

# I. SCHOOL INFORMATION AND COVER PAGE

Created Wednesday, July 02, 2014

Updated Friday, August 01, 2014

## Page 1

### 1. SCHOOL NAME

(Select School name from dropdown menu; BEDS # appears first)

310100861031 MANHATTAN CS II

### 2. CHARTER AUTHORIZER

SUNY-Authorized Charter School

### 3. DISTRICT / CSD OF LOCATION

NYC CSD 1

### 4. SCHOOL INFORMATION

PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
220 Henry Street	212-964-3792	212-964-3795	info@manhattancharterschool.org

### 4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Sonia Park
Title	Executive Director
Emergency Phone Number (###-###-####)	

### 5. SCHOOL WEB ADDRESS (URL)

www.manhattancharterschool.org

### 6. DATE OF INITIAL CHARTER

2011-09-01 00:00:00

### 7. DATE FIRST OPENED FOR INSTRUCTION

2012-08-01 00:00:00

### 8. TOTAL NUMBER OF STUDENTS ENROLLED IN 2013-14 (as reported on BEDS Day)

(as reported on BEDS Day)

**9. GRADES SERVED IN SCHOOL YEAR 2013-14**

Check all that apply

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- K

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- 1

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- 2

**10. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?**

Yes/No	Name of CMO/EMO
No	

## 11. FACILITIES

Will the School maintain or operate multiple sites?

No, just one site.

## 12. SCHOOL SITES

Please list the sites where the school will operate in 2014-15.

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	220 Henry Street New York, NY 10002	212-964-3792	CSD 1	K-3	No	DOE space

12a. Please provide the contact information for Site 1 (same as the primary site).

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Carissa Page	[REDACTED]		[REDACTED]
Operational Leader	Sonia Park	[REDACTED]		[REDACTED]
Compliance Contact	Sonia Park	[REDACTED]		[REDACTED]
Complaint Contact	Ben Breen	[REDACTED]		[REDACTED]

14. Were there any revisions to the school's charter during the 2013-2014 school year? (Please include both those that required authorizer approval and those that did not require authorizer approval).

Yes

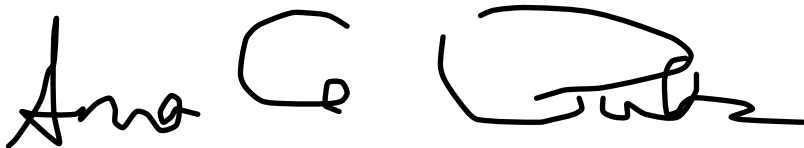
15. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Change in organizational structure	Replaced co-leadership with one Executive Director	11/4/13	2/14/14

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

• Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees



Thank you.

# Appendix A: Link to the New York State School Report Card

Created Friday, August 01, 2014

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## Page 1

Charter School Name: 310100861031 MANHATTAN CS II

### 1. NEW YORK STATE REPORT CARD

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

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

URL is not available

## **Manhattan Charter School 2 Accountability Plan Progress Report**

The submission deadline for SUNY-authorized K-8 charter schools is approximately 30 days after the release of the State test scores.

# Appendix B: Total Expenditures and Administrative Expenditures per Child

Created Thursday, July 31, 2014

## Page 1

Charter School Name: 310100861031 MANHATTAN CS II

### B. 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 2013-14 Schedule of Functional Expenses) and divide by the count of students you reported on of BEDS Day. (Integers Only. No dollar signs or commas).

1. Total Expenditures Per Child   Line 1: Total Expenditures	1944827
1. Total Expenditures Per Child   Line 2: BEDS Day Pupil Count	143
1. Total Expenditures Per Child   Line 3: Divide Line 1 by Line 2	13600

#### 2. Administrative Expenditures per Child

To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2013-14 Schedule of Functional Expenses) and divide by the BEDS per pupil count. 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 officers, the treasurer, the finance or business offices, the purchasing unit, the employee personnel offices, the records management offices, or a public information and services offices. 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.

Please note the following:

Do not include the FTE of personnel dedicated to administration of the instructional programs.

Do not include Employee Benefit costs or expenditures in the above calculations.

A template for the Schedule of Functional Expenses is provided on page 21 of the 2012 Annual Report Guidelines to assist schools identify the categories of expenses needed to compute the two per pupil calculations. This template does not need to be completed or submitted on August 1st as it will be submitted November 1st as part of the audited financial statements. Therefore schools should use unaudited amounts for these per pupil calculations. (See the 2013-14 Annual Report Guidelines in "Resources" area of your portal task page).

To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas).

To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas).   Line 1: Relevant Personnel Services Cost (Row)	297187
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas).   Line 2: Management and General Cost (Column)	176024
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas).   Line 3: Sum of Line 1 and Line 2	473211
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas).   Line 4: BEDS Day Pupil Count	143
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas).   Line 5: Divide Line 3 by the BEDS Day Pupil Count	3309

Thank you.



MANHATTAN CHARTER SCHOOL II

FINANCIAL STATEMENTS

JUNE 30, 2014 AND 2013

MANHATTAN CHARTER SCHOOL II  
FINANCIAL STATEMENTS  
JUNE 30, 2014 AND 2013

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FRUCHTER ROSEN & COMPANY, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

156 WEST 56<sup>TH</sup> STREET

NEW YORK, NEW YORK 10019

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INDEPENDENT AUDITORS' REPORT

TO THE BOARD OF TRUSTEES OF  
MANHATTAN CHARTER SCHOOL II

***Report on the Financial Statements***

We have audited the accompanying financial statements of Manhattan Charter School II (the "School") (a not-for-profit corporation), which comprise the statement of financial position as of June 30, 2014, and the related statements of activities, functional expenses, and cash flows for the year 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.

***Auditor's Responsibility***

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the 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 auditor's 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 School'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 School'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, 2014, and the changes in its net assets and its cash flows for the year ended in accordance with accounting principles generally accepted in the United States of America.

## ***Report on Summarized Comparative Information***

We have previously audited the School's 2013 financial statements, and our report dated October 8, 2013, expressed an unmodified opinion on those audited financial statements. In our opinion, the summarized comparative information presented herein as of June 30, 2013 and for the period from September 13, 2011 (inception) to June 30, 2013, is consistent, in all material respects, with the audited financial statements from which it has been derived.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated September 30, 2014 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 to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

  
FRUCHTER ROSEN & COMPANY, P.C.  
Certified Public Accountants

New York, New York  
September 30, 2014

MANHATTAN CHARTER SCHOOL II  
STATEMENTS OF FINANCIAL POSITION  
JUNE 30,

	2014	2013
<b>ASSETS</b>		
Current assets:		
Cash and cash equivalents	\$ 646,083	\$ 234,317
Grants and contracts receivable	42,117	68,147
Prepaid expenses and other current assets	32,039	10,710
Total current assets	720,239	313,174
Property and equipment, net of accumulated depreciation and amortization of \$91,792 and \$39,986, respectively	169,122	191,390
Restricted cash	50,078	25,002
<b>TOTAL ASSETS</b>	<b>\$ 939,439</b>	<b>\$ 529,566</b>
 <b>LIABILITIES AND UNRESTRICTED NET ASSETS</b>		
Current liabilities:		
Accounts payable and accrued expenses	\$ 40,583	\$ 26,770
Accrued payroll and payroll taxes	184,708	141,022
Due to related party	156,609	146,615
Refundable advances	7,629	-
Total current liabilities	389,529	314,407
Unrestricted net assets	549,910	215,159
<b>TOTAL LIABILITIES AND UNRESTRICTED NET ASSETS</b>	<b>\$ 939,439</b>	<b>\$ 529,566</b>

The accompanying notes are an integral part of these financial statements.

