Entry 1 School Information and Cover Page

Last updated: 07/23/2018

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

(Select name from the drop down menu)

DISCOVERY CS (REGENTS)

b. CHARTER AUTHORIZER (As of June 30th, 2018)

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

Regents-Authorized Charter School

c. DISTRICT / CSD OF LOCATION

Greece

d1. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	133 Hoover Drive Rochester, NY 1458	[redacted]		

d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Joseph Saia
Title	School Director
Emergency Phone Number (###-###-####)	[redacted]

e. SCHOOL WEB ADDRESS (URL)

www.rochesterdiscovery.com

f. DATE OF INITIAL CHARTER

12/2010

g. DATE FIRST OPENED FOR INSTRUCTION

08/2011

h1. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)

MISSION STATEMENT

Discovery Charter School (DCS) prepares students to meet the challenges of a rapidly changing world, providing children living in poverty “real skills for the real world.” With a learning environment featuring a rigorous and highly enriched curriculum, Expeditionary Learning (EL Education), assessment-guided instruction, a culture of inquiry and enthusiasm, and services designed to mitigate the major negative impacts of poverty, students achieve beyond their peers and become exceptionally well prepared to engage the world wherever their interests take them.

h2. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)

KEY DESIGN ELEMENTS (Brief heading followed by a description of each Key Design Elements (KDE). KDEs are those general aspects of the school that are innovative or unique to the school’s mission and goals, are core to the school’s overall design, and are critical to its success. The design elements may include a specific content area focus; unique student populations to be served; specific educational programs or pedagogical approaches; unique calendar, schedule, or configurations of students and staff; and/or innovative organizational structures and systems.

Variable 1	Poverty Preference (Fully Implemented): DCS continues to have close to 100% of students qualifying for free or reduced priced meals at the time of their enrollment. For 2017-18, approximately 93% qualified for free meals, 4% qualified for reduced-price meals and 3% did not qualify. The latter are students whose economic circumstances improved while enrolled at the school.
Variable 2	Rigorous and highly enriched curriculum (Fully Implemented): DCS continues to make standards come alive for students through long-term, in-depth, studies which offer real-world connections that inspire students towards higher levels of academic achievement. At DCS learning is challenging, active, meaningful, collaborative and public. DCS takes a whole-child approach which prioritizes social, emotional and physical wellness alongside academics. Additionally, DCS focuses on cultivating the Arts, Habits of Scholarship (i.e., Responsibility, Collaboration, Empathy, Perseverance, Respect, Critical Thinking, Self-Control, Initiative, Resilience & Curiosity), executive functioning (e.g. organizing and goal setting), engagement in subject areas not addressed by New York State tests (e.g. Science, Health and Social Studies), and working against any narrow definition of the purpose of schools.
Variable 3	Assessment-guided instruction (Fully Implemented): Frequently administered assessments and data collection are

	part of the fabric of the school. As a data-driven organization, results are continuously used to adjust instructional groups, programs, curriculum and materials, staff assignments, professional development, allocation of resources, etc.
Variable 4	Culture of inquiry and enthusiasm (Fully Implemented): The school's expeditions are foundationally built on inquiry, problem solving, authentic project-based work and what motivates students. Enthusiasm for learning is evident in the school as the curriculum builds on students' strengths and interests while pushing them in new directions. One needs only to visit to observe motivated students amid the hard work of learning (e.g. field work, consulting experts, service learning, high-quality products for an authentic audience, etc.).
Variable 5	Services designed to mitigate the major negative impacts of poverty (Fully Implemented): For this charter term, DCS has averaged 32 different community partners annually. These partnerships include- o Health and Wellness Supports: Foodlink (e.g. Mobile fresh fruits and vegetable market vouchers; DCS Garden support), University of Rochester Medical Center (e.g. Tele-medicine school based Asthma and Seizure care), Association for the Blind and Visually Impaired (e.g. Screenings; Referrals), East High Vision Care Program (e.g. Free glasses), Center for Missing and Exploited Children (e.g. Social media training for students and resources for families), Fidelis Care (e.g. On-site medical supports; Home first aid kits), Greece Police Department (e.g. Bullying training) and The Consortium on Trauma, Illness, and Grief in Schools through the Monroe County Office of Mental Health (e.g. Student support planning and implementation), o Additional Academic Supports: Education Success Network (e.g. Speech Language Pathologists embedded during the school day; After school programming), Nazareth College (e.g. Mentors/Tutors; Summer programming), Rochester Academy Charter School (e.g. Professional learning), Amy Brackenridge (e.g. Data interpretation), Niagara University (e.g. Demonstrations for students), Roberts Wesleyan College (e.g. Exhibition spaces), SUNY Oneonta (e.g. Student teachers), East High Culinary Center (e.g. Curriculum support), Greece Rotary Club (e.g. Dictionaries; Supporting family events), RCSD School No. 8 (e.g. Curriculum support), Rochester City School District (e.g. Joint professional learning), Seneca Park Zoo (e.g. Expedition support) and Genesee Community Charter School (e.g. Joint professional learning) o Family Supports: Family Independence Initiative through Catholic Family Center (e.g. Social service access and coordination), Constellation Brands BIB Program (e.g. 50 backpacks of food distributed weekly), Jewish Family Services (e.g. School supplies) and Knights of Columbus (e.g.

	Financial program support) o Other: Pennies for Patients (e.g. Service learning), Saint John Fisher College (e.g. Volunteers), SUNY Buffalo (e.g. Interns, Professional development), Girl Scouts of America (e.g. Service learning), Exploration Charter School (e.g. Collaboration), Bingo Painting (e.g. Creation of sensory room), Monroe BOCES (e.g. Professional learning) and Northeast Charter School Network (e.g. Family advocacy training)
Variable 6	Students achieve beyond their peers (Fully Implemented): Although DCS continues to aspire to performance at the NYS average and beyond for NYS assessments, the school consistently outperforms the Rochester City School District.
Variable 7	6.75 hours of daily instruction and 200 days of instruction per year. (Fully Implemented): DCS has a 7.5-hour instructional day and 200-day school year.
Variable 8	Class size will be limited to 20 with a classroom teacher and one shared aide. (Implemented with Enhancement): For the 2018-19 school year, a staffing plan has been adopted in which there are four or five teachers at each grade level to allow for more teaming, collaboration and enhanced differentiation (e.g. 6 of the 7 grades have an Intervention Teacher embedded at the grade level). Class sizes have also been modified to better meet the needs of students. In general, Kindergarten and First Grade have the most students to allow for attrition between Kindergarten and Sixth Grade (i.e. three 18 student classes in Kindergarten and two 24 student classes in First Grade). To allow for and support the increases, without going over the charter's average enrollment of 280 students, class sizes are reduced in the intermediate grades and an additional Teaching Assistant has been assigned to Kindergarten and First Grade.
Variable 9	Classroom teachers will be supported by full-time substitutes, teaching assistants, and reading and special education teachers to accommodate the needs of the student population (Implemented with Enhancement): The school has maintained a low student to teacher ratio (e.g. approximately 9:1 for 2018-19) to address the needs of students and to accelerate progress. The school also staffs an Integrated Co-Taught classroom at six of the seven grades to provide additional special education services.
Variable 10	An ESL teacher, a Reading Specialist, a Librarian/Media Specialist, special education teachers, and a Dean of Students/Community Liaison on staff (Implemented with Enhancement): The school is nimble in its staffing to respond to needs identified through data collection- both on students and staff. For the 2018-19 school year, there will be five coaches to improve teaching practices school-wide, a four-

	member Social Emotional Learning team, a six-teacher Intervention team, Special Education teachers embedded at each grade level, a full-time ESOL teacher and no less than one Building Substitute.

i. TOTAL ENROLLMENT ON JUNE 30, 2018	273

j. GRADES SERVED IN SCHOOL YEAR 2017-18

Check all that apply

Grades Served	K, 1, 2, 3, 4, 5, 6

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)	133 Hoover Drive Rochester NY 14615	[redacted]	Greece	K-6	No	N/A
Site 2						
Site 3						

l2a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Joseph Saia	[redacted]		
Operational Leader	Laurie Corbett			
Compliance Contact	Joseph Saia			
Complaint Contact	Joseph Saia			
DASA Coordinator	Kristen Nowakowski			

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/17810072/yFPTXS6fVy/

Site 1 Fire Inspection Report

https://nysed-cso-reports.fluidreview.com/resp/17810072/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). Yes

n2. Summary of Charter Revisions

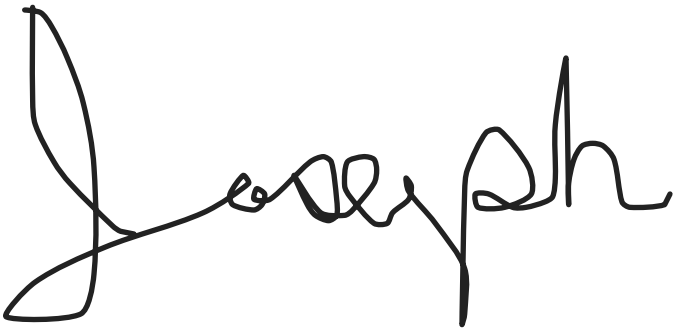
	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Change in Bylaws	Aligned the school's complaint policy and bylaws	4.20.2018	4.20.2018
2	Change in admissions/enrollment policy	Increased weighting to English Language Learners	12.21.2017	12.21.2017
3	Change in admissions/enrollment policy	Provided an enrollment preference to staff's children	11.16.2017	
4				
5				

o. Name and Position of Individual(s) Who Completed the 2016-17 Annual Report. Joseph Saia, School Director & Sara Varhus, Chairperson

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



Signature, President of the Board of Trustees

Date 2018/07/23

Thank you.

August 2014

The University of the State of New York
THE STATE EDUCATION DEPARTMENT
Office of Facilities Planning - Room 1060 Education Building Annex
Albany, New York 12234

NONPUBLIC SCHOOL BUILDING FIRE SAFETY REPORT

(PLEASE PRINT)

All buildings which are owned, operated, or leased by nonpublic schools must be inspected annually for compliance with applicable sections of 8NYCRR155 Regulations of the Commissioner of Education and for compliance with the New York State Uniform Fire Prevention and Building Code (NYSUFPBC).

School Name

DISCOVERY CHARTER SCHOOL

Facility/Building Name

SUMMER & SANDS CAMPUS

Street Address (NO PO Box Numbers)

133 HOOVER DRIVE

City/Town/Village

GREECE

Zip Code

14615

Name of Municipality Responsible for Local Code Enforcement

GREECE

Nonpublic School BEDS Code

260501050000

INSTRUCTIONS

- Read the "*Manual for New York State Nonpublic School Facility Fire Safety Inspections*" prior to inspecting the facility.
- A separate report must be completed for each building and location.
- **Part I:** General Information. School officials must complete this section annually.
- **Part II-B Regulations of the Commissioner 155.25:** This section must be completed for schools with electrically operated partitions (Question 8, Non-Conformance Report Sheet) pursuant to the Fire Code and Property Maintenance Code of New York State.

  Questions 9-26 on the Non-Conformance Report Sheet must be completed for all schools.
- **Part III Certifications.** To be completed by individuals as indicated.
- This form must be kept on file at the school for three years and must be available for public review.
- **Submitting the Report:** The final submission package includes a total of five pages. After the inspection, sign the Certifications page (Part III, p.5), staple the pages together, and mail to the address above.

Part I: General Information and Fire/Life Safety History (to be completed annually)

1. Indicate the primary use of this facility: (check one box)

a) Student Instruction	✓	b) Other Student Use (dormitory, dining hall, physical education building, etc.)	

