Krawczyk

Also present at the meeting:

- Carlo Schiattarella (SchoolHouse)
- Tom Gluck (Architect)

1. Call to Order:

Mr. David called the meeting to order at approximately 6:11 p.m.

2. Ratify the Minutes from the Board Meeting of May 18, 2021 (Resolution 1):

(Resolution 1): Ms. Norman introduced a motion, seconded by Mr. Adlin to approve the Minutes from the Board Meeting of May 18, 2021. *Upon motion duly made and seconded, the Minutes from the Board Meeting of May 18, 2021 were unanimously approved by all of the Board members present.*



3. Facilities:

Mr. Gluck gave a detailed presentation of the school updated drawings/design plans for the 162<sup>nd</sup> site. Brief discussions on timelines and expectations.

4. Finance:

Mr. Schiattarella informed the Board that a decision on the short-term financing is expected by next week. A decision on the long term financing is expected by the 3<sup>rd</sup> week of July. The closing on the long term financing is expected in December 2021. The Board is exploring other financing options for pre-development costs and long term financing of the project. Potential interest rates were briefly discussed.

(Resolutions 2, 3, and 4): Mr. Green introduced a motion, seconded by Mr. Grover to approve the following: intent for reimbursement of the costs associated with the 181<sup>st</sup> Street site - (Resolution 2); terminate the lease between WHIN and FOW for the 181<sup>st</sup> Street site - (Resolution 3); and enter into the sublease between WHIN and FOW for the 162<sup>nd</sup> Street site - (Resolution 4). *Upon motion duly made and seconded, Resolutions 2, 3 and 4 were unanimously approved by all of the Board members present.*

(Resolution 5): Mr. Green introduced a motion, seconded by Mr. Bederman to approve the payment of Gluck's Invoices # 5 and # 6 for architectural services. *Upon motion duly made and seconded, the payment of Invoices # 5 and # 6 was unanimously approved by all of the Board members present.*

Mr. Bederman updated the Board on the finances as discussed at the Finance Committee. The Pre-Audit session was held. A small increase to the staff's end of year bonus was approved.

(Resolution 6): Mr. Bederman introduced a motion, seconded by Ms. Ivanick to approve the Budget for FY 2021-2022. *Upon motion duly made and seconded, the FY 2021-2022 Budget was unanimously approved by all of the Board members present.*

5. Development:

Mr. Krawczyk presented a summary of the Sub-Committee's Quarterly Report, the last one of the school year. Fundraising/donations increased although still need to meet new donors goal.

Ms. Norman reiterated the Board's Gift/Get and the transition to the "Phase-In" model effective next Fiscal Year (Jul 2021 – Jun 2022) as announced at the September 2020 Board meeting.