MANHATTAN CHARTER SCHOOL II  
STATEMENTS OF ACTIVITIES

	<u>For the year ended June 30, 2014</u>	<u>For the period from September 13, 2011 (inception) to June 30, 2013</u>
Revenue and support:		
State and local per pupil operating revenue	\$ 1,987,204	\$ 1,273,644
Federal grants	242,162	451,521
State and city grants	31,839	95,140
Contributions and grants	44,304	70,000
Donated goods	-	37,120
Interest	87	2
	<u>2,305,596</u>	<u>1,927,427</u>
 Expenses:		
Program services:		
Regular education	1,395,569	1,240,516
Special education	289,928	184,958
Extended day	11,887	17,879
Total program services	<u>1,697,384</u>	<u>1,443,353</u>
Supporting services:		
Management and general	264,054	255,896
Fundraising	9,407	13,019
	<u>1,970,845</u>	<u>1,712,268</u>
 Changes in unrestricted net assets	 334,751	 215,159
 Unrestricted net assets - beginning of period	 <u>215,159</u>	 <u>-</u>
 Unrestricted net assets - end of period	 <u>\$ 549,910</u>	 <u>\$ 215,159</u>

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

MANHATTAN CHARTER SCHOOL II  
STATEMENTS OF CASH FLOWS

	<u>For the year ended June 30, 2014</u>	<u>For the period from September 13, 2011 (inception) to June 30, 2013</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>		
Changes in unrestricted net assets	\$ 334,751	\$ 215,159
Adjustments to reconcile changes in unrestricted net assets to net cash provided by operating activities:		
Depreciation and amortization	51,805	39,986
Donated property and equipment	-	(20,581)
Changes in certain assets and liabilities:		
Decrease (Increase) in grants and contracts receivable	26,030	(68,147)
(Increase) in prepaid expenses and other current assets	(21,329)	(10,710)
Increase in due to related party	9,994	146,615
Increase in accounts payable and accrued expenses	13,813	26,769
Increase in accrued payroll and payroll taxes	43,686	141,022
Increase in refundable advances	7,629	-
<b>NET CASH PROVIDED BY OPERATING ACTIVITIES</b>	<u>466,379</u>	<u>470,113</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>		
Increase in restricted cash	(25,076)	(25,002)
Purchase of property and equipment	(29,538)	(210,794)
<b>NET CASH (USED IN) INVESTING ACTIVITIES</b>	<u>(54,614)</u>	<u>(235,796)</u>
<b>NET INCREASE IN CASH AND CASH EQUIVALENTS</b>	411,765	234,317
<b>CASH AND CASH EQUIVALENTS - BEGINNING OF PERIOD</b>	<u>234,317</u>	<u>-</u>
<b>CASH AND CASH EQUIVALENTS - END OF PERIOD</b>	<u><u>\$ 646,082</u></u>	<u><u>\$ 234,317</u></u>
<b>NON-CASH INVESTING ACTIVITIES</b>		
For the period from September 13, 2011 (inception) to June 30, 2013, the School received \$20,581 of capitalized donated property.		

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

MANHATTAN CHARTER SCHOOL II  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2014 AND 2013

NOTE 1 - PRINCIPAL BUSINESS ACTIVITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Organization

Manhattan Charter School II (the “School”) is a New York State, not-for-profit educational corporation that was incorporated to operate a Charter School pursuant to Article 56 of the Education Law of the State of New York. The School 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 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. Classes commenced in September 2012 and the School provided education to approximately 139 students in kindergarten, 1<sup>st</sup> and 2<sup>nd</sup> grades during the 2013-2014 academic year.

The School shares space with a New York City public school beginning in August 2012. 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.

Food and Transportation Services

The New York City Department of Education provides free lunches and reduced-price lunches and transportation to a majority of the School’s students. Such costs are not included in these financial statements. The School covers the cost of lunches for children entitled to reduced – priced and free lunches. The School also receives reimbursement from parents who are charged full price for these lunches.

Tax Status

The School is exempt from Federal income tax under Section 501(a) of the Internal Revenue Code as an organization described in Section 501(c)(3) and a similar provision under New York State income tax laws. The School has also been classified as an entity that is not a private foundation within the meaning of Section 509(a) and qualifies for deductible contributions as provided in section 170(b)(1)(A)(ii). The School is subject to income taxes only on net unrelated business income. The School did not have net unrelated business income for the year ended June 30, 2014 and for the period from September 13, 2011 (inception) to June 30, 2013.

The School’s accounting policy provides that a tax expense or benefit from an uncertain tax position may be recognized when it is more likely than not that the position will be sustained upon examination, including resolutions of any related appeals or litigation processes, based on the technical merits. The School has no uncertain tax position resulting in an accrual of tax expense or benefit.

IRS Forms 990 filed by the School are subject to examination by the Internal Revenue Service up to three years from the extended due date of each return. All Forms 990 filed by the School are subject to examination.



MANHATTAN CHARTER SCHOOL II  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2014 AND 2013

NOTE 1 - PRINCIPAL BUSINESS ACTIVITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Basis of Presentation

Financial statement presentation follows the requirements of the Financial Accounting Standards Board (“FASB”) in its Accounting Standards Codification (“ASC”) 958-205. Under ASC 958-205, the School is required to report information regarding its financial position and activities according to three classes of net assets; unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. The net assets classifications are described as follows:

Unrestricted

Unrestricted net assets of the School consists of cash and otherwise unrestricted amounts that are available for use in carrying out the objectives of the School and include those expendable resources, which have been designated for special use by the School or the Board of Trustees.

Temporarily Restricted

Temporarily restricted net assets of the School represent those amounts that have been limited by donor-imposed stipulations that either expire with the passage of time or can be fulfilled and removed by actions of the School. When such stipulations end or are fulfilled, such temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities and changes in net assets, as net assets released from restrictions.

Permanently Restricted

Permanently restricted net assets of the School result from contributions whose use has been permanently limited by donor-imposed restrictions. Such assets include contributions required to be invested in perpetuity, the income from which is available to support charitable purposes designated by the donors.

The School had no temporarily or permanently restricted net assets at June 30, 2014 and 2013.

Revenue and Support

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 temporarily restricted support 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 unrestricted revenue. Contributions of assets other than cash are recorded at their estimated fair value at the date of donation.

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.

MANHATTAN CHARTER SCHOOL II  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2014 AND 2013

NOTE 1 - PRINCIPAL BUSINESS ACTIVITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Use of Estimates

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

Cash and Cash Equivalents

For the purpose of the statements of cash flows, the School considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents.

Concentration of Credit Risk

Financial instruments which potentially subject the School to concentrations of credit risk are cash and cash equivalents. The School places its cash and cash equivalents on deposit in what it believes to be highly credited financial institutions. Cash balances may exceed the FDIC insured levels of \$250,000 per institution at various times during the year. The School believes that there is little risk in any losses and has not experienced any losses in such accounts.

Property and Equipment

Purchased property and equipment are recorded at cost. Maintenance and repairs are expensed as incurred. Depreciation is provided on the straight line method over the estimated useful lives as follows:

Furniture and fixtures	7 years
Leasehold improvements	Useful life or related lease
Computers and equipment	3 and 5 years
Software	5 years

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.

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.

MANHATTAN CHARTER SCHOOL II  
 NOTES TO FINANCIAL STATEMENTS  
 JUNE 30, 2014 AND 2013

NOTE 1 - PRINCIPAL BUSINESS ACTIVITY AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Comparative Financial Information

The accompanying statements of activities and functional expenses are presented with summarized comparative information. Such prior year information is not presented by net asset class in the statements of activities or by functional category in the schedule of functional expenses. Accordingly, such information should be read in conjunction with the School's 2013 financial statements from which the summarized information was derived.

Reclassifications

Certain 2013 accounts have been reclassified to the 2014 financial statements presentation. The reclassification has no effect on 2013 total assets, liabilities, net assets, and change in net assets.

