



# Entry 1 School Information and Cover Page (New schools that were not open for instruction for the 2018-19 school year are not required to complete or submit an annual report this year).

Created: 07/02/2019 • Last updated: 07/30/2019

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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 cover page task, please ensure that you select the correct authorizer (**as of June 30, 2019**) or you may not be assigned the correct tasks.

## BASIC INFORMATION

**a. SCHOOL NAME** MANHATTAN CHARTER SCHOOL

(Select name from the drop down menu)

**a1. Popular School Name (Optional)** (No response)

**b. CHARTER AUTHORIZER (As of June 30th, 2019)** SUNY Authorized Charter School

Please select the correct authorizer as of June 30, 2019 or you may not be assigned the correct tasks.

**c. DISTRICT / CSD OF LOCATION** NYC CSD 1

**d. DATE OF INITIAL CHARTER** 07/2004

**e. DATE FIRST OPENED FOR INSTRUCTION** 09/2005

**h. SCHOOL WEB ADDRESS (URL)** <https://www.manhattancharterschool.org>

**i. TOTAL MAX APPROVED** 290

**ENROLLMENT FOR THE 2018-19  
SCHOOL YEAR (exclude Pre-K  
program enrollment)**

**j. TOTAL STUDENT ENROLLMENT** 236

**ON JUNE 30, 2019 (exclude Pre-K  
program enrollment)**

**k. GRADES SERVED IN SCHOOL YEAR 2018-19 (does not include Pre-K program  
students)**

Check all that apply

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

**FACILITIES INFORMATION**

**m. FACILITIES**

Will the school maintain or operate multiple sites in 2019-20?

	No, just one site.
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**School Site 1 (Primary)**

**m1. SCHOOL SITES**

Please provide information on Site 1 for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K 5, 6 9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	100 Attorney Street, New York, NY 10002	212 533 2743	NYC CSD 1	K 5	No

**m1a. Please provide the contact information for Site 1.**

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Genie DePolo			
Operational Leader	Gianina Kesselman			
Compliance Contact	Genie DePolo			
Complaint Contact	Genie DePolo			
DASA Coordinator	Genie DePolo			
Phone Contact for After Hours Emergencies	Genie DePolo			

**m1b. Is site 1 in public (co-located) space or in private space?**

Co located Space

**m1c. Please list the terms of your current co-location.**

	Date school will leave current co location	Is school working with NYCDOE to expand into current space?	If so, list year expansion will occur.	Is school working with NYCDOE to move to separate space?	If so, list the proposed space and year planned for move	School at Full Capacity at Site
Site 1	N/A	No		No	N/A	Yes

**IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC**

**m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 1 if located in private space in NYC or located outside of NYC .**

**Site 1 Certificate of Occupancy (COO)**

(No response)

**Site 1 Fire Inspection Report**

(No response)

**CHARTER REVISIONS DURING THE 2018-19 SCHOOL YEAR**

**n1. Were there any revisions to the school's charter during the 2018-19 school year? (Please include approved or pending material and non-material charter revisions).** No

**ATTESTATION**

**o. Individual Primarily Responsible for Submitting the Annual Report.**

Name	Gianina Kesselman
Position	HR and Finance Manager
Phone/Extension	
Email	

**p. Our signatures (Executive Director/School Leader/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 stylus on your mobile device to sign your name).**

Yes

**Signature, Head of Charter School**

A handwritten signature in black ink, appearing to read "M. A. Pollock". The signature is fluid and cursive, with a long horizontal stroke at the end.

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

A handwritten signature in black ink, appearing to read "Caitlin Corbin". The signature is fluid and cursive, with a long horizontal stroke at the end.

**Date**

2019/07/30

**Thank you.**



# Entry 2 NYS School Report Card Link

Last updated: 07/05/2019

## MANHATTAN CHARTER SCHOOL

### 1. CHARTER AUTHORIZER (As of June 30th, 2019)

SUNY Authorized Charter School

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

### 2. NEW YORK STATE REPORT CARD

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

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

[https://data.nysed.gov/essa.php?instid=800000057944&year=2018&createreport=1&allchecked=1&OverallStatus=1&section\\_1003=1&EMindicators=1&EMcomposite=1&EMgrowth=1&EMcompgrowth=1&EMelp=1&EMprogress=1&EMchronic=1&EMpart=1&staffqual=1&expend=1&38ELA=1&38MATH=1&48SCI=1&nyseslat=1&feddata=1](https://data.nysed.gov/essa.php?instid=800000057944&year=2018&createreport=1&allchecked=1&OverallStatus=1&section_1003=1&EMindicators=1&EMcomposite=1&EMgrowth=1&EMcompgrowth=1&EMelp=1&EMprogress=1&EMchronic=1&EMpart=1&staffqual=1&expend=1&38ELA=1&38MATH=1&48SCI=1&nyseslat=1&feddata=1)



## **Manhattan Charter School**

# **2018-19 ACCOUNTABILITY PLAN PROGRESS REPORT**

Submitted to the SUNY Charter Schools Institute on:

September 23, 2019

By Genie DePolo, Manhattan Charter School

100 Attorney Street  
New York, NY 10002

212-533-2743

## 2018-19 ACCOUNTABILITY PLAN PROGRESS REPORT

Gianina Kesselman, HR and Finance Manager, prepared this 2018-19 Accountability Progress Report on behalf of the school's board of trustees:

Trustee's Name	Board Position
Caitlin Conklin	Chair
Begaiym Edil	Treasurer
Annabel Javier	Member
Megann McManus	Secretary
Andria Olson	Member
Lauren Schwarz	Member

**Genie DePolo has served as the school leader since July 2007.**

## 2018-19 ACCOUNTABILITY PLAN PROGRESS REPORT

Manhattan Charter School (MCS) is a small, K-5 charter school in Manhattan's Lower East Side providing a trajectory-changing education using the small-school model. MCS opened in August 2006 and currently serves students in grades K-5.

The majority of MCS students are minority, live in the neighborhood, and qualify for free lunches. In 2018-19, 85% of students qualified for free and reduced priced lunches and 25% were identified as special education. Student demographics are representative of District 1 and NYS public school students as a whole.

MCS's unique educational program has a dual focus: a rigorous, standards-based educational program and an arts-rich curriculum with music class for every child, every day. The school's educational program is unlike any other on the Lower East Side and includes a particular focus on music. Our passion for music education is demonstrated by its commitment to daily music instruction for every student, beginning in Kindergarten. The school's commitment to offering a balanced liberal arts education to every child extends beyond music. All students also take art, French, and movement. All of these programs are offered at no cost to families.

School Enrollment by Grade Level and School Year

School Year	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
2014-15	46	50	49	48	37	36								266
2015-16	46	48	47	45	44	32								262
2016-17	45	53	50	49	42	36								275
2017-18	44	42	50	49	35	36								256
2018-19	36	45	40	45	42	33								241

## GOAL 1: ENGLISH LANGUAGE ARTS

### Goal 1: English Language Arts

Students' academic performance in ELA meets or exceeds local, state, and national standards.

#### BACKGROUND

The English Language Arts (ELA) curriculum and instruction at MCS are fully aligned to the New York State Next Generation Learning Standards.

Daily literacy instruction encompasses reading, writing, speaking, listening, spelling, grammar, vocabulary, phonics, phonological awareness, and word study. During the course of this charter term, MCS shifted our ELA and literacy instruction program to fully implement Expeditionary Learning (EL) and WritingCity/Write Steps across grades K-5 and Wilson Foundations for grades K-2. In 2016-17, a new Early Childhood Specialist was hired to support students in grades K-2. We also added a Reading Teacher to support our struggling readers in all grades. A Reading Specialist was

## 2018-19 ACCOUNTABILITY PLAN PROGRESS REPORT

brought on for the 2017-2018 school year, joining the existing, SETSS provider and Literacy Coach in working with teachers and providing supplemental instruction.

The daily literacy period includes time for shared and performance reading, interactive read alouds and literature discussions, independent reading, and guided reading. In the primary grades, a blend of phonetic, visual, and kinesthetic techniques are used to teach spelling and decoding. Students in K-5 are taught specific reading skills and metacognitive strategies which enable them to construct meaning from both literary and non-fiction texts in all content areas. Students also develop rich language experiences through daily reading, writing, speaking, viewing and listening. Embedded into the reading and writing program are uniquely structured activities that foster the expression of personal ideas and memoirs, creative illustrated works, and expanded research and reflection beyond curriculum expectations. All students build writing portfolios that exemplify all steps of the writing process for review and support. Students participate in writing interviews and conferences weekly, and are encouraged to use rubrics to guide, self-correct and edit their writing daily. Authors who have been lauded with national and global recognition serve as mentors to our writers and readers. Mentor texts are used daily as source of discussion and inspiration, and teachers coach students to emulate the works they love.

### Goal 1: Absolute Measure

Each year, 75 percent of all tested students enrolled in at least their second year will perform at or above proficiency on the New York State English language arts examination for grades 3-8.

### METHOD

The school administered the New York State Testing Program English language arts (“ELA”) assessment to students in 3rd through 5th grade in April 2019. Each student’s raw score has been converted to a grade-specific scaled score and a performance level.

The table below summarizes participation information for this year’s test administration. The table indicates total enrollment and total number of students tested. It also provides a detailed breakdown of those students excluded from the exam. Note that this table includes all students according to grade level, even if they have not enrolled in at least their second year (defined as enrolled by BEDS day of the previous school year).

2018-19 State English Language Arts Exam  
Number of Students Tested and Not Tested

Grade	Total Tested	Not Tested <sup>1</sup>				Total Enrolled
		IEP	ELL	Absent	Refused	
3	42	0	0	0	3	45
4	39	0	0	0	2	41
5	31	0	0	0	2	33
6						
7						
8						
All	112	0	0	0	7	119

<sup>1</sup> Students exempted from this exam according to their Individualized Education Program (IEP), because of English Language Learners (ELL) status, or absence for at least some part of the exam.

## RESULTS AND EVALUATION

The chart below highlights the comparison of results on the NYS ELA Exam between students who were enrolled at least two years (n=111) to all students tested (n=112).

Manhattan Charter School did not meet the 75% proficiency goal on the 2018-19 State English Language Arts Exam for students enrolled in at least their second year, falling short of the goal by 27 percentage points. At 63%, the 3<sup>rd</sup> Grade came closest to meeting the goal. At 28%, the 4<sup>th</sup> Grade students performed significantly lower than the other grades, and the school's instructional leaders are doing extensive reviews of the raw data to look for trends and instructional gaps to be addressed in the 2019-20 school year. Two 4<sup>th</sup> Grade teachers were new to the school, including one who is new to New York.

Performance on 2018-19 State English Language Arts Exam  
By All Students and Students Enrolled in At Least Their Second Year

Grades	All Students		Enrolled in at least their Second Year	
	Percent Proficient	Number Tested	Percent Proficient	Number Tested
3	62%	42	63%	41
4	28%	39	28%	39
5	52%	31	52%	31
6				
7				
8				
All	47%	112	48%	111

## ADDITIONAL EVIDENCE

Overall, the 2018-19 ELA exam scores are higher than 2017-18 for two of the three grades tested. For all students in 4<sup>th</sup> Grade and 4<sup>th</sup> Grade students enrolled in at least their second year, the rate of proficiency is 38 percentage points below 2017-18. Scores improved in 2018-19 for 3<sup>rd</sup> Grade with an increase of 22 percentage points for all students, and an increase of 25 percentage points for students enrolled in at least their second year. In 5<sup>th</sup> Grade, there was an increase of 5 percentage points for all students and for those enrolled in at least their 2<sup>nd</sup> year at the school.

ELA Performance by Grade Level and Year

Grade	Percent of Students Enrolled in At Least Their Second Year Achieving Proficiency					
	2016-17		2017-18		2018-19	
	Percent	Number Tested	Percent	Number Tested	Percent	Number Tested
3	69%	36	38%	39	63%	41
4	61%	38	66%	32	28%	39
5	39%	33	47%	34	52%	31
6						
7						

## 2018-19 ACCOUNTABILITY PLAN PROGRESS REPORT

8						
All	57%	107	50%	105	48%	111

### Goal 1: Absolute Measure

Each year, the school's aggregate Performance Index ("PI") on the State English language arts exam will meet that year's state Measure of Interim Progress ("MIP") set forth in the state's ESSA accountability system.

### METHOD

In New York State, ESSA school performance goals are met by showing that an absolute proportion of a school's students who have taken the English language arts test have scored at the partially proficient, or proficient and advanced performance levels (Levels 2 or 3 & 4). The percentage of students at each of these three levels is used to calculate a PI and determine if the school has met the MIP set each year by the state's ESSA accountability system. To achieve this measure, all tested students must have a PI value that equals or exceeds the state's 2018-19 English language arts MIP for all students of 105. The PI is the sum of the percent of students in all tested grades combined scoring at Level 2, plus two times the percent of students scoring at Level 3, plus two-and-a-half times the percent of students scoring at Level 4. Thus, the highest possible PI is 250.

### RESULTS AND EVALUATION

Manhattan Charter School administered its state assessments in English language arts during the 2018-19 school year to 112 students. Of those 112 students, 53 (47%) achieved proficiency at a Level 3 or higher. When including students who demonstrated partial proficiency, 95 of the 112 tested students (85%) were able to score at a Level 2 or higher. As indicated in the chart below, the school's PI for 2018-19 is 136.5, exceeding the target by 31.5.

English Language Arts 2018-19 Performance Index

Number in Cohort	Percent of Students at Each Performance Level			
	Level 1	Level 2	Level 3	Level 4
112	15%	38%	38%	9%

$$\begin{aligned}
 \text{PI} &= 38 + 38 + 9 = 85 \\
 &+ 38 + 9 = 47 \\
 &+ (.5)*[9] = 4.5 \\
 \text{PI} &= 136.5
 \end{aligned}$$

### Goal 1: Comparative Measure

Each year, the percent of all tested students who are enrolled in at least their second year and performing at proficiency on the state English language arts exam will be greater than that of all students in the same tested grades in the school district of comparison.

## METHOD

A school compares tested students enrolled in at least their second year to all tested students in the public school district of comparison. Comparisons are between the results for each grade in which the school had tested students in at least their second year at the school and the total result for all students at the corresponding grades in the school district.<sup>2</sup>

## RESULTS AND EVALUATION

The chart below compares the results of Manhattan Charter School on the 2018-19 State English Language Arts Exam against New York City Community School District 1. Manhattan Charter School’s testing grades for the 2018-19 school year were 3<sup>rd</sup> through 5<sup>th</sup> Grade. MCS achieved a 48% proficiency (3 or higher) rate of students enrolled in at least their second year at the school, as compared to the 55% proficiency across NYC District 1.

For Grades 3 and 5, MCS surpassed CSD1 by 2 percentage points and 8 percentage points, respectively. However, Grade 4 was below CSD 1 by 31 percentage points. It is important to note that District 1 includes high-achieving, screened, gifted and talented schools (one of which draws citywide) and schools with very low populations of black and Hispanic students, neither of which are representative of Manhattan Charter School’s student population.

2018-19 State English Language Arts Exam  
Charter School and District Performance by Grade Level

Grade	Percent of Students at or Above Proficiency			
	Charter School Students In At Least 2 <sup>nd</sup> Year		All District Students	
	Percent	Number Tested	Percent	Number Tested
3	63%	41	61%	675
4	28%	39	59%	678
5	52%	31	44%	694
6				
7				
8				
All	48%	111	55%	2,047

## ADDITIONAL EVIDENCE

Although MCS saw slight decreases in overall ELA assessment proficiency from 2017-2019, it has remained mostly in line with New York City District 1. Grade 5 has shown continued improvement from 2017-2019, with Grade 5 outperforming the district in 2018-19 by 8 percentage points. Grade 3 also showed improvement from 2017-18 to 2018-19 by increasing 25 percentage points, placing Grade 3 slightly ahead of the district by 2 percentage points. However, Grade 4 showed a decline,

<sup>2</sup> Schools can acquire these data when the New York State Education Department releases its database containing grade level ELA and math test results for all schools and districts statewide. The NYSED announces the release of the data on its [News Release webpage](#).

## 2018-19 ACCOUNTABILITY PLAN PROGRESS REPORT

which resulted in lower performance than the district by 31 percentage points and brought MCS' overall proficiency down.

### English Language Arts Performance of Charter School and Local District by Grade Level and School Year

Grade	Percent of Students Enrolled in at Least their Second Year Scoring at or Above Proficiency Compared to District Students					
	2016-17		2017-18		2018-19	
	Charter School	District	Charter School	District	Charter School	District
3	69%	49%	38%	59%	63%	61%
4	61%	51%	66%	58%	28%	59%
5	39%	46%	47%	49%	52%	44%
6						
7						
8						
All	57%	48%	50%	55%	48%	55%

#### Goal 1: Comparative Measure

Each year, the school will exceed its predicted level of performance on the state English language arts exam by an effect size of 0.3 or above (performing higher than expected to a meaningful degree) according to a regression analysis controlling for economically disadvantaged students among all public schools in New York State.

#### METHOD

The SUNY Charter Schools Institute (“Institute”) conducts a comparative performance analysis, which compares the school’s performance to that of demographically similar public schools statewide. The Institute uses a regression analysis to control for the percentage of economically disadvantaged students among all public schools in New York State. The Institute compares the school’s actual performance to the predicted performance of public schools with a similar concentration of economically disadvantaged students. The difference between the school’s actual and predicted performance, relative to other schools with similar economically disadvantaged statistics, produces an Effect Size. An Effect Size of 0.3, or performing higher than expected to a meaningful degree, is the requirement for achieving this measure.

Given the timing of the state’s release of economically disadvantaged data and the demands of the data analysis, the 2018-19 analysis is not yet available. This report contains 2017-18 results, the most recent Comparative Performance Analysis available.

#### RESULTS AND EVALUATION

In 2017-18, Manhattan Charter School exceeded the goal of an Effect Size of 0.3 by 0.39. Although the school only had an Effect Size of 0.04 for Grade 3, it had significantly higher Effect Sizes for Grades 4 and 5, with 1.14 and 1.15, respectively.

## 2018-19 ACCOUNTABILITY PLAN PROGRESS REPORT

### 2017-18 English Language Arts Comparative Performance by Grade Level

Grade	Percent Economically Disadvantaged	Number Tested	Percent of Students at Levels 3&4		Difference between Actual and Predicted	Effect Size
			Actual	Predicted		
3	87.2	45	40.0	39.3	0.7	0.04
4	67.6	32	65.6	44.3	21.4	1.14
5	79.5	34	47.1	28.4	18.6	1.15
6						
7						
8						
All	79.2	111	49.5	37.4	12.2	0.69

#### School's Overall Comparative Performance:

*Higher than expected to a meaningful degree*

### ADDITIONAL EVIDENCE

Although the Effect Size grew from 0.41 in 2015-16 to 1.59 in 2016-17, a difference of 1.18, it decreased in 2017-18 to 0.69.

### English Language Arts Comparative Performance by School Year

School Year	Grades	Percent Economically Disadvantaged	Number Tested	Actual	Predicted	Effect Size
2015-16	3-5	79%	115	44%	33%	0.41
2016-17	3-5	82.8%	110	57.2%	29%	1.59
2017-18	3-5	79.2%	111	49.5%	37.4%	0.69

#### Goal 1: Growth Measure<sup>3</sup>

Each year, under the state's Growth Model, the school's mean unadjusted growth percentile in English language arts for all tested students in grades 4-8 will be above the target of 50.

### METHOD

This measure examines the change in performance of the same group of students from one year to the next and the progress they are making in comparison to other students with the same score in the previous year. The analysis only includes students who took the state exam in 2017-18 and also have a state exam score from 2016-17 including students who were retained in the same grade. Students with the same 2016-17 score are ranked by their 2017-18 score and assigned a percentile based on their relative growth in performance (student growth percentile). Students' growth percentiles are aggregated school-wide to yield a school's mean growth percentile. In order for a school to perform above the target for this measure, it must have a mean growth percentile greater than 50.

<sup>3</sup> See Guidelines for [Creating a SUNY Accountability Plan](#) for an explanation.

## 2018-19 ACCOUNTABILITY PLAN PROGRESS REPORT

Given the timing of the state's release of Growth Model data, the 2018-19 analysis is not yet available. This report contains 2017-18 results, the most recent Growth Model data available.<sup>4</sup>

### RESULTS AND EVALUATION

Manhattan Charter School surpassed the statewide mean growth percentile by 2.9 points overall for ELA in 2017-18. For the 5<sup>th</sup> Grade, the state MGP was exceeded by 6.4 points. However, for the 4<sup>th</sup> Grade it fell short of the state MGP by only 0.8 points.

2017-18 English Language Arts Mean Growth Percentile by Grade Level

Grade	Mean Growth Percentile	
	School	Target
4	49.2	50.0
5	56.4	50.0
6		50.0
7		50.0
8		50.0
All	<u>52.9</u>	50.0

### ADDITIONAL EVIDENCE

The school has exceeded the state mean growth for both 4<sup>th</sup> and 5<sup>th</sup> Grades in the 2016-17 and 2017-18 school years. In 2016-17, we saw significant growth in both 4<sup>th</sup> Grade and 5<sup>th</sup> Grade (of 13 points and 10.5 points respectively) from 2016-17. Although we exceeded the state mean growth overall in 2017-18, by 2.9 points, we saw a decrease in the school's MGP overall and in each grade, from 2016-17.

English Language Arts Mean Growth Percentile by Grade Level and School Year

Grade	Mean Growth Percentile			
	2015-16	2016-17	2017-18	Target
4	53.5	66.5	49.2	50.0
5	56	66.5	56.4	50.0
6				50.0
7				50.0
8				50.0
All	54.8	66	52.9	50.0

### SUMMARY OF THE ENGLISH LANGUAGE ARTS GOAL

While Manhattan Charter School did not meet the Absolute Goal of 75% proficiency in ELA for all students enrolled in the school for two years, the school did meet the Absolute Goal for the Performance Index. In addition, the school met one of two comparative goals and the Growth Goal, as listed below.

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<sup>4</sup> Schools can acquire these data from the NYSED's Business Portal: [portal.nysed.gov](http://portal.nysed.gov).

## 2018-19 ACCOUNTABILITY PLAN PROGRESS REPORT

Type	Measure	Outcome
Absolute	Each year, 75 percent of all tested students who are enrolled in at least their second year will perform at proficiency on the New York State English language arts exam for grades 3-8.	Did Not Achieve
Absolute	Each year, the school's aggregate PI on the state's English language arts exam will meet that year's state MIP as set forth in the state's ESSA accountability system.	Achieved
Comparative	Each year, the percent of all tested students who are enrolled in at least their second year and performing at proficiency on the state English language arts exam will be greater than that of students in the same tested grades in the school district of comparison.	Did Not Achieve
Comparative	Each year, the school will exceed its predicted level of performance on the state English language arts exam by an effect size of 0.3 or above (performing higher than expected to a meaningful degree) according to a regression analysis controlling for economically disadvantaged students among all public schools in New York State. (Using 2017-18 results.)	Achieved
Growth	Each year, under the state's Growth Model the school's mean unadjusted growth percentile in English language arts for all tested students in grades 4-8 will be above the target of 50. (Using 2017-18 results.)	Achieved

### ACTION PLAN

To ensure that all MCS students are making substantial gains in ELA, MCS will continue to take specific steps to improve the academic performance for the 2019-20 school year, including beginning a new partnership with Expeditionary Learning and The Robin Hood Foundation to provide extensive professional development on ELA instruction to teachers and using the Engage NY curriculum for ELA across all grades. An additional Reading Specialist will also work exclusively with teachers providing individualized professional development in Reading.

In addition, the school will continue to employ a Literacy Coach to raise the quality of ELA instruction across all grades. Supporting the work of the Literacy Coach, teachers will continue to receive dedicated Professional Development during scheduled half-days (on average twice a month).

The Reading Specialist will continue to provide targeted, supplemental instruction for all struggling learning in 2019-20. All students who fell below the NYSED cut-point for AIS recommendation will receive small group tutoring and interventions. Students in Special Education will also receive additional time in small-group instruction in comparison to what they received in the previous year.

The school will utilize new performance assessment tools for 2019-20, including Star 360 Reading, a reading inventory assessment program that will be administered up to three times per year, Fountas & Pinnell Benchmark Assessment System, Stanford 10, and Achieve3000. The school will also implement Pathblazer ELA for the AIS program.

## GOAL 2: MATHEMATICS

### Goal 2: Mathematics

Students' academic performance in math meets or exceeds local, state, and national standards.

#### BACKGROUND

The Mathematics curriculum and instruction at MCS are fully aligned to the New York State Next Generation Learning Standards.

In Mathematics, daily instruction will include students reading, writing and discussing, critical thinking and problem solving. Instruction is based on Next Generation Math standards and addressed using the EngageNY Mathematics curriculum across all grades, augmented by the supplemental instructional resources.

Problem solving is emphasized in Mathematics, as MCS students explore, guess, evaluate and re-evaluate solutions, gaining confidence in their ability to tackle complex mathematical problems. Working in both heterogeneous and homogeneous groups, students experience rigorous teaching and scaffolding of mathematical thinking processes. MCS students learn that they are capable of having mathematical ideas, applying what they know to new situations, and thinking and reasoning about unfamiliar problems. Cooperative learning groups and guided math groups provide differentiated instruction for advanced mathematical conversation and reinforce foundational concepts for students. Students also make conjectures and discuss the validity of those conjectures.

#### Goal 2: Absolute Measure

Each year, 75 percent of all tested students enrolled in at least their second year will perform at proficiency on the New York State mathematics examination for grades 3-8.

#### METHOD

The school administered the New York State Testing Program mathematics assessment to students in 3rd through 5th grade in April 2019. Each student's raw score has been converted to a grade-specific scaled score and a performance level.

