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: 06/28/2019 • Last updated: 08/01/2019

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 (Select name from the drop down menu)	NEW YORK CITY MONTESSORI CHARTER SCHOOL
a1. Popular School Name (Optional)	(No response)
b. CHARTER AUTHORIZER (As of June 30th, 2019) Please select the correct authorizer as of June 30, 2019 or you may not be assigned the correct tasks.	Regents Authorized Charter School
c. DISTRICT / CSD OF LOCATION	NYC CSD 7
d. DATE OF INITIAL CHARTER	12/2010
e. DATE FIRST OPENED FOR INSTRUCTION	09/2011

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

MISSION STATEMENT

The New York City Montessori Charter School will empower children to be critical thinkers and creative problem solvers with strong social skills so that they can succeed in their world and continue to learn in their pursuit of higher education as they prepare for careers needed in the 21st Century.

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

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

Variable 1	Differentiated instruction: This key design element is implemented in all classes. In addition to assigning differentiated followup tasks after whole group instruction, teachers work with small groups or individual children to provide lessons at different skill levels. This occurs during the scheduled "independent work time" when students are working independently under the supervision of one of their teacher supervises. To facilitate appropriate use of this independent work time, each child has a work plan. This plan is prepared with the teacher and includes assignments geared to the student's particular needs, levels of progress, and/or learning styles. It also gives students an opportunity to devote different amounts of time to different tasks, according to their needs.
Variable 2	Continuous ongoing assessment: This design element is implemented in several ways. On a daily basis, teachers use checklists to record specific acquisitions, for example, in phonics, sight words, number bonds and the like. They are also used to record errors and omissions. Montessori tasks with materials are sequenced in order of complexity and difficulty and are self correcting, so the completion of a task also serves to monitor progress. Some math lessons require exit tickets. Teachers also make observations daily and may write anecdotal records. All these forms of ongoing assessment serve to make immediate decisions according to each child's emergent needs, and for daily and weekly planning. More formal assessments are made periodically, for example, running records, tests and performance tasks. They are used to make decisions on grouping, longer term planning and promotion.

Variable 3	Specially designed materials: All our classrooms are equipped with the set of manipulative materials designed by Maria Montessori and her followers to give physical representation to abstract concepts and procedures, such as place value, math operations or grammatical constructions. Both Piagetian and more recent research indicate that manipulating such materials allows students to build accurate mental representations of concepts and procedures. The variety of Montessori materials made available in the classroom also allows for different learning styles and needs. Our students use them every day. We have modified some of the ways in which these materials are used, so that they correspond more to the reasoning and open ended problem solving emphasized in the CCLS based curricula we have adopted.
Variable 4	Mixed age groups: Mixed age grouping has several advantages. It maximizes teaching and learning time, as students do not spend time every year getting to know new teachers, classrooms, or peer groups. It helps maintain the established class culture and procedures since returning students act as models for incoming students. Since students of different ages are not expected to perform equally, competition is reduced and children of lesser ability pass unnoticed, which is particularly beneficial for at risk children. Multiage grouping also offers opportunities for peer tutoring, peer modeling, and peer reinforcing, all of which we have seen to have helped out students develop feelings of respect, cooperation, empathy, and a sense of community.
Variable 5	Time and practice to achieve mastery: The amount of repetition and the time needed for processing information and mastering skills vary according to the child, the skill, and the topic. To give students the opportunity for longer times on task, daily schedules in the NYCMCS include a long block of time for students to work independently on their Work Plan assignments.
Variable 6	Individual Work Plans, Independence and the freedom and ability to make choices: As indicated above, the NYCMCS uses Individual Work Plans for students to make decisions on how to use their independent work time and be held accountable for their actions.
Variable 7	Prepared Environment: This important element in the Montessori approach is implemented fully in the NYCMCS. Every day, teachers check the organization of the materials on their shelves in order to ensure that all students will be able to locate the materials they will need to carry out their differentiated assignments independently. The furniture and

	classrooms are in muted colors and walls are uncluttered, in order to avoid distracting students' attention from their work.
Variable 8	(No response)
Variable 9	(No response)
Variable 10	(No response)

Need additional space for variables No

h. SCHOOL WEB ADDRESS (URL) www.nycmcs.org

i. TOTAL MAX APPROVED ENROLLMENT FOR THE 2018-19 SCHOOL YEAR (exclude Pre-K program enrollment) 295

j. TOTAL STUDENT ENROLLMENT ON JUNE 30, 2019 (exclude Pre-K program enrollment) 267

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

l1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION? No

FACILITIES INFORMATION

m. FACILITIES

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

	No, just one site.

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	423 East 138th Street, Bronx, NY 10454	347 226 9094	NYC CSD 7	K 5	5

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Abeku Hayes	[redacted]		
Operational Leader	Wanda Andujar			
Compliance Contact	Wanda Andujar			
Complaint Contact	Abeku Hayes			
DASA Coordinator	Monica Benjamin			
Phone Contact for After Hours Emergencies	Abeku Hayes			

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

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)

https://nysed_cso_reports.fluidreview.com/resp/90859890/yFPTXS6fVy/

Site 1 Fire Inspection Report

https://nysed_cso_reports.fluidreview.com/resp/90859890/nBJtmqxAKU/

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	Wanda Andujar
Position	Assistant Principal, Operations
Phone/Extension	[redacted]
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 stylist on your mobile device to sign your name).

Yes

Signature, Head of Charter School

Signature, President of the Board of Trustees

Date 2019/08/01

Thank you.

August 1, 2019

Following a recent inspection, the Fire Inspection Certificate is not yet available. The Certificate will be included with the November 1st submission of the Annual Report.

NYC Buildings

Certificate of Occupancy

CO Number: 200153671T024

Permissible Use and Occupancy

All Building Code occupancy group designations are 1968 designations, except RES, COM, or PUB which are 1938 Building Code occupancy group designations.

Floor From To	Maximum persons permitted	Live load lbs per sq. ft.	Building Code occupancy group	Dwelling or Rooming Units	Zoning use group	Description of use
CEL		OG				MECHANICAL METER ROOM
MEZ	60	100	H-2		3A	DAY CARE FACILITY: 20 CHILDREN 3-4 YEARS AND 2 TEACHERS, 26 CHILDREN, 4-5 YEARS AND 2 TEACHERS, ACCESSORY OFFICES
001	24	OG	G		3A	SCHOOL LOBBY
001		100	H-2		3A	DAY CARE FACILITY: 10 CHILDREN , 0-12 MONTHS AND 2 TEACHERS, 10 CHILDREN, 12-24 MONTHS AND 2 TEACHERS, 10 CHILDREN, 2-3 YEARS AND 2 TEACHERS, 13 CHILDREN, 2-3 YEARS AND 2 TEACHERS, 10 CHILDREN, 1-2 YEARS, AND 2 TEACHERS, ACCESSORY OFFICES.
001	30	OG	E		4A	MEDICAL OFFICES, MEDICAL OFFICE LOBBY
001	60	OG	C		6A	3 STORES (LAUNDRY, PHARMACY, RETAIL STORE)
002	6	100	G		3A	KITCHEN IN CONJUNCTION WITH SCHOOL, CAFETERIA IN CONJUNCTION WITH SCHOOL.
002	136	100	G		3A	SCHOOL
002	50	100	E		4A	COMMUNITY CENTER,OFFICES(ACESSORY)
003		100	G		3B	OUTDOOR PLAY AREA IN CONJUNCTION WITH SCHOOL.
003	175	100	G		3A	SCHOOL
004	215	100	G		3A	SCHOOL

Borough Commissioner

Commissioner

DOCUMENT CONTINUES ON NEXT PAGE

Entry 2 NYS School Report Card Link

Last updated: 07/05/2019

NEW YORK CITY MONTESSORI CHARTER SCHOOL

1. CHARTER AUTHORIZER (As of June 30th, 2019) (For technical reasons, please re select authorizer name from the drop down menu).	REGENTS Authorized Charter School
2. NEW YORK STATE REPORT CARD **Provide a direct URL or web link to the most recent New York State School Report Card for the charter school (See https://reportcards.nysed.gov/).** **(Charter schools completing year one will not yet have a School Report Card or link to one. Please type "URL is not available" in the space provided.)**	https://data.nysed.gov/essa.php?instid=800000070182&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&nysaa=1&feddata=1

Entry 3 Progress Toward Goals

Created: 06/28/2019 • Last updated: 10/16/2019

PROGRESS TOWARD CHARTER GOALS

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

1. ACADEMIC STUDENT PERFORMANCE GOALS

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

2018-19 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal Met or Not Met	Indicate if data is not available. If/when available, Describe Efforts School Will Take If Goal Is Not Met
Academic Goal 1	Each year, the school will earn a score sufficient to place it at or above the 75th percentile of all schools on the "Performance" section of the citywide Progress Report for students in 3rd 5th grades.	NYS 3rd 8th Grade ELA and Math examination results		Progress toward this goal cannot be measured as the NYC DOE changes the format of the Progress report, and this information is no longer available.
Academic Goal 2				
Academic Goal 3				
Academic Goal 4				
Academic Goal 5				

Academic Goal 6				
Academic Goal 7				
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

2. Do have more academic goals to add? No

3. Do have more academic goals to add? No

4. ORGANIZATIONAL GOALS

2018-19 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal Met or Not Met	If Not Met, Describe Efforts School Will Take
Org Goal 1	Each year the school will have a daily student attendance rate of at least 95 percent.	ATS attendance records	Not Met	While this goal was not met, the school has made significant progress in increasing the attendance rate over the past school year, missing the goal by less than one percentage point. Therefore, we will continue to implement the strategies used last year, which include frequent communication with transient families to

				reinforce the importance of attendance and ensuring adequate busing from the NYC Office of Pupil Transportation.
Org Goal 2	Each year the school will comply with all applicable laws, rules, regulations and contract terms and have in place and maintain effective systems, policies, procedures and other controls for ensuring that legal and charter requirements are met.	Board Policies and Minutes of Meetings, Personnel Manual, Family Manual.	Met	
Org Goal 3	Each year, student enrollment will be within 10% of full enrollment as defined in the school's contract.	ATS Attendance records	Met	
Org Goal 4	Each year teacher retention of high performing staff will be high.	Accepted re hire letters.	Met	
Org Goal 5	Each class will have at least one teacher who is Montessori certified or in training.	Employee Records	Not Met	The school intends to submit a material change to revise this goal for the coming school year. Through ongoing assessment and reviews of student performance, we have found that the inclusion of Montessori trained teachers on our roster does not facilitate greater student performance or greater implementation of our school model when weighed against the financial

				implications.
Org Goal 6				
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add? No

6. FINANCIAL GOALS

2018-19 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal Met or Not Met	If Not Met, Describe Efforts School Will Take
Financial Goal 1	Upon completion of the school's first year of operation and every year thereafter, the school will undergo an independent financial audit that will result in an unqualified opinion and no major findings.	Independent Financial Audit findings	Met	
Financial Goal 2	Each year, the school will operate on a balanced budget and maintain a stable cash flow.	Monthly financial statements	Met	
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add? No

Thank you.

Entry 4 Expenditures per Child

Created: 06/28/2019 • Last updated: 07/25/2019

NEW YORK CITY MONTESSORI CHARTER SCHOOLSection 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	5811816
Line 2: Year End FTE student enrollment	267
Line 3: Divide Line 1 by Line 2	21773

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)	575265
Line 2: Management and General Cost (Column)	325376
Line 3: Sum of Line 1 and Line 2	900641
Line 5: Divide Line 3 by the Year End FTE student enrollment	3374

Thank you.

New York City Montessori Charter School

Financial Statements

June 30, 2019 and 2018

PKF O'CONNOR DAVIES
ACCOUNTANTS AND ADVISORS

Independent Auditors' Report

Board of Trustees
New York City Montessori Charter School

Report on the Financial Statements

We have audited the accompanying financial statements of New York City Montessori Charter School (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.

PKF O'Connor Davies, LLP is a member firm of the PKF International Limited network of legally independent firms and does not accept any responsibility or liability for the actions or inactions on the part of any other individual member firm or firms.

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, New York City Montessori Charter School 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.

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.

Harrison, New York
September 16, 2019

New York City Montessori Charter School

Statements of Financial Position

	June 30, 2019	June 30, 2018
ASSETS		
Current Assets		
Cash and cash equivalents	$ 1,287,421	$ 705,823
Grants and contracts receivable	243,805	339,633
Prepaid expenses and other current assets	36,720	33,051
Total Current Assets	1,567,946	1,078,507
Property and equipment, net	124,042	160,072
Security deposits	231,189	229,716
Restricted cash	100,000	75,000
	$ 2,023,177	$ 1,543,295
LIABILITIES AND NET ASSETS		
Current Liabilities		
Accounts payable and accrued expenses	$ 143,021	$ 165,006
Accrued payroll and payroll taxes	314,669	296,429
Deferred rent, current portion	151,164	119,100
Refundable advances	-	12,028
Total Current Liabilities	608,854	592,563
Deferred rent	401,418	552,582
Total Liabilities	1,010,272	1,145,145
Net assets, without donor restrictions	1,012,905	398,150
	$ 2,023,177	$ 1,543,295

See notes to financial statements

New York City Montessori Charter School

Statements of Activities

	Year Ended June 30,	
	2019	2018
REVENUE AND SUPPORT		
State and local per pupil operating revenue		
General and special education	$ 5,206,150	$ 5,049,686
Universal pre-kindergarten	505,068	459,009
Facilities	413,023	382,532
Federal grants	318,504	315,747
State grants	17,176	20,921
Other income	686	1,927
Total Revenue and Support	6,460,607	6,229,822
EXPENSES		
Program Services		
Regular education	2,986,414	2,726,959
Special education	1,808,723	1,964,240
Other education	403,789	348,586
Total Program Services	5,198,926	5,039,785
Supporting Services		
Management and general	646,926	630,239
Total Expenses	5,845,852	5,670,024
Change in Net Assets	614,755	559,798
NET ASSETS (DEFICIT)		
Beginning of year	398,150	(161,648)
End of year	$ 1,012,905	$ 398,150

See notes to financial statements

New York City Montessori Charter School

Statement of Functional Expenses
Year Ended June 30, 2019

	No. of Positions	Program Services: Regular Education	Program Services: Special Education	Program Services: Other Education	Program Services: Total	Management and General	Total
Personnel Services Costs							
Administrative staff personnel	11	$ 254,417	$ 109,383	$ 8,293	$ 372,093	$ 307,326	$ 679,419
Instructional personnel	47	1,252,019	818,779	202,193	2,272,991	-	2,272,991
Non-instructional personnel	1	32,997	11,060	-	44,057	-	44,057
Total Salaries and Staff	59	1,539,433	939,222	210,486	2,689,141	307,326	2,996,467
Fringe benefits and payroll taxes		293,786	179,241	40,169	513,196	58,650	571,846
Accounting and audit services		-	-	-	-	21,250	21,250
Other purchased, professional and consulting services		142,016	83,411	18,693	244,120	70,585	314,705
Building and land rent/lease		719,247	438,819	98,342	1,256,408	143,587	1,399,995
Repairs and maintenance		13,717	8,369	1,875	23,961	2,738	26,699
Insurance		17,290	10,549	2,364	30,203	3,451	33,654
Utilities		54,276	33,114	7,421	94,811	10,836	105,647
Supplies and materials		58,472	27,081	4,918	90,471	-	90,471
Staff development		31,459	19,194	4,301	54,954	6,227	61,181
Marketing and recruitment		6,083	2,224	92	8,399	135	8,534
Technology		19,617	11,968	2,682	34,267	3,916	38,183
Student services		4,747	2,896	649	8,292	947	9,239
Office expense		49,767	30,363	6,805	86,935	9,992	96,927
Bad debt		1,028	627	141	1,796	204	2,000
Depreciation and amortization		35,476	21,645	4,851	61,972	7,082	69,054
Total Expenses		$ 2,986,414	$ 1,808,723	$ 403,789	$ 5,198,926	$ 646,926	$ 5,845,852

See notes to financial statements

New York City Montessori Charter School

Statement of Functional Expenses
Year Ended June 30, 2018

	No. of Positions	Program Services: Regular Education	Program Services: Special Education	Program Services: Other Education	Program Services: Total	Management and General	Total
Personnel Services Costs							
Administrative staff personnel	10	$ 292,394	$ 102,902	$ 7,895	$ 403,191	$ 290,057	$ 693,248
Instructional personnel	47	1,122,951	922,832	175,170	2,220,953	-	2,220,953
Non-instructional personnel	1	4,880	1,919	-	6,799	-	6,799
Total Salaries and Staff	58	1,420,225	1,027,653	183,065	2,630,943	290,057	2,921,000
Fringe benefits and payroll taxes		333,321	241,186	42,965	617,472	68,074	685,546
Legal services		-	-	-	-	1,616	1,616
Accounting and audit services		-	-	-	-	22,250	22,250
Other purchased, professional and consulting services		107,425	77,068	13,729	198,222	78,641	276,863
Building and land rent/lease		663,682	480,230	85,548	1,229,460	135,545	1,365,005
Repairs and maintenance		11,570	8,372	1,491	21,433	2,364	23,797
Insurance		15,246	11,031	1,965	28,242	3,114	31,356
Utilities		43,380	31,389	5,592	80,361	8,858	89,219
Supplies and materials		31,968	16,013	1,775	49,756	-	49,756
Staff development		9,731	7,042	1,254	18,027	1,988	20,015
Marketing and recruitment		4,190	1,878	90	6,158	143	6,301
Technology		11,548	8,356	1,489	21,393	2,358	23,751
Food services		91	55	10	156	-	156
Student services		1,050	760	135	1,945	214	2,159
Office expense		38,635	27,956	4,980	71,571	7,889	79,461
Depreciation and amortization		34,897	25,251	4,498	64,646	7,128	71,773
Total Expenses		$ 2,726,959	$ 1,964,240	$ 348,586	$ 5,039,785	$ 630,239	$ 5,670,024

See notes to financial statements

New York City Montessori Charter School

Statements of Cash Flows

	Year Ended June 30,	
	2019	2018
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	$ 614,755	$ 559,798
Adjustments to reconcile change in net assets to net cash from operating activities		
Depreciation and amortization	69,054	71,773
Bad debt expense	2,000	-
Deferred rent	(119,100)	(87,743)
Changes in operating assets and liabilities		
Grants and contracts receivable	95,828	(129,681)
Prepaid expenses and other current assets	(5,669)	4,634
Security deposits	(1,473)	-
Accounts payable and accrued expenses	(21,985)	(835)
Accrued payroll and payroll taxes	18,240	15,176
Refundable advances	(12,028)	(246)
Net Cash from Operating Activities	639,622	432,876
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchases of property and equipment	(33,024)	(18,999)
Restricted cash	(25,000)	-
Net Cash from Investing Activities	(58,024)	(18,999)
Net Change in Cash and Cash Equivalents	581,598	413,877
CASH AND CASH EQUIVALENTS		
Beginning of year	705,823	291,946
End of year	$ 1,287,421	$ 705,823

See notes to financial statements

1. Organization and Tax Status

New York City Montessori Charter School (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 December 14, 2010 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 renewed the School's charter for an additional three-year term expiring on June 30, 2022. The School is an elementary school in the South Bronx neighborhood of New York that empowers its children to be critical thinkers and creative problem solvers with strong social skills so that they can succeed in their world and learn in their pursuit of higher education as they prepare for careers needed in the 21st century. Classes commenced in the Bronx, New York, in September 2011, and the School provided education to approximately 268 students in grades kindergarten through fifth during the 2018-2019 academic year.

