



Entry 1 School Information and Cover Page

Created: 07/24/2018 • Last updated: 08/07/2018

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 PROSPECT CS-CSD 15 (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 15

d1. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	3002 Fort Hamilton Pkwy Brooklyn, NY 11218			

d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Kelly Richardson
Title	Director of Operations
Emergency Phone Number (###-###-####)	

e. SCHOOL WEB ADDRESS (URL) www.brooklynprospect.org

f. DATE OF INITIAL CHARTER 07/2008

g. DATE FIRST OPENED FOR INSTRUCTION 09/2009

i. TOTAL ENROLLMENT ON JUNE 30, 2018 748

j. GRADES SERVED IN SCHOOL YEAR 2017-18

Check all that apply

Grades Served	6, 7, 8, 9, 10, 11, 12
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k1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION? No

l1. FACILITIES

Does the school maintain or operate multiple sites?

No, just one site.

l2. 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)	3002 Fort Hamilton Pkwy Brooklyn, NY 11218		NYC CSD 15	6 - 12		
Site 2						
Site 3						

I2a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Kim Raccio			
Operational Leader	Lia Forman			
Compliance Contact	Lia Forman			
Complaint Contact	Lia Forman			
DASA Coordinator	Elizabeth Johnson			

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/17836607/yFPTXS6fVy/>

Site 1 Fire Inspection Report

<https://nysed-cso-reports.fluidreview.com/resp/17836607/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. Kelly Richardson, Director of Operations

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, appearing to read 'KR', with a large loop on the 'R' and a horizontal line extending to the right.

Signature, President of the Board of Trustees

Z. Chow

Date

2018/08/07

Thank you.

FIRE DEPARTMENT, CITY OF NEW YORK - BUREAU OF FIRE PREVENTION



PERMIT IS NOT TRANSFERABLE TO ANY OTHER PERSON, FIRM OR CORPORATION AND MAY BE REVOKED AT ANY TIME BY THE FIRE COMMISSIONER

PERMIT SHALL BE PROMINENTLY DISPLAYED ALL TIMES ON PREMISES

FIRE DEPARTMENT, CITY OF NEW YORK			PERMIT		BUREAU OF FIRE PREVENTION		
ACCOUNT NUMBER	TYPE	A.P.	D.O.	ADM. CO.	ISSUANCE DATE	PERMIT EXPIRES	
07107873	20	C	11	E240	05/17/17	05/18	
PREMISES ADDRESS				ACCOUNT NAME			

BROOKLYN PROSPECT CHARTER SCH
3002 FT HAMILTON PKWY
BROOKLYN NY 11218

BKLYN PROSPECT CHARTER S

ITEM	QUANTITY	DESCRIPTION	FLOOR NO.	FEE
202	01	1	FO NO C OF F 1100 GAL OR MORE	-1

PERMIT TYPE

1

- 1=REGULAR
- 2=SUPPLEMENTAL
- 3=DUPLICATE

BKLYN PROSPECT CHARTER S
BKLYN PROSPECT CHARTER SCHL
3002 FORT HAMILTON PKWY
BROOKLYN NY 11218-1608

** NO FEE ** 0.00



FUEL OIL NO 2 5000 GAL
GAS OIL.
NICK ACQUARED

BY ORDER OF THE COMMISSIONER

DEPARTMENT OF BUILDINGS

BOROUGH OF **MAY 1 1970** BROOKLYN, THE CITY OF NEW YORK

No.

203582

CERTIFICATE OF OCCUPANCY

NO CHANGES OF USE OR OCCUPANCY NOT CONSISTENT WITH THIS CERTIFICATE SHALL BE MADE UNLESS FIRST APPROVED BY THE BOROUGH SUPERINTENDENT

This certificate supersedes C. O. No.

THIS CERTIFIES that the new ~~altered existing~~ building—premises located at

3002/3026 Ft. Hamilton Parkway

Block **5316** Lot **1 & 16**

That the zoning lot and premises above referred to are situated, bounded and described as follows:

BEGINNING at a point on the **northeast** ~~side of~~ ~~from~~ the corner formed by the intersection of **Ft. Hamilton Parkway** and **East 3rd Street**
 running thence **west 211.34** feet; thence **south 176.19** feet;
 thence **east 200.0** feet; thence **north 244.46** feet;
 running thence _____ feet; thence _____ feet;

the point or place of beginning, conforms substantially to the approved plans and specifications, and to the requirements of the Building Code, the Zoning Resolution and all other laws and ordinances, and of the rules of the Board of Standards and Appeals, applicable to a building of its class and kind at the time the permit was issued; and

CERTIFIES FURTHER that, any provisions of Section 646e of the New York Charter have been complied with as certified by a report of the Fire Commissioner to the Borough Superintendent.

Block No.— **NB 785-1966** Construction classification—**Class 1-Fireproof**
 occupancy classification—**Parochial elementary** Height **4** stories, **41** feet.
School, community facility convent Located in **R 5** Zoning District.
 time of issuance of permit **(Use Group 3) Const. 4-14-70 - Plumb. 4-13-70 - P. S. 4-29-70**

This certificate is issued subject to the limitations hereinafter specified and to the following resolutions of the Board of Standards and Appeals: } (Calendar numbers to be inserted here)
 and The City Planning Commission:

PERMISSIBLE USE AND OCCUPANCY

Off-Street Parking Spaces _____

Off-Street Loading Berths _____

STORY	LIVE LOADS Lbs. per Sq. Ft.	PERSONS ACCOMMODATED	USE
Basement	slab on ground	180	locker room, boiler room, water room, incinerator, storage, toilets, classrooms
		430	cafeteria, kitchen
First	60	315	classrooms, toilets, offices
	100	430	multi-purpose
Second	60	450	classrooms, toilets, library, storage room, fan rooms
Third	60	450	classrooms, toilets, storage room, rest room
Fourth	40	15	fifteen (15) cells, kitchen, refectory, community room, laundry, office, storage
	100	-	toilets, chapel, sacristy, corridor, stairs

TOTAL:- Parochial Elementary School, community facility convent (Use Group 3)

Sewage Disposal: _____ Discharge Into Either
 Sainitary Drainage: _____ (DOES) (DOES NOT) Sanitary or Combined Sewer

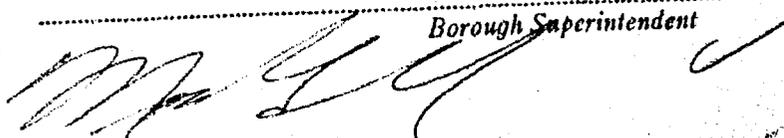
Department of approval #13932 ISSUED APRIL 22, 1970 (fuel 011)
 FIRE DEPARTMENT APPROVAL DATED SEPTEMBER 15, 1968 (interior fire alarm)

Storm Drainage: _____ Discharge Into Either
 (DOES) (DOES NOT) Storm or Combined Sewer

DEPARTMENT OF AIR POLLUTION CONTROL CERTIFICATE #721 ISSUED AUGUST 20, 1969

SAMUEL PRISKER

Borough Superintendent



OFFICE COPY—DEPARTMENT OF BUILDINGS



Entry 2 NYS School Report Card Link

Last updated: 07/24/2018

BROOKLYN PROSPECT CS-CSD 15 (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/profile.php?instid=800000063976>

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

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



Entry 4 Expenditures per Child

Created: 07/26/2018 • Last updated: 07/27/2018

BROOKLYN PROSPECT CS-CSD 15 (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	15341077
Line 2: Year End FTE student enrollment	736
Line 3: Divide Line 1 by Line 2	20844

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)	1899980
Line 2: Management and General Cost (Column)	916038
Line 3: Sum of Line 1 and Line 2	2816018
Line 5: Divide Line 3 by the Year End FTE student enrollment	3826

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 Prospect Charter School - CSD 15

SCHOOL

Name:	Brooklyn Prospect Charter School - CSD 15
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CONTACT INFORMATION

Contact Name:	Hillary Prince
Contact Title:	Director of Finance
Contact Email:	[REDACTED]
Contact Phone:	[REDACTED]

REPORT PERIOD

Current Academic Year:	2017-18
Prior Academic Year:	2016-17

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
2016-17
ACTUAL
3.4
2.7
6.4
19.8
32.3

ANNUAL BUDGETED FTE							
Q1		Q2		Q3		Q4	
Original	Revised	Original	Revised	Original	Revised	Original	Revised
2.9		2.9		2.9		2.9	
2.6		2.6		2.6		2.6	
6.4		6.4		6.4		6.4	
19.1		19.1		19.1		19.1	
31.1	0.0	31.1	0.0	31.1	0.0	31.1	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
2016-17
ACTUAL
34.5
21.0
6.0
19.5
7.0
88.0

ANNUAL BUDGETED FTE							
Q1		Q2		Q3		Q4	
Original	Revised	Original	Revised	Original	Revised	Original	Revised
35.5		35.5		35.5		35.5	
22.0		22.0		22.0		22.0	
3.9		3.9		3.9		3.9	
18.3		18.3		18.3		18.3	
8.0		8.0		8.0		8.0	
87.7	0.0	87.7	0.0	87.7	0.0	87.7	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
2016-17
ACTUAL
1.0
5.5
12.5
19.0

ANNUAL BUDGETED FTE							
Q1		Q2		Q3		Q4	
Original	Revised	Original	Revised	Original	Revised	Original	Revised
1.0		1.0		1.0		1.0	
5.5		5.5		5.5		5.5	
1.0		1.0		1.0		1.0	
13.5		13.5		13.5		13.5	
21.0	0.0	21.0	0.0	21.0	0.0	21.0	0.0

TOTAL PERSONNEL SERVICE FTE	TOTAL PERSONNEL SERVICE FTE
------------------------------------	------------------------------------

139.3

ANNUAL BUDGETED FTE							
Q1		Q2		Q3		Q4	
Original	Revised	Original	Revised	Original	Revised	Original	Revised
139.8	0.0	139.8	0.0	139.8	0.0	139.8	0.0

**LYN PROSPECT CHARTER SCHC
2017-18**

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	3.0
Instructional Management	2.6
Deans, Directors & Coordinators	7.0
CFO / Director of Finance	
Operation / Business Manager	
Administrative Staff	17.6
TOTAL ADMINISTRATIVE STAFF	30.2

Description of Assumptions	

INSTRUCTIONAL PERSONNEL FTE	
	Q4
	Actual
Teachers - Regular	35.5
Teachers - SPED	21.5
Substitute Teachers	
Teaching Assistants	4.0
Specialty Teachers	18.0
Aides	1.0
Therapists & Counselors	7.5
Other	
TOTAL INSTRUCTIONAL	87.5

Description of Assumptions	

NON-INSTRUCTIONAL PERSONNEL FTE	
	Q4
	Actual
Nurse	
Librarian	1.0
Custodian	5.5
Security	1.0
Other	14.7
TOTAL NON-INSTRUCTIONAL	22.2

Description of Assumptions	

TOTAL PERSONNEL SERVICE FTE	139.9
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BROOKLYN PROSPECT CHARTER SCHOOL - CSD 15
Budget / Operating Plan
2017-18

Total Revenue	-	3,703,196	-	-	3,780,480	-	-	3,839,280
Total Expenses	-	3,738,186	-	-	3,801,099	-	-	3,859,899
Net Income	-	(34,990)	-	-	(20,619)	-	-	(20,619)
Actual Student Enrollment	727	735	-	-	735	-	-	735
	Prior Year Actual	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter
	2016-17	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	-	25,192	-	-	75,576	-	-	75,576
LOCAL and OTHER REVENUE								
Contributions and Donations		149,400		-	149,400		-	149,400
Fundraising		2,300		-	2,300		-	2,300
Erate Reimbursement				-			-	
Earnings on Investments				-			-	
Interest Income		295		-	295		-	295
Food Service (Income from meals)		3,250		-	9,750		-	9,750
Text Book				-			-	
OTHER		10,200		-	30,600		-	30,600
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	-	165,445	-	-	192,345	-	-	192,345
TOTAL REVENUE	-	3,703,196	-	-	3,780,480	-	-	3,839,280