The table below summarizes participation information for this year's test administration. The table indicates total enrollment and total number of students tested. It also provides a detailed breakdown of those students excluded from the exam. Note that this table includes all students according to grade level, even if they have not enrolled in at least their second year.

2018-19 State Mathematics Exam  
Number of Students Tested and Not Tested

Grade	Total Tested	Not Tested <sup>5</sup>				Total Enrolled
		IEP	ELL	Absent	Refused	
3	42	0	0	0	3	45

<sup>5</sup> Students exempted from this exam according to their Individualized Education Program (IEP), because of English Language Learners (ELL) status, or absence for at least some part of the exam.

## 2018-19 ACCOUNTABILITY PLAN PROGRESS REPORT

4	39	0	0	0	2	41
5	31	0	0	0	2	33
6						
7						
8						
All	112	0	0	0	7	119

### RESULTS AND EVALUATION

The chart below highlights the comparison of results on the NYS Math Exam between students who were enrolled at least two years (n=111) to all students tested (n=112).

Manhattan Charter School did not meet the 75% proficiency goal on the 2018-19 State Math exam for students enrolled in at least their second year, falling short of the goal by 38 percentage points. At 48%, the 5<sup>th</sup> Grade came closest to meeting the goal. At 18%, the 4<sup>th</sup> Grade students performed significantly lower than the other grades, and the school's instructional leaders are doing extensive reviews of the raw data to look for trends and instructional gaps to be addressed in the 2019-20 school year.

Performance on 2018-19 State Mathematics Exam  
By All Students and Students Enrolled in At Least Their Second Year

Grades	All Students		Enrolled in at least their Second Year	
	Percent Proficient	Number Tested	Percent Proficient	Number Tested
3	45%	42	46%	41
4	18%	39	18%	39
5	48%	31	48%	31
6				
7				
8				
All	37%	112	37%	111

### ADDITIONAL EVIDENCE

Based on comparisons of the data between this year and last, we noticed substantial growth in the 3<sup>rd</sup> Grade, with the percent at proficiency increasing from 31% in 2017-18 to 45% in 2018-19 for all students tested, and the percent proficient increasing from 33% in 2017-18 to 46% in 2018-19 for student enrolled in at least their second year at the school. The 5<sup>th</sup> Grade saw a slight decrease from 53% to 48% for all students tested, all of whom are also enrolled in the second year at the school. However, 4<sup>th</sup> Grade for all students tested, all of whom are also enrolled in the second year at the school students, saw a significant decrease from the previous year of 63 percentage points. As referenced earlier, this drop (and ELA for the same grade) is of grave concern to school leadership, and every effort is being made to use the data to determine which specific skills and content areas are the greatest areas of weakness, as well as to provide extensive support to the 4<sup>th</sup>

## 2018-19 ACCOUNTABILITY PLAN PROGRESS REPORT

Grade team and rapid remediation for the students as they are now being asked to move to master 5<sup>th</sup> Grade learning standards.

### Mathematics Performance by Grade Level and School Year

Grade	Percent of Students Enrolled in At Least Their Second Year Achieving Proficiency					
	2016-17		2017-18		2018-19	
	Percent	Number Tested	Percent	Number Tested	Percent	Number Tested
3	36%	36	33%	39	46%	41
4	63%	38	81%	32	18%	39
5	48%	33	53%	34	48%	31
6						
7						
8						
All	50%	107	54%	105	37%	111

### Goal 2: Absolute Measure

Each year, the school's aggregate Performance Index ("PI") on the state mathematics exam will meet that year's state Measure of Interim Progress ("MIP") set forth in the state's ESSA accountability system.

### METHOD

In New York State, ESSA school performance goals are met by showing that an absolute proportion of a school's students who have taken the mathematics test have scored at the partially proficient, or proficient and advanced performance levels (Levels 2 or 3 & 4). The percentage of students at each of these three levels is used to calculate a PI and determine if the school has met the MIP set each year by the state's ESSA accountability system. To achieve this measure, all tested students must have a PI value that equals or exceeds the state's 2018-19 mathematics MIP for all students of 107. The PI is the sum of the percent of students in all tested grades combined scoring at Level 2, plus two times the percent of students scoring at Level 3, plus two-and-a-half times the percent of students scoring at Level 4. Thus, the highest possible PI is 250.

### RESULTS AND EVALUATION

A total of 37% of all MCS students achieved proficiency on the math assessment learning standards. When including students nearing proficiency (Level 2), that number is almost doubled to 72%. As a result, the PI value for MCS is 114.5, which exceeds the state's 2018-19 Measure of Interim Progress.

### Mathematics 2018-19 Performance Level Index (PI)

Number in Cohort	Percent of Students at Each Performance Level			
	Level 1	Level 2	Level 3	Level 4
112	29%	35%	26%	11%

## 2018-19 ACCOUNTABILITY PLAN PROGRESS REPORT

$$\begin{array}{rclclclclcl}
 \text{PI} & = & 35 & + & 26 & + & 11 & = & 72 \\
 & & & & 26 & + & 11 & = & 37 \\
 & & & & & + & (.5)*[11] & = & 5.5 \\
 & & & & & & \text{PI} & = & 114.5
 \end{array}$$

### Goal 2: Comparative Measure

Each year, the percent of all tested students who are enrolled in at least their second year and performing at proficiency on the state mathematics exam will be greater than that of all students in the same tested grades in the school district of comparison.

### METHOD

A school compares the performance of tested students enrolled in at least their second year to that of all tested students in the public school district of comparison. Comparisons are between the results for each grade in which the school had tested students in at least their second year at the school and the total result for all students at the corresponding grades in the school district.<sup>6</sup>

### RESULTS AND EVALUATION

The chart below compares the results of Manhattan Charter School on the 2018-19 State Math Exam against New York City Community School District 1. MCS achieved a 37% proficiency rate of students enrolled in at least their second year at the school, as compared to the 55% proficiency across NYC District 1.

2018-19 State Mathematics Exam  
Charter School and District Performance by Grade Level

Grade	Percent of Students at or Above Proficiency			
	Charter School Students In At Least 2 <sup>nd</sup> Year		All District Students	
	Percent	Number Tested	Percent	Number Tested
3	46%	41	61%	686
4	18%	39	53%	678
5	48%	31	51%	690
6				
7				
8				
All	<b>37%</b>	111	<b>55%</b>	2,054

### ADDITIONAL EVIDENCE

Manhattan Charter School consistently exceeded or was in line with the district for all grades levels in the 3<sup>rd</sup> through 5<sup>th</sup> Grade Math assessments in 2016-17 and 2017-18. In 2018-19, the school was

<sup>6</sup> Schools can acquire these data when the New York State Education Department releases its database containing grade level ELA and math test results for all schools and districts statewide. The NYSED announces the release of the data on its [News Release webpage](#).

## 2018-19 ACCOUNTABILITY PLAN PROGRESS REPORT

in line with the district for 5<sup>th</sup> Grade, however, it was below in Grades 3 and 4, and subsequently below the district overall for all grades 3-5. It is important to note that District 1 includes high-achieving, screened, gifted and talented schools (one of which draws citywide) and schools with very low populations of black and Hispanic students, neither of which are representative of Manhattan Charter School's student population.

### Mathematics Performance of Charter School and Local District by Grade Level and School Year

Grade	Percent of Students Enrolled in at Least their Second Year Who Are at Proficiency Compared to Local District Students					
	2016-17		2017-18		2018-19	
	Charter School	District	Charter School	District	Charter School	District
3	36%	52%	33%	56%	46%	61%
4	63%	50%	81%	47%	18%	53%
5	48%	49%	53%	52%	48%	51%
6						
7						
8						
All	50%	50%	54%	52%	37%	55%

#### Goal 2: Comparative Measure

Each year, the school will exceed its predicted level of performance on the state mathematics exam by an Effect Size of 0.3 or above (performing higher than expected to a meaningful degree) according to a regression analysis controlling for economically disadvantaged students among all public schools in New York State.

#### METHOD

The Institute conducts a Comparative Performance Analysis, which compares the school's performance to that of demographically similar public schools statewide. The Institute uses a regression analysis to control for the percentage of economically disadvantaged students among all public schools in New York State. The Institute compares the school's actual performance to the predicted performance of public schools with a similar concentration of economically disadvantaged students. The difference between the school's actual and predicted performance, relative to other schools with similar economically disadvantaged statistics, produces an Effect Size. An Effect Size of 0.3, or performing higher than expected to a meaningful degree, is the requirement for achieving this measure.

Given the timing of the state's release of economically disadvantaged data and the demands of the data analysis, the 2017-18 analysis is not yet available. This report contains 2017-18 results, the most recent Comparative Performance Analysis available.

#### RESULTS AND EVALUATION

In 2017-18, Manhattan Charter School exceeded the goal of an Effect Size of 0.3 by 0.35. Although the school had a negative Effect Size for Grade 3, it had significantly higher Effect Sizes for Grades 4 and 5, with 1.84 and 1.05, respectively.

## 2018-19 ACCOUNTABILITY PLAN PROGRESS REPORT

### 2017-18 Mathematics Comparative Performance by Grade Level

Grade	Percent Economically Disadvantaged	Number Tested	Percent of Students at Levels 3&4		Difference between Actual and Predicted	Effect Size
			Actual	Predicted		
3	87.2	45	31.1	42.1	-11.0	-0.51
4	67.6	32	81.3	44.5	36.8	1.84
5	79.5	34	52.9	33.5	19.4	1.05
6						
7						
8						
All	<b>79.2</b>	<b>111</b>	<b>52.3</b>	<b>40.2</b>	<b>12.1</b>	<b>0.65</b>

#### School's Overall Comparative Performance:

*Higher than expected to a meaningful degree*

### ADDITIONAL EVIDENCE

Although the Effect Size grew slightly from 0.91 in 2015-16 to 0.93 in 2016-17, it decreased in 2017-18 to 0.65. However, the actual percent of students proficient increased from 50.7% in 2016-17 to 52.3% in 2017-18.

### Mathematics Comparative Performance by School Year

School Year	Grades	Percent Economically Disadvantaged	Number Tested	Actual	Predicted	Effect Size
2015-16	3-5	79%	115	50%	33%	0.91
2016-17	3-5	82.8%	110	50.7%	32.6%	0.93
2017-18	3-5	79.2%	111	52.3%	40.2%	0.65

### Goal 2: Growth Measure<sup>7</sup>

Each year, under the state's Growth Model, the school's mean unadjusted growth percentile in mathematics for all tested students in grades 4-8 will be above the target of 50.

### METHOD

This measure examines the change in performance of the same group of students from one year to the next and the progress they are making in comparison to other students with the same score in the previous year. The analysis only includes students who took the state exam in 2017-18 and also have a state exam score in 2016-17 including students who were retained in the same grade. Students with the same 2016-17 scores are ranked by their 2017-18 scores and assigned a percentile based on their relative growth in performance (student growth percentile). Students'

<sup>7</sup> See Guidelines for [Creating a SUNY Accountability Plan](#) for an explanation.

## 2018-19 ACCOUNTABILITY PLAN PROGRESS REPORT

growth percentiles are aggregated school-wide to yield a school's mean growth percentile. In order for a school to meet the measure, the school would have to achieve a mean growth percentile above the target of 50.

Given the timing of the state's release of Growth Model data, the 2018-19 analysis is not yet available. This report contains 2017-18 results, the most recent Growth Model data available.<sup>8</sup>

### RESULTS AND EVALUATION

Manhattan Charter School surpassed the statewide mean growth percentile by 12.5 points overall for Math in 2017-18. For the 4<sup>th</sup> Grade, the state MGP was exceeded by 36.4 points, and in 5<sup>th</sup> Grade, the MGP was lower than the state MGP by 10 points.

2017-18 Mathematics Mean Growth Percentile by Grade Level

Grade	Mean Growth Percentile	
	School	Target
4	86.4	50.0
5	40	50.0
6		50.0
7		50.0
8		50.0
All	<b>62.5</b>	50.0

### ADDITIONAL EVIDENCE

With the exception of 5<sup>th</sup> Grade in 2016-17 and 2017-18, MCS has consistently surpassed the state mean growth percentile for the past three years by between 9 and 36.4 points. The largest difference between the state MGP and MCS is 4<sup>th</sup> Grade in 2017-18, a total of 36.4 points difference.

Mathematics Mean Growth Percentile by Grade Level and School Year

Grade	Mean Growth Percentile			
	2015-16	2016-17	2017-18	Target
4	64.5	81.0	86.4	50.0
5	59.0	36.5	40	50.0
6				50.0
7				50.0
8				50.0
All	61.75	61.0	62.5	50.0

### SUMMARY OF THE MATHEMATICS GOAL

While Manhattan Charter School did not meet the Absolute Goal of 75% proficiency in Mathematics for all students enrolled in the school for two years nor the Comparative Goal against NYC District 1,

<sup>8</sup> Schools can acquire these data from the NYSED's business portal: [portal.nysed.gov](http://portal.nysed.gov).

## 2018-19 ACCOUNTABILITY PLAN PROGRESS REPORT

it did meet the Comparative Effect Size Goal, the Absolute Goal related to the school's aggregate PI as the Measure of Interim Program, as well as the Growth Goal.

Type	Measure	Outcome
Absolute	Each year, 75 percent of all tested students who are enrolled in at least their second year will perform at proficiency on the New York State mathematics exam for grades 3-8.	Did Not Achieve
Absolute	Each year, the school's aggregate PI on the state's English language arts exam will meet that year's state MIP as set forth in the state's ESSA accountability system.	Achieved
Comparative	Each year, the percent of all tested students who are enrolled in at least their second year and performing at proficiency on the state mathematics exam will be greater than that of students in the same tested grades in the school district of comparison.	Did Not Achieve
Comparative	Each year, the school will exceed its predicted level of performance on the state mathematics exam by an Effect Size of 0.3 or above (performing higher than expected to a meaningful degree) according to a regression analysis controlling for economically disadvantaged students among all public schools in New York State. (Using 2017-18 results.)	Achieved
Growth	Each year, under the state's Growth Model the school's mean unadjusted growth percentile in mathematics for all tested students in grades 4-8 will be above the target of 50. (Using the 2017-18 results.)	Achieved

### ACTION PLAN

In 2019-20, MCS is continuing the use of EngageNY Mathematics across K – 5<sup>th</sup> grades, which the school fully adopted in the 2018-19 school year. A math consultant will continue to coach teachers in developing strategies to work with all students.

The school will utilize additional assessment tools for 2019-20 that will complement performance assessments already in place, including Star 360 Math, a math assessment program that will be administered up to three times per year, and Stanford 10. The school will also implement Pathblazers math for the AIS program.

### GOAL 3: SCIENCE

#### Goal 3: Science

Students' academic performance in science meets or exceeds local, state, and national standards.

#### BACKGROUND

MCS Science instruction emphasizes scientific inquiry and student investigation of scientific concepts. During the charter term, as part of our ELA curriculum realignment and full adoption of

## 2018-19 ACCOUNTABILITY PLAN PROGRESS REPORT

Expeditionary Learning, Science instruction has been incorporated into Expeditionary Learning literacy units. In 2018-19, MCS began using Amplify Science for the Science curriculum, which is aligned to the Next Generation Science Standards.

Students use the processes of science, such as observing, classifying, describing, experimenting, measuring, inferring, and predicting. Through hands-on investigations, collaborative learning, student discourse, inquiry, integration of disciplines and content areas, and multisensory methods, MCS students explore key scientific concepts and principles in the physical and life sciences. MCS is committed to establishing a foundation of scientific literacy for every student, advancing ideas that prepare them for a life in an increasingly complex scientific and technological world. This scientific literacy is fostered via Expeditionary Learning with the introduction and scaffolding of instructional efficiency, and with the creation of a science classroom where students actively construct ideas through inquiries, investigations, and analyses.

MCS students are given feedback on their performance in Science with a series of assessment forms and will participate in individual student interviews, portfolio assessments, summative and embedded formative assessments. MCS students, prepared with the knowledge and thinking capacities to excel in Science in the 21st century, are motivated to exceed societal expectations for the next generation of citizens.

### Goal 3: Absolute Measure

Each year, 75 percent of all tested students enrolled in at least their second year will perform at or above proficiency on the New York State science examination.

### METHOD

The school administered the New York State Testing Program science assessment to students in 4<sup>th</sup> grade in spring 2019. The school converted each student's raw score to a performance level and a grade-specific scaled score. The criterion for success on this measure requires students enrolled in at least their second year to score at proficiency.

### RESULTS AND EVALUATION

Manhattan Charter School has maintained a consistent population of students, with no new students enrolled following the start of 3<sup>rd</sup> Grade. As a result, all students taking the 4<sup>th</sup> Grade Science assessment have been enrolled in at least their 2<sup>nd</sup> year at MCS when taking the assessment. With 95% of MCS students receiving Level 3 or 4 scores, we far exceeded the goal of 75% proficiency for students enrolled in at least their second year on the Science exam.

Charter School Performance on 2018-19 State Science Exam  
By All Students and Students Enrolled in At Least Their Second Year

Grade	Percent of Students at Proficiency of Students in At Least 2 <sup>nd</sup> Year	
	Percent Proficient	Number Tested
4	95%	39
8		
All	95%	39

## 2018-19 ACCOUNTABILITY PLAN PROGRESS REPORT

### ADDITIONAL EVIDENCE

MCS has maintained an effective Science program as evidenced by the consistently high proficiency levels on the 4<sup>th</sup> Grade Science exam for the past 3 years.

Science Performance by Grade Level and School Year

Grade	Percent of Students Enrolled in At Least Their Second Year at Proficiency					
	2016-17		2017-18		2018-19	
	Percent Proficient	Number Tested	Percent	Number Tested	Percent Proficient	Number Tested
4	97%	38	100%	35	95%	39
8						
All	97%	38	100%	35	95%	39

#### Goal 3: Comparative Measure

Each year, the percent of all tested students enrolled in at least their second year and performing at proficiency on the state science exam will be greater than that of all students in the same tested grades in the school district of comparison.

#### METHOD

The school compares tested students enrolled in at least their second year to all tested students in the public school district of comparison. Comparisons are between the results for each grade in which the school had tested students in at least their second year and the results for the respective grades in the school district of comparison. Given the timing of the state's release of district science data, the 2018-19 comparative data may not yet be available. If not, schools should report comparison to the district's 2017-18 data.

#### RESULTS AND EVALUATION

The data table below shows the comparison of students at MCS for at least their second year and the overall district proficiency, using 2017-18 District data as 2018-19 is currently unavailable. With 95% of students scoring a Level 3 or 4 on the Science exam, MCS anticipates that it will surpass the District in 2018-19.

2018-19 State Science Exam

Charter School and District Performance by Grade Level

Grade	Percent of Students at Proficiency	
	Charter School Students In At Least 2 <sup>nd</sup> Year	All District Students <sup>9</sup>

<sup>9</sup> This table uses the prior year's results as 2018-19 district science scores are not yet available.

## 2018-19 ACCOUNTABILITY PLAN PROGRESS REPORT

	Percent Proficient	Number Tested	Percent Proficient	Number Tested
4	95%	39	85%	737
8				
All	95%	39	85%	737

### ADDITIONAL EVIDENCE

The data table below shows the comparison of students at MCS for at least their second year and the overall district proficiency. MCS exceed the District for both 2016-17 and 2017-18. Please note that District scores are not yet available for 2018-19.

Science Performance of Charter School and Local District  
by Grade Level and School Year

Grade	Percent of Charter School Students at Proficiency and Enrolled in At Least their Second Year Compared to Local District Students					
	2016-17		2017-18		2018-19	
	Charter School	District	Charter School	District	Charter School	District
4	97%	91%	100%	85%	95%	N/A
8						
All	97%	91%	100%	85%	95%	N/A

### SUMMARY OF THE SCIENCE GOAL

With 95% of 4<sup>th</sup> Graders reaching proficiency on the 2018-19 Science exams, Manhattan Charter School has achieved both the Absolute and Comparative Goals below.

Type	Measure	Outcome
Absolute	Each year, 75 percent of all tested students enrolled in at least their second year will perform at or above proficiency on the New York State examination.	Achieved
Comparative	Each year, the percent of all tested students enrolled in at least their second year and performing at proficiency on the state exam will be greater than that of all students in the same tested grades in the school district of comparison.	Achieved

### ACTION PLAN

Although MCS has maintained a high level of proficiency in Science, the school updated its Science program in 2018-19 school year by adopting the Amplify Science curriculum, in order to improve its resources for teachers and to ensure alignment with the Next Generation Science Standards. As we did in 2018-19, MCS will engage a Science consultant to support 3<sup>rd</sup> and 4<sup>th</sup> Grade classroom teachers with the implementation of the science curriculum.

## GOAL 4: ESSA

### Goal 4: ESSA

The school will make Adequate Yearly Progress.

#### Goal 4: Absolute Measure

Under the state’s ESSA accountability system, the school is in good standing: the state has not identified the school for comprehensive or targeted improvement.

### METHOD

Because *all* students are expected to meet the state's performance standards, the federal statute stipulates that various sub-populations and demographic categories of students among all tested students must meet the state standard in and of themselves aside from the overall school results. As New York State, like all states, is required to establish a specific system for making these determinations for its public schools, charter schools do not have latitude in establishing their own performance levels or criteria of success for meeting the ESSA accountability requirements. Each year, the state issues School Report Cards that indicate a school’s status under the state accountability system.

### RESULTS AND EVALUATION

MCS was found to be in Good Standing as per the New York State Education Department. The school has consistently maintained this status over the past three years.

### ADDITIONAL EVIDENCE

Over the past three years, the school has remained in good standing as determined by the New York State Education Department.

Accountability Status by Year

Year	Status
2016-17	Good Standing
2017-18	Good Standing
2018-19	Good Standing



# Entry 4 Expenditures per Child

Last updated: 07/29/2019

## MANHATTAN CHARTER SCHOOL 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 2018-19 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:**

**Audit Guide** available within the portal or on the NYSED website at: <http://www.p12.nysed.gov/psc/regentsoversightplan/otherdocuments/auditguide2018.pdf>.

Line 1: Total Expenditures	4463899
Line 2: Year End FTE student enrollment	237
Line 3: Divide Line 1 by Line 2	18835

## 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 2018 19 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)	208814
Line 2: Management and General Cost (Column)	194822
Line 3: Sum of Line 1 and Line 2	403636
Line 5: Divide Line 3 by the Year End FTE student enrollment	1703

**Thank you.**

# **Manhattan Charter Schools**

Financial Statements

June 30, 2019 and 2018

## **Independent Auditors' Report**

**Board of Trustees**  
**Manhattan Charter Schools**

### ***Report on the Financial Statements***

We have audited the accompanying financial statements of Manhattan Charter Schools (the "School"), which comprise the statements of financial position as of June 30, 2019 and 2018, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

### ***Management's Responsibility for the Financial Statements***

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

### ***Auditors' Responsibility***

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

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

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

***Opinion***

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the School as of June 30, 2019 and 2018, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

***Change in Accounting Principle***

As discussed in Note 2 to the financial statements, during the year ended June 30, 2019, Manhattan Charter Schools adopted new accounting guidance resulting in a change in the manner in which it presents net assets and reports certain aspects of its financial statements. Our opinion is not modified with respect to this matter.

