



# Entry 1 School Information

Last updated: 07/31/2017

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, 2017**) or you may not be assigned the correct tasks.

**a. SCHOOL NAME AND BEDS#** EUGENIO MARIA DE HOSTOS CS (SUNY Trustees)

(Select name from the drop down menu)

**b. CHARTER AUTHORIZER** SUNY-Authorized Charter School

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

**c. DISTRICT / CSD OF LOCATION** Rochester

## d1. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	27 Zimbrich Street Rochester, NY 14621	[REDACTED]		

## d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Maycanitza Perez
Title	Executive Director
Emergency Phone Number (###-###-####)	[REDACTED]

**e. SCHOOL WEB ADDRESS (URL)** <http://www.emhcharter.org>

**f. DATE OF INITIAL CHARTER** 04/2000

**g. DATE FIRST OPENED FOR INSTRUCTION** 09/2000

**i. TOTAL ENROLLMENT ON JUNE 30, 2017** 607

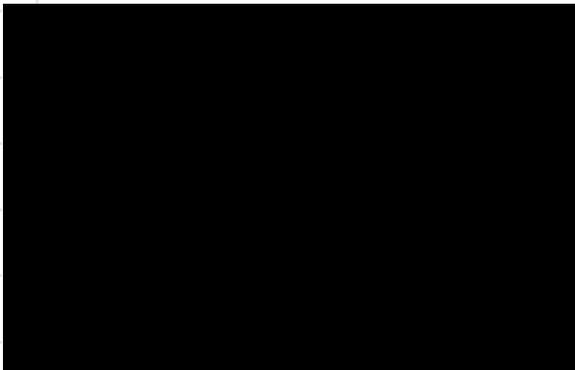
**j. GRADES SERVED IN SCHOOL YEAR 2016-17**

Check all that apply

Grades Served	K, 1, 2, 3, 4, 5, 6, 7, 8, 9
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**k1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?** Yes

**k2. NAME OF CMO/EMO AND ADDRESS**

NAME OF CMO/EMO	SUNY Charter School Institute
PHYSICAL STREET ADDRESS	
CITY	
STATE	
ZIP CODE	
EMAIL ADDRESS	

**l1. FACILITIES**

Does the school maintain or operate multiple sites?

	Yes, 2 sites
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## 12. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	27 Zimbrich St. Rochester, NY 14621		ROCHESTER CITY SD	2-9	No	Own
Site 2	1069 Joseph Avenue Rochester, NY 14621		ROCHESTER CITY SD	K-1	Yes	Own
Site 3						

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

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Maycanitza Perez			
Operational Leader				
Compliance Contact				
Complaint Contact				

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

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Maycanitza Perez			
Operational Leader				
Compliance Contact				
Complaint Contact				

**m1. Is the school or are the school sites co-located?** No

**n1. Were there any revisions to the school’s charter during the 2016-17 school year? (Please include approved or pending material and non-material charter revisions).** No

**o. Name and Position of Individual(s) Who Completed the 2016-17 Annual Report.** Maycanitza Perez-Executive Director

**p. Our signatures below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in any part of this report is found to have been deliberately misrepresented, that will constitute grounds for the revocation of our charter. Check YES if you agree and then use the mouse on your PC or the stylist on your mobile device to sign your name).**

Yes

**Signature, Head of Charter School**

A handwritten signature in black ink, reading "Maycanitz Perez". The signature is fluid and cursive, with the first name "Maycanitz" and the last name "Perez" clearly distinguishable.

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

**Date**

2017/07/31

**Thank you.**



# Entry 2 NYS School Report Card Link

Last updated: 07/31/2017

## 1. 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?instid=800000050603&year=2016&createreport=1&allchecked=1&enrollment=1&freelunch=1&attendance=1&suspensions=1&teacherqual=1&teacherturnover=1&staffcounts=1&38ELA=1&38MATH=1&48SCI=1&naep=1&elemELA=1&elemMATH=1&elemSci=1&unweighted=1>



# Entry 4 Expenditures per Child

Created: 07/31/2017 • Last updated: 08/01/2017

## 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 2016-17 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	1277995
Line 2: Year End FTE student enrollment	608
Line 3: Divide Line 1 by Line 2	2102

## 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 2016-17 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)	452006
Line 2: Management and General Cost (Column)	825989
Line 3: Sum of Line 1 and Line 2	1277995
Line 5: Divide Line 3 by the Year End FTE student enrollment	2102

***Thank you.***

# New York State Education Department

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

## 2017-18 Budget & Cash Flow Template

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

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

**EUGENIO MARIA DE HOSTOS CHARTER SCHOOL -**

**PROJECTED BUDGET FOR 2017-2018 -**

**July 1, 2017 to June 30, 2018 -**

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	10,639,807	-	-	-	-	10,639,807
Total Expenses	10,505,184	-	-	-	-	10,505,184
Net Income	134,623	-	-	-	-	134,623
Actual Student Enrollment	721	-	-	-	-	-
Total Paid Student Enrollment	-	-	-	-	-	-