NOTE 2 - 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.

NOTE 3 - PROPERTY AND EQUIPMENT

Property and equipment consists of the following as of June 30,:

	2014	2013
Furniture and fixtures	\$ 39,456	\$ 28,653
Computers and equipment	115,709	109,154
Software	3,690	3,690
Leasehold Improvements	102,059	89,879
	260,914	231,376
Less: Accumulated depreciation and amortization	91,792	39,986
	\$ 169,122	\$ 191,390

Depreciation and amortization expense was \$51,805 and \$39,986 for the year ended June 30, 2014 and for the period from September 13, 2011 (inception) to June 30, 2013, respectively.

NOTE 4 - REVENUE CONCENTRATION

The School receives a substantial portion of its support and revenue 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.

MANHATTAN CHARTER SCHOOL II  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2014 AND 2013

NOTE 5 - 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.

NOTE 6 - FUNCTIONAL ALLOCATION OF EXPENSE

Directly identifiable expenses are charged to programs and supporting services. Expenses related to more than one function are charged to programs and supporting services on the basis of periodic time and expense studies. Management and general expense includes those expenses that are not directly identifiable with any other specific function, but provide for the overall support and direction of the School.

NOTE 7 - DUE TO RELATED PARTY

The School is an affiliate of Manhattan Charter School (“MCS”), a New York State, not-for-profit corporation who both share common management and board members. For operational efficiency and purchasing power, the School shares expenses with MCS. Balance due to MCS at June 30, 2014 and 2013 were \$156,609 and \$146,615, respectively. For the year ended June 30, 2014 and for the period from September 13, 2011 (inception) to June 30, 2013, MCS charged the School \$452,150 and \$394,501, respectively, for shared expenses paid on their behalf.

NOTE 8 - DONATED GOODS

The School received smart boards, computer, copier, printers and supplies at no charge. The value of these goods meets the criteria for recognition in the financial statements for the year ended June 30, 2014 and for the period from September 13, 2011 (inception) to June 30, 2013 and was recorded at a fair value of \$-0- and \$37,120, respectively.

NOTE 9 - RETIREMENT PLAN

The School maintains a retirement plan qualified under the Internal Revenue Code 403(b) for the benefit its eligible employees. Under the plan, the School provided matching contributions of 4% to the plan. The amount charged to operations for matching contributions to the plan was \$25,345 and \$6,448 for the year ended June 30, 2014 and for the period from September 13, 2011 (inception) to June 30, 2013, respectively.

NOTE 10 - SUBSEQUENT EVENTS

In preparing these financial statements, the School has evaluated events and transactions for potential recognition or disclosure through September 30, 2014, the date the financial statements were available to be issued.

FRUCHTER ROSEN & COMPANY, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

156 WEST 56<sup>TH</sup> STREET

NEW YORK, NEW YORK 10019

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FAX: (212) 957-3696

INDEPENDENT AUDITORS' REPORT  
ON SUPPLEMENTARY INFORMATION

TO THE BOARD OF TRUSTEES OF  
MANHATTAN CHARTER SCHOOL II

We have audited the financial statements of Manhattan Charter School II as of and for the year ended June 30, 2014, and have issued our report thereon dated September 30, 2014, which contained an unmodified opinion on those financial statements. Our audit was performed for the purpose of forming an opinion on the financial statements as a whole. The schedule of functional expenses is presented for the 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.

  
FRUCHTER ROSEN & COMPANY, P.C.  
Certified Public Accountants

New York, New York  
September 30, 2014

MANHATTAN CHARTER SCHOOL II  
SCHEDULE OF FUNCTIONAL EXPENSES

	For the year ended June 30, 2014							For the period from September 13, 2011 (inception) to June 30, 2013
	Program Services				Supporting Services			
	Regular Education	Special Education	Extended Day	Total	Management and General	Fundraising	Total	
Salaries and wages	\$ 974,368	\$ 203,841	\$ 9,600	\$ 1,187,809	\$ 162,833	\$ 8,027	\$ 1,358,669	\$ 1,092,156
Employee benefits and payroll taxes	150,078	31,397	1,479	182,954	25,080	1,236	209,270	121,256
Professional and accounting services	33,787	6,662	-	40,449	50,477	-	90,926	187,770
Professional development	12,428	2,526	62	15,016	11,772	116	26,904	14,320
Consultants	27,802	5,627	119	33,548	2,113	-	35,661	16,644
Leased equipment	338	71	3	412	56	3	471	1,280
Supplies and materials	13,458	2,691	31	16,180	1,071	22	17,273	43,602
Curriculum and classroom	97,671	19,506	-	117,177	-	-	117,177	61,197
Travel and conferences	4,247	838	1	5,086	14	1	5,101	22,653
Insurance	14,789	3,094	146	18,029	2,593	-	20,622	22,411
Postage and printing	282	59	3	344	47	2	393	390
Technology and communications	4,963	1,038	49	6,050	981	-	7,031	36,669
Dues and subscriptions	2,506	494	-	3,000	-	-	3,000	899
Food service	1,407	277	-	1,684	-	-	1,684	990
Student and staff recruiting and retention	17,429	3,436	-	20,865	-	-	20,865	45,042
Depreciation and amortization	37,152	7,772	366	45,290	6,515	-	51,805	39,986
Facility	2,864	599	28	3,491	502	-	3,993	4,985
Miscellaneous	-	-	-	-	-	-	-	18
<b>Total</b>	<b>\$ 1,395,569</b>	<b>\$ 289,928</b>	<b>\$ 11,887</b>	<b>\$ 1,697,384</b>	<b>\$ 264,054</b>	<b>\$ 9,407</b>	<b>\$ 1,970,845</b>	<b>\$ 1,712,268</b>

FRUCHTER ROSEN & COMPANY, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

156 WEST 56<sup>TH</sup> STREET

NEW YORK, NEW YORK 10019

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TEL: (212) 957-3600

FAX: (212) 957-3696

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

TO THE BOARD OF TRUSTEES OF  
MANHATTAN CHARTER SCHOOL II

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 School II (the "School"), which comprise the statement of financial position as of June 30, 2014, and the related statements of activities, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated September 30, 2014.

***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.

TO THE BOARD OF TRUSTEES OF  
MANHATTAN CHARTER SCHOOL II

***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.

  
FRUCHTER ROSEN & COMPANY, P.C.  
Certified Public Accountants

New York, New York  
September 30, 2014



**Transmittal Form**  
**Annual Financial Statement Audit Report**

*for SUNY Authorized Charter Schools*

<b>School Name:</b>	<b>Manhattan Charter School 2</b>
Date (Report is due Nov. 1):	November 1, 2014
School Fiscal Contact Name:	Sonia Park
School Fiscal Contact Email:	[REDACTED]
School Fiscal Contact Phone:	[REDACTED]
School Audit Firm Name:	Fruchter Rosen & Company P.C.
School Audit Contact Name:	Brendan Gilroy
School Audit Contact Email:	<a href="mailto:bgilroy@frcpas.com">bgilroy@frcpas.com</a>
School Audit Contact Phone:	212.957.3600 ext. 206
Audit Period:	2013-14
Prior Year:	2013-14

The following items are required to be included:

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

The additional items listed below should be included if applicable. Please explain the reason(s) if the items are not included. Examples might include: a written management letter was not issued; the school did not expend federal funds in excess of the Single Audit Threshold of \$500,000; the management letter response will be submitted by the following date (should be no later than 30 days from the submission of the report); etc.