2. Is there a fire sprinkler system in this facility? Yes ✓ No_____

   If yes, is the sprinkler alarm connected with the building alarm? Yes ✓ No_____

3. Is there a fire hydrant system for facility protection? Yes ✓ No_____
   If yes, indicate ownership of the system.

   Public Owned ✓ School Owned_____ Other_____ (specify)

4. Indicate the ownership of this facility.

   Leased ✓ Owned_____ Other_____ (specify)

5. What is the current gross square footage of this facility? (to the nearest whole ten feet)

1	1	2	0	0	0		

6. If this facility is used for instruction, complete (a) – (d); otherwise go to question #7.

   a) Fire drills were held in accordance with Section 807 of State Education Law and Sections F405 and F408 of the New York State Fire Code. Yes ✓ No_____

   b) Average time to evacuate this facility:

0	2

Minutes

4	5

Seconds

   c) Arson and fire prevention instruction was provided in accordance with Section 808 of State Education Law; which requires every school in New York State to provide a minimum of 45 minutes of instructions in arson, fire prevention, injury prevention, and life safety during each month that school is in session.
   Yes ✓ No_____

   d) Employee fire prevention, evacuation, and fire safety training was provided and Records maintained in accordance with Section F406 of the New York State Fire Code.
   Yes ✓ No_____

7. If the fire alarm was activated since the last annual fire inspection, was the fire department immediately notified? Yes ✓ No_____

8. Have there been any fires in this facility since the last annual fire inspection? Yes_____ No_✓_

If yes, indicate:

a) Number of fires [ ][ ]

b) Total number of injuries [ ][ ]

c) Total cost of property damage $ [ ][ ][ ][ ][ ][ ][ ][ ][ ]

Part II: Nonpublic School Fire Safety Non-Conformance Report Sheet

School Name Discovery Charter School Building Name Summer's Sands Campus

Part II-B		
Item #	Non-Conformance	Date Corrected
08A-2		
08B-2		
08C-2		
08D-2		
08E-2		
09A-2		
09B-2		
09C-1		
09D-1		
09F-2		
09G-2		
10A-2		
10B-2		
10C-1		
10D-1		
11A-2		
11B-1		
11C-2		
11D-2		
11E-1		
12A-1		
12B-3		
12C-2		
12D-2		
12E-1		
12F-1		
12G-1	✓	12/19/17
12H-1		
12I-1		
12J-1		
12K-1		
12L-1		
12M-1		
12N-1		

Part II-B		
Item #	Non-Conformance	Date Corrected
12O-2		
13A-2		
13B-2		
14A-2		
14B-2		
14C-2		
14D-1		
14E-1	✓	12/19/17
15A-2		
15B-1		
15C-2		
15D-2		
16A-2		
16B-2		
16 C-2		
17A-3	✓	12/19/17
17B-2		
17C-2		
17D-2		
17E-1		
17F-3		
17G-1		
17H-2		
17I-2		
17J-1		
17K-1		
17L-1		
18A-2		
18B-2		
18C-2		
18D-2		
19A-3		
19B-2		
19C-1		
19D-1		

Part II-B		
Item #	Non-Conformance	Date Corrected
19E-1		
19F-1		
19G-1		
19H-2		
20A-1		
20B-1		
20C-1		
21A-3		
22A-3		
22B-3		
22C-3		
23A-1		
23B-1		
23C-1		
23D-2		
24A-3		
25A-3		

If any additional non-conformances are observed, check item 25A-3 and list the Code section below.

_____

_____

_____

_____

Inspector

The inspector has been provided with a copy of the previous year's school fire safety report:

Yes X **No** ____

All schools complete Section 8 only of the building has electrically-operated folding partitions.

Inspection:

Fire Safety Inspector: Name Donald A. Bowers

Date 12/8/17 Registry # 0290-7068B

Part III: Nonpublic School Certifications

Section III-A. Fire Inspector

The individual noted below inspected this building on 12/8/2017 (date) and the information in this Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to Title 19 Part 434.5(a)(2).

Name: Donald A. Bowers

Telephone #: [redacted]

Title: Asst. Fire Marshal

Registry # 0290-7068B
(as designated by the NYS Fire Administrator)

Signature: Donald A. Bowers

Section III-B. Building Administrator or Designee

The individual noted below certifies that this building was inspected as indicated in Section III-A above.

Name: Joseph Saia

Telephone #: [redacted]

Title: School Director

Section III-C. School Administrator, Director, or Headmaster

I hereby submit this fire inspection report on behalf of the Board of Trustees and certify that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Nonpublic Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. For any uncorrected nonconformances that appear on this report, the Board of Trustees, at the meeting held pursuant to Section 807-a of New York State Education Law, adopted a written plan of correction for those nonconformances, and such plan is available for public inspection.

Name: Joseph Saia

Telephone #: [redacted]

Title: School Director

Signature: Joseph Saia

Section III-D. Local Municipal Code Enforcement Official

The nonpublic school official shall enter the name and telephone number of the local municipal code enforcement official having jurisdiction over this facility, and the name of the municipality where this nonpublic school facility is sited.

Name: Robert Drexler

Telephone #: [redacted]

City/Town/Village: Greece

Entry 2 NYS School Report Card Link

Last updated: 07/23/2018

DISCOVERY CS (REGENTS)

1. CHARTER AUTHORIZER (As of June 30th, 2018) (For technical reasons, please re-select authorizer name from the drop down menu).	REGENTS-Authorized Charter School
2. NEW YORK STATE REPORT CARD **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).**	https://data.nysed.gov/reportcard.php?year=2017&instid=800000070175

Entry 3 Progress Toward Goals

Last updated: 07/24/2018

PROGRESS TOWARD CHARTER GOALS

Board of Regents-authorized and NYCDOE-authorized charter schools only. Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals by November 1st.

1. ACADEMIC STUDENT PERFORMANCE GOALS

If performance data is not available by August 1st, please state this in the last column and update by November 1st.

2017-18 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met or Not Met	Indicate if data is not available. If/when available, Describe Efforts School Will Take If Goal Is Not Met
Academic Goal 1	Decrease the number of continuously enrolled students at level 1 on NYS Assessments by 10%	NYS Assessments	Met	
Academic Goal 2	Increase number of continuously enrolled students at level 3 on NYS Assessments.	NYS Assessments	Not Met	DCS Math Passing rate declined from 21% 2015-16 to 13% 2016-17. DCS responded by hiring a full-time Math Coordinator and Coach moving to the NYS Math modules as the core curriculum school-wide. DCS ELA Passing rate was steady at 18% for both 2015-16 and 2016-17. DCS responded by increasing lesson-level non-negotiables (e.g. daily vocabulary instruction) and oversight, expanding

				summer curriculum work from 390 hours to 450 and increasing instructional time for ELA (e.g. added abuilding substitute to mitigate the potential negative impact of four maternity leaves).
Academic Goal 3	Increase scores according to Commissioner’s PI for Adequate Yearly Progress on NYS Assessments.	Commissioner’s PI for AYP	Met	
Academic Goal 4	Students in grades 3-6 who have been continuously enrolled at Discovery will out-perform the district in which the majority of students reside by 10% on NYS Assessments.	NYS Assessments	Met	
Academic Goal 5	75% of the students in grades 3-6 who are continuously enrolled at Discovery will maintain a level 3 or increase to a level 4 on NYS Assessments.	NYS Assessments	Met	
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				

2. Do have more academic goals to add? No

3. Do have more academic goals to add? No

4. ORGANIZATIONAL GOALS

2017-18 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Org Goal 1	Reintroducing the Dean position to lead the Social Emotional Learning team	Staffing plan	Met	
Org Goal 2	Provide for more collaboration, planning and preparation during the school day by reducing encumbered grade level planning time	Meeting schedule	Met	
Org Goal 3	Pilot student academic mentors	Mentor program	Met	
Org Goal 4	Creating and implementing a more robust and coordinated professional learning plan	Teacher feedback	Met	
Org Goal 5	Creating and implementing a more robust and clear coaching plan	Individual coaching cycle goals review,. teacher feedback and coach feedback	Met	

5. Do you have more organizational goals to add? No

6. FINANCIAL GOALS

2017-18 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Financial Goal 1	Maintain healthy sustainability financial indicators.	Key financial indicators	Met	
Financial Goal 2	Maintain full enrollment with waiting lists	Enrollment and waiting lists	Met	
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

Entry 4 Expenditures per Child

Created: 07/24/2018 • Last updated: 07/26/2018

DISCOVERY CS (REGENTS)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	4874806
Line 2: Year End FTE student enrollment	272
Line 3: Divide Line 1 by Line 2	17922

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)	260958
Line 2: Management and General Cost (Column)	252235
Line 3: Sum of Line 1 and Line 2	513193
Line 5: Divide Line 3 by the Year End FTE student enrollment	1887

Thank you.

DISCOVERY CHARTER SCHOOL

ROCHESTER, NEW YORK

AUDITED CONSOLIDATED FINANCIAL STATEMENTS

OTHER CONSOLIDATING FINANCIAL INFORMATION

REPORT REQUIRED BY GOVERNMENT AUDITING STANDARDS

AND

INDEPENDENT AUDITOR'S REPORTS

JUNE 30, 2018
(With Comparative Totals for 2017)

MENGEL METZGER BARR & CO. LLP

Certified Public Accountants

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INDEPENDENT AUDITOR'S REPORT

Board of Trustees
Discovery Charter School

Report on the Consolidated Financial Statements

We have audited the accompanying consolidated financial statements of Discovery Charter School which comprise the consolidated statement of financial position as of June 30, 2018, and the related consolidated statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended, and the related notes to the consolidated financial statements.

Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

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

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

Opinion

In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the financial position of Discovery Charter School as of June 30, 2018, and the changes in its net assets, functional expenses and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited Discovery Charter School's June 30, 2017 consolidated financial statements, and we expressed an unmodified audit opinion on those audited consolidated financial statements in our report dated September 21, 2017. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2017 is consistent, in all material respects, with the audited consolidated financial statements from which it has been derived.

Other Report Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 15, 2018 on our consideration of Discovery Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Discovery Charter School's internal control over financial reporting and compliance.

Mengel, Metzger, Barr & Co. LLP

Rochester, New York
October 15, 2018

DISCOVERY CHARTER SCHOOL

CONSOLIDATED STATEMENT OF FINANCIAL POSITION

JUNE 30, 2018
(With Comparative Totals for 2017)

ASSETS	June 30, 2018	June 30, 2017
CURRENT ASSETS		
Cash	$ 616,985	$ 917,184
Cash in escrow	75,000	75,000
Grants and other receivables	212,741	190,834
Prepaid expenses	49,774	2,348
TOTAL CURRENT ASSETS	954,500	1,185,366
PROPERTY AND EQUIPMENT, net	191,481	245,678
TOTAL ASSETS	$ 1,145,981	$ 1,431,044
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable and accrued expenses	$ 122,437	$ 115,367
Accrued payroll and benefits	412,992	438,230
Deferred revenue	25,000	25,000
Deferred lease liability	4,130	-
TOTAL CURRENT LIABILITIES	564,559	578,597
DEFERRED LEASE LIABILITY	-	8,807
NET ASSETS		
Unrestricted	403,452	666,638
Temporarily restricted	177,970	177,002
TOTAL NET ASSETS	581,422	843,640
TOTAL LIABILITIES AND NET ASSETS	$ 1,145,981	$ 1,431,044

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

DISCOVERY CHARTER SCHOOL

CONSOLIDATED STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

YEAR ENDED JUNE 30, 2018
(With Comparative Totals for 2017)

	Year ended June 30,			
	2018			2017
	Unrestricted	Temporarily restricted	Total	Total
Operating revenue and support:				
Public school districts:				
Per pupil allocation income	$ 3,617,005	$ -	$ 3,617,005	$ 3,624,309
District textbooks in-kind	16,310	-	16,310	16,300
Students with disabilities	378,915	-	378,915	421,016
Total revenue from public school districts	4,012,230	-	4,012,230	4,061,625
Federal and State grants	381,532	167,970	549,502	527,201
Private grants	43,236	-	43,236	96,395
Donated supplies, materials and services	189	-	189	1,856
Net assets released from restriction	167,002	(167,002)	-	-
Total other revenue and support	591,959	968	592,927	625,452
TOTAL OPERATING REVENUE AND SUPPORT	4,604,189	968	4,605,157	4,687,077
Expenses:				
Program services:				
Regular education	3,514,210	-	3,514,210	3,600,087
Special education	841,048	-	841,048	548,054
Supporting services:				
Management and general	512,117	-	512,117	615,104
TOTAL EXPENSES	4,867,375	-	4,867,375	4,763,245
CHANGE IN NET ASSETS	(263,186)	968	(262,218)	(76,168)
Net assets at beginning of year	666,638	177,002	843,640	919,808
NET ASSETS AT END OF YEAR	$ 403,452	$ 177,970	$ 581,422	$ 843,640

