



Entry 1 School Information and Cover Page

Created: 06/23/2018 • Last updated: 08/01/2018

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your authorizer are visible on your task page. While completing this task, please ensure that you select the correct authorizer (**as of June 30, 2018**) or you may not be assigned the correct tasks.

a. SCHOOL NAME IMAGINE ME LEADERSHIP CS (NYC CHANCELLOR)

(Select name from the drop down menu)

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

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

c. DISTRICT / CSD OF LOCATION NYC CSD 19

d1. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	818 Schenck Ave Brooklyn, NY 11207	[REDACTED]		

d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Katherine Corbett
Title	Executive Director
Emergency Phone Number (###-###-####)	[REDACTED]

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

f. DATE OF INITIAL CHARTER 01/2010

g. DATE FIRST OPENED FOR INSTRUCTION 09/2010

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

MISSION STATEMENT

Imagine Me Leadership Charter School (IMLCS) will provide a positive, nurturing environment along with an exciting, rigorous, academic and cultural program where boys learn to become responsible citizens, life-long learners, and community leaders. They will develop a sense of self by knowing who they are, and what they are expected to become, thus, allowing them to be confident and prepared to face the challenges in a competitive world.

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	High Expectations for All Students - Advanced Math and Science classes
Variable 2	All Boys Charter School
Variable 3	Interim Progress Report and the use of on-going assessments
Variable 4	Collaborative planning with a focus on Common Core Curriculum in math and ELA
Variable 5	Parent Involvement (Parents and Partners) - Saturday Academy workshops for parents
Variable 6	(No response)
Variable 7	(No response)
Variable 8	(No response)
Variable 9	(No response)
Variable 10	(No response)

i. TOTAL ENROLLMENT ON JUNE 30, 2018 228

j. GRADES SERVED IN SCHOOL YEAR 2017-18

Check all that apply

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

l1. FACILITIES

Does the school maintain or operate multiple sites?

No, just one site.

l2. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades Served at Site (K-5, 6-9, etc.)	Receives Rental Assistance	Rental Assistance for Which Grades (write N/A if applicable)
Site 1 (same as primary site)	818 Schenck Ave Brooklyn, NY 11207		NYC CSD 19	K-5	No	N/A
Site 2						
Site 3						

I2a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Mr. Bevon Thompson	[REDACTED]		[REDACTED]
Operational Leader	Dr. Katherine Corbett	[REDACTED]		[REDACTED]
Compliance Contact	Dr. Katherine Corbett	[REDACTED]		[REDACTED]
Complaint Contact	Dr. Katherine Corbett	[REDACTED]		[REDACTED]
DASA Coordinator	Mrs. Christine Aristilde	[REDACTED]		[REDACTED]

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

IF LOCATED IN PRIVATE SPACE IN NYC OR DISTRICTS OUTSIDE NYC

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

Site 1 Certificate of Occupancy (COO)

<https://nysed-cso-reports.fluidreview.com/resp/17187232/yFPTXS6fVy/>

Site 1 Fire Inspection Report

<https://nysed-cso-reports.fluidreview.com/resp/17187232/nBjtmqxAKU/>

Site 2 Certificate of Occupancy

(No response)

Site 2 Fire Inspection Report

(No response)

Site 3 Certificate of Occupancy

(No response)

Site 3 Fire Inspection Report

(No response)

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

o. Name and Position of Individual(s) Who Completed this Annual Report. Mr. Bevon Thompson

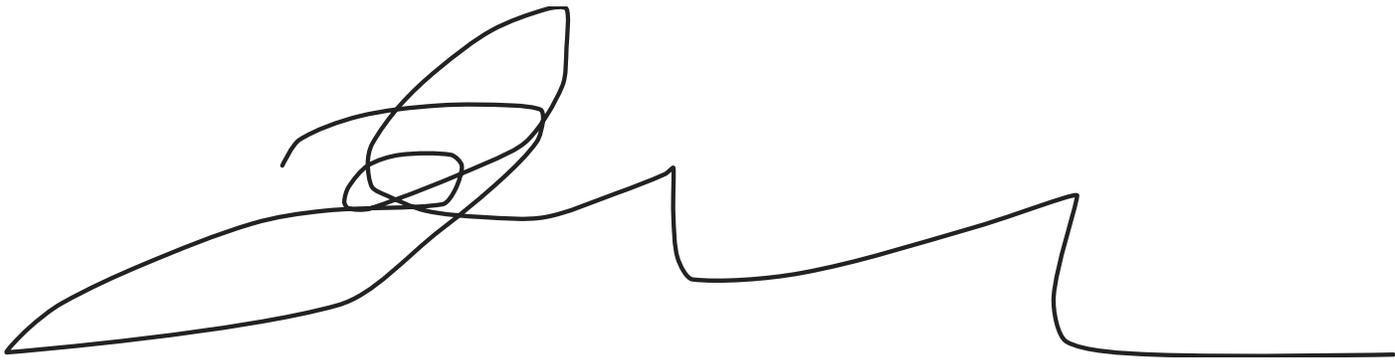
p. Our signatures (Head of School and Board President) below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand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

Yes

Signature, Head of Charter School

A handwritten signature in black ink, consisting of a stylized 'B' followed by a large, sweeping flourish that extends across the page.