Item	If not included, state the reason(s) below (if not applicable fill in N/A):
Management Letter	Included
Management Letter Response	Included
Form 990	Extension to be filed by 11/15/14
Federal Single Audit (A-133) <sup>1</sup>	N/A
Corrective Action Plan	N/A

Please also send an ELECTRONIC copy of: 1.) This transmittal form; 2.) Audited Financial Report; and if applicable 3.) Management Letter and Response; 4.) Federal Single Audit (A-133) ONLY to the following offices via email. A copy of the Excel file containing the four schedules Does NOT need to be included.

NYS Education Department Public School Choice Programs 89 Washington Avenue Room 462 EBA Albany, New York 12234 <a href="mailto:charterschools@mail.nysed.gov">charterschools@mail.nysed.gov</a>	NYS Education Department Office of Audit Services 89 Washington Avenue Room 524 EBA Room 524 EBA Albany, New York 12234 <a href="mailto:fsanda133@mail.nysed.gov">fsanda133@mail.nysed.gov</a>
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<sup>1</sup> A copy of the Federal Single Audit must be filed with the Federal Audit Clearinghouse. Please refer to [OMB Circular A-133](#) for the federal filing requirements.

**Manhattan Charter School 2  
Budget / Operating Plan  
2014-15**

<b>Total Revenue</b>	-	702,766	-	-	702,766	-	-	702,766	-	-	727,056	-
<b>Total Expenses</b>	-	558,304	-	-	665,795	-	-	674,795	-	-	869,838	-
<b>Net Income</b>	-	144,462	-	-	36,971	-	-	27,971	-	-	(142,782)	-
<b>Actual Student Enrollment</b>	-	194	-	-	194	-	-	194	-	-	194	-
<b>Total Paid Student Enrollment</b>	-	194	-	-	194	-	-	194	-	-	194	-

<b>* 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 - 1/1 - 3/31</b>			<b>4th Quarter - 4/1 - 6/30</b>		
	<b>Actual</b>	<b>Current Budget</b>	<b>Variance</b>	<b>Actual</b>	<b>Current Budget</b>	<b>Variance</b>	<b>Actual</b>	<b>Current Budget</b>	<b>Variance</b>	<b>Actual</b>	<b>Current Budget</b>	<b>Variance</b>

<b>REVENUE</b>												
<b>REVENUES FROM STATE SOURCES</b>												
<b>* When entering in Actuals, ORANGE cells must be entered in EACH SECTION in order to generate variance analysis.</b>												
Per Pupil Revenue	CY Per Pupil Rate											
School District 1 (Enter Name)	13,777	-	643,042	-	-	643,042	-	-	643,042	-	-	643,042
School District 2 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District 3 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District 4 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District 5 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District 6 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District 7 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District 8 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District 9 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District 10 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District 11 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District 12 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District 13 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District 14 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District 15 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District - ALL OTHER	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL Per Pupil Revenue (Average Districts Per Pupil Funding)</b>	<b>13,777</b>	-	<b>643,042</b>	-	-	<b>643,042</b>	-	-	<b>643,042</b>	-	-	<b>643,042</b>
Special Education Revenue		-	28,573	-	-	28,573	-	-	28,573	-	-	28,573
Grants		-	-	-	-	-	-	-	-	-	-	-
Stimulus		-	-	-	-	-	-	-	-	-	-	-
DYCD (Department of Youth and Community Developmt.)		-	-	-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL REVENUE FROM STATE SOURCES</b>		-	<b>671,614</b>	-	-	<b>671,614</b>	-	-	<b>671,614</b>	-	-	<b>671,614</b>
<b>REVENUE FROM FEDERAL FUNDING</b>		-	-	-	-	-	-	-	-	-	-	8,865
IDEA Special Needs		-	-	-	-	-	-	-	-	-	-	8,865
Title I		-	16,398	-	-	16,398	-	-	16,398	-	-	16,398
Title Funding - Other		-	1,254	-	-	1,254	-	-	1,254	-	-	1,254
School Food Service (Free Lunch)		-	-	-	-	-	-	-	-	-	-	-
Grants		-	-	-	-	-	-	-	-	-	-	-
Charter School Program (CSP) Planning & Implementation		-	-	-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL REVENUE FROM FEDERAL SOURCES</b>		-	<b>17,652</b>	-	-	<b>17,652</b>	-	-	<b>17,652</b>	-	-	<b>26,517</b>
<b>LOCAL and OTHER REVENUE</b>		-	-	-	-	-	-	-	-	-	-	-
Contributions and Donations		-	13,000	-	-	13,000	-	-	13,000	-	-	13,000
Fundraising		-	-	-	-	-	-	-	-	-	-	-
Erate Reimbursement		-	500	-	-	500	-	-	500	-	-	500
Earnings on Investments		-	-	-	-	-	-	-	-	-	-	-
Interest Income		-	-	-	-	-	-	-	-	-	-	-
Food Service (Income from meals)		-	-	-	-	-	-	-	-	-	-	-
Text Book		-	-	-	-	-	-	-	-	-	-	15,425
OTHER		-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL REVENUE FROM LOCAL and OTHER SOURCES</b>		-	<b>13,500</b>	-	-	<b>13,500</b>	-	-	<b>13,500</b>	-	-	<b>28,925</b>
<b>TOTAL REVENUE</b>		-	<b>702,766</b>	-	-	<b>702,766</b>	-	-	<b>702,766</b>	-	-	<b>727,056</b>