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

DISCOVERY CHARTER SCHOOL

CONSOLIDATED STATEMENT OF FUNCTIONAL EXPENSES

YEAR ENDED JUNE 30, 2018
(With Comparative Totals for 2017)

	No. of positions June 30,		Year ended June 30, 2018					2017
			Program Services			Supporting Services		
	2018	2017	Regular education	Special education	Sub-total	Management and general	Total	Total
Personnel service costs:								
Administrative staff	7	8	$ 137,410	$ 148,682	$ 286,092	$ 230,486	$ 516,578	$ 473,068
Instructional personnel	50	46	1,776,952	458,163	2,235,115	-	2,235,115	2,125,996
Non-instructional personnel	2	2	-			30,472	30,472	33,116
Total salaries and wages			1,914,362	606,845	2,521,207	260,958	2,782,165	2,632,180
Payroll taxes and employee benefits			479,814	180,840	660,654	62,639	723,293	721,377
Professional development			21,355	7,118	28,473	-	28,473	19,589
Legal fees			-	-	-	16,821	16,821	12,873
Audit and accounting fees			-	-	-	20,038	20,038	27,522
Professional fees - education			78,700	15,000	93,700	-	93,700	124,900
Professional fees - other			38,591	-	38,591	3,773	42,364	31,834
Curriculum/classroom expenses			60,565	13,159	73,724	-	73,724	102,849
Supplies/ materials			20,008	-	20,008	22,330	42,338	44,584
Food service fees			278,172	-	278,172	-	278,172	269,082
Student transportation services			44,274	4,919	49,193	-	49,193	45,891
Travel/conferences			9,158	3,053	12,211	-	12,211	11,950
Postage, printing and copying			11,690	1,891	13,581	5,327	18,908	17,402
Insurance			19,843	-	19,843	6,614	26,457	25,961
Information technology			56,710	-	56,710	29,522	86,232	77,249
Leased equipment			1,832	282	2,114	705	2,819	2,002
Non-capitalized equipment/furnishings			7,364	-	7,364	1,841	9,205	9,516
Repairs and maintenance			2,612	-	2,612	2,611	5,223	3,545
Depreciation and amortization			46,572	7,165	53,737	17,912	71,649	76,717
Occupancy			419,178	-	419,178	46,575	465,753	490,173
Other expenses			3,410	776	4,186	14,451	18,637	16,049
			$ 3,514,210	$ 841,048	$ 4,355,258	$ 512,117	$ 4,867,375	$ 4,763,245

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

DISCOVERY CHARTER SCHOOL

CONSOLIDATED STATEMENT OF CASH FLOWS

YEAR ENDED JUNE 30, 2018
(With Comparative Totals for 2017)

	Year ended June 30,	
	2018	2017
CASH FLOWS - OPERATING ACTIVITIES		
Change in net assets	$ (262,218)	$ (76,168)
Adjustments to reconcile change in net assets to net cash (used for) provided from operating activities:		
Depreciation and amortization	71,649	76,717
Changes in certain assets and liabilities affecting operations:		
Grants and other receivables	(21,907)	56,044
Prepaid expenses	(47,426)	(63)
Accounts payable and accrued expenses	7,070	21,609
Accrued payroll and benefits	(25,238)	67,924
Deferred lease liability	(4,677)	8,807
Deferred revenue	-	25,000
NET CASH (USED FOR) PROVIDED FROM OPERATING ACTIVITIES	(282,747)	179,870
CASH FLOWS - INVESTING ACTIVITIES		
Purchases of property and equipment	(17,452)	(66,887)
NET CASH USED FOR INVESTING ACTIVITIES	(17,452)	(66,887)
NET (DECREASE) INCREASE IN CASH	(300,199)	112,983
Cash at beginning of year	917,184	804,201
CASH AT END OF YEAR	$ 616,985	$ 917,184

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

NOTE A: THE ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation and principles of consolidation

The accompanying consolidated financial statements include the accounts of Discovery Charter School (the "School") and Friends of Discovery Charter School, Inc. ("Friends"), (collectively referred to as the "Organization"). The Organizations are presenting consolidated financial statements because they have a common Board of Trustees and economic interest. All intercompany balances and transactions have been eliminated in the accompanying consolidated financial statements.

The Organization

The School is an educational corporation that operates as a charter school in Rochester, New York. On December 14, 2010 (School's date of inception), the Board of Regents of the University of the State of New York granted the School a provisional charter valid for a term of five years and renewable upon expiration. During 2016, the School's charter was renewed for a three-year term which expires in June 2019. The School was established to prepare students to meet the challenges of a rapidly changing world, providing elementary school children real skills for the real world through an interdisciplinary program that integrates literacy, language arts, mathematics, social studies, visual arts and science.

Friends was organized under the laws of the State of New York on February 9, 2006 (Friends' date of inception) as a not-for-profit corporation under subparagraph (a)(5) of Section 102 of the Not-For-Profit Corporation Law as Friends of Community Charter School of Rochester, Inc. Friends was formed to provide funding and administrative assistance to promote the application for a charter school, to provide ongoing financial and volunteer support for such school and to engage in any and all activities reasonably related to such purpose. In 2009, this Organization changed its name to Friends of Discovery Charter School, Inc.

Financial Statement presentation

The consolidated financial statements of the Organization have been prepared on the accrual basis of accounting in conformity with accounting principles generally accepted in the United States of America. The Organization reports information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets and permanently restricted net assets.

These classes of net assets are defined as follows:

Permanently restricted – Net assets resulting from contributions and other inflows of assets whose use by the Organization is limited by donor-imposed stipulations that neither expire by passage of time nor can be fulfilled or otherwise removed by actions of the Organization. The Organization had no permanently restricted net assets at June 30, 2018 or 2017.

Temporarily restricted – Net assets resulting from contributions and other inflows of assets whose use by the Organization is limited by donor-imposed stipulations that either expire by passage of time or can be fulfilled and removed by actions of the Organization pursuant to those stipulations.

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

Unrestricted – The net assets over which the Governing Board has discretionary control to use in carrying on the Organization's operations in accordance with the guidelines established by the Organization. The Board may designate portions of the current unrestricted net assets for specific purposes, projects or investment.

Revenue and support recognition

Revenue from public school districts is based on the number of students enrolled in the School from each district. Revenue is recognized when services are performed in accordance with the charter agreement.

Revenue from federal, state and local government grants and contracts are recorded by the School when qualifying expenditures are incurred and billable or requirements of the grant are met.

Contributions are recognized as revenue in the year the pledge is received and documented.

Contributions

Contributions and unconditional promises to give are recorded as unrestricted, temporarily or permanently restricted support depending on the existence of any donor restrictions. A contribution that is received and expended in the same year for a specific purpose is classified as unrestricted revenue.

Contributions are recorded as restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities and changes in net assets as net assets released from restrictions.

Cash

Cash balances are maintained at financial institutions located in New York State and are insured by the FDIC up to $250,000 at each institution. In the normal course of business, the cash account balances at any given time may exceed insured limits. However, the Organization has not experienced any losses in such accounts and does not believe it is exposed to significant risk in cash.

Cash in escrow

The School maintains cash in an escrow account in accordance with the terms of its charter agreement. The amount in escrow was $75,000 at June 30, 2018 and 2017.

Grants and other receivables

Grants and other receivables are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts based on its assessment of the current status of individual receivables from grants, agencies and others. Balances that are still outstanding after management has used reasonable collection efforts are written off against the allowance for doubtful accounts. There was no allowance for doubtful accounts at June 30, 2018 and 2017.

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

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

Deferred revenue
The School records grant revenue as deferred revenue until it is expended for the purpose of the grant, at which time it is recognized as revenue.

Deferred lease liability
The School leases its facility. The lease contains pre-determined fixed escalations of the base rent. In accordance with GAAP, the School recognizes the related rent expense on a straight-line basis over three years which is the lease term and records the difference between the recognized rental expense and the amounts payable under the lease as a deferred lease liability.

Tax exempt status
The School and Friends are tax-exempt organizations under section 501(c)(3) of the Internal Revenue Code and applicable state regulations and, accordingly, are exempt from federal and state taxes on income.

The School files Form 990 tax returns in the U.S. federal jurisdiction. The tax returns for the years ended June 30, 2015 through June 30, 2018 are still subject to potential audit by the IRS. Management of the School believes it has no material uncertain tax positions and, accordingly it will not recognize any liability for unrecognized tax benefits.

Contributed goods and services
The Organization receives contributed services from volunteers to develop its academic program and to serve on the Board of Trustees. These services are not valued in the financial statements because they do not require "specialized skills" and would typically not be purchased if they were not contributed. The Charter School received some donated transportation and special education services from the local school district. The Charter School was unable to determine a value for these services.

The School received contributed legal services, professional development services and contributed goods which were valued at approximately $16,500 and $18,200 which are included in the accompanying statement of activities and changes in net assets for the years ended June 30, 2018 and June 30, 2017, respectively.

In-kind contributions
Gifts and donations other than cash are recorded at fair market value at the date of contribution.

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

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

Reclassifications

Certain prior year amounts have been reclassified to conform with the current year presentation.

Comparatives for the year ended June 30, 2017

The consolidated financial statements include certain prior year summarized comparative information in total but not by net asset class or functional classification. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the Organization's consolidated financial statements for the year ended June 30, 2017, from which the summarized information was derived.

Subsequent events

The Organization has conducted an evaluation of potential subsequent events occurring after the statement of financial position date through October 15, 2018, which is the date the financial statements are available to be issued. No subsequent events requiring disclosure were noted, except as disclosed in Note K.

NOTE B: SCHOOL FACILITY

In July 2013, the School entered into a facility lease for its current location through June 30, 2016. The School renewed their lease for their current location effective July 1, 2016 with an expiration date of June 30, 2019. Management is currently in discussions with the landlord about extending the current lease. Rent is based each year on the number of square feet used by the School and a set property management fee which may be waived if the School's revenue does not exceed its expenses by $50,000 each year. The square footage rate for the space for the fiscal year ended June 30, 2017 is $9.35, $9.54 for 2018 and $9.73 for 2019. Rent expense incurred under this lease for the years ended June 30, 2018 and 2017 was approximately $408,000 and $446,000, respectively.

The approximate future minimum payments on this agreement based on the current square footage usage and property management fee is as follows:

Year ending June 30,	Amount
2019	$ 421,000

NOTE C: PROPERTY AND EQUIPMENT

Property and equipment consists of the following:

	June 30,	
	2018	2017
Classroom/playground equipment	$ 48,406	$ 48,406
Office equipment	18,304	18,304
Computer equipment	364,859	347,407
Food service equipment	6,648	6,648
Leasehold improvements	107,378	107,378
	545,595	528,143
Less accumulated depreciation and amortization	354,114	282,465
	$ 191,481	$ 245,678

NOTE D: TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets consisted of the following:

	June 30,	
	2018	2017
Child Nutrition Program	$ 164,851	$ 153,734
Fresh Fruit and Vegetables Program	-	3,718
Habits of Character and Scholarship	3,119	8,550
First Grade Expedition	-	1,000
After School Program	10,000	10,000
	$ 177,970	$ 177,002

NOTE E: OPERATING LEASES

The Organization leases office equipment under non-cancelable lease agreements expiring at various dates through October 2019. The future minimum payments on these agreements are as follows:

Year ending June 30,	Amount
2019	$ 2,002
2020	500
	$ 2,502

NOTE F: LINE OF CREDIT

The School has available $400,000 of a line of credit with a bank, with interest at prime plus 1.5% (an effective rate of 6.5% at June 30, 2018). There were no borrowings outstanding on this line at June 30, 2018 or 2017.

