



# Entry 1 School Information and Cover Page

Created: 07/09/2018 • Last updated: 07/18/2018

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 authorizer are visible on your task page. While completing this task, please ensure that you select the correct authorizer (**as of June 30, 2018**) or you may not be assigned the correct tasks.

**a. SCHOOL NAME** ACADEMIC LEADERSHIP CS (NYC CHANCELLOR)

(Select name from the drop down menu)

**b. CHARTER AUTHORIZER (As of June 30th, 2018)** SUNY-Authorized Charter School

(For technical reasons, please re-select authorizer name from the drop down menu).

**c. DISTRICT / CSD OF LOCATION** NYC CSD 7

## d1. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	677 East 141st Street Bronx NY 10454	██████████	██████████	██████████

## d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Leena Varghese
Title	Principal
Emergency Phone Number (###-###-####)	██████████

**e. SCHOOL WEB ADDRESS (URL)** [www.alcsbronx.org](http://www.alcsbronx.org)

**f. DATE OF INITIAL CHARTER** 02/2009

**g. DATE FIRST OPENED FOR INSTRUCTION** 09/2009

**i. TOTAL ENROLLMENT ON JUNE 30, 2018** 468

**j. GRADES SERVED IN SCHOOL YEAR 2017-18**

Check all that apply

Grades Served	K, 1, 2, 3, 4, 5, 6, 7, 8
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**k1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?** No

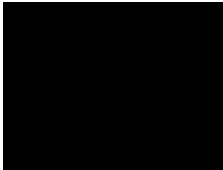
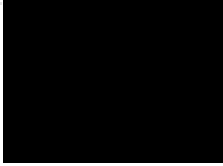
**I1. FACILITIES**

Does the school maintain or operate multiple sites?

	Yes, 2 sites
--	--------------

**I2. SCHOOL SITES**

Please list the sites where the school will operate for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades Served at Site (K-5, 6-9, etc.)	Receives Rental Assistance	Rental Assistance for Which Grades (write N/A if applicable)
Site 1 (same as primary site)	677 East 141st street Bronx NY 10454		NYC CSD 7	K-4	N/A	
Site 2	470 Jackson Avenue Bronx NY 10455		NYC CSD 7	5-8	N/A	
Site 3						

**I2a. Please provide the contact information for Site 1.**

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Leena Varghese			
Operational Leader	Leena Varghese			
Compliance Contact	Leena Varghese			
Complaint Contact	Leena Varghese			
DASA Coordinator	Leena Varghese			

**I3. Please provide the contact information for Site 2.**

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Jaime Kennedy			
Operational Leader	Jaime Kennedy			
Compliance Contact	Jaime Kennedy			
Complaint Contact	Jaime Kennedy			
DASA Coordinator	Jaime Kennedy			

**m1. Are any sites in co-located space? If yes, please proceed to the next question.**      Yes

**m2. 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 (primary site)	N/A	No		No		Yes
Site 2	N/A	Yes	2019	No		No
Site 3						

**n1. Were there any revisions to the school’s charter during the 2017-18 school year? (Please include approved or pending material and non-material charter revisions).** No

**o. Name and Position of Individual(s) Who Completed the 2016-17 Annual Report.** Leena Varghese, Principal

**p. Our signatures (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. Check YES if you agree and then use the mouse on your PC or the stylist on your mobile device to sign your name).**

Yes

**Signature, Head of Charter School**

A handwritten signature in black ink that reads "Norma Hurwitz". The letters are connected and fluid, with a prominent loop at the end of the last name.

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

A handwritten signature in black ink that reads "James Sander". The signature is written in a cursive style with large, sweeping loops.

**Date**

2018/07/18

**Thank you.**



# Entry 2 NYS School Report Card Link

Created: 07/09/2018 • Last updated: 07/18/2018

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## ACADEMIC LEADERSHIP CS (NYC CHANCELLOR)

### 1. CHARTER AUTHORIZER (As of **SUNY-Authorized Charter School** **June 30th, 2018)**

(For technical reasons, please re-select authorizer name from the drop down menu).

