



Entry 1 School Information and Cover Page

Created: 07/03/2018 • Last updated: 08/01/2018

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 BROOKLYN EXCELSIOR CS (SUNY TRUSTEES)

(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 16

d1. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	856 Quincy Avenue, Brooklyn, NY 11221	[REDACTED]		

d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Christopher Petty
Title	Principal
Emergency Phone Number (###-###-####)	[REDACTED]

e. SCHOOL WEB ADDRESS (URL) https://www.nhaschools.com/schools/Brooklyn_Excelsior_Charter_School/en

f. DATE OF INITIAL CHARTER 02/2001

g. DATE FIRST OPENED FOR INSTRUCTION 09/2001

i. TOTAL ENROLLMENT ON JUNE 30, 2018 582

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? Yes

k2. NAME OF CMO/EMO AND ADDRESS

NAME OF CMO/EMO	National Heritage Academies
PHYSICAL STREET ADDRESS	
CITY	
STATE	
ZIP CODE	
EMAIL ADDRESS	

l1. FACILITIES

Does the school maintain or operate multiple sites?

	No, just one site.
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12. 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)	856 Quincy Avenue, Brooklyn, NY 11221	[REDACTED]	NYC CSD 16	K-8	N/A	N/A
Site 2						
Site 3						

12a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Christopher Petty	[REDACTED]	[REDACTED]	[REDACTED]
Operational Leader	Todd McKee	[REDACTED]	[REDACTED]	[REDACTED]
Compliance Contact	Julie Meller	[REDACTED]	[REDACTED]	[REDACTED]
Complaint Contact	Julie Meller	[REDACTED]	[REDACTED]	[REDACTED]
DASA Coordinator	Christopher Petty	[REDACTED]	[REDACTED]	[REDACTED]

m1. Are any sites in co-located space? If yes, please proceed to the next question. No

IF LOCATED IN PRIVATE SPACE IN NYC OR DISTRICTS OUTSIDE NYC

m3. Upload a current Certificate of Occupancy (COO) for each school site that is located in private space in NYC or located outside of NYC. Except for schools in district space (co-location space), school must provide a copy of the annual fire inspection report.

Site 1 Certificate of Occupancy (COO)

<https://nysed-cso-reports.fluidreview.com/resp/17395570/yFPTXS6fVy/>

Site 1 Fire Inspection Report

<https://nysed-cso-reports.fluidreview.com/resp/17395570/nBjtmqxAKU/>

Site 2 Certificate of Occupancy

(No response)

Site 2 Fire Inspection Report

(No response)

Site 3 Certificate of Occupancy

(No response)

Site 3 Fire Inspection Report

(No response)

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 this Annual Report. Julie Stapleton, Board Relations Coordinator

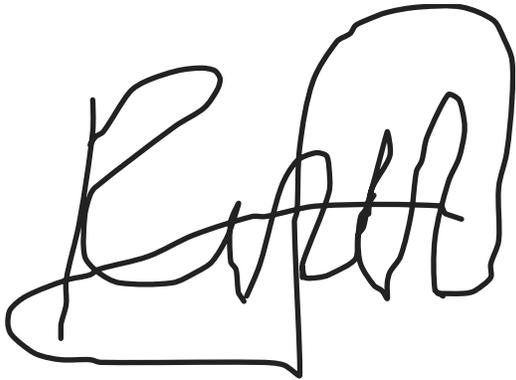
p. Our signatures (Head of School and Board President) below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand 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 "Christopher E. Petty". The signature is written in a cursive style with a large, prominent initial 'C'.

Signature, President of the Board of Trustees

A handwritten signature in black ink, appearing to be "K. Smith". The signature is written in a cursive style with a large, prominent initial 'K'.

Date

2018/07/31

Thank you.



FIRE DEPARTMENT

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

BUREAU OF FIRE PREVENTION

Public Buildings Unit

DATE: 07.30.2018.

PREMISES

Brooklyn Excelsior School
856 Quincy Street
Brooklyn NY 11221

Brooklyn Excelsior School
856 Quincy Street
Brooklyn NY 11221

To Whom It May Concern:

The New York City Fire Department ("FDNY"), Bureau of Fire Prevention, Public Buildings Unit conducted an inspection of the above-referenced premises on **11.25.2017**.

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

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

Note: Violation Order E476160 issued.

_____ As of XXXXXX documents were submitted to FDNY as proof of correction, and such correction was deemed acceptable to FDNY

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

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

Examined by: _____
Tomasz Korbas, Supervising Inspector, PBU



Certificate of Occupancy

CO Number: 301756151F

This certifies that the premises described herein conforms substantially to the approved plans and specifications and to the requirements of all applicable laws, rules and regulations for the uses and occupancies specified. No change of use or occupancy shall be made unless a new Certificate of Occupancy is issued *This document or a copy shall be available for inspection at the building at all reasonable times*

A.	Borough: Brooklyn	Block Number: 01633	Certificate Type: Final
	Address: 856 QUINCY STREET	Lot Number(s): 58	Effective Date: 01/25/2006
	Building Identification Number (BIN): 3044597	Building Type: Altered	
	Special District: None		

This Certificate supercedes CO Number(s): None

For zoning lot metes & bounds, please see BISWeb.

B.	Construction classification: OLD CODE: 2	Number of stories: 3
	Building Occupancy Group classification: G	Height in feet: 75
	Multiple Dwelling Law Classification: None	Number of dwelling units: 0

C. Fire Protection Equipment:
None associated with this filing.

D. Type and number of open spaces:
Parking spaces (4), Parking (3130 square feet)

E. This Certificate is issued with the following legal limitations:
None

Borough Comments: None


Borough Commissioner
Brooklyn 1

Borough Commissioner

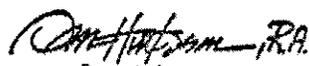


Commissioner

Certificate of Occupancy

CO Number: 301756151F

Permissible Use and Occupancy							
Floor From To	Maximum persons permitted	Live load lbs per sq. ft.	Building Code habitable rooms	Building Code occupancy group	Zoning dwelling or rooming units	Zoning use group	Description of use
BAS	150			G		3	METER ROOM, FIRE PUMP ROOM, MECHANICAL ROOM, ELECTRICAL ROOM, SIX (6) CLASSROOMS, CONFERENCE ROOM, ART ROOM, MUSIC ROOM, BOYS & GIRLS RESTROOMS, TECH. ROOM, ACTIVITY ROOM, STORAGE ROOMS FOOD PREPARATION ROOM
OSP							NONE OPEN SPACE USE - FOUR(4)PARKING SPACES
001	200			G		3	TEACHERS CONFERENCE, PARENT ROOM, RECEPTION, PRINCIPAL & ASST PRINCIPAL ROOMS, NURSE ROOMS, BOYS & GIRLS RESTROOMS MEDIA CENTER, EIGHT (8) CLASSROOMS, CONFERENCE ROOM, WORK ROOM, STORAGE ROOMS
002	300			G		3	ASST PRINCIPAL ROOM, BOYS & GIRLS RESTROOMS, TWELVE (12) CLASSROOMS, CONFERENCE ROOM, SUPPORT ROOMS, STORAGE ROOMS.
003	300			G		3	ASST PRINCIPAL ROOM, CONFERENCE ROOM, BOYS & GIRLS RESTROOMS, TWELVE (12) CLASSROOMS, SUPPORT ROOMS, STORAGE ROOMS
A/T				B-2		3	STORAGE
END OF SECTION							


 Borough Commissioner
 Brooklyn 1

Borough Commissioner



Commissioner



Entry 2 NYS School Report Card Link

Last updated: 07/16/2018

BROOKLYN EXCELSIOR CS (SUNY TRUSTEES)

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

(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=800000056456>

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

Last updated: 07/27/2018

BROOKLYN EXCELSIOR CS (SUNY TRUSTEES)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	10755586
Line 2: Year End FTE student enrollment	583
Line 3: Divide Line 1 by Line 2	18448

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)	854888
Line 2: Management and General Cost (Column)	1590980
Line 3: Sum of Line 1 and Line 2	2445868
Line 5: Divide Line 3 by the Year End FTE student enrollment	4195

Thank you.



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

TEMPLATE TABS

1- GRAY tab contains the Instructions

Instructions	Provides description of tabs and input requirements.
Funding by District	Charter School Tuition Rates

2- BLUE tabs require input of information

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

6.) Quarterly Report	Enter Actual Quarterly Report information . Includes: >Actual Enrollment data and Per Pupil Revenue for the current year are populated based upon input on tab "2.) Enrollment." >Actual FTE for current year is populated based upon input on tab "3.) Staffing Plan." >All other sources of revenue >All expenses
7.) Annual Report Requirement	Complete when submitting Actual Quarter 4.

CELL COLORS & GUIDANCE COMMENTS

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

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



ANNUAL BUDGET & QUARTERLY REPORT TEMPLATE

Brooklyn Excelsior Charter School

SCHOOL

Name:	Brooklyn Excelsior Charter School
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CONTACT INFORMATION

Contact Name:	Jacqueline Holder
Contact Title:	Business Analyst
Contact Email:	[REDACTED]
Contact Phone:	[REDACTED]

REPORT PERIOD

Current Academic Year:	2018-19
Prior Academic Year:	2017-18

PLAN - FULL TIME EQUIVALENT

STAFFING PLAN - FULL TIME EQUIVALENT ("FTE")

**NOTE: Enter the number of FTE positions in the "blue" cells.*

**NOTE: Enter the number of FTE positions in the "blue" cells.*

**NOTE: If there are NO budget revisions at the time of quarterly submittal leave the 'REVISED' Column(s) COMPLETELY BLANK.*

ADMINISTRATIVE PERSONNEL FTE	ADMINISTRATIVE PERSONNEL FTE
Executive Management	Executive Management
Instructional Management	Instructional Management
Deans, Directors & Coordinators	Deans, Directors & Coordinators
CFO / Director of Finance	CFO / Director of Finance
Operation / Business Manager	Operation / Business Manager
Administrative Staff	Administrative Staff
TOTAL ADMINISTRATIVE STAFF	TOTAL ADMINISTRATIVE STAFF

PRIOR YEAR
2017-18
ACTUAL
0.0

ANNUAL BUDGETED FTE							
Q1		Q2		Q3		Q4	
Original	Revised	Original	Revised	Original	Revised	Original	Revised
1.0		1.0		1.0		1.0	
4.5		4.5		4.5		4.5	
2.8		2.8		2.8		2.8	
8.3	0.0	8.3	0.0	8.3	0.0	8.3	0.0

INSTRUCTIONAL PERSONNEL FTE	INSTRUCTIONAL PERSONNEL FTE
Teachers - Regular	Teachers - Regular
Teachers - SPED	Teachers - SPED
Substitute Teachers	Substitute Teachers
Teaching Assistants	Teaching Assistants
Specialty Teachers	Specialty Teachers
Aides	Aides
Therapists & Counselors	Therapists & Counselors
Other	Other
TOTAL INSTRUCTIONAL	TOTAL INSTRUCTIONAL

PRIOR YEAR
2017-18
ACTUAL
0.0

ANNUAL BUDGETED FTE							
Q1		Q2		Q3		Q4	
Original	Revised	Original	Revised	Original	Revised	Original	Revised
28.0		28.0		28.0		28.0	
8.0		8.0		8.0		8.0	
11.0		11.0		11.0		11.0	
2.8		2.8		2.8		2.8	
0.8		0.8		0.8		0.8	
50.6	0.0	50.6	0.0	50.6	0.0	50.6	0.0

NON-INSTRUCTIONAL PERSONNEL FTE	NON-INSTRUCTIONAL PERSONNEL FTE
Nurse	Nurse
Librarian	Librarian
Custodian	Custodian
Security	Security
Other	Other
TOTAL NON-INSTRUCTIONAL	TOTAL NON-INSTRUCTIONAL

PRIOR YEAR
2017-18
ACTUAL
0.0

ANNUAL BUDGETED FTE							
Q1		Q2		Q3		Q4	
Original	Revised	Original	Revised	Original	Revised	Original	Revised
5.0		5.0		5.0		5.0	
5.0	0.0	5.0	0.0	5.0	0.0	5.0	0.0

TOTAL PERSONNEL SERVICE FTE	TOTAL PERSONNEL SERVICE FTE

0.0

63.8	0.0	63.8	0.0	63.8	0.0	63.8	0.0
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**DOCKLYN EXCELSIOR CHARTER SCHOOL
2018-19**

PLAN - FULL TIME EQUIVALENT

**NOTE: Enter the number of FTE positions in the "blue" cells.*

Should be input.