NOTE G: RETIREMENT PLANS

The Organization participates in the New York State Teachers' Retirement System (NYSTRS). This System is a cost sharing multiple employer public employee retirement system. The System offers a wide range of plans and benefits which are related to years of service and final average salary, vesting of retirement benefits, death and disability.

The New York State Teachers' Retirement Board administers NYSTRS. The System provides benefits to plan members and beneficiaries as authorized by the Education Law and the Retirement and Social Security Law of the State of New York. NYSTRS issues a publicly available financial report that contains financial statements and required supplementary information for the System. The report may be obtained by writing to NYSTRS, 10 Corporate Woods, Albany, NY 12211-2395.

The System is noncontributory for the employee, except for those who joined the System after July 27, 1976 and before January 1, 2010 with less than ten years membership, who contribute 3% of their salary. Those joining on or after January 1, 2010 are required to contribute 3.5% of their annual salary for their entire career. Pursuant to Article 11 of the Education Law, the New York State Teachers' Retirement Board establishes rates annually for NYSTRS.

NOTE G: RETIREMENT PLANS, Cont'd

The Organization is required to contribute at an actuarially determined rate, currently 9.80% of the annual covered payroll for the fiscal year ended June 30, 2018. The rate applicable to the year ended June 30, 2017 was 11.72%. The Organization's contributions made to the system was equal to 100% of the contributions required for each year. The required contributions for the current year and preceding year was:

2018	$ 244,089
2017	270,903

Effective July 2012, the School established an Employee Retirement 403(b) Plan for all employees. The School may make a discretionary contribution to the Plan. There were no discretionary contributions made by the School for the years ended June 30, 2018 and 2017.

NOTE H: CONTINGENCY

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

NOTE I: CONCENTRATIONS

At June 30, 2018 and 2017 approximately 100% and 95% of grants and other receivables are due from the New York State Department of Education relating to certain grants.

The School's primary source of funding is obtained from the New York State Department of Education and is reported as public school district income in the accompanying statement of activities and changes in net assets. This funding is based on the home district of each pupil and is received from various districts. The total per pupil allocation income for the years ended June 30, 2018 and 2017 was $3,995,920 and 4,045,325, respectively. This is approximately 87% and 86% of total operating revenue and support for the years ended June 30, 2018 and 2017, respectively. The per-pupil rate is set annually by the State based on the school district in which the School's students are located.

NOTE J: COMMITMENTS

The School has a yearly services agreement with a not-for-profit organization to provide administrative management, human resources and information technology support. This expense amounted to approximately $73,980 and $63,800 for the years ended June 30, 2018 and 2017, respectively.

NOTE K: SUBSEQUENT EVENT

In August 2018, the New York State Education Department (NYSED) notified the School that it had over-allocated $18,572 in Title IIA funding to the School for the year ended June 30, 2018. NYSED will reduce the School's Title IIA funding for a period of up to five years to recoup the over-allocated funding. The School has not accounted for this over-allocated funding as a liability as of June 30, 2018.

NOTE L: RENEWAL PROCESS

The School is currently in the process of renewing its charter as granted by the New York State Board of Regents. The Charter currently expires June 30, 2019. The renewal process includes review by New York State Education Department (NYSED) of various operational and governance aspects, including fiscal health and internal controls, board governance, and academic performance. The School has submitted its application for renewal. Upon review of the application and results, NYSED will determine if the charter should be renewed and if so, for how long. Successful charter renewals can range from one to five years. At this time, management of the School expects the charter to be renewed.

DISCOVERY CHARTER SCHOOL

OTHER CONSOLIDATING FINANCIAL INFORMATION

INDEPENDENT AUDITOR'S REPORT ON CONSOLIDATING FINANCIAL INFORMATION

Board of Trustees
Discovery Charter School

We have audited the consolidated financial statements of Discovery Charter School as of and for the year ended June 30, 2018 and we have issued our report thereon dated October 15, 2018, which contained an unmodified opinion on those consolidated financial statements. Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The 2018 consolidating financial information hereinafter is presented for purposes of additional analysis and is not a required part of the consolidated financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the consolidated financial statements. The information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the consolidated financial statements or to the consolidated financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the consolidated financial statements for the year ended June 30, 2018, as a whole.

Mengel, Metzger, Barr & Co. LLP

Rochester, New York
October 15, 2018

DISCOVERY CHARTER SCHOOL

CONSOLIDATING STATEMENT OF FINANCIAL POSITION

JUNE 30, 2018

ASSETS	Discovery Charter School	Friends of Discovery Charter School, Inc.	Eliminations	Total
CURRENT ASSETS				
Cash	$ 606,894	$ 10,091	$ -	$ 616,985
Cash in escrow	75,000	-	-	75,000
Grants and other receivables	212,741	-	-	212,741
Prepaid expenses	49,774	-	-	49,774
TOTAL CURRENT ASSETS	944,409	10,091	-	954,500
PROPERTY AND EQUIPMENT, net	191,481	-	-	191,481
TOTAL ASSETS	$ 1,135,890	$ 10,091	$ -	$ 1,145,981
LIABILITIES AND NET ASSETS				
CURRENT LIABILITIES				
Accounts payable and accrued expenses	$ 122,437	$ -	$ -	$ 122,437
Accrued payroll and benefits	412,992	-	-	412,992
Deferred revenue	25,000	-	-	25,000
Deferred lease liability	4,130	-	-	4,130
TOTAL CURRENT LIABILITIES	564,559	-	-	564,559
NET ASSETS				
Unrestricted	403,361	91	-	403,452
Temporarily restricted	167,970	10,000	-	177,970
TOTAL NET ASSETS	571,331	10,091	-	581,422
TOTAL LIABILITIES AND NET ASSETS	$ 1,135,890	$ 10,091	$ -	$ 1,145,981

DISCOVERY CHARTER SCHOOL

CONSOLIDATING STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

YEAR ENDED JUNE 30, 2018

	Discovery Charter School	Friends of Discovery Charter School, Inc.	Eliminations	Total
Operating revenue and support:				
Public school districts:				
Per pupil allocation income	$ 3,617,005	$ -	$ -	$ 3,617,005
District textbooks in-kind	16,310	-	-	16,310
Students with disabilities	378,915	-	-	378,915
Total revenue from public school districts	4,012,230	-	-	4,012,230
Federal and State grants	549,502	-	-	549,502
Private grants	43,236	-	-	43,236
Donated supplies, materials and services	189	-	-	189
Total other revenue and support	592,927	-	-	592,927
TOTAL OPERATING REVENUE AND SUPPORT	4,605,157	-	-	4,605,157
Expenses:				
Program services:				
Regular education	3,514,210	-	-	3,514,210
Special education	841,048	-	-	841,048
Supporting services:				
Management and general	512,117	-	-	512,117
TOTAL EXPENSES	4,867,375	-	-	4,867,375
CHANGE IN NET ASSETS	(262,218)	-	-	(262,218)
Net assets at beginning of year	833,549	10,091	-	843,640
NET ASSETS AT END OF YEAR	$ 571,331	$ 10,091	$ -	$ 581,422

DISCOVERY CHARTER SCHOOL

REPORT REQUIRED BY GOVERNMENT AUDITING STANDARDS

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Trustees
Discovery Charter School

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the consolidated financial statements of Discovery Charter School, which comprise the consolidated statement of financial position as of June 30, 2018 and the related consolidated statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 15, 2018.

Internal Control over Financial Reporting

In planning and performing our audit of the consolidated financial statements, we considered Discovery Charter School's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the consolidated financial statements, but not for the purpose of expressing an opinion on the effectiveness of Discovery Charter School's internal control. Accordingly, we do not express an opinion on the effectiveness of Discovery Charter School's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Organization's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

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

We noted certain matters that we have reported to management of Discovery Charter School in a separate letter dated October 15, 2018.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Mengel, Metzger, Barr & Co. LLP

Rochester, New York
October 15, 2018

DISCOVERY CHARTER SCHOOL

SCHEDULE OF FINDINGS AND RESPONSES

YEAR ENDED JUNE 30, 2018

SCHEDULE OF PRIOR YEAR FINDINGS AND RESPONSES

Finding 2017-001

Statement of condition
During our audit, we noted grant revenue was overstated. Management recorded grant revenue for a grant that had a stated purpose of support in funding for the School's summer learning program. This resulted in a significant audit adjustment.

Criteria and effect of conditions
According to accounting principles generally accepted in the United States of America, grant revenue should be recognized as it is earned. The summer learning program took place subsequent to June 30, 2017; therefore cash received from this grant should have been recorded as deferred revenue on the consolidated statement of financial position until the program took place.

Recommendation
We recommend the School review all grant documentation to ensure that revenue is recorded in the proper period.

Management response
Per the recommendation of Mengel, Metzger, Barr & Co. LLP, Discovery Charter School will review all grant documentation to ensure that revenue is recorded in the proper period.

Current Status
During the 2018 audit, no significant auditor adjustments were necessary.

Annual Financial Statement Audit Report

School Name:	Discovery Charter School
Date (Report is due Nov. 1):	November 1, 2018
Primary District of Location (If NYC select NYC DOE):	Greece Central School District
If located in NYC DOE select CSD:	-
School Fiscal Contact Name:	[redacted]
School Fiscal Contact Email:	
School Fiscal Contact Phone:	
School Audit Firm Name:	Mengel, Metzger, Barr & Co
School Audit Contact Name:	Michelle Cain
School Audit Contact Email:	[redacted]
School Audit Contact Phone:	
Audit Period:	2017-18
Prior Year:	2016-17

The following items are required to be included:

1.) The independent auditor's report on financial statements and notes.
2.) Excel template file containing the Financial Position, Statement of Activities, Cash Flow and Functional Expenses worksheets.
3.) Reports on internal controls over financial reporting and on compliance.

The additional items listed below should be included if applicable. Please explain the reason(s) if the items are not included. Examples might include: a written management letter was not issued; the school did not expend federal funds in excess of the Single Audit Threshold of $750,000; the management letter response will be submitted by the following date (should be no later than 30 days from the submission of the report); etc.

