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 omplete or submit an annual report this year).

Created: 07/27/2019 • Last updated: 11/01/2019

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)	PENINSULA PREPARATORY ACADEMY CHARTER SCHOOL
a1. Popular School Name (Optional)	PPA
b. CHARTER AUTHORIZER (As of June 30th, 2019) Please select the correct authorizer as of June 3 , 2 19 or you may not be assigned the correct tasks.	NYCDOE Authorized Charter School
c. DISTRICT / CSD OF LOCATION	NYC CSD 27
d. DATE OF INITIAL CHARTER	4/2004
e. DATE FIRST OPENED FOR INSTRUCTION	9/2004

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

MISSION STATEMENT

By creating a rigorous academic environment, with high expectations and a focused and challenging curriculum, Peninsula Prep Academy engages its scholars, parents, and the community as crucial partners to create a nurturing school culture where every child achieves personal, academic excellence and a demonstrated intrinsic motivation for learning, while demonstrating strength of character.

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

KEY DESIGN LEMENTS (Brief heading followed by a description of each Key Design lements (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	Academic Rigor: PPA provides a rigorous, scientifically proven, standards based educational programs with an emphasis on core skills in literacy (ELA), math, science, and social studies.
Variable 2	Engaging Instructional Techniques: Teachers will use a variety of instructional approaches, such as project based learning and STEAM projects to engage students in the adventure of learning.
Variable 3	A Range of Assessments: PPA uses a range of assessments to measure on going student progress in skills and content learning.
Variable 4	Robust Professional Development: PPA equips instructional staff members with ongoing professional development in the pedagogy of these standard aligned programs
Variable 5	Extended Day: PPA offers an extended school day (8 a.m. to 4 p.m.).
Variable 6	PPA engages in developing healthy eating habits and instruction to support that effort. We are enrolled in the CookShop Program which allows our students to know about healthy foods/eating and HOW our food consumption completely impacts our physical health, mental health, and our mood.
Variable	Project Base Learning is a new initiative taken on by PPA, allowing our students to develop 21st century skills and maintain agency over their learning. We successfully piloted

	this initiative in order to implement across grade 3 5 in the Fall of 2018. We found that students truly enjoyed collaboration within their teams, using technology for research and the creation of presentations through PowerPoint to exhibit what they have learned, and developing agency for their learning. We also saw greatly improved communication skills through presentations of students' findings.
Variable 8	The Morning Meeting has earned a place in our classrooms, providing students a safe opportunity to discuss both academic and social issues of the classroom. This teaches our students about the responsibility that they each have to one another as members of group.
Variable 9	(No response)
Variable 10	(No response)

Need additional space for variables	No
h. SCHOOL WEB ADDRESS (URL)	http://peninsulaprep.org/
i. TOTAL MAX APPROVED ENROLLMENT FOR THE 2018-19 SCHOOL YEAR (exclude Pre-K program enrollment)	320
j. TOTAL STUDENT ENROLLMENT ON JUNE 30, 2019 (exclude Pre-K program enrollment)	313

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	611 Beach 19th Street Far Rockaway NY 11691	347 403 9231	NYC CSD 2	PK 5	No

m1a. Please provide t e contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Karen Jones	[redacted]		
Operati onal Leader	Jason Pierre			
Complia nce Contact	Jason Pierre			
Complai nt Contact	Jason Pierre			
DASA Coordin ator	Jason Pierre			
Phone Contact for After Hours Emerge ncies	Jason Pierre			

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 urrent 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/110136492/yFPTXS6fVy/

Site 1 Fire Inspection Report

https://nysed cso reports.fluidreview.com/resp/110136492/nBJtmqxAKU/

CHARTER REVISIONS DURING THE 2018-19 SCHOOL YEAR

n1. Were there any revisions to the s ool's charter during the 2018-19 school year? (Please include approved or pending material and non-material charter revisions). Yes

n2. Summary of Charter Revisions

	Category (Select Best Description)	Specific Revision (150 word limit)	Date Approved by BOT (if applicable)	Date Approved by Authorizer (if applicable)
1	Change in complaint policy	Revised to add a step for contacting the authorizer.	May 8, 2019	
2	Change in admissions/enrollment policy	Added a lottery weight for nglish Language Learners	May 8, 2 19	
3				
4				
5				

More revisions to add? No

ATTESTATION

o. Individual Primarily Responsible for Submitting the Annual Report.

Name	Jen Pasek
Position	Consultant
Phone/Extension	[redacted]
Email	

p. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that all of the information ontained herein is truthful and accurate and that t is harter 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 onstitute 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 S ool

Signature, President of the Board of Trustees

Date 2019/11/01

Thank you.

This certificate supersedes C.O. No.

ZONING DISTRICT R-5

THIS CERTIFIES that the [redacted]-altered-[redacted]-building-premises located at

DISP. 595 (OFFICIAL 601) to 611 BEACH 19th ST. Block **15564** Lot **63**

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

PERMISSIBLE USE AND OCCUPANCY

ALT. 855/83

STORY	LIVE LOAD LBS PER SQ FT	MAXIMUM NO OF PERSONS PERMITTED	ZONING DWELLING OR ROOMING UNITS	BUILDING CODE HABITABLE ROOMS	ZONING USE GROUP	BUILDING CODE OCCUPANCY GROUP	DESCRIPTION OF USE
Bst	100	290			4		GYM.

NOTE: THE ABOVE USE FOR A TEMPORARY PERIOD OF (90) DAYS ONLY. SAME TO EXPIRE: 6/24/86.

NOTE: BASEMENT AND 2nd STORY OMITTED.

NOTE: EXCEPTIONS:

(1) Fire alarm certification required.
(2) 10% for ventilation and firestopping required.
(3) Fire protection plan required.
(4) Plumbing reinspection required.
(5) Emergency lighting certification required.
(6) Public Assembly application to be amended to agree with Alteration application, Re - number of persons.
(7) Work permit to be renewed.
(

NOTE: THIS IS A TERMINAL TEMPORARY CERTIFICATE OF OCCUPANCY - NO RENEWAL WILL BE GRANTED.

NOTE: TWO PERSONS WITH A CERTIFICATE OF FITNESS AS FIREWATCH (FROM THE FIRE DEPARTMENT) TO BE IN ATTENDANCE AT ALL TIMES.

OPEN SPACE USES _____

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

NO CHANGES OF USE OR OCCUPANCY SHALL BE MADE UNLESS

THAT THE ZONING LOT ON WHICH THE PREMISES IS LOCATED IS BOUNDED AS FOLLOWS:

BEGINNING at a point on the [redacted] corner formed by the intersection of

NEW HAVEN AVE. and BEACH 19th ST.

running thence ..... feet; thence ..... feet;

thence Irregular Plot feet; thence ..... feet;

thence ..... feet; thence ..... feet;

thence ..... feet; thence ..... feet;

to the point or place of beginning.

[redacted] ALT. No. 855/83 DATE OF COMPLETION ———— CONSTRUCTION CLASSIFICATION 1 (FIREPROOF)

BUILDING OCCUPANCY GROUP CLASSIFICATION Public HEIGHT 2 & STORIES, 22' FEET

BASEMENT

THE FOLLOWING FIRE DETECTION AND EXTINGUISHING SYSTEMS ARE REQUIRED AND WERE INSTALLED IN COMPLIANCE WITH APPLICABLE LAWS.

	YES	NO	[redacted]	YES	NO
STANDPIPE SYSTEM			AUTOMATIC SPRINKLER SYSTEM		
YARD HYDRANT SYSTEM					
STANDPIPE FIRE TELEPHONE AND SIGNALLING SYSTEM					
SMOKE DETECTOR					
FIRE ALARM AND SIGNAL SYSTEM	X				

STORM DRAINAGE DISCHARGES INTO:

A) STORM SEWER ☐ B) COMBINED SEWER ☐ C) PRIVATE SEWAGE DISPOSAL SYSTEM ☐

SANITARY DRAINAGE DISCHARGES INTO:

A) SANITARY SEWER ☐ B) COMBINED SEWER ☐ C) PRIVATE SEWAGE DISPOSAL SYSTEM ☐

LIMITATIONS OR RESTRICTIONS:

BOARD OF STANDARDS AND APPEALS CAL. NO. _____

CITY PLANNING COMMISSION CAL. NO. _____

OTHERS:

Entry 2 NYS School Report Card Link

Last updated: 07/27/2019

PENINSULA PREPARATOR ACADEMY CHARTER CHOOL

1. CHARTER AUTHORIZER (As of June 30th, 2019) (For technical reasons, please r s lect authorizer name from the drop down menu).	NYCDOE Authorized Charter School
2. NEW ORK TATE REPORT CARD **Provide a direct URL or web link to the most recent New ork tate chool Report Card for the charter school (See https://reportcards.nysed.gov/).** **(Charter schools completing year one will not yet have a chool Report Card or link to one. Please type "URL is not available" in the space provided.)**	https://data.nysed.gov/essa.php?year=2018&instid=800000057613