Beginning in September 2014, the School was awarded a contract with the New York City Department of Education ("NYCDOE") to operate a universal pre-kindergarten program. The NYCDOE renewed the School's contract for one additional year expiring on June 30, 2020. The School provided education to approximately 50 students during the 2018-2019 academic year.

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.

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.

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

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 were reclassified as net assets without donor restrictions.

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.

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.

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.

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 it is expensed as incurred.

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 and 4 years
Furniture and fixtures	5 years
Website development	3 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.

Deferred Rent

The School records its rent in accordance with U.S. GAAP whereby all rental payments, including fixed rent increases, are recognized on a straight-line basis. The difference between the straight-line rent expense and the required lease payments, as well as any unamortized lease incentives, is reflected in deferred rent in the accompanying statements of financial position.

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.

Marketing and Recruitment

Marketing and recruitment costs are expensed as incurred for staff and student recruitment. Marketing and recruitment expense for the years ended June 30, 2019 and 2018 was $8,534 and $6,301.

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

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.

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. 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 and no allowance for doubtful accounts has been provided.

4. Property and Equipment

Property and equipment consists of the following at June 30:

	2019	2018
Computers and equipment	$ 205,294	$ 183,015
Furniture and fixtures	272,842	263,672
Website development	1,200	1,200
Software	4,816	3,241
Leasehold improvements	235,100	235,100
	719,252	686,228
Accumulated depreciation and amortization	(595,210)	(526,156)
	$ 124,042	$ 160,072

5. 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:

Cash and cash equivalents	$ 1,287,421
Grants and contracts receivable	243,805
	$ 1,531,226

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 debt instruments.

6. 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 $1,137,000 and $531,000 of cash was maintained with an institution in excess of FDIC limits.

7. 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 95% of its 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.

8. Commitments

In March 2012, the School entered into a 10 year non-cancelable operating lease for permanent office and classroom space beginning July 1, 2012 and ending on June 30, 2022. In September 2013 and June 2014 the School entered into a first and second lease amendment, respectively, to lease additional space in their existing building to accommodate an increase in student enrollment and the addition of pre-kindergarten program.

Beginning July 1, 2017, the minimum lease payments shall increase based on the excess of the Consumer Price Index ("CPI") as issued by the Bureau of Labor Statistics of the United States Department of Labor for moderate income families over the Base Price Index that exists as of the month in which the commencement date occurs. In no event can the increase for each year be less than 2.25% from the prior year's net rental. The future minimum lease payments include an increase of 2.25% beginning July 1, 2018.

8. Commitment *(continued)*

Future minimum lease payments are as follows for years ending June 30:

2020	$ 1,457,088
2021	1,489,873
2022	1,523,395
	$ 4,470,356

Rent expense under this lease for each of the years ended June 30, 2019 and 2018 was $1,305,925.

9. 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.

*****

PKF O'CONNOR DAVIES
ACCOUNTANTS AND ADVISORS

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
New York City Montessori Charter School

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of New York City Montessori Charter School (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.

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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 entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Harrison, New York
September 16, 2019

New York City Montessori Charter School

Auditors' Communication on Internal Control

June 30, 2019

PKF O'CONNOR DAVIES
ACCOUNTANTS AND ADVISORS

Board of Trustees
New York City Montessori Charter School

Auditors' Communication on Internal Control

In planning and performing our audit of the financial statements of New York City Montessori Charter School (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, audit committee, Board of Trustees, 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

PKF O'CONNOR DAVIES, LLP
500 Mamaroneck Avenue, Harrison, NY 10528 I Tel: 914.381.8900 I Fax: 914.381.8910 I www.pkfod.com

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NYSED.gov Annual Financial Statement Audit Report

School Name:	New York City Montessori Charter School
Date (Report is due Nov. 1):	November 1, 2019
Primary District of Location (If NYC select NYC DOE):	New York City Department of Education
If located in NYC DOE select CSD:	-
School Fiscal Contact Name:	Abeku Hayes
School Fiscal Contact Email:	[redacted]
School Fiscal Contact Phone:	
School Audit Firm Name:	PKF O'Connor Davies
School Audit Contact Name:	Gus Saliba
School Audit Contact Email:	[redacted]
School Audit Contact Phone:	
Audit Period:	2018-19
Prior Year:	2017-18

The following items are required to be included:

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

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

Item	If not included, state the reason(s) below (if not applicable fill in N/A):
Management Letter	
Management Letter Response	
Federal Single Audit (A-133)	
Corrective Action Plan	

New York City Montessori Charter School
Statement of Financial Position
as of June 30

	2019	2018
CURRENT ASSETS		
Cash and cash equivalents	$ 1,387,420	$ 780,824
Grants and contracts receivable	-	-
Accounts receivables	245,094	342,191
Prepaid Expenses	35,432	30,494
Contributions and other receivables	-	-
Other current assets	-	-
TOTAL CURRENT ASSETS	1,667,946	1,153,508
NON-CURRENT ASSETS		
Property, Building and Equipment, net	$ 124,044	$ 160,073
Restricted Cash	-	-
Security Deposits	231,189	229,716
Other Non-Current Assets	-	-
TOTAL NON-CURRENT	355,232	389,789
TOTAL ASSETS	**2,023,178**	**1,543,297**
CURRENT LIABILITIES		
Accounts payable and accrued expenses	$ 143,019	$ 165,006
Accrued payroll, payroll taxes and benefits	314,669	296,429
Current Portion of Loan Payable	-	-
Due to Related Parties	-	-
Refundable Advances	-	-
Deferred Revenue	-	12,028
Other Current Liabilities	-	-
TOTAL CURRENT	457,688	473,463
LONG-TERM LIABILITIES		
Loan Payable; Due in More than One Year	$ -	$ -
Deferred Rent	552,582	671,682
Due to Related Party	-	-
Other Long-Term Liabilities	-	-
TOTAL LONG-TERM	552,582	671,682
TOTAL LIABILITIES	1,010,270	1,145,145

NET ASSETS		
Unrestricted	$ 1,012,908	$ 398,152
Temporarily restricted	-	-
Permanently restricted	-	-
TOTAL NET ASSETS	1,012,908	398,152
TOTAL LIABILITIES AND NET ASSETS	**2,023,178**	**1,543,297**

New York City Montessori Charter School
Statement of Activities
as of June 30

	2019			2018
	Unrestricted	Temporarily Restricted	Total	Total
OPERATING REVENUE				
State and Local Per Pupil Revenue - Reg. Ed	$ 4,095,388	$ -	$ 4,095,388	$ 4,003,510
State and Local Per Pupil Revenue - SPED	980,677	-	980,677	943,223
State and Local Per Pupil Facilities Revenue	413,023	-	413,023	382,532
Federal Grants	318,504	-	318,504	315,747
State and City Grants	17,176	-	17,176	20,921
Other Operating Income	635,153	-	635,153	561,962
Food Service/Child Nutrition Program	-	-	-	-
TOTAL OPERATING REVENUE	6,459,921	-	6,459,921	6,227,896
EXPENSES				
Program Services				
Regular Education	$ 2,986,413	$ -	$ 2,986,413	$ 2,726,959
Special Education	1,808,722	-	1,808,722	1,964,239
Other Programs	403,789	-	403,789	348,585
Total Program Services	5,198,924	-	5,198,924	5,039,783
Management and general	646,928	-	646,928	630,241
Fundraising	-	-	-	-
TOTAL EXPENSES	5,845,852	-	5,845,852	5,670,024
SURPLUS / (DEFICIT) FROM OPERATIONS	614,070	-	614,070	557,872
SUPPORT AND OTHER REVENUE				
Interest and Other Income	$ -	$ -	$ -	$ -
Contributions and Grants	686	-	686	1,927
Fundraising Support	-	-	-	-
Investments	-	-	-	-
Donated Services	-	-	-	-
Other Support and Revenue	-	-	-	-
TOTAL SUPPORT AND OTHER REVENUE	686	-	686	1,927
Net Assets Released from Restrictions / Loss on Disposal	$ -	$ -	$ -	$ -
CHANGE IN NET ASSETS	614,756	-	614,756	559,799
NET ASSETS - BEGINNING OF YEAR	$ 398,152	$ -	$ 398,152	$ (161,647)
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-

NET ASSETS - END OF YEAR	$ 1,012,908	$ -	$ 1,012,908	$ 398,152

New York City Montessori Charter School
Statement of Cash Flows
as of June 30

	2019	2018
CASH FLOWS - OPERATING ACTIVITIES		
Increase (decrease) in net assets	$ 614,756	$ 559,799
Revenues from School Districts	-	-
Accounts Receivable	(241,446)	(2,288)
Due from School Districts	-	-
Depreciation	69,054	71,773
Grants Receivable	338,544	(129,680)
Due from NYS	-	-
Grant revenues	-	-
Prepaid Expenses	(4,938)	6,919
Accounts Payable	(14,039)	(5,383)
Accrued Expenses	(7,948)	4,548
Accrued Liabilities	18,240	15,177
Contributions and fund-raising activities	-	-
Miscellaneous sources	-	-
Deferred Revenue	(12,028)	(246)
Interest payments	-	-
Other	-	-
Other	-	-
NET CASH PROVIDED FROM OPERATING ACTIVITIES	$ 760,194	$ 520,619
CASH FLOWS - INVESTING ACTIVITIES	$	$
Purchase of equipment	(34,497)	(18,999)
Other	-	-
NET CASH PROVIDED FROM INVESTING ACTIVITIES	$ (34,497)	$ (18,999)
CASH FLOWS - FINANCING ACTIVITIES	$	$
Principal payments on long-term debt	(119,100)	(87,743)
Other	-	-
NET CASH PROVIDED FROM FINANCING ACTIVITIES	$ (119,100)	$ (87,743)
NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS	$ 606,597	$ 413,877
Cash at beginning of year	780,824	366,946
CASH AND CASH EQUIVALENTS AT END OF YEAR	$ 1,387,420	$ 780,824

New York City Montessori Charter School
Statement of Functional Expenses
as of June 30

		2019						
		Program Services				Supporting Services		
	No. of Positions	Regular Education	Special Education	Other Education	Total	Fundraising	Management and General	Total
Personnel Services Costs		$	$	$	$	$	$	$
Administrative Staff Personnel	11.00	254,417	109,383	8,293	372,093	-	307,326	307,326
Instructional Personnel	47.00	1,252,019	818,779	202,193	2,272,991	-	-	-
Non-Instructional Personnel	1.00	32,997	11,060	-	44,057	-	-	-
Total Salaries and Staff	59.00	1,539,433	939,222	210,486	2,689,140	-	307,326	307,326
Fringe Benefits & Payroll Taxes		293,786	179,241	40,169	513,196	-	58,650	58,650
Retirement		-	-	-	-	-	-	-
Management Company Fees		-	-	-	-	-	-	-
Legal Service		-	-	-	-	-	-	-
Accounting / Audit Services		-	-	-	-	-	21,250	21,250
Other Purchased / Professional / Consulting Services		142,016	83,411	18,693	244,119	-	70,587	70,587
Building and Land Rent / Lease		719,247	438,819	98,342	1,256,408	-	143,587	143,587
Repairs & Maintenance		13,717	8,369	1,875	23,961	-	2,738	2,738
Insurance		17,290	10,549	2,364	30,202	-	3,452	3,452
Utilities		54,276	33,114	7,421	94,811	-	10,835	10,835
Supplies / Materials		58,473	27,081	4,918	90,472	-	-	-
Equipment / Furnishings		-	-	-	-	-	-	-
Staff Development		31,459	19,194	4,301	54,955	-	6,280	6,280
Marketing / Recruitment		6,083	2,224	92	8,400	-	135	135
Technology		19,617	11,968	2,682	34,268	-	3,916	3,916
Food Service		-	-	-	-	-	-	-
Student Services		4,747	2,896	649	8,292	-	948	948
Office Expense		50,795	30,990	6,945	88,730	-	10,140	10,140
Depreciation		35,476	21,645	4,851	61,972	-	7,082	7,082
OTHER		-	-	-	-	-	-	-
Total Expenses		$ 2,986,413	$ 1,808,722	$ 403,789	$ 5,198,924	$ -	$ 646,928	$ 646,928

	2018
Total	
$	$
679,419	693,247
2,272,991	2,220,952
44,057	6,799
2,996,466	2,920,998
571,846	685,546
-	-
-	-
-	1,616
21,250	22,250
314,706	276,863
1,399,995	1,365,005
26,699	23,797
33,654	31,356
105,647	89,219
90,472	49,757
-	-
61,235	20,015
8,534	6,301
38,184	23,751
-	155
9,239	2,159
98,870	79,462
69,054	71,773
-	-
$ 5,845,852	$ 5,670,024

Entry 5c Additional Financial Docs

Created: 07/18/2019 • Last updated: 11/01/2019

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

Section Heading

1. Management Letter

https://nysed_cso_reports.fluidreview.com/resp/109702149/8mMIunnVv3/

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

2. Form 990

https://nysed_cso_reports.fluidreview.com/resp/109702149/FlNDqRIBTE/

Explanation for not uploading the Form 990.	An extension has been requested. Confirmation has been uploaded.

3. Federal Single Audit

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

(No response)

Explanation for not uploading the Federal Single Audit.	N/A. The school did not expend $750,000 in federal funding.

4. CSP Agreed Upon Procedure Report

(No response)

Explanation for not uploading the procedure report.	N/A. The school did not receive CSP funding.

5. Evidence of Required Escrow Account

***Note:* For BOR schools chartered or renewed after the 2017-2018 school year, the escrow account per school is $100,000.**

https://nysed_cso_reports.fluidreview.com/resp/109702149/pN6H0Nalce/

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

6. Corrective Action Plan

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

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

(No response)

Explanation for not uploading the Corrective Action Plan.	N/A. A Corrective Action Plan is not required.

New York City Montessori Charter School

Auditors' Communication on Internal Control

June 30, 2019

PKF O'CONNOR DAVIES
ACCOUNTANTS AND ADVISORS

Board of Trustees
New York City Montessori Charter School

Auditors' Communication on Internal Control

In planning and performing our audit of the financial statements of New York City Montessori Charter School (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, audit committee, Board of Trustees, 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

PKF O'CONNOR DAVIES, LLP
500 Mamaroneck Avenue, Harrison, NY 10528 I Tel: 914.381.8900 I Fax: 914.381.8910 I www.pkfod.com

PKF O'Connor Davies, LLP is a member firm of the PKF International Limited network of legally independent firms and does not accept any responsibility or liability for the actions or inactions on the part of any other individual member firm or firms.