PROGRAM SERVICES

SUPPORT SERVICES

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

**REVENUES FROM STATE SOURCES**

Per Pupil Revenue

CY Per Pupil Rate

ROCHESTER CITY SD	\$13,090.00
WEST IRONDEQUOIT CSD	\$11,413.00
BRIGHTON CSD	\$13,448.00
GREECE CSD	\$11,979.00

8,940,470	-	-	-	-	8,940,470
399,455	-	-	-	-	399,455
26,896	-	-	-	-	26,896
11,979	-	-	-	-	11,979
-	-	-	-	-	-
<b>9,378,800</b>					<b>9,378,800</b>

Special Education Revenue

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

Grants

Stimulus

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

Other

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

Other State Revenue

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

**TOTAL REVENUE FROM STATE SOURCES**

<b>9,378,800</b>					<b>9,378,800</b>
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**REVENUE FROM FEDERAL FUNDING**

IDEA Special Needs

100,000	-	-	-	-	100,000
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Title I

185,000	-	-	-	-	185,000
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Title Funding - Other

14,979	-	-	-	-	14,979
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School Food Service (Free Lunch)

704,528	-	-	-	-	704,528
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Grants

Charter School Program (CSP) Planning & Implementation

-	-	-	-	-	-
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Other

200,000	-	-	-	-	200,000
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Other Federal Revenue

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

**TOTAL REVENUE FROM FEDERAL SOURCES**

<b>1,204,507</b>					<b>1,204,507</b>
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**LOCAL and OTHER REVENUE**

Contributions and Donations, Fundraising

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

Erate Reimbursement

20,000	-	-	-	-	20,000
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Interest Income, Earnings on Investments,

11,500	-	-	-	-	11,500
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NYC-DYCD (Department of Youth and Community Developmt.)

-	-	-	-	-	-
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Food Service (Income from meals)

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

Text Book

-	-	-	-	-	-
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Other Local Revenue

25,000	-	-	-	-	25,000
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**TOTAL REVENUE FROM LOCAL and OTHER SOURCES**

<b>56,500</b>					<b>56,500</b>
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**TOTAL REVENUE**

<b>10,639,807</b>					<b>10,639,807</b>
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**EXPENSES**

**ADMINISTRATIVE STAFF PERSONNEL COSTS**

No. of Positions

Executive Management

1.00

122,000	-	-	-	-	122,000
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Instructional Management

5.00

486,000	-	-	-	-	486,000
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Deans, Directors & Coordinators

-

-	-	-	-	-	-
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**EUGENIO MARIA DE HOSTOS CHARTER SCHOOL**

**PROJECTED BUDGET FOR 2017-2018**

**July 1, 2017 to June 30, 2018**

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	10,639,807	-	-	-	-	10,639,807
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Net Income	134,623	-	-	-	-	134,623
Actual Student Enrollment	721	-	-	-	-	-
Total Paid Student Enrollment	-	-	-	-	-	-

**PROGRAM SERVICES**

**SUPPORT SERVICES**

		REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
CFO / Director of Finance	1.50	139,500	-	-	-	-	139,500
Operation / Business Manager	2.00	130,000	-	-	-	-	130,000
Administrative Staff	6.00	273,000	-	-	-	-	273,000
<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>16</b>	<b>1,150,500</b>					<b>1,150,500</b>
<b>INSTRUCTIONAL PERSONNEL COSTS</b>							
Teachers - Regular	43.50	2,073,500	-	-	-	-	2,073,500
Teachers - SPED	7.50	337,500	-	-	-	-	337,500
Substitute Teachers	1.00	30,000	-	-	-	-	30,000
Teaching Assistants	-	-	-	-	-	-	-
Specialty Teachers	10.80	578,600	-	-	-	-	578,600
Aides	32.00	738,000	-	-	-	-	738,000
Therapists & Counselors	4.50	262,000	-	-	-	-	262,000
Other	17.00	325,500	-	-	-	-	325,500
<b>TOTAL INSTRUCTIONAL</b>	<b>116</b>	<b>4,345,100</b>					<b>4,345,100</b>
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>							
Nurse	-	-	-	-	-	-	-
Librarian	-	-	-	-	-	-	-
Custodian	1.00	55,000	-	-	-	-	55,000
Security	-	-	-	-	-	-	-
Other	6.50	100,000	-	-	-	-	100,000
<b>TOTAL NON-INSTRUCTIONAL</b>	<b>8</b>	<b>155,000</b>					<b>155,000</b>
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>	<b>139</b>	<b>5,650,600</b>					<b>5,650,600</b>
<b>PAYROLL TAXES AND BENEFITS</b>							
Payroll Taxes		432,272	-	-	-	-	432,272
Fringe / Employee Benefits		1,056,914	-	-	-	-	1,056,914
Retirement / Pension		596,660	-	-	-	-	596,660
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>		<b>2,085,846</b>					<b>2,085,846</b>
<b>TOTAL PERSONNEL SERVICE COSTS</b>		<b>7,736,446</b>					<b>7,736,446</b>
<b>CONTRACTED SERVICES</b>							
Accounting / Audit		34,000	-	-	-	-	34,000
Legal		25,000	-	-	-	-	25,000
Management Company Fee		-	-	-	-	-	-
Nurse Services		-	-	-	-	-	-
Food Service / School Lunch		378,912	-	-	-	-	378,912
Payroll Services		8,000	-	-	-	-	8,000
Special Ed Services		-	-	-	-	-	-
Titlment Services (i.e. Title I)		-	-	-	-	-	-
Other Purchased / Professional / Consulting		448,144	-	-	-	-	448,144
<b>TOTAL CONTRACTED SERVICES</b>		<b>894,056</b>					<b>894,056</b>