**NOTE: State the assumptions that are being made for personnel FTE levels.*

ADMINISTRATIVE PERSONNEL FTE	
	Q4
	Actual
Executive Management	
Instructional Management	
Deans, Directors & Coordinators	
CFO / Director of Finance	
Operation / Business Manager	
Administrative Staff	
TOTAL ADMINISTRATIVE STAFF	0.0

Description of Assumptions

INSTRUCTIONAL PERSONNEL FTE	
	Q4
	Actual
Teachers - Regular	
Teachers - SPED	
Substitute Teachers	
Teaching Assistants	
Specialty Teachers	
Aides	
Therapists & Counselors	
Other	
TOTAL INSTRUCTIONAL	0.0

Description of Assumptions

NON-INSTRUCTIONAL PERSONNEL FTE	
	Q4
	Actual
Nurse	
Librarian	
Custodian	
Security	
Other	
TOTAL NON-INSTRUCTIONAL	0.0

Description of Assumptions

TOTAL PERSONNEL SERVICE FTE	0.0
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BROOKLYN EXCELSIOR CHARTER SCHOOL
Budget / Operating Plan
2018-19

	-	2,987,635	-	-	2,272,377	-	-	2,711,268
Total Revenue	-	2,987,635	-	-	2,272,377	-	-	2,711,268
Total Expenses	-	2,127,409	-	-	2,793,916	-	-	3,162,234
Net Income	-	860,226	-	-	(521,539)	-	-	(450,966)
Actual Student Enrollment	-	587	-	-	587	-	-	587
	Prior Year Actual	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Q
	2017-18	Original	Revised		Original	Revised		Original
	Revenue Per	Budget	Budget	Variance	Budget	Budget	Variance	Budget
	Pupil							
Charter School Program (CSP) Planning & Implementation				-			-	
Other				-			-	
Other				-			-	
TOTAL REVENUE FROM FEDERAL SOURCES	-	111,109	-	-	224,532	-	-	224,651
LOCAL and OTHER REVENUE								
Contributions and Donations				-			-	
Fundraising				-			-	
Erate Reimbursement				-			-	
Earnings on Investments				-			-	
Interest Income				-			-	
Food Service (Income from meals)		1,613		-	4,286		-	4,286
Text Book				-			-	
OTHER		498,904		-	(463,850)		-	(25,078)
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	-	500,517	-	-	(459,564)	-	-	(20,792)
TOTAL REVENUE	-	2,987,635	-	-	2,272,377	-	-	2,711,268

BROOKLYN EXCELSIOR CHARTER SCHOOL
Budget / Operating Plan
2018-19

Total Revenue	-	2,987,635	-	-	2,272,377	-	-	2,711,268
Total Expenses	-	2,127,409	-	-	2,793,916	-	-	3,162,234
Net Income	-	860,226	-	-	(521,539)	-	-	(450,966)
Actual Student Enrollment	-	587	-	-	587	-	-	587

	Prior Year Actual 2017-18 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Q
		Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget

EXPENSES

ADMINISTRATIVE STAFF PERSONNEL COSTS

Avg. No.
of Positions

Executive Management	-			-			-	
Instructional Management	1.00	50,328		-	50,328		-	50,328
Deans, Directors & Coordinators	4.50	110,943		-	105,595		-	105,594
CFO / Director of Finance	-			-			-	
Operation / Business Manager	-			-			-	
Administrative Staff	2.75	27,825		-	31,789		-	27,825
TOTAL ADMINISTRATIVE STAFF	8.25	189,096	-	-	187,712	-	-	183,747

INSTRUCTIONAL PERSONNEL COSTS

Teachers - Regular	28.00	284,949		-	569,898		-	569,898
Teachers - SPED	8.00	93,978		-	187,956		-	187,956
Substitute Teachers	-	3,082		-	16,718		-	11,880
Teaching Assistants	-			-			-	
Specialty Teachers	11.00	136,551		-	252,654		-	184,540
Aides	2.75	14,733		-	37,707		-	37,707
Therapists & Counselors	0.82	8,236		-	16,473		-	16,473
Other	-			-			-	
TOTAL INSTRUCTIONAL	50.57	541,529	-	-	1,081,406	-	-	1,008,454

NON-INSTRUCTIONAL PERSONNEL COSTS

Nurse	-			-			-	
Librarian	-			-			-	
Custodian	-			-			-	
Security	-			-			-	
Other	4.96	14,760		-	28,800		-	28,800
TOTAL NON-INSTRUCTIONAL	4.96	14,760	-	-	28,800	-	-	28,800

SUBTOTAL PERSONNEL SERVICE COSTS

	63.78	745,385	-	-	1,297,918	-	-	1,221,001
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PAYROLL TAXES AND BENEFITS

Payroll Taxes		59,416		-	97,436		-	112,947
Fringe / Employee Benefits		83,234		-	162,886		-	144,751

BROOKLYN EXCELSIOR CHARTER SCHOOL
Budget / Operating Plan
2018-19

		-	2,987,635	-	-	2,272,377	-	-	2,711,268
Total Revenue		-	2,987,635	-	-	2,272,377	-	-	2,711,268
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Net Income		-	860,226	-	-	(521,539)	-	-	(450,966)
Actual Student Enrollment		-	587	-	-	587	-	-	587
		Prior Year Actual 2017-18 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Q
			Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget
Retirement / Pension			17,561		-	20,440		-	17,692
TOTAL PAYROLL TAXES AND BENEFITS		-	160,211	-	-	280,762	-	-	275,390
TOTAL PERSONNEL SERVICE COSTS		63.78	905,596	-	-	1,578,680	-	-	1,496,391
CONTRACTED SERVICES									
Accounting / Audit			19,811		-	19,749		-	59,765
Legal			3,750		-	3,750		-	3,750
Management Company Fee					-			-	
Nurse Services					-			-	
Food Service / School Lunch					-			-	
Payroll Services					-			-	
Special Ed Services			20,352		-	47,426		-	51,819
Titlement Services (i.e. Title I)			5,319		-	5,290		-	17,810
Other Purchased / Professional / Consulting			51,707		-	50,090		-	169,342
TOTAL CONTRACTED SERVICES		-	100,939	-	-	126,305	-	-	302,486

BROOKLYN EXCELSIOR CHARTER SCHOOL
Budget / Operating Plan
2018-19

Total Revenue	-	2,987,635	-	-	2,272,377	-	-	2,711,268
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Actual Student Enrollment	-	587	-	-	587	-	-	587

	Prior Year Actual	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Q
	2017-18 Revenue Per Pupil	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget

SCHOOL OPERATIONS

Board Expenses				-				26,251
Classroom / Teaching Supplies & Materials	44,682			-	21,110			19,886
Special Ed Supplies & Materials	543			-	951			625
Textbooks / Workbooks	24,270			-	11,789			1,033
Supplies & Materials other	2,959			-	4,053			4,053
Equipment / Furniture	13,995			-	13,995			13,995
Telephone	2,070			-	770			2,070
Technology	42,543			-	42,811			101,971
Student Testing & Assessment	16,627			-	14,009			27,175
Field Trips	1,636			-	3,270			3,270
Transportation (student)				-				-
Student Services - other				-				-
Office Expense	12,608			-	16,147			16,497
Staff Development	62,115			-	57,324			65,285
Staff Recruitment	44,131			-	44,209			69,654
Student Recruitment / Marketing	51,015			-	18,550			85,658
School Meals / Lunch	25,634			-	78,513			79,102
Travel (Staff)	4,256			-	4,464			4,464
Fundraising				-				-
Other	20,845			-	20,618			71,585
TOTAL SCHOOL OPERATIONS	-	369,929	-	-	352,583	-	-	592,574

FACILITY OPERATION & MAINTENANCE

Insurance		9,510		-	9,510			9,510
Janitorial		39,135		-	39,135			39,135
Building and Land Rent / Lease / Facility Finance Interest		597,264.00		-	597,264			597,264
Repairs & Maintenance		48,013		-	34,411			64,058
Equipment / Furniture		7,091		-	5,114			4,484
Security		705		-	563			485
Utilities		49,227		-	50,351			55,847
TOTAL FACILITY OPERATION & MAINTENANCE	-	750,945	-	-	736,348	-	-	770,783

DEPRECIATION & AMORTIZATION

RESERVES / CONTINGENCY

DEFERRED RENT

BROOKLYN EXCELSIOR CHARTER SCHOOL
Budget / Operating Plan
2018-19

Total Revenue	-	2,987,635	-	-	2,272,377	-	-	2,711,268
Total Expenses	-	2,127,409	-	-	2,793,916	-	-	3,162,234
Net Income	-	860,226	-	-	(521,539)	-	-	(450,966)
Actual Student Enrollment	-	587	-	-	587	-	-	587
	Prior Year Actual	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd C
	2017-18	Original	Revised		Original	Revised		Original
	Revenue Per	Budget	Budget	Variance	Budget	Budget	Variance	Budget
	Pupil							
TOTAL EXPENSES	-	2,127,409	-	-	2,793,916	-	-	3,162,234
NET INCOME	-	860,226	-	-	(521,539)	-	-	(450,966)

		BROOKLYN EXCELSIOR CHARTER SCHOOL Budget / Operating Plan 2018-19							
Total Revenue	-	2,987,635	-	-	2,272,377	-	-	2,711,268	
Total Expenses	-	2,127,409	-	-	2,793,916	-	-	3,162,254	3rd C
Net Income	-	860,226	-	-	(521,539)	-	-	(450,966)	
Actual Student Enrollment	-	587	-	-	587	-	-	587	
	Prior Year Actual 2017-18 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Q	
		Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	
ENROLLMENT - *School Districts Are Linked To Above Entries*									
Number of Districts:	-	1	-	-	1	-	-	1	
NYC CHANCELLOR'S OFFICE	-	587	-	-	587	-	-	587	
-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	
ALL OTHER School Districts: (Weighted Avg)	-	-	-	-	-	-	-	-	
TOTAL ENROLLMENT	-	587	-	-	587	-	-	587	
REVENUE PER PUPIL	-	5,094	-	-	3,874	-	-	4,622	
EXPENSES PER PUPIL	-	3,627	-	-	4,763	-	-	5,391	

Total Revenue	-	-	2,674,856	-	-
Total Expenses	-	-	2,562,575	-	-
Net Income	-	-	112,281	-	-
Actual Student Enrollment	-	-	587	-	-
	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
	Revised Budget	Variance	Original Budget	Revised Budget	Variance
Charter School Program (CSP) Planning & Implementation		-			-
Other		-			-
Other		-			-
TOTAL REVENUE FROM FEDERAL SOURCES	-	-	203,940	-	-
LOCAL and OTHER REVENUE					
Contributions and Donations		-			-
Fundraising		-			-
Erate Reimbursement		-			-
Earnings on Investments		-			-
Interest Income		-			-
Food Service (Income from meals)		-	3,980		-
Text Book		-			-
OTHER		-	3,324		-
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	-	-	7,304	-	-
TOTAL REVENUE	-	-	2,674,856	-	-

Total Revenue		-	-	2,674,856	-
Total Expenses		-	-	2,562,575	-
Net Income		-	-	112,281	-
Actual Student Enrollment		-	-	587	-
		Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30	
		Revised Budget	Variance	Original Budget	Revised Budget
				Variance	
EXPENSES					
ADMINISTRATIVE STAFF PERSONNEL COSTS		Avg. No. of Positions			
Executive Management	-		-		-
Instructional Management	1.00		-	50,336	-
Deans, Directors & Coordinators	4.50		-	105,589	-
CFO / Director of Finance	-		-		-
Operation / Business Manager	-		-		-
Administrative Staff	2.75		-	27,825	-
TOTAL ADMINISTRATIVE STAFF	8.25	-	-	183,750	-
INSTRUCTIONAL PERSONNEL COSTS					
Teachers - Regular	28.00		-	477,917	-
Teachers - SPED	8.00		-	156,630	-
Substitute Teachers	-		-	11,880	-
Teaching Assistants	-		-		-
Specialty Teachers	11.00		-	148,695	-
Aides	2.75		-	34,441	-
Therapists & Counselors	0.82		-	13,718	-
Other	-		-		-
TOTAL INSTRUCTIONAL	50.57	-	-	843,281	-
NON-INSTRUCTIONAL PERSONNEL COSTS					
Nurse	-		-		-
Librarian	-		-		-
Custodian	-		-		-
Security	-		-		-
Other	4.96		-	25,519	-
TOTAL NON-INSTRUCTIONAL	4.96	-	-	25,519	-
SUBTOTAL PERSONNEL SERVICE COSTS		-	-	1,052,550	-
PAYROLL TAXES AND BENEFITS					
Payroll Taxes			-	89,093	-
Fringe / Employee Benefits			-	141,312	-