Product: **Exempt Extension**
Name: **New York City Montessori Charter School**
FEIN: ********6258**

Category:

IRS Center: **Ogden**
e-Postmark: **10/15/2019 4:18 PM**

Notification:

Fiscal Year Begin Date: **7/1/2018**

Fiscal Year End Date: **6/30/2019**

eSigned:

Return Information

Date	Return ID	Type of Activity	Submission ID	Refund/ (Due)	Updated By	eSign Date
10/14/2019	18X:1339110.000:V1	Upload Started			Terra,Christian	
10/14/2019		Ready to Release by Customer				
10/15/2019		Released for Transmission - Validation in Progress			Dietz, Kelly	
10/15/2019		Ready to transmit - Validation Complete				
10/15/2019		Transmitted to FD	26242320192880353e55			
10/15/2019		Accepted by FD on 10/15/2019				

CHASE

JPMorgan Chase Bank, N.A.
P O Box 182051
Columbus, OH 43218-2051

June 01, 2019 through June 28, 2019
Primary Account [redacted]

CUSTOMER SERVICE INFORMATION

Web site:	**www.Chase.com**
Service Center:	**1-877-425-8100**
Deaf and Hard of Hearing:	1-800-242-7383
Para Espanol:	1-888-622-4273
International Calls:	1-713-262-1679

00040806DRE 802 21908419 NNNNNNNNNNN0 1 00 D20
NEW YORK CITY MONTESSORI CHARTER SCHOOL
OPERATING ACCOUNT
423 E 138TH ST
BRONX NY 10454-3041

[redacted]

CONSOLIDATED BALANCE SUMMARY

ASSETS

Checking & Savings	ACCOUNT	BEGINNING BALANCE THIS PERIOD	ENDING BALANCE THIS PERIOD
Chase Performance Business Checking	[redacted]	$1,634,448.46	$1,310,283.35
Chase Performance Business Checking	[redacted]	100,000.00	100,000.00
Chase Performance Business Checking	[redacted]	2,141.47	3,667.59
Chase Business Select High Yield Savings	[redacted]	1.00	1.00
Total		**$1,736,590.93**	**$1,413,951.94**

TOTAL ASSETS	**$1,736,590.93**	**$1,413,951.94**

0

CHASE PERFORMANCE BUSINESS CHECKING

NEW YORK CITY MONTESSORI CHARTER SCHOOL
OPERATING ACCOUNT

Account Number: [redacted]

CHECKING SUMMARY

	INSTANCES	AMOUNT
Beginning Balance		**$1,634,448.46**
Deposits and Additions	7	209,568.94
Checks Paid	33	-216,062.25
Electronic Withdrawals	49	-317,671.80
Ending Balance	**89**	**$1,310,283.35**

Your account ending in 3601 is linked to this account for overdraft protection.

DEPOSITS AND ADDITIONS

DATE	DESCRIPTION	AMOUNT
06/14	Nys Osc ACH Ap00041886453 CCD ID: [redacted]	$53,458.00
06/17	Deposit	630.00
06/19	Nys Osc ACH Ap00041901589 CCD ID: [redacted]	76,627.00
06/26	The City of New Payments 201906243764530 CT [redacted]	75,757.50
06/28	Deposit	1,681.80
06/28	Deposit	814.64
06/28	Deposit	600.00
Total Deposits and Additions		**$209,568.94**

CHECKS PAID

CHECK NO.	DESCRIPTION	DATE PAID	AMOUNT
13449 ^		06/06	$7,486.13
13461 * ^		06/14	200.00
13466 * ^		06/03	10,140.00
13467 ^		06/03	118,752.00
13469 * ^		06/07	2,664.00
13470 ^		06/05	5,396.25
13471 ^		06/06	11,574.23
13472 ^		06/05	3,697.60
13473 ^		06/17	3,936.00
13474 ^		06/20	12,361.00
13475 ^		06/06	289.00
13476 ^		06/13	506.00
13477 ^		06/12	75.00
13478 ^		06/17	1,347.00
13479 ^		06/21	1,376.30
13480 ^		06/20	29.00
13481 ^		06/27	229.79
13482 ^		06/24	952.35
13483 ^		06/24	3,300.00
13484 ^		06/27	850.00
13485 ^		06/26	590.00
13486 ^		06/25	8,400.00
13488 * ^		06/25	3,248.10
13489 ^		06/24	4,304.39
13490 ^		06/24	534.00
13491 ^		06/26	3,161.12
13492 ^		06/24	251.73

CHECKS PAID *(continued)*

CHECK NO.	DESCRIPTION	DATE PAID	AMOUNT
13493 ^		06/19	138.43
13498 * ^		06/28	675.81
13501 * ^		06/26	4,177.51
13503 * ^		06/28	86.85
13505 * ^		06/24	332.66
13507 * ^		06/26	5,000.00
Total Checks Paid			**$216,062.25**

If you see a description in the Checks Paid section, it means that we received only electronic information about the check, not the original or an image of the check. As a result, we're not able to return the check to you or show you an image.

* All of your recent checks may not be on this statement, either because they haven't cleared yet or they were listed on one of your previous statements.

^ An image of this check may be available for you to view on Chase.com.

ELECTRONIC WITHDRAWALS

DATE	DESCRIPTION	AMOUNT
06/03	Sbl Fastmoney [redacted] PPD ID: 9870848783	$75.00
06/03	Discovery Benefi Debcardtx [redacted] CCD ID: 1900058554	60.00
06/04	Discovery Benefi Debcardtx [redacted] CCD ID: 1900058554	112.85
06/04	Discovery Benefi Debcardtx [redacted] CCD ID: 1900058554	94.75
06/04	Discovery Benefi Debcardtx [redacted] CCD ID: 1900058554	11.00
06/05	Little Bird Hr Bill.Com 016Soslxx12Pbor CCD ID: 3204895317	37,822.17
06/05	Discovery Benefi Debcardtx [redacted] CCD ID: 1900058554	6.08
06/06	06/06 Online Transfer To Chk ...6520 Transaction#: [redacted]	5,000.00
06/06	31679 New York C Dir Dep 31679 CCD ID: 2364227403	15,000.00
06/06	Paylocity Corpor Tax Col CCD ID: 7364227403	1,147.50
06/06	Discovery Benefi Debcardtx [redacted] CCD ID: 1900058554	274.71
06/06	31679 New York C Billing 31679 CCD ID: 1364227403	54.50
06/07	Discovery Benefi Debcardtx [redacted] CCD ID: 1900058554	583.17
06/07	Sbl Fastmoney 201428000 PPD ID: 9870848783	75.00
06/10	Discovery Benefi Debcardtx [redacted] CCD ID: 1900058554	274.33
06/11	Discovery Benefi Claim Fund [redacted] CCD ID: 1900058554	245.00
06/11	Discovery Benefi Debcardtx [redacted] CCD ID: 1900058554	83.08
06/11	Discovery Benefi Debcardtx [redacted] CCD ID: 1900058554	72.15
06/11	Discovery Benefi Debcardtx [redacted] CCD ID: 1900058554	11.98
06/12	Discovery Benefi Debcardtx [redacted] CCD ID: 1900058554	4.88
06/13	31679 New York C Dir Dep 31679 CCD ID: 2364227403	83,654.49
06/13	Paylocity Corpor Tax Col CCD ID: 7364227403	37,534.33
06/13	31679 New York C Trust 31679 CCD ID: 9320459000	1,414.50
06/13	31679 New York C Trust 31679 CCD ID: 9320459000	381.76
06/13	Discovery Benefi Debcardtx [redacted] CCD ID: 1900058554	6.00
06/14	Discovery Benefi Debcardtx [redacted] CCD ID: 1900058554	134.96
06/14	31679 New York C Billing 31679 CCD ID: 1364227403	134.00
06/17	Sbl Fastmoney 201428000 PPD ID: 9870848783	75.00
06/17	Discovery Benefi Debcardtx [redacted] CCD ID: 1900058554	9.08
06/18	Discovery Benefi Claim Fund [redacted] CCD ID: 1900058554	400.00
06/18	Discovery Benefi Debcardtx [redacted] CCD ID: 1900058554	363.50

ELECTRONIC WITHDRAWALS *(continued)*

DATE	DESCRIPTION	AMOUNT
06/18	ADT Security Ser Adtpapach 402030735 PPD ID: 8881323080	229.79
06/18	Discovery Benefi Debcardtx [redacted] CCD ID: 1900058554	10.21
06/19	Discovery Benefi Debcardtx [redacted] CCD ID: 1900058554	4.85
06/20	Discovery Benefi Debcardtx [redacted] CCD ID: 1900058554	50.92
06/21	Discovery Benefi Debcardtx [redacted] CCD ID: 1900058554	309.97
06/24	Discovery Benefi Debcardtx [redacted] CCD ID: 1900058554	20.31
06/25	Discovery Benefi Debcardtx [redacted] CCD ID: 1900058554	154.84
06/25	Discovery Benefi Debcardtx [redacted] CCD ID: 1900058554	40.91
06/25	Discovery Benefi Debcardtx [redacted] CCD ID: 1900058554	12.97
06/26	Discovery Benefi Debcardtx [redacted] CCD ID: 1900058554	40.00
06/27	31679 New York C Dir Dep 31679 CCD ID: 2364227403	86,454.78
06/27	Paylocity Corpor Tax Col CCD ID: 7364227403	41,277.00
06/27	31679 New York C Trust 31679 CCD ID: 9320459000	1,942.93
06/27	31679 New York C Trust 31679 CCD ID: 9320459000	853.01
06/27	Discovery Benefi Debcardtx [redacted] CCD ID: 1900058554	190.92
06/28	31679 New York C Billing 31679 CCD ID: 1364227403	415.00
06/28	Dlx For Business Bus Prod [redacted] CCD ID: 1411877307	379.98
06/28	Discovery Benefi Debcardtx [redacted] CCD ID: 1900058554	167.64
Total Electronic Withdrawals		**$317,671.80**

The monthly service fee of $30.00 was waived this period because you maintained a relationship balance (combined business deposits) of $35,000.00 or more.

DAILY ENDING BALANCE

DATE	AMOUNT	DATE	AMOUNT	DATE	AMOUNT
06/03	$1,505,421.46	06/12	1,413,366.10	06/21	1,399,474.01
06/04	1,505,202.86	06/13	1,289,869.02	06/24	1,389,778.57
06/05	1,458,280.76	06/14	1,342,858.06	06/25	1,377,921.75
06/06	1,417,454.69	06/17	1,338,120.98	06/26	1,440,710.62
06/07	1,414,132.52	06/18	1,337,117.48	06/27	1,308,912.19
06/10	1,413,858.19	06/19	1,413,601.20	06/28	1,310,283.35
06/11	1,413,445.98	06/20	1,401,160.28		

SERVICE CHARGE SUMMARY

Chase Performance Business Checking Accounts Included: [redacted]

Maintenance Fee	$0.00	Waived by checking and relationship balances
Excess Product Fees	$0.00	
Other Service Charges	$0.00	
Total Service Charges	**$0.00**	

SERVICE CHARGE SUMMARY *(continued)*

TRANSACTIONS FOR SERVICE FEE CALCULATION	NUMBER OF TRANSACTIONS
Checks Paid / Debits	95
Deposits / Credits	7
Deposited Items	1
Total Transactions	**103**

SERVICE CHARGE DETAIL

DESCRIPTION	VOLUME	ALLOWED	CHARGED	PRICE/ UNIT	TOTAL
Your Product Includes:					
ACCOUNT [redacted]					
Waived Monthly Service Fee	0			$30.00	$0.00
Transactions	103	0	103	$0.00	$0.00
Subtotal					**$0.00**
Other Fees					
Electronic Credits	3	999,999,999	0	$0.40	$0.00
Non-Electronic Transactions	100	250	0	$0.40	$0.00
Cash Deposited					
Branch Deposit - Immediate Verification	$2,911	$20,000	$0	$0.0025	$0.00
Total Service Charge					**$0.00**
ACCOUNT [redacted]					
Non-Electronic Transactions	14				
ACCOUNT [redacted]					
Electronic Credits	3				
Non-Electronic Transactions	86				
Cash Deposited					
Branch Deposit - Immediate Verification	$2,911				

CHASE PERFORMANCE BUSINESS CHECKING

NEW YORK CITY MONTESSORI CHARTER SCHOOL

Account Number: [redacted]

ESCROW ACCOUNT

CHECKING SUMMARY

	INSTANCES	AMOUNT
Beginning Balance		**$100,000.00**
Ending Balance	**0**	**$100,000.00**

Your account ending in 3601 is linked to this account for overdraft protection.

The fees for this account are included in the fee information for account ---------- [redacted].

CHASE PERFORMANCE BUSINESS CHECKING

NEW YORK CITY MONTESSORI CHARTER SCHOOL

Account Number: [redacted]

DEBIT ACCOUNT

CHECKING SUMMARY

	INSTANCES	AMOUNT
Beginning Balance		**$2,141.47**
Deposits and Additions	2	5,506.00
ATM & Debit Card Withdrawals	14	-3,979.88
Ending Balance	**16**	**$3,667.59**

Your account ending in 3601 is linked to this account for overdraft protection.

DEPOSITS AND ADDITIONS

DATE	DESCRIPTION	AMOUNT
06/06	Online Transfer From Chk ...6538 Transaction#: [redacted]	$5,000.00
06/13	Card Purchase Return 06/12 Statue Cruises Jersey City NJ Card 9568	506.00
Total Deposits and Additions		**$5,506.00**

ATM & DEBIT CARD WITHDRAWALS

DATE	DESCRIPTION	AMOUNT
06/03	Card Purchase 06/01 Indeed 203-564-2400 CT Card 9568	$448.39
06/03	Card Purchase 06/02 Cheap *Moving Boxes Httpswww.Rtic TX Card 9568	713.77
06/07	Card Purchase 06/06 Statue Cruises Jersey City NJ Card 9568	506.00
06/12	Card Purchase 06/11 Mta*Mnr Station Tix New York NY Card 9568	1,347.00
06/17	Recurring Card Purchase 06/14 Dri*Crashplan For Sb 952-9084089 MN Card 9568	10.88
06/18	Card Purchase 06/17 Uber *Trip 800-592-8996 CA Card 9568	27.62
06/18	Card Purchase 06/17 Tst* Boqueria - Ues New York NY Card 9568	105.38
06/20	Card Purchase 06/19 Dunkin #350647 Q35 Bronx NY Card 9568	59.95
06/20	Card Purchase 06/19 Abc 99 Cent Nyc Inc Bronx NY Card 9568	4.02
06/24	Card Purchase 06/21 Ezcaterempanada Mama 8004881803 MA Card 9568	223.60
06/24	Card Purchase 06/23 Indeed 203-564-2400 CT Card 9568	500.93
06/24	Recurring Card Purchase 06/24 Adobe *Acropro Subs 800-833-6687 CA Card 9568	16.32
06/25	Card Purchase 06/24 Uber *Trip 800-592-8996 CA Card 9568	8.01
06/25	Card Purchase 06/24 Uber *Trip 800-592-8996 CA Card 9568	8.01
Total ATM & Debit Card Withdrawals		**$3,979.88**

ATM & DEBIT CARD SUMMARY

Abeeku B Hayes Card 9568

Total ATM Withdrawals & Debits	$0.00
Total Card Purchases	$3,979.88
Total Card Deposits & Credits	$506.00

ATM & Debit Card Totals

Total ATM Withdrawals & Debits	$0.00
Total Card Purchases	$3,979.88

Total Card Deposits & Credits	$506.00

The fees for this account are included in the fee information for account ---------- [redacted].

DAILY ENDING BALANCE

DATE	AMOUNT
06/03	$979.31
06/06	5,979.31
06/07	5,473.31
06/12	4,126.31
06/13	4,632.31
06/17	4,621.43
06/18	4,488.43
06/20	4,424.46
06/24	3,683.61
06/25	3,667.59

CHASE BUSINESS SELECT HIGH YIELD SAVINGS

NEW YORK CITY MONTESSORI CHARTER SCHOOL

Account Number: [redacted]

MONEY MARKET ACCOUNT

SAVINGS SUMMARY

	INSTANCES	AMOUNT
Beginning Balance		**$1.00**
Ending Balance	**0**	**$1.00**

Annual Percentage Yield Earned This Period	0.00%

The monthly service fee for this account was waived as an added feature of Chase Performance Business Checking account.

You earned a higher interest rate on your Chase Business Select High Yield Savings account during this statement period because you had a qualifying Chase Performance Business Checking account.

30 deposited items are provided with your account each month. There is a $0.20 fee for each additional deposited item.

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC FUNDS TRANSFERS: Call us at 1-866-564-2262 or write us at the address on the front of this statement (non-personal accounts contact Customer Service) immediately if you think your statement or receipt is incorrect or if you need more information about a transfer listed on the statement or receipt.