**SCHOOL OPERATIONS**

**EUGENIO MARIA DE HOSTOS CHARTER SCHOOL**

**PROJECTED BUDGET FOR 2017-2018**

**July 1, 2017 to June 30, 2018**

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Actual Student Enrollment	721	-	-	-	-	-
Total Paid Student Enrollment	-	-	-	-	-	-

	PROGRAM SERVICES			SUPPORT SERVICES		TOTAL
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	
Board Expenses	500	-	-	-	-	500
Classroom / Teaching Supplies & Materials	100,000	-	-	-	-	100,000
Special Ed Supplies & Materials	-	-	-	-	-	-
Textbooks / Workbooks	50,000	-	-	-	-	50,000
Supplies & Materials other	-	-	-	-	-	-
Equipment / Furniture	95,000	-	-	-	-	95,000
Telephone	15,000	-	-	-	-	15,000
Technology	48,500	-	-	-	-	48,500
Student Testing & Assessment	10,000	-	-	-	-	10,000
Field Trips	-	-	-	-	-	-
Transportation (student)	-	-	-	-	-	-
Student Services - other	45,000	-	-	-	-	45,000
Office Expense	32,000	-	-	-	-	32,000
Staff Development	-	-	-	-	-	-
Staff Recruitment	-	-	-	-	-	-
Student Recruitment / Marketing	40,000	-	-	-	-	40,000
School Meals / Lunch	-	-	-	-	-	-
Travel (Staff)	30,000	-	-	-	-	30,000
Fundraising	-	-	-	-	-	-
Other	75,500	-	-	-	-	75,500
<b>TOTAL SCHOOL OPERATIONS</b>	<b>541,500</b>					<b>541,500</b>
<b>FACILITY OPERATION &amp; MAINTENANCE</b>						
Insurance	50,000	-	-	-	-	50,000
Janitorial	115,000	-	-	-	-	115,000
Building and Land Rent / Lease	212,024	-	-	-	-	212,024
Repairs & Maintenance	575,000	-	-	-	-	575,000
Equipment / Furniture	52,000	-	-	-	-	52,000
Security	60,000	-	-	-	-	60,000
Utilities	138,100	-	-	-	-	138,100
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	<b>1,202,124</b>					<b>1,202,124</b>
<b>DEPRECIATION &amp; AMORTIZATION</b>	<b>81,058</b>					<b>81,058</b>
<b>DISSOLUTION ESCROW &amp; RESERVES / CONTINGENCY</b>	<b>50,000</b>					<b>50,000</b>
<b>TOTAL EXPENSES</b>	<b>10,505,184</b>					<b>10,505,184</b>
<b>NET INCOME</b>	<b>134,623</b>					<b>134,623</b>

ENROLLMENT - *School Districts Are Linked To Above Entries*	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED
ROCHESTER CITY SD	683		683
WEST IRONDEQUOIT CSD	35		35
BRIGHTON CSD	2		2
GREECE CSD	1		1
0			-

**EUGENIO MARIA DE HOSTOS CHARTER SCHOOL**

**PROJECTED BUDGET FOR 2017-2018**

**July 1, 2017 to June 30, 2018**

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Actual Student Enrollment	721	-	-	-	-	-
Total Paid Student Enrollment	-	-	-	-	-	-

**PROGRAM SERVICES**

**SUPPORT SERVICES**

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
<b>TOTAL ENROLLMENT</b>	721	-	721	-	-	-
<b>REVENUE PER PUPIL</b>	14,757	-	-	-	-	-
<b>EXPENSES PER PUPIL</b>	14,570	-	-	-	-	-









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

Trustee Name:

Margaret Quackembush

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

Engenio Maria de Hosfos 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



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

Trustee Name:

BRIAN ROULIN

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

EUGENIO MARIA DE HOSTOS CHARTER SCHOOL

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

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

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

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

If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date. JULY 3 2017 - SUMMER TEMPORARY ACCOUNTANT AT [REDACTED] ASSISTING NEW CFO WITH CLOSING BOOKS FOR 6-30-2017 AND PREPARATION OF SUPPORTING DOCUMENTATION FOR OUTSIDE AUDITORS.