Total Revenue		-	-	2,674,856	-	-
Total Expenses		-	-	2,562,575	-	-
Net Income		-	-	112,281	-	-
Actual Student Enrollment		-	-	587	-	-
		Quarter - 1/1 - 3/31			4th Quarter - 4/1 - 6/30	
		Revised Budget	Variance	Original Budget	Revised Budget	Variance
Retirement / Pension			-	<u>20,438</u>		-
TOTAL PAYROLL TAXES AND BENEFITS		-	-	250,843	-	-
TOTAL PERSONNEL SERVICE COSTS				1,303,393	-	-
CONTRACTED SERVICES						
Accounting / Audit			-	24,862		-
Legal			-	3,750		-
Management Company Fee			-			-
Nurse Services			-			-
Food Service / School Lunch			-			-
Payroll Services			-			-
Special Ed Services			-	45,542		-
Titlement Services (i.e. Title I)			-	6,966		-
Other Purchased / Professional / Consulting			-	<u>67,913</u>		-
TOTAL CONTRACTED SERVICES		-	-	149,033	-	-

Total Revenue	-	-	2,674,856	-	-
Total Expenses	-	-	2,562,575	-	-
Net Income	-	-	112,281	-	-
Actual Student Enrollment	-	-	587	-	-
	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
	Revised Budget	Variance	Original Budget	Revised Budget	Variance
SCHOOL OPERATIONS					
Board Expenses		-	8,749		-
Classroom / Teaching Supplies & Materials		-	16,998		-
Special Ed Supplies & Materials		-	606		-
Textbooks / Workbooks		-	281		-
Supplies & Materials other		-	4,050		-
Equipment / Furniture		-	13,995		-
Telephone		-	2,064		-
Technology		-	49,859		-
Student Testing & Assessment		-	10,154		-
Field Trips		-	2,724		-
Transportation (student)		-			-
Student Services - other		-			-
Office Expense		-	15,702		-
Staff Development		-	49,924		-
Staff Recruitment		-	49,120		-
Student Recruitment / Marketing		-	40,424		-
School Meals / Lunch		-	78,153		-
Travel (Staff)		-	4,386		-
Fundraising		-			-
Other		-	25,045		-
TOTAL SCHOOL OPERATIONS	-	-	372,234	-	-
FACILITY OPERATION & MAINTENANCE					
Insurance		-	9,510		-
Janitorial		-	39,130		-
Building and Land Rent / Lease / Facility Finance Interest		-	597,259		-
Repairs & Maintenance		-	37,707		-
Equipment / Furniture		-	4,731		-
Security		-	434		-
Utilities		-	49,144		-
TOTAL FACILITY OPERATION & MAINTENANCE	-	-	737,915	-	-
DEPRECIATION & AMORTIZATION		-			-
RESERVES / CONTINGENCY		-			-
DEFERRED RENT		-			-

Total Revenue	-	-	2,674,856	-	-
Total Expenses	-	-	2,562,575	-	-
Net Income	-	-	112,281	-	-
Actual Student Enrollment	-	-	587	-	-
	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
	Revised Budget	Variance	Original Budget	Revised Budget	Variance
TOTAL EXPENSES	-	-	2,562,575	-	-
NET INCOME	-	-	112,281	-	-

Total Revenue	-	-	2,674,856	-	-
Total Expenses	Quarter - 1/1 - 3/31	-	2,562,575	-	-
Net Income	-	-	112,281	-	-
Actual Student Enrollment	-	-	587	-	-
	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
	Revised Budget	Variance	Original Budget	Revised Budget	Variance
ENROLLMENT - *School Districts Are Linked To Above Entries*					
Number of Districts:	-	-	1	-	-
NYC CHANCELLOR'S OFFICE	-	-	587	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
ALL OTHER School Districts: (Weighted Avg)	-	-	-	-	-
TOTAL ENROLLMENT	-	-	587	-	-
REVENUE PER PUPIL	-	-	4,560	-	-
EXPENSES PER PUPIL	-	-	4,369	-	-

BROOKLYN EXCELSIOR CHARTER SCHOOL
Budget / Operating Plan

2018-19

Total Revenue	10,646,134	10,646,134	-	10,646,134	10,646,134
Total Expenses	10,646,134	10,646,134	-	(10,646,134)	(10,646,134)
Net Income	0	0	-	0	0
Actual Student Enrollment					
	Total Year			VARIANCE	
	Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget
Charter School Program (CSP) Planning & Implementation	-	-	-	-	-
Other	-	-	-	-	-
Other	-	-	-	-	-
TOTAL REVENUE FROM FEDERAL SOURCES	764,232	764,232	-	764,232	764,232
LOCAL and OTHER REVENUE					
Contributions and Donations	-	-	-	-	-
Fundraising	-	-	-	-	-
Erate Reimbursement	-	-	-	-	-
Earnings on Investments	-	-	-	-	-
Interest Income	-	-	-	-	-
Food Service (Income from meals)	14,165	14,165	-	14,165	14,165
Text Book	-	-	-	-	-
OTHER	<u>13,300</u>	<u>13,300</u>	<u>-</u>	<u>13,300</u>	<u>13,300</u>
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	27,465	27,465	-	27,465	27,465
TOTAL REVENUE	<u>10,646,134</u>	<u>10,646,134</u>	-	<u>10,646,134</u>	<u>10,646,134</u>

DESCRIPTION OF ASSUMPTIONS

BROOKLYN EXCELSIOR CHARTER SCHOOL
Budget / Operating Plan
2018-19

Total Revenue	10,646,134	10,646,134	-	10,646,134	10,646,134
Total Expenses	10,646,134	10,646,134	-	(10,646,134)	(10,646,134)
Net Income	0	0	-	0	0
Actual Student Enrollment					
	Total Year			VARIANCE	
	Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget

DESCRIPTION OF ASSUMPTIONS

EXPENSES

ADMINISTRATIVE STAFF PERSONNEL COSTS

Avg. No.
of Positions

Executive Management	-	-	-	-	-
Instructional Management	1.00	201,320	201,320	-	(201,320)
Deans, Directors & Coordinators	4.50	427,721	427,721	-	(427,721)
CFO / Director of Finance	-	-	-	-	-
Operation / Business Manager	-	-	-	-	-
Administrative Staff	2.75	115,264	115,264	-	(115,264)
TOTAL ADMINISTRATIVE STAFF	8.25	744,305	744,305	-	(744,305)

INSTRUCTIONAL PERSONNEL COSTS

Teachers - Regular	28.00	1,902,662	1,902,662	-	(1,902,662)
Teachers - SPED	8.00	626,520	626,520	-	(626,520)
Substitute Teachers	-	43,560	43,560	-	(43,560)
Teaching Assistants	-	-	-	-	-
Specialty Teachers	11.00	722,440	722,440	-	(722,440)
Aides	2.75	124,588	124,588	-	(124,588)
Therapists & Counselors	0.82	54,900	54,900	-	(54,900)
Other	-	-	-	-	-
TOTAL INSTRUCTIONAL	50.57	3,474,670	3,474,670	-	(3,474,670)

NON-INSTRUCTIONAL PERSONNEL COSTS

Nurse	-	-	-	-	-
Librarian	-	-	-	-	-
Custodian	-	-	-	-	-
Security	-	-	-	-	-
Other	4.96	97,879	97,879	-	(97,879)
TOTAL NON-INSTRUCTIONAL	4.96	97,879	97,879	-	(97,879)

SUBTOTAL PERSONNEL SERVICE COSTS

	63.78	4,316,854	4,316,854	-	(4,316,854)
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PAYROLL TAXES AND BENEFITS

Payroll Taxes		358,892	358,892	-	(358,892)
Fringe / Employee Benefits		532,183	532,183	-	(532,183)

BROOKLYN EXCELSIOR CHARTER SCHOOL
Budget / Operating Plan
2018-19

Total Revenue	10,646,134	10,646,134	-	10,646,134	10,646,134
Total Expenses	10,646,134	10,646,134	-	(10,646,134)	(10,646,134)
Net Income	0	0	-	0	0
Actual Student Enrollment					
	Total Year			VARIANCE	
	Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget
Retirement / Pension	76,131	76,131	-	(76,131)	(76,131)
TOTAL PAYROLL TAXES AND BENEFITS	967,206	967,206	-	(967,206)	(967,206)
TOTAL PERSONNEL SERVICE COSTS	5,284,060	5,284,060	-	(5,284,060)	(5,284,060)
CONTRACTED SERVICES					
Accounting / Audit	124,187	124,187	-	(124,187)	(124,187)
Legal	15,000	15,000	-	(15,000)	(15,000)
Management Company Fee	-	-	-	-	-
Nurse Services	-	-	-	-	-
Food Service / School Lunch	-	-	-	-	-
Payroll Services	-	-	-	-	-
Special Ed Services	165,139	165,139	-	(165,139)	(165,139)
Titlement Services (i.e. Title I)	35,385	35,385	-	(35,385)	(35,385)
Other Purchased / Professional / Consulting	339,052	339,052	-	(339,052)	(339,052)
TOTAL CONTRACTED SERVICES	678,763	678,763	-	(678,763)	(678,763)

63.78

DESCRIPTION OF ASSUMPTIONS

BROOKLYN EXCELSIOR CHARTER SCHOOL
Budget / Operating Plan
2018-19

Total Revenue	10,646,134	10,646,134	-	10,646,134	10,646,134
Total Expenses	10,646,134	10,646,134	-	(10,646,134)	(10,646,134)
Net Income	0	0	-	0	0
Actual Student Enrollment					

	Total Year			VARIANCE	
	Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget

DESCRIPTION OF ASSUMPTIONS

SCHOOL OPERATIONS

Board Expenses	35,000	35,000	-	(35,000)	(35,000)
Classroom / Teaching Supplies & Materials	102,676	102,676	-	(102,676)	(102,676)
Special Ed Supplies & Materials	2,725	2,725	-	(2,725)	(2,725)
Textbooks / Workbooks	37,373	37,373	-	(37,373)	(37,373)
Supplies & Materials other	15,115	15,115	-	(15,115)	(15,115)
Equipment / Furniture	55,980	55,980	-	(55,980)	(55,980)
Telephone	6,974	6,974	-	(6,974)	(6,974)
Technology	237,184	237,184	-	(237,184)	(237,184)
Student Testing & Assessment	67,965	67,965	-	(67,965)	(67,965)
Field Trips	10,900	10,900	-	(10,900)	(10,900)
Transportation (student)	-	-	-	-	-
Student Services - other	-	-	-	-	-
Office Expense	60,954	60,954	-	(60,954)	(60,954)
Staff Development	234,648	234,648	-	(234,648)	(234,648)
Staff Recruitment	207,114	207,114	-	(207,114)	(207,114)
Student Recruitment / Marketing	195,647	195,647	-	(195,647)	(195,647)
School Meals / Lunch	261,402	261,402	-	(261,402)	(261,402)
Travel (Staff)	17,570	17,570	-	(17,570)	(17,570)
Fundraising	-	-	-	-	-
Other	138,093	138,093	-	(138,093)	(138,093)
TOTAL SCHOOL OPERATIONS	1,687,320	1,687,320	-	(1,687,320)	(1,687,320)

FACILITY OPERATION & MAINTENANCE

Insurance	38,040	38,040	-	(38,040)	(38,040)
Janitorial	156,535	156,535	-	(156,535)	(156,535)
Building and Land Rent / Lease / Facility Finance Interest	2,389,051	2,389,051	-	(2,389,051)	(2,389,051)
Repairs & Maintenance	184,189	184,189	-	(184,189)	(184,189)
Equipment / Furniture	21,420	21,420	-	(21,420)	(21,420)
Security	2,187	2,187	-	(2,187)	(2,187)
Utilities	204,569	204,569	-	(204,569)	(204,569)
TOTAL FACILITY OPERATION & MAINTENANCE	2,995,991	2,995,991	-	(2,995,991)	(2,995,991)

DEPRECIATION & AMORTIZATION

RESERVES / CONTINGENCY

DEFERRED RENT

BROOKLYN EXCELSIOR CHARTER SCHOOL
Budget / Operating Plan

2018-19

Total Revenue	10,646,134	10,646,134	-	10,646,134	10,646,134
Total Expenses	10,646,134	10,646,134	-	(10,646,134)	(10,646,134)
Net Income	0	0	-	0	0
Actual Student Enrollment					
	Total Year			VARIANCE	
	Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget
TOTAL EXPENSES	<u>10,646,134</u>	<u>10,646,134</u>	-	<u>(10,646,134)</u>	<u>(10,646,134)</u>
NET INCOME	<u>0</u>	<u>0</u>	-	<u>0</u>	<u>0</u>

DESCRIPTION OF ASSUMPTIONS

BROOKLYN EXCELSIOR CHARTER SCHOOL
Budget / Operating Plan
2018-19

Total Revenue	-	2,987,635	-	-	2,272,377	-	-	2,711,268
Total Expenses	-	2,127,409	-	-	2,793,916	-	-	3,162,234
Net Income	-	860,226	-	-	(521,539)	-	-	(450,966)
Actual Student Enrollment	-	587	-	-	587	-	-	587
	Prior Year Actual	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter
	2017-18	Original	Revised		Original	Revised		Original
	Revenue Per Pupil	Budget	Budget	Variance	Budget	Budget	Variance	Budget