Signature, President of the Board of Trustees

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

Date

2018/07/19

Thank you.



CERTIFICATE OF OCCUPANCY

BOROUGH Brooklyn

DATE:

APR 8 - 1988 NO. 229511

This certificate supersedes C.O. No. 192428

ZONING DISTRICT R-5

THIS CERTIFIES that the new-altered-existing-building-premises located at
818 Schenk Avenue

Block 4354 Lot 26

CONFORMS SUBSTANTIALLY TO THE APPROVED PLANS AND SPECIFICATIONS AND TO THE REQUIREMENTS OF ALL APPLICABLE LAWS, RULES, AND REGULATIONS FOR THE USES AND OCCUPANCIES SPECIFIED HEREIN

PERMISSIBLE USE AND OCCUPANCY

STORY	LIVE LOAD LBS. PER SQ. FT.	MAXIMUM NO. OF PERSONS PERMITTED	ZONING DWELLING OR ROOMING UNITS	BUILDING CODE HABITABLE ROOMS	ZONING USE GROUP	BUILDING CODE OCCUPANCY GROUP	DESCRIPTION OF USE.
Cellar	On Ground	180			3		Classrooms (4) Nursery Classrooms (2) Offices Storage Rooms, Meter Room
First	75	227			3		Classrooms (7)
Mezzanine	75	4			3		Offices (Accessory)
TOTAL: Nursery, Classrooms and Offices Old Code							
Fire Department approval letter dated September 19, 1986 (Individually Coded Fire Alarm)							
Fire Department letter dated August 15, 1986 (Fire Alarm System)							

OPEN SPACE USES _____

(SPECIFY - PARKING SPACES, LOADING BERTHS, OTHER USES, NONE)

NO CHANGES OF USE OR OCCUPANCY SHALL BE MADE UNLESS
A NEW AMENDED CERTIFICATE OF OCCUPANCY IS OBTAINED

THIS CERTIFICATE OF OCCUPANCY IS ISSUED SUBJECT TO FURTHER LIMITATIONS, CONDITIONS AND
SPECIFICATIONS NOTED ON THE REVERSE SIDE.

Shelley Kle...



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BOROUGH Brooklyn

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SPECIFICATIONS NOTED ON THE REVERSE SIDE.

Shelley Kle...



Entry 2 NYS School Report Card Link

Last updated: 06/23/2018

IMAGINE ME LEADERSHIP CS (NYC CHANCELLOR)

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

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

2. NEW YORK STATE REPORT CARD

<https://data.nysed.gov/reportcard.php?year=2017&instid=800000067234>

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

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



Entry 4 Expenditures per Child

Created: 06/23/2018 • Last updated: 07/22/2018

IMAGINE ME LEADERSHIP CS (NYC CHANCELLOR)Section Heading

Financial Information

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

1. Total Expenditures Per Child

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

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

Line 1: Total Expenditures	3626949
Line 2: Year End FTE student enrollment	228
Line 3: Divide Line 1 by Line 2	15908

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)	742983
Line 2: Management and General Cost (Column)	136606
Line 3: Sum of Line 1 and Line 2	879589
Line 5: Divide Line 3 by the Year End FTE student enrollment	3858

Thank you.

New York State Education Department

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

2018-19 Budget & Cash Flow Template

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

1	Complete ALL SIX columns in 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 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.