Entry 3 Progress Toward Goals

Created: 07/31/2019 • Last updated: 11/01/2019

PROGRESS TOWARD CHARTER GOALS

Board of Regents authorized and N CDOE 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 T ward 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
Academ ic Goal 1	Each year, the school will show progress towards achieving 75% proficiency in ELA, in third through fifth grade. Students who have been enrolled at the school on BEDS day for at least two consecutive years should be performing at or above Level 3 on the NYS ELA Exam at the end of the 2015 2016.	NYS ELA Exam Students in at least their second year at PPA demonstrated increased proficiency overall in grades 3 5. 2018 to 2019 Gr. 3) 0% to 1% Gr. 4) 67% to 54% Gr. 5) 37% to 67% All) 56% to 64%	Met	
				For years, we have used GoMath as our instructional program for mathematics, but we remained unable to close the gap in support of our performance goals each year. At the conclusion of 2018 19, we decided to

Academic Goal 2	Each year, the school will show progress towards achieving 75% proficiency in Mathematics, in third through fifth grade. Students who have been enrolled at the school on BEDS day for at least two consecutive years should be performing at or above Level 3 on the NYS Math Exam at the end of 2015 2016.	NYS Math Exam Students in at least their second year at PPA demonstrated a slight decreased proficiency in overall grades: 2018 to 2019 Gr. 3) 0% to 41% Gr. 4) 56% to 50% Gr. 5) 30% to 61% All) 52% to 51%	Not Met	begin the transition to a new mathematics program, enVision Math. Feedback, research, and recommendations led us in that direction. We are now using enVision in grades 2 and 4, as the strategic place to introduce the unique approach used by enVision. The structure of enVision stresses the vocabulary for teachers to share and use with students, includes upwards of 5 various approaches to work a problem, and embraces the inclusion of intervention and enrichment strategies. It clearly embraces "best practices" and allows students opportunities to practice what they are learning before an assessment is presented. Discussion is an intricate component for learning math with enVision. Its just October and we can see our students improving in their application of what they are learning.
	Each year, the school will show progress towards achieving 75% proficiency in Science, in Fourth grade. Students who have been enrolled	NYS Science 4 Exam 100% of students in		

Academic Goal 3	at the school on BEDS day for at least two consecutive years should be performing at or above Level 3 on the NYS Science Exam at the end of the 2 15 2016.	at least their second year at PPA achieved proficiency on the exam for the third straight year.	Met	
Academic Goal 4	Each year, grade level cohorts of the same students (i.e. students who are in the school for two years in a row) will reduce by a quarter the gap between the percent at or above Level 3 on the previous year's NYS ELA Exam (baseline) and 5% at or above Level 3 on the current year's NYS ELA Exam. If the percentage of students scoring at or above proficient in a grade level cohort exceeded 5% on the previous year's NYS ELA Exam, the school is expected to demonstrate some growth (above 5%) in the current year.	NYS ELA Exam in 2018 and 2 19 Proficiency of students who took the exam both years: Grade 3 : 4 70% : 57% Grade 4 : 5 71% : 67%	Not Met	
Academic Goal 5	Each year, grade level cohorts of the same students (i.e. students who are in the school for two years in a row) will reduce by a quarter the gap between the percent at or above Level 3 on the previous year's NYS Math Exam (baseline) and 5% at or above Level 3 on the current year's NYS	NYS MathExam in 2018 and 2 19 Proficiency of students who took the exam both years: Grade 3 : 4	Not Met	Additionally, the Envision Math on line opportunities allows for work to be done at home and is graded automatically on line, providing immediate feedback to the student and teacher. This program also includes "anchor charts" for students to use to assess information. Many pictures/graphs of

	Math Exam. If the percentage of students scoring at or above proficient in a grade level cohort exceeded 5% on the previous year's NYS Math Exam, the school is expected to demonstrate some growth (above 5%) in the current year.	73% : 52% Grade 4 : 5 57% : 61%		"how to" are also included. Words are easier to see and bright graphics better explain how to work each problem presented. Our students enjoy the program and anxiously wait for math time!
Academic Goal 6	Each year, the percent of students performing at or above Level 3 on the NYS ELA Exam in each tested grade will, in the majority of grades, exceed the average performance of students tested in the same grades of the Community School District in which the school is located.	NYS ELA Exam PPA| #27 3) 68%| 54% 4) 51% 4 % 5) 68%| 40% All)62%|47%	Met	
Academic Goal	Each year, the percent of students performing at or above Level 3 on the NYS Math Exam in Grades 3 5 will exceed the average performance of students tested in the same grades of the Community School District in which Peninsula Prep is located.	NYS Math Exam PPA| #27 3) 39% |55% 4) 49% | 50% 5) 59% | 46% All)49%| 50%	Not Met	
Academic Goal 8				
Academic Goal 9				
Academ				

ic Goal 10				

2. Do have more academic als to add? No

3. Do have more academic als to add? No

4. ORGANIZATIONAL GOALS

2018-19 Progress T ward Attainment of Organizational G als

	Organizational Goal	Measure Used to Evaluate Progress	Goal Met or Not Met	If Not Met, Describe Efforts School Will Take
Org Goal 1	Faculty and Staff attendance rate will be 95% or more.	School HR Records	Met	
Org Goal 2	Effectively using RTI as a proven method to identify students who require support in reading and mathematics by using strategic intervention methods.		Met	
Org Goal 3	By placing a Special Education teacher is each grade level, there is an expert in place who will support identified students, helping them to meet the goals of their IEPs. They will also work collaboratively with the general education teacher to establish appropriate accommodations and modifications of curricula for identified students.	HR Records and Staff Schedule	Met	

Org Goal 4	To engage 5% of parents in active participation in school activities, parent meetings, and volunteering in the building.	School Event Attendance Records	Met	
Org Goal 5	Providing high quality Professional Development to faculty in order to improve instructional practices. The Sessions should be deemed effective 85% of the time.	Post PD Surveys	Met	
Org Goal 6	The School works to increase its community presence in order to increase "requests to enroll" by 30% and retention of students from year to year to 90%.	School Records	Not Met	The #1 reason that we were given by parents as to why they were transferring was the expense of living in NYS. Many families moved to the Carolinas and Florida, siting the inability to afford living in Far Rockaway/Queens. The 2nd reason was students transferring to the Success Charter School. This year, every other transfer is coming from the Success School back to Peninsula Prep.
Org Goal				
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 1				
Org Goal 18				
Org Goal 19				
Org Goal 2				

5. Do have more rganizational goals to add? No

6. FINANCIAL GOALS

2018-19 Progress T ward Attainment of Financial G als

	Financial Goals	Measure Used to Evaluate Progress	Goal Met or Not Met	If Not Met, Describe Efforts School Will Take
Financia l Goal 1	Cash position school has at least 60 days of cash on hand to cover operating expenses	School Financial records and bank statements	Met	
Financia l Goal 2	Projected revenues actual enrollment should be within 15% of projected (budgeted) enrollment	ATS	Met	Projected Enrollment was 320 and June ending enrollment was 313.
Financia l Goal 3	Debt management school is meeting all current debt obligations	School Financial records and bank statements	Met	
Financia l Goal 4	Total margin school operated at a surplus during the previous fiscal year (more total revenues than expenses)	Official Financial Audit	Met	
Financia l Goal 5	Aggregated three year total margin school operates at a surplus over three year period.		Met	

7. Do have more financial als to add? No

Thank y u.

Entry 4 Expenditures per Child

Last updated: 07/31/2019

PENINSULA PREPARATORY ACADEMY CHARTER SCHOOLSection H ading

Financial Information

This information is required ALL charter schools. Provide the ollowing measures iscal performance the charter school in Appendix B (T tal Expenditures and Administrative Expenditures Per Child):

1. Total Expenditures Per Child

To calculate **'Total Expenditures per Child'** tak total xpenditur s (from the unaudited 2018-19 Schedule of Functional Expenses) and divide by the year end FTE student nrollment. (Integers Only. No dollar signs or commas).

Note: The formation o the Schedule of Functional Expenses on pages 41–43 of the Audit Guide can help schools locate the amounts to use the two per pupil calculations: Audit Guide available within the portal or on the NYSED website at: http://www.p12.nysed.gov/psc/r gentsoversightplan/otherdocuments/auditguide2018.pdf.

Line 1: Total Expenditur s	5874470
Line 2 Year End FTE student enrollment	313
Line 3 Divide Line 1 by Line 2	18745

2. Administrative Expenditures per Child

To calculat **'Administrative Expenditures er Child'** To calculate "Administrative Expenditures per Child" first *add* together the following:

1. Tak 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 f paid to other organizations or corporations

3. Tak the total from above and divide it by the y ar end FTE nrollment. The r levant portion that must be included in this calculation is defined as follows:

Administrative Expenditur s: Administration and management of the charter school includes th activities and personnel of the offices of the chief school officer, the finance or business offices, school operations personnel, data management and reporting, human r sources, t chnology, tc. 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 f or other compensation. Do not include the FTE of personnel whose role is to directly support the instructional program.

Notes:
The formation o the Schedule of Functional Expenses on pages 41–43 of the Audit Guide can help schools locate the amounts to use the two per pupil calculations: http://w .p12.nysed.gov/psc/AuditGuide.html.
Employee benefit costs or xpenditures should not be reported in the above calculations.

Line 1: R levant P rsonnel Services Cost (Row)	427862
Line 2: Management and General Cost (Column)	259051
Line 3: Sum of Line 1 and Line 2	686913
Line 5: Divide Line 3 by the Year End FTE student enrollment	2192

Thank you.