### 2. NEW YORK STATE REPORT CARD

<https://data.nysed.gov/reportcard.php?year=2017&instid=800000064236>

**Provide a direct URL or web link to the most recent New York State School Report Card for the charter school (See <https://reportcards.nysed.gov/>).**

(Charter schools completing year one will not yet have a School Report Card or link to one. Please type "URL is not available" in the space provided).



# Entry 4 Expenditures per Child

Created: 07/09/2018 • Last updated: 07/18/2018

## ACADEMIC LEADERSHIP CS (NYC CHANCELLOR)Section Heading

### Financial Information

This information is required of ALL charter schools. Provide the following measures of fiscal performance of the charter school in Appendix B (Total Expenditures and Administrative Expenditures Per Child):

### 1. Total Expenditures Per Child

To calculate '**Total Expenditures per Child**' take total expenditures (from the unaudited 2017-18 Schedule of Functional Expenses) and divide by the year end FTE student enrollment. (Integers Only. No dollar signs or commas).

**Note:** *The information on the Schedule of Functional Expenses on pages 41-43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations:* <http://www.p12.nysed.gov/psc/AuditGuide.html>

Line 1: Total Expenditures	4165700
Line 2: Year End FTE student enrollment	484
Line 3: Divide Line 1 by Line 2	8608

## 2. Administrative Expenditures per Child

To calculate **'Administrative Expenditures per Child'** To calculate "Administrative Expenditures per Child" first *add* together the following:

1. Take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2017-18 Schedule of Functional Expenses)
2. Any contracted administrative/management fee paid to other organizations or corporations
3. Take the total from above and divide it by the year-end FTE enrollment. The relevant portion that must be included in this calculation is defined as follows:

Administrative Expenditures: Administration and management of the charter school includes the activities and personnel of the offices of the chief school officer, the finance or business offices, school operations personnel, data management and reporting, human resources, technology, etc. It also includes those administrative and management services provided by other organizations or corporations on behalf of the charter school for which the charter school pays a fee or other compensation. Do not include the FTE of personnel whose role is to directly support the instructional program.

**Notes:**  
***The information on the Schedule of Functional Expenses on pages 41-43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations:***  
**<http://www.p12.nysed.gov/psc/AuditGuide.html>.**  
**Employee benefit costs or expenditures should not be reported in the above calculations.**

Line 1: Relevant Personnel Services Cost (Row)	232359
Line 2: Management and General Cost (Column)	119829
Line 3: Sum of Line 1 and Line 2	352188
Line 5: Divide Line 3 by the Year End FTE student enrollment	728

***Thank you.***



# New York State Education Department

Request for Proposals to Establish Charter Schools Authorized by the -  
Board of Regents -

## 2018-19 Budget & Cash Flow Template

### General Instructions and Notes for New Application Budgets and Cash Flows Templates

1	Complete ALL SIX columns in <b>BLUE</b>
2	Enter information into the <b>GRAY</b> cells
3	Cells containing <b>RED</b> triangles in the upper right corner in columns B through G contain guidance on that particular item
4	School district per-pupil tuition information is located on the State Aid website at <a href="https://stateaid.nysed.gov/charter/">https://stateaid.nysed.gov/charter/</a> . Rows may be inserted in the worksheet to accommodate additional districts if necessary.
5	The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, please 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.