Imagine Me Leadership 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	4,351,680	264,592	-	-	1,252,751	5,869,023
Total Expenses	3,175,750	255,850	-	-	1,572,992	5,004,592
Net Income	1,175,930	8,742	-	-	(320,241)	864,431
Actual Student Enrollment	225	25				
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

District of Location

\$15,307.00

School District 2 (Enter Name)

School District 3 (Enter Name)

School District 4 (Enter Name)

School District 5 (Enter Name)

3,903,285	145,464	-	-	-	4,048,749
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
3,903,285	145,464				4,048,749

Special Education Revenue

Grants

Stimulus

Other

Other State Revenue

-	-	-	-	-	-
-	-	-	-	-	-
51,000	9,000	-	-	-	60,000
-	-	-	-	-	-

TOTAL REVENUE FROM STATE SOURCES

3,954,285	154,464				4,108,749
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REVENUE FROM FEDERAL FUNDING

IDEA Special Needs

Title I

Title Funding - Other

School Food Service (Free Lunch)

Grants

Charter School Program (CSP) Planning & Implementation

Other

Other Federal Revenue

-	40,000	-	-	-	40,000
110,500	19,500	-	-	-	130,000
34,000	6,000	-	-	-	40,000
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
42,500	7,500	-	-	-	50,000
125,395	22,128	-	-	-	147,523

TOTAL REVENUE FROM FEDERAL SOURCES

312,395	95,128				407,523
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LOCAL and OTHER REVENUE

Contributions and Donations, Fundraising

Erate Reimbursement

Interest Income, Earnings on Investments,

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

Food Service (Income from meals)

Text Book

Other Local Revenue

59,500	10,500	-	-	-	70,000
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	2,000	2,000
-	-	-	-	-	-
25,500	4,500	-	-	-	30,000
-	-	-	-	1,250,751	1,250,751

TOTAL REVENUE FROM LOCAL and OTHER SOURCES

85,000	15,000			1,252,751	1,352,751
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TOTAL REVENUE

4,351,680	264,592			1,252,751	5,869,023
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EXPENSES

ADMINISTRATIVE STAFF PERSONNEL COSTS

No. of Positions

Executive Management

1.00

Instructional Management

1.00

Deans, Directors & Coordinators

-

CFO / Director of Finance

1.00

Operation / Business Manager

1.00

-	-	-	-	168,730	168,730
-	-	-	-	152,982	152,982
-	-	-	-	-	-
-	-	-	-	50,000	50,000
-	-	-	-	40,000	40,000

Imagine Me Leadership Charter School

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Total Paid Student Enrollment	-	-	-	-	-	-

PROGRAM SERVICES

SUPPORT SERVICES

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Administrative Staff	1.00	-	-	-	44,133	44,133
TOTAL ADMINISTRATIVE STAFF	5				455,845	455,845
INSTRUCTIONAL PERSONNEL COSTS						
Teachers - Regular	20.00	1,085,000	-	-	-	1,085,000
Teachers - SPED	5.00	275,000	-	-	-	275,000
Substitute Teachers	-	-	-	-	-	-
Teaching Assistants	9.00	283,050	49,950	-	-	333,000
Specialty Teachers	3.00	140,250	24,750	-	-	165,000
Aides	2.00	70,000	-	-	-	70,000
Therapists & Counselors	1.00	54,400	9,600	-	-	64,000
Other	-	190,200	-	-	-	190,200
TOTAL INSTRUCTIONAL	40	2,097,900	84,300			2,182,200
NON-INSTRUCTIONAL PERSONNEL COSTS						
Nurse	-	-	-	-	-	-
Librarian	-	-	-	-	-	-
Custodian	-	-	-	-	-	-
Security	-	-	-	-	-	-
Other	5.00	162,400	-	-	-	162,400
TOTAL NON-INSTRUCTIONAL	5	162,400				162,400
SUBTOTAL PERSONNEL SERVICE COSTS	50	2,260,300	84,300		455,845	2,800,445
PAYROLL TAXES AND BENEFITS						
Payroll Taxes		235,450	41,550	-	-	277,000
Fringe / Employee Benefits		221,000	39,000	-	-	260,000
Retirement / Pension		212,500	37,500	-	-	250,000
TOTAL PAYROLL TAXES AND BENEFITS		668,950	118,050			787,000
TOTAL PERSONNEL SERVICE COSTS		2,929,250	202,350		455,845	3,587,445
CONTRACTED SERVICES						
Accounting / Audit		-	-	-	35,000	35,000
Legal		-	-	-	20,000	20,000
Management Company Fee		-	-	-	-	-
Nurse Services		-	-	-	-	-
Food Service / School Lunch		-	-	-	-	-
Payroll Services		70,550	12,450	-	-	83,000
Special Ed Services		-	10,000	-	-	10,000
Titlement Services (i.e. Title I)		-	-	-	-	-
Other Purchased / Professional / Consulting		-	-	-	131,000	131,000
TOTAL CONTRACTED SERVICES		70,550	22,450		186,000	279,000
SCHOOL OPERATIONS						
Board Expenses		-	-	-	9,000	9,000
Classroom / Teaching Supplies & Materials		59,500	10,500	-	-	70,000
Special Ed Supplies & Materials		14,450	2,550	-	-	17,000
Textbooks / Workbooks		29,750	5,250	-	-	35,000