CASH FLOW ADJUSTMENTS

OPERATING ACTIVITIES <i>{enter descriptions below}</i>								
Example - Add Back Depreciation	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total Operating Activities	-	-	-	-	-	-	-	-
INVESTMENT ACTIVITIES <i>{enter descriptions below}</i>								
Example - Subtract Property and Equipment Expenditures	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total Investment Activities	-	-	-	-	-	-	-	-
FINANCING ACTIVITIES <i>{enter descriptions below}</i>								
Example - Add Expected Proceeds from a Loan or Line of Credit	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total Financing Activities	-	-	-	-	-	-	-	-
Total Cash Flow Adjustments	-	-	-	-	-	-	-	-
NET INCOME	-	860,226	-	-	(521,539)	-	-	(450,966)
Beginning Cash Balance	13,845	13,845	-	-	874,071	-	-	352,531
ENDING CASH BALANCE	13,845	874,071	-	-	352,531	-	-	(98,435)

Total Revenue	-	-	2,674,856	-	-
Total Expenses	-	-	2,562,575	-	-
Net Income	-	-	112,281	-	-
Actual Student Enrollment	-	-	587	-	-
	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
	Revised		Original	Revised	
	Budget	Variance	Budget	Budget	Variance
CASH FLOW ADJUSTMENTS					
OPERATING ACTIVITIES <i>{enter descriptions below}</i>					
Example - Add Back Depreciation	-	-	-	-	-
Other	-	-	-	-	-
Total Operating Activities	-	-	-	-	-
INVESTMENT ACTIVITIES <i>{enter descriptions below}</i>					
Example - Subtract Property and Equipment Expenditures	-	-	-	-	-
Other	-	-	-	-	-
Total Investment Activities	-	-	-	-	-
FINANCING ACTIVITIES <i>{enter descriptions below}</i>					
Example - Add Expected Proceeds from a Loan or Line of Credit	-	-	-	-	-
Other	-	-	-	-	-
Total Financing Activities	-	-	-	-	-
Total Cash Flow Adjustments	-	-	-	-	-
NET INCOME	-	-	112,281	-	-
Beginning Cash Balance	-	-	(98,435)	-	-
ENDING CASH BALANCE	-	-	13,845	-	-

BROOKLYN EXCELSIOR CHARTER SCHOOL
Budget / Operating Plan

2018-19

Total Revenue	10,646,134	10,646,134	-	10,646,134	10,646,134
Total Expenses	10,646,134	10,646,134	-	(10,646,134)	(10,646,134)
Net Income	0	0	-	0	0
Actual Student Enrollment					
	Total Year			VARIANCE	
	Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget

DESCRIPTION OF ASSUMPTIONS

CASH FLOW ADJUSTMENTS					
OPERATING ACTIVITIES <i>{enter descriptions below}</i>					
Example - Add Back Depreciation	-	-	-	-	-
Other	-	-	-	-	-
Total Operating Activities	-	-	-	-	-
INVESTMENT ACTIVITIES <i>{enter descriptions below}</i>					
Example - Subtract Property and Equipment Expenditures	-	-	-	-	-
Other	-	-	-	-	-
Total Investment Activities	-	-	-	-	-
FINANCING ACTIVITIES <i>{enter descriptions below}</i>					
Example - Add Expected Proceeds from a Loan or Line of Credit	-	-	-	-	-
Other	-	-	-	-	-
Total Financing Activities	-	-	-	-	-
Total Cash Flow Adjustments	-	-	-	-	-
NET INCOME	0	0	-	0	0
Beginning Cash Balance	13,845	13,845	-	-	-
ENDING CASH BALANCE	13,845	13,845	-	0	0

**BROOKLYN EXCELSIOR CHARTER SCHOOL
BALANCE SHEET
2018-19**

	<u>Prior Year</u>	Q1	Q2	Q3	Q4
	<u>2017-18</u>	<u>As of 9/30</u>	<u>As of 12/31</u>	<u>As of 3/31</u>	<u>As of 6/30</u>
<u>ASSETS</u>					
<u>CURRENT ASSETS</u>					
Cash and cash equivalents	-	-	-	-	-
Grants and contracts receivable	-	-	-	-	-
Accounts receivables	-	-	-	-	-
Prepaid Expenses	-	-	-	-	-
Contributions and other receivables	-	-	-	-	-
TOTAL CURRENT ASSETS	-	-	-	-	-
<u>PROPERTY, BUILDING AND EQUIPMENT, net</u>	-	-	-	-	-
<u>OTHER ASSETS</u>	-	-	-	-	-
TOTAL ASSETS	-	-	-	-	-
<u>LIABILITIES AND NET ASSETS</u>					
<u>CURRENT LIABILITIES</u>					
Accounts payable and accrued expenses	-	-	-	-	-
Accrued payroll and benefits	-	-	-	-	-
Deferred Revenue	-	-	-	-	-
Current maturities of long-term debt	-	-	-	-	-
Short Term Debt - Bonds, Notes Payable	-	-	-	-	-
Other	-	-	-	-	-
TOTAL CURRENT LIABILITIES	-	-	-	-	-
<u>LONG-TERM DEBT and NOTES PAYABLE, net current maturities</u>	-	-	-	-	-
TOTAL LIABILITIES	-	-	-	-	-
<u>NET ASSETS</u>					
Unrestricted	-	-	-	-	-
Temporarily restricted	-	-	-	-	-
TOTAL NET ASSETS	-	-	-	-	-
TOTAL LIABILITIES AND NET ASSETS	-	-	-	-	-

BROOKLYN EXCELSIOR CHARTER
Budget / Operating Plan

2018-19

Total Revenue	-	2,987,635	-	-	2,272,377	-	-
Total Expenses	-	2,127,409	-	-	2,793,916	-	-
Net Income	-	860,226	-	-	(521,539)	-	-
Actual Student Enrollment	-	587	-	-	587	-	-

	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter
	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual
	<p>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</p>						
Other		-	-		-	-	
TOTAL REVENUE FROM FEDERAL SOURCES	-	111,109	-	-	224,532	-	-
LOCAL and OTHER REVENUE							
Contributions and Donations		-	-		-	-	
Fundraising		-	-		-	-	
Erate Reimbursement		-	-		-	-	
Earnings on Investments		-	-		-	-	
Interest Income		-	-		-	-	
Food Service (Income from meals)		1,613	-		4,286	-	
Text Book		-	-		-	-	
OTHER		498,904	-		(463,850)	-	
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	-	500,517	-	-	(459,564)	-	-
TOTAL REVENUE	-	2,987,635	-	-	2,272,377	-	-

BROOKLYN EXCELSIOR CHARTER
Budget / Operating Plan

2018-19

Total Revenue	-	2,987,635	-	-	2,272,377	-	-
Total Expenses	-	2,127,409	-	-	2,793,916	-	-
Net Income	-	860,226	-	-	(521,539)	-	-
Actual Student Enrollment	-	587	-	-	587	-	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter
	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual

EXPENSES

Quarter 0

ADMINISTRATIVE STAFF PERSONNEL COSTS

No. of Positions

Executive Management	-	-	-	-	-	-	-
Instructional Management	-	50,328	-	-	50,328	-	-
Deans, Directors & Coordinators	-	110,943	-	-	105,595	-	-
CFO / Director of Finance	-	-	-	-	-	-	-
Operation / Business Manager	-	-	-	-	-	-	-
Administrative Staff	-	27,825	-	-	31,789	-	-
TOTAL ADMINISTRATIVE STAFF	-	189,096	-	-	187,712	-	-

INSTRUCTIONAL PERSONNEL COSTS

Teachers - Regular	-	284,949	-	-	569,898	-	-
Teachers - SPED	-	93,978	-	-	187,956	-	-
Substitute Teachers	-	3,082	-	-	16,718	-	-
Teaching Assistants	-	-	-	-	-	-	-
Specialty Teachers	-	136,551	-	-	252,654	-	-
Aides	-	14,733	-	-	37,707	-	-
Therapists & Counselors	-	8,236	-	-	16,473	-	-
Other	-	-	-	-	-	-	-
TOTAL INSTRUCTIONAL	-	541,529	-	-	1,081,406	-	-

NON-INSTRUCTIONAL PERSONNEL COSTS

Nurse	-	-	-	-	-	-	-
Librarian	-	-	-	-	-	-	-
Custodian	-	-	-	-	-	-	-
Security	-	-	-	-	-	-	-
Other	-	14,760	-	-	28,800	-	-
TOTAL NON-INSTRUCTIONAL	-	14,760	-	-	28,800	-	-

SUBTOTAL PERSONNEL SERVICE COSTS

	-	745,385	-	-	1,297,918	-	-
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PAYROLL TAXES AND BENEFITS

Payroll Taxes	-	59,416	-	-	97,436	-	-
Fringe / Employee Benefits	-	83,234	-	-	162,886	-	-
Retirement / Pension	-	17,561	-	-	20,440	-	-
TOTAL PAYROLL TAXES AND BENEFITS	-	160,211	-	-	280,762	-	-

TOTAL PERSONNEL SERVICE COSTS

	-	905,596	-	-	1,578,680	-	-
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BROOKLYN EXCELSIOR CHARTER
Budget / Operating Plan

2018-19

Total Revenue	-	2,987,635	-	-	2,272,377	-	-
Total Expenses	-	2,127,409	-	-	2,793,916	-	-
Net Income	-	860,226	-	-	(521,539)	-	-
Actual Student Enrollment	-	587	-	-	587	-	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter
	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual
	CONTRACTED SERVICES						
Accounting / Audit		19,811	-		19,749	-	
Legal		3,750	-		3,750	-	
Management Company Fee		-	-		-	-	
Nurse Services		-	-		-	-	
Food Service / School Lunch		-	-		-	-	
Payroll Services		-	-		-	-	
Special Ed Services		20,352	-		47,426	-	
Titlement Services (i.e. Title I)		5,319	-		5,290	-	
Other Purchased / Professional / Consulting		51,707	-		50,090	-	
TOTAL CONTRACTED SERVICES	-	100,939	-	-	126,305	-	-

BROOKLYN EXCELSIOR CHARTER
Budget / Operating Plan

2018-19

Total Revenue	-	2,987,635	-	-	2,272,377	-	-
Total Expenses	-	2,127,409	-	-	2,793,916	-	-
Net Income	-	860,226	-	-	(521,539)	-	-
Actual Student Enrollment	-	587	-	-	587	-	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter
	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual

SCHOOL OPERATIONS

Board Expenses	-	-	-	-	-	-	-
Classroom / Teaching Supplies & Materials	44,682	-	-	21,110	-	-	-
Special Ed Supplies & Materials	543	-	-	951	-	-	-
Textbooks / Workbooks	24,270	-	-	11,789	-	-	-
Supplies & Materials other	2,959	-	-	4,053	-	-	-
Equipment / Furniture	13,995	-	-	13,995	-	-	-
Telephone	2,070	-	-	770	-	-	-
Technology	42,543	-	-	42,811	-	-	-
Student Testing & Assessment	16,627	-	-	14,009	-	-	-
Field Trips	1,636	-	-	3,270	-	-	-
Transportation (student)	-	-	-	-	-	-	-
Student Services - other	-	-	-	-	-	-	-
Office Expense	12,608	-	-	16,147	-	-	-
Staff Development	62,115	-	-	57,324	-	-	-
Staff Recruitment	44,131	-	-	44,209	-	-	-
Student Recruitment / Marketing	51,015	-	-	18,550	-	-	-
School Meals / Lunch	25,634	-	-	78,513	-	-	-
Travel (Staff)	4,256	-	-	4,464	-	-	-
Fundraising	-	-	-	-	-	-	-
Other	20,845	-	-	20,618	-	-	-
TOTAL SCHOOL OPERATIONS	-	369,929	-	-	352,583	-	-

FACILITY OPERATION & MAINTENANCE

Insurance	9,510	-	-	9,510	-	-	-
Janitorial	39,135	-	-	39,135	-	-	-
Building and Land Rent / Lease / Facility Finance Interest	597,264	-	-	597,264	-	-	-
Repairs & Maintenance	48,013	-	-	34,411	-	-	-
Equipment / Furniture	7,091	-	-	5,114	-	-	-
Security	705	-	-	563	-	-	-
Utilities	49,227	-	-	50,351	-	-	-
TOTAL FACILITY OPERATION & MAINTENANCE	-	750,945	-	-	736,348	-	-