For personal accounts only: We must hear from you no later than 60 days after we sent you the FIRST statement on which the problem or error appeared. Be prepared to give us the following information:

- Your name and account number
- The dollar amount of the suspected error
- A description of the error or transfer you are unsure of, why you believe it is an error, or why you need more information.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days (or 20 business days for new accounts) to do this, we will credit your account for the amount you think is in error so that you will have use of the money during the time it takes us to complete our investigation

IN CASE OF ERRORS OR QUESTIONS ABOUT NON-ELECTRONIC TRANSACTIONS: Contact the bank immediately if your statement is incorrect or if you need more information about any non-electronic transactions (checks or deposits) on this statement. If any such error appears, you must notify the bank in writing no later than 30 days after the statement was made available to you. For more complete details, see the Account Rules and Regulations or other applicable account agreement that governs your account. Deposit products and services are offered by JPMorgan Chase Bank, N.A. Member FDIC

JPMorgan Chase Bank, N.A. Member FDIC

Entry 5d Financial Services Contact Information

Created: 06/28/2019 • Last updated: 07/05/2019

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

NEW YORK CITY MONTESSORI CHARTER SCHOOLSection Heading

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Abeku Hayes	[redacted]	

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Gus Saliba, PKF O'Connor Davies, LLP	[redacted]		8

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years with Firm
	Charter School Business Management	Viviana Torres	[redacted]			8

New York State Education Department

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

2018-19 Budget & Cash Flow Template

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

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

New York City Montessori Charter School

PROJECTED BUDGET FOR 2019-2020

July 1, 2019 to June 30, 2020

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

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	4,256,729	1,005,703	526,200	-	759,660	6,548,292
Total Expenses	2,639,849	2,696,192	458,952	-	733,195	6,528,189
Net Income	1,616,880	(1,690,490)	67,249	-	26,464	20,103
Actual Student Enrollment	220	58	52			272
Total Paid Student Enrollment	-	-				-

		PROGRAM SERVICES			SUPPORT SERVICES		
		REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
REVENUE							
REVENUES FROM STATE SOURCES							
Per Pupil Revenue	**CY** Per Pupil Rate						
District of Location	*$15,307.00*	3,638,689	-	-	-	642,122	4,280,810
School District 2 (Enter Name)		-	-	-	-	-	-
School District 3 (Enter Name)		-	-	-	-	-	-
School District 4 (Enter Name)		-	-	-	-	-	-
School District 5 (Enter Name)		-	-	-	-	-	-
		3,638,689				642,122	4,280,810
Special Education Revenue		-	879,241	-	-	-	879,241
Grants							
Stimulus		-	-	-	-	-	-
Other - Per Pupil Revenue		433,156	5,869	526,200	-	70,538	1,035,763
Other State Revenue		-	-	-	-	-	-
TOTAL REVENUE FROM STATE SOURCES		4,071,845	885,110	526,200		712,660	6,195,815
REVENUE FROM FEDERAL FUNDING							
IDEA Special Needs		-	54,400	-	-	-	54,400
Title I		152,311	54,531	-	-	-	206,842
Title Funding - Other		32,573	11,662	-	-	-	44,235
School Food Service (Free Lunch)		-	-	-	-	-	-
Grants							
Charter School Program (CSP) Planning & Implementation		-	-	-	-	-	-
Other		-	-	-	-	-	-
Other Federal Revenue		-	-	-	-	-	-
TOTAL REVENUE FROM FEDERAL SOURCES		184,884	120,593				305,477
LOCAL and OTHER REVENUE							
Contributions and Donations, Fundraising		-	-	-	-	-	-
Erate Reimbursement		-	-	-	-	47,000	47,000
Interest Income, Earnings on Investments,		-	-	-	-	-	-
NYC-DYCD (Department of Youth and Community Developmt.)		-	-	-	-	-	-
Food Service (Income from meals)		-	-	-	-	-	-
Text Book		-	-	-	-	-	-
Other Local Revenue		-	-	-	-	-	-
TOTAL REVENUE FROM LOCAL and OTHER SOURCES						47,000	47,000
TOTAL REVENUE		4,256,729	1,005,703	526,200		759,660	6,548,292
EXPENSES							
ADMINISTRATIVE STAFF PERSONNEL COSTS	No. of Positions						
Executive Management	1.00	92,325	30,775	7,694	-	23,081	153,875
Instructional Management	3.00	154,267	76,408	-	-	17,141	247,816
Deans, Directors & Coordinators	1.00	5,490	-	-	-	610	6,100

New York City Montessori Charter School

PROJECTED BUDGET FOR 2019-2020

July 1, 2019 to June 30, 2020

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

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	4,256,729	1,005,703	526,200	-	759,660	6,548,292
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Net Income	1,616,880	(1,690,490)	67,249	-	26,464	20,103
Actual Student Enrollment	220	58	52			272
Total Paid Student Enrollment	-	-				-

		PROGRAM SERVICES			SUPPORT SERVICES		
		REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
CFO / Director of Finance	1.00	-	-	-	-	76,408	76,408
Operation / Business Manager	1.00	-	-	-	-	76,408	76,408
Administrative Staff	4.00	60,310	11,000	3,000	-	132,172	206,482
TOTAL ADMINISTRATIVE STAFF	**11**	**312,392**	**118,183**	**10,694**		**325,820**	**767,089**
INSTRUCTIONAL PERSONNEL COSTS							
Teachers - Regular	14.00	718,918	-	163,390	-	-	882,308
Teachers - SPED	20.00	-	1,241,275	-	-	-	1,241,275
Substitute Teachers	-	-	-	-	-	-	-
Teaching Assistants	8.00	269,043	-	61,146	-	-	330,190
Specialty Teachers	1.00	53,407	-	12,138	-	-	65,545
Aides	-	-	-	-	-	-	-
Therapists & Counselors	1.00	-	65,500	-	-	-	65,500
Other	-	-	-	-	-	-	-
TOTAL INSTRUCTIONAL	**44**	**1,041,368**	**1,306,775**	**236,675**			**2,584,818**
NON-INSTRUCTIONAL PERSONNEL COSTS							
Nurse	-	-	-	-	-	-	-
Librarian	-	-	-	-	-	-	-
Custodian	-	-	-	-	-	-	-
Security	-	-	-	-	-	-	-
Other	-	52,000	50,000	-	-	27,000	129,000
TOTAL NON-INSTRUCTIONAL		**52,000**	**50,000**			**27,000**	**129,000**
SUBTOTAL PERSONNEL SERVICE COSTS	**55**	**1,405,760**	**1,474,958**	**247,368**		**352,820**	**3,480,907**
PAYROLL TAXES AND BENEFITS							
Payroll Taxes		114,570	120,209	20,161	-	28,755	283,694
Fringe / Employee Benefits		180,621	189,512	31,784	-	45,333	447,250
Retirement / Pension		-	-	-	-	-	-
TOTAL PAYROLL TAXES AND BENEFITS		**295,191**	**309,721**	**51,944**		**74,087**	**730,944**
TOTAL PERSONNEL SERVICE COSTS		**1,700,951**	**1,784,679**	**299,312**		**426,907**	**4,211,851**
CONTRACTED SERVICES							
Accounting / Audit		-	-	-	-	87,500	87,500
Legal		-	-	-	-	1,500	1,500
Management Company Fee		-	-	-	-	-	-
Nurse Services		-	-	-	-	-	-
Food Service / School Lunch		-	-	-	-	-	-
Payroll Services		27,696	29,059	4,874	-	6,951	68,580
Special Ed Services		-	-	-	-	-	-
Titlement Services (i e. Title I)		7,364	2,636	-	-	-	10,000
Other Purchased / Professional / Consulting		84,240	75,800	18,351	-	25,609	204,000
TOTAL CONTRACTED SERVICES		**119,299**	**107,495**	**23,225**		**121,560**	**371,580**
SCHOOL OPERATIONS							

New York City Montessori Charter School

PROJECTED BUDGET FOR 2019-2020

July 1, 2019 to June 30, 2020

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

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	4,256,729	1,005,703	526,200	-	759,660	6,548,292
Total Expenses	2,639,849	2,696,192	458,952	-	733,195	6,528,189
Net Income	1,616,880	(1,690,490)	67,249	-	26,464	20,103
Actual Student Enrollment	220	58	52			272
Total Paid Student Enrollment	-	-				-

	PROGRAM SERVICES			SUPPORT SERVICES		
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Board Expenses	-	-	-	-	250	250
Classroom / Teaching Supplies & Materials	16,497	7,365	4,074	-	-	27,936
Special Ed Supplies & Materials	-	-	-	-	-	-
Textbooks / Workbooks	17,532	6,940	1,852	-	-	26,324
Supplies & Materials other	-	-	-	-	-	-
Equipment / Furniture	-	-	-	-	-	-
Telephone	3,978	4,174	700	-	998	9,850
Technology	9,026	9,470	1,588	-	2,265	22,350
Student Testing & Assessment	2,866	1,371	963	-	-	5,200
Field Trips	551	264	185	-	-	1,000
Transportation (student)	-	-	-	-	-	-
Student Services - other	4,038	4,237	711	-	1,014	10,000
Office Expense	32,009	33,585	5,633	-	8,034	79,260
Staff Development	50,050	23,502	1,421	-	2,027	77,000
Staff Recruitment	1,212	1,271	213	-	304	3,000
Student Recruitment / Marketing	5,155	1,845	-	-	-	7,000
School Meals / Lunch	-	-	-	-	-	-
Travel (Staff)	162	169	28	-	41	400
Fundraising	-	-	-	-	-	-
Other - School Operations	10,944	11,483	1,926	-	2,747	27,100
TOTAL SCHOOL OPERATIONS	**154,020**	**105,676**	**19,294**		**17,680**	**296,670**
FACILITY OPERATION & MAINTENANCE						
Insurance	14,135	14,830	2,487	-	3,548	35,000
Janitorial	-	-	-	-	-	-
Building and Land Rent / Lease	569,907	597,960	100,285	-	143,036	1,411,188
Repairs & Maintenance	10,460	10,975	1,841	-	2,625	25,900
Equipment / Furniture	-	-	-	-	-	-
Security	-	-	-	-	-	-
Utilities	38,770	40,678	6,822	-	9,730	96,000
TOTAL FACILITY OPERATION & MAINTENANCE	**633,271**	**664,443**	**111,435**		**158,939**	**1,568,088**
DEPRECIATION & AMORTIZATION	32,308	33,898	5,685	-	8,109	80,000
DISSOLUTION ESCROW & RESERVES / CONTIGENCY	-	-	-	-	-	-
TOTAL EXPENSES	**2,639,849**	**2,696,192**	**458,952**		**733,195**	**6,528,189**
NET INCOME	**1,616,880**	**(1,690,490)**	**67,249**	**-**	**26,464**	**20,103**

ENROLLMENT - *School Districts Are Linked To Above Entries*	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED
District of Location	220	58	220
School District 2 (Enter Name)			-
School District 3 (Enter Name)			-
School District 4 (Enter Name)			-
School District 5 (Enter Name)			-

New York City Montessori Charter School

PROJECTED BUDGET FOR 2019-2020

July 1, 2019 to June 30, 2020

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

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	4,256,729	1,005,703	526,200	-	759,660	6,548,292
Total Expenses	2,639,849	2,696,192	458,952	-	733,195	6,528,189
Net Income	1,616,880	(1,690,490)	67,249	-	26,464	20,103
Actual Student Enrollment	220	58	52			272
Total Paid Student Enrollment	-	-				-

	PROGRAM SERVICES			SUPPORT SERVICES		
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
TOTAL ENROLLMENT	220	58	220			
REVENUE PER PUPIL	19,349	17,340	2,392			
EXPENSES PER PUPIL	11,999	46,486	2,086			

Assumptions
DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
GenEd + PreK
Based on 255 students
Based on 3 students 20-60% / 38 students >60%
FAMIS, Rent, NYS Appropriation

Assumptions
DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
GenEd + PreK
1 DOF
1 DOO
Teaching Associates
1 PE, 1 Art, 1 Music
Mental Health Counselor

Assumptions
DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
GenEd + PreK

Assumptions
DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
GenEd + PreK

	NYC MONTESSORI CHARTER SCHOOL	FY19-20 BUDGET DRAFT								GenEd
	Total Revenue	6,548,292								220
	Total Expenses	6,528,189							w/o PreK	74%
	NET INCOME	20,102							w/ PreK	55%
										40%
	INCOME			GenEd	SpEd	Other	Fund	M&G		GenEd
	4100 State Grants									
District of Location	4101 Per Pupil Allocations	4,280,810	Increase enrollment each year to target 265	85%				15%		3,638,689
Other - Per Pupil Revenue	4101 1 Pre-K - Per Pupil Allocations	526,200	Based on 52 students			100%				-
Special Education Revenue	4102 Per Pupil Allocations for SPED	879,241	Based on 12 students 20-60% / 46 students >60%		100%					-
Other - Per Pupil Revenue	4103 NYSTL	16,324	Based on $61 60/student	74%	26%					12,020
Other - Per Pupil Revenue	4104 NYSSL	4,187	Based on $15 80/student	74%	26%					3,083
Other - Per Pupil Revenue	4105 NYSLIB	1,749	Based on $6 60/student	74%	26%					1,288
Other - Per Pupil Revenue	4108 Rent Relief	436,158	Based on Gd 4 & 5 enrollment (76)	85%				15%		370,734
Other - Per Pupil Revenue	4110 Per Pupil - One time adjustment allocation	51,145	One time Appropriation/Student	90%				10%		46,031
	Total 4100 State Grants	**6,195,815**								
	4200 Federal Grants									
DEA Special Needs	4201 IDEA for Sp Ed	54,400	Based on prior year actual payment received		100%					-
Erate Reimbursement	4202 E-Rate for Tech/Comm	47,000	Based on 2019 expected amount (BEN 16061735)					100%		-
Title I	4203 Title I	206,842	Based on FY18-19 funding	74%	26%					152,311
Title Funding - Other	4204 Title IIA	29,721	Based on FY18-19 funding (no prior year carryover expected)	74%	26%					21,885
Title Funding - Other	4206 Title Other	14,514	Based on FY18-19 funding (Title IV)	74%	26%					10,688
	Total 4200 Federal Grants	**352,477**								
	4300 Contributions									
Contributions and Donations	4302 Unrestricted Contributions	-								-
	Total 4300 Contr butions	**-**								
	4400 Miscellaneous Income									
	4403 Misc Income									-
	Total 4400 Miscellaneous Income									
	TOTAL INCOME	**6,548,292**								**4,256,729**
	EXPENSES									
	5000 Compensation									
	Total 5100 Administrative	767,089	See Staff Plan							312,392
	Total 5200 Instructional Staff	1,278,043	See Staff Plan	81%	0%	19%				1,041,368 52
	Total 5300 Special Education	1,306,775	See Staff Plan		100%					-
	Total 5350 Non-Instructional Staff	129,000	Bonus Potential							52,000
	Total 5400 Incentive	-								-
	Total 5000 Compensation	**3,480,907**								**1,405,761**
	5500 Benefits									
Payroll Taxes	5501 FUTA	-		40%	42%	7%	0%	10%		-
Payroll Taxes	5502 Social Security - EmployER Expense	215,816	FICA - 6 2%	40%	42%	7%	0%	10%		87,157 17
Payroll Taxes	5505 Medicare - EmployER Expense	50,473	FICA - 1 45%	40%	42%	7%	0%	10%		20,383 53
Payroll Taxes	5509 Metro NY-City Tax	17,405	01% of total compensation	40%	42%	7%	0%	10%		7,028 80
Fringe / Employee Benefits	5510 NY State Unemployment Insurance	6,000	1 25% of total compensation	40%	42%	7%	0%	10%		2,423 09
Fringe / Employee Benefits	5511 Worker's Compensation Expense	36,000	1 25% of total compensation	40%	42%	7%	0%	10%		14,538 56
Fringe / Employee Benefits	5512 NY Disability	6,000	02% of total compensation	40%	42%	7%	0%	10%		2,423 09
Fringe / Employee Benefits	5513 Medical Insurance	396,000	12% of total compensation	40%	42%	7%	0%	10%		159,924 19
Fringe / Employee Benefits	5514 Dental Insurance	-		40%	42%	7%	0%	10%		-
Fringe / Employee Benefits	5515 STD, LTD, Life Ins	-		40%	42%	7%	0%	10%		-
Fringe / Employee Benefits	5516 Vision Insurance	-		40%	42%	7%	0%	10%		-