Imagine Me Leadership Charter School

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Actual Student Enrollment	225	25	-	-	-	-
Total Paid Student Enrollment	-	-	-	-	-	-

	PROGRAM SERVICES			SUPPORT SERVICES		TOTAL
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	
Supplies & Materials other	72,250	12,750	-	-	-	85,000
Equipment / Furniture	-	-	-	-	40,000	40,000
Telephone	-	-	-	-	-	-
Technology	-	-	-	-	-	-
Student Testing & Assessment	-	-	-	-	30,000	30,000
Field Trips	-	-	-	-	11,000	11,000
Transportation (student)	-	-	-	-	-	-
Student Services - other	-	-	-	-	75,000	75,000
Office Expense	-	-	-	-	32,000	32,000
Staff Development	-	-	-	-	43,600	43,600
Staff Recruitment	-	-	-	-	1,400	1,400
Student Recruitment / Marketing	-	-	-	-	5,000	5,000
School Meals / Lunch	-	-	-	-	5,000	5,000
Travel (Staff)	-	-	-	-	3,000	3,000
Fundraising	-	-	-	-	-	-
Other	-	-	-	-	10,000	10,000
TOTAL SCHOOL OPERATIONS	175,950	31,050			265,000	472,000
FACILITY OPERATION & MAINTENANCE						
Insurance	-	-	-	-	57,000	57,000
Janitorial	-	-	-	-	75,000	75,000
Building and Land Rent / Lease	-	-	-	-	408,147	408,147
Repairs & Maintenance	-	-	-	-	4,000	4,000
Equipment / Furniture	-	-	-	-	-	-
Security	-	-	-	-	-	-
Utilities	-	-	-	-	47,000	47,000
TOTAL FACILITY OPERATION & MAINTENANCE					591,147	591,147
DEPRECIATION & AMORTIZATION						
DISSOLUTION ESCROW & RESERVES / CONTIGENCY					75,000	75,000
TOTAL EXPENSES	3,175,750	255,850			1,572,992	5,004,592
NET INCOME	1,175,930	8,742			(320,241)	864,431

ENROLLMENT - *School Districts Are Linked To Above Entries*	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED
District of Location			-
School District 2 (Enter Name)			-
School District 3 (Enter Name)			-
School District 4 (Enter Name)	225	25	250
School District 5 (Enter Name)			-
TOTAL ENROLLMENT	225	25	250
REVENUE PER PUPIL	19,341	10,584	-
EXPENSES PER PUPIL	14,114	10,234	-

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

Trustee Name:

Jance Chen

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

Imagine Me Leadership Charter School

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

Chairperson

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:

DAVID K. BRAWLEY

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

IMAGINE ME LEADERSHIP CHARTER SCHOOL

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

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

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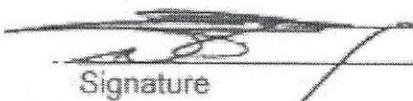
4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the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

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

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

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
BE. PAUL ECONOMIC DEVELOPMENT CORP.	LANDHOLD	350K - 400K	N/A	RELSHIP. NOT A FIDUCIARY


 Signature

7/6/18
 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.

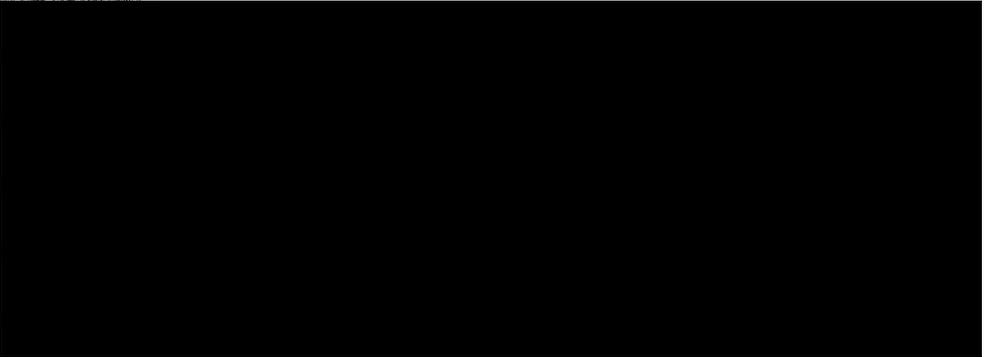
Business Telephone

Business Address

E-mail Address

Home Telephone

Home Address



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

Trustee Name:

Yvonne L. Graham

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

Imagine Me Leadership 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:

LaToya Kittrell

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

Imagine Me Leadership Charter School

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

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

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

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

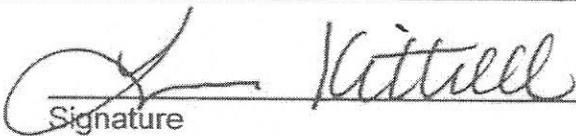
- Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the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

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

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


Date 2/12/18

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

Business Telephone: _____
 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:

Dendra J. Smith

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

Imagine Me Leadership Charter School

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

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

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

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

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

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

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

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

None

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

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

Dendra Smith
 Signature _____ Date *7/12/18*

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

Business Telephone: [Redacted]

Business Address: [Redacted]

E-mail Address: [Redacted]

Home Telephone: [Redacted]

Home Address: [Redacted]

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

Trustee Name:

ANN-MARIE HURT

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

IMLCS

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

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

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

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

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

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

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

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>				


Signature

7/12/18
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.

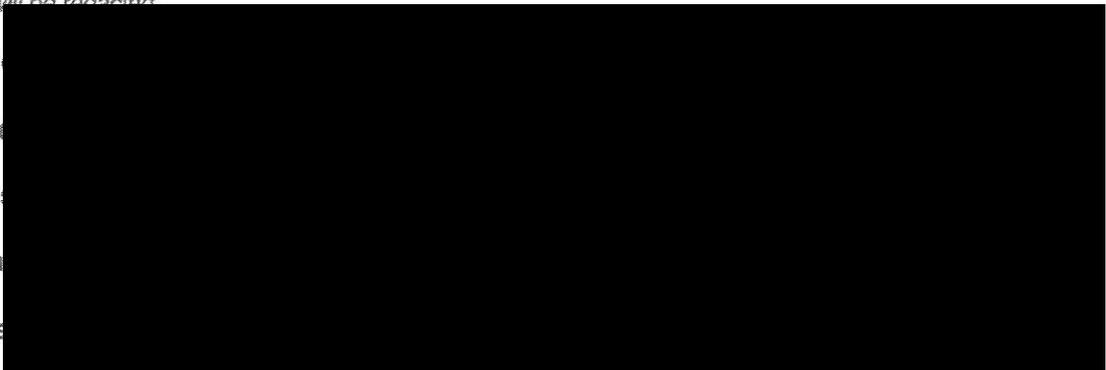
Business Telephone

Business Address

E-mail Address

Home Telephone

Home Address





Entry 8 BOT Table

Created: 06/23/2018 • Last updated: 08/01/2018

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	Janice Chen [Redacted]	Chair	Executive /Academic Accountability	Yes	7	07/01/2017	06/30/2018	8
2	LaToya Kittrell [Redacted]	Vice Chair	Executive /Academic Accountability	Yes	6	07/01/2017	06/30/2018	8
3	Ann-Marie Hurt, DPM [Redacted]	Treasurer	Executive /Finance	Yes	6	07/01/2017	06/30/2018	8
4	Deirdra Smith [Redacted]	Secretary	Executive /Finance/ Fund Raising	Yes	2	07/01/2017	06/30/2018	8
5	David K. Brawley [Redacted]	Trustee/Member	Executive /Academic Accountability	Yes	8	07/01/2018	06/30/2018	8
6	David Aviles [Redacted]	Trustee/Member	Executive /Academic Accountability	Yes	8	07/01/2018	06/30/2018	5 or less

7	Esmond Barnes Jr. [REDACTED]	Trustee/Member	Executive /Academic Accountability	Yes	1	03/01/2017	06/30/2018	5 or less
8	Yvonne Graham [REDACTED]	Trustee/Member	Executive /Academic Accountability	Yes	1	03/01/2017	06/30/2018	5 or less
9								

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

2. Total number of members on June 30, 2018 7

3. Total number of members joining the Board during the 2017-18 school year 2

4. Total number of members departing the Board during the 2017-18 school year 1

5. Number of voting members in 2017-18, as set by the by-laws, resolution or minutes 8

6. Number of Board meetings conducted during the 2017-18 School Year 12

7. Number of Board meetings scheduled for the coming 2018-19 school year 12

Thank you.



Entry 9 - Board Meeting Minutes

Last updated: 07/19/2018

[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.

IMAGINE ME LEADERSHIP CS (NYC CHANCELLOR)

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://imaginemeleadership.org/about-us/board-of-trustees/>



Entry 10 Enrollment and Retention of Special Populations

Created: 07/19/2018 • Last updated: 08/01/2018

Instructions for Reporting Enrollment and Retention Strategies

Describe the efforts the charter school has made in 2017-18 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners, and students who are economically disadvantaged. In addition, describe the school’s plans for meeting or making progress toward meeting its enrollment and retention targets in 2018-19.