DEPRECIATION & AMORTIZATION

RESERVES / CONTINGENCY	-	-	-	-	-	-	-
DEFERRED RENT	-	-	-	-	-	-	-

BROOKLYN EXCELSIOR CHARTER
Budget / Operating Plan

2018-19

Total Revenue	-	2,987,635	-	-	2,272,377	-	-
Total Expenses	-	2,127,409	-	-	2,793,916	-	-
Net Income	-	860,226	-	-	(521,539)	-	-
Actual Student Enrollment	-	587	-	-	587	-	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter
	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual
TOTAL EXPENSES	-	2,127,409	-	-	2,793,916	-	-
NET INCOME	-	860,226	-	-	(521,539)	-	-

BROOKLYN EXCELLENCE CHARTER
Budget / Operating Plan

2018-19

Total Revenue	-	2,987,635	-	-	2,272,377	-	-
Total Expenses	-	2,127,409	-	-	2,793,916	-	-
Net Income	-	860,226	-	-	(521,539)	-	-
Actual Student Enrollment	-	587	-	-	587	-	3rd C

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd C
	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual

ENROLLMENT - *School Districts Are Linked To Above Entries*

NYC CHANCELLOR'S OFFICE	-	587	-	-	587	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
ALL OTHER School Districts: (Count = 0)	-	-	-	-	-	-	-
TOTAL ENROLLMENT	-	587	-	-	587	-	-
REVENUE PER PUPIL	-	5,094	-	-	3,874	-	-
EXPENSES PER PUPIL	-	3,627	-	-	4,763	-	-

**ER SCHOOL
n**

Total Revenue	2,711,268	-	-	2,674,856	-
Total Expenses	3,162,234	-	-	2,562,575	-
Net Income	(450,966)	-	-	112,281	-
Actual Student Enrollment	587	-	-	587	-

<p>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</p>	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
	Current Budget	Variance	Actual	Current Budget	Variance

REVENUE		2018-19				
REVENUES FROM STATE SOURCES		Per Pupil Rate				
Per Pupil Revenue		15,307				
NYC CHANCELLOR'S OFFICE		15,307	2,244,609	-		2,244,609
-		-	-	-		-
-		-	-	-		-
-		-	-	-		-
-		-	-	-		-
-		-	-	-		-
-		-	-	-		-
-		-	-	-		-
-		-	-	-		-
-		-	-	-		-
-		-	-	-		-
-		-	-	-		-
-		-	-	-		-
-		-	-	-		-
-		-	-	-		-
-		-	-	-		-
-		-	-	-		-
-		-	-	-		-
ALL OTHER School Districts: (Count = 0)		-	-	-		-
TOTAL Per Pupil Revenue (Weighted Average Per Pupil Funding)		15,307	2,244,609	-	-	2,244,609
Special Education Revenue			262,800	-		219,003
Grants						
Stimulus			-	-		-
DYCD (Department of Youth and Community Development)			-	-		-
Other			-	-		-
NYC DoE Rental Assistance			-	-		-
Other			-	-		-
TOTAL REVENUE FROM STATE SOURCES			2,507,409	-	-	2,463,612
REVENUE FROM FEDERAL FUNDING						
IDEA Special Needs			15,686	-		13,126
Title I			97,604	-		86,290
Title Funding - Other			40,974	-		34,143
School Food Service (Free Lunch)			70,387	-		70,381
Grants						
Charter School Program (CSP) Planning & Implementation			-	-		-
Other			-	-		-

**ER SCHOOL
n**

Total Revenue	2,711,268	-	-	2,674,856	-
Total Expenses	3,162,234	-	-	2,562,575	-
Net Income	(450,966)	-	-	112,281	-
Actual Student Enrollment	587	-	-	587	-
	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	Current Budget	Variance	Actual	Current Budget	Variance
Other	-	-		-	-
TOTAL REVENUE FROM FEDERAL SOURCES	224,651	-	-	203,940	-
LOCAL and OTHER REVENUE					
Contributions and Donations	-	-		-	-
Fundraising	-	-		-	-
Erate Reimbursement	-	-		-	-
Earnings on Investments	-	-		-	-
Interest Income	-	-		-	-
Food Service (Income from meals)	4,286	-		3,980	-
Text Book	-	-		-	-
OTHER	(25,078)	-		3,324	-
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	(20,792)	-	-	7,304	-
TOTAL REVENUE	2,711,268	-	-	2,674,856	-

**ER SCHOOL
n**

Total Revenue	2,711,268	-	-	2,674,856	-
Total Expenses	3,162,234	-	-	2,562,575	-
Net Income	(450,966)	-	-	112,281	-
Actual Student Enrollment	587	-	-	587	-

<p>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</p>	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
	Current Budget	Variance	Actual	Current Budget	Variance

EXPENSES

ADMINISTRATIVE STAFF PERSONNEL COSTS

	Quarter 0 No. of Positions				
Executive Management	-	-		-	-
Instructional Management	-	50,328	-	50,336	-
Deans, Directors & Coordinators	-	105,594	-	105,589	-
CFO / Director of Finance	-	-	-	-	-
Operation / Business Manager	-	-	-	-	-
Administrative Staff	-	27,825	-	27,825	-
TOTAL ADMINISTRATIVE STAFF	-	183,747	-	183,750	-

INSTRUCTIONAL PERSONNEL COSTS

Teachers - Regular	-	569,898	-	477,917	-
Teachers - SPED	-	187,956	-	156,630	-
Substitute Teachers	-	11,880	-	11,880	-
Teaching Assistants	-	-	-	-	-
Specialty Teachers	-	184,540	-	148,695	-
Aides	-	37,707	-	34,441	-
Therapists & Counselors	-	16,473	-	13,718	-
Other	-	-	-	-	-
TOTAL INSTRUCTIONAL	-	1,008,454	-	843,281	-

NON-INSTRUCTIONAL PERSONNEL COSTS

Nurse	-	-	-	-	-
Librarian	-	-	-	-	-
Custodian	-	-	-	-	-
Security	-	-	-	-	-
Other	-	28,800	-	25,519	-
TOTAL NON-INSTRUCTIONAL	-	28,800	-	25,519	-

SUBTOTAL PERSONNEL SERVICE COSTS

PAYROLL TAXES AND BENEFITS

Payroll Taxes		112,947	-	89,093	-
Fringe / Employee Benefits		144,751	-	141,312	-
Retirement / Pension		17,692	-	20,438	-
TOTAL PAYROLL TAXES AND BENEFITS		275,390	-	250,843	-

TOTAL PERSONNEL SERVICE COSTS

		1,496,391	-	1,303,393	-
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ER SCHOOL					
n					
Total Revenue	2,711,268	-	-	2,674,856	-
Total Expenses	3,162,234	-	-	2,562,575	-
Net Income	(450,966)	-	-	112,281	-
Actual Student Enrollment	587	-	-	587	-
	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	ER SCHOOL				
	n	Current Budget	Variance	Actual	Current Budget
CONTRACTED SERVICES					
Accounting / Audit	59,765	-		24,862	-
Legal	3,750	-		3,750	-
Management Company Fee	-	-		-	-
Nurse Services	-	-		-	-
Food Service / School Lunch	-	-		-	-
Payroll Services	-	-		-	-
Special Ed Services	51,819	-		45,542	-
Titlement Services (i.e. Title I)	17,810	-		6,966	-
Other Purchased / Professional / Consulting	169,342	-		67,913	-
TOTAL CONTRACTED SERVICES	302,486	-	-	149,033	-

ER SCHOOL
n

Total Revenue	2,711,268	-	-	2,674,856	-
Total Expenses	3,162,234	-	-	2,562,575	-
Net Income	(450,966)	-	-	112,281	-
Actual Student Enrollment	587	-	-	587	-

<p>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</p>	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
	Current Budget	Variance	Actual	Current Budget	Variance

SCHOOL OPERATIONS	Current Budget	Variance	Actual	Current Budget	Variance
Board Expenses	26,251	-		8,749	-
Classroom / Teaching Supplies & Materials	19,886	-		16,998	-
Special Ed Supplies & Materials	625	-		606	-
Textbooks / Workbooks	1,033	-		281	-
Supplies & Materials other	4,053	-		4,050	-
Equipment / Furniture	13,995	-		13,995	-
Telephone	2,070	-		2,064	-
Technology	101,971	-		49,859	-
Student Testing & Assessment	27,175	-		10,154	-
Field Trips	3,270	-		2,724	-
Transportation (student)	-	-		-	-
Student Services - other	-	-		-	-
Office Expense	16,497	-		15,702	-
Staff Development	65,285	-		49,924	-
Staff Recruitment	69,654	-		49,120	-
Student Recruitment / Marketing	85,658	-		40,424	-
School Meals / Lunch	79,102	-		78,153	-
Travel (Staff)	4,464	-		4,386	-
Fundraising	-	-		-	-
Other	71,585	-		25,045	-
TOTAL SCHOOL OPERATIONS	592,574	-	-	372,234	-
FACILITY OPERATION & MAINTENANCE					
Insurance	9,510	-		9,510	-
Janitorial	39,135	-		39,130	-
Building and Land Rent / Lease / Facility Finance Interest	597,264	-		597,259	-
Repairs & Maintenance	64,058	-		37,707	-
Equipment / Furniture	4,484	-		4,731	-
Security	485	-		434	-
Utilities	55,847	-		49,144	-
TOTAL FACILITY OPERATION & MAINTENANCE	770,783	-	-	737,915	-
DEPRECIATION & AMORTIZATION	-	-		-	-
RESERVES / CONTINGENCY	-	-		-	-
DEFERRED RENT					

ER SCHOOL					
n					
ER SCHOOL					
Total Revenue	2,711,268	-	-	2,674,856	-
Total Expenses	3,162,234	-	-	2,562,575	-
Net Income	(450,966)	-	-	112,281	-
Actual Student Enrollment	587	-	-	587	-
		Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30	
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed		Quarter 1/1 - 3/31		Current	
		Budget	Variance	Actual	Budget
TOTAL EXPENSES	3,162,234	-	-	2,562,575	-
NET INCOME	(450,966)	-	-	112,281	-

ER SCHOOL
n

Total Revenue	2,711,268	-	-	2,674,856	-
Total Expenses	3,162,234	-	-	2,562,575	-
Net Income	(450,966)	-	-	112,281	-
Actual Student Enrollment	Quarter - 1/1 - 3/31 587	-	-	587	-

	Quarter - 1/1 - 3/31	4th Quarter - 4/1 - 6/30			
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed					
	Current Budget	Variance	Actual	Current Budget	Variance

ENROLLMENT - *School Districts Are Linked To Above Entries*					
NYC CHANCELLOR'S OFFICE	587	-	-	587	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
ALL OTHER School Districts: (Count = 0)	-	-	-	-	-
TOTAL ENROLLMENT	587	-	-	587	-
REVENUE PER PUPIL	4,622	-	-	4,560	-
EXPENSES PER PUPIL	5,391	-	-	4,369	-

BROOKLYN EXCELSIOR CHARTER SCHOOL
Budget / Operating Plan

2018-19

Total Revenue	-	-	-	10,646,134	(10,646,134)	-	-	10,646,134
Total Expenses	-	-	-	10,646,134	10,646,134	-	-	10,646,134
Net Income	-	-	-	0	(0)	-	-	-
Actual Student Enrollment	-	-	-			-	-	

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

TOTALS AND VARIANCE ANALYSIS

	Actual	Current Budget (Current Quarter)	Actual vs. Current Budget	Current Budget - TY	Actual vs. Current Budget TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget -
Other	-	-	-	-	-	-	-	
TOTAL REVENUE FROM FEDERAL SOURCES	-	-	-	764,232	(764,232)	-	-	764,232
LOCAL and OTHER REVENUE								
Contributions and Donations	-	-	-	-	-	-	-	
Fundraising	-	-	-	-	-	-	-	
Erate Reimbursement	-	-	-	-	-	-	-	
Earnings on Investments	-	-	-	-	-	-	-	
Interest Income	-	-	-	-	-	-	-	
Food Service (Income from meals)	-	-	-	14,165	(14,165)	-	-	14,165
Text Book	-	-	-	-	-	-	-	
OTHER	-	-	-	13,300	(13,300)	-	-	13,300
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	-	-	-	27,465	(27,465)	-	-	27,465
TOTAL REVENUE	-	-	-	10,646,134	(10,646,134)	-	-	10,646,134

BROOKLYN EXCELSIOR CHARTER SCHOOL
Budget / Operating Plan

2018-19

Total Revenue	-	-	-	10,646,134	(10,646,134)	-	-	10,646,134
Total Expenses	-	-	-	10,646,134	10,646,134	-	-	10,646,134
Net Income	-	-	-	0	(0)	-	-	0
Actual Student Enrollment	-	-	-			-	-	