**ACADEMIC LEADERSHIP ACADEMY CHARTER SCHOOL -**

**PROJECTED BUDGET FOR 2018-2019 -**

**July 1, 2018 to June 30, 2019 -**

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	8,768,195	406,448	-	-	-	9,174,643
Total Expenses	4,229,789	428,551	-	-	411,755	5,070,096
Net Income	4,538,406	(22,103)	-	-	(411,755)	4,104,547
Actual Student Enrollment	487	22				-
Total Paid Student Enrollment	487	22				509

**PROGRAM SERVICES**

**SUPPORT SERVICES**

REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
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**REVENUE**

**REVENUES FROM STATE SOURCES**

Per Pupil Revenue

CY Per Pupil Rate

**NYC Chancellor's Office**

\$15,307.00

- School District 2 (Enter Name)
- School District 3 (Enter Name)
- School District 4 (Enter Name)
- School District 5 (Enter Name)

7,795,599	-	-	-	-	7,795,599
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
<b>7,795,599</b>					<b>7,795,599</b>

Special Education Revenue

-	375,783	-	-	-	375,783
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Grants

- Stimulus
- Other

-	-	-	-	-	-
229,559	-	-	-	-	229,559

Other State Revenue

-	-	-	-	-	-
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**TOTAL REVENUE FROM STATE SOURCES**

<b>8,025,158</b>	<b>375,783</b>				<b>8,400,941</b>
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**REVENUE FROM FEDERAL FUNDING**

IDEA Special Needs

-	30,665	-	-	-	30,665
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Title I

403,683	-	-	-	-	403,683
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Title Funding - Other

89,713	-	-	-	-	89,713
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School Food Service (Free Lunch)

-	-	-	-	-	-
---	---	---	---	---	---

Grants

- Charter School Program (CSP) Planning & Implementation
- Other

-	-	-	-	-	-
-	-	-	-	-	-

Other Federal Revenue

-	-	-	-	-	-
---	---	---	---	---	---

**TOTAL REVENUE FROM FEDERAL SOURCES**

<b>493,396</b>	<b>30,665</b>				<b>524,061</b>
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**LOCAL and OTHER REVENUE**

Contributions and Donations, Fundraising

-	-	-	-	-	-
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Erate Reimbursement

5,000	-	-	-	-	5,000
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Interest Income, Earnings on Investments,

200,000	-	-	-	-	200,000
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NYC-DYCD (Department of Youth and Community Developmt.)

1,000	-	-	-	-	1,000
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Food Service (Income from meals)

-	-	-	-	-	-
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Text Book

43,641	-	-	-	-	43,641
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Other Local Revenue

-	-	-	-	-	-
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**TOTAL REVENUE FROM LOCAL and OTHER SOURCES**

<b>249,641</b>					<b>249,641</b>
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**TOTAL REVENUE**

<b>8,768,195</b>	<b>406,448</b>				<b>9,174,643</b>
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**EXPENSES**

**ADMINISTRATIVE STAFF PERSONNEL COSTS**

No. of Positions

- Executive Management
- Instructional Management
- Deans, Directors & Coordinators
- CFO / Director of Finance

1.00					
1.50					
-					
-					

246,972	12,999	-	-	-	259,970
198,452	10,445	-	-	-	208,897
-	-	-	-	-	-
-	-	-	-	-	-