**Manhattan Charter School 2  
Budget / Operating Plan  
2014-15**

<b>Total Revenue</b>	-	702,766	-	-	702,766	-	-	702,766	-	-	727,056	-
<b>Total Expenses</b>	-	558,304	-	-	665,795	-	-	674,795	-	-	869,838	-
<b>Net Income</b>	-	144,462	-	-	36,971	-	-	27,971	-	-	(142,782)	-
<b>Actual Student Enrollment</b>	-	194	-	-	194	-	-	194	-	-	194	-
<b>Total Paid Student Enrollment</b>	-	194	-	-	194	-	-	194	-	-	194	-
<b>* 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 - 1/1 - 3/31</b>			<b>4th Quarter - 4/1 - 6/30</b>		
		<b>Current</b>			<b>Current</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>Budget</b>	<b>Variance</b>	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>
<b>EXPENSES</b>												
<b>ADMINISTRATIVE STAFF PERSONNEL COSTS</b>												
Executive Management	-	36,104	-	-	36,104	-	-	36,104	-	-	36,104	-
Instructional Management	-	64,284	-	-	64,284	-	-	64,284	-	-	64,284	-
Deans, Directors & Coordinators	-	-	-	-	-	-	-	-	-	-	-	-
CFO / Director of Finance	-	12,500	-	-	12,500	-	-	12,500	-	-	12,500	-
Operation / Business Manager	-	14,176	-	-	14,176	-	-	14,176	-	-	14,176	-
Administrative Staff	-	21,085	-	-	21,085	-	-	21,085	-	-	21,085	-
<b>TOTAL ADMINISTRATIVE STAFF</b>	-	148,149	-	-	148,149	-	-	148,149	-	-	148,149	-
<b>INSTRUCTIONAL PERSONNEL COSTS</b>												
Teachers - Regular	-	84,698	-	-	127,048	-	-	127,048	-	-	169,397	-
Teachers - SPED	-	13,014	-	-	19,521	-	-	19,521	-	-	26,028	-
Substitute Teachers	-	-	-	-	-	-	-	-	-	-	-	-
Teaching Assistants	-	45,337	-	-	68,005	-	-	68,005	-	-	90,673	-
Specialty Teachers	-	31,372	-	-	47,058	-	-	47,058	-	-	62,744	-
Aides	-	-	-	-	-	-	-	-	-	-	-	-
Therapists & Counselors	-	7,780	-	-	11,670	-	-	11,670	-	-	15,560	-
Other	-	31,950	-	-	47,926	-	-	47,926	-	-	63,901	-
<b>TOTAL INSTRUCTIONAL</b>	-	214,152	-	-	321,228	-	-	321,228	-	-	428,303	-
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>												
Nurse	-	-	-	-	-	-	-	-	-	-	-	-
Librarian	-	-	-	-	-	-	-	-	-	-	-	-
Custodian	-	-	-	-	-	-	-	-	-	-	-	-
Security	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL NON-INSTRUCTIONAL</b>	-	-	-	-	-	-	-	-	-	-	-	-
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>	-	362,301	-	-	469,377	-	-	469,377	-	-	576,453	-
<b>PAYROLL TAXES AND BENEFITS</b>												
Payroll Taxes	-	39,853	-	-	51,631	-	-	51,631	-	-	63,410	-
Fringe / Employee Benefits	-	37,473	-	-	37,473	-	-	37,473	-	-	37,473	-
Retirement / Pension	-	-	-	-	-	-	-	-	-	-	37,550	-
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>	-	77,326	-	-	89,104	-	-	89,104	-	-	138,433	-
<b>TOTAL PERSONNEL SERVICE COSTS</b>	-	439,627	-	-	558,481	-	-	558,481	-	-	714,885	-
<b>CONTRACTED SERVICES</b>												
Accounting / Audit	-	-	-	-	-	-	-	-	-	-	25,000	-
Legal	-	1,250	-	-	1,250	-	-	1,250	-	-	1,250	-
Management Company Fee	-	-	-	-	-	-	-	-	-	-	-	-
Nurse Services	-	-	-	-	-	-	-	-	-	-	-	-
Food Services / School Lunch	-	-	-	-	-	-	-	-	-	-	-	-
Payroll Services	-	1,250	-	-	1,250	-	-	1,250	-	-	1,250	-
Special Ed Services	-	-	-	-	-	-	-	-	-	-	-	-
Titlement Services (i.e. Title I)	-	-	-	-	-	-	-	-	-	-	-	-
Other Purchased / Professional / Consulting	-	22,200	-	-	22,200	-	-	22,200	-	-	22,200	-
<b>TOTAL CONTRACTED SERVICES</b>	-	24,700	-	-	24,700	-	-	24,700	-	-	49,700	-
<b>SCHOOL OPERATIONS</b>												
Board Expenses	-	875	-	-	875	-	-	875	-	-	875	-
Classroom / Teaching Supplies & Materials	-	19,900	-	-	12,438	-	-	12,438	-	-	4,975	-
Special Ed Supplies & Materials	-	500	-	-	500	-	-	500	-	-	500	-
Textbooks / Workbooks	-	10,400	-	-	6,500	-	-	6,500	-	-	2,600	-
Supplies & Materials other	-	-	-	-	-	-	-	-	-	-	-	-
Equipment / Furniture	-	1,250	-	-	1,250	-	-	1,250	-	-	1,250	-
Telephone	-	1,000	-	-	1,000	-	-	1,000	-	-	1,000	-
Technology	-	6,045	-	-	6,045	-	-	6,045	-	-	6,045	-
Student Testing & Assessment	-	3,000	-	-	3,000	-	-	12,000	-	-	12,000	-
Field Trips	-	2,334	-	-	2,334	-	-	2,334	-	-	2,334	-
Transportation (student)	-	970	-	-	970	-	-	970	-	-	970	-
Student Services - other	-	10,125	-	-	10,125	-	-	10,125	-	-	10,125	-
Office Expense	-	1,250	-	-	1,250	-	-	1,250	-	-	1,250	-
Staff Development	-	6,500	-	-	6,500	-	-	6,500	-	-	6,500	-
Staff Recruitment	-	6,000	-	-	6,000	-	-	6,000	-	-	6,000	-
Student Recruitment / Marketing	-	3,125	-	-	3,125	-	-	3,125	-	-	3,125	-
School Meals / Lunch	-	813	-	-	813	-	-	813	-	-	813	-
Travel (Staff)	-	250	-	-	250	-	-	250	-	-	250	-
Fundraising	-	1,875	-	-	1,875	-	-	1,875	-	-	1,875	-
Other	-	1,000	-	-	1,000	-	-	1,000	-	-	1,000	-
<b>TOTAL SCHOOL OPERATIONS</b>	-	77,211	-	-	65,849	-	-	74,849	-	-	63,486	-
<b>FACILITY OPERATION &amp; MAINTENANCE</b>												
Insurance	-	8,799	-	-	8,799	-	-	8,799	-	-	8,799	-
Janitorial	-	467	-	-	467	-	-	467	-	-	468	-
Building and Land Rent / Lease	-	-	-	-	-	-	-	-	-	-	-	-
Repairs & Maintenance	-	2,500	-	-	2,500	-	-	2,500	-	-	2,500	-
Equipment / Furniture	-	-	-	-	-	-	-	-	-	-	-	-
Security	-	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	-	11,766	-	-	11,766	-	-	11,766	-	-	11,767	-
<b>DEPRECIATION &amp; AMORTIZATION</b>	-	5,000	-	-	5,000	-	-	5,000	-	-	5,000	-
<b>RESERVES / CONTINGENCY</b>	-	-	-	-	-	-	-	-	-	-	25,000	-
<b>TOTAL EXPENSES</b>	-	558,304	-	-	665,795	-	-	674,795	-	-	869,838	-
<b>NET INCOME</b>	-	144,462	-	-	36,971	-	-	27,971	-	-	(142,782)	-

**Manhattan Charter School 2  
Budget / Operating Plan  
2014-15**

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<b>Net Income</b>	-	144,462	-	-	36,971	-	-	27,971	-	-	(142,782)	-
<b>Actual Student Enrollment</b>	-	194	-	-	194	-	-	194	-	-	194	-
<b>Total Paid Student Enrollment</b>	-	194	-	-	194	-	-	194	-	-	194	-
<b>* 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 - 1/1 - 3/31</b>			<b>4th Quarter - 4/1 - 6/30</b>		
	<b>Actual</b>	<b>Current Budget</b>	<b>Variance</b>	<b>Actual</b>	<b>Current Budget</b>	<b>Variance</b>	<b>Actual</b>	<b>Current Budget</b>	<b>Variance</b>	<b>Actual</b>	<b>Current Budget</b>	<b>Variance</b>
<b>ENROLLMENT - *School Districts Are Linked To Above Entries*</b>												
School District 1 (Enter Name)	-	194	-	-	194	-	-	194	-	-	194	-
School District 2 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District 3 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District 4 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District 5 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District 6 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District 7 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District 8 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District 9 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District 10 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District 11 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District 12 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District 13 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District 14 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District 15 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-	-
School District - ALL OTHER	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL ENROLLMENT</b>	-	194	-	-	194	-	-	194	-	-	194	-
<b>REVENUE PER PUPIL</b>	-	3,623	-	-	3,623	-	-	3,623	-	-	3,748	-
<b>EXPENSES PER PUPIL</b>	-	2,878	-	-	3,432	-	-	3,478	-	-	4,484	-

**Manhattan Charter School 2  
Budget / Operating Plan  
2014-15**

DESCRIPTION OF ASSUMPTIONS

<b>Total Revenue</b>	-	-	-	2,835,355	(2,835,355)	-	-	2,835,355	(2,835,355)	-	-
<b>Total Expenses</b>	-	-	-	2,768,733	2,768,733	-	-	2,768,733	2,768,733	-	-
<b>Net Income</b>	-	-	-	66,622	(66,622)	-	-	66,622	(66,622)	-	-
<b>Actual Student Enrollment</b>	-	-	-	-	-	-	-	-	-	-	-
<b>Total Paid Student Enrollment</b>	-	-	-	-	-	-	-	-	-	-	-