BROOKLYN PROSPECT CHARTER SCHOOL - CSD 15
Budget / Operating Plan
2017-18

Total Revenue	-	3,703,196	-	-	3,780,480	-	-	3,839,280
Total Expenses	-	3,738,186	-	-	3,801,099	-	-	3,859,899
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Actual Student Enrollment	727	735	-	-	735	-	-	735

Prior Year Actual 2016-17 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	2.95	108,081		-	108,081		-	108,081
Instructional Management	2.59	76,770		-	76,770		-	76,770
Deans, Directors & Coordinators	6.42	129,308		-	129,308		-	129,308
CFO / Director of Finance	-			-			-	
Operation / Business Manager	-			-			-	
Administrative Staff	19.14	263,804		-	263,804		-	263,804
TOTAL ADMINISTRATIVE STAFF	31.11	577,963	-	-	577,963	-	-	577,963

INSTRUCTIONAL PERSONNEL COSTS

Teachers - Regular	35.50	624,051		-	624,051		-	624,051
Teachers - SPED	22.00	409,450		-	409,450		-	409,450
Substitute Teachers	-			-			-	
Teaching Assistants	3.95	24,750		-	24,750		-	24,750
Specialty Teachers	18.25	324,683		-	324,683		-	324,683
Aides	-			-			-	
Therapists & Counselors	8.00	155,013		-	155,013		-	155,013
Other	-	96,049		-	87,199		-	87,199
TOTAL INSTRUCTIONAL	87.70	1,633,996	-	-	1,625,146	-	-	1,625,146

NON-INSTRUCTIONAL PERSONNEL COSTS

Nurse	-			-			-	
Librarian	1.00	14,069		-	14,069		-	14,069
Custodian	5.50	58,548		-	58,548		-	58,548
Security	1.00	9,250		-	9,250		-	9,250
Other	13.50	167,948		-	167,948		-	167,948
TOTAL NON-INSTRUCTIONAL	21.00	249,815	-	-	249,815	-	-	249,815

SUBTOTAL PERSONNEL SERVICE COSTS

139.81	-	2,461,774	-	-	2,452,924	-	-	2,452,924
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PAYROLL TAXES AND BENEFITS

Payroll Taxes		219,734		-	219,734		-	219,734
Fringe / Employee Benefits		229,555		-	229,555		-	229,555

BROOKLYN PROSPECT CHARTER SCHOOL - CSD 15
Budget / Operating Plan
2017-18

Total Revenue	-	3,703,196	-	-	3,780,480	-	-	3,839,280
Total Expenses	-	3,738,186	-	-	3,801,099	-	-	3,859,899
Net Income	-	(34,990)	-	-	(20,619)	-	-	(20,619)
Actual Student Enrollment	727	735	-	-	735	-	-	735
	Prior Year Actual	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Q
	2016-17	Original	Revised		Original	Revised		Original
	Revenue Per	Budget	Budget	Variance	Budget	Budget	Variance	Budget
	Pupil							
Retirement / Pension		61,378		-	61,378		-	61,378
TOTAL PAYROLL TAXES AND BENEFITS	-	510,667	-	-	510,667	-	-	510,667
TOTAL PERSONNEL SERVICE COSTS	-	2,972,441	-	-	2,963,591	-	-	2,963,591
CONTRACTED SERVICES								
Accounting / Audit		7,301		-	7,301		-	7,301
Legal		738		-	738		-	738
Management Company Fee				-			-	
Nurse Services				-			-	
Food Service / School Lunch		14,500		-	43,500		-	43,500
Payroll Services		14,221		-	14,221		-	14,221
Special Ed Services		2,920		-	8,760		-	8,760
Titlement Services (i.e. Title I)				-			-	
Other Purchased / Professional / Consulting		21,550		-	26,810		-	26,810
TOTAL CONTRACTED SERVICES	-	61,230	-	-	101,330	-	-	101,330

139.81

BROOKLYN PROSPECT CHARTER SCHOOL - CSD 15
Budget / Operating Plan
2017-18

	-	3,703,196	-	-	3,780,480	-	-	3,839,280
Total Revenue	-	3,738,186	-	-	3,801,099	-	-	3,859,899
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Net Income	727	735	-	-	735	-	-	735
Actual Student Enrollment								
	Prior Year Actual 2016-17 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter - 1/1 - 3/31
		Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget
SCHOOL OPERATIONS								
Board Expenses		738		-	738		-	738
Classroom / Teaching Supplies & Materials		17,866		-	17,866		-	17,866
Special Ed Supplies & Materials				-			-	
Textbooks / Workbooks				-			-	
Supplies & Materials other		8,625		-	8,625		-	67,425
Equipment / Furniture				-			-	
Telephone		7,288		-	7,288		-	7,288
Technology		15,095		-	15,095		-	15,095
Student Testing & Assessment		3,000		-	3,000		-	3,000
Field Trips		8,400		-	25,200		-	25,200
Transportation (student)				-			-	
Student Services - other		18,682		-	33,545		-	33,545
		44,817		-	44,817		-	44,817
Office Expense				-			-	
Staff Development		23,293		-	23,293		-	23,293
Staff Recruitment		7,523		-	7,523		-	7,523
Student Recruitment / Marketing		885		-	885		-	885
School Meals / Lunch				-			-	
Travel (Staff)		13,891		-	13,891		-	13,891
Fundraising		2,550		-	2,550		-	2,550
Other		15,721		-	15,721		-	15,721
TOTAL SCHOOL OPERATIONS	-	188,374	-	-	220,037	-	-	278,837
FACILITY OPERATION & MAINTENANCE								
Insurance		20,582		-	20,582		-	20,582
Janitorial		1,593		-	1,593		-	1,593
Building and Land Rent / Lease / Facility Finance Interest		424,974		-	424,974		-	424,974
Repairs & Maintenance		7,981		-	7,981		-	7,981
Equipment / Furniture		15,710		-	15,710		-	15,710
Security		12,894		-	12,894		-	12,894
Utilities		23,944		-	23,944		-	23,944
TOTAL FACILITY OPERATION & MAINTENANCE	-	507,678	-	-	507,678	-	-	507,678
DEPRECIATION & AMORTIZATION								
RESERVES / CONTINGENCY		8,463		-	8,463		-	8,463

BROOKLYN PROSPECT CHARTER SCHOOL - CSD 15
Budget / Operating Plan
2017-18

Total Revenue	-	3,703,196	-	-	3,780,480	-	-	3,839,280
Total Expenses	-	3,738,186	-	-	3,801,099	-	-	3,859,899
Net Income	-	(34,990)	-	-	(20,619)	-	-	(20,619)
Actual Student Enrollment	727	735	-	-	735	-	-	735
	Prior Year Actual	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd C
	2016-17	Original	Revised		Original	Revised		Original
	Revenue Per	Budget	Budget	Variance	Budget	Budget	Variance	Budget
	Pupil							
TOTAL EXPENSES	-	<u>3,738,186</u>	-	-	<u>3,801,099</u>	-	-	<u>3,859,899</u>
NET INCOME	-	<u>(34,990)</u>	-	-	<u>(20,619)</u>	-	-	<u>(20,619)</u>

	BROOKLYN PROSPECT CHARTER SCHOOL - CSD 15							
	Budget / Operating Plan							
	2017-18							
Total Revenue	-	3,703,196	-	-	3,780,480	-	-	3,839,280
Total Expenses	-	3,738,186	-	-	3,801,099	-	-	3,859,899
Net Income	-	(34,990)	-	-	(20,619)	-	-	(20,619)
Actual Student Enrollment	727	735	-	-	735	-	-	735
	Prior Year Actual 2016-17 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:								
NYC CHANCELLOR'S OFFICE	1	1	-	-	1	-	-	1
-	727	735	-	-	735	-	-	735
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
ALL OTHER School Districts: (Weighted Avg)	-	-	-	-	-	-	-	-
TOTAL ENROLLMENT	727	735	-	-	735	-	-	735
REVENUE PER PUPIL	-	5,038	-	-	5,144	-	-	5,224
EXPENSES PER PUPIL	-	5,086	-	-	5,172	-	-	5,252

Total Revenue	-	-	3,885,890	-	-
Total Expenses	-	-	3,801,099	-	-
Net Income	-	-	84,791	-	-
Actual Student Enrollment	-	-	735	-	-
	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	-	-	180,986	-	-
LOCAL and OTHER REVENUE					
Contributions and Donations		-	149,400		-
Fundraising		-	2,300		-
Erate Reimbursement		-			-
Earnings on Investments		-			-
Interest Income		-	295		-
Food Service (Income from meals)		-	9,750		-
Text Book		-			-
OTHER		=	<u>30,600</u>		=
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	-	-	192,345	-	-
TOTAL REVENUE	=	=	<u>3,885,890</u>	=	=

Total Revenue		-	-	3,885,890	-
Total Expenses		-	-	3,801,099	-
Net Income		-	-	84,791	-
Actual Student Enrollment		-	-	735	-
		Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30	
		Revised		Original	Revised
		Budget	Variance	Budget	Budget
					Variance
EXPENSES					
ADMINISTRATIVE STAFF PERSONNEL COSTS		Avg. No. of Positions			
Executive Management	2.95		-	108,081	-
Instructional Management	2.59		-	76,770	-
Deans, Directors & Coordinators	6.42		-	129,308	-
CFO / Director of Finance	-		-		-
Operation / Business Manager	-		-		-
Administrative Staff	19.14		-	263,804	-
TOTAL ADMINISTRATIVE STAFF	31.11	-	-	577,963	-
INSTRUCTIONAL PERSONNEL COSTS					
Teachers - Regular	35.50		-	624,051	-
Teachers - SPED	22.00		-	409,450	-
Substitute Teachers	-		-		-
Teaching Assistants	3.95		-	24,750	-
Specialty Teachers	18.25		-	324,683	-
Aides	-		-		-
Therapists & Counselors	8.00		-	155,013	-
Other	-		-	87,199	-
TOTAL INSTRUCTIONAL	87.70	-	-	1,625,146	-
NON-INSTRUCTIONAL PERSONNEL COSTS					
Nurse	-		-		-
Librarian	1.00		-	14,069	-
Custodian	5.50		-	58,548	-
Security	1.00		-	9,250	-
Other	13.50		-	167,948	-
TOTAL NON-INSTRUCTIONAL	21.00	-	-	249,815	-
SUBTOTAL PERSONNEL SERVICE COSTS		-	-	2,452,924	-
PAYROLL TAXES AND BENEFITS					
Payroll Taxes			-	219,734	-
Fringe / Employee Benefits			-	229,555	-

Total Revenue		-	-	3,885,890	-	-
Total Expenses		-	-	3,801,099	-	-
Net Income		-	-	84,791	-	-
Actual Student Enrollment		-	-	735	-	-
		Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
		Revised Budget	Variance	Original Budget	Revised Budget	Variance
Retirement / Pension			=	<u>61,378</u>		=
TOTAL PAYROLL TAXES AND BENEFITS		-	-	510,667	-	-
TOTAL PERSONNEL SERVICE COSTS						
	139.81	-	-	2,963,591	-	-
CONTRACTED SERVICES						
Accounting / Audit			-	7,301		-
Legal			-	738		-
Management Company Fee			-			-
Nurse Services			-			-
Food Service / School Lunch			-	43,500		-
Payroll Services			-	14,221		-
Special Ed Services			-	8,760		-
Titlement Services (i.e. Title I)			-			-
Other Purchased / Professional / Consulting			=	<u>26,810</u>		=
TOTAL CONTRACTED SERVICES		-	-	101,330	-	-