**ACADEMIC LEADERSHIP ACADEMY CHARTER SCHOOL**

**PROJECTED BUDGET FOR 2018-2019**

**July 1, 2018 to June 30, 2019**

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

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**PROGRAM SERVICES**

**SUPPORT SERVICES**

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Operation / Business Manager	3.00	-	-	-	145,000	145,000
Administrative Staff	2.00	-	-	-	61,500	61,500
<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>8</b>	<b>445,424</b>	<b>23,443</b>		<b>206,500</b>	<b>675,367</b>
<b>INSTRUCTIONAL PERSONNEL COSTS</b>						
Teachers - Regular	32.00	1,873,362	98,598	-	-	1,971,960
Teachers - SPED	1.50	-	127,490	-	-	127,490
Substitute Teachers	-	-	-	-	-	-
Teaching Assistants	-	-	-	-	-	-
Specialty Teachers	-	-	-	-	-	-
Aides	5.00	277,875	14,625	-	-	292,500
Therapists & Counselors	-	-	-	-	-	-
Other	-	170,880	9,600	-	11,520	192,000
<b>TOTAL INSTRUCTIONAL</b>	<b>39</b>	<b>2,322,117</b>	<b>250,313</b>		<b>11,520</b>	<b>2,583,950</b>
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>						
Nurse	-	-	-	-	-	-
Librarian	-	-	-	-	-	-
Custodian	-	-	-	-	-	-
Security	-	-	-	-	-	-
Other	-	-	-	-	-	-
<b>TOTAL NON-INSTRUCTIONAL</b>						
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>	<b>46</b>	<b>2,767,541</b>	<b>273,756</b>		<b>218,020</b>	<b>3,259,317</b>
<b>PAYROLL TAXES AND BENEFITS</b>						
Payroll Taxes		263,708	26,085	-	20,774	310,568
Fringe / Employee Benefits		397,720	39,341	-	31,331	468,393
Retirement / Pension		46,682	4,618	-	3,677	54,977
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>		<b>708,111</b>	<b>70,044</b>		<b>55,783</b>	<b>833,938</b>
<b>TOTAL PERSONNEL SERVICE COSTS</b>		<b>3,475,651</b>	<b>343,800</b>		<b>273,803</b>	<b>4,093,255</b>
<b>CONTRACTED SERVICES</b>						
Accounting / Audit		-	-	-	22,000	22,000
Legal		-	-	-	8,000	8,000
Management Company Fee		-	-	-	-	-
Nurse Services		-	-	-	-	-
Food Service / School Lunch		3,800	200	-	-	4,000
Payroll Services		15,130	850	-	1,020	17,000
Special Ed Services		-	-	-	-	-
Titement Services (i.e. Title I)		-	-	-	-	-
Other Purchased / Professional / Consulting		-	-	-	78,000	78,000
<b>TOTAL CONTRACTED SERVICES</b>		<b>18,930</b>	<b>1,050</b>		<b>109,020</b>	<b>129,000</b>
<b>SCHOOL OPERATIONS</b>						
Board Expenses		-	-	-	3,000	3,000
Classroom / Teaching Supplies & Materials		66,500	3,500	-	-	70,000

**ACADEMIC LEADERSHIP ACADEMY CHARTER SCHOOL**

**PROJECTED BUDGET FOR 2018-2019**

**July 1, 2018 to June 30, 2019**

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**PROGRAM SERVICES**

**SUPPORT SERVICES**

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Special Ed Supplies & Materials	-	43,641	-	-	-	43,641
Textbooks / Workbooks	194,750	10,250	-	-	-	205,000
Supplies & Materials other	-	-	-	-	-	-
Equipment / Furniture	80,990	4,550	-	-	5,460	91,000
Telephone	23,140	1,300	-	-	1,560	26,000
Technology	29,370	1,650	-	-	1,980	33,000
Student Testing & Assessment	17,100	900	-	-	-	18,000
Field Trips	19,000	1,000	-	-	-	20,000
Transportation (student)	-	-	-	-	-	-
Student Services - other	9,500	500	-	-	-	10,000
Office Expense	59,630	3,350	-	-	4,020	67,000
Staff Development	17,100	900	-	-	-	18,000
Staff Recruitment	26,700	1,500	-	-	1,800	30,000
Student Recruitment / Marketing	26,600	1,400	-	-	-	28,000
School Meals / Lunch	3,560	200	-	-	240	4,000
Travel (Staff)	8,900	500	-	-	600	10,000
Fundraising	-	-	-	-	-	-
Other	2,848	160	-	-	192	3,200
<b>TOTAL SCHOOL OPERATIONS</b>	<b>585,688</b>	<b>75,301</b>			<b>18,852</b>	<b>679,841</b>