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

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

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

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				

*Brian J. Rowland*  
 Signature

31 July 2017  
 Date

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

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

Business Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Home Address: \_\_\_\_\_



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

**Trustee Name:**

        *Lynda Rosanna Esch*        

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

        *EMHC5*        

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

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

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

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

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

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

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

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

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

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

*[Handwritten Signature]*

7/31/17

Signature

Date

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

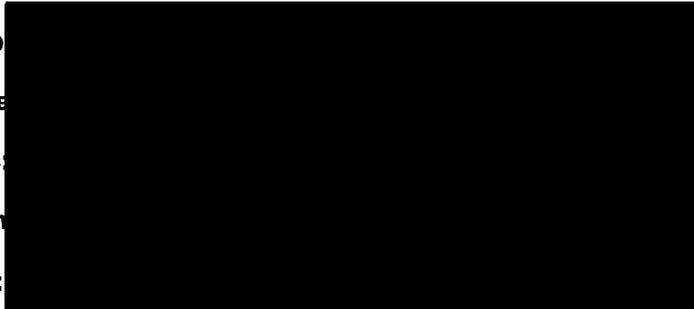
Business Telephone: \_\_\_\_\_

Business Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Home Address: \_\_\_\_\_



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

**Trustee Name:**

Gaynelle D. Wethers

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

\_\_\_\_\_

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

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.

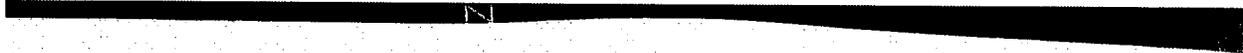
3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?

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
NA	None		



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

NA None

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

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

*Haynelle D. Wethers* *July 31, 2017*  
 Signature Date

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

Business Telephone: 

Business Address: 

E-mail Address: 

Home Telephone: 

Home Address: 

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

**Trustee Name:**

Eugenio Marlin

---

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

Eugenio María de Hostos Charter School

---

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

Nominations Committee

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

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

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

Yes  No

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

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

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

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

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
Ibero-American Development Corporation	Landlord (938 Clifford)	\$168,000	Eugenio Marlin	No participation in issues or discussions affecting tenancy of said facility

  
 \_\_\_\_\_  
 Signature

July 30, 2017  
 \_\_\_\_\_  
 Date

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

Business Telephone \_\_\_\_\_

Business Address \_\_\_\_\_

E-mail Address \_\_\_\_\_

Home Telephone \_\_\_\_\_

Home Address \_\_\_\_\_





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

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
YMCA of Greater Rochester	Phys. Ed/ Aquatics	\$250,000	George M. Romell President and CEO YMCA of Greater Rochester	contractual and program administration delegated to Exec. VP of Operations

*George M. Romell*  
 Signature

7/31/2017  
 Date

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

Business Telephone: \_\_\_\_\_  
 Business Address: \_\_\_\_\_  
 E-mail Address: \_\_\_\_\_  
 Home Telephone: \_\_\_\_\_  
 Home Address: \_\_\_\_\_

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

Trustee Name:

FERNAN CEPERO

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

Eugenio MARIA de Hostos

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

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

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

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

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

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

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

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

NONE

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
YMCA	Health & Wellness		George Romell CEO	

Fernando Lopez

Signature \_\_\_\_\_ Date 7/13/16

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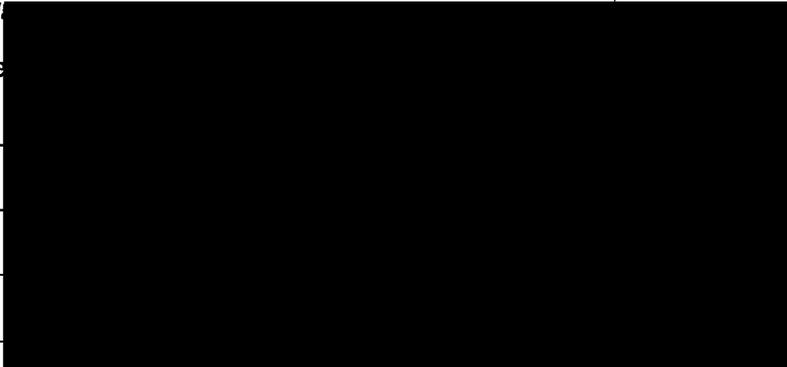
Business Telephone: \_\_\_\_\_

Business Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Home Address: \_\_\_\_\_



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

Trustee Name:

MARCIA DE JESUS - RUEFF

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

Eugenio Maria de Hastos

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

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

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

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

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

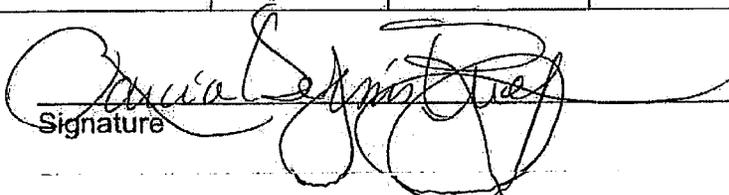
4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the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