***Report on Supplementary Information***

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The schedules of activities and functional expenses by school on pages 16 through 18 is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated September 16, 2019, on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

## Manhattan Charter Schools

### Statements of Financial Position

	June 30,	
	<u>2019</u>	<u>2018</u>
<b>ASSETS</b>		
Current Assets		
Cash and cash equivalents	\$ 5,795,070	\$ 5,712,818
Investments	1,349,445	1,317,349
Grants and contracts receivable	160,112	267,625
Prepaid expenses and other current assets	<u>111,727</u>	<u>62,855</u>
Total Current Assets	7,416,354	7,360,647
Property and equipment, net	243,781	311,845
Restricted cash	<u>149,317</u>	<u>148,578</u>
	<u>\$ 7,809,452</u>	<u>\$ 7,821,070</u>
<b>LIABILITIES AND NET ASSETS</b>		
Current Liabilities		
Accounts payable and accrued expenses	\$ 259,950	\$ 178,853
Accrued payroll and payroll taxes	857,056	841,580
Refundable advances	<u>4,010</u>	<u>14,903</u>
Total Current Liabilities	<u>1,121,016</u>	<u>1,035,336</u>
Net Assets		
Without Donor Restrictions		
Undesignated	5,372,640	5,442,614
Board designated	<u>1,310,000</u>	<u>1,310,000</u>
Total Net Assets Without Donor Restrictions	6,682,640	6,752,614
With donor restrictions	<u>5,796</u>	<u>33,120</u>
Total Net Assets	<u>6,688,436</u>	<u>6,785,734</u>
	<u>\$ 7,809,452</u>	<u>\$ 7,821,070</u>

See notes to financial statements

## Manhattan Charter Schools

### Statement of Activities Year Ended June 30, 2019

	Without Donor Restrictions	With Donor Restrictions	Total
<b>OPERATING REVENUE</b>			
State and local per pupil operating revenue			
General education	\$ 6,549,327	\$ -	\$ 6,549,327
Special education	852,530	-	852,530
Federal grants	379,546	-	379,546
State grants	38,928	-	38,928
Total Operating Revenue	7,820,331	-	7,820,331
<b>EXPENSES</b>			
Program Services			
Regular education	5,459,528	-	5,459,528
Special education	1,432,649	-	1,432,649
Extended day	287,395	-	287,395
Total Program Services	7,179,572	-	7,179,572
Supporting Services			
Management and general	783,902	-	783,902
Fundraising	14,599	-	14,599
Total Expenses	7,978,073	-	7,978,073
Deficit from Operations	(157,742)	-	(157,742)
<b>SUPPORT AND OTHER REVENUE</b>			
Contributions	25,800	-	25,800
Investment income, net	34,644	-	34,644
Net assets released from restrictions	27,324	(27,324)	-
Total Support and Other Revenue	87,768	(27,324)	60,444
Change in Net Assets	(69,974)	(27,324)	(97,298)
<b>NET ASSETS</b>			
Beginning of year	6,752,614	33,120	6,785,734
End of year	\$ 6,682,640	\$ 5,796	\$ 6,688,436

## Manhattan Charter Schools

### Statement of Activities Year Ended June 30, 2018

	Without Donor Restrictions	With Donor Restrictions	Total
<b>OPERATING REVENUE</b>			
State and local per pupil operating revenue			
General education	\$ 6,750,514	\$ -	\$ 6,750,514
Special education	696,641	-	696,641
Federal grants	422,110	-	422,110
State grants	39,545	-	39,545
Total Operating Revenue	7,908,810	-	7,908,810
<b>EXPENSES</b>			
Program Services			
Regular education	5,431,433	-	5,431,433
Special education	1,121,346	-	1,121,346
Extended day	97,236	-	97,236
Total Program Services	6,650,015	-	6,650,015
Supporting Services			
Management and general	855,527	-	855,527
Fundraising	34,021	-	34,021
Total Expenses	7,539,563	-	7,539,563
Surplus from Operations	369,247	-	369,247
<b>SUPPORT AND OTHER REVENUE</b>			
Contributions	26,539	19,500	46,039
Investment income, net	16,987	-	16,987
Net assets released from restrictions	46,880	(46,880)	-
Total Support and Other Revenue	90,406	(27,380)	63,026
Change in Net Assets	459,653	(27,380)	432,273
<b>NET ASSETS</b>			
Beginning of year	6,292,961	60,500	6,353,461
End of year	\$ 6,752,614	\$ 33,120	\$ 6,785,734

**Manhattan Charter Schools**

Statement of Functional Expenses  
Year Ended June 30, 2019

	No. of Positions	Program Services				Supporting Services		Total
		Regular Education	Special Education	Extended Day	Total	Management and General	Fundraising	
<b>Personnel Services Costs</b>								
Administrative staff personnel	11	\$ 396,649	\$ 133,999	\$ -	\$ 530,648	\$ 355,353	\$ 9,669	\$ 895,670
Instructional personnel	56	3,193,124	771,481	21,493	3,986,098	-	-	3,986,098
Non-instructional personnel	3	48,513	12,128	-	60,641	20,214	-	80,855
<b>Total Salaries and Staff</b>	<b>70</b>	<b>3,638,286</b>	<b>917,608</b>	<b>21,493</b>	<b>4,577,387</b>	<b>375,567</b>	<b>9,669</b>	<b>4,962,623</b>
Employee benefits and payroll taxes		773,352	195,659	4,620	973,631	79,807	2,082	1,055,520
Professional and accounting services		46,170	15,055	68	61,293	268,456	32	329,781
Professional development		98,887	31,088	170	130,145	3,514	1,798	135,457
Consultants		389,444	121,932	259,447	770,823	17,646	284	788,753
Leased equipment		16,876	4,385	111	21,372	1,736	51	23,159
Supplies and materials		45,891	14,727	75	60,693	5,684	45	66,422
Curriculum and classroom		132,776	44,909	-	177,685	310	-	177,995
Travel and conferences		13,323	4,464	3	17,790	51	1	17,842
Insurance		46,201	11,499	260	57,960	4,775	116	62,851
Postage and printing		3,986	1,045	27	5,058	410	13	5,481
Technology and communications		79,318	19,971	465	99,754	8,189	210	108,153
Dues and subscriptions		19,319	5,856	84	25,259	1,099	40	26,398
Student and staff recruitment and retention		67,483	21,932	28	89,443	800	11	90,254
Depreciation and amortization		80,874	20,540	490	101,904	8,342	222	110,468
Facility		2,977	777	20	3,774	307	9	4,090
Miscellaneous		4,365	1,202	34	5,601	7,209	16	12,826
<b>Total Expenses</b>		<b>\$ 5,459,528</b>	<b>\$ 1,432,649</b>	<b>\$ 287,395</b>	<b>\$ 7,179,572</b>	<b>\$ 783,902</b>	<b>\$ 14,599</b>	<b>\$ 7,978,073</b>

**Manhattan Charter Schools**

Statement of Functional Expenses  
Year Ended June 30, 2018

	No. of Positions	Program Services				Supporting Services		Total
		Regular Education	Special Education	Extended Day	Total	Management and General	Fundraising	
<b>Personnel Services Costs</b>								
Administrative staff personnel	10	\$ 387,995	\$ 85,204	\$ -	\$ 473,199	\$ 458,267	\$ 18,683	\$ 950,149
Instructional personnel	62	3,105,934	617,055	6,000	3,728,989	-	-	3,728,989
Non-instructional personnel	2	46,834	11,709	-	58,543	19,514	-	78,057
<b>Total Salaries and Staff</b>	<b>74</b>	<b>3,540,763</b>	<b>713,968</b>	<b>6,000</b>	<b>4,260,731</b>	<b>477,781</b>	<b>18,683</b>	<b>4,757,195</b>
Employee benefits and payroll taxes		806,953	163,828	1,322	972,103	109,363	4,288	1,085,754
Professional and accounting services		45,139	10,187	-	55,326	195,115	74	250,515
Professional development		90,894	20,889	66	111,849	13,200	8,903	133,952
Consultants		311,672	73,324	89,202	474,198	9,388	368	483,954
Leased equipment		16,406	3,664	13	20,083	2,365	96	22,544
Supplies and materials		39,425	8,634	30	48,089	6,809	82	54,980
Curriculum and classroom		203,875	46,582	171	250,628	1	-	250,629
Travel and conferences		21,865	5,019	1	26,885	93	4	26,982
Insurance		50,668	10,385	79	61,132	6,910	272	68,314
Postage and printing		4,553	1,021	4	5,578	658	27	6,263
Technology and communications		106,835	21,664	176	128,675	14,468	568	143,711
Dues and subscriptions		26,382	5,547	-	31,929	2,097	88	34,114
Food service		333	70	-	403	-	-	403
Student and staff recruitment and retention		71,691	16,840	44	88,575	1,457	51	90,083
Depreciation and amortization		88,834	18,474	128	107,436	12,000	484	119,920
Facility		5,145	1,250	-	6,395	3,408	33	9,836
Miscellaneous		-	-	-	-	414	-	414
<b>Total Expenses</b>		<b>\$ 5,431,433</b>	<b>\$ 1,121,346</b>	<b>\$ 97,236</b>	<b>\$ 6,650,015</b>	<b>\$ 855,527</b>	<b>\$ 34,021</b>	<b>\$ 7,539,563</b>

## Manhattan Charter Schools

### Statements of Cash Flows

	Year Ended June 30,	
	2019	2018
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Change in net assets	\$ (97,298)	\$ 432,273
Adjustments to reconcile change in net assets to net cash from operating activities		
Depreciation and amortization	110,468	119,920
Unrealized (gain) loss on investments	(4,402)	2,038
Changes in operating assets and liabilities		
Grants and contracts receivable	107,513	(20,122)
Prepaid expenses and other current assets	(48,872)	10,521
Accounts payable and accrued expenses	81,097	(7,695)
Accrued payroll and payroll taxes	15,476	(150,040)
Refundable advances	<u>(10,893)</u>	<u>(118,681)</u>
Net Cash from Operating Activities	<u>153,089</u>	<u>268,214</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Purchases of property and equipment	(42,404)	(98,994)
Purchases of investments	(27,694)	(16,496)
Restricted cash	<u>(739)</u>	<u>(735)</u>
Net Cash from Investing Activities	<u>(70,837)</u>	<u>(116,225)</u>
Net Change in Cash and Cash Equivalents	82,252	151,989
<b>CASH AND CASH EQUIVALENTS</b>		
Beginning of year	<u>5,712,818</u>	<u>5,560,829</u>
End of year	<u>\$ 5,795,070</u>	<u>\$ 5,712,818</u>

## Manhattan Charter Schools

Notes to Financial Statements  
June 30, 2019 and 2018

### 1. Organization and Tax Status

Manhattan Charter Schools is a New York State not-for-profit education corporation operating in New York City pursuant to Article 56 of the Education Law of the State of New York. The accompanying financial statements include the following charter schools, collectively referred to as the "School":

Manhattan Charter School ("MCS") was incorporated on July 21, 2004, and was granted a provisional charter on July 21, 2004 valid for a term of five years and renewable upon expiration by the Board of Regents of the University of the State of New York. The Board of Regents approved and issued several renewals to MCS's charter. Effective July 1, 2016, MCS's charter agreement was incorporated into Manhattan Charter School II's ("MCS II") amended and restated charter agreement (see below).

MCS II was incorporated on September 13, 2011 and was granted a provisional charter on September 13, 2011 valid for a term of five years and renewable upon expiration by the Board of Regents of the University of the State of New York. The Board of Regents approved and issued a renewal to its amended and restated charter for an additional five-year term expiring July 31, 2022.

The School's mission is to prepare its students to achieve high academic levels in the four core subject areas, communicate effectively in verbal, mathematical and musical languages, and to apply critical thinking processes and ethical standards to learning, living and problem solving. The School provided education to approximately 416 students in kindergarten through fifth grade during the 2018-2019 academic year.

MCS and MCS II merged into a single not-for-profit legal entity under MCS II, which serves as the sole surviving educational corporation. The plan of merger was approved by the State University of New York Charter School Committee on February 25, 2016, and became effective for financial purposes on July 1, 2016. MCS II changed its name to Manhattan Charter Schools and each school is authorized by the Charter Schools Institute of the State University of New York under MCS II's provisional charter, as amended to effect the merger. MCS was dissolved in conjunction with this merger.

The School shares space with New York City public schools. The School is not responsible for rent, utilities, custodial services, maintenance and school safety services other than security related to the School's programs that take place outside the district's school day. The School was unable to determine a value for the contributed space and related services and did not record any value for use of donated facilities or services.

The New York City Department of Education provides free lunches and transportation directly to some of the School's students. Such costs are not included in these financial statements. The School covers a portion of the cost of lunches for children not entitled to the free lunches.

Except for taxes that may be due for unrelated business income, the School is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code and from state and local income taxes under comparable laws.

## Manhattan Charter Schools

Notes to Financial Statements  
June 30, 2019 and 2018

### 2. Summary of Significant Accounting Policies

#### ***Basis of Presentation and Use of Estimates***

The accompanying financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America ("U.S. GAAP"), which requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly actual results could differ from those estimates.

#### ***Change in Accounting Principle***

On July 1, 2018, the School adopted new guidance regarding the Presentation of Financial Statements for Not-for-Profit Entities. This guidance requires the School to collapse the three-category (unrestricted, temporarily restricted, and permanently restricted) classification of net assets into two categories: with donor restrictions and without donor restrictions. In addition, the new guidance requires the School to make certain expanded disclosures relating to (1) the liquidity of financial assets, and (2) expenses by both their natural and functional classification in one location in the financial statements. As a result of implementing this standard, prior year amounts for unrestricted net assets and temporarily restricted net assets were reclassified as net assets without donor restrictions and net assets with donor restrictions, respectively.

Additionally, the new guidance allows for the reporting of investment income net of external and direct internal investment expenses on the statement of activities without additional note disclosure.

#### ***Net Asset Presentation***

Resources for various purposes are classified for accounting and reporting purposes into net asset categories established according to nature and purpose as follows:

*Net assets without donor restrictions* - consist of resources available for the general support of the School's operations. Net assets without donor restrictions may be used at the discretion of the School's management and/or the Board of Trustees. As of June 30, 2019 and 2018, the Board of Trustees has designated \$1,310,000 for long-term educational planning, organizational growth or facilities planning.

*Net assets with donor restrictions* – represents amounts restricted by donors for specific activities of the School or to be used at a future date. The School records contributions as net assets with donor restrictions if they are received with donor stipulations that limit their use either through purpose or time restrictions. When a donor restriction expires, that is, when a time restriction ends or a purpose restriction is fulfilled, net assets with donor restrictions are classified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions.

## **Manhattan Charter Schools**

Notes to Financial Statements  
June 30, 2019 and 2018

### **2. Summary of Significant Accounting Policies *(continued)***

#### ***Cash and Cash Equivalents***

Cash and cash equivalents include cash balances held in bank accounts and highly liquid debt instruments with maturities of three months or less at the time of purchase.

#### ***Fair Value Measurements***

The School follows U.S. GAAP guidance on fair value measurements which defines fair value and establishes a fair value hierarchy organized into three levels based upon the input assumptions used in pricing assets. Level 1 inputs have the highest reliability and are related to assets with unadjusted quoted prices in active markets. Level 2 inputs relate to assets with other than quoted prices in active markets which may include quoted prices for similar assets or liabilities or other inputs which can be corroborated by observable market data. Level 3 inputs are unobservable inputs and are used to the extent that observable inputs do not exist.

#### ***Investment Valuation***

Money Market Fund is reported using Level 1 inputs from the fair value hierarchy as reported on the last business day of the fiscal year. Certificates of deposit are valued at the amounts deposited plus accrued interest, and are measured at estimated market value.

#### ***Investment Income Recognition***

Purchases and sales of securities are recorded on a trade-date basis. Interest income is recorded on the accrual basis and dividends are recorded on the ex-dividend date. Realized and unrealized gains and losses are included in the determination of income.

#### ***Restricted Cash***

Under the provisions of its charter, the School established an escrow account to pay for legal and audit expenses that would be associated with a dissolution, should it occur.

#### ***Property and Equipment***

The School follows the practice of capitalizing all expenditures for property and equipment with costs in excess of \$1,000 and a useful life in excess of one year. Leasehold improvements are amortized over the shorter of the term of the lease, inclusive of all renewal periods, which are reasonably assured, or the estimated useful life of the asset. Purchased property and equipment are recorded at cost at the date of acquisition. Minor costs of maintenance and repairs are expensed as incurred. All property and equipment purchased with government funding is capitalized, unless the government agency retains legal title to such assets, in which case such assets are expensed as incurred.

## Manhattan Charter Schools

Notes to Financial Statements  
June 30, 2019 and 2018

### 2. Summary of Significant Accounting Policies *(continued)*

#### ***Property and Equipment (continued)***

Depreciation and amortization is recognized on the straight-line method over the estimated useful lives of such assets as follows:

Computers and equipment	3 - 5 years
Furniture and fixtures	7 years
Software	3 years

Property and equipment are reviewed for impairment if the use of the asset significantly changes or another indicator of possible impairment is identified. If the carrying amount for the asset is not recoverable, the asset is written down to its fair value. There were no asset impairments for the years ended June 30, 2019 and 2018.

#### ***Refundable Advances***

The School records certain government operating revenue as refundable advances until related services are performed, at which time they are recognized as revenue.

#### ***Revenue and Support***

Revenue from the state and local governments resulting from the School's charter status and based on the number of students enrolled is recorded when services are performed in accordance with the charter agreement. Federal and other state and local funds are recorded when expenditures are incurred and billable to the government agency.

Contributions are recognized when the donor makes a promise to give to the School that is, in substance, unconditional. Grants and other contributions of cash are reported as net assets with donor restrictions if they are received with donor stipulations. Restricted contributions and grants that are made to support the School's current year activities are recorded as net assets without donor restrictions. Contributions of assets other than cash are recorded at their estimated fair value at the date of donation.

#### ***Functional Expense Allocation***

The majority of expenses can generally be directly identified with the program or supporting service to which they relate and are charged accordingly. Other expenses by function have been allocated among program and supporting services classifications on the basis of periodic time and expense studies and other basis as determined by management of the School to be appropriate.

#### ***Accounting for Uncertainty in Income Taxes***

The School recognizes the effect of income tax positions only if those positions are more likely than not to be sustained. Management has determined that the School had no uncertain tax positions that would require financial statement recognition or disclosure. The School is no longer subject to examinations by the applicable taxing jurisdictions for years prior to June 30, 2016.

## Manhattan Charter Schools

Notes to Financial Statements  
June 30, 2019 and 2018

### 2. Summary of Significant Accounting Policies *(continued)*

#### ***Subsequent Events Evaluation by Management***

Management has evaluated subsequent events for disclosure and/or recognition in the financial statements through the date that the financial statements were available to be issued, which date is September 16, 2019.

### 3. Investments

The School's investments at June 30, 2019 and 2018 consist of the following:

	2019		2018	
	Cost	Market	Cost	Market
Certificates of deposit	\$ 1,310,000	\$ 1,319,726	\$ 1,310,000	\$ 1,312,836
Money market fund	29,719	29,719	4,513	4,513
	\$ 1,339,719	\$ 1,349,445	\$ 1,314,513	\$ 1,317,349

Net investment income consist of the following for the years ended June 30, 2018 and 2017:

	2019	2018
Interest	\$ 30,242	\$ 19,025
Unrealized gain (loss) on investments	4,402	(2,038)
	\$ 34,644	\$ 16,987

### 4. Grants and Contracts Receivable

Grants and contracts receivable consist of federal, state, and city entitlements and grants. The School expects to collect these receivables within one year.

### 5. Property and Equipment

Property and equipment consists of the following at June 30:

	2019	2018
Computers and equipment	\$ 870,113	\$ 840,430
Furniture and fixtures	223,331	217,034
Leasehold improvements	180,662	174,237
Software	22,025	22,026
	1,296,131	1,253,727
Accumulated depreciation and amortization	(1,052,350)	(941,882)
	\$ 243,781	\$ 311,845

## Manhattan Charter Schools

Notes to Financial Statements  
June 30, 2019 and 2018

### 6. Liquidity and Availability of Financial Assets

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use within one year of the statement of financial position date, are comprised of the following at June 30, 2019:

Financial Assets at year end:

Cash and cash equivalents	\$ 5,795,070
Investments	1,349,445
Grants and contracts receivable	<u>160,112</u>
Total Financial Assets	<u>7,304,627</u>

Less amounts unavailable for general expenditure:

Net assets with donor restrictions	5,796
Board designated net assets	<u>1,310,000</u>
	<u>1,315,796</u>
	<u>\$ 5,988,831</u>

As part of the School's liquidity management plan, the status of grants and contracts receivable is monitored regularly and any excess cash is invested in highly liquid securities. The Board of Trustees has designated net assets without donor restrictions that could be drawn upon through board resolution and can be made available for current operations, unbudgeted expenses, and unanticipated loss in funding.

### 7. Employee Benefit Plan

The School maintains a pension plan qualified under Internal Revenue Code 403(b), for the benefit of its eligible employees. Under the plan, the School provided matching contributions up to 4% of the participant's annual compensation. Employee match for the years ended June 30, 2019 and 2018 amounted to \$108,110 and \$145,203.

### 8. Concentration of Credit Risk

Financial instruments that potentially subject the School to concentrations of credit and market risk consist principally of cash and cash equivalents on deposit with financial institutions, which from time to time may exceed the Federal Deposit Insurance Corporation ("FDIC") limit. The School does not believe that a significant risk of loss due to the failure of a financial institution presently exists. As of June 30, 2019 and 2018, approximately \$5,700,000 and \$5,600,000 of cash was maintained with an institution in excess of FDIC limits.

## Manhattan Charter Schools

Notes to Financial Statements  
June 30, 2019 and 2018

### 9. Concentration of Revenue and Support

The School receives a substantial portion of its revenue and support from the New York City Department of Education. For the years ended June 30, 2019 and 2018, the School received approximately 94% and 93% of total revenue and support from the New York City Department of Education. If the charter school laws were modified, reducing or eliminating these revenues, the School's finances could be materially adversely affected.

### 10. Net Assets with Donor Restrictions

Net assets with donor restrictions consist of the following at June 30:

	<u>2019</u>	<u>2018</u>
Subject to expenditure for a specified purpose:		
Musical education	\$ 5,796	\$ 29,120
Training of teachers in JUMP Math	<u>-</u>	<u>4,000</u>
	<u>\$ 5,796</u>	<u>\$ 33,120</u>

Net assets for the years ended June 30, 2019 and 2018, were released from donor restrictions by satisfying the purpose specified by donors as follows:

	<u>2019</u>	<u>2018</u>
Musical education	\$ 23,324	\$ 26,880
Training of teachers in JUMP Math	<u>4,000</u>	<u>20,000</u>
	<u>\$ 27,324</u>	<u>\$ 46,880</u>

### 11. Contingency

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

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# **Manhattan Charter Schools**

Supplementary Information

June 30, 2019

**Manhattan Charter Schools**

Schedule of Activities by School

Year Ended June 30, 2019

(with summarized totals for the year ended June 30, 2018)

	Manhattan Charter School				Manhattan Charter School II				Manhattan Charter Schools	
	2019		2018		2019		2018		2019	2018
	Unrestricted	Temporarily Restricted	Total	Total	Unrestricted	Temporarily Restricted	Total	Total	Total	Total
<b>OPERATING REVENUE</b>										
State and local per pupil operating revenue										
General education	\$ 3,734,507	\$ -	\$ 3,734,507	\$ 3,815,809	\$ 2,814,820	\$ -	\$ 2,814,820	\$ 2,934,705	\$ 6,549,327	\$ 6,750,514
Special education	467,269	-	467,269	401,106	385,261	-	385,261	295,535	852,530	696,641
Federal grants	203,785	-	203,785	234,263	175,761	-	175,761	187,847	379,546	422,110
State grants	20,609	-	20,609	21,015	18,319	-	18,319	18,530	38,928	39,545
Total Operating Revenue	<u>4,426,170</u>	<u>-</u>	<u>4,426,170</u>	<u>4,472,193</u>	<u>3,394,161</u>	<u>-</u>	<u>3,394,161</u>	<u>3,436,617</u>	<u>7,820,331</u>	<u>7,908,810</u>
<b>EXPENSES</b>										
Program Services										
Regular education	3,018,954	-	3,018,954	2,911,245	2,440,574	-	2,440,574	2,520,188	5,459,528	5,431,433
Special education	855,513	-	855,513	719,949	577,136	-	577,136	401,397	1,432,649	1,121,346
Extended day	170,719	-	170,719	65,607	116,676	-	116,676	31,629	287,395	97,236
Total Program Services	<u>4,045,186</u>	<u>-</u>	<u>4,045,186</u>	<u>3,696,801</u>	<u>3,134,386</u>	<u>-</u>	<u>3,134,386</u>	<u>2,953,214</u>	<u>7,179,572</u>	<u>6,650,015</u>
Supporting Services										
Management and general	397,704	-	397,704	474,337	386,198	-	386,198	381,190	783,902	855,527
Fundraising	11,418	-	11,418	24,329	3,181	-	3,181	9,692	14,599	34,021
Total Expenses	<u>4,454,308</u>	<u>-</u>	<u>4,454,308</u>	<u>4,195,467</u>	<u>3,523,765</u>	<u>-</u>	<u>3,523,765</u>	<u>3,344,096</u>	<u>7,978,073</u>	<u>7,539,563</u>
Surplus from Operations	<u>(28,138)</u>	<u>-</u>	<u>(28,138)</u>	<u>276,726</u>	<u>(129,604)</u>	<u>-</u>	<u>(129,604)</u>	<u>92,521</u>	<u>(157,742)</u>	<u>369,247</u>
<b>SUPPORT AND OTHER REVENUE</b>										
Contributions	25,800	-	25,800	45,539	-	-	-	500	25,800	46,039
Investment income, net	34,416	-	34,416	16,760	228	-	228	227	34,644	16,987
Net assets released from restrictions	15,917	(15,917)	-	-	11,407	(11,407)	-	-	-	-
Total Support and Other Revenue	<u>76,133</u>	<u>(15,917)</u>	<u>60,216</u>	<u>62,299</u>	<u>11,635</u>	<u>(11,407)</u>	<u>228</u>	<u>727</u>	<u>60,444</u>	<u>63,026</u>
Change in Net Assets	47,995	(15,917)	32,078	339,025	(117,969)	(11,407)	(129,376)	93,248	(97,298)	432,273
<b>NET ASSETS</b>										
Beginning of year	<u>5,189,584</u>	<u>18,560</u>	<u>5,208,144</u>	<u>4,869,119</u>	<u>1,563,030</u>	<u>14,560</u>	<u>1,577,590</u>	<u>1,484,342</u>	<u>6,785,734</u>	<u>6,353,461</u>
End of year	<u>\$ 5,237,579</u>	<u>\$ 2,643</u>	<u>\$ 5,240,222</u>	<u>\$ 5,208,144</u>	<u>\$ 1,445,061</u>	<u>\$ 3,153</u>	<u>\$ 1,448,214</u>	<u>\$ 1,577,590</u>	<u>\$ 6,688,436</u>	<u>\$ 6,785,734</u>

**Manhattan Charter Schools**

Schedule of Functional Expenses - Manhattan Charter School  
Year Ended June 30, 2019  
(with summarized totals for the year ended June 30, 2018)