Total Revenue	-	-	3,885,890	-	-
Total Expenses	-	-	3,801,099	-	-
Net Income	-	-	84,791	-	-
Actual Student Enrollment	-	-	735	-	-
	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
	Revised		Original	Revised	
	Budget	Variance	Budget	Budget	Variance
SCHOOL OPERATIONS					
Board Expenses		-	738		-
Classroom / Teaching Supplies & Materials		-	17,866		-
Special Ed Supplies & Materials		-			-
Textbooks / Workbooks		-			-
Supplies & Materials other		-	8,625		-
Equipment / Furniture		-			-
Telephone		-	7,288		-
Technology		-	15,095		-
Student Testing & Assessment		-	3,000		-
Field Trips		-	25,200		-
Transportation (student)		-			-
Student Services - other		-	33,545		-
		-	44,817		-
Office Expense		-			-
Staff Development		-	23,293		-
Staff Recruitment		-	7,523		-
Student Recruitment / Marketing		-	885		-
School Meals / Lunch		-			-
Travel (Staff)		-	13,891		-
Fundraising		-	2,550		-
Other		-	<u>15,721</u>		-
TOTAL SCHOOL OPERATIONS	-	-	220,037	-	-
FACILITY OPERATION & MAINTENANCE					
Insurance		-	20,582		-
Janitorial		-	1,593		-
Building and Land Rent / Lease / Facility Finance Interest		-	424,974		-
Repairs & Maintenance		-	7,981		-
Equipment / Furniture		-	15,710		-
Security		-	12,894		-
Utilities		-	<u>23,944</u>		-
TOTAL FACILITY OPERATION & MAINTENANCE	-	-	507,678	-	-
DEPRECIATION & AMORTIZATION		-			-
RESERVES / CONTINGENCY		-	8,463		-

Total Revenue	-	-	3,885,890	-	-
Total Expenses	-	-	3,801,099	-	-
Net Income	-	-	84,791	-	-
Actual Student Enrollment	-	-	735	-	-
	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
	Revised		Original	Revised	
	Budget	Variance	Budget	Budget	Variance
TOTAL EXPENSES	-	-	<u>3,801,099</u>	-	-
NET INCOME	-	-	<u>84,791</u>	-	-

BROOKLYN PROSPECT CHARTER SCHOOL - CSD 15
Budget / Operating Plan

2017-18

Total Revenue	15,208,847	15,208,847	-	15,208,847	15,208,847
Total Expenses	15,200,283	15,200,283	-	(15,200,283)	(15,200,283)
Net Income	8,564	8,564	-	8,564	8,564
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	357,330	357,330	-	357,330	357,330
LOCAL and OTHER REVENUE					
Contributions and Donations	597,600	597,600	-	597,600	597,600
Fundraising	9,200	9,200	-	9,200	9,200
Erate Reimbursement	-	-	-	-	-
Earnings on Investments	-	-	-	-	-
Interest Income	1,180	1,180	-	1,180	1,180
Food Service (Income from meals)	32,500	32,500	-	32,500	32,500
Text Book	-	-	-	-	-
OTHER	<u>102,000</u>	<u>102,000</u>	<u>-</u>	<u>102,000</u>	<u>102,000</u>
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	742,480	742,480	-	742,480	742,480
TOTAL REVENUE	<u>15,208,847</u>	<u>15,208,847</u>	<u>-</u>	<u>15,208,847</u>	<u>15,208,847</u>

DESCRIPTION OF ASSUMPTIONS

BROOKLYN PROSPECT CHARTER SCHOOL - CSD 15
Budget / Operating Plan

2017-18

Total Revenue	15,208,847	15,208,847	-	15,208,847	15,208,847
Total Expenses	15,200,283	15,200,283	-	(15,200,283)	(15,200,283)
Net Income	8,564	8,564	-	8,564	8,564
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	2.95	432,324	432,324	-	(432,324)	(432,324)
Instructional Management	2.59	307,080	307,080	-	(307,080)	(307,080)
Deans, Directors & Coordinators	6.42	517,232	517,232	-	(517,232)	(517,232)
CFO / Director of Finance	-	-	-	-	-	-
Operation / Business Manager	-	-	-	-	-	-
Administrative Staff	19.14	1,055,216	1,055,216	-	(1,055,216)	(1,055,216)
TOTAL ADMINISTRATIVE STAFF	31.11	2,311,852	2,311,852	-	(2,311,852)	(2,311,852)

included in Exec Management line
included in Exec Management line

INSTRUCTIONAL PERSONNEL COSTS

Teachers - Regular	35.50	2,496,204	2,496,204	-	(2,496,204)	(2,496,204)
Teachers - SPED	22.00	1,637,800	1,637,800	-	(1,637,800)	(1,637,800)
Substitute Teachers	-	-	-	-	-	-
Teaching Assistants	3.95	99,000	99,000	-	(99,000)	(99,000)
Specialty Teachers	18.25	1,298,732	1,298,732	-	(1,298,732)	(1,298,732)
Aides	-	-	-	-	-	-
Therapists & Counselors	8.00	620,052	620,052	-	(620,052)	(620,052)
Other	-	357,646	357,646	-	(357,646)	(357,646)
TOTAL INSTRUCTIONAL	87.70	6,509,434	6,509,434	-	(6,509,434)	(6,509,434)

NON-INSTRUCTIONAL PERSONNEL COSTS

Nurse	-	-	-	-	-	-
Librarian	1.00	56,276	56,276	-	(56,276)	(56,276)
Custodian	5.50	234,192	234,192	-	(234,192)	(234,192)
Security	1.00	37,000	37,000	-	(37,000)	(37,000)
Other	13.50	671,792	671,792	-	(671,792)	(671,792)
TOTAL NON-INSTRUCTIONAL	21.00	999,260	999,260	-	(999,260)	(999,260)

Food Service, School Culture, Afterschool staff

SUBTOTAL PERSONNEL SERVICE COSTS

139.81	9,820,546	9,820,546	-	(9,820,546)	(9,820,546)
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PAYROLL TAXES AND BENEFITS

Payroll Taxes		878,936	878,936	-	(878,936)	(878,936)
Fringe / Employee Benefits		918,220	918,220	-	(918,220)	(918,220)

BROOKLYN PROSPECT CHARTER SCHOOL - CSD 15
Budget / Operating Plan
2017-18

Total Revenue	15,208,847	15,208,847	-	15,208,847	15,208,847
Total Expenses	15,200,283	15,200,283	-	(15,200,283)	(15,200,283)
Net Income	8,564	8,564	-	8,564	8,564
Actual Student Enrollment					
	Total Year			VARIANCE	
	Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget
Retirement / Pension	245,512	245,512	-	(245,512)	(245,512)
TOTAL PAYROLL TAXES AND BENEFITS	2,042,668	2,042,668	-	(2,042,668)	(2,042,668)
TOTAL PERSONNEL SERVICE COSTS	11,863,214	11,863,214	-	(11,863,214)	(11,863,214)
CONTRACTED SERVICES					
Accounting / Audit	29,204	29,204	-	(29,204)	(29,204)
Legal	2,952	2,952	-	(2,952)	(2,952)
Management Company Fee	-	-	-	-	-
Nurse Services	-	-	-	-	-
Food Service / School Lunch	145,000	145,000	-	(145,000)	(145,000)
Payroll Services	56,884	56,884	-	(56,884)	(56,884)
Special Ed Services	29,200	29,200	-	(29,200)	(29,200)
Titlement Services (i.e. Title I)	-	-	-	-	-
Other Purchased / Professional / Consulting	101,980	101,980	-	(101,980)	(101,980)
TOTAL CONTRACTED SERVICES	365,220	365,220	-	(365,220)	(365,220)

DESCRIPTION OF ASSUMPTIONS

IT services, subs/temps, specialty/enrichment, other

BROOKLYN PROSPECT CHARTER SCHOOL - CSD 15
Budget / Operating Plan

2017-18

Total Revenue	15,208,847	15,208,847	-	15,208,847	15,208,847
Total Expenses	15,200,283	15,200,283	-	(15,200,283)	(15,200,283)
Net Income	8,564	8,564	-	8,564	8,564
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	2,952	2,952	-	(2,952)	(2,952)
Classroom / Teaching Supplies & Materials	71,464	71,464	-	(71,464)	(71,464)
Special Ed Supplies & Materials	-	-	-	-	-
Textbooks / Workbooks	-	-	-	-	-
Supplies & Materials other	93,300	93,300	-	(93,300)	(93,300)
Equipment / Furniture	-	-	-	-	-
Telephone	29,152	29,152	-	(29,152)	(29,152)
Technology	60,380	60,380	-	(60,380)	(60,380)
Student Testing & Assessment	12,000	12,000	-	(12,000)	(12,000)
Field Trips	84,000	84,000	-	(84,000)	(84,000)
Transportation (student)	-	-	-	-	-
Student Services - other	119,317	119,317	-	(119,317)	(119,317)
Office Expense	179,268	179,268	-	(179,268)	(179,268)
Staff Development	93,172	93,172	-	(93,172)	(93,172)
Staff Recruitment	30,092	30,092	-	(30,092)	(30,092)
Student Recruitment / Marketing	3,540	3,540	-	(3,540)	(3,540)
School Meals / Lunch	-	-	-	-	-
Travel (Staff)	55,564	55,564	-	(55,564)	(55,564)
Fundraising	10,200	10,200	-	(10,200)	(10,200)
Other	62,884	62,884	-	(62,884)	(62,884)
TOTAL SCHOOL OPERATIONS	907,285	907,285	-	(907,285)	(907,285)

Library, NYSTL, IB, Other Specialty
 Internet, Tech supplies
 Special events, Afterschool, Athletics
 Office supplies, Equip lease, Printing, Postage, Licenses, Fingerprinting
 Travel, Staff events/gifts
 PTSO charges

FACILITY OPERATION & MAINTENANCE

Insurance	82,328	82,328	-	(82,328)	(82,328)
Janitorial	6,372	6,372	-	(6,372)	(6,372)
Building and Land Rent / Lease / Facility Finance Interest	1,699,896	1,699,896	-	(1,699,896)	(1,699,896)
Repairs & Maintenance	31,924	31,924	-	(31,924)	(31,924)
Equipment / Furniture	62,840	62,840	-	(62,840)	(62,840)
Security	51,576	51,576	-	(51,576)	(51,576)
Utilities	95,776	95,776	-	(95,776)	(95,776)
TOTAL FACILITY OPERATION & MAINTENANCE	2,030,712	2,030,712	-	(2,030,712)	(2,030,712)

includes Deferred Rent expense
 Contracted facilities services
 Maintenance, Kitchen supplies

DEPRECIATION & AMORTIZATION

	-	-	-	-	-
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RESERVES / CONTINGENCY

	33,852	33,852	-	(33,852)	(33,852)
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BROOKLYN PROSPECT CHARTER SCHOOL - CSD 15
Budget / Operating Plan

2017-18

Total Revenue	15,208,847	15,208,847	-	15,208,847	15,208,847
Total Expenses	15,200,283	15,200,283	-	(15,200,283)	(15,200,283)
Net Income	8,564	8,564	-	8,564	8,564
Actual Student Enrollment					
	Total Year			VARIANCE	
	Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget
TOTAL EXPENSES	<u>15,200,283</u>	<u>15,200,283</u>	-	<u>(15,200,283)</u>	<u>(15,200,283)</u>
NET INCOME	<u>8,564</u>	<u>8,564</u>	-	<u>8,564</u>	<u>8,564</u>

DESCRIPTION OF ASSUMPTIONS

BROOKLYN PROSPECT CHARTER SCHOOL - CSD 15
Budget / Operating Plan

2017-18

Total Revenue	15,208,847	15,208,847	-	15,208,847	15,208,847
Total Expenses	15,200,283	15,200,283	-	(15,200,283)	(15,200,283)
Net Income	8,564	8,564	-	8,564	8,564
Actual Student Enrollment					

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

DESCRIPTION OF ASSUMPTIONS

ENROLLMENT - *School Districts Are Linked To Above Entries*

Number of Districts:

NYC CHANCELLOR'S OFFICE

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

ALL OTHER School Districts: (Weighted Avg)