PENINSULA PREPARATORY ACADEMY CHARTER SCHOOL

Financial Statements

For the years ended June 30, 2019 and 2018

PENINSULA PREPARATORY ACADEMY CHARTER SCHOOL
Financial Statements
June 30, 2019 and 2018

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NCheng LLP
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Independent Auditors' Report

To the Board of Trustees of
Peninsula Preparatory Academy Charter School
New York, New York

Report on the financial statements

We have audited the accompanying financial statements of Peninsula Preparatory Academy Charter School, which comprise the statements of financial position as of Peninsula Preparatory Academy Charter School 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 auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Peninsula Preparatory Academy Charter 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.

Other reporting required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated October 28, 2019, on our consideration of Peninsula Preparatory Academy Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the 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 Peninsula Preparatory Academy Charter School's internal control over financial reporting and compliance.

NCheng LLP

New York, New York
October 28, 2019

NC

PENINSULA PREPARATORY ACADEMY CHARTER SCHOOL
Statements of Financial Position
As of June 30,

	2019	2018
Assets		
Current assets		
Cash and cash equivalents	$ 574,804	$ 539,132
Grants and other receivables	177,154	193,635
Prepaid expenses	24,382	21,683
Total current assets	776,340	754,450
Property and equipment, net - Note 4	218,476	487,376
Other assets		
Restricted cash	75,462	75,445
Security deposits	47,778	47,778
Total assets	$ 1,118,056	$ 1,365,049
Liabilities and Net Assets		
Current liabilities		
Accounts payable and accrued expenses	$ 298,557	$ 349,997
Accrued salaries and other payroll-related expenses - Note 5	430,082	386,388
Deferred rent	9,261	18,732
Total current liabilities	737,900	755,117
Net assets without donor restrictions		
Undesignated	304,694	534,487
Reserve - contingency	75,462	75,445
Total net assets without donor restrictions	380,156	609,932
Total liabilities and net assets without donor restrictions	$ 1,118,056	$ 1,365,049

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

PENINSULA PREPARATORY ACADEMY CHARTER SCHOOL
Statements of Activities
For the years ended June 30,

	2019	2018
Operating revenue and other support		
State and local per pupil operating revenue		
General education	$ 4,787,861	$ 4,743,694
Special education	405,842	368,300
Total state and local per pupil operating revenue	5,193,703	5,111,994
Grants and contracts		
State and local	658,861	639,302
Federal	171,640	214,556
Contributions and other	26,734	16,837
Total grants and contracts	857,235	870,695
Total operating revenue and other support	6,050,938	5,982,689
Expenses		
Program expenses		
Regular education	4,230,149	3,980,616
Special education	1,160,940	1,172,497
Total program expenses	5,391,089	5,153,113
Supporting services		
Management and general	889,625	783,941
Fundraising	-	1,052
Total supporting services	889,625	784,993
Total program and supporting services expenses	6,280,714	5,938,106
Change in net assets	(229,776)	44,583
Net assets without restrictions - beginning of year	609,932	565,349
Net assets without restrictions - end of year	$ 380,156	$ 609,932

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

PENINSULA PREPARATORY ACADEMY CHARTER SCHOOL
Statement of Functional Expenses
For the year ended June 30, 2019

	Program services			Supporting services	Total Program and Supporting services
	Regular education	Special education	Total programs	Management and general	
Salaries					
Instructional personnel	$ 2,136,935	$ 620,101	$ 2,757,036	$ -	$ 2,757,036
Administrative staff personnel	189,176	31,953	221,129	427,862	648,991
Total salaries	2,326,111	652,054	2,978,165	427,862	3,406,027
Operating expenses					
Payroll taxes and fringe benefits	682,196	191,232	873,428	125,482	998,910
Retirement benefits	56,864	15,941	72,805	10,459	83,264
Auditing and accounting fees	-	-	-	19,000	19,000
Other professional fees	32,749	4,412	37,161	120,381	157,542
Office expense	49,174	13,785	62,959	9,045	72,004
Insurance	28,013	7,852	35,865	5,153	41,018
Maintenance and repairs	200,029	56,073	256,102	36,793	292,895
Equipment and furnishings	676	189	865	124	989
Building and land rent and lease	319,863	89,665	409,528	58,835	468,363
Utilities	57,880	16,225	74,105	10,646	84,751
Staff development	29,535	6,879	36,414	6,285	42,699
Advertising and recruitment	13,513	3,788	17,301	2,486	19,787
Student services	19,290	2,484	21,774	-	21,774
Instruction supplies and materials	103,985	13,390	117,375	-	117,375
Technology and communication	47,087	13,200	60,287	8,661	68,948
Depreciation	261,954	73,431	335,385	48,184	383,569
Other expenses	1,230	340	1,570	229	1,799
Total operating expenses	1,904,038	508,886	2,412,924	461,763	2,874,687
Total expenses	$ 4,230,149	$ 1,160,940	$ 5,391,089	$ 889,625	$ 6,280,714

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

PENINSULA PREPARATORY ACADEMY CHARTER SCHOOL
Statement of Functional Expenses
For the year ended June 30, 2018

	Program services			Supporting services		Total Program and Supporting services
	Regular education	Special education	Total programs	Management and general	Fund - raising	
Salaries						
Instructional personnel	$ 2,025,541	$ 627,662	$ 2,653,203	$ -	$ -	$ 2,653,203
Administrative staff personnel	148,760	25,498	174,258	365,870	-	540,128
Total salaries	2,174,301	653,160	2,827,461	365,870	-	3,193,331
Operating expenses						
Payroll taxes and fringe benefits	643,984	193,453	837,437	108,363	-	945,800
Retirement benefits	42,420	12,743	55,163	7,138	-	62,301
Auditing and accounting fees	-	-	-	18,100	-	18,100
Other professional fees	21,581	3,294	24,875	118,867	-	143,742
Office expense	35,263	10,371	45,634	6,223	-	51,857
Insurance	31,145	9,356	40,501	5,240	-	45,741
Maintenance and repairs	170,876	51,331	222,207	28,753	-	250,960
Equipment and furnishings	4,638	1,393	6,031	781	-	6,812
Building and land rent and lease	318,903	95,798	414,701	53,663	-	468,364
Utilities	52,403	15,742	68,145	8,818	-	76,963
Staff development	34,231	10,283	44,514	5,761	-	50,275
Advertising and recruitment	35,929	10,793	46,722	6,046	-	52,768
Student services	17,486	2,256	19,742	-	1,052	20,794
Instruction supplies and materials	98,424	12,695	111,119	-	-	111,119
Technology and communication	44,586	13,394	57,980	7,502	-	65,482
Depreciation	252,917	75,976	328,893	42,559	-	371,452
Other expenses	1,529	459	1,988	257	-	2,245
Total operating expenses	1,806,315	519,337	2,325,652	418,071	1,052	2,744,775
Total expenses	$ 3,980,616	$ 1,172,497	$ 5,153,113	$ 783,941	$ 1,052	$ 5,938,106

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

PENINSULA PREPARATORY ACADEMY CHARTER SCHOOL
Statements of Cash Flows
For the years ended June 30,

	2019	2018
Cash flows from operating activities		
Change in net assets	$ (229,776)	$ 44,583
Adjustment to reconcile change in net assets to net cash provided by operating activities		
Depreciation	383,569	371,452
Changes in operating assets and liabilities		
Grants and other receivables	16,481	91,416
Prepaid expenses	(2,699)	7,296
Accounts payable and accrued expenses	(51,440)	(89,072)
Accrued salaries and other payroll-related benefits	43,694	74,980
Deferred rent	(9,471)	(9,180)
Refundable advances	-	(46,408)
Net cash provided by operating activities	150,358	445,067
Cash flows used in investing activities		
Restricted cash	(17)	(17)
Acquisition of fixed assets	(114,669)	(369,488)
Net cash used in investing activities	(114,686)	(369,505)
Cash flows used in financing activities		
Capital lease	-	(2,090)
Net cash used in financing activities	-	(2,090)
Net increase in cash and cash equivalents	35,672	73,472
Cash and cash equivalents - beginning of year	539,132	465,660
Cash and cash equivalents - end of year	$ 574,804	$ 539,132

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

Note 1 Organization

Peninsula Preparatory Academy Charter School (the "School"), a 501(c)(3) tax-exempt organization, is a public charter school located in Far Rockaway, New York. The School's charter was renewed in 2019 for an additional five years. The school operated classes from kindergarten to fifth grades until August 2017, when pre-kindergarten classes were added. The mission of the School is to create a challenging, technology-rich learning environment in which the cornerstone of high expectations and focused instruction guarantee that every child, including those at-risk, succeeds academically. Enrollment in available class slots is open to all potential student candidates, with those residing in the immediate area given first preference. A lottery is held to award these available slots.

Note 2 Summary of significant accounting policies

Basis of presentation and use of estimates. The financial statements have been prepared in conformity 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. Actual results could differ from those estimates.

Cash and cash equivalents. The School considers all short-term, highly liquid investments, such as money market funds to be cash equivalents.

Grants and other receivables. Grants receivable are recorded at net realizable value. The allowance for doubtful accounts are the School's best estimate of the amount of probable credit losses in existing receivables. Management determines the allowance based on historical write-off experience and reviews its allowance for doubtful accounts periodically. Past due balances are reviewed individually for collectability, Grant receivables are $177,154 and $193,635 at June 30, 2019 and 2018, respectively. No allowance was recorded at June 30, 2019 as management believes all amounts are collectible.