Item	If not included, state the reason(s) below (if not applicable fill in N/A):
Management Letter	
Management Letter Response	There is no response required from the Management Letter
Federal Single Audit (A-133)	The school did not expend federal funds in excess of the Single Audit Thr
Corrective Action Plan	N/A

Discovery Charter School
Statement of Financial Position
as of June 30

	2018	2017
CURRENT ASSETS		
Cash and cash equivalents	$ 616,985	$ 917,184
Grants and contracts receivable	212,741	190,834
Accounts receivables	-	-
Prepaid Expenses	49,774	2,348
Contributions and other receivables	-	-
Other current assets	-	-
TOTAL CURRENT ASSETS	879,500	1,110,366
NON-CURRENT ASSETS		
Property, Building and Equipment, net	$ 191,481	$ 245,678
Restricted Cash	75,000	75,000
Security Deposits	-	-
Other Non-Current Assets	-	-
TOTAL NON-CURRENT	266,481	320,678
TOTAL ASSETS	**1,145,981**	**1,431,044**
CURRENT LIABILITIES		
Accounts payable and accrued expenses	$ 122,437	$ 115,367
Accrued payroll, payroll taxes and benefits	412,992	438,230
Current Portion of Loan Payable	-	-
Due to Related Parties	-	-
Refundable Advances	-	-
Deferred Revenue	25,000	25,000
Other Current Liabilities	4,130	8,807
TOTAL CURRENT	564,559	587,404
LONG-TERM LIABILITIES		
Loan Payable; Due in More than One Year	$ -	$ -
Deferred Rent	-	-
Due to Related Party	-	-
Other Long-Term Liabilities	-	-
TOTAL LONG-TERM	-	-
TOTAL LIABILITIES	564,559	587,404
NET ASSETS		
Unrestricted	$ 403,452	$ 666,638

Temporarily restricted	177,970	177,002
Permanently restricted	-	-
TOTAL NET ASSETS	581,422	843,640
TOTAL LIABILITIES AND NET ASSETS	**1,145,981**	**1,431,044**

Discovery Charter School
Statement of Activities
as of June 30

	2018			2017
	Unrestricted	Temporarily Restricted	Total	Total
OPERATING REVENUE				
State and Local Per Pupil Revenue - Reg. Ed	$ 3,617,005	$ -	$ 3,617,005	$ 3,624,309
State and Local Per Pupil Revenue - SPED	378,915	-	378,915	421,016
State and Local Per Pupil Facilities Revenue	-	-	-	-
Federal Grants	97,649	167,970	265,619	225,612
State and City Grants	-	-	-	4,865
Other Operating Income	-	-	-	10,435
Food Service/Child Nutrition Program	300,193	-	300,193	302,589
TOTAL OPERATING REVENUE	4,393,762	167,970	4,561,732	4,588,826
EXPENSES				
Program Services				
Regular Education	$ 3,514,210	$ -	$ 3,514,210	$ 3,600,087
Special Education	841,048	-	841,048	548,054
Other Programs	-	-	-	-
Total Program Services	4,355,258	-	4,355,258	4,148,141
Management and general	512,117	-	512,117	615,104
Fundraising	-	-	-	-
TOTAL EXPENSES	4,867,375	-	4,867,375	4,763,245
SURPLUS / (DEFICIT) FROM OPERATIONS	(473,613)	167,970	(305,643)	(174,419)
SUPPORT AND OTHER REVENUE				
Interest and Other Income	$ -	$ -	$ -	$ -
Contributions and Grants	43,236	-	43,236	96,395
Fundraising Support	-	-	-	-
Investments	-	-	-	-
Donated Services	189	-	189	1,856
Other Support and Revenue	-	-	-	-
TOTAL SUPPORT AND OTHER REVENUE	43,425	-	43,425	98,251
Net Assets Released from Restrictions / Loss on Disposal	$ 167,002	$ (167,002)	$ -	$ -
CHANGE IN NET ASSETS	(263,186)	968	(262,218)	(76,168)
NET ASSETS - BEGINNING OF YEAR	$ 666,638	$ 177,002	$ 843,640	$ 919,808
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-

NET ASSETS - END OF YEAR	$ 403,452	$ 177,970	$ 581,422	$ 843,640

Discovery Charter School
Statement of Cash Flows
as of June 30

	2018	2017
CASH FLOWS - OPERATING ACTIVITIES		
Increase (decrease) in net assets	$ (262,218)	$ (76,168)
Revenues from School Districts	-	-
Accounts Receivable	-	-
Due from School Districts	-	-
Depreciation	71,649	76,717
Grants Receivable	(21,907)	56,044
Due from NYS	-	-
Grant revenues	-	-
Prepaid Expenses	(47,426)	(63)
Accounts Payable	7,070	21,609
Accrued Expenses	-	-
Accrued Liabilities	(25,238)	67,924
Contributions and fund-raising activities	-	-
Miscellaneous sources	-	-
Deferred Revenue	-	25,000
Interest payments	-	-
Deferred Lease Liability	(4,677)	8,807
Other	-	-
NET CASH PROVIDED FROM OPERATING ACTIVITIES	$ (282,747)	$ 179,870
CASH FLOWS - INVESTING ACTIVITIES	$	$
Purchase of equipment	(17,452)	(66,887)
Other	-	-
NET CASH PROVIDED FROM INVESTING ACTIVITIES	$ (17,452)	$ (66,887)
CASH FLOWS - FINANCING ACTIVITIES	$	$
Principal payments on long-term debt	-	-
Other	-	-
NET CASH PROVIDED FROM FINANCING ACTIVITIES	$ -	$ -
NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS	$ (300,199)	$ 112,983
Cash at beginning of year	917,184	804,201
CASH AND CASH EQUIVALENTS AT END OF YEAR	$ 616,985	$ 917,184

Discovery Charter School
Statement of Functional Expenses
as of June 30

		2018						
		Program Services				Supporting Services		
	No. of Positions	Regular Education	Special Education	Other Education	Total	Fundraising	Management and General	Total
Personnel Services Costs		$	$	$	$	$	$	$
Administrative Staff Personnel	7.00	137,410	148,682	-	286,092	-	230,486	230,486
Instructional Personnel	50.00	1,776,952	458,163	-	2,235,115	-	-	-
Non-Instructional Personnel	2.00	-	-	-	-	-	30,472	30,472
Total Salaries and Staff	59.00	1,914,362	606,845	-	2,521,207	-	260,958	260,958
Fringe Benefits & Payroll Taxes		479,814	180,840	-	660,654	-	62,639	62,639
Retirement		-	-	-	-	-	-	-
Management Company Fees		-	-	-	-	-	-	-
Legal Service		-	-	-	-	-	16,821	16,821
Accounting / Audit Services			-	-	-	-	20,038	20,038
Other Purchased / Professional / Consulting Services		117,291	15,000	-	132,291	-	3,773	3,773
Building and Land Rent / Lease		419,178	-	-	419,178	-	46,575	46,575
Repairs & Maintenance		2,612	-	-	2,612	-	2,611	2,611
Insurance		19,843	-	-	19,843	-	6,614	6,614
Utilities		-	-	-	-	-	-	-
Supplies / Materials		80,573	13,159	-	93,732	-	22,330	22,330
Equipment / Furnishings		7,364	-	-	7,364	-	1,841	1,841
Staff Development		30,513	10,171	-	40,684	-	-	-
Marketing / Recruitment		-	-	-	-	-	-	-
Technology		56,710	-	-	56,710	-	29,522	29,522
Food Service		278,172	-	-	278,172	-	-	-
Student Services		44,274	4,919	-	49,193	-	-	-
Office Expense		13,522	2,173	-	15,695	-	6,032	6,032
Depreciation		46,572	7,165	-	53,737	-	17,912	17,912
OTHER		3,410	776	-	4,186	-	14,451	14,451
Total Expenses		$ 3,514,210	$ 841,048	$ -	$ 4,355,258	$ -	$ 512,117	$ 512,117

	2017
Total	
$	$
516,578	473,068
2,235,115	2,125,996
30,472	33,116
2,782,165	2,632,180
723,293	721,377
-	-
-	-
16,821	12,873
20,038	27,522
136,064	156,734
465,753	490,173
5,223	3,545
26,457	25,961
-	-
116,062	147,433
9,205	9,516
40,684	31,539
-	-
86,232	77,249
278,172	269,082
49,193	45,891
21,727	19,404
71,649	76,717
18,637	16,049
$ 4,867,375	$ 4,763,245

Entry 5c Additional Financial Docs

Created: 11/05/2018 • Last updated: 11/06/2018

The additional items listed below should be uploaded if applicable. Please explain the reason(s) if the items are not included. Examples might include: a written management letter was not issued; the school did not expend federal funds in excess of the Single Audit Threshold of $750,000; the corrective action plan will be submitted by the following date (should be no later than 30 days from the submission of the report); etc.

Section Heading

1. Management Letter

https://nysed-cso-reports.fluidreview.com/resp/20431196/8mMIunnVv3/

Explanation for not uploading the Management Letter.	(No response)

2. Form 990

(No response)

Explanation for not uploading the Form 990.	The 990 is on extension and is not ready for submission at this time

3. Federal Single Audit

Note: A copy of the Federal Single Audit must be filed with the Federal Audit Clearinghouse. Please refer to OMB Uniform Guidelines for the federal filing requirements.

(No response)

Explanation for not uploading the Federal Single Audit.	DCS did not require a Federal Single Audit as they did not expend more than $750,000 in federal funding

4. CSP Agreed Upon Procedure Report

(No response)

Explanation for not uploading the procedure report.	DCS did not require a CSP Agreed Upon Procedure Report

5. Evidence of Required Escrow Account

https://nysed-cso-reports.fluidreview.com/resp/20431196/pN6H0Nalce/

Explanation for not uploading the Escrow evidence.	(No response)

6. Corrective Action Plan

A **Corrective Action Plan** for Audit Findings and Management Letter Recommendations, which must include:

a. The person responsible
b. The date action was taken, or will be taken
c. Description of the action taken
d. Evidence of implementation (if available)

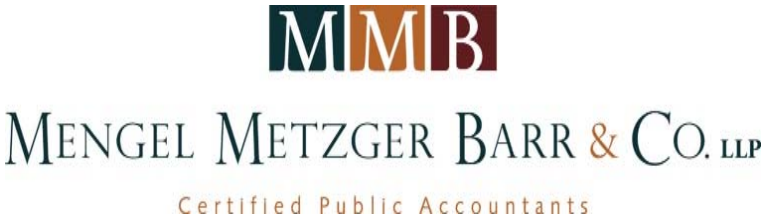
(No response)

Explanation for not uploading the Corrective Action Plan.	No corrective action plan was required this year

DISCOVERY CHARTER SCHOOL

ADVISORY COMMENT LETTER

JUNE 30, 2018



MMB
MENGEL METZGER BARR & CO. LLP
Certified Public Accountants

October 15, 2018

To the Board of Trustees
Discovery Charter School

In planning and performing our audit of the financial statements of Discovery Charter School (the "Charter School") as of and for the year ended June 30, 2018, in accordance with auditing standards generally accepted in the United States of America, we considered the Charter School's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Charter School's internal control. Accordingly, we do not express an opinion on the effectiveness of the Charter School's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Charter School's financial statements will not be prevented, or detected and corrected on a timely basis. A reasonable possibility exists when the likelihood of an event occurring is either reasonably possible or probable as defined as follows:

- *Reasonably possible.* The chance of the future event or events occurring is more than remote but less than likely.

- *Probable.* The future event or events are likely to occur.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

During the course of our audit of the financial statements of the Charter School as of and for the year ended June 30, 2018, we have updated the status of the following comment that was included in our letter dated September 21, 2017 and is included in our current letter for informational purposes. We did consider this matter to be a significant deficiency in the prior year.

100 Chestnut Street | Suite 1200 | Rochester, NY 14604 | P 585.423.1860 | F 585.423.5966 | mengelmetzgerbarr.com
Additional Offices: Elmira, NY • Canandaigua, NY • Hornell, NY • An Independent Member of the BDO Seidman Alliance

WE VALUE YOUR FUTURE

Significant audit adjustment

During our audit, we noted grant revenue was overstated. Management recorded grant revenue for a grant that had a stated purpose of support in funding for the School's summer learning program. This resulted in a significant audit adjustment. According to accounting principles generally accepted in the United States of America, grant revenue should be recognized as it is earned. The summer learning program took place subsequent to June 30, 2017; therefore, cash received from this grant should have been recorded as deferred revenue on the consolidated statement of financial position until the program took place.

Recommendation

We recommend the Charter School review all grant documentation to ensure revenue is recorded in the proper period.

Status as of June 30, 2018

During our 2018 audit, we noted revenue was recorded in the proper periods.

* * * * *

This communication is intended solely for the information and use of management, the Finance Committee, the Board of Trustees and others within the Charter School and is not intended to be and should not be used by anyone other than these specified parties.

We appreciated the outstanding cooperation from your staff that our personnel received during the audit of the Charter School's financial statements. Should you have any questions or comments, please contact Michelle Cain or Kate Welc.