**FACILITY OPERATION & MAINTENANCE**

Insurance	40,050	2,250	-	-	2,700	45,000
Janitorial	12,460	700	-	-	840	14,000
Building and Land Rent / Lease	-	-	-	-	-	-
Repairs & Maintenance	11,570	650	-	-	780	13,000
Equipment / Furniture	-	-	-	-	-	-
Security	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	<b>64,080</b>	<b>3,600</b>			<b>4,320</b>	<b>72,000</b>

**DEPRECIATION & AMORTIZATION**

	85,440	4,800	-	-	5,760	96,000
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**DISSOLUTION ESCROW & RESERVES / CONTINGENCY**

	-	-	-	-	-	-
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**TOTAL EXPENSES**

	4,229,789	428,551			411,755	5,070,096
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**NET INCOME**

	4,538,406	(22,103)	-	-	(411,755)	4,104,547
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**ENROLLMENT - \*School Districts Are Linked To Above Entries\***

	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED
NYC Chancellors	487	22	509
School District 2 (Enter Name)			-
School District 3 (Enter Name)			-
School District 4 (Enter Name)			-
School District 5 (Enter Name)			-
<b>TOTAL ENROLLMENT</b>	<b>487</b>	<b>22</b>	<b>509</b>

**REVENUE PER PUPIL**

	17,994	18,475	-
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**ACADEMIC LEADERSHIP ACADEMY CHARTER SCHOOL**

**PROJECTED BUDGET FOR 2018-2019**

**July 1, 2018 to June 30, 2019**

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PROGRAM SERVICES

SUPPORT SERVICES

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
EXPENSES PER PUPIL	8,680	19,480	-			



**Assumptions**

**DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable**

(2) Ops Associates, (1) Finance Associate

(2) Admin Assistants

(1) SPED, (.5) Principal (MS)

(1) ES, (1) MS PE/Health, (1) ES, (1) MS Art, (1) Music

A/S, Temp, Bonuses, Summer School

Financial Mgmt, 401K Plans, Other Consultants







**Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee**

Trustee Name:

James Sander

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Academic Leadership Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). *Vice-chair, acting chair, chair, member of Finance committee, member of real estate committee*
2. Is the trustee 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. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed 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.

4. 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) governed 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 financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 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 yourself
	<i>NONE</i>		

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

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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) governed 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**.

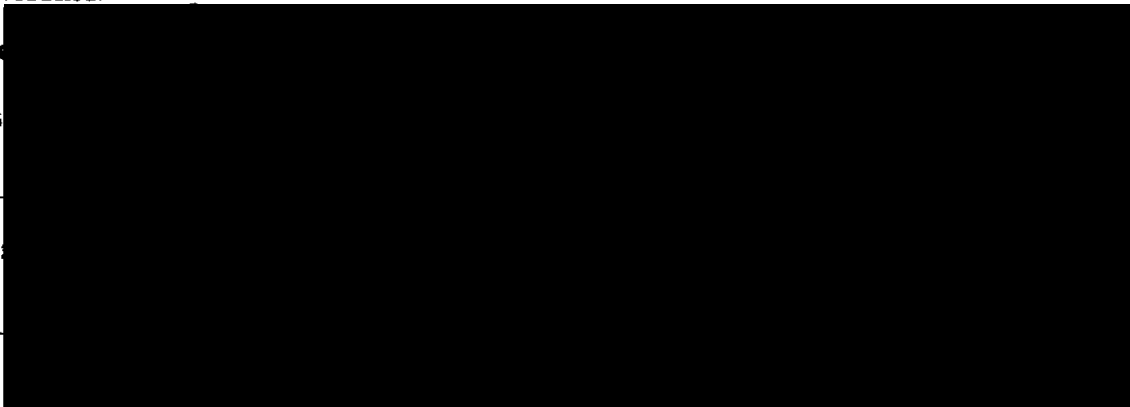
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps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

*James Sander*  
 Signature

7/11/2018  
 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.

**Business Telephone:**  
**Business Address:**  
**E-mail Address:**  
**Home Telephone:**  
**Home Address:**



**Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee**

Trustee Name:

Hilda Pascuales

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Academic Leadership Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

Trustee

2. Is the trustee 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. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed 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.