Fringe / Employee Benefits	5520 Retirement 401(K)/403(B) Fees	1,250	assume 2% increase	40%	42%	7%	0%	10%		504 81
Fringe / Employee Benefits	5521 TransitChek Fees	2,000	assume 2% increase	40%	42%	7%	0%	10%		807 70
	Total 5500 Benefits	**730,944**								
	6100 Administrative Expenses									
Office Expense	6101 Office Supplies - General	25,000	assume 3% increase	40%	42%	7%	0%	10%		10,096 22
Office Expense	6102 Office Furniture (Non Asset)	-	assume 3% increase	40%	42%	7%	0%	10%		-
Office Expense	6103 Office Equipment (Non Asset)	50,760	assume 3% increase	40%	42%	7%	0%	10%		20,499 37
Office Expense	6106 Postage and Delivery	3,500	assume 3% increase	40%	42%	7%	0%	10%		1,413 47
Other - School Operations	6107 Dues & Subscriptions	27,000	assume 5% increase	40%	42%	7%	0%	10%		10,903 92
Staff Development	6108 Team Building/Staff Lunch & App	15,000	assume 3% increase	40%	42%	7%	0%	10%		6,057 73
Travel (Staff)	6109 Staff Travel	400	assume 3% increase	40%	42%	7%	0%	10%		161 54
Insurance	6110 Insurance - General	35,000	assume 10% increase	40%	42%	7%	0%	10%		14,134 71
Student Services - other	6111 School Events	10,000	assume 3% increase	40%	42%	7%	0%	10%		4,038 49
	Total 6100 Administrative Expenses	**166,660**								
	6200 Professional Services									
Accounting / Audit	6202 Audit Fees	27,500	assume 10% increase					100%		-
Payroll Services	6203 Payroll Services	68,580	assume 3% increase	40%	42%	7%	0%	10%		27,695 96
Legal	6204 Legal Services - Paid	1,500	assume 3% increase					100%		-
Accounting / Audit	6207 Financial Management Services	60,000	assume 3% increase					100%		-
Other Purchased / Professional / Consulting	6208 Custodian Services	100,000	assume 10% increase	40%	42%	7%	0%	10%		40,384 90
Other Purchased / Professional / Consulting	6210 Substitute Teacher Services	40,000	3% increase	55%	26%	19%				22,047 14
Other Purchased / Professional / Consulting	6213 Temporary Staffing Services	10,000	3% increase					100%		-
Titlement Services (i.e. Title I)	6218 NYCSI Services	10,000	3% increase	74%	26%					7,363 64
Other Purchased / Professional / Consulting	6222 Security Services	54,000	assume 10% increase	40%	42%	7%	0%	10%		21,807 84
	Total 6200 Professional Services	**371,580**								
	6300 Professional Development									
	6310 Staff Development									
Staff Development	6313 Instructional Staff PD	57,000	3% increase - includes all PD	74%	26%					41,972 73
Board Expenses	6321 Board Expenses	250	3% increase - board meetings					100%		-
	Total 6300 Professional Development	**57,250**								
	6400 Marketing and Staff/Student Rec									
Staff Recruitment	6402 Staff Recruiting	3,000	3% increase	40%	42%	7%	0%	10%		1,211 55
Student Recruitment / Marketing	6405 Advertising	7,000	3% increase	74%	26%					5,154 55
	Total 6400 Marketing and Staff/Student Rec	**10,000**								
	6500 Fundraising Expenses									
	6502 Events									-
	Total 6500 Fundraising Expenses									
	7100 Curriculum & Classroom Expenses									
Classroom / Teaching Supplies & Materials	7102 Classroom Supplies & Materials - General	17,000	3% increase	55%	26%	19%				9,370 03
Textbooks / Workbooks	7104 Curriculum Textbooks & Other Curricula	10,000	3% increase	55%	26%	19%				5,511 78
Textbooks / Workbooks	7108 NYSTL Expense	16,324	3% increase	74%	26%					12,020 40
Classroom / Teaching Supplies & Materials	7109 NYSSL Expense	4,187	3% increase	74%	26%					3,083 15
Classroom / Teaching Supplies & Materials	7110 NYSLIB Expense	1,749	3% increase	74%	26%					1,287 90
Classroom / Teaching Supplies & Materials	7111 Library Books	500	3% increase	55%	26%	19%				275 59
Student Testing & Assessment	7112 Standardized Test Materials/Assessment Expense	5,200	3% increase	55%	26%	19%				2,866 13
Classroom / Teaching Supplies & Materials	7113 Art/Music Supplies	3,500	3% increase	55%	26%	19%				1,929 12
Classroom / Teaching Supplies & Materials	7115 Sport Equipment	1,000	3% increase	55%	26%	19%				551 18
Field Trips	7116 Student Field Trips	1,000	3% increase	55%	26%	19%				551 18
School Meals / Lunch	7117 Food Service/School Meals	-	3% increase	55%	26%	19%				-
	Total 7100 Curriculum & Classroom Expenses	**60,460**								
	8100 Facility									
Building and Land Rent / Lease	8101 Rent	1,466,352	based on current lease agreement through 6/30/22	40%	42%	7%	0%	10%		592,184 73
Building and Land Rent / Lease	8101 1 Deferred Rent	(151,164)	based on def rent sch	40%	42%	7%	0%	10%		(61,047 42)
Building and Land Rent / Lease	8101 2 Property Taxes	96,000	3% increase	40%	42%	7%	0%	10%		38,769 50
Utilities	8102 Utilities	96,000	3% increase	40%	42%	7%	0%	10%		38,769 50
Repairs & Maintenance	8104 Repairs and Maintenance	25,000	3% increase	40%	42%	7%	0%	10%		10,096 22
Repairs & Maintenance	8106 Extermination Contract	900	3% increase	40%	42%	7%	0%	10%		363 46
	Total 8100 Facility	**1,533,088**								

	8200 Technology/Communication Expense										
Telephone	8201 Phone and Internet	6,600	3% increase		40%	42%	7%	0%	10%		2,665 40
Telephone	8202 Mobile Phone Expense	3,250	3% increase		40%	42%	7%	0%	10%		1,312 51
Technology	8204 Network Maintenance/Tech Support Services	21,000	3% increase		40%	42%	7%	0%	10%		8,480 83
Technology	8206 Website Consultants/Expenses	350			40%	42%	7%	0%	10%		141 35
Technology	8207 Technology Supplies	1,000	3% increase		40%	42%	7%	0%	10%		403 85
	Total 8200 Technology/Communication Expense	**32,200**									
	8800 Miscellaneous Expenses										
Other - School Operations	8801 Bank Service Charges	100			40%	42%	7%	0%	10%		40 38
Staff Development	8808 Principal Discretionary	5,000			40%	42%	7%	0%	10%		2,019 24
	Total 8800 Miscellaneous Expenses	**5,100**									
DEPRECIATION & AMORTIZATION	**8900 Depreciation Expenses**	**80,000**			40%	42%	7%	0%	10%		32,307 92
	8902 Loss and Disposal										
	TOTAL EXPENSES	**6,528,189**									**2,639,849**
	NET INCOME	**20,102**									**1,616,879**
	Fixed Assets										
	1500 Assets										
	1510 Computers and Hardware (office)										
	1511 Computers and Hardware (pupil)	-	replacements/ additions								
	1512 Furniture (Office)		replacements/ additions								
	1513 Furniture (Pupil)										
	1514 Equipment (Office)	8,000	replacements/ additions								
	1515 Equipment (Pupil)										
	1516 Software	-	replacements/ additions								
	1518 Leashold Improvements		capitalized repairs								
	1519 Website										
	1520 Architect Expenses										
	Total 1500 Assets	**8,000**									

SpEd	PreK			
58	50	270		
26%				
26%	19%			
42%	7%	0%	10%	
SpEd	**Other**	**Fund**	**M&G**	
-	-	-	642,122	-
-	526,200	-	-	-
879,241	-	-	-	-
4,304	-	-	-	-
1,104	-	-	-	-
461	-	-	-	-
-	-	-	65,424	-
-	-	-	5,115	-
54,400	-	-	-	-
-	-	-	47,000	-
54,531	-	-	-	-
7,836	-	-	-	-
3,826	-	-	-	-
-	-	-	-	-
-	-	-	-	-
1,005,703	**526,200**	**-**	**759,660**	-
118,183	10,694	-	325,820	-
-	236,675	-	-	-
1,306,775	-	-	-	-
50,000	-	-	27,000	-
-	-	-	-	-
1,474,958	**247,368**	**-**	**352,820**	-
-	-	-	-	-
91,447	15,337	-	21,875	-
21,387	3,587	-	5,116	-
7,375	1,237	-	1,764	-
2,542	426	-	608	-
15,254	2,558	-	3,649	-
2,542	426	-	608	-
167,796	28,141	-	40,138	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-

530	89	-	127	-
847	142	-	203	-
10,593	1,777	-	2,534	-
-	-	-	-	-
21,508	3,607	-	5,145	-
1,483	249	-	355	-
11,441	1,919	-	2,737	-
6,356	1,066	-	1,520	-
169	28	-	41	-
14,830	2,487	-	3,548	-
4,237	711	-	1,014	-
-	-	-	27,500	-
29,059	4,874	-	6,951	-
-	-	-	1,500	-
-	-	-	60,000	-
42,373	7,106	-	10,136	-
10,545	7,407	-	-	-
-	-	-	10,000	-
2,636	-	-	-	-
22,881	3,837	-	5,473	-
15,027	-	-	-	-
-	-	-	250	-
1,271	213	-	304	-
1,845	-	-	-	-
-	-	-	-	-
4,482	3,148	-	-	-
2,636	1,852	-	-	-
4,304	-	-	-	-
1,104	-	-	-	-
461	-	-	-	-
132	93	-	-	-
1,371	963	-	-	-
923	648	-	-	-
264	185	-	-	-
264	185	-	-	-
-	-	-	-	-
621,334	104,205	-	148,627	-
(64,052)	(10,742)	-	(15,322)	-
40,678	6,822	-	9,730	-
40,678	6,822	-	9,730	-
10,593	1,777	-	2,534	-
381	64	-	91	-

2,797	469	-	669	-
1,377	231	-	329	-
8,898	1,492	-	2,129	-
148	25	-	35	-
424	71	-	101	-
42	7	-	10	-
2,119	355	-	507	-
33,898	5,685	-	8,109	-
2,696,192	**458,952**	**-**	**733,195**	-
(1,690,490)	**67,248**	**-**	**26,464**	(0)

FTE		QBO ACCOUNT	LAST	FIRST	FY18-19 SALARY	Increase %	FY19-20 SALARY	GenEd	SpEd	Other	Fund	M&G
1	Executive Management	5101 Principal	Hayes	Abeeku	150,858	2%	153,875	60%	20%	5%	0%	15%
1	Operation / Business Manager	5102 AP of Operations	Andujar	Wanda	74,910	2%	76,408					100%
1	Administrative Staff	5103 Operations Associates	De La Cruz	Yenifel	49,394	2%	50,382					100%
1	Administrative Staff	5103 Operations Associates	Puente	Yesenia	31,200		35,100					100%
1	Administrative Staff	5103 Operations Associates	Rodriguez	Cache R	31,200		35,100					100%
1	CFO / Director of Finance	5109 Director of Finance	Ortiz Vergara	Yara	74,910	2%	76,408					100%
1	Instructional Management	5112 AP of School Culture	Benjamin	Monica	74,910	2%	76,408	90%				10%
1	Instructional Management	5114 Director of Student Services	Astwood	Krystal	73,440	2%	95,000	90%				10%
1	Instructional Management	5115 Director of Outreach	Urquhart	Robin	74,910	2%	76,408		100%			
1	Deans, Directors & Coordinators	5116 School Aide	Hargraves	Theresa	-	2%	6,100	90%				10%
1	Administrative Staff	5118 Testing & Data Coordinator	Lin	Dablin	55,900	0%	55,900	90%				10%
							-	90%				10%
1	Teachers - Regular	5203 Classroom Teachers	Desuss	Jessie	59,670	2%	65,000	81%		19%		
1	Teachers - Regular	5203 Classroom Teachers	Erwin-McGuire	Emily	56,100	2%	57,222	81%		19%		
1	Teachers - Regular	5203 Classroom Teachers	Espinal	Iliana	-	2%	63,000	81%		19%		
1	Teachers - Regular	5203 Classroom Teachers	Filpo	Eileen	62,944	0%	62,944	81%		19%		
1	Teachers - Regular	5203 Classroom Teachers	Glover	Anissa	55,100	2%	59,670	81%		19%		
1	Teachers - Regular	5203 Classroom Teachers	Hamilton	Gia		2%	63,000	81%		19%		
1	Teachers - Regular	5203 Classroom Teachers	Keeler	Adia	63,397	2%	64,665	81%		19%		
1	Teachers - Regular	5203 Classroom Teachers	Leiman	Jenny S	62,000	2%	63,240	81%		19%		
1	Teachers - Regular	5203 Classroom Teachers	McCarthy	Patricia	65,545	0%	85,000	81%		19%		
1	Teachers - Regular	5203 Classroom Teachers	Moreno	Cristina	63,470	2%	64,739	81%		19%		
1	Teachers - Regular	5203 Classroom Teachers	Phipps	Gleneshia	61,302	2%	62,528	81%		19%		
1	Teachers - Regular	5203 Classroom Teachers	Rosenberg	Adin S	60,000	2%	61,200	81%		19%		
1	Teachers - Regular	5203 Classroom Teachers	Staple	Lakeisha C	55,000	0%	55,000	81%		19%		
1	Teachers - Regular	5203 Classroom Teachers	Tenenbaum	Diana	55,100	0%	55,100	81%		19%		
1	Teaching Assistants	5204 Teaching Associates	Keeler	Constance	43,123	2%	43,985	81%		19%		
1	Teaching Assistants	5204 Teaching Associates	Tyson	Hasheba	-	2%	35,802	81%		19%		
1	Teaching Assistants	5204 Teaching Associates	Danztler	Shameka	35,802	2%	36,518	81%		19%		
1	Teaching Assistants	5204 Teaching Associates	Lovett	Yetta	40,802	2%	41,618	81%		19%		
1	Teaching Assistants	5204 Teaching Associates	Frias	Sharon	45,908	2%	46,826	81%		19%		
1	Teaching Assistants	5204 Teaching Associates	Gwathney	Christina	38,344	2%	39,111	81%		19%		
1	Teaching Assistants	5204 Teaching Associates	Harlan	Bradford	41,500	2%	42,330	81%		19%		
1	Teaching Assistants	5204 Teaching Associates	TBD		-	2%	44,000	81%		19%		
1	Specialty Teachers	5209 PhysEd Teacher	Goldstein	Brett	64,260	2%	65,545	81%		19%		
1	Teachers - SPED	5303 Special Education/ELL Teacher	Norris	Alyssa N	65,000	2%	66,300		100%			
1	Teachers - SPED	5303 Special Education/ELL Teacher	TBD		-	0%	61,000		100%			
1	Teachers - SPED	5303 Special Education/ELL Teacher	Vermilyea	Dana	65,000	2%	66,300		100%			
1	Teachers - SPED	5303 Special Education/ELL Teacher	Miller	Andrew	61,000	2%	62,220		100%			
1	Teachers - SPED	5303 Special Education/ELL Teacher	Jeremiah	Aquisha	64,500	2%	65,790		100%			
1	Teachers - SPED	5303 Special Education/ELL Teacher	Thomas	Aisha	55,000	2%	56,100		100%			
1	Teachers - SPED	5303 Special Education/ELL Teacher	Seder	Geri A	65,790	0%	65,790		100%			
1	Teachers - SPED	5303 Special Education/ELL Teacher	Daugett	Patricia	69,085	0%	85,143		100%			
1	Teachers - SPED	5303 Special Education/ELL Teacher	Paneto	Yazmin	61,000	0%	61,000		100%			
1	Teachers - SPED	5303 Special Education/ELL Teacher	Glover	Jaleesa	58,000	0%	58,000		100%			
1	Teachers - SPED	5303 Special Education/ELL Teacher	TBD			0%	61,000		100%			
1	Teachers - SPED	5303 Special Education/ELL Teacher	TBD			0%	61,000		100%			
1	Teachers - SPED	5303 Special Education/ELL Teacher	Ferreira	Ana	62,000	2%	63,240		100%			
1	Teachers - SPED	5303 Special Education/ELL Teacher	Matthy	Todd	63,500	0%	63,500		100%			
1	Teachers - SPED	5303 Special Education/ELL Teacher	Lovett	Nicholena	67,970		88,904		100%			
1	Teachers - SPED	5303 Special Education/ELL Teacher	Levy	Melissa	66,856	2%	68,193		100%			
1	Teachers - SPED	5303 Special Education/ELL Teacher	TBD				61,000		100%			

1	Teachers - SPED	5303 Special Education/ELL Teacher	TBD				61,000	100%
1	Teachers - SPED	5303 Special Education/ELL Teacher	Bowers	Dorleen E	64,505	2%	65,795	100%
1	Teachers - SPED	5303 Special Education/ELL Teacher					-	100%
1	Therapists & Counselors	5305 Mental Health Counselor	Glikos	Nicholas	64,216	2%	65,500	100%
55		**TOTALS**			**$ 2,674,418**		**$ 3,321,907**	
							(30,000) *check*	
		New Hires	Wells	Johnatan				
1		New Hires	Barthalemy	Ricardo				
		New Hires	Smith	Jasmin				
		New Hires	Butler	Thelma				
		New Hires	Dessus	Jessie				

GenEd	SpEd	Other	Fund	M&G	
92,325 10	30,775 03	7,693 76	-	23,081 27	-
-	-	-	-	76,408 00	-
-	-	-	-	50,381 91	-
-	-	-	-	35,100 00	-
-	-	-	-	35,100 00	-
-	-	-	-	76,408 00	-
68,767 20	-	-	-	7,640 80	-
85,500 00	-	-	-	9,500 00	-
-	76,408 00	-	-	-	-
5,490 00	-	-	-	610 00	-
50,310 00	-	-	-	5,590 00	-
302,392 29	107,183 03	7,693 76	-	319,819 98	
-	-	-	-	-	-
52,962 96	-	12,037 04	-	-	-
46,625 33	-	10,596 67	-	-	-
51,333 33	-	11,666 67	-	-	-
51,287 87	-	11,656 33	-	-	-
48,620 00	-	11,050 00	-	-	-
51,333 33	-	11,666 67	-	-	-
52,689 76	-	11,974 95	-	-	-
51,528 89	-	11,711 11	-	-	-
69,259 26	-	15,740 74	-	-	-
52,750 29	-	11,988 70	-	-	-
50,948 77	-	11,579 27	-	-	-
49,866 67	-	11,333 33	-	-	-
44,814 81	-	10,185 19	-	-	-
44,896 30	-	10,203 70	-	-	-
35,839 59	-	8,145 36	-	-	-
29,172 00	-	6,630 00	-	-	-
29,755 44	-	6,762 60	-	-	-
33,911 00	-	7,707 04	-	-	-
38,154 36	-	8,671 44	-	-	-
31,868 07	-	7,242 74	-	-	-
34,491 11	-	7,838 89	-	-	-
35,851 85	-	8,148 15	-	-	-
53,407 20	-	12,138 00	-	-	-
-	66,300 00	-	-	-	-
-	61,000 00	-	-	-	-
-	66,300 00	-	-	-	-
-	62,220 00	-	-	-	-
-	65,790 00	-	-	-	-
-	56,100 00	-	-	-	-
-	65,790 00	-	-	-	-
-	85,143 00	-	-	-	-
-	61,000 00	-	-	-	-
-	58,000 00	-	-	-	-
-	61,000 00	-	-	-	-
-	61,000 00	-	-	-	-
-	63,240 00	-	-	-	-
-	63,500 00	-	-	-	-
-	88,904 00	-	-	-	-
-	68,193 22	-	-	-	-
-	61,000 00	-	-	-	-

-	61,000 00	-	-	-	-
-	65,794 90	-	-	-	-
-	-	-	-	-	-
-	65,499 88	-	-	-	-
1,041,368 20	1,306,775 00	236,674 59	-	-	

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member – Board of Regents-Authorized Charter Schools

Name:

Denise M. Clay

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

New York City Montessori Charter School

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

   President & Chair - Education Committee

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

Denise M. Clay
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.