	2019							2018	
	No. of Positions	Program Services				Supporting Services			Total
		Regular Education	Special Education	Extended Day	Total	Management and General	Fundraising	Total	
Personnel Services Costs									
Administrative staff personnel	5	\$ 183,889	\$ 62,142	\$ -	\$ 246,031	\$ 184,347	\$ 7,252	\$ 437,630	\$ 498,370
Instructional personnel	30	1,744,640	470,010	15,493	2,230,143	-	-	2,230,143	1,997,478
Non-instructional personnel	2	41,313	10,328	-	51,641	17,214	-	68,855	67,057
Total Salaries and Staff	37	1,969,842	542,480	15,493	2,527,815	201,561	7,252	2,736,628	2,562,905
Employee benefits and payroll taxes		430,832	118,648	3,388	552,868	44,084	1,586	598,538	602,332
Professional and accounting services		23,877	7,526	68	31,471	125,414	32	156,917	127,276
Professional development		53,458	17,037	129	70,624	1,981	1,773	74,378	85,640
Consultants		246,452	79,794	150,448	476,694	8,835	205	485,734	334,930
Leased equipment		11,682	3,217	92	14,991	1,195	43	16,229	17,711
Supplies and materials		30,494	9,762	68	40,324	874	42	41,240	28,214
Curriculum and classroom		79,032	26,707	-	105,739	-	-	105,739	138,147
Travel and conferences		8,810	2,955	3	11,768	37	1	11,806	15,737
Insurance		21,978	6,053	173	28,204	2,249	81	30,534	39,445
Postage and printing		2,940	810	23	3,773	301	11	4,085	4,973
Technology and communications		42,273	11,642	332	54,247	4,325	156	58,728	79,333
Dues and subscriptions		10,731	2,955	84	13,770	1,099	40	14,909	19,260
Food service		-	-	-	-	-	-	-	153
Student and staff recruitment and retention		33,442	11,301	-	44,743	1	-	44,744	58,351
Depreciation and amortization		46,611	12,836	367	59,814	4,769	172	64,755	73,516
Facility		2,135	588	17	2,740	219	8	2,967	7,214
Miscellaneous		4,365	1,202	34	5,601	760	16	6,377	330
Total Expenses		\$ 3,018,954	\$ 855,513	\$ 170,719	\$ 4,045,186	\$ 397,704	\$ 11,418	\$ 4,454,308	\$ 4,195,467

**Manhattan Charter Schools**

Schedule of Functional Expenses - Manhattan Charter School II  
Year Ended June 30, 2019  
(with summarized totals for the year ended June 30, 2018)

	2019							2018	
	No. of Positions	Program Services				Supporting Services			Total
		Regular Education	Special Education	Extended Day	Total	Management and General	Fundraising	Total	
Personnel Services Costs									
Administrative staff personnel	6	\$ 212,760	\$ 71,857	\$ -	\$ 284,617	\$ 171,006	\$ 2,417	\$ 458,040	\$ 451,779
Instructional personnel	26	1,448,484	301,471	6,000	1,755,955	-	-	1,755,955	1,731,511
Non-instructional personnel	1	7,200	1,800	-	9,000	3,000	-	12,000	11,000
<b>Total Salaries and Staff</b>	<b>33</b>	<b>1,668,444</b>	<b>375,128</b>	<b>6,000</b>	<b>2,049,572</b>	<b>174,006</b>	<b>2,417</b>	<b>2,225,995</b>	<b>2,194,290</b>
Employee benefits and payroll taxes		342,520	77,011	1,232	420,763	35,723	496	456,982	483,422
Professional and accounting services		22,293	7,529	-	29,822	143,042	-	172,864	123,239
Professional development		45,429	14,051	41	59,521	1,533	25	61,079	48,312
Consultants		142,992	42,138	108,999	294,129	8,811	79	303,019	149,024
Leased equipment		5,194	1,168	19	6,381	541	8	6,930	4,833
Supplies and materials		15,397	4,965	7	20,369	4,810	3	25,182	26,766
Curriculum and classroom		53,744	18,202	-	71,946	310	-	72,256	112,482
Travel and conferences		4,513	1,509	-	6,022	14	-	6,036	11,245
Insurance		24,223	5,446	87	29,756	2,526	35	32,317	28,869
Postage and printing		1,046	235	4	1,285	109	2	1,396	1,290
Technology and communications		37,045	8,329	133	45,507	3,864	54	49,425	64,378
Dues and subscriptions		8,588	2,901	-	11,489	-	-	11,489	14,854
Food service		-	-	-	-	-	-	-	250
Student and staff recruitment and retention		34,041	10,631	28	44,700	799	11	45,510	31,732
Depreciation and amortization		34,263	7,704	123	42,090	3,573	50	45,713	46,404
Facility		842	189	3	1,034	88	1	1,123	2,622
Miscellaneous		-	-	-	-	6,449	-	6,449	84
<b>Total Expenses</b>		<b>\$ 2,440,574</b>	<b>\$ 577,136</b>	<b>\$ 116,676</b>	<b>\$ 3,134,386</b>	<b>\$ 386,198</b>	<b>\$ 3,181</b>	<b>\$ 3,523,765</b>	<b>\$ 3,344,096</b>



**Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With Government Auditing Standards**

**Independent Auditors' Report**

**Board of Trustees  
Manhattan Charter Schools**

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Manhattan Charter Schools (the "School"), which comprise the statement of financial position as of June 30, 2019, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated September 16, 2019.

**Internal Control Over Financial Reporting**

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

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

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

### **Compliance and Other Matters**

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

### **Purpose of this Report**

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

Harrison, New York  
September 16, 2019

**Board of Trustees**  
**Manhattan Charter Schools**

Auditors' Communication on Internal Control

In planning and performing our audit of the financial statements of Manhattan Charter Schools (the "School") as of and for the year ended June 30, 2019, in accordance with auditing standards generally accepted in the United States of America, we considered the School's internal control over financial reporting ("internal control") as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be deficiencies, significant deficiencies, or material weaknesses and, therefore, there can be no assurance that all such deficiencies have been identified.

We did not identify any deficiencies in internal control that we consider to be material weaknesses, as defined above.

This communication is intended solely for the information and use of management, the audit committee, the Board of Trustees, the Charter Schools Institute of the State University of New York, the State Education Department of the State University of New York, and others within the School and is not intended to be and should not be used by anyone other than these specified parties.

Harrison, New York  
September 16, 2019





**Transmittal Form**  
**Annual Financial Statement Audit Report**  
*for SUNY Authorized Charter Schools*

<b>Charter School Name:</b>	Manhattan Charter School
<b>Audit Period:</b>	2018-19
<b>Prior Period:</b>	2017-18
<b>Report Due Date:</b>	Friday, November 01, 2019
<b>Date Submitted:</b>	Tuesday, October 15, 2019
<b>School Fiscal Contact Name:</b>	Gianina Kesselman
<b>School Fiscal Contact Email:</b>	[REDACTED]
<b>School Fiscal Contact Phone:</b>	[REDACTED]
<b>School Audit Firm Name:</b>	PKF O'Connor Davies, LLP
<b>School Audit Contact Name:</b>	Gus Saliba
<b>School Audit Contact Email:</b>	[REDACTED]
<b>School Audit Contact Phone:</b>	[REDACTED]

Please submit the Annual Financial Statement and other associated documents  
to **BOTH**  
**SUNY Charter Schools Institute**  
**AND**  
**New York State Education Department**

**SUNY CHARTER SCHOOLS INSTITUTE - Reporting Requirements:**

Online Portal: <https://my.epicenternow.org/home.aspx>

**Required 8 Items:**

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

**And, if applicable:**

The additional items listed below should be included if applicable. Please explain the reason(s) if the items are not included.

Examples might include: a written management letter was not issued; the school did not expend federal funds in excess of the Single Audit Threshold of \$750,000; the management letter response will be submitted by the following date (should be no later than 30 days from the submission of the report); etc. If not applicable enter "N/A."

	<i>If not included, state the reason(s) below. Or, if not applicable fill in "N/A":</i>
4) Management Letter	[REDACTED]
5) Management Letter Response	N/A
6) Form 990; or Extension Form 8868	[REDACTED]
7) Federal Single Audit Uniform Guidelines in 2 CFR Part 200	N/A

7) Guidance in 2 CFR Part 200, Subpart F	
8) Corrective Action Plan	N/A

**NEW YORK STATE EDUCATION DEPARTMENT - Reporting Requirements:**

Online Portal: <https://nysed-cso-reports.myreviewroom.com/>

**Required Items:**

- 1) This transmittal form (a copy of the Excel file containing the four schedules Does NOT need to be included);
- 2) Audited Financial Report;

**And, if applicable:**

- 3) Management Letter and Response;
- 4) Federal Single Audit/Uniform Guidance in 2 CFR Part 200, Subpart F.

**MANHATTAN CHARTER SCHOOL**  
**Statement of Financial Position**  
**as of June 30, 2019**

<u>ASSETS</u>	<u>2018-19</u>	<u>2017-18</u>
<b><u>CURRENT ASSETS</u></b>		
Cash and cash equivalents	\$ -	\$ -
Grants and contracts receivable	-	-
Accounts receivables	-	-
Prepaid expenses	-	-
Contributions and other receivables	-	-
<b>TOTAL CURRENT ASSETS</b>	-	-
<b><u>PROPERTY, BUILDING AND EQUIPMENT, net</u></b>	-	-
<b><u>OTHER ASSETS</u></b>	-	-
<b>TOTAL ASSETS</b>	-	-
<b><u>LIABILITIES AND NET ASSETS</u></b>		
<b><u>CURRENT LIABILITIES</u></b>		
Accounts payable and accrued expenses	\$ -	\$ -
Accrued payroll and benefits	-	-
Deferred Revenue	-	-
Current maturities of long-term debt	-	-
Short Term Debt - Bonds, Notes Payable	-	-
Other	-	-
<b>TOTAL CURRENT</b>	-	-
<b><u>LONG-TERM LIABILITIES</u></b>		
Deferred Rent	-	-
All other long-term debt and notes payable, net current maturities	-	-
<b>LIABILITIES</b>	-	-
<b>TOTAL LIABILITIES</b>	-	-
<b><u>NET ASSETS</u></b>		
Unrestricted	-	-
Temporarily restricted	-	-
<b>TOTAL NET ASSETS</b>	-	-

**TOTAL LIABILITIES AND  
NET ASSETS**

-	-
---	---

CK - Should be zero

-

-

**MANHATTAN CHARTER SCHOOL**

**Statement of Activities**

**as of June 30, 2019**

	2018-19			2017-18
	Unrestricted	Temporarily Restricted	Total	Total
<b>REVENUE, GAINS AND OTHER SUPPORT</b>				
Public School District				
Resident Student Enrollment	\$ 3,734,507	\$ -	\$ 3,734,507	\$ 3,815,809
Students with disabilities	467,269	-	467,269	401,106
Grants and Contracts				
State and local	20,609	-	20,609	21,015
Federal - Title and IDEA	203,785	-	203,785	234,263
Federal - Other	-	-	-	-
Other	-	-	-	-
NYC DoE Rental Assistance	-	-	-	-
Food Service/Child Nutrition Program	-	-	-	-
<b>TOTAL REVENUE, GAINS AND OTHER SUPPORT</b>	4,426,170	-	4,426,170	4,472,193
<b>EXPENSES</b>				
Program Services				
Regular Education	\$ 3,018,954	\$ -	\$ 3,018,954	\$ 2,911,245
Special Education	855,513	-	855,513	719,949
Other Programs	170,719	-	170,719	65,607
Total Program Services	4,045,186	-	4,045,186	3,696,801
Management and general	397,704	-	397,704	474,337
Fundraising	11,418	-	11,418	24,329
<b>TOTAL OPERATING EXPENSES</b>	4,454,308	-	4,454,308	4,195,467
<b>SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS</b>	(28,138)	-	(28,138)	276,726
<b>SUPPORT AND OTHER REVENUE</b>				
Contributions				
Foundations	\$ -	\$ -	\$ -	\$ -
Individuals	-	-	-	-
Corporations	25,800	-	25,800	45,539
Fundraising	-	-	-	-
Interest income	34,416	-	34,416	16,760
Miscellaneous income	-	-	-	-
Net assets released from restriction	15,917	(15,917)	-	-
<b>TOTAL SUPPORT AND OTHER REVENUE</b>	76,133	(15,917)	60,216	62,299

<b>CHANGE IN NET ASSETS</b>	47,995	(15,917)	32,078	339,025
NET ASSETS BEGINNING OF YEAR	5,189,584	18,560	5,208,144	4,869,119
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-
<b>NET ASSETS END OF YEAR</b>	<u>\$ 5,237,579</u>	<u>\$ 2,643</u>	<u>\$ 5,240,222</u>	<u>\$ 5,208,144</u>

**MANHATTAN CHARTER SCHOOL**  
**Statement of Cash Flows**  
**as of June 30, 2019**

	<u>2018-19</u>	<u>2017-18</u>
<b>CASH FLOWS - OPERATING ACTIVITIES</b>		
Increase (decrease) in net assets	\$ -	\$ -
Revenues from School Districts	-	-
Accounts Receivable	-	-
Due from School Districts	-	-
Depreciation	-	-
Grants Receivable	-	-
Due from NYS	-	-
Grant revenues	-	-
Prepaid Expenses	-	-
Accounts Payable	-	-
Accrued Expenses	-	-
Accrued Liabilities	-	-
Contributions and fund-raising activities	-	-
Miscellaneous sources	-	-
Deferred Revenue	-	-
Interest payments	-	-
Other	-	-
Other	-	-
<b>NET CASH PROVIDED FROM OPERATING ACTIVITIES</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CASH FLOWS - INVESTING ACTIVITIES</b>		
Purchase of equipment	-	-
Other	-	-
<b>NET CASH PROVIDED FROM INVESTING ACTIVITIES</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CASH FLOWS - FINANCING ACTIVITIES</b>		
Principal payments on long-term debt	-	-
Other	-	-
<b>NET CASH PROVIDED FROM FINANCING ACTIVITIES</b>	<b>\$ -</b>	<b>\$ -</b>
<b>NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS</b>	<b>\$ -</b>	<b>\$ -</b>
Cash at beginning of year	-	-
<b>CASH AND CASH EQUIVALENTS AT END OF YEAR</b>	<b>\$ -</b>	<b>\$ -</b>

**MANHATTAN CHARTER SCHOOL**  
**Statement of Functional Expenses**  
**as of June 30, 2019**

		<b>2018-19</b>						
		Program Services				Supporting Services		
	No. of Positions	Regular Education	Special Education	Other Education	Total	Fund-raising	Management and General	Total
		\$	\$	\$	\$	\$	\$	\$
Personnel Services Costs								
Administrative Staff Personnel	5.00	183,889	62,142	-	246,031	7,252	184,347	191,599
Instructional Personnel	30.00	1,744,640	470,010	15,493	2,230,143	-	-	-
Non-Instructional Personnel	2.00	41,313	10,328	-	51,641	-	17,214	17,214
Total Salaries and Staff	37.00	1,969,842	542,480	15,493	2,527,815	7,252	201,561	208,813
Fringe Benefits & Payroll Taxes		430,832	118,648	3,388	552,868	1,586	44,084	45,670
Retirement		-	-	-	-	-	-	-
Management Company Fees		-	-	-	-	-	-	-
Legal Service		-	-	-	-	-	-	-
Accounting / Audit Services		23,877	7,526	68	31,471	32	125,414	125,446
Other Purchased / Professional / Consulting Services		246,452	79,794	150,448	476,694	205	8,835	9,040
Building and Land Rent / Lease / Facility Finance Interest		13,817	3,805	109	17,731	51	1,414	1,465
Repairs & Maintenance		-	-	-	-	-	-	-
Insurance		21,978	6,053	173	28,204	81	2,249	2,330
Utilities		-	-	-	-	-	-	-
Supplies / Materials		30,494	9,762	68	40,324	42	874	916
Equipment / Furnishings		-	-	-	-	-	-	-
Staff Development		53,458	17,037	129	70,624	1,773	1,981	3,754
Marketing / Recruitment		33,442	11,301	-	44,743	-	1	1
Technology		42,273	11,642	332	54,247	156	4,325	4,481
Food Service		-	-	-	-	-	-	-
Student Services		87,842	29,662	3	117,507	1	37	38
Office Expense		2,940	810	23	3,773	11	301	312
Depreciation		46,611	12,836	367	59,814	172	4,769	4,941
OTHER		15,096	4,157	118	19,371	56	1,859	1,915
<b>Total Expenses</b>		<b>\$ 3,018,954</b>	<b>\$ 855,513</b>	<b>\$ 170,719</b>	<b>\$ 4,045,186</b>	<b>\$ 11,418</b>	<b>\$ 397,704</b>	<b>\$ 409,122</b>

		<b>2017-18</b>
<b>Total</b>		
\$		\$
	437,630	498,370
	2,230,143	1,997,478
	68,855	67,057
	2,736,628	2,562,905
	598,538	602,332
	-	-
	-	-
	-	-
	156,917	127,276
	485,734	334,930
	19,196	24,925
	-	-
	30,534	39,445
	-	-
	41,240	28,214
	-	-
	74,378	85,640
	44,744	58,351
	58,728	79,333
	-	153
	117,545	153,884
	4,085	4,973
	64,755	73,516
	21,286	19,590
\$	4,454,308	\$ 4,195,467



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

**TEMPLATE TABS**

**1- GRAY tab contains the Instructions**

<a href="#">Instructions</a>	Provides description of tabs and input requirements.
<a href="#">Funding by District</a>	Charter School Tuition Rates

**2- BLUE tabs require input of information**

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

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

**CELL COLORS & GUIDANCE COMMENTS**

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

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



**ANNUAL BUDGET & QUARTERLY REPORT TEMPLATE**

**Manhattan Charter School**

**SCHOOL**

<b>Name:</b>	Manhattan Charter School
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**CONTACT INFORMATION**

<b>Contact Name:</b>	Gianina Kesselman
<b>Contact Title:</b>	HR and Finance Manager
<b>Contact Email:</b>	[REDACTED]
<b>Contact Phone:</b>	[REDACTED]

**REPORT PERIOD**

<b>Current Academic Year:</b>	2019-20
<b>Prior Academic Year:</b>	2018-19

**MANHATTAN CHARTER SCHOOL  
2019-20**

**ENROLLMENT BY GRADES**

<b>GRADES</b>	<b>K</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>INITIAL BUDGETED ENROLLMENT</b>	46	45	46	39	43	38		
<b>TOTAL ENROLLMENT = 257</b>								

**ENROLLMENT BY DISTRICT**

		<b>PRIOR YEAR</b>	<b>ANNUAL BUDGET</b>						
		<b>ACTUAL</b>	<b>TOTAL DISTRICTS/ENROLLMENT BY QUARTER</b>						
			<b>QUARTER 1</b>		<b>QUARTER 2</b>		<b>QUARTER 3</b>		<b>QUAR</b>
			Original	<i>Revised</i>	Original	<i>Revised</i>	Original	<i>Revised</i>	Original
<b>NUMBER OF SCHOOL DISTRICTS ENROLLED:</b>		1	1	0	1	0	1	0	1
<b>NUMBER OF STUDENTS ENROLLED:</b>		237	257	0	257	0	257	0	257
			<b>*NOTE: If there are NO budget revisions at the time of quarterly submittal leave the 'REVISED COMPLETELY BLANK. If budget revisions ARE made, the entire "REVISED" budget columns affected quarter(s) must be completed on tabs 2, 3 and 4.</b>						
		<b>PRIOR YEAR</b>	<b>ANNUAL BUDGET</b>						
		<b>2018-19</b>	<b>QUARTER 1</b>		<b>QUARTER 2</b>		<b>QUARTER 3</b>		<b>QUAR</b>
<b>PRIMARY/OTHER</b>	<b>DISTRICT NAME(S)</b>	Actual Enrollment	Original Budgeted Enrollment	<i>Revised</i> Budgeted Enrollment	Original Budgeted Enrollment	<i>Revised</i> Budgeted Enrollment	Original Budgeted Enrollment	<i>Revised</i> Budgeted Enrollment	Original Budgeted Enrollment
PRIMARY District	NYC CHANCELLOR'S OFFICE	237	257		257		257		257
SECONDARY District	(Select from drop-down list) →								







**MANHATTAN CHARTER SCHOOL  
2019-20**

**STAFFING PLAN - FULL TIME EQUIVALENT ("FTE")**

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

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

**\*NOTE:** Each quarter, the actual FTE should be reported.

ADMINISTRATIVE PERSONNEL FTE	
PRIOR YEAR	
2018-19	
ACTUAL	
Executive Management	1.0
Instructional Management	1.0
Deans, Directors & Coordinators	
CFO / Director of Finance	
Operation / Business Manager	
Administrative Staff	3.0
<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>5.0</b>

ANNUAL BUDGETED FTE							
Q1		Q2		Q3		Q4	
Original	Revised	Original	Revised	Original	Revised	Original	Revised
0.7		0.7		0.7		0.7	
1.0		1.0		1.0		1.0	
0.5		0.5		0.5		0.5	
3.0		3.0		3.0		3.0	
5.2	0.0	5.2	0.0	5.2	0.0	5.2	0.0

ACTUAL QUARTERLY FTE		
Q1	Q2	Q3
Actual	Actual	Actual
0.0	0.0	0.0

INSTRUCTIONAL PERSONNEL FTE	
PRIOR YEAR	
2018-19	
ACTUAL	
Teachers - Regular	15.0
Teachers - SPED	2.5
Substitute Teachers	
Teaching Assistants	7.0
Specialty Teachers	5.5
Aides	
Therapists & Counselors	1.5
Other	
<b>TOTAL INSTRUCTIONAL</b>	<b>31.5</b>

ANNUAL BUDGETED FTE							
Q1		Q2		Q3		Q4	
Original	Revised	Original	Revised	Original	Revised	Original	Revised
15.0		15.0		15.0		15.0	
2.5		2.5		2.5		2.5	
9.0		9.0		9.0		9.0	
5.5		5.5		5.5		5.5	
1.5		1.5		1.5		1.5	
33.5	0.0	33.5	0.0	33.5	0.0	33.5	0.0

ACTUAL QUARTERLY FTE		
Q1	Q2	Q3
Actual	Actual	Actual
0.0	0.0	0.0

NON-INSTRUCTIONAL PERSONNEL FTE	
PRIOR YEAR	
2018-19	
ACTUAL	
Nurse	
Librarian	
Custodian	
Security	
Other	1.6
<b>TOTAL NON-INSTRUCTIONAL</b>	<b>1.6</b>

ANNUAL BUDGETED FTE							
Q1		Q2		Q3		Q4	
Original	Revised	Original	Revised	Original	Revised	Original	Revised
1.6		1.6		1.6		1.6	
1.6	0.0	1.6	0.0	1.6	0.0	1.6	0.0

ACTUAL QUARTERLY FTE		
Q1	Q2	Q3
Actual	Actual	Actual
0.0	0.0	0.0

<b>TOTAL PERSONNEL SERVICE FTE</b>	<b>38.1</b>
------------------------------------	-------------

<b>TOTAL PERSONNEL SERVICE FTE</b>	<b>40.3</b>	<b>0.0</b>	<b>40.3</b>	<b>0.0</b>	<b>40.3</b>	<b>0.0</b>	<b>40.3</b>	<b>0.0</b>
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<b>TOTAL PERSONNEL SERVICE FTE</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
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**MANHATTAN CHARTER SCHOOL  
2019-20**

**PLAN - FULL TIME EQUIVALENT**

**\*NOTE:** Enter the number of FTE positions in the "blue" cells. *Id be input.*

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

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

INSTRUCTIONAL PERSONNEL FTE		Q4	Description of Assumptions
	Actual		
Teachers - Regular			
Teachers - SPED			
Substitute Teachers			
Teaching Assistants			
Specialty Teachers			
Aides			
Therapists & Counselors			
Other			
<b>TOTAL INSTRUCTIONAL</b>		0.0	

NON-INSTRUCTIONAL PERSONNEL FTE		Q4	Description of Assumptions
	Actual		
Nurse			
Librarian			
Custodian			
Security			
Other			
<b>TOTAL NON-INSTRUCTIONAL</b>		0.0	

<b>TOTAL PERSONNEL SERVICE FTE</b>		0.0	
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**MANHATTAN CHARTER SCHOOL  
Budget / Operating Plan  
2019-20**

<b>Total Revenue</b>	<b>4,497,834</b>	<b>1,184,741</b>	-	-	<b>1,247,516</b>	-	-	<b>1,209,779</b>
<b>Total Expenses</b>	<b>4,534,034</b>	<b>936,634</b>	-	-	<b>1,180,508</b>	-	-	<b>1,138,442</b>
<b>Net Income</b>	<b>(36,199)</b>	<b>248,107</b>	-	-	<b>67,007</b>	-	-	<b>71,337</b>
<b>Actual Student Enrollment</b>	<b>237</b>	<b>257</b>	-	-	<b>257</b>	-	-	<b>257</b>

	Prior Year Actual	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter
	2018-19 Revenue Per Pupil	Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget

**REVENUE**

**REVENUES FROM STATE SOURCES**

2019-20

**Per Pupil Revenue**

Per Pupil Rate

*\*NOTE: If there are NO budget revisions at the time of quarterly submittal leave  
If budget revisions ARE made, the entire "REVISED" budget columns for the affected*

	PPR %/Qtr->	25.0%	25.0%		25.0%	25.0%		25.0%
Allocate Per Pupil Revenue by Quarter								
NYC CHANCELLOR'S OFFICE	16,150	3,626,550	1,037,638	-	1,037,638	-	-	1,037,638
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
ALL OTHER School Districts: ( Weighted Avg )	-	-	-	-	-	-	-	-
TOTAL Per Pupil Revenue (Weighted Average Per Pupil Funding)	16,150	3,626,550	1,037,638	-	1,037,638	-	-	1,037,638
Special Education Revenue		464,256	119,485		119,485			119,485
Grants								
Stimulus				-			-	
DYCD (Department of Youth and Community Development)				-			-	
Other				-			-	
NYC DoE Rental Assistance								
Other				-			-	
<b>TOTAL REVENUE FROM STATE SOURCES</b>		<b>4,090,806</b>	<b>1,157,122</b>	-	<b>1,157,122</b>	-	-	<b>1,157,122</b>

**REVENUE FROM FEDERAL FUNDING**

IDEA Special Needs		37,421	-	-	37,737		-	-
Title I		103,334	10,666	-	31,997		-	31,997
Title Funding - Other		23,819	1,853	-	5,560		-	5,560
School Food Service (Free Lunch)				-			-	
Grants								