TOTAL ENROLLMENT

REVENUE PER PUPIL

EXPENSES PER PUPIL

BROOKLYN PROSPECT CHARTER SCHOOL - CSD 15
ALANCE SHEET
2017-18

	<u>Prior Year</u>	Q1	Q2	Q3	Q4
	<u>2016-17</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	228,901	1,911,378	4,653,638	3,149,807	225,825
Grants and contracts receivable	1,208,840	482,080	199,848	324,174	447,799
Accounts receivables	18,874	18,874	12,293	12,293	9,380
Prepaid Expenses	253,526	248,694	221,170	171,075	129,746
Contributions and other receivables	146,765	146,765	146,765	21,765	12,293
TOTAL CURRENT ASSETS	1,856,906	2,807,791	5,233,714	3,679,114	825,043
<u>PROPERTY, BUILDING AND EQUIPMENT, net</u>	4,804,447	4,951,860	5,058,005	5,253,803	5,423,682
<u>OTHER ASSETS</u>	1,117,000	1,117,000	1,117,000	1,117,000	1,117,000
TOTAL ASSETS	<u>7,778,353</u>	<u>8,876,651</u>	<u>11,408,718</u>	<u>10,049,917</u>	<u>7,365,725</u>
<u>LIABILITIES AND NET ASSETS</u>					
<u>CURRENT LIABILITIES</u>					
Accounts payable and accrued expenses	362,104	12,674	266,535	309,245	219,412
Accrued payroll and benefits	19,090	15,447	4,491	6,175	1,478
Deferred Revenue	125,063	1,915,040	3,978,196	1,865,424	(1,800)
Current maturities of long-term debt	-	-	-	-	-
Short Term Debt - Bonds, Notes Payable	-	-	-	-	-
Other	2,644,686	2,770,301	2,770,301	2,645,302	2,650,400
TOTAL CURRENT LIABILITIES	3,150,943	4,713,462	7,019,523	4,826,146	2,869,490
<u>LONG-TERM DEBT and NOTES PAYABLE, net current maturities</u>	-	-	-	-	-
TOTAL LIABILITIES	<u>3,150,943</u>	<u>4,713,462</u>	<u>7,019,523</u>	<u>4,826,146</u>	<u>2,869,490</u>
<u>NET ASSETS</u>					
Unrestricted	2,704,185	2,239,964	2,465,970	3,300,546	2,573,010
Temporarily restricted	1,923,225	1,923,225	1,923,225	1,923,225	1,923,225
TOTAL NET ASSETS	<u>4,627,410</u>	<u>4,163,189</u>	<u>4,389,195</u>	<u>5,223,771</u>	<u>4,496,235</u>
TOTAL LIABILITIES AND NET ASSETS	<u>7,778,353</u>	<u>8,876,651</u>	<u>11,408,718</u>	<u>10,049,917</u>	<u>7,365,725</u>

2017-18

Total Revenue	3,380,713	3,703,196	(322,483)	3,854,533	3,780,480	74,052	4,214,593
Total Expenses	3,726,089	3,738,186	12,097	3,788,859	3,801,099	12,240	3,739,120
Net Income	(345,376)	(34,990)	(310,386)	65,674	(20,619)	86,293	475,473
Actual Student Enrollment	742	735	7	740	735	5	736

	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	35,019	25,192	9,827	111,984	75,576	36,408	245,573
LOCAL and OTHER REVENUE							
Contributions and Donations	1,468	149,400	(147,933)	127,782	149,400	(21,618)	423,819
Fundraising	743	2,300	(1,557)	627	2,300	(1,674)	1,542
Erate Reimbursement		-	-	828	-	828	
Earnings on Investments		-	-		-	-	
Interest Income	262	295	(33)	227	295	(68)	405
Food Service (Income from meals)	3,508	3,250	258	9,033	9,750	(717)	7,458
Text Book		-	-		-	-	
OTHER	10,661	10,200	461	84,551	30,600	53,951	104,550
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	16,641	165,445	(148,804)	223,047	192,345	30,702	537,773
TOTAL REVENUE	3,380,713	3,703,196	(322,483)	3,854,533	3,780,480	74,052	4,214,593

QUARTER 4

**BROOKLYN PROSPECT CHARTER SCHOOL
Budget / Operating Plan**

2017-18

Total Revenue	3,380,713	3,703,196	(322,483)	3,854,533	3,780,480	74,052	4,214,593
Total Expenses	3,726,089	3,738,186	12,097	3,788,859	3,801,099	12,240	3,739,120
Net Income	(345,376)	(34,990)	(310,386)	65,674	(20,619)	86,293	475,473
Actual Student Enrollment	742	735	7	740	735	5	736

*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 4

ADMINISTRATIVE STAFF PERSONNEL COSTS

No. of Positions

Executive Management	3.00	108,818	108,081	(737)	107,310	108,081	771	108,818
Instructional Management	2.60	79,270	76,770	(2,500)	79,270	76,770	(2,500)	79,270
Deans, Directors & Coordinators	7.00	129,640	129,308	(332)	132,550	129,308	(3,242)	127,253
CFO / Director of Finance	-	-	-	-	-	-	-	-
Operation / Business Manager	-	-	-	-	-	-	-	-
Administrative Staff	17.60	217,253	263,804	46,551	231,234	263,804	32,570	233,847
TOTAL ADMINISTRATIVE STAFF	30.20	534,980	577,963	42,983	550,363	577,963	27,600	549,188

INSTRUCTIONAL PERSONNEL COSTS

Teachers - Regular	35.50	606,704	624,051	17,347	593,200	624,051	30,851	565,446
Teachers - SPED	21.50	356,293	409,450	53,157	329,694	409,450	79,756	322,641
Substitute Teachers	-	-	-	-	19,627	-	(19,627)	31,436
Teaching Assistants	4.00	25,000	24,750	(250)	25,280	24,750	(530)	24,327
Specialty Teachers	18.00	342,338	324,683	(17,655)	414,048	324,683	(89,365)	423,531
Aides	1.00	8,643	-	(8,643)	9,531	-	(9,531)	10,767
Therapists & Counselors	7.50	81,572	155,013	73,441	81,227	155,013	73,786	143,173
Other	-	95,125	96,049	924	44,260	87,199	42,939	60,342
TOTAL INSTRUCTIONAL	87.50	1,515,676	1,633,996	118,320	1,516,867	1,625,146	108,279	1,581,663

NON-INSTRUCTIONAL PERSONNEL COSTS

Nurse	-	-	-	-	-	-	-	-
Librarian	1.00	14,069	14,069	0	14,069	14,069	0	14,069
Custodian	5.50	56,500	58,548	2,048	59,080	58,548	(532)	60,857
Security	1.00	10,959	9,250	(1,709)	10,241	9,250	(991)	10,255
Other	14.70	217,806	167,948	(49,858)	209,392	167,948	(41,444)	148,537
TOTAL NON-INSTRUCTIONAL	22.20	299,333	249,815	(49,518)	292,782	249,815	(42,967)	233,718

SUBTOTAL PERSONNEL SERVICE COSTS

	139.90	2,349,989	2,461,774	111,785	2,360,012	2,452,924	92,912	2,364,568
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PAYROLL TAXES AND BENEFITS

Payroll Taxes		228,947	219,734	(9,213)	198,761	219,734	20,973	213,830
Fringe / Employee Benefits		239,659	229,555	(10,104)	240,137	229,555	(10,582)	234,743
Retirement / Pension		70,070	61,378	(8,692)	70,784	61,378	(9,406)	71,528
TOTAL PAYROLL TAXES AND BENEFITS		538,675	510,667	(28,008)	509,681	510,667	986	520,102

TOTAL PERSONNEL SERVICE COSTS

	139.90	2,888,664	2,972,441	83,777	2,869,694	2,963,591	93,897	2,884,670
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2017-18

Total Revenue	3,380,713	3,703,196	(322,483)	3,854,533	3,780,480	74,052	4,214,593
Total Expenses	3,726,089	3,738,186	12,097	3,788,859	3,801,099	12,240	3,739,120
Net Income	(345,376)	(34,990)	(310,386)	65,674	(20,619)	86,293	475,473
Actual Student Enrollment	742	735	7	740	735	5	736

<p>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</p>	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							
	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual
Accounting / Audit	4,485	7,301	2,816	17,258	7,301	(9,957)	1,770
Legal		738	738	2,454	738	(1,716)	8,533
Management Company Fee		-	-		-	-	
Nurse Services		-	-		-	-	
Food Service / School Lunch	14,076	14,500	425	49,162	43,500	(5,662)	34,218
Payroll Services	12,356	14,221	1,865	10,277	14,221	3,944	7,249
Special Ed Services	3,248	2,920	(328)	12,344	8,760	(3,584)	10,150
Titlement Services (i.e. Title I)		-	-		-	-	
Other Purchased / Professional / Consulting	37,451	21,550	(15,901)	68,153	26,810	(41,343)	84,311
TOTAL CONTRACTED SERVICES	71,615	61,230	(10,385)	159,647	101,330	(58,317)	146,231

2017-18

Total Revenue	3,380,713	3,703,196	(322,483)	3,854,533	3,780,480	74,052	4,214,593
Total Expenses	3,726,089	3,738,186	12,097	3,788,859	3,801,099	12,240	3,739,120
Net Income	(345,376)	(34,990)	(310,386)	65,674	(20,619)	86,293	475,473
Actual Student Enrollment	742	735	7	740	735	5	736

<p>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</p>	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		738	738	141	738	597	202
Classroom / Teaching Supplies & Materials	17,526	17,866	340	13,282	17,866	4,584	16,907
Special Ed Supplies & Materials	60	-	(60)		-	-	
Textbooks / Workbooks		-	-		-	-	
Supplies & Materials other	5,547	8,625	3,078	2,096	8,625	6,529	7,008
Equipment / Furniture		-	-		-	-	
Telephone	9,407	7,288	(2,119)	9,568	7,288	(2,280)	9,831
Technology	29,923	15,095	(14,828)	17,197	15,095	(2,102)	17,725
Student Testing & Assessment	7,935	3,000	(4,935)	1,549	3,000	1,451	12,895
Field Trips	74,108	8,400	(65,708)	94,363	25,200	(69,163)	8,317
Transportation (student)		-	-		-	-	
Student Services - other	14,710	18,682	3,972	34,927	33,545	(1,382)	25,388
Office Expense	51,457	44,817	(6,640)	45,598	44,817	(781)	40,489
Staff Development	17,378	23,293	5,915	23,039	23,293	254	31,711
Staff Recruitment	16,624	7,523	(9,101)	5,342	7,523	2,181	4,605
Student Recruitment / Marketing		885	885	1,301	885	(416)	610
School Meals / Lunch		-	-		-	-	
Travel (Staff)	6,900	13,891	6,991	29,067	13,891	(15,176)	6,636
Fundraising	17	2,550	2,533	9,300	2,550	(6,750)	8,599
Other	15,834	15,721	(113)	11,677	15,721	4,044	16,467
TOTAL SCHOOL OPERATIONS	267,424	188,374	(79,050)	298,447	220,037	(78,410)	207,391

FACILITY OPERATION & MAINTENANCE

Insurance	18,136	20,582	2,446	18,136	20,582	2,446	18,136
Janitorial	2,438	1,593	(845)	8,271	1,593	(6,678)	3,496
Building and Land Rent / Lease / Facility Finance Interest	397,247	424,974	27,727	397,247	424,974	27,727	397,247
Repairs & Maintenance	5,307	7,981	2,674	5,913	7,981	2,068	15,577
Equipment / Furniture	16,119	15,710	(409)	16,712	15,710	(1,002)	16,204
Security	6,707	12,894	6,187	18,021	12,894	(5,127)	15,945
Utilities	24,126	23,944	(182)	23,366	23,944	578	34,222
TOTAL FACILITY OPERATION & MAINTENANCE	470,080	507,678	37,598	487,666	507,678	20,012	500,828

**DEPRECIATION & AMORTIZATION
RESERVES / CONTINGENCY**

		-	-		-	-	
	28,306	8,463	(19,843)	(26,595)	8,463	35,058	-

TOTAL EXPENSES	3,726,089	3,738,186	12,097	3,788,859	3,801,099	12,240	3,739,120
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2017-18

Total Revenue	3,380,713	3,703,196	(322,483)	3,854,533	3,780,480	74,052	4,214,593
Total Expenses	3,726,089	3,738,186	12,097	3,788,859	3,801,099	12,240	3,739,120
Net Income	(345,376)	(34,990)	(310,386)	65,674	(20,619)	86,293	475,473
Actual Student Enrollment	742	735	7	740	735	5	736
	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual
NET INCOME	(345,376)	(34,990)	(310,386)	65,674	(20,619)	86,293	475,473