Very truly yours,

Mengel, Metzger, Barr & Co. LLP

MENGEL, METZGER, BARR & CO. LLP

WE VALUE YOUR FUTURE

M&T Bank

FOR INQUIRIES CALL: HENRIETTA
(585) 427-2906

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DISCOVERY CHARTER SCHOOL
ESCROW ACCOUNT
133 HOOVER DR
ROCHESTER NY 14615

ACCOUNT TYPE
COMMERCIAL CHECKING

ACCOUNT NUMBER	STATEMENT PERIOD
[redacted]	10/01/18 - 10/31/18

BEGINNING BALANCE	$75,000.00
DEPOSITS & CREDITS	0.00
LESS CHECKS & DEBITS	0.00
LESS SERVICE CHARGES	0.00
ENDING BALANCE	$75,000.00

ACCOUNT ACTIVITY

POSTING DATE	TRANSACTION DESCRIPTION	DEPOSITS & OTHER CREDITS (+)	WITHDRAWALS & OTHER DEBITS (-)	DAILY BALANCE
10/01/2018	BEGINNING BALANCE			$75,000.00
	NUMBER OF DEPOSITS/CHECKS PAID	0	0	

MANUFACTURERS AND TRADERS TRUST COMPANY
PO BOX 22900 - 255 EAST AVENUE ROCHESTER NY 14692-9964

HOW TO BALANCE YOUR M&T BANK ACCOUNT

TO BALANCE YOUR ACCOUNT WITH THIS STATEMENT COMPLETE STEPS 1,2, & 3.

STEP 1 **Place a checkmark (✔)** beside each item listed on this statement which has a corresponding entry in your register.
Also place a checkmark next to the item in your register.

STEP 2 **Add** to your register:
(a) Any deposits and other credits shown on this statement which you have not already entered.
(b) Any interest this statement shows credited to your account.

STEP 3 **Subtract** from your register:
(a) Any checks or other withdrawals shown on this statement which you did not enter into your register.
(b) Any automatic loan payments or ATM or other electronic debits shown on this statement which you have not already subtracted.
(c) Any service charges shown on this statement which you have not already subtracted.

TO DETERMINE THE CURRENT BALANCE IN YOUR ACCOUNT:

STEP 4 **List** any outstanding checks or debits written in your register, but not yet appearing on your statement.

OUTSTANDING CHECKS AND OTHER DEBITS		
NUMBER	AMOUNT	
1	$	
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
SUBTOTAL OF COLUMN 1	$	

OUTSTANDING CHECKS AND OTHER DEBITS		
NUMBER	AMOUNT	
13	$	
14		
15		
16		
17		
18		
19		
20		
21		
22		
SUBTOTAL OF COLUMN 2		
SUBTOTAL OF COLUMN 1 +		
TOTAL OUTSTANDING CHECKS AND DEBITS	$	

STEP 5 **Enter** on this line **the Ending Balance** shown in the summary on the front of this statement. $

STEP 6 **Enter the total of any deposits or other credits** shown on your register which are not shown on this statement. $

STEP 7 **Enter the total of STEPS 5 & 6.** $

STEP 8 **Enter TOTAL OUTSTANDING CHECKS & DEBITS** (from **STEP 4).** $

STEP 9 **Subtract STEP 8 from STEP 7** and enter the difference here. $

This amount should be your current account balance.

If you have questions, think your statement is incorrect, or for information regarding Treasury Management Services, please contact your M&T Relationship Manager or the Commercial Service Team at 1-800-724-2240, Monday through Friday, 8am - 6pm ET.

M&T Bank

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Entry 5d Financial Services Contact Information

Last updated: 11/05/2018

Regents, NYCDOE and Buffalo BOE authorized schools should enter the financial contact information requested and upload the independent auditor's report and internal controls reports as one combined file.

DISCOVERY CS (REGENTS)Section Heading

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact	School Based Fiscal Contact
	Joseph Saia	[redacted]	

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact	School Audit Contact	Years Working With
	Michelle Cain	[redacted]		

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years with Firm
	Premier Accounting	Anne Culver	[redacted]			3

New York State Education Department

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

2018-19 Budget & Cash Flow Template

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

1	Complete ALL SIX columns in BLUE
2	Enter information into the GRAY cells
3	Cells containing **RED** triangles in the upper right corner in columns B through G contain guidance on that particular item
4	School district per-pupil tuition information is located on the State Aid website at https://stateaid.nysed.gov/charter/. Rows may be inserted in the worksheet to accomodate additional districts if necessary.
5	The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, please reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

Discovery Charter School

PROJECTED BUDGET FOR 2018-2019

July 1, 2018 to June 30, 2019

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

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	**4,231,560**	**806,768**	**-**	**-**	**-**	**5,038,328**
Total Expenses	**3,059,729**	**1,211,620**	**-**	**-**	**917,311**	**5,188,660**
Net Income	**1,171,831**	**(404,852)**	**-**	**-**	**(917,311)**	**(150,332)**
Actual Student Enrollment	**258**	**22**				**-**
Total Paid Student Enrollment	**258**	**22**				**280**

		PROGRAM SERVICES			SUPPORT SERVICES		
		REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
REVENUE							
REVENUES FROM STATE SOURCES							
Per Pupil Revenue	**CY** Per Pupil Rate						
District of Location (Greece Central School District)	*$12,379.00*	222,822	37,137	-	-	-	259,959
Rochester City School District	*$13,684.00*	3,243,108	259,996	-	-	-	3,503,104
East Irondequoit School District	*$12,957.00*	38,871	-	-	-	-	38,871
School District 4 (Enter Name)		-	-	-	-	-	-
School District 5 (Enter Name)		-	-	-	-	-	-
		3,504,801	**297,133**				**3,801,934**
Special Education Revenue		-	475,000	-	-	-	475,000
Grants							
Stimulus		-	-	-	-	-	-
Other		-	-	-	-	-	-
Other State Revenue		70,000	-	-	-	-	70,000
TOTAL REVENUE FROM STATE SOURCES		**3,574,801**	**772,133**				**4,346,934**
REVENUE FROM FEDERAL FUNDING							
IDEA Special Needs		-	34,635	-	-	-	34,635
Title I		167,185		-	-	-	167,185
Title Funding - Other		46,007	-	-	-	-	46,007
School Food Service (Free Lunch)		317,282	-	-	-	-	317,282
Grants							
Charter School Program (CSP) Planning & Implementation		-	-	-	-	-	-
Other		16,620	-	-	-	-	16,620
Other Federal Revenue				-	-	-	-
TOTAL REVENUE FROM FEDERAL SOURCES		**547,094**	**34,635**				**581,729**
LOCAL and OTHER REVENUE							
Contributions and Donations, Fundraising		35,000	-	-	-	-	35,000
Erate Reimbursement		58,355	-	-	-	-	58,355
Interest Income, Earnings on Investments,		-	-	-	-	-	-
NYC-DYCD (Department of Youth and Community Developmt.)		-	-	-	-	-	-
Food Service (Income from meals)		-	-	-	-	-	-
Text Book		16,310	-	-	-	-	16,310
Other Local Revenue		-	-	-	-	-	-
TOTAL REVENUE FROM LOCAL and OTHER SOURCES		**109,665**					**109,665**
TOTAL REVENUE		**4,231,560**	**806,768**				**5,038,328**
EXPENSES							
ADMINISTRATIVE STAFF PERSONNEL COSTS	No. of Positions						
Executive Management	1.00	72,028	-	-	-	72,028	144,056
Instructional Management	3.00	106,478	55,000	-	-	-	161,478
Deans, Directors & Coordinators	3.00	68,614	130,679	-	-	33,250	232,543

Discovery Charter School

PROJECTED BUDGET FOR 2018-2019

July 1, 2018 to June 30, 2019

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

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	4,231,560	806,768	-	-	-	5,038,328
Total Expenses	3,059,729	1,211,620	-	-	917,311	5,188,660
Net Income	1,171,831	(404,852)	-	-	(917,311)	(150,332)
Actual Student Enrollment	258	22				-
Total Paid Student Enrollment	258	22				280

		PROGRAM SERVICES			SUPPORT SERVICES		
		REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
CFO / Director of Finance	-	-	-	-	-	-	-
Operation / Business Manager	1.00	8,081	-	-	-	72,727	80,808
Administrative Staff	2.00	9,318	-	-	-	83,862	93,180
TOTAL ADMINISTRATIVE STAFF	**10**	**264,519**	**185,679**			**261,867**	**712,065**
INSTRUCTIONAL PERSONNEL COSTS							
Teachers - Regular	19.00	1,012,126	-	-	-	-	1,012,126
Teachers - SPED	13.00	-	640,689	-	-	-	640,689
Substitute Teachers	-	-	-	-	-	-	-
Teaching Assistants	2.00	55,350	-	-	-	-	55,350
Specialty Teachers	5.00	224,387	-	-	-	-	224,387
Aides	3.00	64,911	64,911	-	-	-	129,822
Therapists & Counselors	1.00	32,214	32,214	-	-	-	64,428
Other	-	-	-	-	-	-	-
TOTAL INSTRUCTIONAL	**43**	**1,388,988**	**737,814**				**2,126,802**
NON-INSTRUCTIONAL PERSONNEL COSTS							
Nurse	-	-	-	-	-	-	-
Librarian	-	-	-	-	-	-	-
Custodian	-	-	-	-	-	-	-
Security	-	-	-	-	-	-	-
Other	1.85	-	-	-	-	32,000	32,000
TOTAL NON-INSTRUCTIONAL	**2**					**32,000**	**32,000**
SUBTOTAL PERSONNEL SERVICE COSTS	**55**	**1,653,507**	**923,493**			**293,867**	**2,870,867**
PAYROLL TAXES AND BENEFITS							
Payroll Taxes		165,351	92,349	-	-	29,387	287,087
Fringe / Employee Benefits		189,068	46,175	-	-	14,694	249,937
Retirement / Pension		164,361	91,267	-	-	11,191	266,819
TOTAL PAYROLL TAXES AND BENEFITS		**518,780**	**229,791**			**55,272**	**803,843**
TOTAL PERSONNEL SERVICE COSTS		**2,172,287**	**1,153,284**			**349,139**	**3,674,710**
CONTRACTED SERVICES							
Accounting / Audit		-	-	-	-	30,000	30,000
Legal		-	-	-	-	13,000	13,000
Management Company Fee		-	-	-	-	-	-
Nurse Services		-	-	-	-	-	-
Food Service / School Lunch		-	-	-	-	283,691	283,691
Payroll Services		-	-	-	-	4,500	4,500
Special Ed Services		-	-	-	-	-	-
Titlement Services (i.e. Title I)		-	-	-	-	-	-
Other Purchased / Professional / Consulting		161,795	23,255	-	-	47,500	232,550
TOTAL CONTRACTED SERVICES		**161,795**	**23,255**			**378,691**	**563,741**
SCHOOL OPERATIONS							
Board Expenses		-	-	-	-	250	250

Discovery Charter School

PROJECTED BUDGET FOR 2018-2019

July 1, 2018 to June 30, 2019

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

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	**4,231,560**	**806,768**	**-**	**-**	**-**	**5,038,328**
Total Expenses	**3,059,729**	**1,211,620**	**-**	**-**	**917,311**	**5,188,660**
Net Income	**1,171,831**	**(404,852)**	**-**	**-**	**(917,311)**	**(150,332)**
Actual Student Enrollment	**258**	**22**				**-**
Total Paid Student Enrollment	**258**	**22**				**280**