[redacted]

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

Trustee Name:

Rory Cohen

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

New York City Montessori Charter School

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

   Chairperson

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

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

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

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

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

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

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

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

Signature

7/2/18
Date

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

[redacted]

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member – Board of Regents-Authorized Charter Schools

Name: Jacqueline M. DiSanto

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

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

   Deputy Chair; member of Executive Committee; member of Education Committee

2. Are you an employee of any school operated by the education corporation? **No**

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

   N/A

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?

   No

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

   N/A

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
NONE	**NONE**	**NONE**	**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
NONE	**NONE**	**NONE**	**NONE**	**NONE**

Signature

July 21, 2019
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.

[redacted]

last revised 08/21/2018

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

Trustee Name:

Jason Garcia

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

New York City Montessori Charter School

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

   Chair, Vice Chair, Secretary, Treasurer

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

   ____**Yes** _X_**No**

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

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

   ____**Yes** _X_**No**

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

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

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

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

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

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

Signature

7/2/18
Date

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

[redacted]

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member – Board of Regents-Authorized Charter Schools

Name: Neil Gulyako

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

---

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** _x_**No**

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

3. 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** _x_**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
none	none	none	none

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

5. Identify each individual, business, corporation, union association, firm, partnership, 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
Please write "None" if applicable. Do not leave this space blank.				
None	None	None	None	None

July 25, 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.

[redacted]

last revised 08/21/2018

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member – Board of Regents-Authorized Charter Schools

Name:

Maria H. Keane

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

NYC Montessori Charter School

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

   Secretary until September 2019
   Chair beginning September 2019

2. Are you an employee of any school operated by the education corporation?
   ____**Yes** X **No**

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

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

Maria H. Keane 7/19/19

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.

[redacted]

last revised 08/21/2018

Disclosure of Financial Interest by a Current or Proposed Board of Trustees Member – Board of Regents-Authorized Charter Schools

Name:

JOHN MULLANE

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

NEW YORK CITY MONTESSORI CHARTER SCHOOL

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

Signature 7/23/19 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.

[redacted]

last revised 08/21/2018

Entry 8 BOT Table

Created: 06/28/2019 • Last updated: 08/01/2019

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	Denise Clay [redacted]	Trustee/Member	Education	Yes	7	07/01/2018	06/30/2020	10
2	Rory Cohen [redacted]	Trustee/Member	Finance	Yes	7	07/01/2019	06/30/2021	11
3	Jacqueline DiSanto [redacted]	Trustee/Member	Education	Yes	3	07/01/2019	06/30/2021	10
4	Jason Garcia [redacted]	Trustee/Member	Building & Grounds	Yes	1	07/01/2018	06/30/2020	9
5	Neil Gulyako [redacted]	Secretary	Finance	Yes	1	07/01/2019	06/30/2021	5 or less
6	Maria Keane [redacted]	Chair	Education	Yes	2	07/01/2019	06/30/2021	10
	John							

7	Mullane [redacted]	Treasurer	Finance Building & Grounds	Yes	3	07/01/2018	06/30/2020	7
8	John Mullane		Finance Building & Grounds	Yes				
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	7
b.Total Number of Members Added During 2018 19	1
c. Total Number of Members who Departed during 2018 19	3
d.Total Number of members in 2018 19, as set by in Bylaws, Resolution or Minutes	9

3. Number of Board meetings held during 2018-19 12

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

Thank you.

Entry 9 - Board Meeting Minutes

Last updated: 07/31/2019

Instructions for submitting minutes of the BOT monthly meetings

Regents, NYCDOE, and Buffalo BOE authorized schools must either provide a link to a complete set of minutes that are posted on the charter school website, or upload a complete set of board meeting minutes from July 2018 June 2019, which should match the number of meetings held during the 2018 19 school year.

NEW YORK CITY MONTESSORI CHARTER SCHOOL

Are all monthly BOT meeting minutes posted, which should match the number of meetings held during 2018-19 school year, on the charter school's website?	No

B. Upload all monthly Board meeting minutes, which should match the number of meetings held during the 2018-19 school year.

Combine all monthly meeting minutes into one .PDF file.

https://nysed_cso_reports.fluidreview.com/resp/110345676/wNFCVDEEJA/

New York City Montessori Charter School Board of Trustees

July 2, 2018 3:10 pm

The meeting, a combined meeting for June and July 2018, convened at Paul, Weiss, Rifkind, Wharton & Garrison, 1285 Ave. of the Americas, New York, NY at 3:10 pm. Mr. Cohen, Dr. Clay, Ms. Ergeneman, Dr. DiSanto, Mr. Garcia, Ms. Laville, and Ms. Keane were present.

The May 23, 2018 minutes were approved with one correction (to add detail to Principal Hayes' remarks). A discussion of the Principal's Report and the Principal Dashboard ensued. It was noted that enrollment for the year ended above the projected enrollment figure. The Board also discussed possible uses in the coming school year of the surplus in the budget at the end of the 2017-2018 school year.

The Board discussed the Principal's performance for the 2017-2018 school year, and based on that performance, approved the 2% increase in salary already contemplated for the 2018-2019 school year, as commensurate with other staff members' increases, and a $10,000 bonus for the 2017-2018 school year. It was agreed that this bonus amount will be reflected in Principal Hayes' appointment letter for the 2018-2019 school year. A discussion of benchmarking the Principal's compensation ensued. The Board agreed to consider and review the metrics against which the Principal is evaluated for purposes of his bonus.

The Education Committee presented its Report dated July 2, 2018 to the Board. Ms. Ergeneman reported the number of survey responses received for the Principal evaluation. It was agreed that Ms. Ergeneman will analyze the results and draft a written Principal evaluation demonstrating those results. The draft will be reviewed by Dr. DiSanto and then forwarded to Mr. Cohen, who will meet with Principal Hayes and provide him with his evaluation. The Board agreed that it would

The Buildings and Grounds Committee presented its Report dated July 2, 2018 to the Board.

Ms. Ergeneman indicated that the Finance Committee's Report will be finalized and shared with the Board shortly.

The Board discussed the number and types of new schools that have been approved for opening in the Fall in the district.

The Board then followed the Consent Agenda, and a) adopted the 2018-2019 Goals and the 2018-2019 Dashboard; b) elected officers for the 2018-2019 school year – Mr. Cohen will serve as Chair, Dr. DiSanto as Vice Chair, Ms. Keane as Secretary, and Ms. Ergeneman as

Treasurer; c) approved the membership terms for the Board members; d) approved the school manuals – the Board of Trustees Bylaws with no changes, and the Family Handbook with changes to pages 16 and 18; and e) approved the forwarding of the Finance Manual to the Finance Rep/Consultant and the Employee Manual to the Consultant for review and possible revision. The appointment of Committee Chairs and Members to Committees was deferred until the Board's next meeting. Each Board member completed Self-Evaluation and Disclosure of Financial Interest forms.

The Board discussed possible dates for the next Board meeting and agreed to finalize the date shortly.

There being no further business before the Board, the meeting was adjourned at 5:46 pm.

Maria H. Keane
Secretary

new york city
montessori
charter school

New York City Montessori Charter School (NYCMCS) Board of Trustees Meeting
423 E. 138th Street, Bronx, New York 10454
August 15, 2018 - 4:30 p.m.

MINUTES

The meeting convened at the school, located at 423 East 138th Street, Bronx, New York. Mr. Cohen, Dr. Clay, Ms. Laville, Mr. Mullane, and Mr. Hayes were present. Mr. Cohen called the meeting to order at 4:32 p.m.

The Minutes were reviewed. Corrections were offered with respect to dates of the previous meetings. It was determined that the Minutes would be adopted at the next meeting after the Minutes were resubmitted.

There were no members present from the public to make public comments.

A Conference Call meeting with the school's auditors was held. The timeline and the audit process were reviewed. It was revealed that testing was done heavily regarding grants and contracts; internal controls like payroll, student records, bidding, cash receipts and disbursements, etc.; and fraud with respect to school management and the Board of Trustees. No management recommendations were made. A second Conference Call will be scheduled with the auditors in September or October. The deadline for the audit is Nov. 1, 2018.

The Principal's Report, including the Principal's Dashboard, was presented. It was noted that enrollment for the year ended above the projected enrollment figure. A Towne Partnership (Landlord) Estoppel Certificate, submitted to the school, was described. A discussion ensued. It was determined that the Principal should sign the document.

The Building and Grounds Committee presented its report revealing that the air condition units in the school will need to be replaced. No date for this service has been given by the school facility owner.

The Education Committee met as the Board of Trustees as a whole. Principal Hayes reviewed the Principal Dashboard. He also indicated that during the ensuing academic year, each classroom will include both Special Education and English Language Learner teachers. It was confirmed that the school renewal application had been submitted. Contributors were thanked for their efforts in supporting the Principal's writing of the application. State Education Department (SED) representatives are scheduled to visit the school Oct. 24-26, 2018. SED will meet with the Board members during this period. A date and time will be provided closer to the time of the visit. It was noted that the Principal Evaluation process was complete.

Continuing this report, Principal Hayes reported that the Carmel Hill Status Fund, a grant initiative for which the school is participating, is operational. NYCMCS students will benefit from the Initiative that provides computers and computer software to enhance students' literacy development. Finally, it was reported that the school had established an Extended Day Program, rather than After-School Program. Students participating in the South Bronx Overall Economic Development (SoBRO) Program, get 2-1/2 hours more per day of tutoring. SoBRO serves as the NYCMCS institutional partner. Professional development has been provided for all staff participating with the Initiative.

It was reported that the Family Association is expected to elect new officers in the first meeting to be held in September.

There being no further business before the Board, the meeting adjourned at 5:58 p.m.

Denise Clay

Denise Clay, Member, Board of Trustees

New York City Montessori Charter School Board of Trustees

September 25, 2018 4:30 p.m.

The meeting convened at the school building at 423 East 138th Street in the Bronx at 4:30pm. Mr. Cohen, Dr. Clay, Mr. Mullane, Mr. Garcia, and Principal Hayes were present; Ms. Keane, Dr. DiSanto, and Ms. Laville attended via videoconference. Krystal Astwood were also present.

There were no members of the public present.

The August 15, 2018 Board meeting minutes were approved with some corrections.

The Buildings and Grounds Committee reported that it will begin exploring the possibility of obtaining a line of credit for the school shortly. The Committee Chair explained that while the school has no present intention of using a line of credit, having one provides the school with the ability to present financial viability in reserve, if needed when exploring other possible spaces or properties in the area for the school.

Principal Hayes reviewed various data points on the Dashboard with the Board, including the number of currently enrolled students, recent staffing vacancies, and how they were filled. It was noted that the number of students currently enrolled is 265, which is lower than the number upon which the school budget is based. The Board Chair asked Principal Hayes to re-start his weekly summaries of enrollment for the Board. The Board also discussed the significant improvement in the school's test scores in Math and ELA for the school year 2017-2018 and the continued success in the school's Science test scores. Principal Hayes pointed out that while the District and NYC mean proficiency percentages for the 2017-2018 school year have not yet been released, NYCMCS's 2017-2018 results exceeded those proficiency percentages for the 2016-2017 school year.

The Board also discussed whether to retain a consultant to advise and help with the school's renewal process and strategic planning. It was agreed that the Board will consider this issue further.

The Finance Committee discussed the budget. Principal Hayes provided an update on the pending Department of Labor ("DOL") audit and appeal.

The Education Committee reported on its meeting of today. The school's significantly improved test scores were discussed again, and the Principal was thanked for his and the teachers' hard work in this regard. Dr. Clay informed the Board of the Principal's educational goals for the 2018-2019 school, which include continuing Science proficiency at 75% or above, reaching the State mean proficiency of 40% in Math and ELA, and increasing the school's

lowest scores by 50% in all three subjects, Science, Math, and ELA. The Board also discussed that the New York State Education Department ("SED") will be visiting the school on Oct. 24 and 25, and will be meeting with the Board on Oct. 26.

There being no further business before the Board, the meeting was adjourned at 5:29 p.m.

Maria H. Keane
Secretary

New York City Montessori Charter School Board of Trustees

October 17, 2018 4:53 p.m.

The meeting convened at the school building at 423 East 138th Street in the Bronx at 4:53pm. Mr. Cohen, Dr. Clay, Ms. Keane, Dr. DiSanto, and Principal Hayes were present. Krystal Astwood was also present.

There were no members of the public present.

The September 25, 2018 Board meeting minutes were approved with some corrections.

The Board discussed the status of the school's renewal application and the upcoming visit by the New York State Education Department ("SED") on Oct. 24 and 25, and SED's meeting with the Board on Oct. 26. A discussion ensued in preparation for the SED's meeting with the Board. The Board anticipated and discussed various questions the SED might be interested in asking of the Board. The Board also discussed various points the Board ought affirmatively to highlight for the SED, including that a) the school's test scores improved significantly for the school year 2017-2018, exceeded those of the district, and are approaching those of the state for the same period, and b) the school's proficiency outcomes for students with disabilities, English language learners, and economically disadvantaged students for the school year 2017-2018 exceeded the proficiency outcomes of the district and the state, with one minor exception. It was agreed that Principal Hayes would circulate to the Board members a packet of materials to be reviewed by the Board in preparation for the Oct. 26 meeting with the SED. It was also agreed that the Board would have a pre-call in further preparation of that meeting.

The Buildings and Grounds Committee did not present any new issues, although the Principal raised a few repairs and issues that are currently being addressed by the landlord and/or the school regarding the school facility and community.

Principal Hayes reviewed various data points on the Dashboard with the Board, including the number of currently enrolled students, recent staffing vacancies, and the steps being taken to fill those vacancies. It was noted that the number of students currently enrolled in grades K through 5 is 273, which is higher than the number upon which the school budget is based.

The Board Chair on behalf of the Finance Committee discussed the budget, and noted the school's current projected budget surplus. It was agreed that a call with the auditor will be scheduled for later in the week.

The Education Committee reported on its meeting of today. Dr. Clay relayed the Committee's discussions regarding the school's significantly improved test scores, the

preparation for the upcoming Oct. 26 meeting with the SED, and the two professional development opportunities that Principal Hayes would like to fund.

The Board agreed to hold the next Board meeting on **Tuesday, November 20, 2018 at 4:30 pm, as the previously scheduled date falls on Thanksgiving eve**.

There being no further business before the Board, the meeting was adjourned at 5:53 p.m.

/s/ Maria H. Keane
Secretary

New York City Montessori Charter School Board of Trustees

November 28, 2018 9:05 a.m.

The meeting convened at the school building at 423 East 138th Street in the Bronx at 9:05 am. Denise Clay, Jacqueline DiSanto, Maria Keane, Abeku Hayes, Jason Garcia were present, with Tamara Laville participating by videoconference, and Rory Cohen and John Mullane participating by telephone.

There were no members of the public present.

The October 17, 2018 Board meeting minutes were approved.

The Education Committee met in the meeting of the full Board. As set forth more fully in the minutes for the Education Committee meeting, the Board discussed the Principal's mid-year evaluation process, various data points in the Principal's dashboard and the school's monthly financial report, the educational program support, the status of the school's renewal application, professional development, teacher/staff appreciation plans, and succession planning.

The Buildings and Grounds Committee discussed the repairs that have recently been done and those that remain to be done. A discussion ensued, in conjunction with the Finance Committee report on the budget, about possible ways to address the school's current projected budget surplus (see below).

The Finance Committee discussed the budget, the projected budget surplus, and the merger of certain line items in the budget regarding professional development and staff incentives. The Board also discussed the process by which the Principal must seek approval for expenditures and the possibility of raising the threshold amount for expense approvals. In addition, the Board discussed the possibility of pursuing a line of credit with a local bank, to be used for emergencies and as an aid to securing alternative space, in the event a move becomes necessary or desirable. The Buildings and Grounds Committee and the Finance Committee agreed to work together to take steps toward securing a line of credit for the school.

The Board then discussed the desire to increase Board membership and ways to seek new members.

The Principal informed the Board that the President of the Family Association had resigned and efforts are under way to elect a new President or change the structure of the Association.

The Board agreed to hold the next two Board meetings **on December 12, 2018 at 9:30 am and on January 23, 2019 at 9:00 am, respectively.**

There being no further business before the Board, the meeting was adjourned at 10:20 a.m.

/s/ Maria H. Keane

Secretary

New York City Montessori Charter School Board of Trustees

December 12, 2018 9:42 a.m.