Donated Goods and Services. The New York City Department of Education provides free lunches directly to some of the School's students. Such costs are not included in these financial statements. The School covers the unreimbursed cost of lunches for children not entitled to free lunches. The office of Pupil Transportation provides free transportation to the majority of the students during the district's school days.

Note 2 Summary of significant accounting policies - (continued)

Financial statements presentation. The financial statements of the School follows the accounting standard for not-for-profit organization, which require the School to report information regarding its statements of financial position and statements of activities according to the following net asset classifications:

Net assets without donor restrictions. Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the School. These net assets may be used at the discretion of the School's management and the board of directors.

Net assets with donor restrictions. Net assets subject to stipulations imposed by donors, and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the School or by the passage of time. Other donor restrictions are perpetual in nature, where by the donor has stipulated the funds be maintained in perpetuity.

Donor restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, net assets are reclassified from net assets with donor restrictions to net assets without donor restrictions in the statements of activities.

Revenue recognition. The School recognizes revenue from the state and local governments based on the School's charter status and the number of students enrolled. Such revenue is recorded when services are performed in accordance with the charter agreement. The New York State Department of Education mandates the rate per pupil. Such revenue is recognized ratably over the related school year in which it is earned.

Grants and contracts revenue is recognized when qualifying expenditures are incurred and/or services are provided to the students during the applicable school year. Funds received in advance or any unspent funds for which qualifying expenditures have not been incurred are recorded as refundable advances. Any unspent amounts might be returned to the granting agency or the granting agency can approve that those amounts be applied to a future grant period.

Reclassifications. Certain accounts relating to the prior year have been reclassified to conform to the current year's presentation. The reclassification had no effect on 2018 total assets, liabilities and net assets.

Note 2 Summary of significant accounting policies - (continued)

Functional allocation of expenses. Expenses that can be directly identified with the program or supporting service to which they relate are charged accordingly. Other expenses by function have been allocated among program and supporting service classifications using bases determined by management to be reasonable. Management and general expense includes expenses that are not directly identifiable with any other specific function but provide for the overall support and direction of the School.

Property, plant and equipment. Property, plant and equipment are recorded at cost. Donated assets are capitalized at the estimated fair value at date of receipt. Maintenance and repairs are charged to expense as incurred; significant improvements are capitalized. The School capitalizes additions and significant improvements in excess of $1,000. Items with an acquisition cost of less than $1,000 or a useful life of less than one year are expensed in the year purchased. Depreciation is computed using the straight-line method over estimated useful lives of the respective assets.

The estimated depreciable lives of the different classes of property are as follows:

Asset	Useful life
Building	39 years
Furniture and fixtures	7 years
Leasehold improvements	3-7 years
Machinery & equipment	3-7 years
Computer & Office equipment	3 years

Refundable advances. Funds received in advance for which qualifying expenditures have not been incurred are reflected as refundable advances from state and local government grants in the accompanying statements of financial position.

Income taxes. The School has received its tax-exempt status from the Internal Revenue Service (IRS), under Section 501(c)(3) of the Internal Revenue Code (IRC), and is classified as a publicly supported organization, under lRC sections 509(A)(l) and 170(B)(l)(A)(I1).

Accounting principles generally accepted in the United States of America require management to evaluate tax positions taken and recognize a tax liability (or asset) if the School has taken an uncertain position that more likely than not would not be sustained upon examination by taxing authorities. Management has analyzed the tax positions taken and has concluded that as of June 30, 2019, there are no uncertain positions taken or expected to be taken that would require recognition or disclosure in the financial statements.

The School is no longer subject to income tax examination by tax authorities for years before June 30, 2016.

Note 2 Summary of significant accounting policies - (continued)

Functional expenses. The costs of providing program and other activities have been summarized on a functional basis in the statements of activities. Accordingly, certain costs have been allocated among program services, administrative and fund raising. Such allocations are determined by management on an equitable basis.

The expenses that are allocated include the following:

Salaries	Time and effort
Payroll taxes and fringe benefits	Time and effort
Other professional fees	Time and effort
Insurance	Square footage
Maintenance and repairs	Time and effort
Building and land rent and lease	Square footage

Change in accounting principle. On August 18, 2016, FABS issued Accounting Standards Update (ASU) 2016-14, Not-for-Profit Entitles (Topic 958) – Presentation of Financial Statements of Not-for Profit Entities. The update addresses the complexity and understandability of net asset classification, efficiencies in information about liquidity and availability of resources, and the lack of consistency in the type of information provided about expenses and investment return. We have implemented ASU 2016-14 and have adjusted the presentation in these financial statements accordingly.

Note 3 Liquidity and availability

Financial assets available for general expenditures, that is, without donor or other restrictions limiting their use, within one year of June 30, are:

Financial assets:	2019	2018
Cash and cash equivalents	$ 574,804	$ 539,132
Grants and other receivables	177,154	193,635
Prepaid expenses	24,382	21,683
Amount available for general expenditures within one year	$ 776,340	$ 754,450

Note 4 Property and equipment

Property and equipment consisted of the following at June 30:

	2019	2018
Leasehold improvements	$ 1,609,739	$ 1,476,069
Furniture and fixtures	230,607	211,607
Computer equipment	17,161	17,161
Office equipment	252,066	252,066
Machinery and equipment	390,715	388,916
Construction in progress	-	39,800
	2,500,288	2,385,619
Less: accumulated depreciation	(2,281,812)	(1,898,243)
Total	$ 218,476	$ 487,376

Note 5 Accrued salaries and other payroll-related expenses

Accrued payroll and benefits consist of amounts earned by the staff during the school year that is paid out over the summer months. As of June 30, 2019 and 2018, total accrued salaries and other payroll-related expenses amounted to $430,082 and $386,388.

Note 6 Restricted cash

Pursuant to an addendum to the Charter Agreement dated August 4, 2008, from the New York City Department of Education (NYCDOE), the NYCDOE requires the School to establish an escrow of at least $75,000 to be used in the event of termination of the charter. At June 30, 2019 and 2018, the balance held in escrow is $75,462 and $75,445, respectively.

Note 7 Retirement plan

The School offers a 401(k) plan for all employees. Employees are eligible for the plan immediately upon employment and participation in the plan is voluntary. Employees can make pretax contributions, up to IRS limits for each calendar year. The School matches the employee contribution up to 4% of the employee's annual compensation. For the years ended June 30, 2019 and 2018, the School's matching contribution was $83,264 and $62,301, respectively. Such plan assets are held in a separate trust and are not included in the accompanying financial statements. All plan assets are held for the exclusive benefit of the Plan's participants and beneficiaries.

Note 8 Commitment

The School is a lessee under an operating lease, which renews every five years, principally for classroom space and administrative offices. For the years ended June 30, 2019 and 2018, rent of $468,364 was included in occupancy expense. As of June 30, 2019 and 2018, deferred rent payable amounted to $9,261 and $18,732, represents the excess of the rental expense recognized over the actual rent billed.

On June 30, 2019, the lease was renewed for an additional five years. Minimum lease payments for the next five years are as follows:

Year ending June 30,	Amounts
2020	$ 579,637
2021	597,026
2022	614,937
2023	633,385
2024	652,387
	$ 3,077,372

Note 9 Concentration of credit and revenue risks

Credit risk. The School maintains its cash in bank deposit accounts, which, at times, may exceed federally insured limits. The School has not experienced any losses in such accounts. The School believes it is not exposed to significant credit risk on cash and cash equivalents.

Revenue risk. The School received approximately 86% and 84% of its operating revenue, which is subject to specific requirements, from per pupil funding from the New York City Department of Education during the years ended June 30, 2019 and 2018, respectively. Additionally, the School's grants receivable consists of approximately 88% and 86%, respectively, from the New York State Department of Education and the Federal Title I grants.

Note 10 Contingency

The School participates in a number of federal and state programs. These programs require that the School comply with certain requirements of laws, regulations, contracts, and agreements applicable to the programs in which it participates. All funds expended in connection with government grants and contracts are subject to audit by government agencies. While the ultimate liability, if any, from such audits of government and contracts by government agencies is presently not determinable, it should not, in the opinion of the management, have a material effect on the financial position or results of operations. Accordingly, no provision for any such liability that may result has been made in the accompanying financial statements.

Note 11 Support services

The School entered into an agreement (the "Agreement"), which renews annually, with a third party service to provide assistance with accounting and bookkeeping, financial reporting and budgeting, and grant financial management. For the years ended June 30, 2019 and 2018, fees under this agreement amounted to $115,179 and $113,500, respectively.

Note 12 Subsequent events

Subsequent Events. Management has evaluated its June 30, 2019 financial statements for subsequent events through October 28, 2019, which is the date the financial statements were available to be issued. Based on this evaluation, management has determined that no subsequent events have occurred which require disclosure in the financial statements.

NCheng LLP
accountants and advisors

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Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards

To the Board of Trustees of
Peninsula Preparatory Academy Charter School
New York, New York

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 Peninsula Preparatory Academy Charter 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 October 28, 2019.

Internal control over financial reporting

In planning and performing our audit of the financial statements, we considered Peninsula Preparatory Academy Charter 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 Peninsula Preparatory Academy Charter School's internal control. Accordingly, we do not express an opinion on the effectiveness of the Peninsula Preparatory Academy Charter School's internal control.