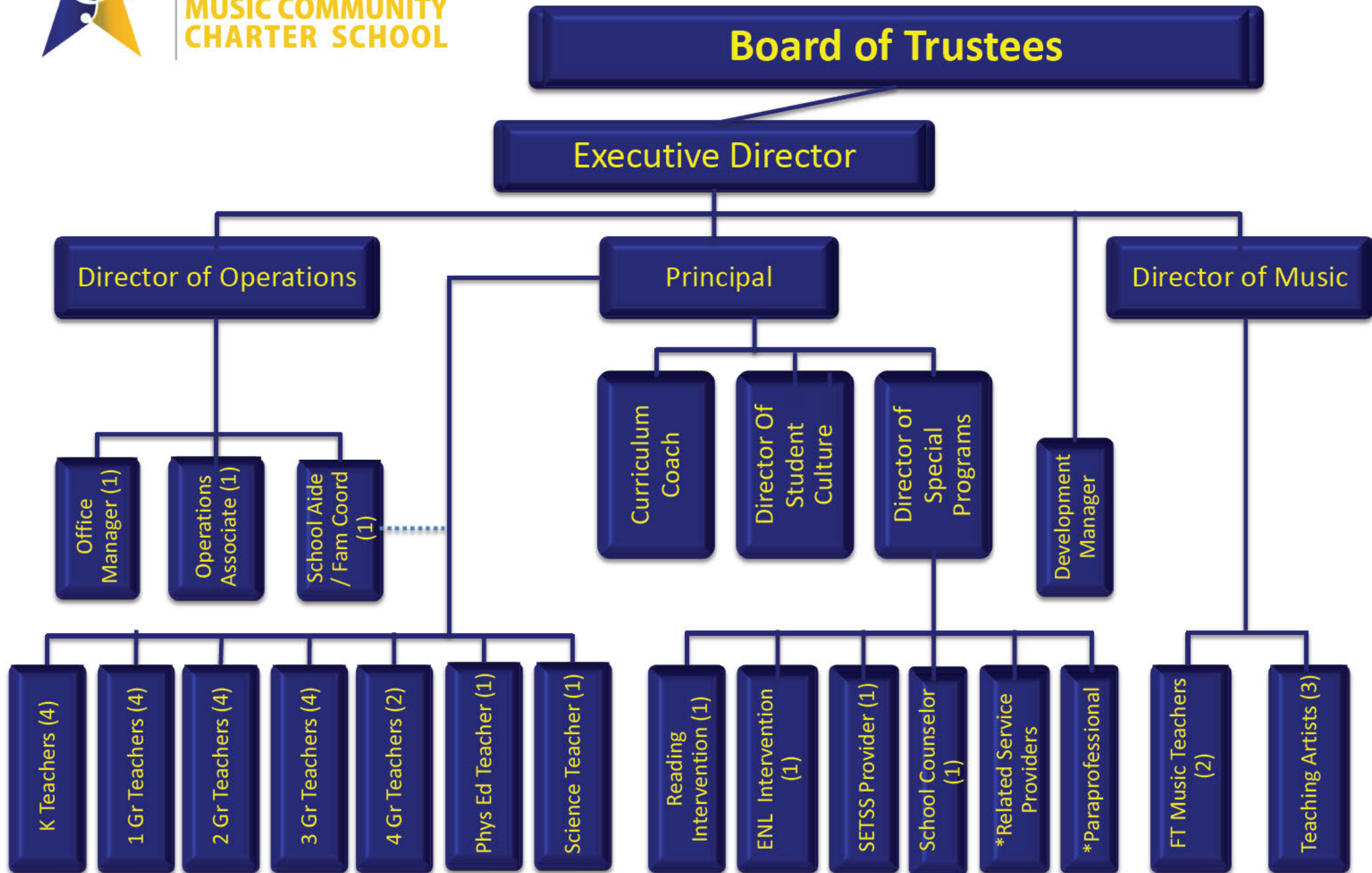
6. Program:

Mr. Ortiz confirmed the Intercept proceeding was ceased. The anticipated costs to implement an Afterschool Program were discussed. Attendance is at approximately 98%. Mr. Ortiz updated the Board on the enrollment status.

**Approved**

Ms. Huynh presented the end of year academic data and updated the Board on the State testing status. Brief discussions regarding a Summer Program.

***There being no further business for discussion, upon motion duly made and seconded, the meeting was adjourned at approximately 7:56 p.m.***



# WHIN Music Community Charter School Calendar



January 2022						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

January	
1	New Year's Day
3	Staff PD Day - No School for Students - Critical Day - No PTO
4	Students Return to School
5	WHIN Wednesday
11	Family Workshop - Music Literacy
17	Martin Luther King Jr. Day - Day of Service - Critical Day - No PTO
19	WHIN Wednesday
28	End of Quarter 2
28	Spirit Day

February 2022						
Su	M	Tu	W	Th	F	Sa
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

February	
1	Lunar New Year - No School
2	Critical Day - No PTO
7 - 9	Parent/Teacher Conferences - Critical Day - No PTO
7 - 11	National School Counseling Week
14	100th Day of School
16	WHIN Wednesday
18	Critical Day - No PTO
18	Spirit Day
21 - 25	Midwinter Recess
28	Critical Day - No PTO

March 2022						
Su	M	Tu	W	Th	F	Sa
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