The meeting convened at the school building at 423 East 138th Street in the Bronx at 9:42 am. Denise Clay, Maria Keane, John Mullane, Jason Garcia, and Abeku Hayes were present, with Tamara Laville participating by videoconference, and Jacqueline DiSanto participating by telephone. Krystal Astwood, Monica Benjamin, and Alex Berg (NYCMCS's new testing and data coordinator) also attended.

There were no members of the public present.

The November 28, 2018 Board meeting minutes were approved.

NYCMCS's new testing and data coordinator, Alex Berg, was introduced to the Board.

The Board discussed various data points in the Principal's dashboard and the school's monthly financial report, including test scores, teacher and staff vacancies and new hires, and the number of currently enrolled students on the Dashboard, and the monthly financial data in the Financial Report. It was noted that next month's dashboard will include test scores for Measures of Academic Progress ("MAP") and STAR (developed by Renaissance Learning, Inc.) assessment programs. The Principal also noted that the school is still on target to have a projected surplus at the end of this school year.

The Buildings and Grounds Committee discussed the repairs that have recently been done and those that remain to be done. A discussion ensued, in conjunction with the Finance Committee report on the budget, about possible ways to address the school's current projected budget surplus (see below).

The Education Committee discussed the possible need to raise teachers' salaries in order to recruit better qualified teachers and to retain high performing teachers. The Committee Chair reported that the Principal has been requested to provide, at the next Education Committee, potential staff salary scenarios for the future, which take into account the school's budget and its competitor's salary schedules. A discussion ensued about the need for donors to support the school financially and the efforts by Robin Urquhart currently in place to find such donors. The Board discussed the possibility of creating promotional materials to recruit possible donors, and discussed possible avenues to do so as economically as possible. Ms. Keane, Ms. Laville, and Dr. DiSanto agreed to investigate that possibility further with their contacts. The Committee Chair asked each individual Board member to provide a list of 10 possible donors (with addresses and phone numbers) to her before the next Board meeting in January. The Committee Chair also requested that Board members provide to her as soon as possible any additional

comments to the draft Principal's mid-year evaluation, as that evaluation will be provided to the Principal in January. Further, the Committee reported that it is in the process of working with the Principal to revise the school's current succession plan both for the school leadership team and for the staff.

The Finance Committee discussed the budget and the projected budget surplus. Mr. Mullane described the contacts he has thus far made with local banks regarding the possibility of pursuing a line of credit, to be used for emergencies and as an aid to securing alternative space, in the event a move becomes necessary or desirable. The Buildings and Grounds Committee and the Finance Committee agreed to provide this information to Yara Ortiz in order for Ms. Ortiz to take steps toward securing a line of credit for the school.

The Board then discussed the desire to increase Board membership and ways to seek new members.

Monica Benjamin discussed the Family Association Report that was included in the Board materials. The Board was reminded that the President of the Family Association had resigned, was informed that Secretary Melissa Rodriguez has been taking the lead to oversee certain family projects. The next family event is the Valentine's Day Dance.

The Board agreed to hold the next Board meeting **on January 23, 2019 at 9:00 am.**

There being no further business before the Board, the meeting was adjourned at 10:44 a.m.

/s/ Maria H. Keane
Secretary

new york city
montessori
charter school

New York City Montessori Charter School (NYCMCS) Board of Trustees Meeting
423 E. 138th Street, Bronx, New York 10454
January 23, 2019 – 9:30 a.m.

MINUTES

The meeting convened at the school, located at 423 East 138th Street, Bronx, New York. Mr. Cohen, Dr. Clay, Dr. DiSanto, and Mr. Hayes were present. Mr. Garcia and Mr. Mullane participated by telephone. Krystal Atwood also attended.

Dr. DiSanto called the meeting to order at 9:30 a.m. The Minutes of the previous meeting were reviewed and approved by common consent.

There were no members present from the public present.

An interview of Mr. Neil Gulyako, candidate for the Board of Trustees, was conducted. Dr. DiSanto initiated the interview and Trustees engaged in a dialogue with Mr. Gulyako. At the end of the interview, the Trustees discussed Mr. Gulyako's expertise and the value he could provide as a member of the Board. It was revealed that Mr. Gulyako had a legal background specializing in employment law. A unanimous vote was cast at the end of the meeting to invite Mr. Gulyako to serve on the NYCMCS Board of Trustees.

The Principal's Report, including the Principal's Dashboard, was presented. It was noted that the school's ranking had been changed from a Priority School to one in good standing. It is hoped that this shift will warrant approval of a three-year renewal from the New York Regents.

The Building and Grounds Committee presented its report revealing that there had been a breach in a water pipe, which has been repaired. Students were not adversely impacted.

The Education Committee met as a Board of Trustees of the whole Board. Principal Hayes provided an update of the educational program. Trustees were urged to contribute potential donors as an initial stage for a donor campaign. Principal Hayes provided information with respect to teacher salaries and discussion ensued with respect to the tier plan to provide salary increases based upon merit since it was expected that the same allocation was expected from the state next year. An update was provided regarding a draft Succession Plan, which is to be reviewed by the Education Committee prior to submission to the Board for review.

The Finance Committee reviewed the current budget with the Board. It was noted that Principal Hayes and Administrative Staff had met with a bank regarding potential school investments. It also was revealed that the State now requires that the school's Escrow Account increase from $75,000 to $100,000. The additional $25,000 is to be moved over to the account.

It was reported that the Family Association met, but currently does not have a President. It is expected that the organization will elect a leader soon.

The Board went into Executive Session for the purpose of sharing the Principal's Mid-Year Evaluation.

There being no further business before the Board, the meeting adjourned at 10:45 a.m.

/s/ Denise Clay

Member, Board of Trustees

New York City Montessori Charter School (NYCMCS) Board of Trustees Meeting
423 E. 138th Street, Bronx, New York 10454
February 20, 2019 – 9:00 a.m.

MINUTES

The meeting convened at the school, located at 423 East 138th Street, Bronx, New York. Dr. Clay, Dr. DiSanto, and Mr. Hayes were present. Mr. Cohen, Ms. Keane, and Mr. Garcia participated by telephone. Krystal Atwood also attended.

Dr. DiSanto called the meeting to order at 9:15 a.m.

There were no members present from the public present.

The Minutes of the previous meeting (January 23, 2019) were reviewed and approved by common consent.

The Principal's Report, including the Principal's Dashboard, was presented. It was noted that recruiting had started for the next academic year with respect to students as well as teachers. Mr. Hayes also informed the Board that the school was considering the hiring for a new position entitled, Student Assessment & Data Coordinator. Addressing the speech therapy needs of students also will be addressed. The school is scheduled to participate in the Teacher Olympics Day of competition in New York City on April 13, 2019. It is believed that networking at the event might result in identification of potential teachers for the school.

The Building and Grounds Committee presented its report indicating that the committee was actively pursuing potential school locations for the future. To start the process, the committee stressed the need for the school to build a strong financial profile. It was reported that the breach in a water pipe, reported at the previous meeting, had been repaired. It also was revealed that there were some fire alarm issues and that some air condition units had not been fixed by the school facility owner. Communication with the owner regarding these issues is ongoing.

The Education Committee reported that its deliberations were included in the Board of Trustees meeting packet and reiterated that Principal Hayes had provided the update of the

educational program earlier in the meeting. An update was provided regarding a draft Succession Plan, which is to be presented at the next Board meeting in March (2019).

The Finance Committee reviewed the 990, which was approved.

It was reported that the Family Association had a Valentine's Gala, held February 14, 2019. The event yielded $1,400.

There being no further business before the Board, the meeting adjourned at 10:01 a.m.

/s/ Denise Clay

Member, Board of Trustees

New York City Montessori Charter School Board of Trustees

March 20, 2019 9:00 a.m.

The meeting convened at the school building at 423 East 138th Street in the Bronx at 9:00 am. Denise Clay, Maria Keane, Jason Garcia, Jacqueline DiSanto, and Abeku Hayes were present, with Rory Cohen and Neil Gulyako participating by telephone. Krystal Astwood also attended.

A parent, Jennifer Hearns, was also present.

The minutes from the last Board meeting, held on February 20, 2019 will be distributed for the next Board meeting for approval.

The Finance Committee discussed the budget and the projected budget surplus. The Committee also reported on the status of NYCMCS's efforts to secure a certificate of deposit from Ponce Bank. A discussion ensued regarding Ponce Bank's requirement that the school must have a guarantor in order for it to secure a line of credit with the Bank. The Board decided that the school should pursue other banks because this requirement is not feasible. The Board also discussed the projected year end surplus and cash flow.

The Buildings and Grounds Committee informed the Board that the Committee will be focusing on ensuring that the school is ventilated, heated, and cooled equally throughout the building. The Principal reported that the landlord has been unresponsive to requests for repairs and that Ms. Andujar is keeping track of the repairs needed and the requests made. Mr. Hayes also indicated that the repairs needed, while frustrating, do not present any danger to the children or the school personnel.

Ms. Hearns, the parent in attendance, then presented her concerns, which centered around a perceived lack of communication regarding the teacher assignments for her son's classroom. Mr. Cohen and Principal Hayes assured Ms. Hearns that her concerns are heard. Principal Hayes responded substantively to the particular concerns raised.

The Education Committee reported that the school expects to hear about its renewal status in April. It was noted that the Board approved the four-tier incentive pay program for staff and teachers via email on March 4, 2019, and the Principal has begun to make appropriate hires and offers for next year pursuant to that program. The Committee Chair reported that the effort to draft a donor list has been suspended until a public relations staff person has been hired. Principal Hayes agreed to provide the Education Committee with a draft succession plan before the next meeting in April.

The Board discussed various data points in the Principal's dashboard and the school's monthly financial report, including test scores, various subgroups of the school's population's performance, teacher and staff vacancies and new hires, and the number of currently enrolled students on the Dashboard, and the monthly financial data in the Financial Report. Also reviewed was the progress being made in STAR Early Literacy, STAR Reading, Measures of Academic Progress ("MAP") Mathematics and MAP Reading. Principal Hayes informed the Board of his successful experience at a recent job fair for teachers of color and of the school's enrollment success this year. He outlined plans for staffing and classroom structure for next year. The upcoming state tests are as follows: ELA will be April 2-3; Math will be May 2-3; and Science will be in June.

There was no Family Association Report. Principal Hayes explained he will be preparing a new proposal for the structure of the Family Association in June.

The Board agreed to hold the next Board meeting **on April 17, 2019 at 9:00 am.**

There being no further business before the Board, the meeting was adjourned at 10:00 a.m.

/s/ Maria H. Keane
Secretary

New York City Montessori Charter School Board of Trustees
April 17, 2019 9:04 a.m.

The meeting convened at the school building at 423 East 138th Street in the Bronx at 9:00 am. Rory Cohen, Denise Clay, Maria Keane, Neil Gulyako, and Abeku Hayes were present, with Tamara Laville participating by videoconference and John Mullane by telephone. Krystal Astwood also attended.

There were no public comments.

The minutes from the last Board meeting, held on March 20, 2019, were approved.

The Chair and the Principal relayed to the Board the feedback received from the NYS Education Department (NYSED). The Board was pleased to learn that the school's charter has been renewed for three more years. David Frank and Kim Santiago of the NYSED praised the ongoing turnaround of the school and the actions of the senior leadership and the Board. They noted the tremendous growth of the school since its first renewal, in terms of the school's governance, financial stability, curriculum, and student performance.

The Board then discussed the current composition of the Board and its goal of increasing the number of Board members.

The Board discussed various data points in the Principal's dashboard and the school's monthly financial report, including test scores, various subgroups of the school's population's performance, teacher and staff vacancies and new hires, and the number of currently enrolled students (267) on the Dashboard, and the monthly financial data in the Financial Report. The ELA test took place on April 2 and 3, and the rest of the state tests will be held as follows: Math will be May 1 - 3; and Science will begin in

late May and conclude with the written test on June 1. Principal Hayes outlined plans for staffing and classroom structure for next year. A decision was made not to pursue extra building space for additional pre-K classrooms for 3 year olds. Principal Hayes also informed the Board that he and his staff have been attending job fairs to recruit new teachers. He discussed the current budget in some detail, explaining that the school will be finishing the school year with a surplus, and that it will continue to budget next year at 255 students as it did this year. He also informed that Board that, according to CSBM, next year the school will be subject to increased taxes and expenses. The Board asked Principal Hayes to determine if it is possible to seek an early charter renewal for five years, rather than the current three years, so as to give the school greater financial flexibility if it decides to move to a less expensive location. The Board discussed that such a move might improve the school's finances such that the excess capital could be used to improve the educational experiences of the students.

The Buildings and Grounds Committee informed the Board of its discussions with various real estate brokers and its visits to possible new school sites. It was noted that the school is competing with neighboring schools for new space. The Committee discussed that a five-year renewal would give the school more leverage with prospective landlords and with the current landlord, if it decided to renew the school's current lease. The Committee also asked Principal Hayes to provide the architectural schematic for the school's current space to Ms. Laville as a frame of reference when the Committee considers alternative spaces for the school.

The Education Committee referred to the minutes for its March 20, 2019 meeting, and reported what had been discussed at that meeting as follows: The Board

had approved the four-tier incentive pay program for staff and teachers via email on March 4, 2019, and the Principal has begun to make appropriate hires and offers for next year pursuant to that program. Principal Hayes outlined plans for staffing and classroom structure for next year. He explained that next year there will be more classrooms as well as a shift to general education classrooms. Principal Hayes described that next year the school will move to a completely box curricula for Math and ELA, with the teachers being expected to modify the curricula as needed and appropriate. He also explained the planned shift in the way literacy and Math will be taught, the way work cycles will be implemented, and what the remainder of the classroom schedule will look like. Principal Hayes also informed the Education Committee that the school day for both students and teachers will be extended next year, and explained the interplay between extended hours and the new salary and incentive pay program. The Committee also discussed how to optimize the publicity of the upcoming accolades for the school and one particular teacher that will be given at the upcoming Montessori conference in Washington, D.C. The Principal agreed to provide the Committee with the planned schedule of the school day for the year 2019-2020 by the next meeting.

In addition, the Chair of the Education Committee informed the Board that a draft succession plan has been drafted and is currently being revised by the Committee. The goal is to provide a final draft to the Board for its approval at the May Board meeting. The Chair also reported that she, Principal Hayes, and Dr. DiSanto met with Reading Partners (an organization that provides tutoring services for students on site) last month. Principal Hayes has decided to engage Reading Partners for the next school year.

The Finance Committee discussed the budget and the projected budget surplus, as well as the projected year end surplus and cash flow. The Committee also reported on the status of NYCMCS's efforts to secure a line of credit with a bank, and the Buildings and Grounds Committee noted that such a line of credit will help increase the school's bargaining power when negotiating any possible new space. The Committee informed the Board that steps have been taken to reverse the fraudulent debit from the school's escrow account at Chase.

There was no Family Association Report.

The Board then discussed possible ways to use/invest the school's surplus cash.

The Board agreed to hold the next Board meeting **on May 15, 2019 at 9:00 am.**

There being no further business before the Board, the meeting was adjourned at 10:35 a.m.

/s/ Maria H. Keane
Secretary

New York City Montessori Charter School Board of Trustees
May 15, 2019 9:15 a.m.

The meeting convened at the school building at 423 East 138th Street in the Bronx at 9:15 am. Denise Clay, Jacqueline DiSanto, Maria Keane, Jason Garcia, Neil Gulyako, and Abeku Hayes were present, with Rory Cohen participating by videoconference and John Mullane by telephone. Hal Mutlu, a prospective candidate for the Board of Trustees, and Krystal Astwood also attended.

There were no public comments.

The minutes from the last Board meeting, held on April 17, 2019, were approved.

The Board then interviewed Mr. Mutlu for a position on the Board and approved his joining the Board, subject to the appropriate clearances, which will be pursued. Ms. Keane requested that the Board interview the possible candidate for the Board who she has proposed, and the Board agreed to do so.

The Principal then gave his report. The Board discussed various data points in the Principal's dashboard and the school's monthly financial report, including test scores, various subgroups of the school's population's performance, teacher and staff vacancies and new hires, and the number of currently enrolled students on the Dashboard, and the monthly financial data in the Financial Report. The Principal reported that all state tests other than the Science test have been given. Principal Hayes also discussed the status and plans regarding the number of Montessori-trained teachers at the school. He also shared the school's goals for growth in test scores in the coming years.

The Finance Committee discussed the budget and the projected budget surplus, as well as the projected year end surplus and cash flow. The Committee will

consult with the Principal and recommend a course of action regarding the school's excess cash. The Principal reported that the per pupil amount has not been increased thus far for next year and that he has used 266 as the number of enrolled students for the draft budget for next year to take into account the increase in language learners and special needs children, which will necessitate additional teachers. The Committee informed the Board that the fraudulent debit from the school's escrow account at Chase has been reversed. The Principal will send a draft budget for next year to the Finance Committee for its consideration before the next Board meeting in June.

The Education Committee presented the final Principal Succession Plan for the Board's consideration, and the Board approved it. The Principal Succession Plan provides a plan for a temporary unplanned absence (whether short or long term) as well as a permanent change of Principal. A discussion ensued regarding the Principal's evaluation process. The Board approved, for this school year (2018-2019) only, a change in the evaluation process, because the Board has received numerous data points this past year which serve as feedback on the Principal's performance. Those data points are the school's successful achievement of renewal, the increase in student performance, and the staff feedback received regarding their attendance at the American Montessori Conference in Washington, D.C. this year. The Board also discussed the 2018-2019 Principal's Goals. In Executive Session, the Board considered and approved a bonus for the Principal for the school year 2018-2019.