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

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

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

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


Date 7-12-16

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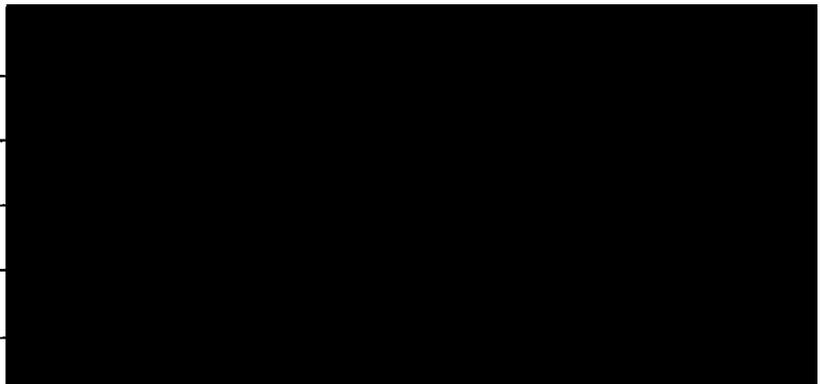
**Business Telephone:** \_\_\_\_\_

**Business Address:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Home Telephone:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_



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

**Trustee Name:**

Miriam Vazquez

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

Eugenio Maria de Hostos Charter School

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

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

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

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

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

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

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

Please write 6/15 - 9/16	"None" if applicable Expansion Consultant	Did not participate in Discussion. Did not vote.	Do not leave this space blank. Self
-----------------------------	---	--	--

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

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

*[Handwritten Signature]*  
Signature

August 1, 2017  
Date

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

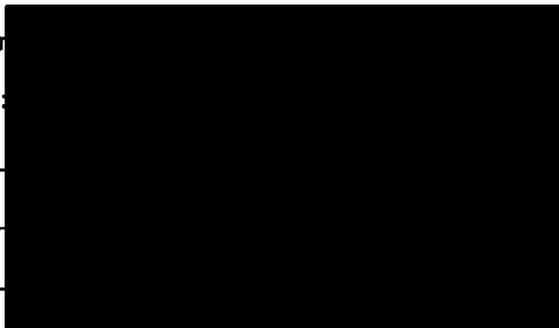
Business Telephone: \_\_\_\_\_

Business Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Home Address: \_\_\_\_\_



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

Trustee Name: Raymond Ciccarelli

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

Eugenio Maria De Hostos Charter

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

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

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

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

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

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

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

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

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
Ciccaneli's Adv. Service	FWI MANAGER	0	Ray Ciccaneli	I remain FWI, Account but do NOT have authority to take money out of auto account



8/1/17  
Date

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

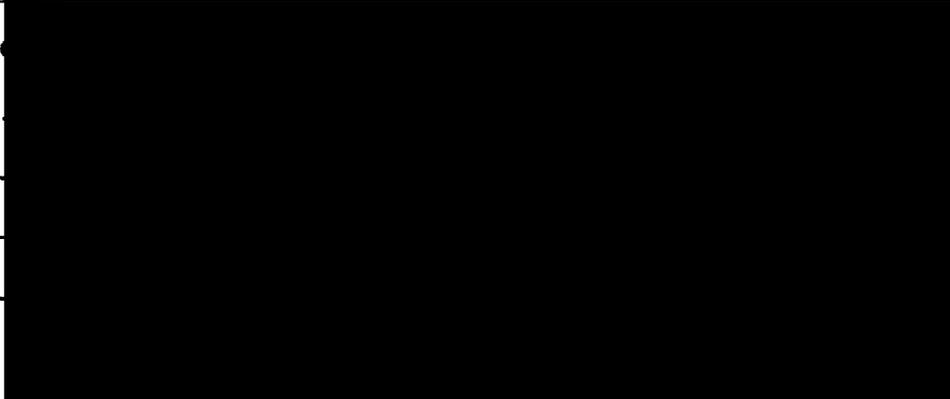
Business Telephone: \_\_\_\_\_

Business Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Home Address: \_\_\_\_\_



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

Trustee Name:

Julio Vazquez

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

Eugenio Maria de Hostos Charter School

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

Chair/CEO

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.