4. 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) governed 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 financial interest or transaction, write None. Please note that if you answered Yes to Questions 2-4 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 yourself

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

None

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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) governed 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>Please write "None" if applicable. Do not leave this space blank.</p> <p style="font-size: 3em; font-family: cursive;">None</p>				

Hilda Pascual 7/18/18  
 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.*

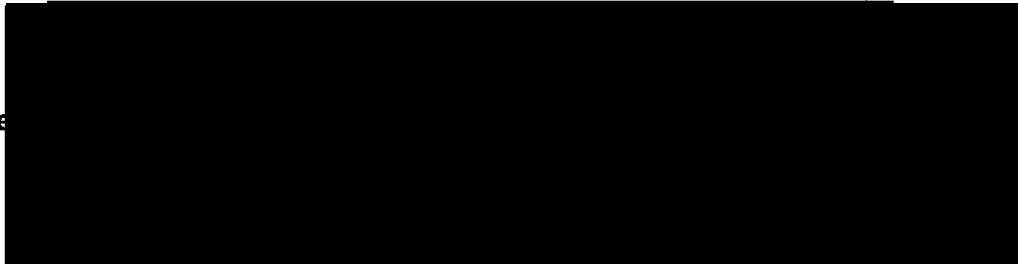
**Business Telephone:** \_\_\_\_\_

**Business Address:**

**E-mail Address:**

**Home Telephone:**

**Home Address:**



**Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee**

Trustee Name:

Christopher Brignola

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

AICS

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

V. Chair

2. Is the trustee 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. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed 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.

4. 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) governed 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 financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 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 yourself

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

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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) governed 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>Please write "None" if applicable. Do not leave this space blank.</p> <p style="text-align: center;">None</p>				

Signature [Handwritten Signature] Date 7/12/18

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.

Business Telephone: [Redacted]

Business Address: [Redacted]

E-mail Address: [Redacted]

Home Telephone: [Redacted]

Home Address: [Redacted]

**Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee**

Trustee Name:

Desiree Lafontaine

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Academic Leadership Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

Secretary

2. Is the trustee 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. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed 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.

4. 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) governed 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 financial interest or transaction, write **None**. Please note that if you answered Yes to Questions 2-4 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 yourself



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

None

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, 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) governed 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>Please write "None" if applicable. Do not leave this space blank.</p> <p style="font-size: 2em; font-family: cursive;">None</p>				

Desiree Lafontaine

Signature Date 7/10/18

*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.*

**Business Telephone:** \_\_\_\_\_

**Business Address:**

**E-mail Address:**

**Home Telephone:**

**Home Address:**



**Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee**

Trustee Name:

Lucas Doe

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Academic Leadership Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). Treasurer

2. Is the trustee 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. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed 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.

4. 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) governed 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 financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 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 yourself





# Entry 8 BOT Table

Created: 07/09/2018 • Last updated: 07/18/2018

## 1. Current Board Member Information (Enter info for each BOT member)

	Trustee Name and 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 2017-18
1	James Sander	Chair	Real Estate/Education	Yes	2	04/01/2018	04/01/2020	12
2	Desiree Lafontaine	Secretary	Education	Yes	3	10/11/2016	10/11/2018	9
3	Lucas Doe	Treasurer	Finance	Yes	1	10/15/2015	10/15/2019	12
4	Hilda Pascuales	Secretary	N/A	Yes	1	10/20/2017	10/20/2019	7
5	Christopher Brignola	Vice Chair	N/A	Yes	1	10/20/2017	10/20/2019	8
6								
7								
8								
9								

**1a. Are there more than 9 members of the Board of Trustees?** No

**2. Total number of members on June 30, 2018** 5

- |   |    |
|---|----|
| <b>3. Total number of members joining the Board during the 2017-18 school year</b>          | 2  |
| <b>4. Total number of members departing the Board during the 2017-18 school year</b>        | 1  |
| <b>5. Number of voting members in 2017-18, as set by the by-laws, resolution or minutes</b> | 5  |
| <b>6. Number of Board meetings conducted during the 2017-18 School Year</b>                 | 12 |
| <b>7. Number of Board meetings scheduled for the coming 2018-19 school year</b>             | 12 |

**Thank you.**



# Entry 10 Enrollment and Retention of Special Populations

Last updated: 07/18/2018

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

Describe the efforts the charter school has made in 2017-18 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 2018-19.