<b>MANHATTAN CHARTER SCHOOL</b>								
<b>Budget / Operating Plan</b>								
<b>2019-20</b>								
	<b>4,497,834</b>	<b>1,184,741</b>	-	-	<b>1,247,516</b>	-	-	<b>1,209,779</b>
<b>Total Revenue</b>								
<b>Total Expenses</b>	<b>4,534,034</b>	<b>936,634</b>	-	-	<b>1,180,508</b>	-	-	<b>1,138,442</b>
<b>Net Income</b>	<b>(36,199)</b>	<b>248,107</b>	-	-	<b>67,007</b>	-	-	<b>71,337</b>
<b>Actual Student Enrollment</b>	<b>237</b>	<b>257</b>	-	-	<b>257</b>	-	-	<b>257</b>
	<b>Prior Year Actual</b>	<b>1st Quarter - 7/1 - 9/30</b>			<b>2nd Quarter - 10/1 - 12/31</b>			<b>3rd Q</b>
	<b>2018-19</b>	<b>Original</b>	<b>Revised</b>		<b>Original</b>	<b>Revised</b>		<b>Original</b>
	<b>Revenue Per</b>	<b>Budget</b>	<b>Budget</b>	<b>Variance</b>	<b>Budget</b>	<b>Budget</b>	<b>Variance</b>	<b>Budget</b>
	<b>Pupil</b>							
Charter School Program (CSP) Planning & Implementation				-			-	
Other				-			-	
Other	<u>114,554</u>	-		-	-		-	-
<b>TOTAL REVENUE FROM FEDERAL SOURCES</b>	<b>279,128</b>	<b>12,519</b>	-	-	<b>75,293</b>	-	-	<b>37,556</b>
<b>LOCAL and OTHER REVENUE</b>								
Contributions and Donations				-			-	
Fundraising				-			-	
Erate Reimbursement	82,636	13,100		-	13,100		-	13,100
Earnings on Investments	22,339	1,500		-	1,500		-	1,500
Interest Income	2,316	500		-	500		-	500
Food Service (Income from meals)				-			-	
Text Book	20,609	-		-	-		-	-
OTHER				-			-	
<b>TOTAL REVENUE FROM LOCAL and OTHER SOURCES</b>	<b>127,900</b>	<b>15,100</b>	-	-	<b>15,100</b>	-	-	<b>15,100</b>
<b>TOTAL REVENUE</b>	<b>4,497,834</b>	<b>1,184,741</b>	-	-	<b>1,247,516</b>	-	-	<b>1,209,779</b>

**MANHATTAN CHARTER SCHOOL**  
**Budget / Operating Plan**  
**2019-20**

<b>Total Revenue</b>	<b>4,497,834</b>	<b>1,184,741</b>	-	-	<b>1,247,516</b>	-	-	<b>1,209,779</b>
<b>Total Expenses</b>	<b>4,534,034</b>	<b>936,634</b>	-	-	<b>1,180,508</b>	-	-	<b>1,138,442</b>
<b>Net Income</b>	<b>(36,199)</b>	<b>248,107</b>	-	-	<b>67,007</b>	-	-	<b>71,337</b>
<b>Actual Student Enrollment</b>	<b>237</b>	<b>257</b>	-	-	<b>257</b>	-	-	<b>257</b>
	<b>Prior Year Actual</b>	<b>1st Quarter - 7/1 - 9/30</b>			<b>2nd Quarter - 10/1 - 12/31</b>			<b>3rd Quarter</b>
	<b>2018-19</b>	<b>Original</b>	<b>Revised</b>	<b>Variance</b>	<b>Original</b>	<b>Revised</b>	<b>Variance</b>	<b>Original</b>
	<b>Revenue Per Pupil</b>	<b>Budget</b>	<b>Budget</b>		<b>Budget</b>	<b>Budget</b>		<b>Budget</b>

**EXPENSES**

**ADMINISTRATIVE STAFF PERSONNEL COSTS**

Avg. No. of Positions

Executive Management	0.70	145,038	34,519	-	34,519	-	-	34,519
Instructional Management	1.00	130,000	33,150	-	33,150	-	-	33,150
Deans, Directors & Coordinators	0.50		12,500	-	12,500	-	-	12,500
CFO / Director of Finance	-			-		-	-	
Operation / Business Manager	-			-		-	-	
Administrative Staff	3.00	163,096	44,229	-	44,229	-	-	44,229
<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>5.20</b>	<b>438,134</b>	<b>124,398</b>	<b>-</b>	<b>124,398</b>	<b>-</b>	<b>-</b>	<b>124,398</b>

**INSTRUCTIONAL PERSONNEL COSTS**

Teachers - Regular	15.00	1,004,532	198,186	-	255,276	-	-	255,276
Teachers - SPED	2.50	213,683	35,978	-	53,966	-	-	53,966
Substitute Teachers	-		-	-	-	-	-	-
Teaching Assistants	9.00	284,187	55,414	-	83,121	-	-	83,121
Specialty Teachers	5.50	156,656	25,656	-	38,484	-	-	38,484
Aides	-		-	-	-	-	-	-
Therapists & Counselors	1.50	114,437	20,136	-	30,204	-	-	30,204
Other	-	454,543	76,097	-	100,645	-	-	100,645
<b>TOTAL INSTRUCTIONAL</b>	<b>33.50</b>	<b>2,228,038</b>	<b>411,465</b>	<b>-</b>	<b>561,696</b>	<b>-</b>	<b>-</b>	<b>561,696</b>

**NON-INSTRUCTIONAL PERSONNEL COSTS**

Nurse	-			-		-	-	
Librarian	-			-		-	-	
Custodian	-			-		-	-	
Security	-			-		-	-	
Other	1.60	67,376	14,904	-	14,904	-	-	14,904
<b>TOTAL NON-INSTRUCTIONAL</b>	<b>1.60</b>	<b>67,376</b>	<b>14,904</b>	<b>-</b>	<b>14,904</b>	<b>-</b>	<b>-</b>	<b>14,904</b>

**SUBTOTAL PERSONNEL SERVICE COSTS**

	40.30	2,733,548	550,767	-	700,998	-	-	700,998
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**PAYROLL TAXES AND BENEFITS**

Payroll Taxes		219,080	62,410	-	62,410	-	-	62,410
Fringe / Employee Benefits		331,254	91,379	-	91,379	-	-	91,379

		MANHATTAN CHARTER SCHOOL Budget / Operating Plan 2019-20							
<b>Total Revenue</b>		4,497,834	1,184,741	-	-	1,247,516	-	-	1,209,779
<b>Total Expenses</b>		4,534,034	936,634	-	-	1,180,508	-	-	1,138,442
<b>Net Income</b>		(36,199)	248,107	-	-	67,007	-	-	71,337
<b>Actual Student Enrollment</b>		237	257	-	-	257	-	-	257
		<b>Prior Year Actual</b>	<b>1st Quarter - 7/1 - 9/30</b>			<b>2nd Quarter - 10/1 - 12/31</b>			<b>3rd Q</b>
		<b>2018-19 Revenue Per Pupil</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget</b>
Retirement / Pension		79,295	-	-	-	-	-	-	-
TOTAL PAYROLL TAXES AND BENEFITS		629,628	153,789	-	-	153,789	-	-	153,789
<b>TOTAL PERSONNEL SERVICE COSTS</b>		3,363,176	704,556	-	-	854,787	-	-	854,787
<b>CONTRACTED SERVICES</b>									
Accounting / Audit		111,000	23,635	-	-	23,635	-	-	23,635
Legal		15,000	3,750	-	-	3,750	-	-	3,750
Management Company Fee			-	-	-	-	-	-	-
Nurse Services			-	-	-	-	-	-	-
Food Service / School Lunch			-	-	-	-	-	-	-
Payroll Services		11,646	3,000	-	-	3,000	-	-	3,000
Special Ed Services			-	-	-	-	-	-	-
Titlement Services (i.e. Title I)			-	-	-	-	-	-	-
Other Purchased / Professional / Consulting		291,092	29,790	-	-	66,150	-	-	66,150
<b>TOTAL CONTRACTED SERVICES</b>		428,739	60,175	-	-	96,535	-	-	96,535

**MANHATTAN CHARTER SCHOOL**  
**Budget / Operating Plan**  
**2019-20**

	4,497,834	1,184,741	-	-	1,247,516	-	-	1,209,779
<b>Total Revenue</b>								
<b>Total Expenses</b>	4,534,034	936,634	-	-	1,180,508	-	-	1,138,442
<b>Net Income</b>	(36,199)	248,107	-	-	67,007	-	-	71,337
<b>Actual Student Enrollment</b>	237	257	-	-	257	-	-	257
	Prior Year Actual 2018-19 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Q
		Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget
<b>SCHOOL OPERATIONS</b>								
Board Expenses	6,750	2,000		-	2,000		-	2,000
Classroom / Teaching Supplies & Materials	62,750	28,625		-	46,375		-	8,375
Special Ed Supplies & Materials	1,500	458		-	792		-	125
Textbooks / Workbooks	20,609	-		-	-		-	-
Supplies & Materials other	-	-		-	-		-	-
Equipment / Furniture	2,725	600		-	1,800		-	1,800
Telephone	1,631	420		-	420		-	420
Technology	111,695	28,880		-	28,880		-	28,880
Student Testing & Assessment	21,000	10,000		-	10,000		-	10,000
Field Trips	15,000	3,000		-	3,000		-	3,000
Transportation (student)	-	-		-	-		-	-
Student Services - other	210,000	17,300		-	51,900		-	51,900
Office Expense	28,229	7,932		-	7,932		-	7,932
Staff Development	82,000	26,250		-	26,250		-	26,250
Staff Recruitment	10,000	4,000		-	4,000		-	4,000
Student Recruitment / Marketing	36,163	8,750		-	8,750		-	8,750
School Meals / Lunch	-	-		-	-		-	-
Travel (Staff)	2,000	500		-	500		-	500
Fundraising	-	-		-	-		-	-
Other	20,729	3,812		-	7,212		-	3,812
<b>TOTAL SCHOOL OPERATIONS</b>	632,781	142,528		-	199,811		-	157,745
<b>FACILITY OPERATION &amp; MAINTENANCE</b>								
Insurance	31,337	8,250		-	8,250		-	8,250
Janitorial	5,000	625		-	625		-	625
Building and Land Rent / Lease / Facility Finance Interest	-	-		-	-		-	-
Repairs & Maintenance	5,000	1,750		-	1,750		-	1,750
Equipment / Furniture	-	-		-	-		-	-
Security	-	-		-	-		-	-
Utilities	-	-		-	-		-	-
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	41,337	10,625		-	10,625		-	10,625
<b>DEPRECIATION &amp; AMORTIZATION</b>	68,000	18,750		-	18,750		-	18,750
<b>RESERVES / CONTINGENCY</b>				-			-	
<b>DEFERRED RENT</b>				-			-	

<b>MANHATTAN CHARTER SCHOOL</b>									
<b>Budget / Operating Plan</b>									
<b>2019-20</b>									
	<b>4,497,834</b>	<b>1,184,741</b>	<b>-</b>	<b>-</b>	<b>1,247,516</b>	<b>-</b>	<b>-</b>	<b>1,209,779</b>	
<b>Total Revenue</b>									
<b>Total Expenses</b>									
<b>Net Income</b>									
<b>Actual Student Enrollment</b>									
	<b>Prior Year Actual</b>	<b>1st Quarter - 7/1 - 9/30</b>			<b>2nd Quarter - 10/1 - 12/31</b>			<b>3rd C</b>	
	<b>2018-19</b>	<b>Original</b>	<b>Revised</b>	<b>Variance</b>	<b>Original</b>	<b>Revised</b>	<b>Variance</b>	<b>Original</b>	
	<b>Revenue Per</b>	<b>Budget</b>	<b>Budget</b>		<b>Budget</b>	<b>Budget</b>		<b>Budget</b>	
	<b>Pupil</b>								
<b>TOTAL EXPENSES</b>	<u>4,534,034</u>	<u>936,634</u>	<u>-</u>	<u>-</u>	<u>1,180,508</u>	<u>-</u>	<u>-</u>	<u>1,138,442</u>	
<b>NET INCOME</b>	<u>(36,199)</u>	<u>248,107</u>	<u>-</u>	<u>-</u>	<u>67,007</u>	<u>-</u>	<u>-</u>	<u>71,337</u>	

		MANHATTAN CHARTER SCHOOL Budget / Operating Plan 2019-20							
Total Revenue	4,497,834	1,184,741	-	-	1,247,516	-	-	1,209,779	
Total Expenses	4,534,034	936,634	-	-	1,180,508	-	-	1,138,342	
Net Income	(36,199)	248,107	-	-	67,007	-	-	71,337	
Actual Student Enrollment	237	257	-	-	257	-	-	257	
	Prior Year Actual 2018-19 Revenue Per Pupil	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Q Original Budget	
		Original Budget	Revised Budget	Variance	Original Budget	Revised Budget	Variance	Original Budget	
<b>ENROLLMENT - *School Districts Are Linked To Above Entries*</b>									
Number of Districts:	1	1	-	-	1	-	-	1	
NYC CHANCELLOR'S OFFICE	237	257	-	-	257	-	-	257	
-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	
-	-	-	-	-	-	-	-	-	
ALL OTHER School Districts: ( Weighted Avg )	-	-	-	-	-	-	-	-	
<b>TOTAL ENROLLMENT</b>	<b>237</b>	<b>257</b>	-	-	<b>257</b>	-	-	<b>257</b>	
<b>REVENUE PER PUPIL</b>	<b>18,978</b>	<b>4,610</b>	-	-	<b>4,854</b>	-	-	<b>4,707</b>	
<b>EXPENSES PER PUPIL</b>	<b>19,131</b>	<b>3,644</b>	-	-	<b>4,593</b>	-	-	<b>4,430</b>	



<b>Total Revenue</b>	-	-	<b>1,280,968</b>	-	-
<b>Total Expenses</b>	-	-	<b>1,516,157</b>	-	-
<b>Net Income</b>	-	-	<b>(235,189)</b>	-	-
<b>Actual Student Enrollment</b>	-	-	<b>257</b>	-	-
	<b>Quarter - 1/1 - 3/31</b>		<b>4th Quarter - 4/1 - 6/30</b>		
	<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Variance</b>
Charter School Program (CSP) Planning & Implementation		-			-
Other		-			-
Other		=	<u>49,601</u>		=
<b>TOTAL REVENUE FROM FEDERAL SOURCES</b>	-	-	<b>87,157</b>	-	-
<b>LOCAL and OTHER REVENUE</b>					
Contributions and Donations		-			-
Fundraising		-			-
Erate Reimbursement		-	13,100		-
Earnings on Investments		-	1,500		-
Interest Income		-	500		-
Food Service (Income from meals)		-			-
Text Book		-	21,588		-
OTHER		=			=
<b>TOTAL REVENUE FROM LOCAL and OTHER SOURCES</b>	-	-	<b>36,688</b>	-	-
<b>TOTAL REVENUE</b>	-	-	<b>1,280,968</b>	-	-

		Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
		Revised Budget	Variance	Original Budget	Revised Budget	Variance
<b>Total Revenue</b>		-	-	1,280,968	-	-
<b>Total Expenses</b>		-	-	1,516,157	-	-
<b>Net Income</b>		-	-	(235,189)	-	-
<b>Actual Student Enrollment</b>		-	-	257	-	-
<b>EXPENSES</b>						
<b>ADMINISTRATIVE STAFF PERSONNEL COSTS</b>		Avg. No. of Positions				
Executive Management	0.70		-	34,519		-
Instructional Management	1.00		-	33,150		-
Deans, Directors & Coordinators	0.50		-	12,500		-
CFO / Director of Finance	-		-			-
Operation / Business Manager	-		-			-
Administrative Staff	3.00		-	44,229		-
<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>5.20</b>	-	-	124,398	-	-
<b>INSTRUCTIONAL PERSONNEL COSTS</b>						
Teachers - Regular	15.00		-	340,368		-
Teachers - SPED	2.50		-	71,955		-
Substitute Teachers	-		-	-		-
Teaching Assistants	9.00		-	110,828		-
Specialty Teachers	5.50		-	51,312		-
Aides	-		-	-		-
Therapists & Counselors	1.50		-	40,272		-
Other	-		-	179,193		-
<b>TOTAL INSTRUCTIONAL</b>	<b>33.50</b>	-	-	793,928	-	-
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>						
Nurse	-		-			-
Librarian	-		-			-
Custodian	-		-			-
Security	-		-			-
Other	1.60		-	14,904		-
<b>TOTAL NON-INSTRUCTIONAL</b>	<b>1.60</b>	-	-	14,904	-	-
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>		-	-	933,230	-	-
<b>PAYROLL TAXES AND BENEFITS</b>						
Payroll Taxes			-	62,410		-
Fringe / Employee Benefits			-	91,379		-

<b>Total Revenue</b>		-	-	<b>1,280,968</b>	-	-
<b>Total Expenses</b>		-	-	<b>1,516,157</b>	-	-
<b>Net Income</b>		-	-	<b>(235,189)</b>	-	-
<b>Actual Student Enrollment</b>		-	-	<b>257</b>	-	-
		<b>Quarter - 1/1 - 3/31</b>		<b>4th Quarter - 4/1 - 6/30</b>		
		<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Variance</b>
Retirement / Pension			-	<u>103,896</u>		-
TOTAL PAYROLL TAXES AND BENEFITS		-	-	257,684	-	-
<b>TOTAL PERSONNEL SERVICE COSTS</b>						
	40.30	-	-	1,190,915	-	-
<b>CONTRACTED SERVICES</b>						
Accounting / Audit			-	40,635		-
Legal			-	3,750		-
Management Company Fee			-	-		-
Nurse Services			-	-		-
Food Service / School Lunch			-	-		-
Payroll Services			-	3,000		-
Special Ed Services			-	-		-
Titlement Services (i.e. Title I)			-	-		-
Other Purchased / Professional / Consulting			-	<u>66,150</u>		-
<b>TOTAL CONTRACTED SERVICES</b>		-	-	113,535	-	-

<b>Total Revenue</b>	-	-	<b>1,280,968</b>	-	-
<b>Total Expenses</b>	-	-	<b>1,516,157</b>	-	-
<b>Net Income</b>	-	-	<b>(235,189)</b>	-	-
<b>Actual Student Enrollment</b>	-	-	<b>257</b>	-	-
	<b>Quarter - 1/1 - 3/31</b>		<b>4th Quarter - 4/1 - 6/30</b>		
	<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Variance</b>
<b>SCHOOL OPERATIONS</b>					
Board Expenses		-	2,000		-
Classroom / Teaching Supplies & Materials		-	8,375		-
Special Ed Supplies & Materials		-	125		-
Textbooks / Workbooks		-	21,588		-
Supplies & Materials other		-	-		-
Equipment / Furniture		-	1,800		-
Telephone		-	420		-
Technology		-	28,880		-
Student Testing & Assessment		-	10,000		-
Field Trips		-	6,000		-
Transportation (student)		-	-		-
Student Services - other		-	51,900		-
Office Expense		-	7,932		-
Staff Development		-	26,250		-
Staff Recruitment		-	4,000		-
Student Recruitment / Marketing		-	8,750		-
School Meals / Lunch		-	-		-
Travel (Staff)		-	500		-
Fundraising		-	-		-
Other		-	3,813		-
<b>TOTAL SCHOOL OPERATIONS</b>	-	-	<b>182,332</b>	-	-
<b>FACILITY OPERATION &amp; MAINTENANCE</b>					
Insurance		-	8,250		-
Janitorial		-	625		-
Building and Land Rent / Lease / Facility Finance Interest		-	-		-
Repairs & Maintenance		-	1,750		-
Equipment / Furniture		-	-		-
Security		-	-		-
Utilities		-	-		-
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	-	-	<b>10,625</b>	-	-
<b>DEPRECIATION &amp; AMORTIZATION</b>		-	<b>18,750</b>		-
<b>RESERVES / CONTINGENCY</b>		-			-
<b>DEFERRED RENT</b>		-			-

<b>Total Revenue</b>	-	-	<b>1,280,968</b>	-	-
<b>Total Expenses</b>	-	-	<b>1,516,157</b>	-	-
<b>Net Income</b>	-	-	<b>(235,189)</b>	-	-
<b>Actual Student Enrollment</b>	-	-	<b>257</b>	-	-
	<b>Quarter - 1/1 - 3/31</b>		<b>4th Quarter - 4/1 - 6/30</b>		
	<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Variance</b>
<b>TOTAL EXPENSES</b>	-	-	<u><b>1,516,157</b></u>	-	-
<b>NET INCOME</b>	-	-	<u><b>(235,189)</b></u>	-	-

<b>Total Revenue</b>	-	-	<b>1,280,968</b>	-	-
<b>Total Expenses</b>	Quarter - 1/1 - 3/31	-	<b>1,516,157</b>	-	-
<b>Net Income</b>	-	-	<b>(235,189)</b>	-	-
<b>Actual Student Enrollment</b>	-	-	<b>257</b>	-	-
	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
	<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Variance</b>
<b>ENROLLMENT - *School Districts Are Linked To Above Entries*</b>					
<b>Number of Districts:</b>	-	-	<b>1</b>	-	-
NYC CHANCELLOR'S OFFICE	-	-	<b>257</b>	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
ALL OTHER School Districts: ( Weighted Avg )	-	-	-	-	-
<b>TOTAL ENROLLMENT</b>	-	-	<b>257</b>	-	-
<b>REVENUE PER PUPIL</b>	-	-	<b>4,984</b>	-	-
<b>EXPENSES PER PUPIL</b>	-	-	<b>5,899</b>	-	-



<b>MANHATTAN CHARTER SCHOOL</b>					
<b>Budget / Operating Plan</b>					
<b>2019-20</b>					
	<b>4,923,003</b>	<b>4,923,003</b>	<b>-</b>	<b>425,169</b>	<b>425,169</b>
<b>Total Revenue</b>					
<b>Total Expenses</b>	<b>4,771,741</b>	<b>4,771,741</b>	<b>-</b>	<b>(237,708)</b>	<b>(237,708)</b>
<b>Net Income</b>	<b>151,262</b>	<b>151,262</b>	<b>-</b>	<b>187,462</b>	<b>187,462</b>
<b>Actual Student Enrollment</b>					
	<b>Total Year</b>			<b>VARIANCE</b>	
	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget vs. PY Budget</b>	<b>Revised Budget vs. PY Budget</b>
Charter School Program (CSP) Planning & Implementation	-	-	-	-	-
Other	-	-	-	-	-
Other	49,601	49,601	-	(64,953)	(64,953)
<b>TOTAL REVENUE FROM FEDERAL SOURCES</b>	<b>212,525</b>	<b>212,525</b>	<b>-</b>	<b>(66,603)</b>	<b>(66,603)</b>
<b>LOCAL and OTHER REVENUE</b>					
Contributions and Donations	-	-	-	-	-
Fundraising	-	-	-	-	-
Erate Reimbursement	52,400	52,400	-	(30,236)	(30,236)
Earnings on Investments	6,000	6,000	-	(16,339)	(16,339)
Interest Income	2,000	2,000	-	(316)	(316)
Food Service (Income from meals)	-	-	-	-	-
Text Book	21,588	21,588	-	979	979
OTHER	-	-	-	-	-
<b>TOTAL REVENUE FROM LOCAL and OTHER SOURCES</b>	<b>81,988</b>	<b>81,988</b>	<b>-</b>	<b>(45,912)</b>	<b>(45,912)</b>
<b>TOTAL REVENUE</b>	<b>4,923,003</b>	<b>4,923,003</b>	<b>-</b>	<b>425,169</b>	<b>425,169</b>

**DESCRIPTION OF ASSUMPTIONS**

		MANHATTAN CHARTER SCHOOL					DESCRIPTION OF ASSUMPTIONS
		Budget / Operating Plan			2019-20		
		4,923,003	4,923,003	-	425,169	425,169	
		4,771,741	4,771,741	-	(237,708)	(237,708)	
		151,262	151,262	-	187,462	187,462	
		Total Year			VARIANCE		
		Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget	
<b>Total Revenue</b>		4,923,003	4,923,003	-	425,169	425,169	
<b>Total Expenses</b>		4,771,741	4,771,741	-	(237,708)	(237,708)	
<b>Net Income</b>		151,262	151,262	-	187,462	187,462	
<b>Actual Student Enrollment</b>							
<b>EXPENSES</b>							
<b>ADMINISTRATIVE STAFF PERSONNEL COSTS</b>							
	Avg. No. of Positions						
Executive Management	0.70	138,076	138,076	-	6,962	6,962	
Instructional Management	1.00	132,600	132,600	-	(2,600)	(2,600)	
Deans, Directors & Coordinators	0.50	50,000	50,000	-	(50,000)	(50,000)	
CFO / Director of Finance	-	-	-	-	-	-	
Operation / Business Manager	-	-	-	-	-	-	
Administrative Staff	3.00	176,916	176,916	-	(13,820)	(13,820)	
<b>TOTAL ADMINISTRATIVE STAFF</b>	<b>5.20</b>	<b>497,592</b>	<b>497,592</b>	<b>-</b>	<b>(59,458)</b>	<b>(59,458)</b>	
<b>INSTRUCTIONAL PERSONNEL COSTS</b>							
Teachers - Regular	15.00	1,049,107	1,049,107	-	(44,575)	(44,575)	
Teachers - SPED	2.50	215,865	215,865	-	(2,183)	(2,183)	
Substitute Teachers	-	-	-	-	-	-	
Teaching Assistants	9.00	332,483	332,483	-	(48,297)	(48,297)	
Specialty Teachers	5.50	153,937	153,937	-	2,720	2,720	
Aides	-	-	-	-	-	-	
Therapists & Counselors	1.50	120,815	120,815	-	(6,377)	(6,377)	
Other	-	456,579	456,579	-	(2,036)	(2,036)	
<b>TOTAL INSTRUCTIONAL</b>	<b>33.50</b>	<b>2,328,786</b>	<b>2,328,786</b>	<b>-</b>	<b>(100,748)</b>	<b>(100,748)</b>	
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>							
Nurse	-	-	-	-	-	-	
Librarian	-	-	-	-	-	-	
Custodian	-	-	-	-	-	-	
Security	-	-	-	-	-	-	
Other	1.60	59,616	59,616	-	7,760	7,760	
<b>TOTAL NON-INSTRUCTIONAL</b>	<b>1.60</b>	<b>59,616</b>	<b>59,616</b>	<b>-</b>	<b>7,760</b>	<b>7,760</b>	
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>		<b>40.30</b>					
		2,885,994	2,885,994	-	(152,446)	(152,446)	
<b>PAYROLL TAXES AND BENEFITS</b>							
Payroll Taxes		249,638	249,638	-	(30,559)	(30,559)	
Fringe / Employee Benefits		365,516	365,516	-	(34,262)	(34,262)	