The Buildings and Grounds Committee informed the Board that the school continues to have issues that need to be addressed by the landlord. It was agreed that the Principal will draft a letter to the landlord outlining those issues, and send it to the Board,

along with a copy of the lease, to the Board for its review. The Board Chair also requested that the Committee prepare a decision tree of alternative options regarding a possible change of school building and present such plan to the Board before the beginning of the next school year.

The Board discussed and it was agreed that at least two Board members will attend the school's graduation on June 13.

There was no Family Association Report.

The Board agreed to hold the next Board meeting **on June 19, 2019 at 9:00 am.**

There being no further business before the Board, the meeting was adjourned at 10:47 a.m.

/s/ Maria H. Keane
Secretary

New York City Montessori Charter School Board of Trustees
June 29, 2019 8:23 a.m.

The meeting convened at the school building at 423 East 138th Street in the Bronx and via videoconference at 8:23 am. Abeku Hayes was present at the school and Denise Clay, Jacqueline DiSanto, Maria Keane, Jason Garcia, Neil Gulyako participated by videoconference (with Dr. Clay having technical difficulties), and Tamara Laville by telephone. Hal Mutlu, a prospective candidate for the Board of Trustees also attended by videoconference.

There were no public comments.

The minutes from the last Board meeting, held on May 15, 2019, were approved.

The Board, having been previously provided with the following materials for its consideration and review, approved and adopted the 2019 – 2020 goals and dashboard, approved the Board of Trustees Bylaws Manual (the "Bylaws") and the Family Handbook, approved for forwarding to the appropriate sources for review and revision of the Finance Manual and the Employee Manual, and elected the following officers for the next school year: Maria Keane (Chair), Jacqueline DiSanto (Vice Chair), Neil Gulyako (Secretary), and John Mullane (Treasurer). The Board also approved each Board member's membership term as well as the appointment of Committee Chairs and members of the various committees, as set out in the consent agenda.

The Finance Committee discussed the two draft budgets previously circulated by the Principal. The full Board approved for implementation for the 2019 – 2020 school year the more conservative budget which includes a surplus of $30,000.

The Board approved moving forward with Charter School Business Management ("CSBM") as the school's financial partner under the same contractual terms as last year.

The Board discussed various proposals for Board development, onboarding, and mentoring. The Board asked the Principal to obtain, for the Board's consideration at the next Board meeting, more specific written proposals from CGInform, Charter Incubator, and Little Bird regarding what specific services/trainings each can provide and the cost of such services. Ms. Keane agreed to explore whether Board governance training could be obtained on a pro bono basis from her law firm.

The Board also reviewed the provisions of the Bylaws and the NYC open meeting laws, as well as previous guidance from David Frank of the NYS Education Department Charter School Office, regarding how and where Board meetings must be conducted and how a quorum may be achieved. It was agreed that, for the Board's consideration at the next Board meeting, Ms. Keane would review the Bylaws and propose any changes that may be needed to the open meeting/quorum provisions, and Dr. DiSanto and Principal Hayes would review the Bylaws and propose any changes that may be needed to the recruitment and resignation of Board members provisions.

The Buildings and Grounds Committee, the Education Committee, and the Finance Committee did not indicate any new business to be discussed. Mr. Mutlu asked questions and reported on the status of his financial modelling thus far.

A discussion ensued regarding additional new Board members. The Board will interview Ed Tanzer at the next Board meeting. The Principal informed the Board that he had spoken with five potential new female Board members and reviewed

their credentials for the Board. Each of the five women are business owners in the Bronx and/or have a background in the Montessori approach to education. It was agreed that, for the Board's consideration at the next Board meeting, the Principal would provide the resumes for each of the five women as well as his impressions/thoughts of each candidate based on his interviews of these candidates.

There was no Family Association Report.

The Board agreed to hold the next Board meeting, which will be the annual retreat and a combination of the July and August meetings, **on July 31, 2019 at 9:30 am at the offices of Paul, Weiss – 1285 Avenue of the Americas, NY, NY.**

There being no further business before the Board, the meeting was adjourned at 9:22 a.m.

/s/ Maria H. Keane
Secretary

Entry 10 Enrollment and Retention of Special Populations

Created: 06/28/2019 • Last updated: 08/01/2019

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.

NEW YORK CITY MONTESSORI CHARTER SCHOOLSection Heading

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2018 19	Describe Recruitment Plans in 2019 20
Economically Disadvantaged	In 2018 19, 88.82% of NYCMCS's students were Economically Disadvantaged, falling short of the enrollment target by 6.18 percentage points. To recruit these students, the school utilized the following strategies: • We contacted local day care centers in high need neighborhoods. We specifically targeted all daycare centers in the 10454 zip code. Outreach included distributing brochures and notifying parents of admission and lottery instructions. We began outreach in January 2018. • We presented to numerous local early childhood center staff and parents, again targeting neighborhoods with a high presentation included a description of the school, our educational philosophy and programs to promote an inclusive environment. We also shared application instructions and invited parents to tour the school. • We conducted outreach to local community based organizations and shared information to facilitate referrals to our school. • We held two open houses for prospective families. • We posted signs regarding our application process outside of our building and throughout the community. In particular, we	As our enrollment of economically disadvantaged students in 2018 19 was high, we will employ the same strategies, but increase the number of visits to and information sessions we make in community based organizations in high need neighborhoods in the South Bronx.

	posted flyers at grocery stores, churches and libraries.	
English Language Learners/Multilingual Learners	In the past school year, 16.5% of NYCMCS's students were English Language Learner, 5.2 percentage points below the enrollment target. To recruit ELL students, the school utilized the following strategies: • We contacted local day care centers that serve a high number of non English speaking families. All materials shared with translated into Spanish. We began outreach in January 2018. • We presented to numerous local early childhood center staff and parents. Our presentation included a description of the school, our educational philosophy and programs to serve ELLs students. Translators were brought to every presentation, and applications in multiple languages were available. • We conducted outreach to local community based organizations that serve non English speaking and shared information in several languages to facilitate referrals to our school. We held two open houses for prospective families. Presentations were provided in English and Spanish. • We posted signs in Spanish regarding our application process outside of our building and throughout the community. In particular, we posted flyers at grocery stores, churches and libraries.	As we were close to meeting this target in 2018 19, we will employ the same strategies, but increase the number of visits to and information sessions we make in community based organizations that serve a high number of non English speaking families.
Students with Disabilities	Of the total enrollment for 2018 19, the percentage of Students with Disabilities was 20.5%, 1.4 percentage points below the target. To recruit Students with Disabilities, the school shared information on the wide range of interventions and special education services offered at the school at every community visit, school tour, and information session. Promotional materials also highlighted the inclusive nature of the school and the personalized instructional model. We also maintained a strong relationship with the Committee on Special Education.	As we almost met this enrollment goal, we are confident that our specific strategies are effective, and will continue to focus on their efforts in the 2018 19 school year.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2018 19	Describe Retention Plans in 2019 20

Economically Disadvantaged	Research suggests that economically disadvantaged students (students eligible for free or reduced priced lunch) are at a much greater risk for academic failure. To support these and other students, the school has implemented a Response to Intervention (RTI) program to maximize student achievement and minimize behavioral problems. At NYCMCS, we follow a three tier implementation plan. We use research based interventions at each tier as appropriate and target interventions to the student, their personality and their challenges.	Our efforts to retain and serve Economically Disadvantaged students have resulted in the vast majority of our families expressing a high degree of satisfaction with the school and choosing to re enroll their children year after year. Therefore, changes to the school's program will only be made if necessitated by student data and/or parental concerns.
English Language Learners/Multilingual Learners	To support ELLs, NYCMCS employs a certified English as a Second Language (ESL) Teacher. She has an MA in TESOL and initial NYS TESOL K 12 teacher certification. She has fulfilled all requirements toward Common Branches certification except for the DASA training. Prior to working full time, she taught part time for ten years and is familiar with a variety of languages. The ESL Teacher provides push in and pull out instructional support to ELLs based on individual student needs. The ELL teacher oversees the program under the supervision of the Director of Instruction and the Director of Outreach. The ELL teacher collaborates frequently with the classroom teachers, Special Education Support Services teacher, and other service providers, discussing student needs, setting goals, sharing observations and results from assessments, and providing supports for differentiation, as well as sharing materials.	Our efforts to retain and serve English Language Learners have resulted in the vast majority of our families expressing a high degree of satisfaction with the school and choosing to re enroll their children year after year. Therefore, changes to the school's program will only be made if necessitated by student data and/or parental concerns.
Students with Disabilit	To support students with disabilities, NYCMCS employs seven Special Education teachers who provide the following continuum of services based on a students Individualized Education Plan (IEP): Special Education Support Services, Integrated Co Teaching, and self contained classrooms. Special Education teachers collaborate routinely and frequently with the General Education teachers. The school follows a school with in a school model, with grade level teachers forming teams with one or more grades. These teams comprise Special Education and General Education teachers who have joint responsibility for planning lessons, activities and projects. They meet regularly several times a week, plan together, compare data,	Our efforts to retain and serve Students with Disabilities have resulted in the vast majority of our families expressing a high degree of satisfaction with the school and choosing to re enroll their children year after year.

ies	exchange experiences, build curriculum, and keep in step with the pacing calendar. Resources are combined to strengthen teaching and learning opportunities, methods, and effectiveness. Each team has a Team Leader, who can be either Special or General Education teachers. The Assistant Principals and Instructional Coach meet regularly to oversee the special education program. Specifically, they ensure that the program meets curricular, teaching, compliance and special education standards. They also monitor student progress and recommend changes to the program to ensue effectiveness.	Therefore, changes to the school's program will only be made if necessitated by student data and/or parental concerns.

Entry 11 Classroom Teacher and Administrator Attrition

Created: 06/28/2019 • 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 6/3019
	25	5	20	0	40

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
	9	2	3	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?

No

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

	Not Applicable

Thank you

Entry 12 Uncertified Teachers

Created: 06/28/2019 • Last updated: 08/01/2019

Instructions for Reporting Percent of Uncertified Teachers

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

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

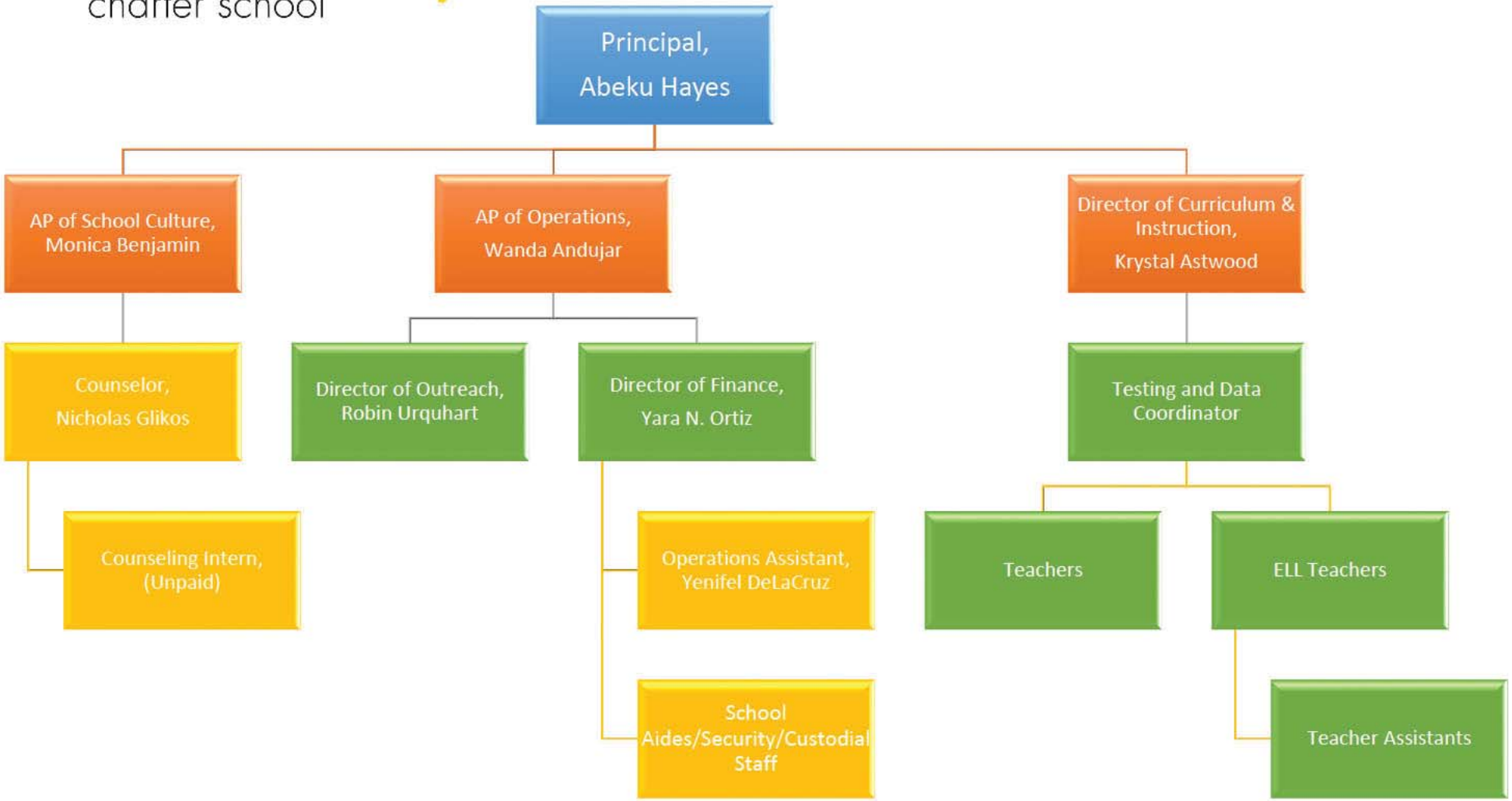
	FTE Count
1. Total FTE count of uncertified teachers (6 30 19)	5
2. FTE count of uncertified teachers with at least three years of elementary, middle or secondary classroom teaching experience (6 30 19)	5
3. FTE count of uncertified teachers who are tenured or tenure track college faculty (6 30 19)	0
4. FTE count of uncertified teachers with two years of Teach for America experience (6 30 19)	0
5. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (6 30 19)	0
6. FTE count of uncertified teachers who do not fit into any of the prior four categories (6 30 19)	0

FTE Count of All Uncertified Teachers as of 6/30/19	5
FTE Count of All Certified Teachers as of 6/30/19	35

Thank you.

new york city montessori charter school

2018/2019 Organizational Chart



New York City Montessori Charter School

2019-20 School Calendar

August 2019						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
						0

September 2019						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
						18

October 2019						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
						19

November 2019						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
						18

December 2019						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
						14

January 2020						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
						19

February 2020						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	19	20	20	21	22
23	24	25	26	27	28	29
						15

March 2020						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
						20

April 2020						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	19
20	20	21	22	23	24	25
26	27	28	29	30		
						17

May 2020						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						20

June 2020						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	19	20	20
21	22	23	24	25	26	27
28	29	30				
						20

July 2020						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	19
20	20	21	22	23	24	25
26	27	28	29	30	31	
						0

new york city
montessori
charter school

CALENDAR KEY

	First/Last Day of School
	School Closed/Holidays
	Teacher In-Service. NO STUDENTS
	State Test Administration
	Parent Teacher Conferences
	End of the Trimester
	End of the Report Period
	PreK Dates
	School Events

Calendar Details

Date(s)	Details
Aug. 15-Aug. 30	Summer Teacher Orientation
Aug. 30	Family Orientation Night (4pm-6pm)
Sept. 2	School Closed (Labor Day)
Sept. 4	First Day of School (All Students)
Sept. 3-4	PreK Phase in Days (10am-12pm)
Sept. 30-Oct. 1	School Closed (Rosh Hashanah)
Oct. 9	School Closed (Yom Kippur)
Oct. 11	End of Report Period 1
Oct. 14	School Closed (Columbus Day)
Oct. 18	Curriculum Night
Nov. 11	Schools Closed (Veterans Day)
Nov. 22	End of Trimester 1
Nov. 27	Thanksgiving Celebration
Nov. 28-29	School Closed (Thanksgiving)
Dec. 4-5	Parent Teacher Conferences
Dec. 6	Data Day (Teachers in Service)- No Students
Dec. 23-Jan. 3	Winter Recess
Jan. 17	End of Report Period 3
Jan. 20	School Closed (Martin Luther King Jr. Day)
Feb. 17-21	School Closed (Mid-Winter Recess)
Mar. 6	End of Trimester 2
Mar. 12-15	National Montessori Teacher Conference
Mar. 18-19	Parent Teacher Conferences
March 25-27	State Test Administration- 3-8 English Language Arts
April 6-9	School Closed (Spring Break)
April 10	Good Friday
April 21-23	State Test Administration- 3-8 Mathematics
May 15	End of Report Period 5
May 16	Family Fun Day
May 18-29	State Test Administration- Grade 4 Science Performance Test
May 25	School Closed (Memorial Day)
June 1	State Test Administration- Grade 4 Science Written
June 12	End of Trimester 3
June 17-19	Parent Teacher Conferences
June 26	Last Day of School for Students
June 29-30	Teacher EOY PD- No Students