### **ACADEMIC LEADERSHIP CS (NYC CHANCELLOR)Section Heading**

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

	Describe Recruitment Efforts in 2017-18	Describe Recruitment Plans in 2018-19)
Economically Disadvantaged	We are in a district where the majority of students are economically disadvantaged. Our school serves over 92% of economically disadvantaged students each year. We give preference to our local district which helps ensure we continue to service this population.	We will continue to give preference to our local district.
English Language Learners	We have recruited at various centers within the local community to attract a variety of students.	We have added an ELL preference to our lottery.
Students with Disabilities	We have recruited at various centers within the local community to attract a variety of students.	We will continue to partner with our local CSE to identify day care centers and agencies that serve students with disabilities and have more outreach programs geared towards these institutions.

#### **Retention Efforts Toward Meeting Targets**

	Describe Retention Efforts in 2017-18	Describe Retention Plans in 2018-19)
Economically Disadvantaged	We are in a district where the majority of students are economically disadvantaged. Our school serves over 92% of economically disadvantaged students each year. We give preference to our local district which helps	We will continue to give preference to our local community.

ensure we continue to service this population.

English Language Learners

Academic Leadership Charter School's general strategy for retaining students for the three target groups is seen through small group instruction and our response to intervention programs in literacy and mathematics. Most classrooms consist of a two-teacher model enabling each teacher to target instruction based on students' weaknesses and strengths. Each program in literacy and mathematics is paired with re-teaching, skills practice re-building, contextual vocabulary instruction, explicit instruction supporting by progress monitoring, frequent assessment opportunities, and strong inquiry higher-order thinking activities. We provide many opportunities for children to reinforce contextual reading and analytical strategies for more in-depth understanding of topics and themes.

For the Special Education students and English Language Learners, we disaggregate their data to specifically track how they are performing in each classroom. Enabling us to provide additional support and modify our groups and instruction accordingly.

We will continue to provide addition supports and scaffolds for our ELL students and hold more workshops for families.

Students with Disabilities

Academic Leadership Charter School's general strategy for retaining students for the three target groups is seen through small group instruction and our response to intervention programs in literacy and mathematics. Most classrooms consist of a two-teacher model enabling each teacher to target instruction based on students' weaknesses and strengths. Each program in literacy and mathematics is paired with re-teaching, skills practice re-building, contextual vocabulary instruction, explicit instruction supporting by progress monitoring, frequent assessment opportunities, and strong inquiry higher-order thinking activities. We provide many opportunities for children to reinforce contextual reading and analytical strategies for more in-depth understanding of topics and themes.

For the Special Education students and English Language Learners, we disaggregate their data to specifically track how they are

We will continue to disaggregate student data and conduct meetings around how to help our students with disabilities move forward. We will also work with local agencies to continue to offer more in house support services.

performing in each classroom. Enabling us to provide additional support and modify our groups and instruction accordingly.





# Entry 11 Classroom Teacher and Administrator Attrition

Last updated: 07/09/2018

Report changes in teacher and administrator staffing.

## Instructions for completing the Classroom Teacher and Administrator Attrition Tables

Charter schools must complete the tables titled 2017-2018 Classroom Teacher and Administrator Attrition to report changes in teacher and administrator staffing during the 2017-2018 school year. Please provide the full time equivalent (FTE) of staff on June 30, 2017; the FTE for any departed staff from July 1, 2017 through June 30, 2018; the FTE for added staff from July 1, 2017 through June 30, 2018; and the FTE of staff added in newly created positions from July 1, 2017 through June 30, 2018 using the tables provided.