		MANHATTAN CHARTER SCHOOL					DESCRIPTION OF ASSUMPTIONS
		Budget / Operating Plan			2019-20		
		Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget	
<b>Total Revenue</b>		4,923,003	4,923,003	-	425,169	425,169	
<b>Total Expenses</b>		4,771,741	4,771,741	-	(237,708)	(237,708)	
<b>Net Income</b>		151,262	151,262	-	187,462	187,462	
<b>Actual Student Enrollment</b>							
		Total Year			VARIANCE		
		Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget	
Retirement / Pension		103,896	103,896	-	(24,601)	(24,601)	
TOTAL PAYROLL TAXES AND BENEFITS		719,050	719,050	-	(89,422)	(89,422)	
<b>TOTAL PERSONNEL SERVICE COSTS</b>		3,605,044	3,605,044	-	(241,868)	(241,868)	
<b>CONTRACTED SERVICES</b>							
Accounting / Audit		111,540	111,540	-	(540)	(540)	
Legal		15,000	15,000	-	-	-	
Management Company Fee		-	-	-	-	-	
Nurse Services		-	-	-	-	-	
Food Service / School Lunch		-	-	-	-	-	
Payroll Services		12,000	12,000	-	(354)	(354)	
Special Ed Services		-	-	-	-	-	
Titlement Services (i.e. Title I)		-	-	-	-	-	
Other Purchased / Professional / Consulting		228,240	228,240	-	62,852	62,852	
<b>TOTAL CONTRACTED SERVICES</b>		366,780	366,780	-	61,959	61,959	

		MANHATTAN CHARTER SCHOOL					DESCRIPTION OF ASSUMPTIONS
		Budget / Operating Plan			2019-20		
		Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget	
		Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget	
<b>Total Revenue</b>		4,923,003	4,923,003	-	425,169	425,169	
<b>Total Expenses</b>		4,771,741	4,771,741	-	(237,708)	(237,708)	
<b>Net Income</b>		151,262	151,262	-	187,462	187,462	
<b>Actual Student Enrollment</b>							
<b>SCHOOL OPERATIONS</b>							
Board Expenses		8,000	8,000	-	(1,250)	(1,250)	
Classroom / Teaching Supplies & Materials		91,750	91,750	-	(29,000)	(29,000)	
Special Ed Supplies & Materials		1,500	1,500	-	-	-	
Textbooks / Workbooks		21,588	21,588	-	(979)	(979)	
Supplies & Materials other		-	-	-	-	-	
Equipment / Furniture		6,000	6,000	-	(3,275)	(3,275)	
Telephone		1,680	1,680	-	(49)	(49)	
Technology		115,520	115,520	-	(3,825)	(3,825)	
Student Testing & Assessment		40,000	40,000	-	(19,000)	(19,000)	
Field Trips		15,000	15,000	-	-	-	
Transportation (student)		-	-	-	-	-	
Student Services - other		173,000	173,000	-	37,000	37,000	
Office Expense		31,729	31,729	-	(3,500)	(3,500)	
Staff Development		105,000	105,000	-	(23,000)	(23,000)	
Staff Recruitment		16,000	16,000	-	(6,000)	(6,000)	
Student Recruitment / Marketing		35,000	35,000	-	1,163	1,163	
School Meals / Lunch		-	-	-	-	-	
Travel (Staff)		2,000	2,000	-	-	-	
Fundraising		-	-	-	-	-	
Other		18,650	18,650	-	2,079	2,079	
<b>TOTAL SCHOOL OPERATIONS</b>		682,417	682,417	-	(49,636)	(49,636)	
<b>FACILITY OPERATION &amp; MAINTENANCE</b>							
Insurance		33,000	33,000	-	(1,663)	(1,663)	
Janitorial		2,500	2,500	-	2,500	2,500	
Building and Land Rent / Lease / Facility Finance Interest		-	-	-	-	-	
Repairs & Maintenance		7,000	7,000	-	(2,000)	(2,000)	
Equipment / Furniture		-	-	-	-	-	
Security		-	-	-	-	-	
Utilities		-	-	-	-	-	
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>		42,500	42,500	-	(1,163)	(1,163)	
<b>DEPRECIATION &amp; AMORTIZATION</b>							
		75,000	75,000	-	(7,000)	(7,000)	
<b>RESERVES / CONTINGENCY</b>							
		-	-	-	-	-	
<b>DEFERRED RENT</b>							
		-	-	-	-	-	

		MANHATTAN CHARTER SCHOOL				
		Budget / Operating Plan			2019-20	
Total Revenue	4,923,003	4,923,003	-	425,169	425,169	
Total Expenses	4,771,741	4,771,741	-	(237,708)	(237,708)	
Net Income	151,262	151,262	-	187,462	187,462	
Actual Student Enrollment						
	Total Year			VARIANCE		
	Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget	
TOTAL EXPENSES	4,771,741	4,771,741	-	(237,708)	(237,708)	
NET INCOME	151,262	151,262	-	187,462	187,462	

**DESCRIPTION OF ASSUMPTIONS**



		MANHATTAN CHARTER SCHOOL Budget / Operating Plan 2019-20							
<b>Total Revenue</b>	<b>4,497,834</b>	<b>1,184,741</b>	-	-	<b>1,247,516</b>	-	-	<b>1,209,779</b>	
<b>Total Expenses</b>	<b>4,534,034</b>	<b>936,634</b>	-	-	<b>1,180,508</b>	-	-	<b>1,138,442</b>	
<b>Net Income</b>	<b>(36,199)</b>	<b>248,107</b>	-	-	<b>67,007</b>	-	-	<b>71,337</b>	
<b>Actual Student Enrollment</b>	<b>237</b>	<b>257</b>	-	-	<b>257</b>	-	-	<b>257</b>	
	<b>Prior Year Actual 2018-19 Revenue Per Pupil</b>	<b>1st Quarter - 7/1 - 9/30</b>			<b>2nd Quarter - 10/1 - 12/31</b>			<b>3rd Q</b>	
		<b>Original Budget</b>	<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Variance</b>	<b>Original Budget</b>	
<b>CASH FLOW ADJUSTMENTS</b>									
OPERATING ACTIVITIES <i>{enter descriptions below}</i>									
Example - Add Back Depreciation	65,000	18,750	-	-	18,750	-	-	18,750	
Other	-	-	-	-	-	-	-	-	
<b>Total Operating Activities</b>	<b>65,000</b>	<b>18,750</b>	-	-	<b>18,750</b>	-	-	<b>18,750</b>	
INVESTMENT ACTIVITIES <i>{enter descriptions below}</i>									
Example - Subtract Property and Equipment Expenditures	(26,935)	(59,500)	-	-	-	-	-	-	
Other	-	-	-	-	-	-	-	-	
<b>Total Investment Activities</b>	<b>(26,935)</b>	<b>(59,500)</b>	-	-	-	-	-	-	
FINANCING ACTIVITIES <i>{enter descriptions below}</i>									
Example - Add Expected Proceeds from a Loan or Line of Credit	-	-	-	-	-	-	-	-	
Other	-	-	-	-	-	-	-	-	
<b>Total Financing Activities</b>	<b>-</b>	<b>-</b>	-	-	-	-	-	-	
<b>Total Cash Flow Adjustments</b>	<b>38,065</b>	<b>(40,750)</b>	-	-	<b>18,750</b>	-	-	<b>18,750</b>	
<b>NET INCOME</b>	<b>1,866</b>	<b>207,357</b>	-	-	<b>85,757</b>	-	-	<b>90,087</b>	
<b>Beginning Cash Balance</b>	<b>4,040,558</b>	<b>4,042,423</b>	-	-	<b>4,249,780</b>	-	-	<b>4,335,538</b>	
<b>ENDING CASH BALANCE</b>	<b>4,042,423</b>	<b>4,249,780</b>	-	-	<b>4,335,538</b>	-	-	<b>4,425,625</b>	

<b>Total Revenue</b>	-	-	<b>1,280,968</b>	-	-
<b>Total Expenses</b>	-	-	<b>1,516,157</b>	-	-
<b>Net Income</b>	-	-	<b>(235,189)</b>	-	-
<b>Actual Student Enrollment</b>	-	-	<b>257</b>	-	-
	<b>Quarter - 1/1 - 3/31</b>		<b>4th Quarter - 4/1 - 6/30</b>		
	<b>Revised</b>		<b>Original</b>	<b>Revised</b>	
	<b>Budget</b>	<b>Variance</b>	<b>Budget</b>	<b>Budget</b>	<b>Variance</b>
<b>CASH FLOW ADJUSTMENTS</b>					
OPERATING ACTIVITIES <i>{enter descriptions below}</i>					
Example - Add Back Depreciation	-	-	18,750	-	-
Other	-	-	-	-	-
Total Operating Activities	-	-	18,750	-	-
INVESTMENT ACTIVITIES <i>{enter descriptions below}</i>					
Example - Subtract Property and Equipment Expenditures	-	-	-	-	-
Other	-	-	-	-	-
Total Investment Activities	-	-	-	-	-
FINANCING ACTIVITIES <i>{enter descriptions below}</i>					
Example - Add Expected Proceeds from a Loan or Line of Credit	-	-	-	-	-
Other	-	-	-	-	-
Total Financing Activities	-	-	-	-	-
<b>Total Cash Flow Adjustments</b>	-	-	<b>18,750</b>	-	-
<b>NET INCOME</b>	-	-	<b>(216,439)</b>	-	-
<b>Beginning Cash Balance</b>	-	-	<b>4,425,625</b>	-	-
<b>ENDING CASH BALANCE</b>	-	-	<b>4,209,185</b>	-	-

		MANHATTAN CHARTER SCHOOL					DESCRIPTION OF ASSUMPTIONS
		Budget / Operating Plan			2019-20		
		Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget	
		Original Budget	Revised Budget	Variance	Original Budget vs. PY Budget	Revised Budget vs. PY Budget	
<b>Total Revenue</b>		4,923,003	4,923,003	-	425,169	425,169	
<b>Total Expenses</b>		4,771,741	4,771,741	-	(237,708)	(237,708)	
<b>Net Income</b>		151,262	151,262	-	187,462	187,462	
<b>Actual Student Enrollment</b>							
<b>CASH FLOW ADJUSTMENTS</b>							
OPERATING ACTIVITIES <i>{enter descriptions below}</i>							
Example - Add Back Depreciation		75,000	75,000	-	10,000	10,000	
Other		-	-	-	-	-	
Total Operating Activities		75,000	75,000	-	10,000	10,000	
INVESTMENT ACTIVITIES <i>{enter descriptions below}</i>							
Example - Subtract Property and Equipment Expenditures		(59,500)	(59,500)	-	(32,565)	(32,565)	
Other		-	-	-	-	-	
Total Investment Activities		(59,500)	(59,500)	-	(32,565)	(32,565)	
FINANCING ACTIVITIES <i>{enter descriptions below}</i>							
Example - Add Expected Proceeds from a Loan or Line of Credit		-	-	-	-	-	
Other		-	-	-	-	-	
Total Financing Activities		-	-	-	-	-	
<b>Total Cash Flow Adjustments</b>		<b>15,500</b>	<b>15,500</b>	<b>-</b>	<b>(22,565)</b>	<b>(22,565)</b>	
<b>NET INCOME</b>		<b>166,762</b>	<b>166,762</b>	<b>-</b>	<b>164,897</b>	<b>164,897</b>	
<b>Beginning Cash Balance</b>		<b>4,042,423</b>	4,042,423	-	1,866	1,866	
<b>ENDING CASH BALANCE</b>		<b>4,209,185</b>	4,209,185	-	<b>166,762</b>	<b>166,762</b>	

**MANHATTAN CHARTER SCHOOL**

DO NOT ENTER BALANCE SHEET DATA ON THIS  
TEMPLATE

Balance sheet data should for the Ed Corp:  
Manhattan Charter Schools (Combined)  
should be entered on the template for  
Manhattan Charter School II.

**ALANCE SHEET**

**2019-20**

	Prior Year	Q1	Q2	Q3	Q4
	2018-19	As of 9/30	As of 12/31	As of 3/31	As of 6/30
<b><u>ASSETS</u></b>					
<b><u>CURRENT ASSETS</u></b>					
Cash and cash equivalents	-	-	-	-	-
Grants and contracts receivable	-	-	-	-	-
Accounts receivables	-	-	-	-	-
Prepaid Expenses	-	-	-	-	-
Contributions and other receivables	-	-	-	-	-
<b>TOTAL CURRENT ASSETS</b>	-	-	-	-	-
<b><u>PROPERTY, BUILDING AND EQUIPMENT, net</u></b>	-	-	-	-	-
<b><u>OTHER ASSETS</u></b>	-	-	-	-	-
<b>TOTAL ASSETS</b>	-	-	-	-	-
<b><u>LIABILITIES AND NET ASSETS</u></b>					
<b><u>CURRENT LIABILITIES</u></b>					
Accounts payable and accrued expenses	-	-	-	-	-
Accrued payroll and benefits	-	-	-	-	-
Deferred Revenue	-	-	-	-	-
Current maturities of long-term debt	-	-	-	-	-
Short Term Debt - Bonds, Notes Payable	-	-	-	-	-
Other	-	-	-	-	-
<b>TOTAL CURRENT LIABILITIES</b>	-	-	-	-	-
<b><u>LONG-TERM DEBT and NOTES PAYABLE, net current maturities</u></b>	-	-	-	-	-
<b>TOTAL LIABILITIES</b>	-	-	-	-	-
<b><u>NET ASSETS</u></b>					
Unrestricted	-	-	-	-	-
Temporarily restricted	-	-	-	-	-
<b>TOTAL NET ASSETS</b>	-	-	-	-	-
<b>TOTAL LIABILITIES AND NET ASSETS</b>	-	-	-	-	-



**MANHATTAN CHARTER SC**  
**Budget / Operating Plan**

2019-20

<b>Total Revenue</b>	-	<b>1,184,741</b>	-	-	<b>1,247,516</b>	-	-
<b>Total Expenses</b>	-	<b>936,634</b>	-	-	<b>1,180,508</b>	-	-
<b>Net Income</b>	-	<b>248,107</b>	-	-	<b>67,007</b>	-	-
<b>Actual Student Enrollment</b>	-	<b>257</b>	-	-	<b>257</b>	-	-

	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Q
		Current Budget	Variance		Current Budget	Variance	Actual
	Actual			Actual			
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed							
Other		-	-		-	-	
TOTAL REVENUE FROM FEDERAL SOURCES	-	12,519	-	-	75,293	-	-
<b>LOCAL and OTHER REVENUE</b>							
Contributions and Donations		-	-		-	-	
Fundraising		-	-		-	-	
Erate Reimbursement		13,100	-		13,100	-	
Earnings on Investments		1,500	-		1,500	-	
Interest Income		500	-		500	-	
Food Service (Income from meals)		-	-		-	-	
Text Book		-	-		-	-	
OTHER		-	-		-	-	
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	-	15,100	-	-	15,100	-	-
<b>TOTAL REVENUE</b>	-	<b>1,184,741</b>	-	-	<b>1,247,516</b>	-	-

Total Revenue	-	1,184,741	-	-	1,247,516	-	-
Total Expenses	-	936,634	-	-	1,180,508	-	-
Net Income	-	248,107	-	-	67,007	-	-
Actual Student Enrollment	-	257	-	-	257	-	-

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

EXPENSES	Quarter 0 No. of Positions	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual
<b>ADMINISTRATIVE STAFF PERSONNEL COSTS</b>								
Executive Management	-		34,519	-		34,519	-	
Instructional Management	-		33,150	-		33,150	-	
Deans, Directors & Coordinators	-		12,500	-		12,500	-	
CFO / Director of Finance	-		-	-		-	-	
Operation / Business Manager	-		-	-		-	-	
Administrative Staff	-		44,229	-		44,229	-	
<b>TOTAL ADMINISTRATIVE STAFF</b>	-		124,398	-		124,398	-	
<b>INSTRUCTIONAL PERSONNEL COSTS</b>								
Teachers - Regular	-		198,186	-		255,276	-	
Teachers - SPED	-		35,978	-		53,966	-	
Substitute Teachers	-		-	-		-	-	
Teaching Assistants	-		55,414	-		83,121	-	
Specialty Teachers	-		25,656	-		38,484	-	
Aides	-		-	-		-	-	
Therapists & Counselors	-		20,136	-		30,204	-	
Other	-		76,097	-		100,645	-	
<b>TOTAL INSTRUCTIONAL</b>	-		411,465	-		561,696	-	
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>								
Nurse	-		-	-		-	-	
Librarian	-		-	-		-	-	
Custodian	-		-	-		-	-	
Security	-		-	-		-	-	
Other	-		14,904	-		14,904	-	
<b>TOTAL NON-INSTRUCTIONAL</b>	-		14,904	-		14,904	-	
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>	-		550,767	-		700,998	-	
<b>PAYROLL TAXES AND BENEFITS</b>								
Payroll Taxes	-		62,410	-		62,410	-	
Fringe / Employee Benefits	-		91,379	-		91,379	-	
Retirement / Pension	-		-	-		-	-	
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>	-		153,789	-		153,789	-	
<b>TOTAL PERSONNEL SERVICE COSTS</b>	-		704,556	-		854,787	-	

**MANHATTAN CHARTER SC**  
**Budget / Operating Plan**

2019-20

<b>Total Revenue</b>	-	<b>1,184,741</b>	-	-	<b>1,247,516</b>	-	-
<b>Total Expenses</b>	-	<b>936,634</b>	-	-	<b>1,180,508</b>	-	-
<b>Net Income</b>	-	<b>248,107</b>	-	-	<b>67,007</b>	-	-
<b>Actual Student Enrollment</b>	-	<b>257</b>	-	-	<b>257</b>	-	-

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

	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual
<b>CONTRACTED SERVICES</b>							
Accounting / Audit		23,635	-		23,635	-	
Legal		3,750	-		3,750	-	
Management Company Fee		-	-		-	-	
Nurse Services		-	-		-	-	
Food Service / School Lunch		-	-		-	-	
Payroll Services		3,000	-		3,000	-	
Special Ed Services		-	-		-	-	
Titlement Services (i.e. Title I)		-	-		-	-	
Other Purchased / Professional / Consulting		29,790	-		66,150	-	
<b>TOTAL CONTRACTED SERVICES</b>	-	<b>60,175</b>	-	-	<b>96,535</b>	-	-

<b>Total Revenue</b>	-	1,184,741	-	-	1,247,516	-	-
<b>Total Expenses</b>	-	936,634	-	-	1,180,508	-	-
<b>Net Income</b>	-	248,107	-	-	67,007	-	-
<b>Actual Student Enrollment</b>	-	257	-	-	257	-	-

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

**SCHOOL OPERATIONS**

Board Expenses		2,000	-		2,000	-	
Classroom / Teaching Supplies & Materials		28,625	-		46,375	-	
Special Ed Supplies & Materials		458	-		792	-	
Textbooks / Workbooks		-	-		-	-	
Supplies & Materials other		-	-		-	-	
Equipment / Furniture		600	-		1,800	-	
Telephone		420	-		420	-	
Technology		28,880	-		28,880	-	
Student Testing & Assessment		10,000	-		10,000	-	
Field Trips		3,000	-		3,000	-	
Transportation (student)		-	-		-	-	
Student Services - other		17,300	-		51,900	-	
Office Expense		7,932	-		7,932	-	
Staff Development		26,250	-		26,250	-	
Staff Recruitment		4,000	-		4,000	-	
Student Recruitment / Marketing		8,750	-		8,750	-	
School Meals / Lunch		-	-		-	-	
Travel (Staff)		500	-		500	-	
Fundraising		-	-		-	-	
Other		3,812	-		7,212	-	
<b>TOTAL SCHOOL OPERATIONS</b>		-	142,528	-	-	199,811	-

**FACILITY OPERATION & MAINTENANCE**

Insurance		8,250	-		8,250	-	
Janitorial		625	-		625	-	
Building and Land Rent / Lease / Facility Finance Interest		-	-		-	-	
Repairs & Maintenance		1,750	-		1,750	-	
Equipment / Furniture		-	-		-	-	
Security		-	-		-	-	
Utilities		-	-		-	-	
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>		-	10,625	-	-	10,625	-

**DEPRECIATION & AMORTIZATION**

<b>RESERVES / CONTINGENCY</b>		-	-		-	-	
<b>DEFERRED RENT</b>		-	-		-	-	

**MANHATTAN CHARTER SC**  
**Budget / Operating Plan**

2019-20

<b>Total Revenue</b>	-	<b>1,184,741</b>	-	-	<b>1,247,516</b>	-	-
<b>Total Expenses</b>	-	<b>936,634</b>	-	-	<b>1,180,508</b>	-	-
<b>Net Income</b>	-	<b>248,107</b>	-	-	<b>67,007</b>	-	-
<b>Actual Student Enrollment</b>	-	<b>257</b>	-	-	<b>257</b>	-	-

	1st Quarter - 7/1 - 9/30			2nd Quarter - 10/1 - 12/31			3rd Quarter
	Actual	Current Budget	Variance	Actual	Current Budget	Variance	Actual
<b>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</b>							
<b>TOTAL EXPENSES</b>	-	<b>936,634</b>	-	-	<b>1,180,508</b>	-	-
<b>NET INCOME</b>	-	<b>248,107</b>	-	-	<b>67,007</b>	-	-

**MANHATTAN CHARTER SC**  
**Budget / Operating Plan**

2019-20

<b>Total Revenue</b>	-	1,184,741	-	-	1,247,516	-	-
<b>Total Expenses</b>	-	936,634	-	-	1,180,508	-	-
<b>Net Income</b>	-	248,107	-	-	67,007	-	-
<b>Actual Student Enrollment</b>	-	257	-	-	257	-	3rd C

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

<b>ENROLLMENT - *School Districts Are Linked To Above Entries*</b>							
NYC CHANCELLOR'S OFFICE	-	257	-	-	257	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
ALL OTHER School Districts: ( Count = 0 )	-	-	-	-	-	-	-
<b>TOTAL ENROLLMENT</b>	-	257	-	-	257	-	-
<b>REVENUE PER PUPIL</b>	-	4,610	-	-	4,854	-	-
<b>EXPENSES PER PUPIL</b>	-	3,644	-	-	4,593	-	-



**HOOL  
n**

<b>Total Revenue</b>	<b>1,209,779</b>	-	-	<b>1,280,968</b>	-
<b>Total Expenses</b>	<b>1,138,442</b>	-	-	<b>1,516,157</b>	-
<b>Net Income</b>	<b>71,337</b>	-	-	<b>(235,189)</b>	-
<b>Actual Student Enrollment</b>	<b>257</b>	-	-	<b>257</b>	-
	<b>Quarter - 1/1 - 3/31</b>		<b>4th Quarter - 4/1 - 6/30</b>		
<b>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</b>	<b>Current</b>			<b>Current</b>	
	<b>Budget</b>	<b>Variance</b>	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>
Other	-	-		<u>49,601</u>	-
TOTAL REVENUE FROM FEDERAL SOURCES	37,556	-	-	87,157	-
<b>LOCAL and OTHER REVENUE</b>					
Contributions and Donations	-	-		-	-
Fundraising	-	-		-	-
Erate Reimbursement	13,100	-		13,100	-
Earnings on Investments	1,500	-		1,500	-
Interest Income	500	-		500	-
Food Service (Income from meals)	-	-		-	-
Text Book	-	-		21,588	-
OTHER	-	-		-	-
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	15,100	-	-	36,688	-
<b>TOTAL REVENUE</b>	<b>1,209,779</b>	-	-	<b>1,280,968</b>	-

**HOOL  
n**

<b>Total Revenue</b>	<b>1,209,779</b>	-	-	<b>1,280,968</b>	-
<b>Total Expenses</b>	<b>1,138,442</b>	-	-	<b>1,516,157</b>	-
<b>Net Income</b>	<b>71,337</b>	-	-	<b>(235,189)</b>	-
<b>Actual Student Enrollment</b>	<b>257</b>	-	-	<b>257</b>	-

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

<b>EXPENSES</b>	<b>Quarter 0 No. of Positions</b>					
<b>ADMINISTRATIVE STAFF PERSONNEL COSTS</b>						
Executive Management	-	34,519	-		34,519	-
Instructional Management	-	33,150	-		33,150	-
Deans, Directors & Coordinators	-	12,500	-		12,500	-
CFO / Director of Finance	-	-	-		-	-
Operation / Business Manager	-	-	-		-	-
Administrative Staff	-	<u>44,229</u>	-		<u>44,229</u>	-
<b>TOTAL ADMINISTRATIVE STAFF</b>	-	124,398	-	-	124,398	-
<b>INSTRUCTIONAL PERSONNEL COSTS</b>						
Teachers - Regular	-	255,276	-		340,368	-
Teachers - SPED	-	53,966	-		71,955	-
Substitute Teachers	-	-	-		-	-
Teaching Assistants	-	83,121	-		110,828	-
Specialty Teachers	-	38,484	-		51,312	-
Aides	-	-	-		-	-
Therapists & Counselors	-	30,204	-		40,272	-
Other	-	<u>100,645</u>	-		<u>179,193</u>	-
<b>TOTAL INSTRUCTIONAL</b>	-	561,696	-	-	793,928	-
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>						
Nurse	-	-	-		-	-
Librarian	-	-	-		-	-
Custodian	-	-	-		-	-
Security	-	-	-		-	-
Other	-	<u>14,904</u>	-		<u>14,904</u>	-
<b>TOTAL NON-INSTRUCTIONAL</b>	-	14,904	-	-	14,904	-
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>	-	700,998	-	-	933,230	-
<b>PAYROLL TAXES AND BENEFITS</b>						
Payroll Taxes		62,410	-		62,410	-
Fringe / Employee Benefits		91,379	-		91,379	-
Retirement / Pension		-	-		<u>103,896</u>	-
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>		153,789	-	-	257,684	-
<b>TOTAL PERSONNEL SERVICE COSTS</b>	-	854,787	-	-	1,190,915	-