IMAGINE ME LEADERSHIP CS (NYC CHANCELLOR)Section Heading

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2017-18	Describe Recruitment Plans in 2018-19)
Economically Disadvantaged	<p>School Tours for parents and daycare center directors were held on three consecutive Thursdays during March, along with individual tours by appointment. We also hosted two open houses in March</p> <p>IMLCS visited and provided on-site enrollment presentations to approximately eight daycare centers in District 19 and five daycare centers outside of the district.</p> <p>All brochures, posters, and flyers were updated and distributed in daycare centers, youth facilities and public buildings where we had permission. Also, recruitment ads were placed in local newspapers.</p>	<p>Continue with our efforts from 2018-19. We will add the following:</p> <p>Increase our internet presence with various social media platforms including Facebook, Instagram, and Twitter.</p>
English Language Learners	<p>School Tours for parents and daycare center directors were held on three consecutive Thursdays during March, along with individual tours by appointment. We also hosted two open houses in March</p> <p>IMLCS visited and provided on-site enrollment presentations to approximately eight daycare centers in District 19 and five daycare centers outside of the district.</p> <p>All brochures, posters, and flyers were</p>	<p>Continue with our efforts from 2018-19. We will add the following:</p> <p>Increase our internet presence with various social media platforms including Facebook, Instagram, and Twitter.</p>

	updated and distributed in daycare centers, youth facilities and public buildings where we had permission. Also, recruitment ads were placed in local newspapers.	
Students with Disabilities	<p>School Tours for parents and daycare center directors were held on three consecutive Thursdays during March, along with individual tours by appointment. We also hosted two open houses in March</p> <p>IMLCS visited and provided on-site enrollment presentations to approximately eight daycare centers in District 19 and five daycare centers outside of the district.</p> <p>All brochures, posters, and flyers were updated and distributed in daycare centers, youth facilities and public buildings where we had permission. Also, recruitment ads were placed in local newspapers.</p>	<p>Continue with our efforts from 2018-19. We will add the following:</p> <p>Increase our internet presence with various social media platforms including Facebook, Instagram, and Twitter.</p>

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2017-18	Describe Retention Plans in 2018-19)
Economically Disadvantaged	IMCLS will endeavor to retain 95% of our student population for the next school year. While there are a number of factors that will contribute to the success of retention rates, we believe that the relationship faculty and staff formed with the parents and students will allow us to meet this goal. The School's objective in the future years of the charter is to have 99-100% retention and will work diligently to reach the goal by better parent engagement, assessing student needs, and retaining staff to build stronger stable relationships.	<p>Continue with our efforts from 2018-19. We will add the following:</p> <p>Increase our internet presence with various social media platforms including Facebook, Instagram, and Twitter.</p>
English Language Learners	IMLCS is in a district with few ELL. We increased our outreach effort with churches and community centers to increase our enrollment. We add cultural activities to include our Hispanic and African students.	<p>Continue with our efforts from 2018-19. We will add the following:</p> <p>Increase our internet presence with various social media platforms including Facebook, Instagram, and Twitter.</p>
Students with Disabilities	We have consistently met our target for SWD. We continue to advertise our SPED services and maintain our relationship with the NYC SPED Collaborative.	<p>Continue with our efforts from 2018-19. We will add the following:</p> <p>Increase our internet presence with various social media platforms including Facebook, Instagram, and Twitter.</p>



Entry 11 Classroom Teacher and Administrator Attrition

Created: 07/16/2018 • Last updated: 07/18/2018

Report changes in teacher and administrator staffing.

Instructions for completing the Classroom Teacher and Administrator Attrition Tables

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

1. Classroom Teacher Attrition Table

FTE Classroom Teachers on 6/30/17	FTE Classroom Teachers Departed 7/1/17 - 6/30/18	FTE Classroom Teachers Filling Vacant Positions 7/1/17 - 6/30/18	FTE Classroom Teachers Added in New Positions 7/1/17 - 6/30/18	FTE of Classroom Teachers on 6/30/18
21	3	3	1	22

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
3	1	0	0	2

3. Tell your school's story

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

(No response)

4. Charter schools must ensure that all prospective employees receive clearance through [the NYSED Office of School Personnel Review and Accountability](#) (OSPRA) prior to employment. After an employee has been cleared, schools are required to maintain proof of such clearance in the file of each employee. For the safety of all students, charter schools must take immediate steps to terminate the employment of individuals who have been denied clearance. Once the employees have been terminated, the school must terminate the request for clearance in the TEACH system.