*None*

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

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

Signature *Julio C. [unclear]* Date *8/1/17*

*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]

**Home Telephone:** [REDACTED]

**Home Address:** [REDACTED]



# Entry 9 BOT Table

Last updated: 08/01/2017

(tab across or use scroll bar at bottom of table)

## 1. Current Board Member Information

	Trustee Name	Email Addresses	Position on the Board	Committee Affiliations	Voting Member Per By-Laws? (Y/N)	Area of Expertise, and/or Additional Role at School (parent, staff member, etc.)	Number of Terms Served and Length of Each (Include election date and term expiration)	Number of Board Mtgs Attended during 2016-17?
1	Julio Vazquez	[REDACTED]	Chair/Board President	Finance Committee Academic Committee Building Committee	Yes		17 years	9
2	Gaynelle Wethers	[REDACTED]	Trustee/Member		Yes		17 years	5 or less
3	George M. Romell	[REDACTED]	Trustee/Member	Finance Committee Building Committee	Yes		17 years	10
	Dr.	[REDACTED]						

4	Margaret (Peggy) Quackenbush	[REDACTED]	Vice Chair/ Vice President		Yes		17 years	10
5	Dr. Miriam Vazquez	[REDACTED]	Trustee/Member	Academic Committee Personnel Committee	Yes		17 years	9
6	Raymond Ciccarilli	[REDACTED]	Trustee/Member	Finance Committee Building Committee	Yes		15 years	6
7	Hilda Escher	[REDACTED]	Secretary	Academic Committee	Yes		4 years	5 or less
8	Fernan Cepero	[REDACTED]	Trustee/Member	Personnel Committee	Yes		4 years	5 or less
9	Eugenio Marlin	[REDACTED]	Trustee/Member	Nominating Committee	Yes		6 years	10
10	Brian Roulin	[REDACTED]	Treasurer	Finance Committee Building Committee	Yes		5 years	11
11	Marcia Dejesú	[REDACTED]	Trustee/Member	Academic	Yes		5	9

	s-Rueff		ber	Commi ttee			years	
12	Ashley Ruiz		Parent Repres entativ e		Yes	Parent	1 year	5 or less
13	Maria del Dalma u		Parent Repres entativ e		Yes	Parent	1 year	5 or less
14	Kristin Rogers		Parent Repres entativ e		Yes	Parent	1 year	5 or less
15								
16								
17								
18								
19								
20								

**2. Total Number of Members on June 30, 2016** 14

**3. Total Number of Members Joining the Board 2016-17 School Year** 0

**4. Total Number of Members Departing the Board during the 2016-17 School Year** 3

**5. Number of Voting Members 2016-17, as set by the by-laws, resolution or minutes** 14

**6. Number of Board Meetings** 11  
**Conducted in the 2016-17 School  
Year**

**7. Number of Board Meetings** 12  
**Scheduled for the [2017-18](#)  
School Year**

**Thank you.**



# Entry 11 Enrollment and Retention of Special Populations

Created: 07/31/2017 • Last updated: 08/01/2017

## Instructions for Reporting Enrollment and Retention Strategies

Describe the efforts the charter school has made in 2016-2017 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 2017-2018.

## Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Efforts Toward Meeting Recruitment Targets 2016-17)	Describe Plans Toward Meeting Recruitment Targets 2017-18)
Economically Disadvantaged	<p>In an attempt to recruit and retain students with disabilities as well as ELL’s, and economically disadvantaged the following steps were taken:</p> <ol style="list-style-type: none"> <li>1. Developed a more detailed website outlining in detail the school’s expectations and instructional program. Worked with Roberts Wesleyan College’s Enactus Team to develop three promotional videos for the website to provide families with additional information about our programming.</li> <li>2. School website is available in both English and Spanish and is being updated.</li> <li>3. EMHCS staff attended City Living EXPO and educated families about the school’s program and ability to support ELL’s and students with disabilities.</li> <li>4. Visited multiple daycares and community agencies to promote the school’s mission and vision</li> <li>5. Utilized a universal application for 2016-17 lottery</li> <li>6. Provide prospective students and their parents with an orientation of EMHCS and its program. Orientations were delivered in both English and Spanish.</li> <li>7. Had multiple radio adds played on Poder 97.1 FM and I Heart Radio each week leading up to the lottery.</li> <li>8. Participated in the Puerto Rican parade and agency fair to promote our school.</li> </ol>	<p>We will continue to employ the same efforts described for the 2016-17 school year with the addition of new ideas and the continued support of all stakeholders. A meeting will be held at the beginning of the school year to provide an overview of our efforts and establish a plan with the input of stakeholders to support our recruitment targets.</p>

9. Promoted our school via the use of street billboards, bus shelter ads and in the Rochester Transit Center.
10. Use of social media such as Facebook, Instagram, Twitter and LinkedIn.
11. Participated in the Northeast Chater School Network School Expo.
12. Our school has 3 parent coordinators to support our efforts in meeting recruitment targets.
13. Providing families with brochures and flyers with information about our school.