HOOL n					
Total Revenue	1,209,779	-	-	1,280,968	-
Total Expenses	1,138,442	-	-	1,516,157	-
Net Income	71,337	-	-	(235,189)	-
Actual Student Enrollment	257	-	-	257	-
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed		Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30	
		HOOL n Current Budget Variance		Actual Current Budget Variance	
<b>CONTRACTED SERVICES</b>					
Accounting / Audit	23,635	-		40,635	-
Legal	3,750	-		3,750	-
Management Company Fee	-	-		-	-
Nurse Services	-	-		-	-
Food Service / School Lunch	-	-		-	-
Payroll Services	3,000	-		3,000	-
Special Ed Services	-	-		-	-
Titlement Services (i.e. Title I)	-	-		-	-
Other Purchased / Professional / Consulting	66,150	-		66,150	-
<b>TOTAL CONTRACTED SERVICES</b>	<b>96,535</b>	<b>-</b>	<b>-</b>	<b>113,535</b>	<b>-</b>

**HOOL  
n**

<b>Total Revenue</b>	<b>1,209,779</b>	-	-	<b>1,280,968</b>	-
<b>Total Expenses</b>	<b>1,138,442</b>	-	-	<b>1,516,157</b>	-
<b>Net Income</b>	<b>71,337</b>	-	-	<b>(235,189)</b>	-
<b>Actual Student Enrollment</b>	<b>257</b>	-	-	<b>257</b>	-

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

**SCHOOL OPERATIONS**

Board Expenses	2,000	-		2,000	-
Classroom / Teaching Supplies & Materials	8,375	-		8,375	-
Special Ed Supplies & Materials	125	-		125	-
Textbooks / Workbooks	-	-		21,588	-
Supplies & Materials other	-	-		-	-
Equipment / Furniture	1,800	-		1,800	-
Telephone	420	-		420	-
Technology	28,880	-		28,880	-
Student Testing & Assessment	10,000	-		10,000	-
Field Trips	3,000	-		6,000	-
Transportation (student)	-	-		-	-
Student Services - other	51,900	-		51,900	-
Office Expense	7,932	-		7,932	-
Staff Development	26,250	-		26,250	-
Staff Recruitment	4,000	-		4,000	-
Student Recruitment / Marketing	8,750	-		8,750	-
School Meals / Lunch	-	-		-	-
Travel (Staff)	500	-		500	-
Fundraising	-	-		-	-
Other	<u>3,812</u>	-		<u>3,813</u>	-
<b>TOTAL SCHOOL OPERATIONS</b>	<b>157,745</b>	-	-	<b>182,332</b>	-

**FACILITY OPERATION & MAINTENANCE**

Insurance	8,250	-		8,250	-
Janitorial	625	-		625	-
Building and Land Rent / Lease / Facility Finance Interest	-	-		-	-
Repairs & Maintenance	1,750	-		1,750	-
Equipment / Furniture	-	-		-	-
Security	-	-		-	-
Utilities	-	-		-	-
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	<b>10,625</b>	-	-	<b>10,625</b>	-

**DEPRECIATION & AMORTIZATION**

**RESERVES / CONTINGENCY**

**DEFERRED RENT**

	18,750	-		18,750	-
	-	-		-	-
	-	-		-	-

HOOL					
n					
HOOL					
Total Revenue	1,209,779	-	-	1,280,968	-
Total Expenses	1,138,442	-	-	1,516,157	-
Net Income	71,337	-	-	(235,189)	-
Actual Student Enrollment	257	-	-	257	-
		Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30	
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed		Quarter - 1/1 - 3/31		Current	
		Budget	Variance	Actual	Budget
TOTAL EXPENSES	1,138,442	-	-	1,516,157	-
NET INCOME	71,337	-	-	(235,189)	-

HOOL n					
Total Revenue	1,209,779	-	-	1,280,968	-
Total Expenses	1,138,442	-	-	1,516,157	-
Net Income	71,337	-	-	(235,189)	-
Actual Student Enrollment	Quarter - 1/1 - 3/31 <del>257</del>	-	-	257	-
	Quarter - 1/1 - 3/31		4th Quarter - 4/1 - 6/30		
*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed					
	Current Budget	Variance	Actual	Current Budget	Variance
<b>ENROLLMENT - *School Districts Are Linked To Above Entries*</b>					
NYC CHANCELLOR'S OFFICE	257	-	-	257	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
ALL OTHER School Districts: ( Count = 0 )	-	-	-	-	-
<b>TOTAL ENROLLMENT</b>	<b>257</b>	<b>-</b>	<b>-</b>	<b>257</b>	<b>-</b>
<b>REVENUE PER PUPIL</b>	<b>4,707</b>	<b>-</b>	<b>-</b>	<b>4,984</b>	<b>-</b>
<b>EXPENSES PER PUPIL</b>	<b>4,430</b>	<b>-</b>	<b>-</b>	<b>5,899</b>	<b>-</b>

**MANHATTAN CHARTER SCHOOL  
Budget / Operating Plan**

**2019-20**

<b>Total Revenue</b>	-	-	-	4,923,003	(4,923,003)	-	-	4,923,003
<b>Total Expenses</b>	-	-	-	4,771,741	4,771,741	-	-	4,771,741
<b>Net Income</b>	-	-	-	151,262	(151,262)	-	-	151,262
<b>Actual Student Enrollment</b>	-	-	-			-	-	

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

**TOTALS AND VARIANCE ANALYSIS**

	Actual	Current Budget (Current Quarter)	Actual vs. Current Budget	Current Budget - TY	Actual vs. Current Budget TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget - TY
<b>REVENUE</b>								
<b>REVENUES FROM STATE SOURCES</b>								
Per Pupil Revenue								
2019-20 Per Pupil Rate								
NYC CHANCELLOR'S OFFICE	-	-	-	4,150,550	(4,150,550)	-	-	4,150,550
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
ALL OTHER School Districts: ( Count = 0 )	-	-	-	-	-	-	-	-
TOTAL Per Pupil Revenue (Weighted Average Per Pupil Funding)	-	-	-	4,150,550	(4,150,550)	-	-	4,150,550
Special Education Revenue	-	-	-	477,940	(477,940)	-	-	477,940
Grants								
Stimulus	-	-	-	-	-	-	-	-
DYCD (Department of Youth and Community Development)	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
NYC DoE Rental Assistance	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
<b>TOTAL REVENUE FROM STATE SOURCES</b>	-	-	-	4,628,490	(4,628,490)	-	-	4,628,490
<b>REVENUE FROM FEDERAL FUNDING</b>								
IDEA Special Needs	-	-	-	37,737	(37,737)	-	-	37,737
Title I	-	-	-	106,655	(106,655)	-	-	106,655
Title Funding - Other	-	-	-	18,532	(18,532)	-	-	18,532
School Food Service (Free Lunch)	-	-	-	-	-	-	-	-
Grants								
Charter School Program (CSP) Planning & Implementation	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-

**MANHATTAN CHARTER SCHOOL  
Budget / Operating Plan**

2019-20

<b>Total Revenue</b>	-	-	-	4,923,003	(4,923,003)	-	-	4,923,000
<b>Total Expenses</b>	-	-	-	4,771,741	4,771,741	-	-	4,771,741
<b>Net Income</b>	-	-	-	151,262	(151,262)	-	-	151,262
<b>Actual Student Enrollment</b>	-	-	-			-	-	

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

**TOTALS AND VARIANCE ANALYSIS**

	Actual	Current Budget (Current Quarter)	Actual vs. Current Budget	Current Budget - TY	Actual vs. Current Budget TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget -
Other	-	-	-	49,601	(49,601)	-	-	49,601
<b>TOTAL REVENUE FROM FEDERAL SOURCES</b>	-	-	-	212,525	(212,525)	-	-	212,525
<b>LOCAL and OTHER REVENUE</b>								
Contributions and Donations	-	-	-	-	-	-	-	
Fundraising	-	-	-	-	-	-	-	
Erate Reimbursement	-	-	-	52,400	(52,400)	-	-	52,400
Earnings on Investments	-	-	-	6,000	(6,000)	-	-	6,000
Interest Income	-	-	-	2,000	(2,000)	-	-	2,000
Food Service (Income from meals)	-	-	-	-	-	-	-	
Text Book	-	-	-	21,588	(21,588)	-	-	21,588
<b>OTHER</b>	-	-	-	-	-	-	-	
<b>TOTAL REVENUE FROM LOCAL and OTHER SOURCES</b>	-	-	-	81,988	(81,988)	-	-	81,988
<b>TOTAL REVENUE</b>	-	-	-	4,923,003	(4,923,003)	-	-	4,923,000

**MANHATTAN CHARTER SCHOOL**  
**Budget / Operating Plan**

2019-20

<b>Total Revenue</b>	-	-	-	4,923,003	(4,923,003)	-	-	4,923,003
<b>Total Expenses</b>	-	-	-	4,771,741	4,771,741	-	-	4,771,741
<b>Net Income</b>	-	-	-	151,262	(151,262)	-	-	151,262
<b>Actual Student Enrollment</b>	-	-	-			-	-	

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

**TOTALS AND VARIANCE ANALYSIS**

				Current Budget (Current Quarter)	Actual vs. Current Budget	Current Budget - TY	Actual vs. Current Budget TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget -
<b>EXPENSES</b>		Quarter 0								
<b>ADMINISTRATIVE STAFF PERSONNEL COSTS</b>		No. of Positions								
Executive Management	-			-	-	138,076	138,076	-	-	138,076
Instructional Management	-			-	-	132,600	132,600	-	-	132,600
Deans, Directors & Coordinators	-			-	-	50,000	50,000	-	-	50,000
CFO / Director of Finance	-			-	-	-	-	-	-	-
Operation / Business Manager	-			-	-	-	-	-	-	-
Administrative Staff	-			-	-	176,916	176,916	-	-	176,916
<b>TOTAL ADMINISTRATIVE STAFF</b>	-			-	-	497,592	497,592	-	-	497,592
<b>INSTRUCTIONAL PERSONNEL COSTS</b>										
Teachers - Regular	-			-	-	1,049,107	1,049,107	-	-	1,049,107
Teachers - SPED	-			-	-	215,865	215,865	-	-	215,865
Substitute Teachers	-			-	-	-	-	-	-	-
Teaching Assistants	-			-	-	332,483	332,483	-	-	332,483
Specialty Teachers	-			-	-	153,937	153,937	-	-	153,937
Aides	-			-	-	-	-	-	-	-
Therapists & Counselors	-			-	-	120,815	120,815	-	-	120,815
Other	-			-	-	456,579	456,579	-	-	456,579
<b>TOTAL INSTRUCTIONAL</b>	-			-	-	2,328,786	2,328,786	-	-	2,328,786
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>										
Nurse	-			-	-	-	-	-	-	-
Librarian	-			-	-	-	-	-	-	-
Custodian	-			-	-	-	-	-	-	-
Security	-			-	-	-	-	-	-	-
Other	-			-	-	59,616	59,616	-	-	59,616
<b>TOTAL NON-INSTRUCTIONAL</b>	-			-	-	59,616	59,616	-	-	59,616
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>	-			-	-	2,885,994	2,885,994	-	-	2,885,994
<b>PAYROLL TAXES AND BENEFITS</b>										
Payroll Taxes	-			-	-	249,638	249,638	-	-	249,638
Fringe / Employee Benefits	-			-	-	365,516	365,516	-	-	365,516
Retirement / Pension	-			-	-	103,896	103,896	-	-	103,896
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>	-			-	-	719,050	719,050	-	-	719,050
<b>TOTAL PERSONNEL SERVICE COSTS</b>	-			-	-	3,605,044	3,605,044	-	-	3,605,044

**MANHATTAN CHARTER SCHOOL**  
**Budget / Operating Plan**

2019-20

<b>Total Revenue</b>	-	-	-	4,923,003	(4,923,003)	-	-	4,923,003
<b>Total Expenses</b>	-	-	-	4,771,741	4,771,741	-	-	4,771,741
<b>Net Income</b>	-	-	-	151,262	(151,262)	-	-	151,262
<b>Actual Student Enrollment</b>	-	-	-			-	-	

**TOTALS AND VARIANCE ANALYSIS**

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

	Actual	Current Budget (Current Quarter)	Actual vs. Current Budget	Current Budget - TY	Actual vs. Current Budget TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget -
<b>CONTRACTED SERVICES</b>								
Accounting / Audit	-	-	-	111,540	111,540	-	-	111,540
Legal	-	-	-	15,000	15,000	-	-	15,000
Management Company Fee	-	-	-	-	-	-	-	
Nurse Services	-	-	-	-	-	-	-	
Food Service / School Lunch	-	-	-	-	-	-	-	
Payroll Services	-	-	-	12,000	12,000	-	-	12,000
Special Ed Services	-	-	-	-	-	-	-	
Titlement Services (i.e. Title I)	-	-	-	-	-	-	-	
Other Purchased / Professional / Consulting	-	-	-	228,240	228,240	-	-	228,240
<b>TOTAL CONTRACTED SERVICES</b>	-	-	-	366,780	366,780	-	-	366,780

**MANHATTAN CHARTER SCHOOL**  
**Budget / Operating Plan**

2019-20

<b>Total Revenue</b>	-	-	-	4,923,003	(4,923,003)	-	-	4,923,003
<b>Total Expenses</b>	-	-	-	4,771,741	4,771,741	-	-	4,771,741
<b>Net Income</b>	-	-	-	151,262	(151,262)	-	-	151,262
<b>Actual Student Enrollment</b>	-	-	-			-	-	

**TOTALS AND VARIANCE ANALYSIS**

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

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

Board Expenses	-	-	-	8,000	8,000	-	-	8,000
Classroom / Teaching Supplies & Materials	-	-	-	91,750	91,750	-	-	91,750
Special Ed Supplies & Materials	-	-	-	1,500	1,500	-	-	1,500
Textbooks / Workbooks	-	-	-	21,588	21,588	-	-	21,588
Supplies & Materials other	-	-	-	-	-	-	-	-
Equipment / Furniture	-	-	-	6,000	6,000	-	-	6,000
Telephone	-	-	-	1,680	1,680	-	-	1,680
Technology	-	-	-	115,520	115,520	-	-	115,520
Student Testing & Assessment	-	-	-	40,000	40,000	-	-	40,000
Field Trips	-	-	-	15,000	15,000	-	-	15,000
Transportation (student)	-	-	-	-	-	-	-	-
Student Services - other	-	-	-	173,000	173,000	-	-	173,000
Office Expense	-	-	-	31,729	31,729	-	-	31,729
Staff Development	-	-	-	105,000	105,000	-	-	105,000
Staff Recruitment	-	-	-	16,000	16,000	-	-	16,000
Student Recruitment / Marketing	-	-	-	35,000	35,000	-	-	35,000
School Meals / Lunch	-	-	-	-	-	-	-	-
Travel (Staff)	-	-	-	2,000	2,000	-	-	2,000
Fundraising	-	-	-	-	-	-	-	-
Other	-	-	-	18,650	18,650	-	-	18,650
<b>TOTAL SCHOOL OPERATIONS</b>	-	-	-	682,417	682,417	-	-	682,417

**FACILITY OPERATION & MAINTENANCE**

Insurance	-	-	-	33,000	33,000	-	-	33,000
Janitorial	-	-	-	2,500	2,500	-	-	2,500
Building and Land Rent / Lease / Facility Finance Interest	-	-	-	-	-	-	-	-
Repairs & Maintenance	-	-	-	7,000	7,000	-	-	7,000
Equipment / Furniture	-	-	-	-	-	-	-	-
Security	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	-	-	-	42,500	42,500	-	-	42,500

**DEPRECIATION & AMORTIZATION**

<b>RESERVES / CONTINGENCY</b>	-	-	-	-	-	-	-	-
<b>DEFERRED RENT</b>	-	-	-	-	-	-	-	-

**MANHATTAN CHARTER SCHOOL  
Budget / Operating Plan**

**2019-20**

<b>Total Revenue</b>	-	-	-	4,923,003	(4,923,003)	-	-	4,923,000
<b>Total Expenses</b>	-	-	-	4,771,741	4,771,741	-	-	4,771,741
<b>Net Income</b>	-	-	-	151,262	(151,262)	-	-	151,262
<b>Actual Student Enrollment</b>	-	-	-			-	-	

**TOTALS AND VARIANCE ANALYSIS**

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

	Actual	Current Budget (Current Quarter)	Actual vs. Current Budget	Current Budget - TY	Actual vs. Current Budget TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget -
<b>TOTAL EXPENSES</b>	-	-	-	4,771,741	4,771,741	-	-	4,771,741
<b>NET INCOME</b>	-	-	-	151,262	(151,262)	-	-	151,262



<b>Total Revenue</b>	<b>(4,923,003)</b>	-	-
<b>Total Expenses</b>	<b>4,771,741</b>	-	-
<b>Net Income</b>	<b>(151,262)</b>	-	-
<b>Actual Student Enrollment</b>		-	-

<b>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</b>	<b>Actual vs. Original Budget TY</b>	<b>PY Actual (PY TY / No. of COMPLETED Actual CY</b>	<b>Actual CY vs. Actual PY</b>
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<b>REVENUE</b>				
<b>REVENUES FROM STATE SOURCES</b>				
Per Pupil Revenue	2019-20 Per Pupil Rate			
NYC CHANCELLOR'S OFFICE	16,150	(4,150,550)	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
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-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
ALL OTHER School Districts: ( Count = 0 )	-	-	-	-
<b>TOTAL Per Pupil Revenue (Weighted Average Per Pupil Funding)</b>	<b>16,150</b>	<b>(4,150,550)</b>	<b>-</b>	<b>-</b>
Special Education Revenue		(477,940)	-	-
Grants				
Stimulus		-	-	-
DYCD (Department of Youth and Community Development)		-	-	-
Other		-	-	-
NYC DoE Rental Assistance		-	-	-
Other		-	-	-
<b>TOTAL REVENUE FROM STATE SOURCES</b>		<b>(4,628,490)</b>	<b>-</b>	<b>-</b>
<b>REVENUE FROM FEDERAL FUNDING</b>				
IDEA Special Needs		(37,737)	-	-
Title I		(106,655)	-	-
Title Funding - Other		(18,532)	-	-
School Food Service (Free Lunch)		-	-	-
Grants				
Charter School Program (CSP) Planning & Implementation		-	-	-
Other		-	-	-



<b>Total Revenue</b>	<b>(4,923,003)</b>	-	-
<b>Total Expenses</b>	<b>4,771,741</b>	-	-
<b>Net Income</b>	<b>(151,262)</b>	-	-
<b>Actual Student Enrollment</b>		-	-
<p><b>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</b></p>			
	<b>Actual vs. Original Budget TY</b>	<b>PY Actual (PY TY / No. of COMPLETED Actual CY</b>	<b>Actual CY vs. Actual PY</b>
Other	(49,601)	=	=
TOTAL REVENUE FROM FEDERAL SOURCES	(212,525)	-	-
<b>LOCAL and OTHER REVENUE</b>			
Contributions and Donations	-	-	-
Fundraising	-	-	-
Erate Reimbursement	(52,400)	-	-
Earnings on Investments	(6,000)	-	-
Interest Income	(2,000)	-	-
Food Service (Income from meals)	-	-	-
Text Book	(21,588)	-	-
OTHER	=	=	=
TOTAL REVENUE FROM LOCAL and OTHER SOURCES	(81,988)	-	-
<b>TOTAL REVENUE</b>	<b>(4,923,003)</b>	-	-

<b>Total Revenue</b>	<b>(4,923,003)</b>	-	-
<b>Total Expenses</b>	<b>4,771,741</b>	-	-
<b>Net Income</b>	<b>(151,262)</b>	-	-
<b>Actual Student Enrollment</b>		-	-

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

<b>Actual vs. Original Budget TY</b>	<b>PY Actual (PY TY / No. of COMPLETED Actual CY</b>	<b>Actual CY vs. Actual PY</b>
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<b>EXPENSES</b>	<b>Quarter 0 No. of Positions</b>			
<b>ADMINISTRATIVE STAFF PERSONNEL COSTS</b>				
Executive Management	-	138,076	-	-
Instructional Management	-	132,600	-	-
Deans, Directors & Coordinators	-	50,000	-	-
CFO / Director of Finance	-	-	-	-
Operation / Business Manager	-	-	-	-
Administrative Staff	-	176,916	-	-
<b>TOTAL ADMINISTRATIVE STAFF</b>	-	<b>497,592</b>	-	-
<b>INSTRUCTIONAL PERSONNEL COSTS</b>				
Teachers - Regular	-	1,049,107	-	-
Teachers - SPED	-	215,865	-	-
Substitute Teachers	-	-	-	-
Teaching Assistants	-	332,483	-	-
Specialty Teachers	-	153,937	-	-
Aides	-	-	-	-
Therapists & Counselors	-	120,815	-	-
Other	-	456,579	-	-
<b>TOTAL INSTRUCTIONAL</b>	-	<b>2,328,786</b>	-	-
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>				
Nurse	-	-	-	-
Librarian	-	-	-	-
Custodian	-	-	-	-
Security	-	-	-	-
Other	-	59,616	-	-
<b>TOTAL NON-INSTRUCTIONAL</b>	-	<b>59,616</b>	-	-
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>	-	<b>2,885,994</b>	-	-
<b>PAYROLL TAXES AND BENEFITS</b>				
Payroll Taxes		249,638	-	-
Fringe / Employee Benefits		365,516	-	-
Retirement / Pension		103,896	-	-
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>		<b>719,050</b>	-	-
<b>TOTAL PERSONNEL SERVICE COSTS</b>	-	<b>3,605,044</b>	-	-

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<b>Total Revenue</b>	<b>(4,923,003)</b>	-	-
<b>Total Expenses</b>	<b>4,771,741</b>	-	-
<b>Net Income</b>	<b>(151,262)</b>	-	-
<b>Actual Student Enrollment</b>		-	
<b>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</b>			
	<b>Actual vs. Original Budget TY</b>	<b>PY Actual (PY TY / No. of COMPLETED Actual CY</b>	<b>Actual CY vs. Actual PY</b>
<b>CONTRACTED SERVICES</b>			
Accounting / Audit	111,540	-	-
Legal	15,000	-	-
Management Company Fee	-	-	-
Nurse Services	-	-	-
Food Service / School Lunch	-	-	-
Payroll Services	12,000	-	-
Special Ed Services	-	-	-
Titlement Services (i.e. Title I)	-	-	-
Other Purchased / Professional / Consulting	228,240	-	-
<b>TOTAL CONTRACTED SERVICES</b>	<b>366,780</b>	-	-

<b>Total Revenue</b>	<b>(4,923,003)</b>	-	-
<b>Total Expenses</b>	<b>4,771,741</b>	-	-
<b>Net Income</b>	<b>(151,262)</b>	-	-
<b>Actual Student Enrollment</b>		-	-
<p><b>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</b></p>			
	<b>Actual vs. Original Budget TY</b>	<b>PY Actual (PY TY / No. of COMPLETED Actual CY</b>	<b>Actual CY vs. Actual PY</b>
<b>SCHOOL OPERATIONS</b>			
Board Expenses	8,000	-	-
Classroom / Teaching Supplies & Materials	91,750	-	-
Special Ed Supplies & Materials	1,500	-	-
Textbooks / Workbooks	21,588	-	-
Supplies & Materials other	-	-	-
Equipment / Furniture	6,000	-	-
Telephone	1,680	-	-
Technology	115,520	-	-
Student Testing & Assessment	40,000	-	-
Field Trips	15,000	-	-
Transportation (student)	-	-	-
Student Services - other	173,000	-	-
Office Expense	31,729	-	-
Staff Development	105,000	-	-
Staff Recruitment	16,000	-	-
Student Recruitment / Marketing	35,000	-	-
School Meals / Lunch	-	-	-
Travel (Staff)	2,000	-	-
Fundraising	-	-	-
Other	18,650	-	-
<b>TOTAL SCHOOL OPERATIONS</b>	<b>682,417</b>	-	-
<b>FACILITY OPERATION &amp; MAINTENANCE</b>			
Insurance	33,000	-	-
Janitorial	2,500	-	-
Building and Land Rent / Lease / Facility Finance Interest	-	-	-
Repairs & Maintenance	7,000	-	-
Equipment / Furniture	-	-	-
Security	-	-	-
Utilities	-	-	-
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	<b>42,500</b>	-	-
<b>DEPRECIATION &amp; AMORTIZATION</b>	<b>75,000</b>	-	-
<b>RESERVES / CONTINGENCY</b>	-	-	-
<b>DEFERRED RENT</b>	-	-	-

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<b>Total Revenue</b>	<b>(4,923,003)</b>	-	-
<b>Total Expenses</b>	<b>4,771,741</b>	-	-
<b>Net Income</b>	<b>(151,262)</b>	-	-
<b>Actual Student Enrollment</b>		-	
<p><b>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</b></p>			
	<b>Actual vs. Original Budget TY</b>	<b>PY Actual (PY TY / No. of COMPLETED Actual CY</b>	<b>Actual CY vs. Actual PY</b>
<b>TOTAL EXPENSES</b>	<b>4,771,741</b>	-	-
<b>NET INCOME</b>	<b>(151,262)</b>	-	-