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

TOTALS AND VARIANCE ANALYSIS

Actual	Current Budget (Current Quarter)	Actual vs. Current Budget	Current Budget - TY	Actual vs. Current Budget TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget -
--------	----------------------------------	---------------------------	---------------------	------------------------------	-----------------------------------	----------------------------	-------------------

EXPENSES	Quarter 0 No. of Positions	Actual	Current Budget (Current Quarter)	Actual vs. Current Budget	Current Budget - TY	Actual vs. Current Budget TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget -
ADMINISTRATIVE STAFF PERSONNEL COSTS									
Executive Management	-	-	-	-	-	-	-	-	-
Instructional Management	-	-	-	201,320	201,320	-	-	201,320	
Deans, Directors & Coordinators	-	-	-	427,721	427,721	-	-	427,721	
CFO / Director of Finance	-	-	-	-	-	-	-	-	
Operation / Business Manager	-	-	-	-	-	-	-	-	
Administrative Staff	-	-	-	115,264	115,264	-	-	115,264	
TOTAL ADMINISTRATIVE STAFF	-	-	-	744,305	744,305	-	-	744,305	
INSTRUCTIONAL PERSONNEL COSTS									
Teachers - Regular	-	-	-	1,902,662	1,902,662	-	-	1,902,662	
Teachers - SPED	-	-	-	626,520	626,520	-	-	626,520	
Substitute Teachers	-	-	-	43,560	43,560	-	-	43,560	
Teaching Assistants	-	-	-	-	-	-	-	-	
Specialty Teachers	-	-	-	722,440	722,440	-	-	722,440	
Aides	-	-	-	124,588	124,588	-	-	124,588	
Therapists & Counselors	-	-	-	54,900	54,900	-	-	54,900	
Other	-	-	-	-	-	-	-	-	
TOTAL INSTRUCTIONAL	-	-	-	3,474,670	3,474,670	-	-	3,474,670	
NON-INSTRUCTIONAL PERSONNEL COSTS									
Nurse	-	-	-	-	-	-	-	-	
Librarian	-	-	-	-	-	-	-	-	
Custodian	-	-	-	-	-	-	-	-	
Security	-	-	-	-	-	-	-	-	
Other	-	-	-	97,879	97,879	-	-	97,879	
TOTAL NON-INSTRUCTIONAL	-	-	-	97,879	97,879	-	-	97,879	
SUBTOTAL PERSONNEL SERVICE COSTS	-	-	-	4,316,854	4,316,854	-	-	4,316,854	
PAYROLL TAXES AND BENEFITS									
Payroll Taxes	-	-	-	358,892	358,892	-	-	358,892	
Fringe / Employee Benefits	-	-	-	532,183	532,183	-	-	532,183	
Retirement / Pension	-	-	-	76,131	76,131	-	-	76,131	
TOTAL PAYROLL TAXES AND BENEFITS	-	-	-	967,206	967,206	-	-	967,206	
TOTAL PERSONNEL SERVICE COSTS	-	-	-	5,284,060	5,284,060	-	-	5,284,060	

BROOKLYN EXCELSIOR CHARTER SCHOOL
Budget / Operating Plan

2018-19

Total Revenue	-	-	-	10,646,134	(10,646,134)	-	-	10,646,134
Total Expenses	-	-	-	10,646,134	10,646,134	-	-	10,646,134
Net Income	-	-	-	0	(0)	-	-	-
Actual Student Enrollment	-	-	-			-	-	

TOTALS AND VARIANCE ANALYSIS

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

	Actual	Current Budget (Current Quarter)	Actual vs. Current Budget	Current Budget - TY	Actual vs. Current Budget TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget -
CONTRACTED SERVICES								
Accounting / Audit	-	-	-	124,187	124,187	-	-	124,187
Legal	-	-	-	15,000	15,000	-	-	15,000
Management Company Fee	-	-	-	-	-	-	-	
Nurse Services	-	-	-	-	-	-	-	
Food Service / School Lunch	-	-	-	-	-	-	-	
Payroll Services	-	-	-	-	-	-	-	
Special Ed Services	-	-	-	165,139	165,139	-	-	165,139
Titlement Services (i.e. Title I)	-	-	-	35,385	35,385	-	-	35,385
Other Purchased / Professional / Consulting	-	-	-	339,052	339,052	-	-	339,052
TOTAL CONTRACTED SERVICES	-	-	-	678,763	678,763	-	-	678,763

BROOKLYN EXCELSIOR CHARTER SCHOOL
Budget / Operating Plan

2018-19

Total Revenue	-	-	-	10,646,134	(10,646,134)	-	-	10,646,134
Total Expenses	-	-	-	10,646,134	10,646,134	-	-	10,646,134
Net Income	-	-	-	0	(0)	-	-	0
Actual Student Enrollment	-	-	-			-	-	

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

TOTALS AND VARIANCE ANALYSIS

Actual	Current Budget (Current Quarter)	Actual vs. Current Budget	Current Budget - TY	Actual vs. Current Budget TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget -
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SCHOOL OPERATIONS

Board Expenses	-	-	-	35,000	35,000	-	-	35,000
Classroom / Teaching Supplies & Materials	-	-	-	102,676	102,676	-	-	102,676
Special Ed Supplies & Materials	-	-	-	2,725	2,725	-	-	2,725
Textbooks / Workbooks	-	-	-	37,373	37,373	-	-	37,373
Supplies & Materials other	-	-	-	15,115	15,115	-	-	15,115
Equipment / Furniture	-	-	-	55,980	55,980	-	-	55,980
Telephone	-	-	-	6,974	6,974	-	-	6,974
Technology	-	-	-	237,184	237,184	-	-	237,184
Student Testing & Assessment	-	-	-	67,965	67,965	-	-	67,965
Field Trips	-	-	-	10,900	10,900	-	-	10,900
Transportation (student)	-	-	-	-	-	-	-	-
Student Services - other	-	-	-	-	-	-	-	-
Office Expense	-	-	-	60,954	60,954	-	-	60,954
Staff Development	-	-	-	234,648	234,648	-	-	234,648
Staff Recruitment	-	-	-	207,114	207,114	-	-	207,114
Student Recruitment / Marketing	-	-	-	195,647	195,647	-	-	195,647
School Meals / Lunch	-	-	-	261,402	261,402	-	-	261,402
Travel (Staff)	-	-	-	17,570	17,570	-	-	17,570
Fundraising	-	-	-	-	-	-	-	-
Other	-	-	-	138,093	138,093	-	-	138,093
TOTAL SCHOOL OPERATIONS	-	-	-	1,687,320	1,687,320	-	-	1,687,320

FACILITY OPERATION & MAINTENANCE

Insurance	-	-	-	38,040	38,040	-	-	38,040
Janitorial	-	-	-	156,535	156,535	-	-	156,535
Building and Land Rent / Lease / Facility Finance Interest	-	-	-	2,389,051	2,389,051	-	-	2,389,051
Repairs & Maintenance	-	-	-	184,189	184,189	-	-	184,189
Equipment / Furniture	-	-	-	21,420	21,420	-	-	21,420
Security	-	-	-	2,187	2,187	-	-	2,187
Utilities	-	-	-	204,569	204,569	-	-	204,569
TOTAL FACILITY OPERATION & MAINTENANCE	-	-	-	2,995,991	2,995,991	-	-	2,995,991

DEPRECIATION & AMORTIZATION

RESERVES / CONTINGENCY

DEFERRED RENT

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

BROOKLYN EXCELSIOR CHARTER SCHOOL
Budget / Operating Plan

2018-19

Total Revenue	-	-	-	10,646,134	(10,646,134)	-	-	10,646,134
Total Expenses	-	-	-	10,646,134	10,646,134	-	-	10,646,134
Net Income	-	-	-	0	(0)	-	-	-
Actual Student Enrollment	-	-	-			-	-	

TOTALS AND VARIANCE ANALYSIS

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

	Actual	Current Budget (Current Quarter)	Actual vs. Current Budget	Current Budget - TY	Actual vs. Current Budget TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget -
TOTAL EXPENSES	-	-	-	10,646,134	10,646,134	-	-	10,646,134
NET INCOME	-	-	-	0	(0)	-	-	

Total Revenue	(10,646,134)	-	-
Total Expenses	10,646,134	-	-
Net Income	(0)	-	-
Actual Student Enrollment		-	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	Actual	PY Actual (PY TY	Actual CY
	vs.	/ No. of	vs.
	Original	COMPLETED	Actual CY
	Budget TY	Actual CY	Actual PY

REVENUE				
REVENUES FROM STATE SOURCES				
	2018-19			
Per Pupil Revenue	Per Pupil Rate			
NYC CHANCELLOR'S OFFICE	15,307	(8,978,434)	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
ALL OTHER School Districts: (Count = 0)	-	-	-	-
TOTAL Per Pupil Revenue (Weighted Average Per Pupil Funding)	15,307	(8,978,434)	-	-
Special Education Revenue		(876,003)	-	-
Grants				
Stimulus		-	-	-
DYCD (Department of Youth and Community Development)		-	-	-
Other		-	-	-
NYC DoE Rental Assistance		-	-	-
Other		-	-	-
TOTAL REVENUE FROM STATE SOURCES		(9,854,437)	-	-
REVENUE FROM FEDERAL FUNDING				
IDEA Special Needs		(52,310)	-	-
Title I		(343,988)	-	-
Title Funding - Other		(136,578)	-	-
School Food Service (Free Lunch)		(231,356)	-	-
Grants				
Charter School Program (CSP) Planning & Implementation		-	-	-
Other		-	-	-

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Total Revenue	(10,646,134)	-	-
Total Expenses	10,646,134	-	-
Net Income	(0)	-	-
Actual Student Enrollment		-	-
<p>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</p>			
	Actual vs. Original Budget TY	PY Actual (PY TY / No. of COMPLETED Actual CY	Actual CY vs. Actual PY
Other	-	-	-
TOTAL REVENUE FROM FEDERAL SOURCES	(764,232)	-	-
LOCAL and OTHER REVENUE			
Contributions and Donations	-	-	-
Fundraising	-	-	-
Erate Reimbursement	-	-	-
Earnings on Investments	-	-	-
Interest Income	-	-	-
Food Service (Income from meals)	(14,165)	-	-
Text Book	-	-	-
OTHER	(13,300)	-	-
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	(27,465)	-	-
TOTAL REVENUE	(10,646,134)	-	-

Total Revenue	(10,646,134)	-	-
Total Expenses	10,646,134	-	-
Net Income	(0)	-	-
Actual Student Enrollment		-	-

*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	Actual vs. Original Budget TY	PY Actual (PY TY / No. of COMPLETED Actual CY	Actual CY vs. Actual PY
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EXPENSES	Quarter 0 No. of Positions			
ADMINISTRATIVE STAFF PERSONNEL COSTS				
Executive Management	-	-	-	-
Instructional Management	-	201,320	-	-
Deans, Directors & Coordinators	-	427,721	-	-
CFO / Director of Finance	-	-	-	-
Operation / Business Manager	-	-	-	-
Administrative Staff	-	115,264	-	-
TOTAL ADMINISTRATIVE STAFF	-	744,305	-	-
INSTRUCTIONAL PERSONNEL COSTS				
Teachers - Regular	-	1,902,662	-	-
Teachers - SPED	-	626,520	-	-
Substitute Teachers	-	43,560	-	-
Teaching Assistants	-	-	-	-
Specialty Teachers	-	722,440	-	-
Aides	-	124,588	-	-
Therapists & Counselors	-	54,900	-	-
Other	-	-	-	-
TOTAL INSTRUCTIONAL	-	3,474,670	-	-
NON-INSTRUCTIONAL PERSONNEL COSTS				
Nurse	-	-	-	-
Librarian	-	-	-	-
Custodian	-	-	-	-
Security	-	-	-	-
Other	-	97,879	-	-
TOTAL NON-INSTRUCTIONAL	-	97,879	-	-
SUBTOTAL PERSONNEL SERVICE COSTS	-	4,316,854	-	-
PAYROLL TAXES AND BENEFITS				
Payroll Taxes		358,892	-	-
Fringe / Employee Benefits		532,183	-	-
Retirement / Pension		76,131	-	-
TOTAL PAYROLL TAXES AND BENEFITS		967,206	-	-
TOTAL PERSONNEL SERVICE COSTS	-	5,284,060	-	-

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Total Revenue	(10,646,134)	-	-
Total Expenses	10,646,134	-	-
Net Income	(0)	-	-
Actual Student Enrollment		-	
<p>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</p>			
	Actual vs. Original Budget TY	PY Actual (PY TY / No. of COMPLETED Actual CY	Actual CY vs. Actual PY
CONTRACTED SERVICES			
Accounting / Audit	124,187	-	-
Legal	15,000	-	-
Management Company Fee	-	-	-
Nurse Services	-	-	-
Food Service / School Lunch	-	-	-
Payroll Services	-	-	-
Special Ed Services	165,139	-	-
Titlement Services (i.e. Title I)	35,385	-	-
Other Purchased / Professional / Consulting	339,052	-	-
TOTAL CONTRACTED SERVICES	678,763	-	-