In an attempt to recruit and retain students with disabilities as well as ELL's, and economically disadvantaged the following steps were taken:

1. Developed a more detailed website outlining in detail the school's expectations and instructional program. Worked with Roberts Wesleyan College's Enactus Team to develop three promotional videos for the website to provide families with additional information about our programming.
2. School website is available in both English and Spanish and is being updated.
3. EMHCS staff attended City Living EXPO and educated families about the school's program and ability to support ELL's and students with disabilities.
4. Visited multiple daycares and community agencies to promote the school's mission and vision
5. Utilized a universal application for 2016-17 lottery
6. Provide prospective students and their parents with an orientation of EMHCS and its program. Orientations were delivered in both English and Spanish.
7. Had multiple radio adds played on Poder 97.1 FM and I Heart Radio each week leading up to the lottery.
8. Participated in the Puerto Rican parade and agency fair to promote our school.
9. Promoted our school via the use of street billboards, bus shelter ads and in the Rochester Transit Center.
10. Use of social media such as Facebook, Instagram, Twitter and LinkedIn.
11. Participated in the Northeast Chater School Network School Expo.
12. Our school has 3 parent coordinators to support our efforts in meeting recruitment

We will continue to employ the same efforts described for the 2016-17 school year with the addition of new ideas and the continued support of all stakeholders. A meeting will be held at the beginning of the school year to provide an overview of our efforts and establish a plan with the input of stakeholders to support our recruitment targets.

English  
Langua  
ge  
Learner  
s

targets.  
13. Providing families with brochures and flyers with information about our school.

Students with Disabilities

In an attempt to recruit and retain students with disabilities as well as ELL's, and economically disadvantaged the following steps were taken:

1. Developed a more detailed website outlining in detail the school's expectations and instructional program. Worked with Roberts Wesleyan College's Enactus Team to develop three promotional videos for the website to provide families with additional information about our programming.
2. School website is available in both English and Spanish and is being updated.
3. EMHCS staff attended City Living EXPO and educated families about the school's program and ability to support ELL's and students with disabilities.
4. Visited multiple daycares and community agencies to promote the school's mission and vision
5. Utilized a universal application for 2016-17 lottery
6. Provide prospective students and their parents with an orientation of EMHCS and its program. Orientations were delivered in both English and Spanish.
7. Had multiple radio adds played on Poder 97.1 FM and I Heart Radio each week leading up to the lottery.
8. Participated in the Puerto Rican parade and agency fair to promote our school.
9. Promoted our school via the use of street billboards, bus shelter ads and in the Rochester Transit Center.
10. Use of social media such as Facebook, Instagram, Twitter and LinkedIn.
11. Participated in the Northeast Charter School Network School Expo.
12. Our school has 3 parent coordinators to support our efforts in meeting recruitment targets.
13. Providing families with brochures and flyers with information about our school.

We will continue to employ the same efforts described for the 2016-17 school year with the addition of new ideas and the continued support of all stakeholders. A meeting will be held at the beginning of the school year to provide an overview of our efforts and establish a plan with the input of stakeholders to support our recruitment targets.

## Retention Efforts Toward Meeting Targets

	Describe Efforts Toward Meeting Retention Targets 2016-17)	Describe Plans Toward Meeting Retention Targets 2017-18)
Economically Disadvantaged	<p>In an attempt to retain students with disabilities as well as ELL's, and economically disadvantaged the following steps were taken:</p> <ol style="list-style-type: none"> <li>1. Held PTO meetings throughout the year.</li> <li>2. Held Town Hall with parents and students.</li> <li>3. Provide students and families with opportunities to have fun and learn about our educational programs via: Family Fun Nights, End of the year picnic celebration, Father and Daughter Dance, Mother and Son Dance, Dominoes Fundraiser, Crafts and Small Business Expo, Parent Academy.</li> <li>4. Established partnerships with area colleges such as Rochester Institute of Technology and pursuing other college partnerships with Brockport.</li> <li>5. Participate in area agency fairs to promote our students and programs.</li> <li>6. Our students in 6th grade shadow for a day a 7th grader in order to have a better transition into middle school.</li> <li>7. Some of our high school students interested in education participate in our enrichment program "Teachers of Tomorrow". These students have an opportunity to assist a Primary School Teacher with students in the classroom.</li> <li>8. Students showcase their work to their classmates, families, community and staff.</li> </ol>	<p>We will continue to employ the same efforts described for the 2016-17 school year with the addition of new ideas and the continued support of all stakeholders. A meeting will be held at the beginning of the school year to provide an overview of our efforts and establish a plan with the input of stakeholders to support our retention targets.</p>
English Language Learners	<p>In an attempt to retain students with disabilities as well as ELL's, and economically disadvantaged the following steps were taken:</p> <ol style="list-style-type: none"> <li>1. Held PTO meetings throughout the year.</li> <li>2. Held Town Hall with parents and students.</li> <li>3. Provide students and families with opportunities to have fun and learn about our educational programs via: Family Fun Nights, End of the year picnic celebration, Father and Daughter Dance, Mother and Son Dance, Dominoes Fundraiser, Crafts and Small Business Expo, Parent Academy.</li> <li>4. Established partnerships with area colleges such as Rochester Institute of Technology and pursuing other college partnerships with Brockport.</li> </ol>	<p>We will continue to employ the same efforts described for the 2016-17 school year with the addition of new ideas and the continued support of all stakeholders. A meeting will be held at the beginning of the school year to provide an overview of our efforts and</p>

- 5. Participate in area agency fairs to promote our students and programs.
- 6. Our students in 6th grade shadow for a day a 7th grader in order to have a better transition into middle school.
- 7. Some of our high school students interested in education participate in our enrichment program "Teachers of Tomorrow". These students have an opportunity to assist a Primary School Teacher with students in the classroom.
- 8. Students showcase their work to their classmates, families, community and staff.

establish a plan with the input of stakeholders to support our retention targets.