**TOTALS AND VARIANCE ANALYSIS**

\* 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 Current TY	vs. Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget - TY	Actual vs. Original Budget TY	PY Actual (PY TY / No. of COMPLETED Actual CY Quarters	Actual CY vs. Actual PY
<b>REVENUE</b>											
<b>REVENUES FROM STATE SOURCES</b>											
Per Pupil Revenue											
School District 1 (Enter Name)	13,777	-	-	-	2,572,166	(2,572,166)	-	-	2,572,166	(2,572,166)	-
School District 2 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-
School District 3 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-
School District 4 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-
School District 5 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-
School District 6 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-
School District 7 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-
School District 8 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-
School District 9 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-
School District 10 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-
School District 11 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-
School District 12 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-
School District 13 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-
School District 14 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-
School District 15 (Enter Name)	-	-	-	-	-	-	-	-	-	-	-
School District - ALL OTHER	-	-	-	-	-	-	-	-	-	-	-
TOTAL Per Pupil Revenue (Average Districts Per Pupil Funding)	13,777	-	-	-	2,572,166	(2,572,166)	-	-	2,572,166	(2,572,166)	-
Special Education Revenue											
Grants											
Stimulus											
DYCD (Department of Youth and Community Developmt.)											
Other											
Other											
TOTAL REVENUE FROM STATE SOURCES					2,686,456	(2,686,456)	-	-	2,686,456	(2,686,456)	-
<b>REVENUE FROM FEDERAL FUNDING</b>											
IDEA Special Needs					8,865	(8,865)	-	-	8,865	(8,865)	-
Title I					65,592	(65,592)	-	-	65,592	(65,592)	-
Title Funding - Other					5,017	(5,017)	-	-	5,017	(5,017)	-
School Food Service (Free Lunch)					-	-	-	-	-	-	-
Grants											
Charter School Program (CSP) Planning & Implementation											
Other											
Other											
TOTAL REVENUE FROM FEDERAL SOURCES					79,474	(79,474)	-	-	79,474	(79,474)	-
<b>LOCAL and OTHER REVENUE</b>											
Contributions and Donations					52,000	(52,000)	-	-	52,000	(52,000)	-
Fundraising					-	-	-	-	-	-	-
Erate Reimbursement					2,000	(2,000)	-	-	2,000	(2,000)	-
Earnings on Investments					-	-	-	-	-	-	-
Interest Income					-	-	-	-	-	-	-
Food Service (Income from meals)					-	-	-	-	-	-	-
Text Book					15,425	(15,425)	-	-	15,425	(15,425)	-
OTHER					69,425	(69,425)	-	-	69,425	(69,425)	-
TOTAL REVENUE FROM LOCAL and OTHER SOURCES					69,425	(69,425)	-	-	69,425	(69,425)	-
<b>TOTAL REVENUE</b>					2,835,355	(2,835,355)	-	-	2,835,355	(2,835,355)	-

**Manhattan Charter School 2  
Budget / Operating Plan  
2014-15**

DESCRIPTION OF ASSUMPTIONS

<b>Total Revenue</b>	-	-	-	2,835,355	(2,835,355)	-	-	2,835,355	(2,835,355)	-	-
<b>Total Expenses</b>	-	-	-	2,768,733	2,768,733	-	-	2,768,733	2,768,733	-	-
<b>Net Income</b>	-	-	-	66,622	(66,622)	-	-	66,622	(66,622)	-	-
<b>Actual Student Enrollment</b>	-	-	-	-	-	-	-	-	-	-	-
<b>Total Paid Student Enrollment</b>	-	-	-	-	-	-	-	-	-	-	-

**TOTALS AND VARIANCE ANALYSIS**

	No. of Positions	* 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 Current TY	vs. Budget TY	Original Budget (Current Quarter)	Actual vs. Original Budget	Original Budget - TY	Actual vs. Original Budget TY	PY Actual (PY TY / No. of COMPLETED Actual CY Quarters)	Actual CY vs. Actual PY
<b>EXPENSES</b>													
<b>ADMINISTRATIVE STAFF PERSONNEL COSTS</b>													
	-	-	-	-	144,416	144,416	-	-	144,416	144,416	-	-	
Executive Management	-	-	-	-	257,136	257,136	-	-	257,136	257,136	-	-	
Instructional Management	-	-	-	-	-	-	-	-	-	-	-	-	
Deans, Directors & Coordinators	-	-	-	-	50,000	50,000	-	-	50,000	50,000	-	-	
CFO / Director of Finance	-	-	-	-	56,705	56,705	-	-	56,705	56,705	-	-	
Operation / Business Manager	-	-	-	-	84,340	84,340	-	-	84,340	84,340	-	-	
Administrative Staff	-	-	-	-	-	-	-	-	-	-	-	-	
<b>TOTAL ADMINISTRATIVE STAFF</b>	-	-	-	-	592,597	592,597	-	-	592,597	592,597	-	-	
<b>INSTRUCTIONAL PERSONNEL COSTS</b>													
Teachers - Regular	-	-	-	-	508,190	508,190	-	-	508,190	508,190	-	-	
Teachers - SPED	-	-	-	-	78,085	78,085	-	-	78,085	78,085	-	-	
Substitute Teachers	-	-	-	-	-	-	-	-	-	-	-	-	
Teaching Assistants	-	-	-	-	272,020	272,020	-	-	272,020	272,020	-	-	
Specialty Teachers	-	-	-	-	188,233	188,233	-	-	188,233	188,233	-	-	
Aides	-	-	-	-	-	-	-	-	-	-	-	-	
Therapists & Counselors	-	-	-	-	46,680	46,680	-	-	46,680	46,680	-	-	
Other	-	-	-	-	191,702	191,702	-	-	191,702	191,702	-	-	
<b>TOTAL INSTRUCTIONAL</b>	-	-	-	-	1,284,910	1,284,910	-	-	1,284,910	1,284,910	-	-	
<b>NON-INSTRUCTIONAL PERSONNEL COSTS</b>													
Nurse	-	-	-	-	-	-	-	-	-	-	-	-	
Librarian	-	-	-	-	-	-	-	-	-	-	-	-	
Custodian	-	-	-	-	-	-	-	-	-	-	-	-	
Security	-	-	-	-	-	-	-	-	-	-	-	-	
Other	-	-	-	-	-	-	-	-	-	-	-	-	
<b>TOTAL NON-INSTRUCTIONAL</b>	-	-	-	-	-	-	-	-	-	-	-	-	
<b>SUBTOTAL PERSONNEL SERVICE COSTS</b>	-	-	-	-	1,877,507	1,877,507	-	-	1,877,507	1,877,507	-	-	
<b>PAYROLL TAXES AND BENEFITS</b>													
Payroll Taxes	-	-	-	-	206,526	206,526	-	-	206,526	206,526	-	-	
Fringe / Employee Benefits	-	-	-	-	149,892	149,892	-	-	149,892	149,892	-	-	
Retirement / Pension	-	-	-	-	37,550	37,550	-	-	37,550	37,550	-	-	
<b>TOTAL PAYROLL TAXES AND BENEFITS</b>	-	-	-	-	393,968	393,968	-	-	393,968	393,968	-	-	
<b>TOTAL PERSONNEL SERVICE COSTS</b>	-	-	-	-	2,271,475	2,271,475	-	-	2,271,475	2,271,475	-	-	
<b>CONTRACTED SERVICES</b>													
Accounting / Audit	-	-	-	-	25,000	25,000	-	-	25,000	25,000	-	-	
Legal	-	-	-	-	5,000	5,000	-	-	5,000	5,000	-	-	
Management Company Fee	-	-	-	-	-	-	-	-	-	-	-	-	
Nurse Services	-	-	-	-	-	-	-	-	-	-	-	-	
Food Service / School Lunch	-	-	-	-	-	-	-	-	-	-	-	-	
Payroll Services	-	-	-	-	5,000	5,000	-	-	5,000	5,000	-	-	
Special Ed Services	-	-	-	-	-	-	-	-	-	-	-	-	
Titement Services (i.e. Title I)	-	-	-	-	-	-	-	-	-	-	-	-	
Other Purchased / Professional / Consulting	-	-	-	-	88,800	88,800	-	-	88,800	88,800	-	-	
<b>TOTAL CONTRACTED SERVICES</b>	-	-	-	-	123,800	123,800	-	-	123,800	123,800	-	-	
<b>SCHOOL OPERATIONS</b>													
Board Expenses	-	-	-	-	3,500	3,500	-	-	3,500	3,500	-	-	
Classroom / Teaching Supplies & Materials	-	-	-	-	49,750	49,750	-	-	49,750	49,750	-	-	
Special Ed Supplies & Materials	-	-	-	-	2,000	2,000	-	-	2,000	2,000	-	-	
Textbooks / Workbooks	-	-	-	-	26,000	26,000	-	-	26,000	26,000	-	-	
Supplies & Materials other	-	-	-	-	-	-	-	-	-	-	-	-	
Equipment / Furniture	-	-	-	-	5,000	5,000	-	-	5,000	5,000	-	-	
Telephone	-	-	-	-	4,000	4,000	-	-	4,000	4,000	-	-	
Technology	-	-	-	-	24,180	24,180	-	-	24,180	24,180	-	-	
Student Testing & Assessment	-	-	-	-	30,000	30,000	-	-	30,000	30,000	-	-	
Field Trips	-	-	-	-	9,335	9,335	-	-	9,335	9,335	-	-	
Transportation (student)	-	-	-	-	3,880	3,880	-	-	3,880	3,880	-	-	
Student Services - other	-	-	-	-	40,500	40,500	-	-	40,500	40,500	-	-	
Office Expense	-	-	-	-	5,000	5,000	-	-	5,000	5,000	-	-	
Staff Development	-	-	-	-	26,000	26,000	-	-	26,000	26,000	-	-	
Staff Recruitment	-	-	-	-	24,000	24,000	-	-	24,000	24,000	-	-	
Student Recruitment / Marketing	-	-	-	-	12,500	12,500	-	-	12,500	12,500	-	-	
School Meals / Lunch	-	-	-	-	3,250	3,250	-	-	3,250	3,250	-	-	
Travel (Staff)	-	-	-	-	1,000	1,000	-	-	1,000	1,000	-	-	
Fundraising	-	-	-	-	7,500	7,500	-	-	7,500	7,500	-	-	
Other	-	-	-	-	4,000	4,000	-	-	4,000	4,000	-	-	
<b>TOTAL SCHOOL OPERATIONS</b>	-	-	-	-	281,395	281,395	-	-	281,395	281,395	-	-	
<b>FACILITY OPERATION &amp; MAINTENANCE</b>													
Insurance	-	-	-	-	35,195	35,195	-	-	35,195	35,195	-	-	
Janitorial	-	-	-	-	1,868	1,868	-	-	1,868	1,868	-	-	
Building and Land Rent / Lease	-	-	-	-	-	-	-	-	-	-	-	-	
Repairs & Maintenance	-	-	-	-	10,000	10,000	-	-	10,000	10,000	-	-	
Equipment / Furniture	-	-	-	-	-	-	-	-	-	-	-	-	
Security	-	-	-	-	-	-	-	-	-	-	-	-	
Utilities	-	-	-	-	-	-	-	-	-	-	-	-	
<b>TOTAL FACILITY OPERATION &amp; MAINTENANCE</b>	-	-	-	-	47,063	47,063	-	-	47,063	47,063	-	-	
<b>DEPRECIATION &amp; AMORTIZATION</b>													
	-	-	-	-	20,000	20,000	-	-	20,000	20,000	-	-	
<b>RESERVES / CONTINGENCY</b>	-	-	-	-	25,000	25,000	-	-	25,000	25,000	-	-	
<b>TOTAL EXPENSES</b>	-	-	-	-	2,768,733	2,768,733	-	-	2,768,733	2,768,733	-	-	
<b>NET INCOME</b>	-	-	-	-	66,622	(66,622)	-	-	66,622	(66,622)	-	-	