Total Revenue	(10,646,134)	-	-
Total Expenses	10,646,134	-	-
Net Income	(0)	-	-
Actual Student Enrollment		-	-
<p>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</p>			
	Actual vs. Original Budget TY	PY Actual (PY TY / No. of COMPLETED Actual CY	Actual CY vs. Actual PY
SCHOOL OPERATIONS			
Board Expenses	35,000	-	-
Classroom / Teaching Supplies & Materials	102,676	-	-
Special Ed Supplies & Materials	2,725	-	-
Textbooks / Workbooks	37,373	-	-
Supplies & Materials other	15,115	-	-
Equipment / Furniture	55,980	-	-
Telephone	6,974	-	-
Technology	237,184	-	-
Student Testing & Assessment	67,965	-	-
Field Trips	10,900	-	-
Transportation (student)	-	-	-
Student Services - other	-	-	-
Office Expense	60,954	-	-
Staff Development	234,648	-	-
Staff Recruitment	207,114	-	-
Student Recruitment / Marketing	195,647	-	-
School Meals / Lunch	261,402	-	-
Travel (Staff)	17,570	-	-
Fundraising	-	-	-
Other	138,093	-	-
TOTAL SCHOOL OPERATIONS	1,687,320	-	-
FACILITY OPERATION & MAINTENANCE			
Insurance	38,040	-	-
Janitorial	156,535	-	-
Building and Land Rent / Lease / Facility Finance Interest	2,389,051	-	-
Repairs & Maintenance	184,189	-	-
Equipment / Furniture	21,420	-	-
Security	2,187	-	-
Utilities	204,569	-	-
TOTAL FACILITY OPERATION & MAINTENANCE	2,995,991	-	-
DEPRECIATION & AMORTIZATION	-	-	-
RESERVES / CONTINGENCY	-	-	-
DEFERRED RENT			

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Total Revenue	(10,646,134)	-	-
Total Expenses	10,646,134	-	-
Net Income	(0)	-	-
Actual Student Enrollment		-	
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	Actual vs. Original Budget TY	PY Actual (PY TY / No. of COMPLETED Actual CY	Actual CY vs. Actual PY
TOTAL EXPENSES	<u>10,646,134</u>	-	-
NET INCOME	<u>(0)</u>	-	-

				-
				-
Total Revenue	(10,646,134)		-	-
Total Expenses	10,646,134		-	-
Net Income	(0)		-	-
Actual Student Enrollment			-	-
<p>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</p>				
	Actual vs. Original Budget TY	PY Actual (PY TY / No. of COMPLETED Actual CY	Actual CY vs. Actual PY	
ENROLLMENT - *School Districts Are Linked To Above Entries*				
NYC CHANCELLOR'S OFFICE			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
-			-	-
ALL OTHER School Districts: (Count = 0)			-	-
TOTAL ENROLLMENT			-	-
REVENUE PER PUPIL			-	-
EXPENSES PER PUPIL			-	-



Annual Report Requirement
for SUNY Authorized Charter Schools
BROOKLYN EXCELSIOR CHARTER SCHOOL
2018-19

Administrative
expenditures per pupil:

\$0.00

Per NYS Statute

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

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

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

Trustee Name:

Stephanie Cuba

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

Brooklyn Excelsior Charter School

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

Vice President 2007-Present

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

None	None	None	None
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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
None	None	None	None	None


 Signature _____ Date 7/9/18

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.

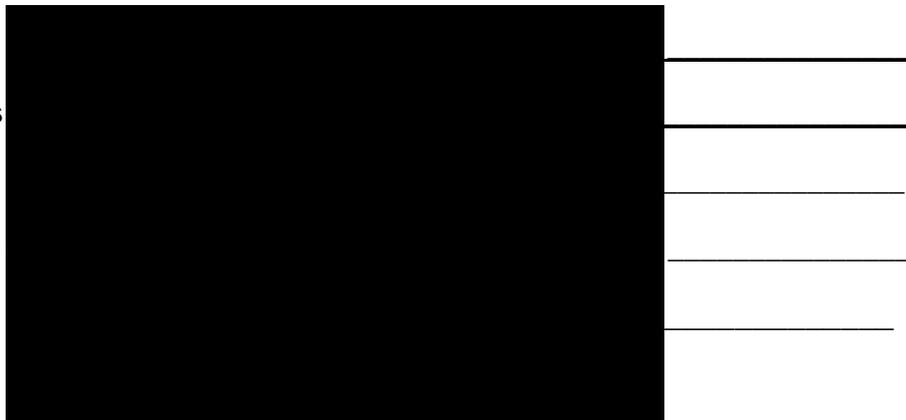
Business Teleph

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:

Andra Wishom

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

Brooklyn Excelsior Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).
 Trustee 7/21/17 - 6/11/18
 Treasurer 6/12-18 - Present
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

None	None	None	None
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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
None	None	None	None	None

Andra Wishom
Signature

7-24-18
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.

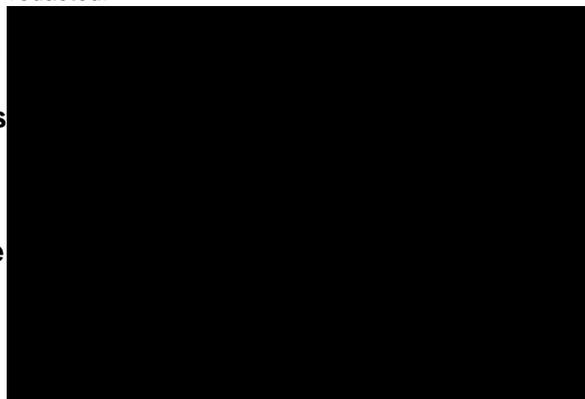
Business Teleph

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:

Carol Schulhof

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

Brooklyn Excelsior Charter School

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

Trustee 2006-Present

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

None	None	None	None
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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	None	None	None

Carol E. Schulhof 7/10/18
 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

Business Tele _____
Business Addr _____
E-mail Address _____
Home Telepho _____
Home Address _____

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

Trustee Name:

Corey Martin

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

Brooklyn Excelsior Charter School

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

President 2008 - 6/12/18

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

None	None	None	None
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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
None	None	None	None	None


Signature

7-25-18
Date

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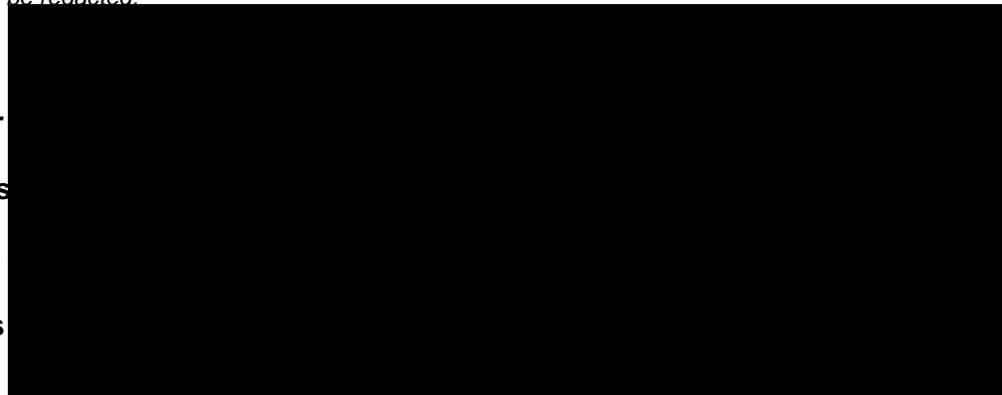
Business Tele

Business Addr

E-mail Address

Home Telepho

Home Address



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

Trustee Name:

Omar Wasow

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

Brooklyn Excelsior Charter School

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

Secretary 2002-Present

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

None	None	None	None
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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
None	None	None	None	None



7/23/2018

Signature

Date

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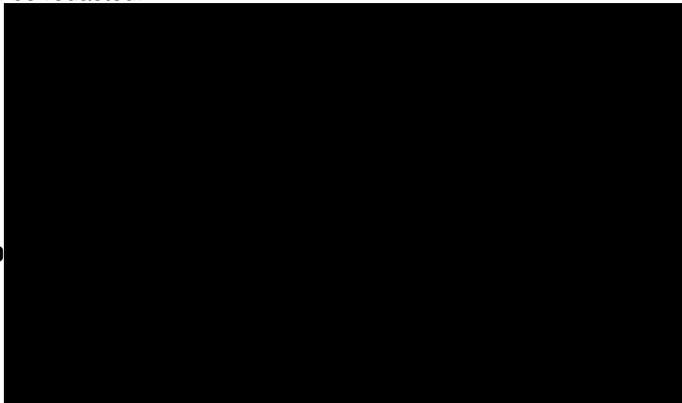
Business Tele

Business Add

E-mail Address

Home Telepho

Home Address



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

Trustee Name:

Rudyard Ceres

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

Brooklyn Excelsior Charter School

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

Treasurer 2011- 6/12/18

President 6/12/18 - Present

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.

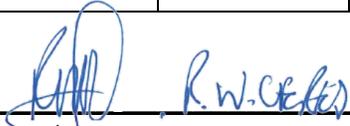
4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the 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

None	None	None	None
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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
None	None	None	None	None


 Signature _____ Date 7-25-18

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 Telep _____
Business Adre _____
E-mail Address: _____
Home Telephon _____
Home Address: _____



Entry 8 BOT Table

Created: 07/16/2018 • Last updated: 07/24/2018

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	Rudyard Ceres [Redacted]	Chair	None	Yes	3	02/13/2017	06/30/2020	7
2	Stephanie Cuba [Redacted]	Vice Chair	Human Resources & Training	Yes	4	02/09/2016	06/30/2019	7
3	Andra Wishom [Redacted]	Treasurer	None	Yes	1	7/21/2017	06/30/2020	7
4	Omar Wasow [Redacted]	Secretary	None	Yes	6	02/13/2017	06/30/2020	5 or less
5	Carol Schulhof [Redacted]	Trustee/Member	Student Curriculum, Performance, and Assessment	Yes	5	02/09/2016	06/30/2019	5 or less
6				Yes				
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 |
| 3. Total number of members joining the Board during the 2017-18 school year | 1 |
| 4. Total number of members departing the Board during the 2017-18 school year | 1 |
| 5. Number of voting members in 2017-18, as set by the by-laws, resolution or minutes | 9 |
| 6. Number of Board meetings conducted during the 2017-18 School Year | 7 |
| 7. Number of Board meetings scheduled for the coming 2018-19 school year | 11 |

Thank you.



Entry 10 Enrollment and Retention of Special Populations

Last updated: 08/01/2018

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.

BROOKLYN EXCELSIOR CS (SUNY TRUSTEES)Section Heading

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2017-18	Describe Recruitment Plans in 2018-19)
	<p>Brochures that describe our special education programming have been distributed throughout the community. In order to reach the families of special needs students, we utilize many networks that already exist in the community. With the increase in FTE, Brooklyn Excelsior’s Admissions Representative is able to spend more time in the community to continue to build relationships with support organizations to gain familiarity with the services they provide. We do this both so we can recommend their support services to the families of accepted or interested students and so these organizations know about our school and its special education program – so that they may recommend our school to the families they serve. We know that most families hear about our school by word of mouth, and we believe that a relationship with these organizations lays the groundwork for informal communications and referrals. In addition, we will continue to work with these organizations to distribute information about our school, our special education program, and our enrollment procedures.</p> <p>All special needs students (FRL, EL, and SWD) are made aware of our school’s</p>	<p>We will continue the 2017-2018 initiatives. In addition, we will implement the following:</p> <ul style="list-style-type: none"> • Create focus group of current families of students with disabilities to discover relevant organizations and businesses to reach new families. • Enlist the help of current families to reach additional families of students with disabilities by providing planning meeting, materials for them to distribute, and to serve as hosts for school meetings and during the first days of school

Economically Disadvantaged

programs through open meetings during the year. The school's parent meetings clearly indicate that we offer a free and appropriate education (FAPE) to all our students in the Least Restrictive Environment. Furthermore, the school has an established relationship with the Committee for Special Education (CSE) for children under its guise and has made materials and applications to Brooklyn Excelsior available for distribution to interested parents. We invite parents to meet with the school's Special Education Team and the CSE to develop an Individual Education Plan (IEP) for the child or to work within the parameters of the plan already in place from the child's previous school.