Students with Disabilities

- In an attempt to retain students with disabilities as well as ELL's, and economically disadvantaged the following steps were taken:
- 1. Held PTO meetings throughout the year.
  - 2. Held Town Hall with parents and students.
  - 3. Provide students and families with opportunities to have fun and learn about our educational programs via: Family Fun Nights, End of the year picnic celebration, Father and Daughter Dance, Mother and Son Dance, Dominoes Fundraiser, Crafts and Small Business Expo, Parent Academy.
  - 4. Established partnerships with area colleges such as Rochester Institute of Technology and pursuing other college partnerships with Brockport.
  - 5. Participate in area agency fairs to promote our students and programs.
  - 6. Our students in 6th grade shadow for a day a 7th grader in order to have a better transition into middle school.
  - 7. Some of our high school students interested in education participate in our enrichment program "Teachers of Tomorrow". These students have an opportunity to assist a Primary School Teacher with students in the classroom.
  - 8. Students showcase their work to their classmates, families, community and staff.

We will continue to employ the same efforts described for the 2016-17 school year with the addition of new ideas and the continued support of all stakeholders. A meeting will be held at the beginning of the school year to provide an overview of our efforts and establish a plan with the input of stakeholders to support our retention targets.



# Entry 12 Classroom Teacher and Administrator Attrition

Created: 07/31/2017 • Last updated: 08/01/2017

Report changes in teacher and administrator staffing.

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

Charter schools must complete the two tables named 2016-2017 Classroom Teacher and Administrator Attrition to report changes in teacher and administrator staffing in 2016-2017. Please provide the full time equivalent (FTE) of staff on June 30, 2016; the FTE for any departed staff from July 1, 2016 through June 30, 2017; the FTE for added staff from July 1, 2016 through June 30, 2017; and the FTE of staff added in newly created positions from July 1, 2016 through June 30, 2017 using the two tables provided.

### Classroom Teacher Attrition Table

	FTE Classroom Teachers on June 30, 2016	FTE Classroom Teachers Departed 7/1/16 - 6/30/17	FTE Classroom Teachers Filling Vacant Positions 7/1/16 - 6/30/17	FTE Classroom Teachers Added in New Positions 7/1/16 - 6/30/17	FTE of Classroom Teachers on June 30, 2017
	25.5	1	1	11.5	37

### Administrator Position Attrition Table

	FTE Administrative Positions on June 30, 2016	FTE Administrators Departed 7/1/16 - 6/30/17	FTE Administrators Filling Vacant Positions 7/1/16 - 6/30/17	FTE Administrators Added in New Positions 7/1/16 - 6/30/17	FTE Administrative Positions on June 30, 2017
	5	0	0	1	6

Thank you

Jul 04: Independence Day

July 05-31: Summer Institute

August 21: New Staff Training

Aug 28: All Staff Reports

Aug 31: Curriculum Night – 5:00 -6:30 p.m.

Sep 04: Labor Day

Sep 06: First Day of School

Oct 9: Columbus Day – School Closed

Nov 10: Veterans Day – School Closed

Nov 21: No School for Students/Parent/Teacher Conferences

Nov 22: Staff Development/ No School for Students

Nov 23-24: Thanksgiving Recess/ School Closed

Dec 25-29: Christmas Day -Winter Recess-School Closed

Jan 1: New Year’s Day – Winter Recess-School Closed

Jan 15: Martin Luther King Day -School Closed

Feb 9: Noon Dismissal/Parent/Teacher Conferences- 2-4:30 .p.m.

Feb 19: Presidents' Day-School Closed

Feb 20-23: February Recess-School Closed

March 30: Good Friday- School Closed

Apr 2- Apr 6: Spring Recess- School Closed

April 20: Staff Development/ No School for Students

April 23: No School for Students/Parent/Teacher Conference

May 28: Memorial Day-School Closed

June 28: Noon Dismissal/Parent Teacher/Conferences – 2-4:30 p.m.

June 29: Last day of School/Noon Dismissal

# Eugenio Maria de Hostos Charter School

## 2017-2018 School Calendar

### July 2017

S	M	T	W	T	F	S
	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 2017

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 2017

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 2017

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

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 2017

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

### January 2018

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 2018

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 2018

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	

### April 2018

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 2018

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 2018

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

	First Day of School
	Holiday/Recess
	Parent/Teacher Conference/Noon Dismissal
	Staff Professional development
	NYS ELA and Mathematics
	End of Quarter

Teacher Days = 194  
Student Days = 187

Nov 14: End of First Marking Period  
Jan. 26: End of Second Marking Period  
April 13: End of Third Marking Period