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

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

Compliance and other matters

As part of obtaining reasonable assurance about whether Peninsula Preparatory Academy Charter School's financial statements are free of 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 audits, 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 organization'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 organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

NCheng LLP

New York, New York
October 28, 2019

NC

Entry 5c dditional Financial Docs

Created: 10/31/2019 • Last updated: /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 eading

1. Management Letter

https://nysed cso reports.fluidreview.com/resp/119047808/8mMIunnVv3/

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

2. Form 990

(No response)

Explanation for not uploading the Form 990. Extension Request Will Be Filed

3. Federal Single udit

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 udit. Not Applicable

4. CSP greed Upon Procedure Report

(No response)

Explanation for not uploading the procedure report. Not Applicable

5. Evidence of Required Escrow ccount

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/119047808/pN6H0Nalce/

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

6. Corrective Action Plan

A **Corrective ction 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. Not Applicable

The Future Is Bright

Peninsula Preparatory Academy Charter School

611 Beach 19th Street, Far Rockaway, NY 11691~PH: (347) 403-9231~Fax: (718) 318-2581 –Karen Jones~ Principal

Pride ~ Perseverance ~ Achievement ~ Character ~ Success

October 28, 2019

Ncheng LLP
40 Wall Street, 32nd Floor
New York, New York 10005

This representation letter is provided in connection with your audit of the financial statements of Peninsula Preparatory Academy Charter 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, for the purpose of expressing an opinion as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of October 28, 2019, the following representations made to you during your audit.

Financial Statements

1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated May 24, 2019 including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP.

2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP.

3) We acknowledge our responsibility for 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.

4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.

5) Significant assumptions we used in making accounting estimates, including those measured at fair value, are reasonable.

6) Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with U.S. GAAP.

7) All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.

Board of Trustees:
Betty Leon, Esq. – *Chairperson*
Doretha McFadden – *Vice-Chairperson*
Jacqueline Burton Waal – *Secretary,* **Sylvester Okonkwo** – *Member,*
Kevin Alexander– *Member,* **Brandon Jefferies –Member, Malik Sanders- Member, Michelle Burchette**– *PTO President*

8) We are in agreement with the adjusting journal entries you have proposed, and they have been posted to the Peninsula Preparatory Academy Charter School's accounts.

9) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP.

10) Material concentrations have been appropriately disclosed in accordance with U.S. GAAP.

11) Guarantees, whether written or oral, under which the organization is contingently liable, have been properly recorded or disclosed in accordance with U.S. GAAP.

Information Provided

12) We have provided you with:

   a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.

   b) Additional information that you have requested from us for the purpose of the audit.

   c) Unrestricted access to persons within the Peninsula Preparatory Academy Charter School from whom you determined it necessary to obtain audit evidence.

   d) Minutes of the meetings of the governing board or summaries of actions of recent meetings for which minutes have not yet been prepared.

13) All material transactions have been recorded in the accounting records and are reflected in the financial statements.

14) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.

15) We have no knowledge of any fraud or suspected fraud that affects Peninsula Preparatory Academy Charter School and involves:

   a) Management,

   b) Employees who have significant roles in internal control, or

   c) Others where the fraud could have a material effect on the financial statements.

16) We have no knowledge of any allegations of fraud or suspected fraud affecting the organization's financial statements communicated by employees, former employees, grantors, regulators, or others.

17) We have no knowledge of any instances of noncompliance or suspected noncompliance with laws and regulations whose effects should be considered when preparing financial statements.

18) We are not aware of any pending or threatened litigation, claims, or assessments or unasserted claims or assessments that are required to be accrued or disclosed in financial statements in accordance with U.S. GAAP, and we have not consulted a lawyer cornering litigation, claims, or assessments. As a result, we conclude it was not necessary to confirm with any attorneys.

Board of Trustees:

Betty Leon, Esq. – *Chairperson*
Doretha McFadden – *Vice-Chairperson*
Jacqueline Burton Waal – *Secretary,* **Sylvester Okonkwo** – *Member,*
Kevin Alexander– *Member,* **Brandon Jefferies** –**Member, Malik Sanders- Member, Michelle Burchette**– *PTO President*

The Future Is Bright

Peninsula Preparatory Academy Charter School

611 Beach 19th Street, Far Rockaway, NY 11691~PH: (347) 403-9231~Fax: (718) 318-2581 –Karen Jones~ Principal

Pride ~ Perseverance ~ Achievement ~ Character ~ Success

19) We have disclosed to you the identity of the Peninsula Preparatory Academy Charter School's related parties and all the related party relationships and transactions of which we are aware.

20) Peninsula Preparatory Academy Charter School has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.

21) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us.

22) Peninsula Preparatory Academy Charter School is an exempt organization under Section 501(c)(3) of the Internal Revenue Code. Any activities of which we are aware that would jeopardize the Organization's tax-exempt status, and all activities subject to tax on unrelated business income or excise or other tax, have been disclosed to you. All required filings with tax authorities are up-to-date.

Signature: Karen N Jones

Karen Jones - Principal

Signature: _____

Jason Pierre - Chief Operations Officer

Board of Trustees:

Betty Leon, Esq. – *Chairperson*
Doretha McFadden – *Vice-Chairperson*
Jacqueline Burton Waal – *Secretary,* **Sylvester Okonkwo** – *Member,*
Kevin Alexander– *Member,* **Brandon Jefferies** –**Member, Malik Sanders- Member, Michelle Burchette**– *PTO President*

www.peninsulaprep.org

CHASE

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

August 31, 2019 through September 30, 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

[redacted]

PENINSULA PREPARATORY ACADEMY CHARTER SCHOOL
611 BEACH 19TH STREET
FAR ROCKAWAY NY 11691

[redacted]

Good news! We're making it easier to get a replacement account number if your account is compromised.

Starting November 17, 2019, if your account is compromised, we can simply issue you a replacement account number without the hassle of closing your existing account and opening a new one. This will allow you to continue using your existing debit card.

We've updated our Deposit Account Agreement to explain this change:

> *We can assign and transfer your account information and documentation to a replacement account number at our discretion. We may make this assignment when your account is reported compromised by you or any signer. If we issue you a replacement account number, this Deposit Account Agreement governing you and your account will continue to apply, without interruption, as if you retained the discontinued account number.*

Please call us at the number at the top of this statement if you have any questions.

CONSOLIDATED BALANCE SUMMARY

ASSETS

Checking	OPENING BALANCE	TOTAL CREDITS	TOTAL DEBITS	ENDING BALANCE
PENINSULA PREPARATORY ACADEMY CHARTER SCHOOL				
[redacted]	$0.00	$0.00	$0.00	$0.00
Total	**$0.00**	**$0.00**	**$0.00**	**$0.00**

Savings	OPENING BALANCE	TOTAL CREDITS	TOTAL DEBITS	ENDING BALANCE
PENINSULA PREPATORY ACADEMY CHARTER BY PENINSULA PREPARATORY ACADEMY CHARTER				
[redacted]	75,465.08	1.92	0.46	75,466.54
CURRENT INTEREST: $1.92 YTD INTEREST: $16.89				
Total	**$75,465.08**	**$1.92**	**$0.46**	**$75,466.54**
TOTAL ASSETS	**$75,465.08**	**$1.92**	**$0.46**	**$75,466.54**

CLIENT FUNDS CHECKING

PENINSULA PREPARATORY ACADEMY CHARTER SCHOOL

Account Number: [redacted]

CHECKING SUMMARY

	INSTANCES	AMOUNT
Beginning Balance		**$0.00**
Ending Balance	**0**	**$0.00**

The monthly service and transaction fees on your Client Funds Accounts have been waived .

CLIENT FUNDS SAVINGS

PENINSULA PREPATORY ACADEMY CHARTER
BY PENINSULA PREPARATORY ACADEMY CHARTER
BY SCHOOL AGENT

Account Number: [redacted]

SAVINGS SUMMARY

	INSTANCES	AMOUNT
Beginning Balance		**$75,465.08**
Deposits and Additions	1	1.92
Other Withdrawals	1	-0.46
Ending Balance	**2**	**$75,466.54**

Annual Percentage Yield Earned This Period	0.03%
Interest Paid This Period	$1.92
Interest Paid Year-to-Date	$16.89

TRANSACTION DETAIL

DATE	DESCRIPTION	AMOUNT	BALANCE
	Beginning Balance		**$75,465.08**
09/30	Interest Payment	**1.92**	75,467.00
09/30	Federal Interest Withheld	-0.46	75,466.54
	Ending Balance		**$75,466.54**

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

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Entry 5d Financial Services Contact Information

Last updated: 10/31/2019

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.

PENINSULA PREPARATORY ACADEMY CHARTER SCHOOLSection Heading

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Jason Pierre	[redacted]	

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Miaoling Lin, CPA	[redacted]		2

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	Leslie Roper Thomas	[redacted]			9

New York State Education Department

Request for Proposals t Establish Charter Schools Authorized by the Board f Regents

2019-20 Budget & Cash Flow Template

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

1	Complete 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 id website at https://stateaid.nysed.gov/charter/. Rows may be inserted in the worksheet to accomodate additional districts if necessary.
5	The ssumptions 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.