# Appendix E: Disclosure of Financial Interest Form

Created Tuesday, July 15, 2014

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Page 1

310100861031 MANHATTAN CS II

An Appendix E: Disclosure of Financial Interest Form must be completed for each active Trustee who served on the charter school's Board of Trustees during the 2013-14 school year. Trustees are at times difficult to track down in the summer months. Trustees may complete and submit at their leisure (but before the deadline) their individual form at:

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/>. Trustees may download and/or email their forms to you upon completion.

Trustees who are technologically advanced may complete the survey using their smartphones or other mobile devices by downloading the this bar code link to the survey <https://fluidsurveys.com/account/surveys/540612/publish/qrcode/>. (Make sure you have the bar code application reader on your phone).

If a Trustee is unable to complete the form by the deadline (i.e, out of the country), the school is responsible for submitting the information required on the form for that individual trustee.

Just send the links via email today to your Trustees requesting that they each complete their form as soon as possible.  
Thank you.

Yes, each member of the school's Board of Trustees has received a link to the Disclosure of Financial Interest Form.

Yes

Thank you.



# Appendix F: BOT Membership Table

Created Wednesday, July 02, 2014

## Page 1

310100861031 MANHATTAN CS II

### 1. Current Board Member Information

	Full Name of Individual Trustees	Position on Board (Officer or Rep).	Voting Member	Area of Expertise &/or Additional Role	Terms Served & Length (include date of election and expiration)	Committee affiliations
1	Ben Breen	Chair/President	Yes	Music	11/2009-present	Member of the Executive Committee
2	Paul O'Neill	Member	Yes	Charter schools, law	2006-present	Head of the Board Nominating Committee, Member of the Fundraising Committee, Facilities
3	Ira Greenberg	Treasurer	Yes	Finance and Budget	2005 (founding)-present	Member of the Executive Committee Head of the Finance Committee, Facilities Committee
4	Joy Elaine Daley	Member	Yes	Education	5/2009-present	Head of the Education Committee, Member of the Finance Committee
5	James Ford	Member	Yes	New schools, facilities, and governance	3/2011-present	Head of the Facilities Committee, Member of the Finance Committee
6	Jessica Leitner	Member	Yes	Fundraising	3/2011-present	Member of the Fundraising Committee, Board Nominating Committee
7	Manuel Romero	Member	Yes	Fundraising	5/2014-present	
8	Valerie Levenberg	Member	Yes	Education, accountability	5/2014-present	
9	Lisa Long	Member	Yes	Accountability	6/2014-present	
10	Tom Alwood	Member	Yes	Technology and business development; parent	3/2011-3/2014	Member of the Executive Committee Member of the Finance Committee

### 2. Total Number of Members Joining Board during the 2013-14 school year

3

### 3. Total Number of Members Departing the Board during the 2013-14 school year

1

4. According to the School's by-laws, what is the maximum number of trustees that may comprise the governing board?

13

5. How many times did the Board meet during the 2013-14 school year?

9

6. How many times will the Board meet during the 2014-15 school year?

10

Thank you.

## Enrollment and retention efforts

As Manhattan Charter School 2 grows to scale as a K-5 school, it hopes to meet if not exceed its enrollment and retention targets.

MCS2 is exceeding its FRPL targets and meeting its students with disabilities targets.