QUARTER 4

SCHOOL - CSD 15

n

Total Revenue	3,839,280	375,313	3,864,473	3,885,890	(21,417)
Total Expenses	3,859,899	120,779	4,087,009	3,801,099	(285,910)
Net Income	(20,619)	496,092	(222,536)	84,791	(307,328)
Actual Student Enrollment	735	1	736	735	1

<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

REVENUES FROM STATE SOURCES

Per Pupil Revenue

CY Per Pupil Rate

NYC CHANCELLOR'S OFFICE	14,527		2,669,336	20,935	2,641,105	2,669,336	(28,231)
-	-		-	-	-	-	-
-	-		-	-	-	-	-
-	-		-	-	-	-	-
-	-		-	-	-	-	-
-	-		-	-	-	-	-
-	-		-	-	-	-	-
-	-		-	-	-	-	-
-	-		-	-	-	-	-
-	-		-	-	-	-	-
-	-		-	-	-	-	-
-	-		-	-	-	-	-
-	-		-	-	-	-	-
-	-		-	-	-	-	-
-	-		-	-	-	-	-
-	-		-	-	-	-	-
ALL OTHER School Districts: (Count = 0)	-		-	-	-	-	-
TOTAL Per Pupil Revenue (Weighted Average Per Pupil Funding)	14,527		2,669,336	20,935	2,641,105	2,669,336	(28,231)
Special Education Revenue			440,723	(10,435)	421,718	440,723	(19,005)
Grants							
Stimulus			-	-	-	-	-
DYCD (Department of Youth and Community Development)			128,380	4,534	242,334	128,380	113,954
Other			58,800	(58,800)	-	-	-
NYC DoE Rental Assistance			218,995	(41,222)	163,696	218,995	(55,299)
Other			55,125	(55,125)	262,158	55,125	207,033
TOTAL REVENUE FROM STATE SOURCES			3,571,359	(140,113)	3,731,011	3,512,559	218,452

REVENUE FROM FEDERAL FUNDING

IDEA Special Needs			-	136,942	-	105,410	(105,410)
Title I			54,652	8,535	63,187	54,652	8,535
Title Funding - Other			1,640	28,903	30,543	1,640	28,903
School Food Service (Free Lunch)			19,284	(4,382)	6,444	19,284	(12,840)
Grants							
Charter School Program (CSP) Planning & Implementation			-	-	-	-	-
Other			-	-	-	-	-

QUARTER 4

SCHOOL - CSD 15

n

Total Revenue	3,839,280	375,313	3,864,473	3,885,890	(21,417)
Total Expenses	3,859,899	120,779	4,087,009	3,801,099	(285,910)
Net Income	(20,619)	496,092	(222,536)	84,791	(307,328)
Actual Student Enrollment	735	1	736	735	1

	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
	Current Budget	Variance	Actual	Current Budget	Variance
<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	75,576	169,997	100,174	180,986	(80,812)
LOCAL and OTHER REVENUE					
Contributions and Donations	149,400	274,419	(85)	149,400	(149,485)
Fundraising	2,300	(758)	7,886	2,300	5,586
Erate Reimbursement	-	-	-	-	-
Earnings on Investments	-	-	-	-	-
Interest Income	295	110	157	295	(138)
Food Service (Income from meals)	9,750	(2,292)	7,327	9,750	(2,423)
Text Book	-	-	-	-	-
OTHER	30,600	73,950	18,002	30,600	(12,598)
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	192,345	345,428	33,288	192,345	(159,057)
TOTAL REVENUE	3,839,280	375,313	3,864,473	3,885,890	(21,417)

QUARTER 4

SCHOOL - CSD 15

n

Total Revenue	3,839,280	375,313	3,864,473	3,885,890	(21,417)
Total Expenses	3,859,899	120,779	4,087,009	3,801,099	(285,910)
Net Income	(20,619)	496,092	(222,536)	84,791	(307,328)
Actual Student Enrollment	735	1	736	735	1

<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 4 No. of Positions				
Executive Management	3.00	108,081	(737)	108,818	108,081 (737)
Instructional Management	2.60	76,770	(2,500)	125,973	76,770 (49,203)
Deans, Directors & Coordinators	7.00	129,308	2,055	138,202	129,308 (8,894)
CFO / Director of Finance	-	-	-	-	-
Operation / Business Manager	-	-	-	-	-
Administrative Staff	17.60	263,804	29,957	256,238	263,804 7,566
TOTAL ADMINISTRATIVE STAFF	30.20	577,963	28,775	629,231	577,963 (51,268)

INSTRUCTIONAL PERSONNEL COSTS

Teachers - Regular	35.50	624,051	58,605	577,520	624,051 46,532
Teachers - SPED	21.50	409,450	86,809	295,221	409,450 114,229
Substitute Teachers	-	-	(31,436)	67,550	- (67,550)
Teaching Assistants	4.00	24,750	423	20,040	24,750 4,710
Specialty Teachers	18.00	324,683	(98,848)	423,102	324,683 (98,419)
Aides	1.00	-	(10,767)	10,352	- (10,352)
Therapists & Counselors	7.50	155,013	11,840	103,815	155,013 51,198
Other	-	87,199	26,857	72,119	87,199 15,080
TOTAL INSTRUCTIONAL	87.50	1,625,146	43,483	1,569,718	1,625,146 55,428

NON-INSTRUCTIONAL PERSONNEL COSTS

Nurse	-	-	-	-	-
Librarian	1.00	14,069	0	14,069	14,069 0
Custodian	5.50	58,548	(2,309)	60,419	58,548 (1,871)
Security	1.00	9,250	(1,005)	9,861	9,250 (611)
Other	14.70	167,948	19,411	181,576	167,948 (13,628)
TOTAL NON-INSTRUCTIONAL	22.20	249,815	16,097	265,924	249,815 (16,109)

SUBTOTAL PERSONNEL SERVICE COSTS

	139.90	2,452,924	88,356	2,464,873	2,452,924 (11,949)
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PAYROLL TAXES AND BENEFITS

Payroll Taxes		219,734	5,904	218,836	219,734 898
Fringe / Employee Benefits		229,555	(5,188)	228,727	229,555 828
Retirement / Pension		61,378	(10,150)	71,817	61,378 (10,439)
TOTAL PAYROLL TAXES AND BENEFITS		510,667	(9,435)	519,380	510,667 (8,713)

TOTAL PERSONNEL SERVICE COSTS

	139.90	2,963,591	78,921	2,984,253	2,963,591 (20,662)
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QUARTER 4

SCHOOL - CSD 15
n

Total Revenue	3,839,280	375,313	3,864,473	3,885,890	(21,417)
Total Expenses	3,859,899	120,779	4,087,009	3,801,099	(285,910)
Net Income	(20,619)	496,092	(222,536)	84,791	(307,328)
Actual Student Enrollment	735	1	736	735	1

*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		4th Quarter - 4/1 - 6/30		
	SCHOOL - CSD 15				
	n	Current Budget	Variance	Actual	Current Budget
CONTRACTED SERVICES					
Accounting / Audit	7,301	5,531	9,519	7,301	(2,218)
Legal	738	(7,795)	16,748	738	(16,010)
Management Company Fee	-	-	-	-	-
Nurse Services	-	-	-	-	-
Food Service / School Lunch	43,500	9,282	32,950	43,500	10,550
Payroll Services	14,221	6,972	10,333	14,221	3,888
Special Ed Services	8,760	(1,390)	15,715	8,760	(6,955)
Titlement Services (i.e. Title I)	-	-	-	-	-
Other Purchased / Professional / Consulting	26,810	(57,501)	104,442	26,810	(77,632)
TOTAL CONTRACTED SERVICES	101,330	(44,901)	189,707	101,330	(88,377)

QUARTER 4

SCHOOL - CSD 15

n

Total Revenue	3,839,280	375,313	3,864,473	3,885,890	(21,417)
Total Expenses	3,859,899	120,779	4,087,009	3,801,099	(285,910)
Net Income	(20,619)	496,092	(222,536)	84,791	(307,328)
Actual Student Enrollment	735	1	736	735	1

*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		4th Quarter - 4/1 - 6/30		
	Current Budget	Variance	Actual	Current Budget	Variance
SCHOOL OPERATIONS					
Board Expenses	738	536	(0)	738	738
Classroom / Teaching Supplies & Materials	17,866	959	16,425	17,866	1,441
Special Ed Supplies & Materials	-	-	-	-	-
Textbooks / Workbooks	-	-	-	-	-
Supplies & Materials other	67,425	60,417	51,704	8,625	(43,079)
Equipment / Furniture	-	-	-	-	-
Telephone	7,288	(2,543)	857	7,288	6,431
Technology	15,095	(2,630)	13,784	15,095	1,311
Student Testing & Assessment	3,000	(9,895)	2,465	3,000	535
Field Trips	25,200	16,883	9,968	25,200	15,232
Transportation (student)	-	-	-	-	-
Student Services - other	33,545	8,157	40,340	33,545	(6,795)
Office Expense	44,817	4,328	60,525	44,817	(15,708)
Staff Development	23,293	(8,418)	30,502	23,293	(7,209)
Staff Recruitment	7,523	2,918	10,922	7,523	(3,399)
Student Recruitment / Marketing	885	275	1,106	885	(221)
School Meals / Lunch	-	-	-	-	-
Travel (Staff)	13,891	7,255	18,999	13,891	(5,108)
Fundraising	2,550	(6,049)	11,647	2,550	(9,097)
Other	15,721	(746)	27,506	15,721	(11,785)
TOTAL SCHOOL OPERATIONS	278,837	71,446	296,750	220,037	(76,713)
FACILITY OPERATION & MAINTENANCE					
Insurance	20,582	2,446	18,136	20,582	2,446
Janitorial	1,593	(1,903)	3,496	1,593	(1,903)
Building and Land Rent / Lease / Facility Finance Interest	424,974	27,727	508,167	424,974	(83,193)
Repairs & Maintenance	7,981	(7,596)	4,334	7,981	3,647
Equipment / Furniture	15,710	(494)	18,374	15,710	(2,664)
Security	12,894	(3,051)	13,012	12,894	(118)
Utilities	23,944	(10,278)	19,856	23,944	4,088
TOTAL FACILITY OPERATION & MAINTENANCE	507,678	6,850	585,374	507,678	(77,696)
DEPRECIATION & AMORTIZATION	-	-	-	-	-
RESERVES / CONTINGENCY	8,463	8,463	30,925	8,463	(22,462)
TOTAL EXPENSES	3,859,899	120,779	4,087,009	3,801,099	(285,910)

QUARTER 4		SCHOOL - CSD 15				
		SCHOOL - CSD 15				
		n				
Total Revenue		3,839,280	375,313	3,864,473	3,885,890	(21,417)
Total Expenses		3,859,899	120,779	4,087,009	3,801,099	(285,910)
Net Income		(20,619)	496,092	(222,536)	84,791	(307,328)
Actual Student Enrollment		735	1	736	735	1
		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	Current Budget	Variance
NET INCOME		<u>(20,619)</u>	<u>496,092</u>	<u>(222,536)</u>	<u>84,791</u>	<u>(307,328)</u>

QUARTER 4	SCHOOL - CSD 15
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Total Revenue	3,839,280	375,313	3,864,473	3,885,890	(21,417)
Total Expenses	3,859,899	120,779	4,087,009	3,801,099	(285,910)
Net Income	(20,619)	496,092	(222,536)	84,791	(307,328)
Actual Student Enrollment	735	1	736	735	1

	Quarter - 1/1 - 3/31				
	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			Current	
	Budget	Variance	Actual	Budget	Variance

ENROLLMENT - *School Districts Are Linked To Above Entries*					
NYC CHANCELLOR'S OFFICE	735	1	736	735	1
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
ALL OTHER School Districts: (Count = 0)	-	-	-	-	-
TOTAL ENROLLMENT	735	1	736	735	1
REVENUE PER PUPIL	5,224	502	5,251	5,287	(36)
EXPENSES PER PUPIL	5,252	172	5,554	5,172	(382)