Peninsula Preparatory Academy Charter School

PROJECTED BUDGET FOR 2019-2020

July 1, 2019 t 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 ow 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	4,573,285	1,028,253	-	-	834,632	6,436,169
Total Expenses	4,505,779	1,004,060	-	-	820,568	6,330,408
Net Income	67,505	24,192	-	-	14,064	105,761
Actual Student Enrollment	323	45				-
Total Paid Student Enrollment	323	45				368

		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						
NYC Chancellor	*$16,150.00*	3,886,255	495,563	-	-	834,632	5,216,450
School District 2 (Enter Name)		-	-	-	-	-	-
School District 3 (Enter Name)		-	-	-	-	-	-
School District 4 (Enter Name)		-	-	-	-	-	-
School District 5 (Enter Name)		-	-	-	-	-	-
		3,886,255	495,563			834,632	5,216,450
Special Education Revenue		-	406,945	-	-	-	406,945
Grants							
Stimulus		-	-	-	-	-	-
Other		-	-	-	-	-	-
Other State Revenue		516,601	83,623	-	-	-	600,224
TOTAL REVENUE FROM STATE SOURCES		4,402,857	986,130			834,632	6,223,619
REVENUE FROM FEDERAL FUNDING							
IDEA Special Needs		-	32,582	-	-	-	32,582
Title I		111,490	-	-	-	-	111,490
Title Funding - Other		18,038	2,920	-	-	-	20,958
School Food Service (Free unch)		-	-	-	-	-	-
Grants							
Charter School Program (CSP) Planning & Implementation		-	-	-	-	-	-
Other		-	-	-	-	-	-
Other Federal Revenue		-	-	-	-	-	-
TOTAL REVENUE FROM FEDERAL SOURCES		129,528	35,502				165,030
LOCAL and OTHER REVENUE							
Contributions and Donations, Fundraising		-	-	-	-	-	-
Erate Reimbursement		18,777	3,039	-	-	-	21,816
Interest Income, Earnings on Investments,		-	-	-	-	-	-
NYC-DYCD (Department of Youth and Community Developmt.)		-	-	-	-	-	-
Food Service (Income from meals)		-	-	-	-	-	-
Text Book		22,123	3,581	-	-	-	25,704
Other Local Revenue		-	-	-	-	-	-
TOTAL REVENUE FROM LOCAL and OTHER SOURCES		40,900	6,620				47,520
TOTAL REVENUE		4,573,285	1,028,253			834,632	6,436,169
EXPENSES							
ADMINISTRATIVE STAFF PERSONNEL COSTS	No. of Positions						
Executive Management	1.00	-	-	-	-	-	-
Instructional Management	7.00	146,608	23,732	-	-	-	170,340
Deans, Directors & Coordinators	-	474,992	76,887	-	-	-	551,879

Peninsula Preparatory Academy Charter School

PROJECTED BUDGET FOR 2019-2020

July 1, 2019 t 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 ow 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
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Actual Student Enrollment	323	45				-
Total Paid Student Enrollment	323	45				368

		PROGRAM SERVICES			SUPPORT SERVICES		
		REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT GENERAL	TOTAL
CFO / Director of Finance	3.00	-	-	-	-	-	-
Operation / Business Manager	1.00	-	-	-	-	247,720	247,720
Administrative Staff	-	42,540	-	-	-	18,231	60,771
TOTAL ADMINISTRATIVE STAFF	**12**	**664,140**	**100,619**			**265,951**	**1,030,710**
INSTRUCTIONAL PERSONNEL COSTS							
Teachers - Regular	15.00	914,265	-	-	-	-	914,265
Teachers - SPED	5.00	-	314,571	-	-	-	314,571
Substitute Teachers	-	-	-	-	-	-	-
Teaching ssistants	11.00	366,124	59,265	-	-	-	425,388
Specialty Teachers	4.00	193,096	31,257	-	-	-	224,353
ides	-	-	-	-	-	-	-
Therapists & Counselors	3.00	191,336	30,972	-	-	-	222,308
Other	5.00	266,206	43,091	-	-	-	309,297
TOTAL INSTRUCTIONAL	**43**	**1,931,028**	**479,154**				**2,410,182**
NON-INSTRUCTIONAL PERSONNEL COSTS							
Nurse	-	-	-	-	-	-	-
ibrarian	1.00	-	-	-	-	63,224	63,224
Custodian	-	-	-	-	-	-	-
Security	1.00	-	-	-	-	40,000	40,000
Other	-	-	-	-	-	-	-
TOTAL NON-INSTRUCTIONAL	**2**					**103,224**	**103,224**
SUBTOTAL PERSONNEL SERVICE COSTS	**57**	**2,595,167**	**579,773**			**369,176**	**3,544,116**
PAYROLL TAXES AND BENEFITS							
Payroll Taxes		215,928	48,239		-	30,717	294,885
Fringe / Employee Benefits		489,507	109,358		-	69,635	668,500
Retirement / Pension		59,312	13,251		-	8,437	81,000
TOTAL PAYROLL TAXES AND BENEFITS		**764,748**	**170,848**			**108,789**	**1,044,385**
TOTAL PERSONNEL SERVICE COSTS		**3,359,915**	**750,622**			**477,965**	**4,588,502**
CONTRACTED SERVICES							
Accounting / udit		-	-	-	-	17,000	17,000
egal		-	-	-	-	1,000	1,000
Management Company Fee		-	-	-	-	-	-
Nurse Services		-	-	-	-	-	-
Food Service / School unch		-	-	-	-	-	-
Payroll Services		-	-	-	-	6,000	6,000
Special Ed Services		-	-	-	-	-	-
Titlement Services (i e. Title I)		-	-	-	-	-	-
Other Purchased / Professional / Consulting		4,303	697	-	-	129,000	134,000
TOTAL CONTRACTED SERVICES		**4,303**	**697**			**153,000**	**158,000**
SCHOOL OPERATIONS							

Peninsula Preparatory Academy Charter School

PROJECTED BUDGET FOR 2019-2020

July 1, 2019 t 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 ow 10.

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Actual Student Enrollment	323	45				-
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	PROGRAM SERVICES			SUPPORT SERVICES		
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT GENERAL	TOTAL
Board Expenses	-	-	-	-	2,500	2,500
Classroom / Teaching Supplies & Materials	56,694	12,666	-	-	8,065	77,424
Special Ed Supplies & Materials	-	-	-	-	-	-
Textbooks / Workbooks	29,446	5,217	-	-	1,042	35,704
Supplies & Materials other	-	-	-	-	-	-
Equipment / Furniture	43,211	9,654	-	-	6,147	59,012
Telephone	6,371	1,423	-	-	906	8,700
Technology	43,996	9,829	-	-	6,259	60,084
Student Testing & ssessment	4,760	1,063	-	-	677	6,500
Field Trips	3,661	818	-	-	521	5,000
Transportation (student)	-	-	-	-	-	-
Student Services - other	12,448	2,781	-	-	1,771	17,000
Office Expense	-	-	-	-	30,000	30,000
Staff Development	27,510	5,219	-	-	1,771	34,500
Staff Recruitment	7,322	1,636	-	-	1,042	10,000
Student Recruitment / Marketing	4,760	1,063	-	-	677	6,500
School Meals / unch	-	-	-	-	-	-
Travel (Staff)	4,027	900	-	-	573	5,500
Fundraising	-	-	-	-	-	-
Other	1,977	442	-	-	281	2,700
TOTAL SCHOOL OPERATIONS	**246,183**	**52,710**			**62,231**	**361,125**
FACILITY OPERATION & MAINTENANCE						
Insurance	36,832	8,228	-	-	5,240	50,300
Janitorial	-	-	-	-	-	-
Building and Land Rent / ease	424,437	94,821	-	-	60,378	579,637
Repairs & Maintenance	183,062	40,897	-	-	26,041	250,000
Equipment / Furniture	-	-	-	-	-	-
Security	703	157	-	-	100	960
Utilities	67,282	15,031	-	-	9,571	91,885
TOTAL FACILITY OPERATION & MAINTENANCE	**712,316**	**159,135**			**101,331**	**972,782**
DEPRECIATION & AMORTIZATION	183,062	40,897	-	-	26,041	250,000
DISSOLUTION ESCROW & RESERVES / CONTIGENCY	-	-	-	-	-	-
TOTAL EXPENSES	**4,505,779**	**1,004,060**			**820,568**	**6,330,408**
NET INCOME	**67,505**	**24,192**	-	-	**14,064**	**105,761**

ENROLLMENT - *School Districts Are Linked To Above Entries*	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED
NYC Chancellor	323	45	368
School District 2 (Enter Name)			-
School District 3 (Enter Name)			-
School District 4 (Enter Name)			-
School District 5 (Enter Name)			-

Peninsula Preparatory Academy Charter School

PROJECTED BUDGET FOR 2019-2020

July 1, 2019 t 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 ow 10.

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Total Paid Student Enrollment	323	45				368

	PROGRAM SERVICES			SUPPORT SERVICES		
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT GENERAL	TOTAL
TOTAL ENROLLMENT	323	5	368			
REVENUE PER PUPIL	14,159	22,850	-			
EXPENSES PER PUPIL	13,950	22,312	-			

Assumptions
DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable

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

Trustee Name:

Betty A. Leon

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

Peninsula Preparatory Academy Charter School

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

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

   ____**Yes** X **No**

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

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

   ____**Yes** X **No**

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

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

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
Please write "None" if applicable. Do not leave this space blank.			
June 9th 2019	NONE		

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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.				

Signature Date

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

Business Telephone

Business Address:

E-mail Address:

Home Telephone:

Home Address:

[redacted]

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

Trustee Name:

Doretha McFadden

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

Peninsula Pre. Academy

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

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

____**Yes** X **No**

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

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

____**Yes** X **No**

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

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

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

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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.				