	PROGRAM SERVICES			SUPPORT SERVICES		
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Classroom / Teaching Supplies & Materials	20,000	-	-	-	-	20,000
Special Ed Supplies & Materials	-	6,000	-	-	-	6,000
Textbooks / Workbooks	27,729	3,081	-	-	-	30,810
Supplies & Materials other	-	-	-	-	-	-
Equipment / Furniture	8,000	-	-	-	-	8,000
Telephone	15,000	-	-	-	20,474	35,474
Technology	55,000	20,000	-	-	25,000	100,000
Student Testing & Assessment	9,000	1,000	-	-	-	10,000
Field Trips	12,000	-	-	-	-	12,000
Transportation (student)	42,500	2,500	-	-	-	45,000
Student Services - other	250	-	-	-	-	250
Office Expense	-	-	-	-	27,500	27,500
Staff Development	13,000	2,000	-	-	-	15,000
Staff Recruitment	-	-	-	-	-	-
Student Recruitment / Marketing	5,000	-	-	-	-	5,000
School Meals / Lunch		-	-	-	3,000	3,000
Travel (Staff)	7,000	500	-	-	500	8,000
Fundraising	-	-	-	-	-	-
Other	6,000	-	-	-	2,950	8,950
TOTAL SCHOOL OPERATIONS	**220,479**	**35,081**			**79,674**	**335,234**
FACILITY OPERATION & MAINTENANCE						
Insurance	21,200	-	-	-	7,360	28,560
Janitorial	-	-	-	-	-	-
Building and Land Rent / Lease	379,112	-	-	-	42,123	421,235
Repairs & Maintenance	-	-	-	-	4,080	4,080
Equipment / Furniture	-	-	-	-	2,040	2,040
Security	-	-	-	-	-	-
Utilities	42,336	-	-	-	4,704	47,040
TOTAL FACILITY OPERATION & MAINTENANCE	**442,648**				**60,307**	**502,955**
DEPRECIATION & AMORTIZATION	52,520	-	-	-	49,500	102,020
DISSOLUTION ESCROW & RESERVES / CONTIGENCY	10,000	-	-	-	-	10,000
TOTAL EXPENSES	**3,059,729**	**1,211,620**			**917,311**	**5,188,660**
NET INCOME	**1,171,831**	**(404,852)**	**-**	**-**	**(917,311)**	**(150,332)**

ENROLLMENT - *School Districts Are Linked To Above Entries*	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED
District of Location (Greece Central School District)	18	3	21
Rochester City School District	237	19	256
East Irondequoit School District	3	-	3
School District 4 (Enter Name)			-
School District 5 (Enter Name)			-
TOTAL ENROLLMENT	**258**	**22**	**280**

Discovery Charter School

PROJECTED BUDGET FOR 2018-2019

July 1, 2018 to June 30, 2019

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

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	4,231,560	806,768	-	-	-	5,038,328
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Net Income	1,171,831	(404,852)	-	-	(917,311)	(150,332)
Actual Student Enrollment	258	22				-
Total Paid Student Enrollment	258	22				280

	PROGRAM SERVICES			SUPPORT SERVICES		
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
REVENUE PER PUPIL	16,401	36,671	-			
EXPENSES PER PUPIL	11,859	55,074	-			

Assumptions
DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable

Assumptions
DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Operations Manager
Asst Operations Manager FTE 1.0, Administrative Assistant 1.0 FTE
Intervention 6.0 FTE. SPED Teachers 7.0 FTE
Art 1.0 FTE, Music 1.0 FTE, PE 3.0 FTE
Social Emotional Support Specialist 3.0 FTE
Social Worker 1.0 FTE
Cafeteria Staff 1.85 FTE

Assumptions
DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable

Assumptions
DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable

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

Trustee Name: Scott M Adair

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

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

2. Is the trustee an employee of any school operated by the Education Corporation?
   ____Yes _X___No

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

3. 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 __X__No

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

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

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

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

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

S. R. A.
Signature

7/9/2018
Date

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

Business Telephone: _____

Business Address: _____

E-mail Addre

Home Teleph

Home Addre

[redacted]

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

Trustee Name:

LESLIE BERKOWITZ

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

DISCOVERY 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
NONE	NONE	NONE	NONE

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

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

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

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

Signature 6/29/18 Date

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

Business Telephone: _____

Business Address: [redacted]

E-mail Addre

Home Telepl

Home Addre

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

Trustee Name: Yoshida Blackman

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

Discovery Charter School

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

   None

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

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

3. 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** __X__**No**

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

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

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

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

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
None	None	None	None	None

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

Signature _____ Date _____

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[redacted]

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

Trustee Name: Donna M. Dedee Doyle

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

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

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

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

3. 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** __X__**No**

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

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

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

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

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

Donna M. Dekee

July 17, 2018

Signature Date

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[redacted]

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

Trustee Name: Sarah Etsler

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

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1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).Board Member, Chair of HR Committee

2. Is the trustee an employee of any school operated by the Education Corporation? **____Yes __X__No**

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

3. 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 __X__No

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

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

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

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

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
EnCompass Resources for Learning, Inc.	**Academic Intervention Programming**	**$550,439**	**Sarah Etsler**	Recusal of voting on any resolutions involving EnCompass Resources for Learning

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

Sarah Etsler 6/26/18

Signature Date

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[redacted]

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

Trustee Name:

___Shanna Jamanis____

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

____Discovery Charter School____

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

2. Is the trustee an employee of any school operated by the Education Corporation?
   ____Yes __X__No

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

3. 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 __X__No

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

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

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

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

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

Shanna Jamanis

Signature _____ Date 7/03/18

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[redacted]

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

Trustee Name: Lisa M. Lewis

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

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

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

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

3. 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** __X__**No**

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

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

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

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

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

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

Signature

6/28/2018
Date

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

Business Tele

Business Add

E-mail Addres

Home Telephe

Home Addres

[redacted]

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

Trustee Name: Robert Stiles

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

---

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

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

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

3. 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** __X__**No**

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

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

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

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

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

S/ ROBERT STILES June 26, 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:

[redacted]

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

Trustee Name: Sara B. Varhus

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

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

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

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

3. 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** __X__**No**

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

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

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

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
None	None	None	None	None

Sara B. Varhus

Signature

Date July 3, 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.

[redacted]

Entry 8 BOT Table

Last updated: 07/24/2018

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

	Trustee Name and Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2017-18
1	Scott Adair [redacted]	Treasurer	Executive; Audit/Finance (Chair)	Yes	2	07/20/2018	07/20/2021	10
2	Leslie Berkowitz [redacted]	Trustee/Member	Personnel; Governance	Yes	1	07/20/2017	7/20/2020	9
3	Donna Dedee Doyle [redacted]	Vice Chair	Executive, Personnel, Governance	Yes	2	07/20/2018	07/20/2021	10
4	Sarah Etsler [redacted]	Trustee/Member	Executive; Personnel (Chair)	Yes	2	07/20/2018	07/20/2021	12
5	Lisa Lewis [redacted]	Trustee/Member	Audit/Finance	Yes	1	07/20/2017	07/20/2020	7
6	Robert Stiles [redacted]	Secretary	Executive, Governance (Chair)	Yes	1	07/20/2018	07/20/2021	11
			Executive (Chair), Audit/Finance (ex					

7	Sara Varhus	Chair	officio/voting), Governance (ex officio/voting)	Yes	2	07/20/2016	07/20/2019	11
8	TBD (2017-18 Parent Representative Resigned in June 2018 and process underway to secure another)	Parent Rep	TBD	Yes		09/21/2018	09/21/2021	12
9								

1a. Are there more that 9 members of the Board of Trustees?	No
2. Total number of members on June 30, 2018	8
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	3
5. Number of voting members in 2017-18, as set by the by-laws, resolution or minutes	9

6. Number of Board meetings conducted during the 2017-18 School Year	13
7. Number of Board meetings scheduled for the coming 2018-19 school year	13

Thank you.

Entry 9 - Board Meeting Minutes

Last updated: 07/24/2018

Instructions for submitting minutes of the BOT monthly meetings

Regents, NYCDOE, and Buffalo BOE authorized schools must either provide a link to a complete set of minutes that are posted on the charter school website, or upload a complete set of board meeting minutes from July 2017--June 2018, which should match the number of meetings held during the 2017-18 school year.

DISCOVERY CS (REGENTS)

Are all monthly BOT meeting minutes posted, which should match the number of meetings held during 2017-18 school year, on the charter school's website?	Yes

the charter school's website.

A. Provide if posted on the charter school's website a URL link to the Monthly Board Meeting Minutes, which should match the number of meetings held during the 2017-18 school year.	http://www.rochesterdiscovery.com

Entry 10 Enrollment and Retention of Special Populations

Last updated: 07/24/2018

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.

DISCOVERY CS (REGENTS)Section Heading

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2017-18	Describe Recruitment Plans in 2018-19)
Economically Disadvantaged	DCS serves a greater percentage Economically Disadvantaged Students than the Rochester City School District at the Kindergarten through Sixth Grade levels. If DCS continues to serve a greater percentage of Economically Disadvantaged Students than the Rochester City School District at the Kindergarten through Sixth Grade levels, the efforts will generally remain unchanged for this group. For example, recruitment mailings will continue to be focused on families who receive social services through the county.	DCS serves a greater percentage Economically Disadvantaged Students than the Rochester City School District at the Kindergarten through Sixth Grade levels. If DCS continues to serve a greater percentage of Economically Disadvantaged Students than the Rochester City School District at the Kindergarten through Sixth Grade levels, the efforts will generally remain unchanged for this group. For example, recruitment mailings will continue to be focused on families who receive social services through the county.
	To increase the enrollment of ELL, during the 2017-18 school year DCS has: • Added ELL weighting at the 2018-19 lottery (i.e. ELL applicants were given two entries, doubling their chances of being selected). DCS anticipates instituting an increase to three entries for the 2019-20 lottery to further increase the probability of being selected early. • Refugee Resettlement Center leaders were invited in to tour the school and ask questions to promote and maintain an ongoing partnership (2.7) • Room tours, "Meet the Teacher", application help and enrollment help	DCS utilizes actual enrollment numbers to

English Language Learners	provided by a Spanish-speaking bilingual Teaching Assistant assigned to support in the Kindergarten o E.g. All new families were provided enrollment help on 4.27, 4.28 & 5.11 • An Arabic-speaking bilingual Teaching Assistant was hired for the 2018-19 school year. She also teaches at the Islamic Center of Rochester and is increasing the school's outreach and relationship building for this community. • Targeted the recruitment of non-native speakers of English in preschools sponsored by the Ibero-American League • ELL Parent Orientation meetings in spring and fall held by the DCS TESOL Teacher • DCS staff attended and presented at the University of Rochester Diversity Conference to build relationships and recruit families • DCS joined the Rochester-wide common charter school application consortium with the intension to increase school exposure and streamline the application process for families	evaluate recruitment and outreach efforts. DCS prioritizes reaching the most at-risk students of one of the most at-risk cities in the country and aspires to serve these three populations at a rate greater than the Rochester City School District. DCS anticipates adding a second TESOL teacher over the next charter term as a strategic improvement to the current services provided.
Students with Disabilities	DCS serves a greater percentage of Students with Disabilities than the Rochester City School District at the Kindergarten through Sixth Grade levels. If DCS continues to serve a greater percentage of Students with Disabilities than the Rochester City School District at the Kindergarten through Sixth Grade levels, the efforts will generally remain unchanged for thi group. For example, DCS will continue to be an outlier by providing for the significant special education needs of students who require a special class. The Integrated Co-Taught classes at each grade 1st through 6th, allow students to stay at DCS even when a change in setting is recommended by the district's Special Education Committee and attracts families of students with Individual Education Plans (IEP) to apply.	DCS serves a greater percentage of Students with Disabilities than the Rochester City School District at the Kindergarten through Sixth Grade levels. If DCS continues to serve a greater percentage of Students with Disabilities than the Rochester City School District at the Kindergarten through Sixth Grade levels, the efforts will generally remain unchanged for this group. For example, DCS will continue to be an outlier by providing for the significant special education needs of students who require a special class. The Integrated Co-Taught classes at each grade 1st through 6th, allow students to stay at DCS even when a change in setting is recommended by the district's Special Education Committee and attracts families of students with Individual Education Plans (IEP) to apply.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2017-18	Describe Retention Plans in 2018-19)
	Support for Economically Disadvantaged Students: 97% of DCS students are	Support for Economically Disadvantaged Students: 97% of DCS students are