				-
<b>Total Revenue</b>	<b>(4,923,003)</b>	-	-	-
<b>Total Expenses</b>	<b>4,771,741</b>	-	-	-
<b>Net Income</b>	<b>(151,262)</b>	-	-	-
<b>Actual Student Enrollment</b>		-	-	-
<p><b>*NOTE: Enrollment, Revenue and Expenditure Data IN the 'Total and Variance Analysis' Section is Based on LAST ACTUAL Quarter Completed</b></p>				
	<b>Actual vs. Original Budget TY</b>	<b>PY Actual (PY TY / No. of COMPLETED Actual CY</b>	<b>Actual CY vs. Actual PY</b>	
<b>ENROLLMENT - *School Districts Are Linked To Above Entries*</b>				
NYC CHANCELLOR'S OFFICE		-	-	-
-		-	-	-
-		-	-	-
-		-	-	-
-		-	-	-
-		-	-	-
-		-	-	-
-		-	-	-
-		-	-	-
-		-	-	-
-		-	-	-
-		-	-	-
-		-	-	-
-		-	-	-
-		-	-	-
-		-	-	-
-		-	-	-
ALL OTHER School Districts: ( Count = 0 )		-	-	-
<b>TOTAL ENROLLMENT</b>		-	-	-
<b>REVENUE PER PUPIL</b>		-	-	-
<b>EXPENSES PER PUPIL</b>		-	-	-



**Annual Report Requirement**  
*for SUNY Authorized Charter Schools*  
**MANHATTAN CHARTER SCHOOL**  
**2019-20**

Administrative  
expenditures per pupil:

\$0.00

Per NYS Statute

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

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

**Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member**

Name: Caitlin Conklin

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Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation): Manhattan Charter School and Manhattan Charter School 2

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

Chair

2. Are you 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. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes  No

If **Yes**, 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) operated 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 interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 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 you
<i>Please write "None" if applicable. Do not leave this space blank.</i>			
None			

5. Identify each individual, business, corporation, union association, firm, partnership, 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) operated 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>				

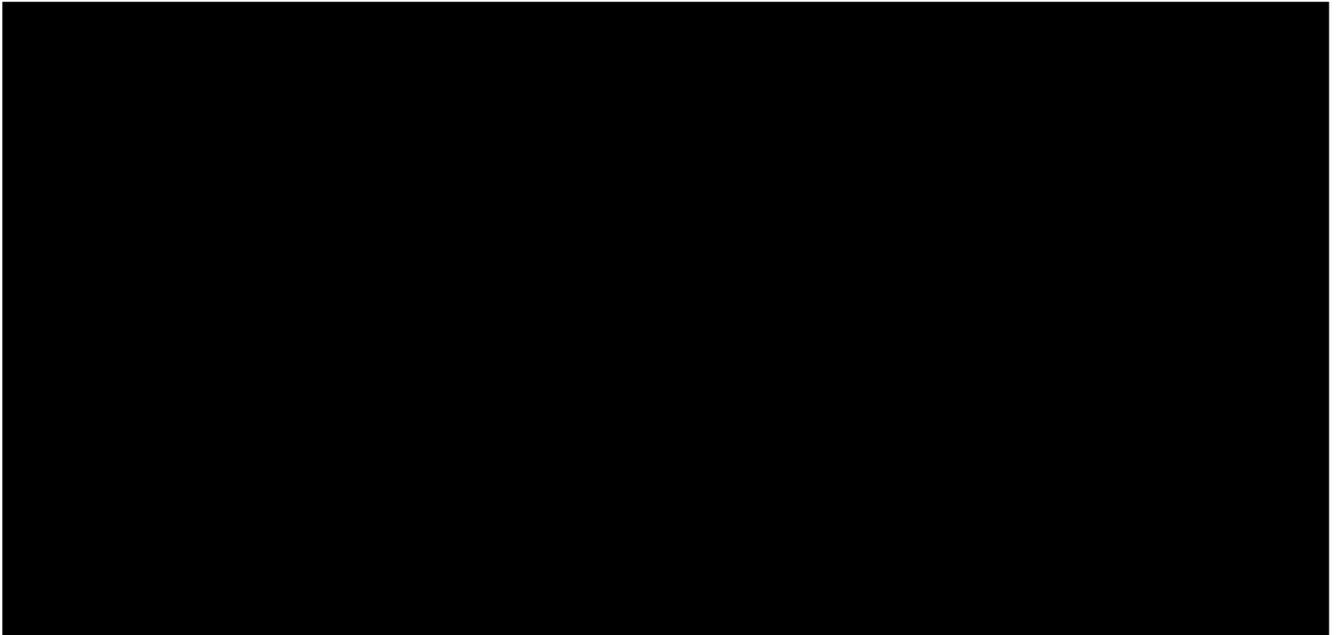
*Caitie Conner*

Signature

7/22/19

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.*



**Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member**

**Name:**

Begaiym Edil

**Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):**

Manhattan Charter Schools

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

Treasurer

2. Are you 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. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

\_\_\_ Yes  No

If **Yes**, 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) operated 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 interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 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 you
	<i>Not applicable</i>		

5. Identify each individual, business, corporation, union association, firm, partnership, 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) operated 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**."

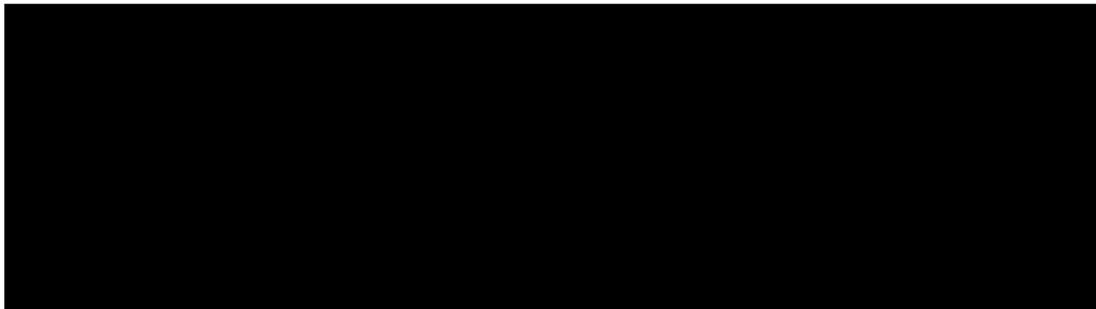
Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<i>Not applicable</i>				

Begaiym Edil  
 \_\_\_\_\_  
 Signature



Date: July 15, 2019

*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.*



*last revised 08/21/2018*

**Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member**

Name:

Annabel Javier

Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):

Manhattan Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g. president, treasurer, parent representative).
2. Are you 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. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?  
 Yes  No

If **Yes**, 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) operated 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 interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

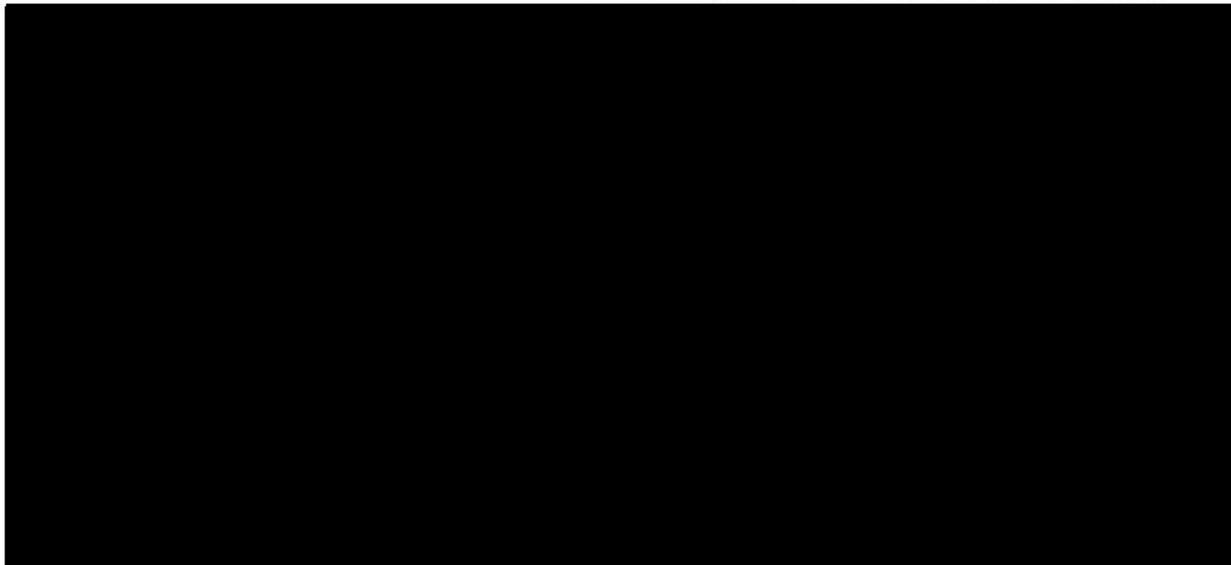
Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>Please write "None" if applicable. Do not leave this space blank.</i> <i>none</i>	<i>none</i>	<i>none</i>	<i>none</i>

5. Identify each individual, business, corporation, union association, firm, partnership, 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) operated 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>none</i>	<i>none</i>	<i>none</i>	<i>none</i>	<i>none</i>

*Annabel Javier* \_\_\_\_\_ *7/22/2019*  
 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.*



**Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member**

**Name:**

**Megann McManus**

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**Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):**

**Manhattan Charter School**

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

**Trustee**

2. Are you 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. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

**Yes**  **No**

If **Yes**, 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) operated 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 interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

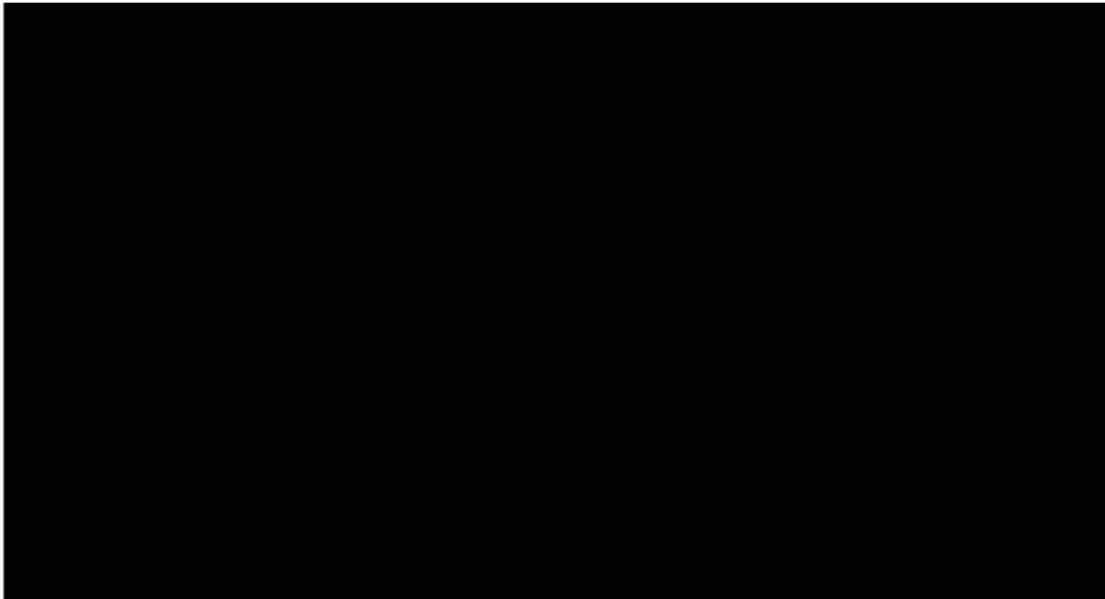
Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<i>Please write "None" if applicable. Do not leave this space blank.</i>			
<b>None</b>	<b>None</b>	<b>None</b>	<b>None</b>

5. Identify each individual, business, corporation, union association, firm, partnership, 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) operated 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> <b>None</b>	<b>None</b>	<b>None</b>	<b>None</b>	


7/19/2019  
 \_\_\_\_\_  
 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.*



**Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member**

**Name:**

Andria Olson

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**Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):**

Manhattan Charter Schools

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

Board Member

2. Are you 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. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

**Yes**  **No**

If **Yes**, 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) operated 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 interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 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 you
<i>NONE</i>			

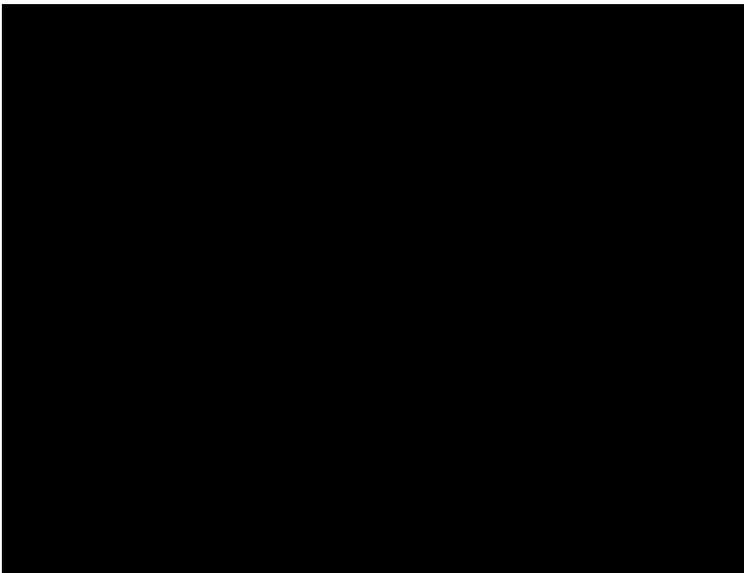
5. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **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>None</i>				

*Andria Olson*  
Signature

7/16/19  
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.*



*last revised 08/21/2018*

**Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member**

**Name:**

**Lauren Schwarz**

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**Name of Charter School Education Corporation (the Charter School Name, if the charter school is the only school operated by the education corporation):**

**Manhattan Charter School**

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

**Executive Board Member**

2. Are you 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. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

**Yes**  **No**

If **Yes**, 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) operated 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 interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction  <b>NONE</b>	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 you
none <i>Please write "None" if applicable.</i>	<b>none</b>	<b>N/A</b>	<b>none</b> <i>this space blank.</i>

5. Identify each individual, business, corporation, union association, firm, partnership, 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) operated 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**."

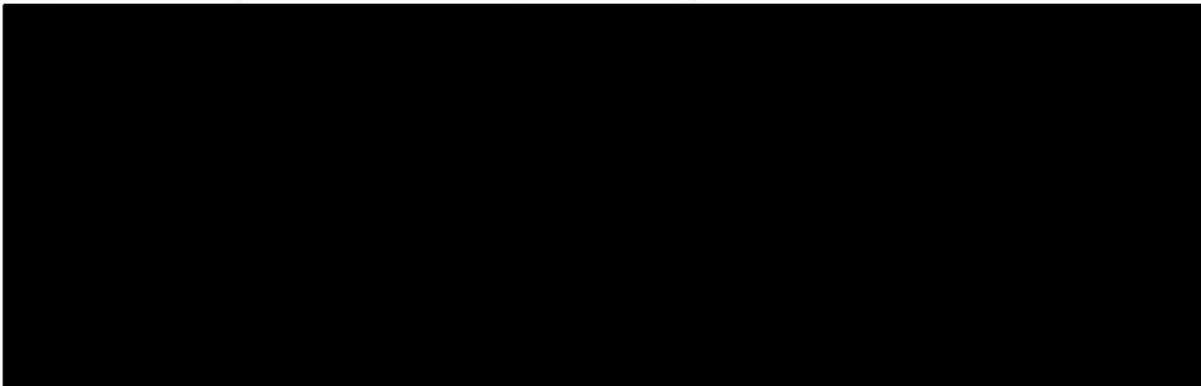
**NONE**

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

*Lauren Schway*  
 \_\_\_\_\_  
 Signature

*7/15/19*  
 \_\_\_\_\_  
 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.*



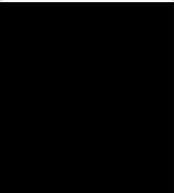
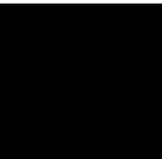


# Entry 8 BOT Table

Created: 07/19/2019 • Last updated: 07/25/2019

1. SUNY AUTHORIZED charter schools are required to provide information for VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE AUTHORIZED charter schools are required to provide information for all VOTING and NON VOTING trustees.

## 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 2018 19
1	Caitlin Conklin cconklin@manhattancharter-school.org 	Chair	Oversees all committees	Yes	2	07/01/2018	06/30/2020	9
2	Andria Olson aolson@manhattancharter-school.org 	Secretary	Finance	Yes	1	11/01/2018	10/31/2020	5 or less
3	Annabel Javier 	Trustee/Member	Nominating	Yes	1	07/01/2018	06/30/2020	5 or less

4	Begaiym (Becca) Edil	Treasurer	Finance	Yes	1	12/01/2018	11/30/2020	5 or less
5	Lauren Schwarz	Trustee/Member	Education	Yes	1	01/01/2019	12/31/2021	5 or less
6	Megann McManus	Trustee/Member	Nominating	Yes	1	09/01/2018	08/31/2020	7
7								
8								
9								

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

No

**2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES**

- 1. SUNY-AUTHORIZED charter schools provide response relative to VOTING Trustees only.
- 2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools provide a response relative to all trustees.

a. Total Number of BOT Members on June 30, 2019	6
b.Total Number of Members Added During 2018 19	4
c. Total Number of Members who Departed during 2018 19	4
d.Total Number of members in 2018 19, as set by in Bylaws, Resolution or Minutes	6

**3. Number of Board meetings held during 2018-19**                      10

**4. Number of Board meetings scheduled for 2019-20**                      12

**Thank you.**



# Entry 10 Enrollment and Retention of Special Populations

Created: 07/24/2019 • Last updated: 07/29/2019

## Instructions for Reporting Enrollment and Retention Strategies

Describe the efforts the charter school has made in 2018 19 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners/Multilingual 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 2019 20.

### MANHATTAN CHARTER SCHOOL Section Heading

#### Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2018 19	Describe Recruitment Plans in 2019 20
Economically Disadvantaged	In 2018 19, 82% of our students were economically disadvantaged, as measured by eligibility for Free and Reduced Price Lunch. To recruit these students, MCS focuses its efforts in small, low tuition Pre K programs as well as Head Start Programs located in CSD1. Outreach sessions for students are publicized using flyers, signage at the School, and contact with community organizations. Families are encouraged to visit the school, talk to instructional, executive and other staff, visit classes, and meet currently enrolled students.	In 2019 20, MCS will continue to focus its efforts to recruit economically disadvantaged students in small, low tuition Pre K programs as well as Head Start Programs located in CSD1. Outreach sessions for students will be publicized using flyers, signage at the School, and contact with community organizations. Families will be encouraged to visit the school, talk to instructional, executive and other staff, visit classes, and meet currently enrolled students.
English Language Learners/Multilingual	Manhattan Charter School undertakes significant measures to recruit student applicants who are English Language Learners (14% of total student body in 2018 19) including translated promotional materials and translation services for person to person interactions, when needed. The school has a 20% lottery set aside for students who indicate they primarily speak a language other than English on their application in an effort to recruit additional English Language Learners. The paper application is available in English, Mandarin, Spanish, and Tibetan in addition to the Common Charter School application via the	In 2019 20, Manhattan Charter School will continue to undertake all measures to recruit ELL students and will provide translation services for all promotional materials and any person to person interaction requiring an English translation. The school has a 20% lottery set aside for students who indicate they primarily speak a language other than English on their application in an effort to recruit additional English Language Learners. The paper application will be made available in English, Mandarin, Spanish, and Tibetan. In addition, we will accept the Common Charter School application via the NYC Charter

Learners	<p>NYC Charter Schools Center website, which is available in 10 languages. For any parent that requests assistance in completing the application, the Family Relations and Attendance Coordinator and other multilingual MCS staff will provide help. If translation services are required and multilingual staff are unavailable, we will hire translators during the admission period. Our website is available in all languages using Google translation services.</p>	<p>Schools Center website, which is available in 10 languages. For any parent that requests assistance in completing the application, the Family Relations and Attendance Coordinator and other multilingual MCS staff will provide help. If translation services are required and multilingual staff are unavailable, we will hire translators during the admission period. Our website is available in all languages using Google translation services.</p>
Students with Disabilities	<p>Each year, Manhattan Charter School holds tours and information sessions to inform the families of prospective students and community members about its program. Information sessions are held at the school itself, at Pre Ks and nursery schools, and programs offering music instruction to children and additional community locations. These meetings provide us the opportunity to discuss the many services we have available to families including the support of our academic intervention specialists, our Child Associate, Speech, OT and our reading teacher who work directly with any students with disabilities. In 2018 19, our SWD percentage was 25%.</p>	<p>In 2019 20, Manhattan Charter School will hold tours and information sessions to inform the families of prospective students and community members about its program. Information sessions will be held at the school itself, at Pre Ks and nursery schools, and programs offering music instruction to children and additional community locations. These meetings will provide us the opportunity to discuss the many services we have available to families including the support of our academic intervention specialists, our Child Associate, Speech, OT and our reading teacher who work directly with any students with disabilities.</p>

**Retention Efforts Toward Meeting Targets**

	Describe Retention Efforts in 2018 19	Describe Retention Plans in 2019 20
Economically Disadvantaged	Our Family coordinators are available at each school to meet with families to support with any home needs, including providing resources for additional financial support as needed. In addition our annual budget includes funding to support families financially with the after school program.	Our Family coordinators will continue to be available at each school to meet with families to support with any home needs, including providing resources for additional financial support as needed. In addition our annual budget includes funding to support families financially with the after school program.
English Language Learners/Multilingual Learners	We provide constant translation services as well as one on one support for our ELL students as needed.	We will continue to provide constant translation services as well as one on one support for our ELL students as needed.
Students with Disabilities	Services we have available to families include the support of our academic intervention specialists, our Child Associate, Speech, OT and our reading teacher who work directly with any students with disabilities.	We will continue to make services available to families including the support of our academic intervention specialists, our Child Associate, Speech, OT and our reading teacher who work directly with any students with disabilities.



# Entry 11 Classroom Teacher and Administrator Attrition

Created: 07/19/2019 • Last updated: 07/25/2019

Report changes in teacher and administrator staffing.

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

Charter schools must complete the tables titled 2018-2019 Classroom Teacher and Administrator Attrition to report changes in teacher and administrator staffing during the 2018-2019 school year. Please provide the full time equivalent (FTE) of staff on June 30, 2018; the FTE for any departed staff from July 1, 2018 through June 30, 2019; the FTE for added staff from July 1, 2018 through June 30, 2019; and the FTE of staff added in newly created positions from July 1, 2018 through June 30, 2019 using the tables provided.

### 1. Classroom Teacher Attrition Table

	FTE Classroom Teachers on 6/30/18	FTE Classroom Teachers Departed 7/1/18 6/30/19	FTE Classroom Teachers Filling Vacant Positions 7/1/18 6/30/19	FTE Classroom Teachers Added in New Positions 7/1/18 6/30/19	FTE of Classroom Teachers on 6/30/19
	31	16	13	1	29

### 2. Administrator Position Attrition Table

	FTE Administrative Positions on 6/30/18	FTE Administrators Departed 7/1/18 6/30/19	FTE Administrators Filling Vacant Positions 7/1/18 6/30/19	FTE Administrators Added in New Positions 7/1/18 6/30/19	FTE Administrative Positions on 6/30/19
	10	1	1	0	10

### 3. Tell your school's story

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

(No response)

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

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

Yes

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

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

Thank you



## MCS and MCS2 Calendar 2019-2020

Student hours 7:45 AM - 3:30 PM

### STUDENT SCHOOL CALENDAR

<b>Date</b>	<b>Description</b>
August 26	First Day of School for all students
September 2	Labor Day – School Closed
September 18	Student Half Day
September 30	Rosh Hashanah – School is <b>OPEN</b>
October 1	Rosh Hashanah – School is <b>OPEN</b>
October 2	Student Half Day
October 9	Yom Kippur – School is <b>OPEN</b>
October 14	Columbus Day – School is <b>OPEN</b>
October 16	Student Half Day
October 30	Student Half Day – Parent Teacher Conferences
November 5	Election Day – School is <b>OPEN</b>
November 11	Veteran’s Day – School is <b>OPEN</b>
November 13	Student Half Day
November 27	Student Half Day
November 28-29	Thanksgiving Break – School Closed
December 11	Student Half Day
TBD	<b>MCS 3<sup>rd</sup> – 5<sup>th</sup> Grade Winter Concert</b>
TBD	<b>MCS K – 2<sup>nd</sup> Grade Winter Concert</b>
TBD	<b>MCS2 K – 5 Winter Concert</b>
December 23 – January 1, 2020	Winter Recess – No School
January 15	Student Half Day

January 20	Martin Luther King, Jr. Day – No School
January 29	Student Half Day – Parent Teacher Conferences
February 11	Student Half Day
February 17-21	Midwinter Recess – No School
March 4	Student Half Day
March 18	Student Half Day
March 25 - 27	NYS ELA Exam (Gr. 3-5)
April 1	Student Half Day
April 6 -13	Spring Recess – No School
April 15	Student Half Day
April 17	<b>MCS</b> – K - 2 Spring Concert
April 21 - 23	NYS Math Exam (Gr. 3-5)
April 29	Student Half Day – Parent Teacher Conferences
May TBD	<b>MCS 2</b> (K-5) Spring Concert
May 13	Student Half Day
May 15	<b>MCS</b> – 3 <sup>rd</sup> – 5 <sup>th</sup> Spring Concert
May 25	Memorial Day – No School
May 27	Student Half Day
June 5	Last day of school for all students