QUARTER 4

**BROOKLYN PROSPECT CHARTER SCHOOL - CS
Budget / Operating Plan**

2017-18

Total Revenue	15,314,312	15,208,847	105,465	15,208,847	105,465	15,208,847	105,465	15,208,847
Total Expenses	15,341,077	15,200,283	(140,794)	15,200,283	(140,794)	15,200,283	(140,794)	15,200,283
Net Income	(26,765)	8,564	(35,329)	8,564	(35,329)	8,564	(35,329)	8,564
Actual Student Enrollment	736	735	1	735	1	735	1	735

***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	492,750	357,330	135,420	357,330	135,420	357,330	135,420	357,330
LOCAL and OTHER REVENUE								
Contributions and Donations	552,983	597,600	(44,617)	597,600	(44,617)	597,600	(44,617)	597,600
Fundraising	10,798	9,200	1,598	9,200	1,598	9,200	1,598	9,200
Erate Reimbursement	828	-	828	-	828	-	828	-
Earnings on Investments	-	-	-	-	-	-	-	-
Interest Income	1,051	1,180	(129)	1,180	(129)	1,180	(129)	1,180
Food Service (Income from meals)	27,326	32,500	(5,174)	32,500	(5,174)	32,500	(5,174)	32,500
Text Book	-	-	-	-	-	-	-	-
OTHER	217,763	102,000	115,763	102,000	115,763	102,000	115,763	102,000
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	810,749	742,480	68,269	742,480	68,269	742,480	68,269	742,480
TOTAL REVENUE	15,314,312	15,208,847	105,465	15,208,847	105,465	15,208,847	105,465	15,208,847

QUARTER 4

BROOKLYN PROSPECT CHARTER SCHOOL - CS

Budget / Operating Plan

2017-18

Total Revenue	15,314,312	15,208,847	105,465	15,208,847	105,465	15,208,847	105,465	15,208,847
Total Expenses	15,341,077	15,200,283	(140,794)	15,200,283	(140,794)	15,200,283	(140,794)	15,200,283
Net Income	(26,765)	8,564	(35,329)	8,564	(35,329)	8,564	(35,329)	8,564
Actual Student Enrollment	736	735	1	735	1	735	1	735

***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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		Quarter 4							
		No. of Positions							
EXPENSES									
ADMINISTRATIVE STAFF PERSONNEL COSTS									
Executive Management	3.00	433,764	432,324	(1,440)	432,324	(1,440)	432,324	(1,440)	432,324
Instructional Management	2.60	363,782	307,080	(56,702)	307,080	(56,702)	307,080	(56,702)	307,080
Deans, Directors & Coordinators	7.00	527,645	517,232	(10,413)	517,232	(10,413)	517,232	(10,413)	517,232
CFO / Director of Finance	-	-	-	-	-	-	-	-	-
Operation / Business Manager	-	-	-	-	-	-	-	-	-
Administrative Staff	17.60	938,571	1,055,216	116,645	1,055,216	116,645	1,055,216	116,645	1,055,216
TOTAL ADMINISTRATIVE STAFF	30.20	2,263,762	2,311,852	48,090	2,311,852	48,090	2,311,852	48,090	2,311,852
INSTRUCTIONAL PERSONNEL COSTS									
Teachers - Regular	35.50	2,342,870	2,496,204	153,334	2,496,204	153,334	2,496,204	153,334	2,496,204
Teachers - SPED	21.50	1,303,849	1,637,800	333,951	1,637,800	333,951	1,637,800	333,951	1,637,800
Substitute Teachers	-	118,614	-	(118,614)	-	(118,614)	-	(118,614)	-
Teaching Assistants	4.00	94,646	99,000	4,354	99,000	4,354	99,000	4,354	99,000
Specialty Teachers	18.00	1,603,019	1,298,732	(304,287)	1,298,732	(304,287)	1,298,732	(304,287)	1,298,732
Aides	1.00	39,292	-	(39,292)	-	(39,292)	-	(39,292)	-
Therapists & Counselors	7.50	409,787	620,052	210,265	620,052	210,265	620,052	210,265	620,052
Other	-	271,847	357,646	85,799	357,646	85,799	357,646	85,799	357,646
TOTAL INSTRUCTIONAL	87.50	6,183,924	6,509,434	325,510	6,509,434	325,510	6,509,434	325,510	6,509,434
NON-INSTRUCTIONAL PERSONNEL COSTS									
Nurse	-	-	-	-	-	-	-	-	-
Librarian	1.00	56,275	56,276	1	56,276	1	56,276	1	56,276
Custodian	5.50	236,856	234,192	(2,664)	234,192	(2,664)	234,192	(2,664)	234,192
Security	1.00	41,316	37,000	(4,316)	37,000	(4,316)	37,000	(4,316)	37,000
Other	14.70	757,310	671,792	(85,518)	671,792	(85,518)	671,792	(85,518)	671,792
TOTAL NON-INSTRUCTIONAL	22.20	1,091,757	999,260	(92,497)	999,260	(92,497)	999,260	(92,497)	999,260
SUBTOTAL PERSONNEL SERVICE COSTS	139.90	9,539,443	9,820,546	281,103	9,820,546	281,103	9,820,546	281,103	9,820,546
PAYROLL TAXES AND BENEFITS									
Payroll Taxes		860,373	878,936	18,563	878,936	18,563	878,936	18,563	878,936
Fringe / Employee Benefits		943,266	918,220	(25,046)	918,220	(25,046)	918,220	(25,046)	918,220
Retirement / Pension		284,199	245,512	(38,687)	245,512	(38,687)	245,512	(38,687)	245,512
TOTAL PAYROLL TAXES AND BENEFITS		2,087,838	2,042,668	(45,170)	2,042,668	(45,170)	2,042,668	(45,170)	2,042,668
TOTAL PERSONNEL SERVICE COSTS	139.90	11,627,281	11,863,214	235,933	11,863,214	235,933	11,863,214	235,933	11,863,214

QUARTER 4

BROOKLYN PROSPECT CHARTER SCHOOL - CS

Budget / Operating Plan

2017-18

Total Revenue	15,314,312	15,208,847	105,465	15,208,847	105,465	15,208,847	105,465	15,208,847
Total Expenses	15,341,077	15,200,283	(140,794)	15,200,283	(140,794)	15,200,283	(140,794)	15,200,283
Net Income	(26,765)	8,564	(35,329)	8,564	(35,329)	8,564	(35,329)	8,564
Actual Student Enrollment	736	735	1			735	1	

***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 - TY
CONTRACTED SERVICES								
Accounting / Audit	33,032	29,204	(3,828)	29,204	(3,828)	29,204	(3,828)	29,204
Legal	27,735	2,952	(24,783)	2,952	(24,783)	2,952	(24,783)	2,952
Management Company Fee	-	-	-	-	-	-	-	-
Nurse Services	-	-	-	-	-	-	-	-
Food Service / School Lunch	130,405	145,000	14,595	145,000	14,595	145,000	14,595	145,000
Payroll Services	40,215	56,884	16,669	56,884	16,669	56,884	16,669	56,884
Special Ed Services	41,456	29,200	(12,256)	29,200	(12,256)	29,200	(12,256)	29,200
Titlement Services (i.e. Title I)	-	-	-	-	-	-	-	-
Other Purchased / Professional / Consulting	294,357	101,980	(192,377)	101,980	(192,377)	101,980	(192,377)	101,980
TOTAL CONTRACTED SERVICES	567,200	365,220	(201,980)	365,220	(201,980)	365,220	(201,980)	365,220

QUARTER 4

BROOKLYN PROSPECT CHARTER SCHOOL - CS

Budget / Operating Plan

2017-18

Total Revenue	15,314,312	15,208,847	105,465	15,208,847	105,465	15,208,847	105,465	15,208,847
Total Expenses	15,341,077	15,200,283	(140,794)	15,200,283	(140,794)	15,200,283	(140,794)	15,200,283
Net Income	(26,765)	8,564	(35,329)	8,564	(35,329)	8,564	(35,329)	8,564
Actual Student Enrollment	736	735	1	735	1	735	1	735

***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	343	2,952	2,609	2,952	2,609	2,952	2,609	2,952
Classroom / Teaching Supplies & Materials	64,140	71,464	7,324	71,464	7,324	71,464	7,324	71,464
Special Ed Supplies & Materials	60	-	(60)	-	(60)	-	(60)	-
Textbooks / Workbooks	-	-	-	-	-	-	-	-
Supplies & Materials other	66,355	93,300	26,945	93,300	26,945	93,300	26,945	93,300
Equipment / Furniture	-	-	-	-	-	-	-	-
Telephone	29,662	29,152	(510)	29,152	(510)	29,152	(510)	29,152
Technology	78,629	60,380	(18,249)	60,380	(18,249)	60,380	(18,249)	60,380
Student Testing & Assessment	24,844	12,000	(12,844)	12,000	(12,844)	12,000	(12,844)	12,000
Field Trips	186,756	84,000	(102,756)	84,000	(102,756)	84,000	(102,756)	84,000
Transportation (student)	-	-	-	-	-	-	-	-
Student Services - other	115,365	119,317	3,952	119,317	3,952	119,317	3,952	119,317
Office Expense	198,069	179,268	(18,801)	179,268	(18,801)	179,268	(18,801)	179,268
Staff Development	102,630	93,172	(9,458)	93,172	(9,458)	93,172	(9,458)	93,172
Staff Recruitment	37,493	30,092	(7,401)	30,092	(7,401)	30,092	(7,401)	30,092
Student Recruitment / Marketing	3,017	3,540	523	3,540	523	3,540	523	3,540
School Meals / Lunch	-	-	-	-	-	-	-	-
Travel (Staff)	61,603	55,564	(6,039)	55,564	(6,039)	55,564	(6,039)	55,564
Fundraising	29,562	10,200	(19,362)	10,200	(19,362)	10,200	(19,362)	10,200
Other	71,485	62,884	(8,601)	62,884	(8,601)	62,884	(8,601)	62,884
TOTAL SCHOOL OPERATIONS	1,070,013	907,285	(162,728)	907,285	(162,728)	907,285	(162,728)	907,285

FACILITY OPERATION & MAINTENANCE

Insurance	72,544	82,328	9,784	82,328	9,784	82,328	9,784	82,328
Janitorial	17,700	6,372	(11,328)	6,372	(11,328)	6,372	(11,328)	6,372
Building and Land Rent / Lease / Facility Finance Interest	1,699,907	1,699,896	(11)	1,699,896	(11)	1,699,896	(11)	1,699,896
Repairs & Maintenance	31,132	31,924	792	31,924	792	31,924	792	31,924
Equipment / Furniture	67,409	62,840	(4,569)	62,840	(4,569)	62,840	(4,569)	62,840
Security	53,685	51,576	(2,109)	51,576	(2,109)	51,576	(2,109)	51,576
Utilities	101,570	95,776	(5,794)	95,776	(5,794)	95,776	(5,794)	95,776
TOTAL FACILITY OPERATION & MAINTENANCE	2,043,947	2,030,712	(13,235)	2,030,712	(13,235)	2,030,712	(13,235)	2,030,712

DEPRECIATION & AMORTIZATION

	-	-	-	-	-	-	-	-
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RESERVES / CONTINGENCY

	32,636	33,852	1,216	33,852	1,216	33,852	1,216	33,852
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TOTAL EXPENSES

	15,341,077	15,200,283	(140,794)	15,200,283	(140,794)	15,200,283	(140,794)	15,200,283
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QUARTER 4

BROOKLYN PROSPECT CHARTER SCHOOL - C

Budget / Operating Plan

2017-18

Total Revenue	15,314,312	15,208,847	105,465	15,208,847	105,465	15,208,847	105,465	15,208,847
Total Expenses	15,341,077	15,200,283	(140,794)	15,200,283	(140,794)	15,200,283	(140,794)	15,200,283
Net Income	(26,765)	8,564	(35,329)	8,564	(35,329)	8,564	(35,329)	8,564
Actual Student Enrollment	736	735	1			735	1	

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 -
NET INCOME	(26,765)	8,564	(35,329)	8,564	(35,329)	8,564	(35,329)	8,564