Economically Disadvantaged	economically disadvantaged, and, because we have a poverty preference for students to enter our lottery for admission, DCS offers “wrap-around” services, including health services as needed and weekly backpacks of food for 50 families. In the classroom, daily vocabulary work is a high priority given the research around increased vocabulary contributing to achievement gap closure for economically disadvantaged students. Partners in the local community also assist in these efforts (e.g., Paper and Pencil Program through Jewish Family Services provides school materials like notebooks and backpacks; Two grants amounting to $35,000.00 have been secured for the creation of a new student literature curriculum library to support the EL ELA Modules; Two grant-funded “Navigators” support approximately ten DCS families to access community services and move towards independence).	economically disadvantaged, and, because we have a poverty preference for students to enter our lottery for admission, DCS offers “wrap-around” services, including health services as needed and weekly backpacks of food for 50 families. In the classroom, daily vocabulary work is a high priority given the research around increased vocabulary contributing to achievement gap closure for economically disadvantaged students. Partners in the local community also assist in these efforts (e.g., Paper and Pencil Program through Jewish Family Services provides school materials like notebooks and backpacks; Two grants amounting to $35,000.00 have been secured for the creation of a new student literature curriculum library to support the EL ELA Modules; Two grant-funded “Navigators” support approximately ten DCS families to access community services and move towards independence).
English Language Learners	In 2017-18, to support English Language Learners, DCS provided a full-time English to Speakers of Other Languages certified teacher, who supported ten students. English Language Learners also do additional work with both the Intervention Team and the Speech Language Pathologists, as part of the school’s Response to Intervention program. Translators are secured for New York State testing where appropriate. There were also two bilingual staff to support students and families. For the 2018-19 school year, DCS anticipates adding a third bilingual staff member to be able to support both Spanish and Arabic speakers.	In 201-19, to support English Language Learners, DCS will continue to provide a full-time English to Speakers of Other Languages certified teacher, who supported ten students. English Language Learners will also do additional work with both the Intervention Team and the Speech Language Pathologists, as part of the school’s Response to Intervention program. Translators will be secured for New York State testing where appropriate. There will also continue to be two bilingual staff to support students and families. For the 2018-19 school year, DCS anticipates adding a third bilingual staff member to be able to support both Spanish and Arabic speakers.
Student	In 2017-18, the following were available to Students with Disabilities: • A full-time Speech Language Pathologist assigned solely to meet students’ Individualized Education Plans (35 students), • Integrated Co-Taught Special Education Class at each grade level 1st-6th (28 students), • Counseling on Individualized Education Plans (23 students) and 504 Plans (17 students), • Physical and/or Occupational therapy (15 students),	In 2018-19, the following will be available to Students with Disabilities: • A full-time Speech Language Pathologist assigned solely to meet students’ Individualized Education Plans (35 students), • Integrated Co-Taught Special Education Class at each grade level 1st-6th (28 students), • Counseling on Individualized Education Plans (23 students) and 504 Plans (17 students), • Physical and/or Occupational therapy (15 students),

s with Disabilities	• Assigned bus monitors and/or special transportation (10 students), • Crisis Plans (8 students), • Consultant-Teacher-Direct services (7 students), • Behavior Intervention Plans (4 students), • Emergency Medical Plans (1 student) and • Special education certified teacher(s) on intervention team. Finally, to promote an understanding of diversity and inclusivity, since the 2016-17 school year, DCS has worked with Employment Alliance to employ a physically and mentally disabled staff member.	• Assigned bus monitors and/or special transportation (10 students), • Crisis Plans (8 students), • Consultant-Teacher-Direct services (7 students), • Behavior Intervention Plans (4 students), • Emergency Medical Plans (1 student) and • Special education certified teacher(s) on intervention team. Finally, to promote an understanding of diversity and inclusivity, since the 2016-17 school year, DCS has worked with Employment Alliance to employ a physically and mentally disabled staff member. DCS will maintain this partnership.

Entry 11 Classroom Teacher and Administrator Attrition

Last updated: 07/24/2018

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 6/3018
	30	7	7	2	28

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
	1	0	0	0	1

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.

1 of the 7 teachers who departed was not invited back. 2 of the 7 teachers who departed left on maternity leave and did not return. 3 of the 7 teachers who left took jobs at other schools. 1 of the 7 teachers who departed left for work in the private sector.

Classroom teachers went down from 30 to 28 because we anticipated the 2 teachers taking on new positions (i.e. full-time TESOL and Coordinator/Coach) and spent one year preparing with "extra" classroom teachers.

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

Entry 12 Uncertified Teachers

Last updated: 07/24/2018

FTE Count of All Teachers (Certified and Uncertified) as of 6/30/18	37
FTE Count of All Certified Teachers as of 6/30/18	34

Instructions for Reporting Percent of Uncertified Teachers

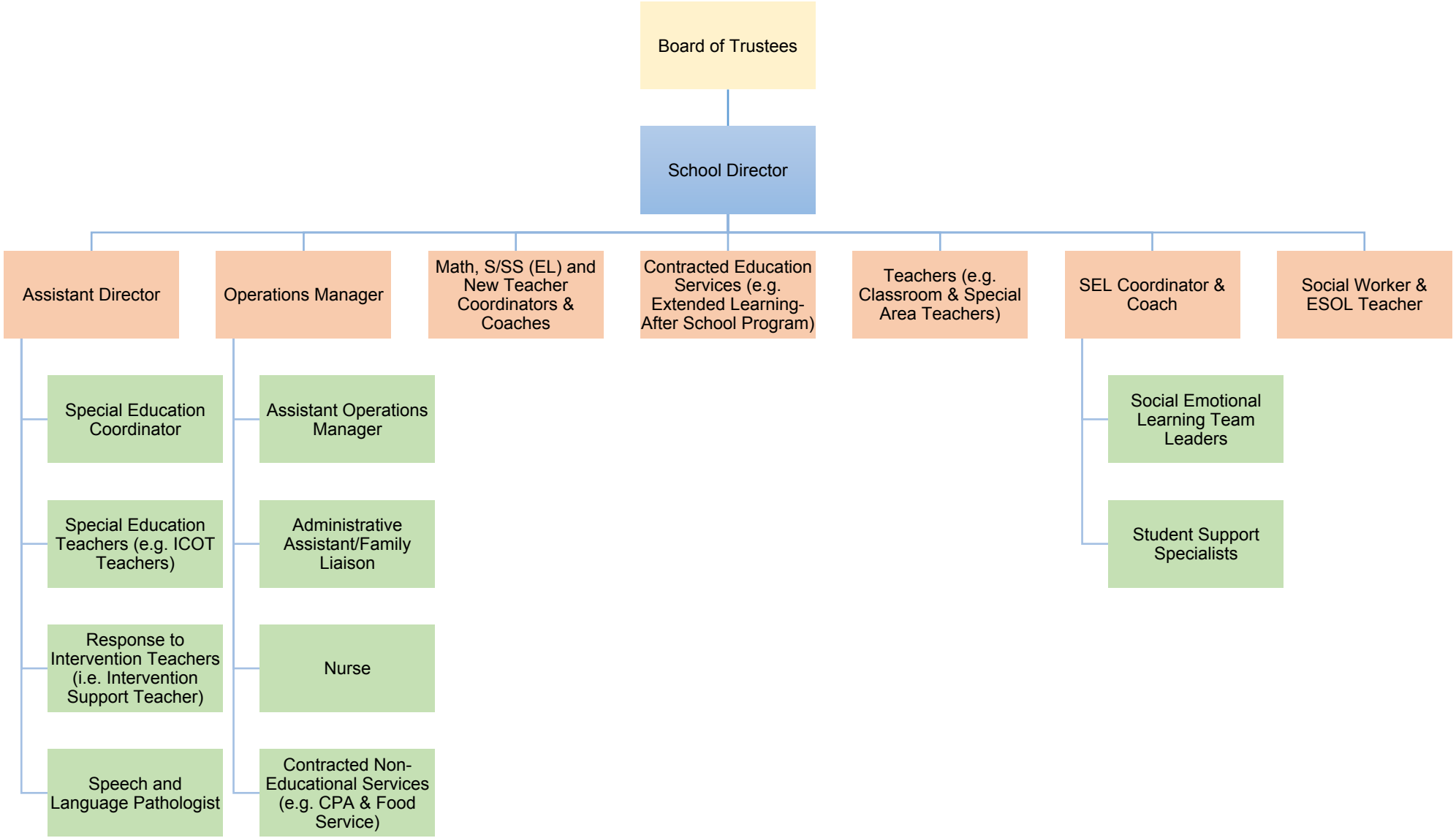
The table below is reflective of the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Enter the relevant full time equivalent (FTE) count of teachers in each column. For example, a school with 20 full time teachers and 5 half time teachers would have an FTE count of 22.5. If more than one column applies to a particular teacher, please select one column for the FTE count. Please do not include paraprofessionals, such as teacher assistants.

FTE count of uncertified teachers on 6/30/18, and each uncertified teacher should be counted only once.

	FTE Count
1. Total FTE count of uncertified teachers (6-30-18)	3
2. FTE count of uncertified teachers with at least three years of elementary, middle or secondary classroom teaching experience (6-30-18)	1
3. FTE count of uncertified teachers who are tenured or tenure track college faculty (6-30-18)	0
4. FTE count of uncertified teachers with two years of Teach for America experience (6-30-18)	0
5. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (6-30-18)	2
6. FTE count of uncertified teachers who do not fit into any of the prior four categories (6-30-18)	0

Thank you.

Discovery Charter School Organization Chart 2018-19 (Adopted 6.18)



Discovery Charter School
2018-19 School Calendar

(4.20.18 adoption)

JULY 2018 (T=0/S=0)						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

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

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

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

NOVEMBER 2017 (T=18/S=17)						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

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

No School For Students
12:30 Dismissal for Students
NYS Tests (3rd-6th grades)
Conference Days

Q1: 8.16-10.26; Q2: 10.29-1.18
Q3: 1.22-4.12; Q4: 4.22-6.28

AUGUST

8.16 FIRST DAY FOR STUDENTS!

8.16-8.31 DCS has school (RCSD does not)
8.16-8.24 DCS Data Meetings & PD (12:30 Dismissal)

SEPTEMBER

9.3 No School (Labor Day Holiday)
9.4 DCS has school (RCSD does not)
9.14 DCS Data Meetings (12:30 Dismissal)
9.28 DCS Data Meetings & PD (12:30 Dismissal)

OCTOBER

10.5 DCS has school (RCSD does not)
10.8 No School (Columbus Day Holiday)
10.26 DCS Data Meetings & PD (12:30 Dismissal)
10.29 No School for Students (PD for DCS; RCSD has school)

NOVEMBER

11.2 Report Card Conferences (12:30 Dismissal)
11.6 No School for Students (PD for Teachers)
11.12 No School (Veterans' Day Holiday)
11.21-11.23 No School (Thanksgiving Recess)
11.30 DCS Data Meetings & PD (12:30 Dismissal)

DECEMBER

12.7 DCS Data Meetings & PD (12:30 Dismissal)
12.21 DCS has school (RCSD does not)
12.24-1.1 No School (Winter Recess)

JANUARY

1.1 No School (New Year's Day Holiday)
1.11 DCS Data Meetings & PD (12:30 Dismissal)
1.21 No School (Martin Luther King Day Holiday)
1.22 No School for Students (PD for DCS; RCSD has school)
1.25 Second Report Card Sent Home

FEBRUARY

2.15 DCS Data Meetings & PD (12:30 Dismissal)
2.18-2.22 No School (Presidents' Week Recess)

MARCH

3.21 DCS Data Meetings & PD (12:30 Dismissal)
3.22 No School (Holiday Recess)

APRIL

4.2 & 4.3 NYS ELA Test (3rd-6th grades)
4.15-4.19 No School (Spring Recess)
4.22 No School for Students (PD for DCS; RCSD has school)
4.26 Report Card Conferences (12:30 Dismissal)

MAY

5.1 & 5.2 NYS MATH Test (3rd-6th grades)
5.24 & 5.27 No School (Memorial Day Holiday)
5.31 DCS Data Meetings & PD (12:30 Dismissal)

JUNE

6.3 NYS SCIENCE Written Test (4th grade)
6.26-6.28 DCS has school (RCSD does not)
6.24-6.28 DCS Data Meetings & PD (12:30 Dismissal)
6.28 Fourth Report Card & Last Day for Students

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

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

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

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

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

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

DCS Phone #: 342-4032
DCS Fax #: 342-4003

School Hours: 8:00-3:30

School Days = 200
Transportation Needed = 196