March	
3	WHIN Wednesday
8	Family Workshop - State Testing Information Session
9	WHIN Concert - Critical Day - No PTO
23	WHIN Wednesday
25	Spirit Day
29 - 31	NYS ELA Exam (Grades 3-5) - Critical Days - No PTO

April 2022						
Su	M	Tu	W	Th	F	Sa
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

April	
5	2022-2023 Lottery Day
6	Family Workshop - State Testing Information Session
6	WHIN Wednesday
6	Paraprofessional Appreciation Day
8	End of Quarter 3
8	Spirit Day
11	Quarter 4 Begins
14	Critical Day - No PTO
15 - 22	Spring Break - No School
25	Critical Day - No PTO
25 - 27	Parent/Teacher Conferences - Critical Days - No PTO
26 - 28	NYS Math Exam (Grades 3-5) - Critical Days - No PTO

May 2022						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

May	
1	School Principals' Day
3	Family Workshop - Paper Orchestra
5	WHIN Concert - Critical Day - No PTO
2 - 6	Teacher Appreciation Week
6	School Lunch Hero Day
11	School Nurse Day
11	WHIN Wednesday
25	WHIN Wednesday
27	Spirit Day
27	Critical Day - No PTO
30	Memorial Day - No School
31	Critical Day - No PTO

June 2022						
Su	M	Tu	W	Th	F	Sa
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

June	
8	WHIN Wednesday
9	Staff PD Day - No School for students - Critical Day - No PTO
10	Field Day - Critical Day - No PTO
14	Founder's day
17	Critical Day - No PTO
20	Juneteenth (observed) - No School
21 - 30	Critical Days - No PTO
22	WHIN Wednesday - Critical Day - No PTO
23	WHIN Concert - Critical Day - No PTO
24	Spirit Day
29	Move Up Ceremony - Critical Day - No PTO
30	End of Quarter 4 - Last Day of School - Noon Dismissal

August 2021						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August	
6	Last Day of Summer Programming
16 - 18	Staff Summer Institute - New Staff - Critical Days - No PTO
19 - 3	Staff Summer Institute - All Staff - Critical days - No PTO

September 2021						
Su	M	Tu	W	Th	F	Sa
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

September	
1 - 3	Summer Institute - All Staff - Critical days - No PTO
6 - 8	Holiday - No School
9	First Day of School - Quarter 1 Begins
15	WHIN Wednesday
15	Critical Day - No PTO
16	Yom Kippur - School Closed
17	Critical Day - No PTO
24	Spirit Day
29	WHIN Wednesday
30	Back to School Night

October 2021						
Su	M	Tu	W	Th	F	Sa
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

October	
2	School Custodian Appreciation Day
5	Family Workshop - Orchestra
8	Critical Day - No PTO
11	Indigenous People's Day - School Closed
12	Critical Day - No PTO
13	WHIN Wednesday
27	WHIN Wednesday
28	WHIN Concert - Critical Day - No PTO
29	Spirit Day

November 2021						
Su	M	Tu	W	Th	F	Sa
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

November	
9	Family Workshop - Literacy
10	WHIN Wednesday
10	Critical Day - No PTO
11	Veterans Day - No School
12	Critical Day - No PTO
12	End of Quarter 1
15	Quarter 2 Begins
18	Picture Day
19	Spirit Day
22 - 24	Parent/Teacher Conferences - Critical Days - No PTO
24	WHIN Wednesday
24	Picture Day Make up
24	Critical Day - No PTO
25 - 26	Winter Recess
29	Critical Day - No PTO

December 2021						
Su	M	Tu	W	Th	F	Sa
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

December	
7	Family Workshop - Math
8	WHIN Wednesday
17	Spirit Day
22	WHIN Wednesday
23	WHIN Concert - Critical Day - No PTO
23	Critical Day - No PTO
24 - 31	Winter Recess

Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
15.0	20.0	19.0	17.0	20.0	14.0	23.0	15.0	21.0	20.0
7.9	7.9	7.9	7.9	7.9	7.9	7.9	7.9	7.9	7.9
118.5	158.0	150.1	134.3	158.0	110.6	181.7	118.5	165.9	158.0

Total Days 184  
Total Hours 1453.6