QUARTER 4

**BROOKLYN PROSPECT HARTFORD SCHOOL - C
 Budget / Operating Plan
 2017-18**

Total Revenue	15,314,312	15,208,847	105,465	15,208,847	105,465	15,208,847	105,465	15,208,847
Total Expenses	15,341,077	15,200,283	(140,794)	15,200,283	(140,794)	15,200,283	(140,794)	15,200,283
Net Income	(26,765)	8,564	(35,329)	8,564	(35,329)	8,564	(35,329)	8,564
Actual Student Enrollment	736	735	1			735	1	

TOTALS AND VARIANCE ANALYSIS

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 -
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ENROLLMENT - *School Districts Are Linked To Above Entries*

*** Enrollment Data Based on Last Actual Quarter Completed**

NYC CHANCELLOR'S OFFICE	736	735	1		735	1	
-	-	-	-		-	-	
-	-	-	-		-	-	
-	-	-	-		-	-	
-	-	-	-		-	-	
-	-	-	-		-	-	
-	-	-	-		-	-	
-	-	-	-		-	-	
-	-	-	-		-	-	
-	-	-	-		-	-	
-	-	-	-		-	-	
-	-	-	-		-	-	
-	-	-	-		-	-	
-	-	-	-		-	-	
-	-	-	-		-	-	
-	-	-	-		-	-	
-	-	-	-		-	-	
-	-	-	-		-	-	
-	-	-	-		-	-	
ALL OTHER School Districts: (Count = 0)	-	-	-		-	-	
TOTAL ENROLLMENT	736	735	1		735	1	
REVENUE PER PUPIL	20,810	20,692	117		20,692	117	
EXPENSES PER PUPIL	20,846	20,681	(165)		20,681	(165)	

Total Revenue	105,465	-	15,314,312
Total Expenses	(140,794)	-	(15,341,077)
Net Income	(35,329)	-	(26,765)
Actual Student Enrollment		727	
<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
REVENUE			
REVENUES FROM STATE SOURCES			
Per Pupil Revenue	CY Per Pupil Rate		
NYC CHANCELLOR'S OFFICE	14,527	16,721	- 10,694,066
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
ALL OTHER School Districts: (Count = 0)	-	-	-
TOTAL Per Pupil Revenue (Weighted Average Per Pupil Funding)	14,527	16,721	- 10,694,066
Special Education Revenue		(39,023)	- 1,723,869
Grants			
Stimulus		-	-
DYCD (Department of Youth and Community Development)		-	513,520
Other		(58,800)	-
NYC DoE Rental Assistance		(58,780)	817,200
Other		41,658	262,158
TOTAL REVENUE FROM STATE SOURCES		(98,224)	- 14,010,813
REVENUE FROM FEDERAL FUNDING			
IDEA Special Needs		31,532	- 136,942
Title I		31,751	- 213,924
Title Funding - Other		96,342	- 101,809
School Food Service (Free Lunch)		(24,205)	- 40,075
Grants			
Charter School Program (CSP) Planning & Implementation		-	-
Other		-	-

Total Revenue	105,465	-	15,314,312
Total Expenses	(140,794)	-	(15,341,077)
Net Income	(35,329)	-	(26,765)
Actual Student Enrollment		727	
<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	135,420	-	492,750
LOCAL and OTHER REVENUE			
Contributions and Donations	(44,617)	-	552,983
Fundraising	1,598	-	10,798
Erate Reimbursement	828	-	828
Earnings on Investments	-	-	-
Interest Income	(129)	-	1,051
Food Service (Income from meals)	(5,174)	-	27,326
Text Book	-	-	-
OTHER	115,763	-	217,763
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	68,269	-	810,749
TOTAL REVENUE	105,465	-	15,314,312

Total Revenue	105,465	-	15,314,312
Total Expenses	(140,794)	-	(15,341,077)
Net Income	(35,329)	-	(26,765)
Actual Student Enrollment		727	

*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 4 No. of Positions			
ADMINISTRATIVE STAFF PERSONNEL COSTS				
Executive Management	3.00	(1,440)	-	(433,764)
Instructional Management	2.60	(56,702)	-	(363,782)
Deans, Directors & Coordinators	7.00	(10,413)	-	(527,645)
CFO / Director of Finance	-	-	-	-
Operation / Business Manager	-	-	-	-
Administrative Staff	17.60	116,645	-	(938,571)
TOTAL ADMINISTRATIVE STAFF	30.20	48,090	-	(2,263,762)
INSTRUCTIONAL PERSONNEL COSTS				
Teachers - Regular	35.50	153,334	-	(2,342,870)
Teachers - SPED	21.50	333,951	-	(1,303,849)
Substitute Teachers	-	(118,614)	-	(118,614)
Teaching Assistants	4.00	4,354	-	(94,646)
Specialty Teachers	18.00	(304,287)	-	(1,603,019)
Aides	1.00	(39,292)	-	(39,292)
Therapists & Counselors	7.50	210,265	-	(409,787)
Other	-	85,799	-	(271,847)
TOTAL INSTRUCTIONAL	87.50	325,510	-	(6,183,924)
NON-INSTRUCTIONAL PERSONNEL COSTS				
Nurse	-	-	-	-
Librarian	1.00	1	-	(56,275)
Custodian	5.50	(2,664)	-	(236,856)
Security	1.00	(4,316)	-	(41,316)
Other	14.70	(85,518)	-	(757,310)
TOTAL NON-INSTRUCTIONAL	22.20	(92,497)	-	(1,091,757)
SUBTOTAL PERSONNEL SERVICE COSTS	139.90	281,103	-	(9,539,443)
PAYROLL TAXES AND BENEFITS				
Payroll Taxes		18,563	-	(860,373)
Fringe / Employee Benefits		(25,046)	-	(943,266)
Retirement / Pension		(38,687)	-	(284,199)
TOTAL PAYROLL TAXES AND BENEFITS		(45,170)	-	(2,087,838)
TOTAL PERSONNEL SERVICE COSTS	139.90	235,933	-	(11,627,281)

Total Revenue	105,465	-	15,314,312
Total Expenses	(140,794)	-	(15,341,077)
Net Income	(35,329)	-	(26,765)
Actual Student Enrollment		727	
<p>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</p>			
	Actual 15 vs. Original Budget TY	PY Actual (PY TY / No. of COMPLETED Actual CY	Actual CY vs. Actual PY
CONTRACTED SERVICES			
Accounting / Audit	(3,828)	-	(33,032)
Legal	(24,783)	-	(27,735)
Management Company Fee	-	-	-
Nurse Services	-	-	-
Food Service / School Lunch	14,595	-	(130,405)
Payroll Services	16,669	-	(40,215)
Special Ed Services	(12,256)	-	(41,456)
Titlment Services (i.e. Title I)	-	-	-
Other Purchased / Professional / Consulting	(192,377)	-	(294,357)
TOTAL CONTRACTED SERVICES	(201,980)	-	(567,200)

Total Revenue	105,465	-	15,314,312
Total Expenses	(140,794)	-	(15,341,077)
Net Income	(35,329)	-	(26,765)
Actual Student Enrollment		727	
<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	2,609	-	(343)
Classroom / Teaching Supplies & Materials	7,324	-	(64,140)
Special Ed Supplies & Materials	(60)	-	(60)
Textbooks / Workbooks	-	-	-
Supplies & Materials other	26,945	-	(66,355)
Equipment / Furniture	-	-	-
Telephone	(510)	-	(29,662)
Technology	(18,249)	-	(78,629)
Student Testing & Assessment	(12,844)	-	(24,844)
Field Trips	(102,756)	-	(186,756)
Transportation (student)	-	-	-
Student Services - other	3,952	-	(115,365)
Office Expense	(18,801)	-	(198,069)
Staff Development	(9,458)	-	(102,630)
Staff Recruitment	(7,401)	-	(37,493)
Student Recruitment / Marketing	523	-	(3,017)
School Meals / Lunch	-	-	-
Travel (Staff)	(6,039)	-	(61,603)
Fundraising	(19,362)	-	(29,562)
Other	(8,601)	-	(71,485)
TOTAL SCHOOL OPERATIONS	(162,728)	-	(1,070,013)
FACILITY OPERATION & MAINTENANCE			
Insurance	9,784	-	(72,544)
Janitorial	(11,328)	-	(17,700)
Building and Land Rent / Lease / Facility Finance Interest	(11)	-	(1,699,907)
Repairs & Maintenance	792	-	(31,132)
Equipment / Furniture	(4,569)	-	(67,409)
Security	(2,109)	-	(53,685)
Utilities	(5,794)	-	(101,570)
TOTAL FACILITY OPERATION & MAINTENANCE	(13,235)	-	(2,043,947)
DEPRECIATION & AMORTIZATION	-	-	-
RESERVES / CONTINGENCY	1,216	-	(32,636)
TOTAL EXPENSES	(140,794)	=	(15,341,077)

QUARTER 4	15
	15

Total Revenue	105,465	-	15,314,312
Total Expenses	(140,794)	-	(15,341,077)
Net Income	(35,329)	-	(26,765)
Actual Student Enrollment		727	
<div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> <p>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</p> </div>			
	Actual vs. Original Budget TY	PY Actual (PY TY / No. of COMPLETED Actual CY	Actual CY vs. Actual PY
NET INCOME	(35,329)	-	(26,765)



Annual Report Requirement
for SUNY Authorized Charter Schools
BROOKLYN PROSPECT CHARTER SCHOOL - CSD 15
2017-18

Administrative expenditures per pupil: \$3,826.00

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:

Caudin, Ollie

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

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). *- Broken Prospect*
executive committee
Chair, academic committee

2. Is the trustee an employee of any school operated by the Education Corporation?
 ___ Yes No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
 ___ Yes No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

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

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

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

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

Candice Ollie 6/13/18
 Signature Date

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

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

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

Trustee Name:

Tricia M. Scott

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

Brooklyn Prospect Charter School

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

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

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

Trustee Name:

CHRISTINE BURKE

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

BROOKLYN PROSPECT CHARTER SCHOOL

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).
2. Is the trustee an employee of any school operated by the Education Corporation?
 Yes No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
 Yes No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

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

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

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

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

Christine Burke

13 June 2018

Signature

Date

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

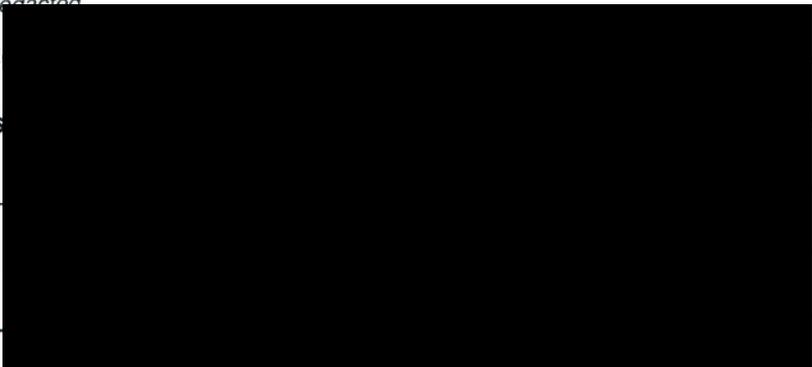
Business Telephone: _____

Business Address: _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____



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

Trustee Name:

Kate Eberle Walker

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

Brooklyn Prospect Charter School

- List all positions held on the education corporation board (e.g., president, treasurer, parent representative).
Finance Committee, Strategy Committee
- 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.

- 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.

- 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.

None

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

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

Kate Em ... 6/13/18
 Signature Date

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Business Telephone _____
 Business Address _____
 E-mail Address _____
 Home Telephone _____
 Home Address _____

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

Trustee Name:

DAVID VON SPRECKELSON

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

BROOKLYN PROSPECT CHARTER SCHOOL

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

- 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.