Signature Date

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

Business Telephone

Business Address:

E-mail Address:

Home Telephone:

Home Address:

DocuSign Envelope ID: BBC7347B-D653-44C2-983C-46CF8FE28692

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

Name: JACQUELINE BURTON WAAL

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

PENINSULA PREPARATORY ACADEMY CHARTER SCHOOL

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

   RECORDING SECRETARY

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

Signature

Date 8/28/19

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

Business Telephone: [redacted]

Business Address:

E-mail Address:

Home Telephone:

Home Address:

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

Name: Brandon Jeffries

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

Peninsula Preparatory Charter School

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

   Treasurer, Board representative

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.

   _____

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4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) 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				

DocuSigned by:
Brandon Jeffries
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7/30/2019

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.

Business Telephon

Business Address:

E-mail Address:

Home Telephone:

Home Address:

[redacted]

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

Trustee Name:

Kevin Alexander

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

Peninsula Preparatory Academy Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). member and past 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
Please write "None" if applicable. Do not leave this space blank.			
none			

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

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

Signature Date

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

Business Telephone

Business Address:

E-mail Address:

Home Telephone:

Home Address:

[redacted]

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

Trustee Name:

Constance Blackman

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

Peninsula Preparatory Academy

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

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

____**Yes** X **No**

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

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

____**Yes** X **No**

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

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

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

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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.				

Signature Date

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

Business Telephon

Business Address:

E-mail Address:

Home Telephone:

Home Address:

[redacted]

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

Name: Malik Sanders

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

Charter Name

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

Board member

2. Are you an employee of any school operated by the education corporation?

____**Yes** 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.

_____

DocuSign Envelope ID: F9DBAF74-06C9-4FA3-AF25-1B63F7DEB8B6

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**."

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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				

DocuSigned by:
Malik Sanders
B1A588708DCC464...

/24/2019

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.

Business Telephon

Business Address:

E-mail Address:

Home Telephone:

Home Address:

[redacted]

last revised 08/21/2018

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

Name: PATRICIA WOODS

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

PENINSULA PREPARATORY ACADEMY CHARTER SCHOOL

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

   MEMBER

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

Signature

Date 8/30/19

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

Business Telepho

Business Addres

E-mail Address:

Home Telephone:

Home Address:

[redacted]

last revised 08/21/2018

Entry 8 BOT Table

Last updated: 07/31/2019

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	Betty Leon [redacted]	Chair	Finance, Academic	Yes	15	09/01/2018	09/01/2018	9
2	Doretha McFadden [redacted]	Vice Chair	Academic	Yes	7	09/01/2018	09/01/2018	8
3	Kevin Alexander [redacted]	Treasurer	Finance	Yes	7	09/01/2018	09/01/2018	6
4	Jacqueline Burton Waal [redacted]	Secretary	Academic	Yes	15	09/01/2018	09/01/2018	7
5	Brandon Jeffries [redacted]	Trustee/Member	Finance	Yes	7	09/01/2018	09/01/2018	9
6	Malik Sanders [redacted]	Trustee/Member	Finance	Yes	3	09/01/2017	9/1/2019	6

	[redacted]							
7	Patricia Woods [redacted]	Trustee/Member	Finance, Academic	Yes	3	09/01/2017	9/1/2019	8
8	Constance Blackman [redacted]	Parent Rep	Academic	Yes	1	11/01/2019	11/01/2021	7
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	8
b.Total Number of Members Added During 2018 19	0
c. Total Number of Members who Departed during 2018 19	0
d.Total Number of members in 2018 19, as set by in Bylaws, Resolution or Minutes	5

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

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

Thank you.

Entry 9 - oard Meeting Minutes

Last updated: 07/27/2019

Instructions for submitting minutes of the BOT monthly m tings

Reg nts, NYCDOE, and Buffalo BOE authorized schools must ither provide a link to a complete set of minutes that ar 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.

PENINSULA PREPARATORY ACADEMY CHARTER SCHOOL

Are all monthly OT meeting minutes posted, which should match the number f meetings held during 2018-19 school year, on the charter school's website?	Yes
A. Provide if p sted n the charter school's website a URL link to the M nthly ard Meeting Minutes, which should match the number f meetings held during the 2018-19 school year.	https://www.dropbox.com/sh/bzrjrik3ldyqtts/AAAb2pGcKEkf9kLh0OhEx70ka?dl=0

Entry 10 Enrollment and Retention f Special Populations

Last updated: 07/31/2019

Instructions for Reporting Enrollment and Retention Strategies

Describe th fforts the charter school has made in 2018 19 toward meeting targets to attract and r tain enrollment of students with disabilities, English language learners/Multilingual learners, and students who ar economically disadvantaged. In addition, d scribe the school's plans for meeting or making progr ss toward meeting its enrollment and retention targets in 2019 20.

PENINSULA PREPARATORY ACADEMY HARTER SCHOOLSection Heading

Recruitment/Attraction Efforts T ward Meeting Targets

	Describe Recruitment Efforts in 2018 19	D scribe Recruitment Plans in 2019 20
Econom ically Disadva ntaged	Seventy p rcent of PPA's marketing is done in low income neighborhoods with annual open houses dedicated to residents of low income housing. PPA also works closely with community organizations that do outr ach into low income communities. PPA's enrollment materials d scribe how PPA does not discriminate or find reasons to xclude childr n ased on th ir home languag , learning styles, or income. In 2017 18, PPA introduced a Universal Prekindergarten program. This is an additional method for attracting economically disadvantaged students and potential students with disabilities. In addition, PPA also visits other pr K/daycar centers that s rve special needs students to shar information r garding PPA and the services we provide, including the placement of a Special Education teacher at very grade level. Peninsula Preparatory is also a school wide Title 1 school, our title 1 team host numerous workshops throughout the school year that ar open to the public, educating parents of the xc llent intervention services we provide at PPA. P ninsula continues to use the local agencies to assist in r cruiting conomically	In 2018 19, our percentage of ED students was 83% and our district was 76%. Going forward, we will continue to implement the strategies listed.

	disadvantaged students. W also use social media to target families.	
English Langua ge L arner s/Multili ngual Learn r s	All marketing materials ar sent home to par nts in oth English and Spanish, as w ll as other languages, once r quested. PPA is located in a densely populated Hispanic, African, and Haitian community. Our Par nt Coordinator works very closely with various community groups r pr senting the various groups, to ncourage parents to nroll their child(ren) at PPA. Once nrolled, par nts and students xperience an inclusive school community. PPA also has in plac a translation service, which translates notifications, school programs, and r port cards for par nts who have difficulty r ading and understanding the English language.	In 2018 19, our combined percentage of ELLs and former ELLs was 10% and our district was 13%. Going forward, w have established a lottery weight for ELLs to nsur that our nrollment of ELLs continues to r flect our district.
Student s with Disabilit ies	P ninsula Preparatory Academy has a working relationship with one of Far Rockaway's st PREK centers for childr n with disabilities. Our Special education staff host a number of workshops onsite and offsite with hope to ducate and r cruit par nts that have childr n with disabilities.	In 2018 19, our percentage of SWD was 12% and our district was 19%. Going forward, w will continue to r fine our r cruitment strategies for SWD.

Retention Efforts T ward Meeting Targets

	Describe Retention Efforts in 2018 19	D scribe Retention Plans in 2019 20
Econom ically Disadva ntaged	W promote a cultur of achievement, maintain an orderly and safe learning environment, and ngage parents and the community as partners. PPA is committed to the success of very child through the provision of high quality student center d attention. This individualized attention is essential to nsur the academic achievement of the many at risk childr n w serve. In addition, PPA partners with a local agency to support par nts with mployment, housing, and ducation. PPA provides vouchers to uniforms and school supplies to economically disadvantaged students. Further, economically disadvantaged students ar not charged for any school activities.	Our retention rate for ED students was 89% between 2017 18 and 2018 19. W will continue our strategies to nsur that this trend continues.
	W support the academic achievement of ELLs through an inclusive approach, with an emphasis on Tier I support that minimizes	

English Langua ge Learn r s/Multili ngual Learn r s	pull out intervention. PPA employs a full time ELL teacher to conduct individual and small group support for ELLs as well as provide professional development for teachers on strategies to support ELLs in the classroom. We hav egun the 2018 19 school year with additional professional development on how classroom teachers can mor naturally support ELL students through increased use of language and opportunities for oral pr sentations.	Our retention rate for ELLs was 83% etween 2017 18 and 2018 19. W will focus on par nt communication and family satisfaction for ELLs as a strategy to target ELL retention going forward.
Student s with Disabilit ies	PPA elieves strongly in inclusion of all students, including special ducation students, in r gular classrooms and that all students should have access to the same curriculum and materials as their p rs. Extra assistance may provided to special education students as r quir d y their IEP, but they have the same resources available to them to improve their skills as their f llow students and have access to the same curricular content. Furthermor , PPA provides professional development to teachers and has small class sizes that cr ate an environment that supports learning for all students, including those with disabilities. For thos students with IEPs that r quir Special Education teacher services and/or a r source room setting, the school dir ctly provides these special education services. In 2018 19, PPA introduced a Special Education (SPED) Coordinator, plus at least four SPED teachers on staff. For those students with IEPs that r quir related services, such as counseling, speech, occupational, and physical therapies, the school contracts with the Queens' CSE or outside s rvice providers.	Our retention rate for SWD was 86% tween 2017 18 and 2018 19. Going forward, w will continue our strategies to nsur that this trend continues.