MCS2 is implementing several strategies to increase enrollment of ELL students in order to meet or exceed its effective target for ELL enrollment”

- Ensured ELL applicants receive admission preference as part of the lottery
- Bilingual Spanish/English staff in place in the school’s main office and trilingual Mandarin/Cantonese/English staff member in the classroom
- Translated our marketing and application materials in three languages and distributed in the community and to pre-Ks that serve a high percentage of ELL students
- Made our website more easily translatable into other languages with the click of a button
- Sent out a postcard with info in three languages to over 5500 families in lower Manhattan and western Brooklyn
- Advertised in Spanish-language newspaper El Diario and Chinese-language newspaper Sing Tao
- Conducted outreach, in person and in Spanish and Mandarin, to community based organizations that service a large population of English Language Learners, community by Spanish and Mandarin staff
- Recruiting more bilingual Spanish/English and Cantonese/English or Mandarin/English instructional staff

# Appendix I: Teacher and Administrator Attrition

Created Wednesday, July 02, 2014

Updated Friday, July 11, 2014

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## Page 1

Charter School Name: 310100861031 MANHATTAN CS II

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

Board of Regents-authorized charter schools should provide, for teachers and administrators only, the full time equivalent (FTE) of staff on June 30, 2013, the FTE for added staff from July 1, 2013 through June 30, 2014, and the FTE for any departed staff from July 1, 2013 through June 30, 2014 using the two tables provided.

### 2013-14 Teacher Attrition Table

FTE Teachers on June 30, 2013	FTE Teachers Additions 7/1/13 – 6/30/14	FTE Teacher Departures 7/1/13 – 6/30/14
9	7	4

### 2013-14 Administrator Position Attrition Table

FTE Administrator Positions On 6/30/2013	FTE Administrator Additions 7/1/13 – 6/30/14	FTE Administrator Departures 7/1/13 – 6/30/14
2	2	1

Thank you

# Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Tuesday, July 08, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/da0c1>

## Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

*Valerie Levenberg*

2. Charter School Name:

*Manhattan Charter School II*

3. Charter Authorizer:

*SUNY*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

---

• Other, please specify...: trustee

---

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

Valerie Lewenberg

# Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Tuesday, July 08, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/d0f4f>

## Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

*Benjamin Breen*

2. Charter School Name:

*Manhattan Charter School II*

3. Charter Authorizer:

*SUNY*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)



---

- Chair/President

- Vice Chair/Vice President

---

9. Are you a trustee and also an employee of the school?

*No*

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

*No*

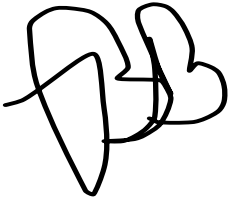
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke at the bottom.

# Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Friday, July 11, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/ca946>

## Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

*ira greenberg*

2. Charter School Name:

*Manhattan Charter School II*

3. Charter Authorizer:

*SUNY*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

---

• Treasurer

---

9. Are you a trustee and also an employee of the school?

*No*

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

*No*

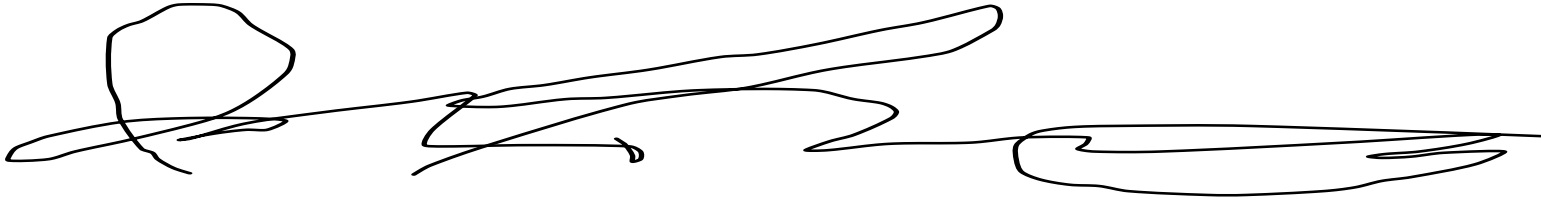
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke, extending across the width of the page.

# Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Monday, July 21, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/0f0ba>

## Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

*James E Ford*

2. Charter School Name:

*Manhattan Charter School II*

3. Charter Authorizer:

*SUNY*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

---

• Other, please specify...: Member, Executive, Facilities and Finance Committees

---

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

A handwritten signature in black ink, appearing to read "E. For". The signature is written in a cursive style with a large, looped initial "E" and a period following it, followed by the letters "For".



# Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Monday, July 28, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/e5211>

## Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

### 1. Trustee Name:

*Thomas C. Alwood*

### 2. Charter School Name:

*Manhattan Charter School II*

### 3. Charter Authorizer:

*SUNY*

### 4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

### 5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

### 6. \*Daytime Phone Number:

### 7. \*E-mail Address:

### 8. Select all positions you held on Board:

(check all that apply)

- 
- Secretary
- 

9. Are you a trustee and also an employee of the school?

*No*

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

*No*

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

A handwritten signature in black ink, appearing to read "James S. [unclear]", written across the page.

# Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Tuesday, July 29, 2014

Updated Monday, May 18, 2015

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/fb460>

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## Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

*Manuel Romero*

2. Charter School Name:

*Manhattan Charter School II*

3. Charter Authorizer:

*SUNY*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

---

• Other, please specify...: member

---

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

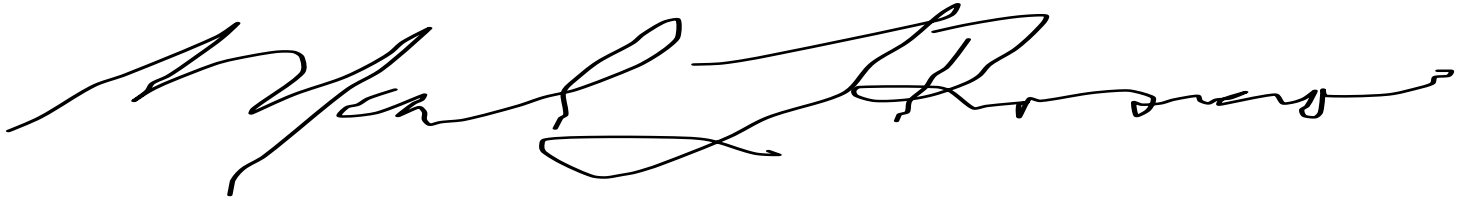
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

A handwritten signature in black ink, appearing to read "Michael L. Brown". The signature is written in a cursive style with a large, sweeping initial "M".

# Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Monday, August 04, 2014

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/52679>

## Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Joy Elaine Daley

2. Charter School Name:

Manhattan Charter School II

3. Charter Authorizer:

SUNY

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

---

• Other, please specify...: member

---

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No



Page 2

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

# Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Monday, March 30, 2015

<https://fluidsurveys.com/account/surveys/540612/responses/export//surveys/vickie-smith/appendix-e-trustee-disclosure-form/5c1b8>

## Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

*Jessica Aronin Leitner*

2. Charter School Name:

*Manhattan Charter School II*

3. Charter Authorizer:

*SUNY*

4. \*Your Home Address:

4. \*Your Home Address: | Street Address

4. \*Your Home Address: | City/State

4. \*Your Home Address: | Zip

5. \*Your Business Address

5. \*Your Business Address | Street Address

5. \*Your Business Address | City/State

5. \*Your Business Address | Zip

6. \*Daytime Phone Number:

7. \*E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

---

• Other, please specify...: Member

---

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

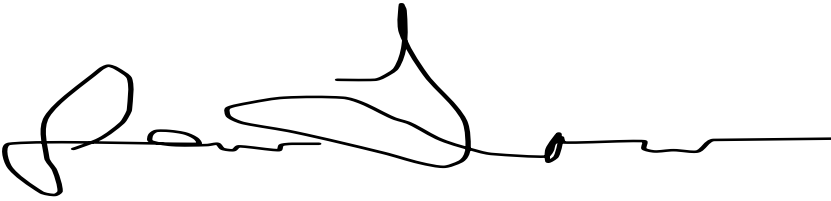
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke at the end.