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

Yes

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

Yes

Thank you



Entry 12 Uncertified Teachers

Created: 07/19/2018 • Last updated: 07/31/2018

**FTE Count of All Teachers 20
(Certified and Uncertified) as of
6/30/18**

**FTE Count of All Certified 12
Teachers as of 6/30/18**

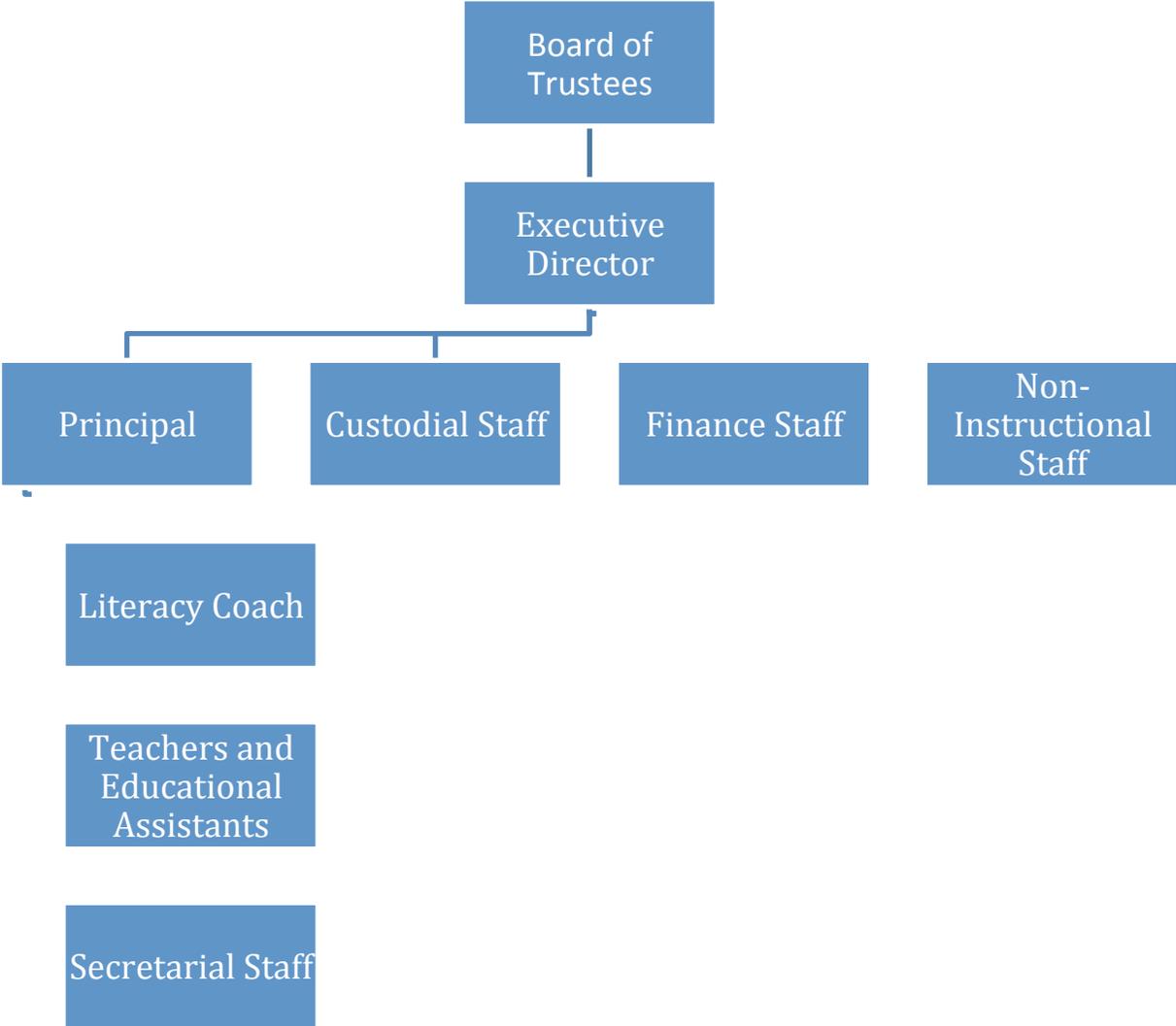
Instructions for Reporting Percent of Uncertified Teachers

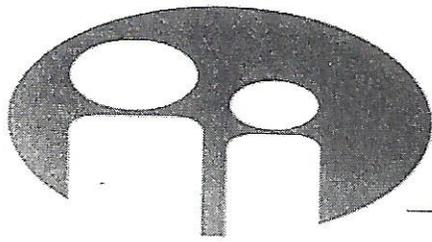
The table below is reflective of the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Enter the relevant full time equivalent (FTE) count of teachers in each column. For example, a school with 20 full time 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)	8
2. FTE count of uncertified teachers with at least three years of elementary, middle or secondary classroom teaching experience (6-30-18)	9
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)	0
6. FTE count of uncertified teachers who do not fit into any of the prior four categories (6-30-18)	3

Thank you.