- 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

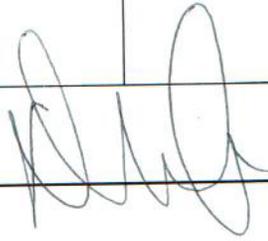
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NONE

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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
<p>Please write "None" if applicable. Do not leave this space blank.</p> <p style="font-size: 2em; text-align: center;">NONE</p>				

Signature



Date

6/13/18

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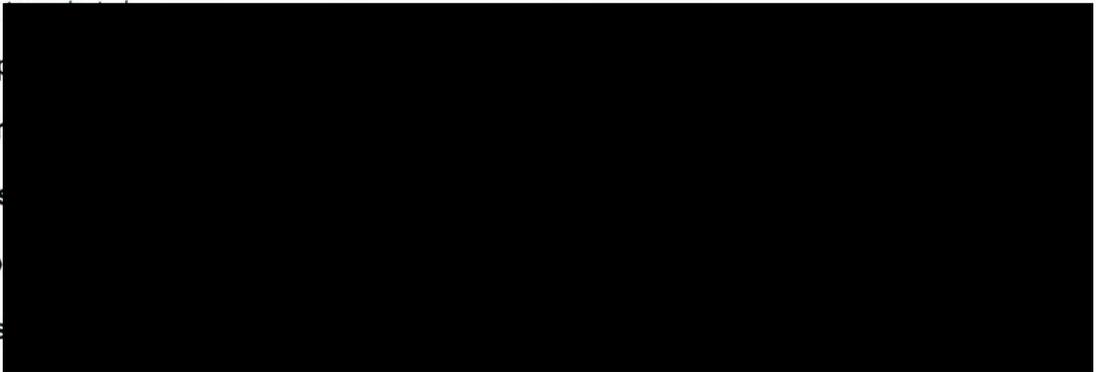
Business Telep

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:

JILL INBAR

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

BROOKLYN PROSPECT CHARTER SCHOOL

- 1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).
- 2. Is the trustee an employee of any school operated by the Education Corporation?
 Yes No

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

- 3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
 Yes No

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

- 4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

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

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

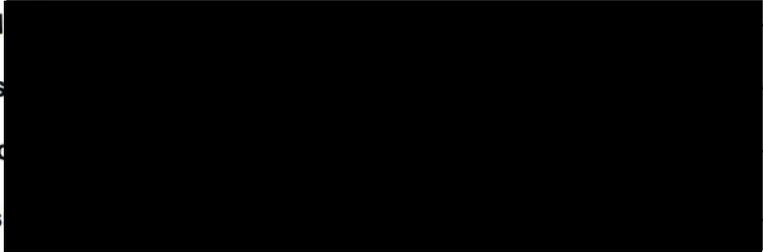
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Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with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

Signature  Date 0/13/2018

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

Business Telephone: _____

Business Address:  _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____

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

Trustee Name:

Luyen Chou

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

Brooklyn Prospect Charter School

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

Board Chair

2. Is the trustee an employee of any school operated by the Education Corporation?
 Yes No

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

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

Yes No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

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

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

Trustee Name:

Elizabeth Varley Camp

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

Brooklyn Prospect Charter Schools

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

Trustee, Exec C'tee, Head Fin. + Audit C'tee

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
<u>None</u>			

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

None

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

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

[Signature] _____ Date 6/13/18

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

Business Telephone: _____

Business Address: _____

E-mail Address: _____

Home Telephone: _____

Home Address: _____



Entry 8 BOT Table

Created: 07/24/2018 • Last updated: 08/03/2018

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	Christine Burke - [REDACTED]	Trustee/Member	Academic Oversight ; Governance	Yes	2	06/10/2016	06/10/2018	10
2	Luyen Chou - [REDACTED]	Chair	Executive ; Academic Oversight ; Audit/Finance; Development; Discipline ; Facility; Governance	Yes	5	07/01/2016	06/30/2018	10
3	Jill Inbar - [REDACTED]	Trustee/Member	Academic Oversight ; Discipline ; Governance	Yes	5	07/01/2016	06/30/2018	10
4	Pearl Kane - [REDACTED]	Trustee/Member	Academic Oversight ; Discipline ; Governance	Yes	5	07/01/2016	06/30/2018	10
	Sam Koch -		Discipline					

5	[REDACTED]	Secretary	; Governance	Yes	2	04/03/2017	06/30/2019	9
6	Kevin Mole - [REDACTED]	Trustee/Member	Finance/Audit	Yes	2	04/03/2017	06/30/2019	10
7	David Von Spreckelsen - [REDACTED]	Trustee/Member	Development; Facility	Yes	2	05/16/2016	06/30/2018	9
8	Elizabeth Camp - [REDACTED]	Trustee/Member	Committees: Finance/Audit Chair; Executive; Development	Yes	5	07/28/2016	06/30/2018	10
9	Candice Olson - [REDACTED]	Trustee/Member	Development; Facility	Yes	5	07/28/2016	06/30/2018	10

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

Yes

1b. Current Board Member Information

	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
10	Anne Burns - [REDACTED]	Trustee/Member	Governance Chair; Executive ; Academic Oversight ; Discipline	Yes	5	07/28/2016	06/30/2018	10
11	Kate Eberle Walker - [REDACTED]	Trustee/Member		Yes	1	07/01/2017	06/30/2019	10
12	Tricia Scott - [REDACTED]	Trustee/Member	PTSO President	Yes	1	07/01/2016	06/30/2018	10
13								
14								
15								

1c. Are there more than 15 members of the Board of Trustees? No

2. Total number of members on June 30, 2018 12

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 | 2 |
| 5. Number of voting members in 2017-18, as set by the by-laws, resolution or minutes | 11 |
| 6. Number of Board meetings conducted during the 2017-18 School Year | 10 |
| 7. Number of Board meetings scheduled for the coming 2018-19 school year | 10 |

Thank you.



Entry 10 Enrollment and Retention of Special Populations

Last updated: 07/27/2018

[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 PROSPECT CS-CSD 15 (SUNY TRUSTEES)Section Heading

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2017-18	Describe Recruitment Plans in 2018-19)
Economically Disadvantaged	<p>Our admissions policy allows lottery preference for incoming Kindergarten and 6th grade, in-district families eligible for free and reduced-price lunch.</p> <p>Recruitment occurred throughout neighborhoods surrounding the schools and in the local district that have high percentages of families receiving free and reduced-price lunch.</p> <p>Updated our website based on community input, questions, and feedback to be more user-friendly.</p>	<p>Outreach through neighborhood religious groups including but not limited to the Catholic Church. Active recruitment at local community centers, residential communities, and after-school programs, and through local religious organizations. Information sessions and community forum events at which parents and community members can visit, learn about or ask questions about the charter school. Direct communication with the community through postings and mailings. Recruitment of staff dedicated to supporting FRPL families by increasing access to our admissions and ensuring that the families are supported once the student is enrolled.</p>
English Language Learners	<p>Our application is available in multiple languages (English, Mandarin and Spanish) Spanish translation if offered at our admissions information sessions</p> <p>Brochures are distributed in Spanish and English.</p> <p>We provide outreach by multi-lingual staff and in immigrant communities.</p> <p>Advertising and school materials and communications are translated frequently, as needed.</p> <p>Admissions policy includes preferences for transient students who are new to NYC and qualify as ELLs.</p>	<p>Multiple language translation on our applications, marketing materials, and school communications and outreach by multi-lingual staff in immigrant communities; recruitment of staff dedicated to supporting ELL families by increasing access to our admissions and ensuring that families are supported once the student is enrolled.</p>
Students with Disabilities	<p>Admissions information sessions are held, including a presentation on our robust Special Education program and Collaborative Team Teaching model.</p> <p>We have a full special education department ('student support services') which is advertised on our website, along with team bios.</p> <p>Our percentage of students with IEPs is larger than that of the district average and has grown based primarily on word of mouth and the quality of our program.</p>	<p>Accessibility to our Special Education Department head during recruitment events to discuss accommodation and include a presentation on our robust Special ED program and Collaborative Team Teaching model.</p>

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2017-18	Describe Retention Plans in 2018-19)
Economically Disadvantaged	Support is offered to assist families in completing all necessary paperwork to ensure the eligible students to participate in reduced price programming (i.e. testing, field trips). We are partnering with School Food to provide free meals to all students regardless of income. We have increased our collaboration with education non-profits and businesses serving the community in and around CSD 15, 13, and 21.	Continued collaboration with the community board, particularly members of the education committee and community leaders, such as the councilman, borough president, and members of various grassroots community organizations. Continued collaboration with a variety of educational non-profit organizations and businesses serving the community in and around CSD 15, 13, and 21. Information sessions and community forum events at which parents and community members can visit, learn about or ask questions about the charter school. Direct communication with the community through postings and mailings. Recruitment of staff dedicated to supporting FRPL families by increasing access to our admissions and ensuring that the families are supported once the student is enrolled.
English Language Learners	Brooklyn Prospect has hired a staff member dedicated to recruitment and support of ELL and FRPL families. This staff member is charged with increasing access to our admissions and ensuring that the families are supported once the student is enrolled. We have provided outreach by multi-lingual staff and in immigrant communities.	Multiple language translations on our applications, marketing materials, and school communications and outreach by multi-lingual staff in immigrant communities. Recruitment of staff dedicated to supporting ELL families by increasing access to our admissions and ensuring that the families are supported once the student is enrolled.
Students with Disabilities	Our special education department head is accessible and available to meet with all prospective families regarding accommodations and individual student needs. We have a full special education department ('student support services') which is advertised on our website along with team bios.	Accessibility to our special education department head during recruitment events to discuss accommodation and include a presentation on our robust special education program and collaborative team teaching model.



Entry 11 Classroom Teacher and Administrator Attrition

Last updated: 07/27/2018

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
78	23	23	0	74

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
2	1	1	0	2

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?

	Not Applicable
--	----------------

Thank you



2018 – 2019 CALENDAR – IMPORTANT DATES

July 4	Independence Day - OFFICE CLOSED
August 9-10	New Teachers/New Professional Camp
August 13-15	New Faculty Retreat
	<u>First day only:</u> All employees who have started in the past year
August 16-17	New Faculty Orientation
August 20-24	New Faculty Orientation Continued
August 20	Faculty Leadership returns (department, advisory, grade level leaders)
August 27	Full faculty returns & Start of Year Event
August 31	Employees who are BPCS Parent breakfast
September 3	Labor Day - OFFICE CLOSED

September 4	All Schools - New Student Orientation [see individual school calendars for details]
September 5	All School - First Day of Classes [see individual school calendar for details]
October 8	Columbus Day – NO SCHOOL. OFFICE CLOSED
October 9	PD Day (Innovation Day) - NO SCHOOL. OFFICE OPEN (Treehouse led)
November 6	Election Day. Professional Development for faculty & staff. NO STUDENTS IN ATTENDANCE.
November 12	Veterans Day observed – NO SCHOOL. OFFICE CLOSED
November 19-23	Thanksgiving Recess – NO SCHOOL. OFFICE CLOSED
November 26	Classes resume
Dec 24 - Jan 1	Winter Recess - NO SCHOOL. OFFICE CLOSED
January 2	Classes resume
January 21	Martin Luther King, Jr. Day – NO SCHOOL. OFFICE CLOSED
January 28	Professional Development for faculty & staff. NO STUDENTS IN ATTENDANCE.
February 18	Presidents' Day – NO SCHOOL. OFFICE CLOSED
February 19-22	Mid-Winter Break -NO SCHOOL. OFFICE OPEN
February 25	Classes resume
April 3	BPCS Admission Lottery
April 19 - 26	Spring Break - NO SCHOOL. OFFICE OPEN
April 29	Classes resume
May 27	Memorial Day - NO SCHOOL. OFFICE CLOSED
June 6	Professional Development for faculty & staff. NO STUDENTS IN ATTENDANCE.

In the event of any school cancellations, additional days may be added to this calendar.



BROOKLYN PROSPECT
CHARTER SCHOOL

June 13	LAST INSTRUCTIONAL DAY FOR HIGH SCHOOL (Regents & Finals June 14-25)
June 26	LAST DAY OF SCHOOL FOR Elementary and Middle School Students (early dismissal*)
June 27	Professional Development Days for returning faculty & staff
June 28	Professional Development & End of year celebration

*see individual school calendars on website

KEY:

Orange = No classes

Green = School staff special days- no students

Day count = 180