We will continue to monitor the efficacy of our recruitment and enrollment efforts by carefully tracking student enrollment numbers. Through our robust data warehouse, we collect detailed information on trends in at-risk student populations, report to the Board on enrollment trends, and adjust the marketing strategy, as needed, to ensure that parents of these children know that Brooklyn Excelsior is dedicated to serving their children's needs.

Brooklyn Excelsior will participate in community expos and fairs targeted to families of special needs students.

The Admissions Representative works closely with the school's special education staff to provide parents with pertinent information for their specific needs. In addition, professional development to learn more about available resources will be provided to the Admissions Representative in the fall.

- Monthly meeting with school's special education staff to share feedback from incoming parents and address focus group findings
- Hold meeting and/or workshops specific to school programs offered to SWD population.
- Coordinate recruitment activities with other's that target special populations (ie, provide special education materials in various languages, provide translators at information meetings that discuss services and enrollment on-boarding)
- Continue to participate in community events designed to reach special populations
- Work with local and community leaders who are also working with organizations to serve special needs families
- Advertise on social media such as Facebook that we offer services for special needs families
- Continue to research using internet, libraries, and community boards opportunities to reach a broader population

- Advertisements and notifications have been placed in the following publications: La Voz Hispana, Haiti Observateur, Pakistan Post, World Journal, V Novom Svete, and Weekly Bangalee. In these publications we specifically mentioned that the school provides services to students for whom English is their second language.
- Fliers were distributed in Arabic, Bengali, English, French, Fulani, and Spanish to families throughout the community. Distribution sites included daycare centers,

We will continue the 2017-2018 initiatives. In addition, we will implement the following: The NHA admissions department and the school's Admissions Representative will roll out a new initiative designed to more closely target our ELL community. Some of the elements of this plan are:

- Establish a Parent Ambassador group with

English Language Learners

grocery stores, community centers, and churches. These fliers invited families to attend the Enrollment Information Meeting.

- An Enrollment Information Meeting was hosted for all parents interested in the school and we provided student applications in a number of languages: Arabic, Bengali, Chinese, English, Haitian Creole, Italian, Korean, Polish, Russian, Spanish, and Urdu. At the enrollment meetings, information regarding the EL Program and its ability to meet the needs of EL students was provided. We provided EL families with strategies to help their children in school, specific English Language Development (ELD) strategies for such parents.
- To ensure the retention of accepted students, and in compliance with federal requirements to identify potential EL students, the school asked these families to complete a "Home Language Questionnaire." Information from this survey ensures that each child for whom English is a second language is provided the services he/she needed to succeed in school.
- Marketing materials that describe general school information and EL and Special Education programs available in English and Spanish, and other languages as requested.
- Brooklyn Excelsior's staff have participated in professional development to provide staff members with tools that they can implement in the classroom to better meet the needs of their English learners.
- We have increased the FTE of the school's Admissions Representative to .75 (up from .25) to allow for more community outreach and parent engagement.
- The school's Admissions Representative will work with community groups to identify specific areas of interest within the community and will hold additional Information Meetings and Community Resource Fairs.
- Weekly open house at the school, which is promoted throughout the community to organizations and businesses who serve special populations.

current ELL families

- o Help with community mapping
- o Reach out to their friends, neighbors, and families
- o Provide introductions to key community organizations, faith-based groups, cultural centers, and businesses
- o Help host meetings and events for ELL families
- o Help distribute marketing materials in community
- o Provide input for reaching families new to the country
- ELL specific meetings
- Develop partnerships with organizations and faith-based groups that provide services to refugee groups
- o Develop connections with their clients/members
- o Provide information and resources
- o On-site information meetings, registration, application drives
- o Learn more about the community
- Create school information materials in languages specific to the community (Haitian-Creole, Spanish, and Bengali). These are in addition to other pieces available in additional languages and reflect the predominant languages of current ELL families
- Coordinate with NHA's enrollment team, school ELL coordinator, and school leadership team for information meetings and registration materials and to work with appropriate community agencies.
- Promote events on Facebook and other social media resources
- Work with local and community leaders who often have a department that focuses on immigrant and refugee issues
- Utilize existing resources such as community boards, libraries, and internet to research opportunities to increase outreach to new-to-the-US families

Brochures that describe our special education programming have been distributed throughout the community. In order to reach the families of special needs

students, we utilize many networks that already exist in the community. With the increase in FTE, Brooklyn Excelsior's Admissions Representative is able to spend more time in the community to continue to build relationships with support organizations to gain familiarity with the services they provide. We do this both so we can recommend their support services to the families of accepted or interested students and so these organizations know about our school and its special education program – so that they may recommend our school to the families they serve. We know that most families hear about our school by word of mouth, and we believe that a relationship with these organizations lays the groundwork for informal communications and referrals. In addition, we will continue to work with these organizations to distribute information about our school, our special education program, and our enrollment procedures.

All special needs students (FRL, EL, and SWD) are made aware of our school's programs through open meetings during the year. The school's parent meetings clearly indicate that we offer a free and appropriate education (FAPE) to all our students in the Least Restrictive Environment. Furthermore, the school has an established relationship with the Committee for Special Education (CSE) for children under its guise and has made materials and applications to Brooklyn Excelsior available for distribution to interested parents. We invite parents to meet with the school's Special Education Team and the CSE to develop an Individual Education Plan (IEP) for the child or to work within the parameters of the plan already in place from the child's previous school.

We will continue to monitor the efficacy of our recruitment and enrollment efforts by carefully tracking student enrollment numbers. Through our robust data warehouse, we collect detailed information on trends in at-risk student populations, report to the Board on enrollment trends, and adjust the marketing strategy, as needed, to ensure that parents of these children know that Brooklyn Excelsior is dedicated to serving their children's needs.

We will continue the 2017-2018 initiatives. In addition, we will implement the following:

- Create focus group of current families of students with disabilities to discover relevant organizations and businesses to reach new families.
- Enlist the help of current families to reach additional families of students with disabilities by providing planning meeting, materials for them to distribute, and to serve as hosts for school meetings and during the first days of school
- Monthly meeting with school's special education staff to share feedback from incoming parents and address focus group findings
- Hold meeting and/or workshops specific to school programs offered to SWD population.
- Coordinate recruitment activities with other's that target special populations (ie, provide special education materials in various languages, provide translators at information meetings that discuss services and enrollment on-boarding)
- Continue to participate in community events designed to reach special populations
- Work with local and community leaders who are also working with organizations to serve special needs families
- Advertise on social media such as Facebook that we offer services for special needs families
- Continue to research using internet, libraries, and community boards opportunities to reach a broader population

Students with Disabilities

Brooklyn Excelsior will participate in community expos and fairs targeted to families of special needs students.

The Admissions Representative works closely with the school’s special education staff to provide parents with pertinent information for their specific needs. In addition, professional development to learn more about available resources will be provided to the Admissions Representative in the fall.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2017-18	Describe Retention Plans in 2018-19)
Econom	<p>We believe several core elements of our school culture function as linchpins of our recruitment and retention strategy for our special needs students. These elements include the high-quality educational program that we provide, the caring culture that we have established, and our many parent involvement initiatives.</p> <ul style="list-style-type: none"> • Culture and Climate: We have a school climate and culture that focus purposefully on caring for each student as a family cares for its children. We believe our school-wide behavior and classroom management practices –which we refer to as Behave with Care – help attract and retain special needs students. Our Behave with Care program is built on research-based programs for reinforcing positive behaviors, setting clear expectations, and building teacher-student relationships and peer relationships. • Parent Involvement: To ensure that our families feel connected to the school, we have implemented several parent involvement strategies, including: <ul style="list-style-type: none"> o Newsletters: Regular newsletters from the principal and teachers are distributed to parents. Important information regarding school-wide performance, initiatives, and programs is included in the newsletter. o Social media: We have an excellent website, which gives parents quick and easy access to general information on the school as well as specific information about their children. In addition, we make cautious, appropriate use of Facebook and other social media sites to form connections between 	<p>We believe several core elements of our school culture function as linchpins of our recruitment and retention strategy for our special needs students. These elements include the high-quality educational program that we provide, the caring culture that we have established, and our many parent involvement initiatives.</p> <ul style="list-style-type: none"> • Culture and Climate: We have a school climate and culture that focus purposefully on caring for each student as a family cares for its children. We believe our school-wide behavior and classroom management practices –which we refer to as Behave with Care – help attract and retain special needs students. Our Behave with Care program is built on research-based programs for reinforcing positive behaviors, setting clear expectations, and building teacher-student relationships and peer relationships. • Parent Involvement: To ensure that our families feel connected to the school, we have implemented several parent involvement strategies, including: <ul style="list-style-type: none"> o Newsletters: Regular newsletters from the principal and teachers are distributed to parents. Important information regarding school-wide performance, initiatives, and programs is included in the newsletter. o Social media: We have an excellent website, which gives parents quick and easy access to general information on the school as well as specific information about their children. In addition, we make cautious, appropriate use of Facebook and other social media sites to form connections between

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o Classroom Communication: Teachers frequently send home communications for parents so that they know about everything from weekly schedules to educational goals for students. Teachers also share regular progress reports – via letter, online communication via the school’s AtSchool gradebook system, phone calls, and/or in-person meetings. These communications focus on each student's academic progress and performance.

o Conferences: Parent-teacher conferences are conducted twice each year. These conferences ensure that dedicated time is set aside for each parent to engage and interact with classroom teachers and discuss the progress of his or her child. As needed, staff may also conduct home visits. Each year, we conduct a family orientation at the end of the summer so new and enrolled families can meet the principal, their child's teacher and classmates, and other school staff. We believe these early contacts help establish and sustain a healthy rapport with parents.

o Parent Room: In order to help parents feel at home in the school and to encourage their presence in their child's education, the school building provides a dedicated parent room. This room gives parents a place to gather and build relationships with one another, discuss matters of mutual interest, grow more comfortable with the school, and take some ownership of the school.

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A major key to student retention is effective communication and relationship building with all stakeholders. There are multiple points throughout the year that Brooklyn Excelsior keeps families informed and solicits feedback in order to improve. The dean of special education schedule individual transfer review meetings to take place within 72 hours of enrollment with the parents of every student that enters the school with an IEP. In this meeting, the dean reviews the program mandates, needs, and implementation plan for services. Parents are encouraged to bring input (questions, concerns, etc.) to this meeting to ensure a strong initial connection is made with these families and that their needs are immediately addressed. This connection continues to be built up throughout the year through additional communication measures such as quarterly IEP progress reports. In addition, parents are also invited at least once a year for an IEP review with the full IEP team. They are invited initially with a letter about a month before the meeting and then again are called by the special education teacher between a week and a day before as a reminder. Along with the invitation letter, the special

Student
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education dean also sends a parent input form to help parents prepare for the review meeting and gather information from home. Following the meetings, parents are provided a post-IEP survey so that the deans can gather data to reflect and make improvements utilizing this feedback.



Entry 11 Classroom Teacher and Administrator Attrition

Last updated: 07/23/2018

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
24.10	16.05	12.00	1.00	22.09

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
5	0	0	0	4

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

Brooklyn Excelsior Charter School

2018-19 School Year

July/August						
Su	M	T	W	Th	F	Sa
29	30	31	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	

July 16-19 - NHA Leadership Summit

July 20 - NHA New Principal Training

27th Staff PD; 28th Regional PD; 29th-31st Staff PD

September						
Su	M	T	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						

3rd Labor Day; 4th Staff PD; 5th First Day of School

10th-11th Rosh Hashanah

19th Yom Kippur

October						
Su	M	T	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			

8th Columbus Day; 10th Dean Series: Year 2

November						
Su	M	T	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	

6th Staff PD, 8th End Quarter 1

12th Veterans Day; 15th PT Conferences

22nd-23rd Thanksgiving Break

27th Regional PD; 28th SPED Admin PD

December						
Su	M	T	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					

6th Dean Series: Year 1

24th-January 1st Winter Break

January						
Su	M	T	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		

1st New Year's Day; 2nd School Resumes; End Qtr 2

21st MLK Day

February						
Su	M	T	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		

7th PT Conferences

18th-22nd Midwinter Break

25th School Resumes

March						
Su	M	T	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						

5th SPED Admin PD

14th Early Release Day

19th-20th Principals Mtg

April						
Su	M	T	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				

18th End Quarter 3, 19th-26th Spring Break

29th School Resumes

May						
Su	M	T	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	

27th Memorial Day

June						
Su	M	T	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						

4th Eid al-Fitr; 6th Staff PD

21st End Quarter 4

26th Last Day of School

July						
Su	M	T	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			

4th of July

Students Do Not Report/ Staff Report All Day
 Students Report Half Day/ Staff Report All Day
 Students/ Staff Do Not Report

Board Approved: 6/11/18

Last Update: 5/22/2018
 180 School Days
 7:30am -3:00pm School Hours
 8:00am -11:30am (half)
 1205 Instructional
 Hours