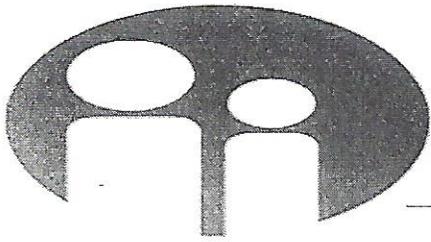


IMILCS

IMAGINE ME LEADERSHIP CHARTER SCHOOL
Where Success Happens!

School Calendar 2018-2019

AUGUST	Week of 13 th Week of 20 th Week of 27 th	Monday-Friday Monday-Thursday Monday-Thursday	Teachers and Staff Return Jumpstart Program Jumpstart Program	Total # Days of School
SEPTEMBER	Closed 3 rd Open for Regular School, 4 th	Labor Day Weekend Tuesday-Friday 8:00am-4:00pm	Regular School Session Begins	8 Days 19 Days
OCTOBER	8 th	Monday School Closed	Columbus Day	22 Days
NOVEMBER	6 th 12 th 20 th 21 st -23 rd	Tuesday Non-Attendance Day for Students School Closed Tuesday Half School Day Wednesday-Friday School Closed	Election Day PD Day for the Teachers Veteran's Day Open School Day Afternoon (1:00pm-4:00pm) Evening (5:00pm-7:00pm) Thanksgiving Recess	18 Days
DECEMBER	24 th -31 st	Monday-Friday School Closed	Winter Recess	15 Days
JANUARY	1 st -4 th 7 th	Tuesday-Friday School Closed Return Back to School	New Year's Day/ Winter Recess	18 Days
FEBRUARY	18 th -22 nd	Monday-Friday School Closed	Mid-Winter Recess	15 Days
MARCH	8 th	Friday	School Closed for Students PD for Teachers Open School Day Afternoon (1:00pm-4:00pm) Evening (5:00pm-7:00pm)	20 Days
APRIL	2 nd -4 th 19 th 22 nd -26 th	Tuesday-Thursday Friday School Closed Monday-Friday School Closed	State ELA Assessment Spring Recess	16 Days
MAY	2 nd -5 th 22 nd -24 th 27 th	Wednesday-Friday Wednesday-Friday Monday School Closed	State Math Assessment Grade 4 State Science Performance Test Memorial Day	22 Days
JUNE	6 th 7 th 19 th	Thursday Half School Day Friday School Closed Wednesday Half School Day	Staff Instructional Planning Retreat Friday & Saturday Last Day of School for Students	13 Days Grand Total 186 Days



IMILCS

IMAGINE ME LEADERSHIP CHARTER SCHOOL

Where Success Happens!

School Calendar 2018-2019

AUGUST	Week of 13 th Week of 20 th Week of 27 th	Monday-Friday Monday-Thursday Monday-Thursday	Teachers and Staff Return Jumpstart Program Jumpstart Program	Total # Days of School 8 Days
SEPTEMBER	Closed 3 rd Open for Regular School, 4 th	Labor Day Weekend Tuesday-Friday 8:00am-4:00pm	Regular School Session Begins	19 Days
OCTOBER	8 th	Monday School Closed	Columbus Day	22 Days
NOVEMBER	6 th 12 th 20 th 21 st -23 rd	Tuesday Non-Attendance Day for Students School Closed Tuesday Half School Day Wednesday-Friday School Closed	Election Day PD Day for the Teachers Veteran's Day Open School Day Afternoon (1:00pm-4:00pm) Evening (5:00pm-7:00pm) Thanksgiving Recess	18 Days
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MAY	2 nd -5 th 22 nd -24 th 27 th	Wednesday-Friday Wednesday-Friday Monday School Closed	State Math Assessment Grade 4 State Science Performance Test Memorial Day	22 Days
JUNE	6 th 7 th 19 th	Thursday Half School Day Friday School Closed Wednesday Half School Day	Staff Instructional Planning Retreat Friday & Saturday Last Day of School for Students	13 Days Grand Total 186 Days