### 1. Classroom Teacher Attrition Table

FTE Classroom Teachers on 6/30/17	FTE Classroom Teachers Departed 7/1/17 - 6/30/18	FTE Classroom Teachers Filling Vacant Positions 7/1/17 - 6/30/18	FTE Classroom Teachers Added in New Positions 7/1/17 - 6/30/18	FTE of Classroom Teachers on 6/30/18
19	11	9	0	18

### 2. Administrator Position Attrition Table

FTE Administrative Positions on 6/30/17	FTE Administrators Departed 7/1/17 - 6/30/18	FTE Administrators Filling Vacant Positions 7/1/17 - 6/30/18	FTE Administrators Added in New Positions 7/1/17 - 6/30/18	FTE Administrative Positions on 6/30/18
0	0	0	0	0

### 3. Tell your school's story

Charter schools may provide additional information in this section of the Annual Report about their respective teacher and administrator attrition rates as some teacher or administrator departures do not reflect advancement or movement within the charter school networks. Schools may provide additional detail to reflect a teacher's advancement up the ladder to a leadership position within the network or an administrator's movement to lead a new network charter school.

(No response)

4. Charter schools must ensure that all prospective employees receive clearance through [the NYSED Office of School Personnel Review and Accountability \(OSPRA\)](#) prior to employment. 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.

Have all employees have been cleared through the NYSED TEACH system?

Yes

5. For perspective or current employees whose clearance has been denied, have you terminated their employment and removed them from the TEACH system?

Yes

Thank you

Academic Leadership Charter School  
2018-2019 Calendar

AUGUST 2018						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

SEPTEMBER 2018						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

OCTOBER 2018						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

NOVEMBER 2018						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

DECEMBER 2018						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JANUARY 2019						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

FEBRUARY 2019						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

MARCH 2019						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

APRIL 2019						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MAY 2019						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JUNE 2019						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

JULY 2019						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**Monday, September 3-** Labor Day  
School Closed

**Wednesday, September 5-** First Day  
of School

**Monday, September 10 and  
Tuesday, September 11-** Rosh  
Hashanah School Closed

**Wednesday, September 19-**Yom  
Kippur school closed

**Monday, October 8-** Columbus Day  
School Closed

**Tuesday, November 6-** Election Day  
PD Day- Teachers in Attendance – No  
School for Students

**Monday, November 12-**Veterans  
Day-School closed

**Thursday, November 15-**Parent  
Teacher Conference(Afternoon &  
Evening) **HALF-DAY 12:30PM  
DISMISSAL**

**Wednesday, November 21-** **HALF-  
DAY 12:30PM DISMISSAL**

**Thursday, November 22-Friday,  
November 23-** Thanksgiving Holiday  
School Closed

**Monday, December 24-Tuesday,  
January 1-** Winter Recess School  
Closed

**Monday, January 21-** Dr. Martin  
Luther King, Jr. Day School Closed

**Tuesday, February 5-**Lunar New  
Year school closed

**Monday, February 18- Friday,  
February 22-**Midwinter Recess School  
Closed

**Thursday, March 14-** Parent Teacher  
Conference (Afternoon & Evening)  
**HALF-DAY 12:30PM DISMISSAL**

**Tuesday, April 2- Thursday, April 4-**  
English Language Arts State Exam

**Wednesday, May 1- Friday May 3-**  
Mathematics State Exam

**Friday, April 19-Friday, April 26**  
Spring Recess (including Passover  
and Good Friday) School Closed

**Monday, May 27-** Memorial Day  
School Closed

**Tuesday, June 4-** Eid al-Fitr School  
Closed

**Wednesday, June 26-** Last Day of  
School **HALF-DAY 12:30PM  
DISMISSAL**