Entry 11 Classroom Te cher and Administrator Attrition

Last updated: 07/31/2019

R port changes in teacher and administrator staffing.

Instructions for completing the Classroom Te cher nd Administrator Attrition T bles

Charter schools must complete the tables titled 2018-2019 Classroom Teacher nd Administrator Attrition to report changes in teacher nd dministrator staffing during the 2018-2019 school year Please provide the full time equivalent (FTE) of staff on June 30, 2018; the FTE for ny departed staff from July 1, 2018 through June 30, 2019; the FTE for dded 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 T ble

	FTE lassroom T achers on 6/30/18	FTE lassroom T achers Departed 7/1/18 6/30/19	FTE lassroom T achers Filling Vacant Positions 7/1/18 6/30/19	FTE lassroom T achers Added in New Positions 7/1/18 6/30/19	FTE of lassroom T achers on 6/3019
	16	3	3	2	16

2. Administrator Position Attrition T ble

	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 N w Positions 7/1/18 6/30/19	FTE Administrative Positions on 6/30/19
	3	0	0	1	3

3. Te your school's story

Charter schools m y provide dditional information in this section of the Annual Report about their respective teacher nd dministrator attrition r tes as some teacher or administrator departures do not reflect dvancement or movement within the charter school networks. Schools m y provide dditional detail to ref ect teacher's advancement up the ladder to eadership position within the network or n administrator's movement to ead new network charter school.

(No r sponse)

4. Charter schools must ensure that prospective employees receive cle rance through [the NYSED Office of School Personnel Review nd Accountability](#) (OSPRA) prior to employment. After n employee has been cleared, schools re required to maintain proof of such clearance in the file of each employee. For the safety of a 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 employees have been cleared through the NYSED TEACH system?

Yes

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

	Not Applicable

Thank you

Entry 12 ncertified Teachers

Last updated: 07/31/2019

Instructions for Reporting Percent of ncertified Teachers

The table below is reflective of the information ollected through the online ortal 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 olumn applies to a articular teacher, lease select one column for the FTE ount. Please do not include paraprofessionals, such as teacher assistants.

FTE ount 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 (30 19)	3
2. FTE count of uncertified teachers with at least thr y ars of elementary, middle or secondary classroom teaching xperience (6 30 19)	3
3. FTE count of uncertified teachers who ar tenured or tenur track college faculty (30 19)	0
4. FTE count of uncertified teachers with two years of T ach for America xperience (6 30 19)	0
5. FTE count of uncertified teachers with xceptional business, professional, artistic, athletic, or military xperience (6 30 19)	0
6. FTE count of uncertified teachers who do not fit into any of the prior four categories (30 19)	0

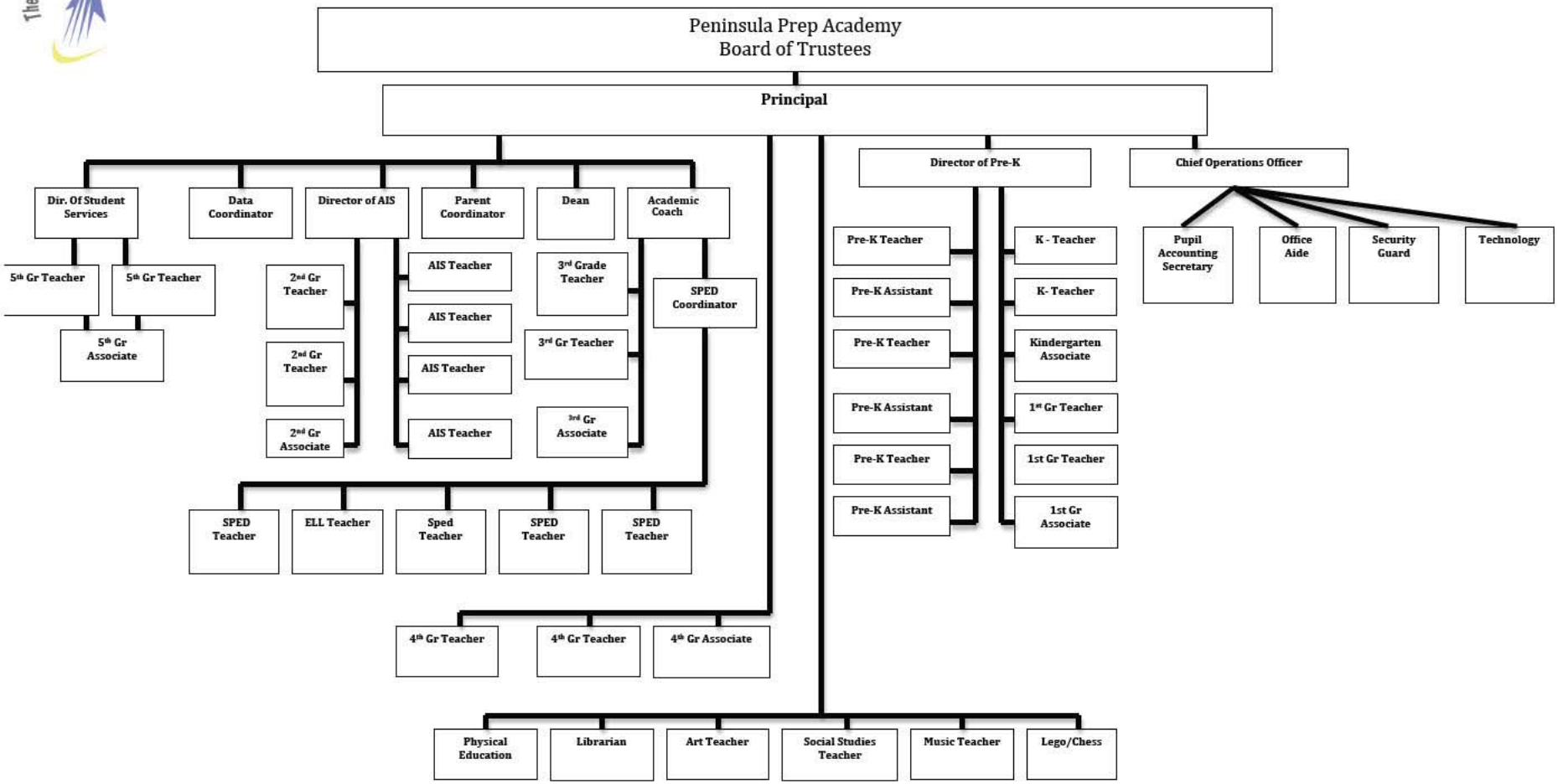
FTE Count of All ncertified Teachers as of 6/30/19 3

FTE Count of All Certified Teachers as of 6/30/19 13

Thank you.

_Peninsula Preparatory Academy Charter School Table of Organization 2019-20

Physical Address: 611 Beach 19th Street, Far Rockaway, NY 11691-Mailing Address: 595 Beach 19th Street, Far Rockaway, NY 11691 Phone: (347)-403-9231 Fax: (718)-327-2581



Peninsula Preparatory Academy Charter School
611 Beach 19th Street, Far Rockaway, NY 11691 ~
Phone: (347) 403-9231 ~ Fax: (718) 327-2581

Pride ~ Perseverance ~ Achievement ~ Character ~ Success

2019-2020 School Year Calendar

TENTATIVE 05/29/2019

Thursday, August 29, 2019	Meet the Teacher ~ 2 Sessions 10:00AM & 1:00PM
Thursday, September 5, 2019	FIRST DAY of SCHOOL
Wednesday, September 18, 2019	1:00PM Dismissal for Scholars ~ Staff PD
Monday, September 30th – Tuesday, October 1, 2019	Rosh Hashanah – School Closed
Wednesday, October 2, 2019	1:00PM Dismissal for Scholars ~ Staff PD
Wednesday, October 9, 2019	Yom Kippur (School Closed)
Monday, October 14, 2019	Columbus Day – School Closed
Wednesday, October 16, 2019	1:00PM Dismissal for Scholars ~ Staff PD
Tuesday, November 5, 2019	Election Day / No School for Students
Wednesday, November 6, 2019	1:00PM Dismissal for Scholars ~ Staff PD
Monday, November 11, 2019	Veterans Day – School Closed
Wednesday, November 20, 2019	1:00PM Dismissal for Scholars ~ Staff PD
Wednesday, November 27th, Thursday, November 28th – Friday, November 29, 2019	Thanksgiving Recess – School Closed
Wednesday, December 4, 2019	1:00PM Dismissal for Scholars ~ Staff PD
Wednesday, December 18, 2019	1:00PM Dismissal for Scholars ~ Staff PD
Monday, December 23, 2019 – Wednesday, January 1, 2020	Winter Recess – School Closed Students return Thursday, January 2, 2020
Wednesday, January 15, 2020	1:00PM Dismissal for Scholars ~ Staff PD
Monday, January 20, 2020	Dr. Martin Luther King Jr. Day School Closed
Wednesday, February 5, 2020	1:00PM Dismissal for Scholars ~ Staff PD
Monday, February 17th – Friday, February 21, 2020	Midwinter Recess – Schools Closed
Wednesday, March 4, 2020	1:00Pm Dismissal for Scholars ~ Staff PD
Wednesday, March 18, 2020	1:00PM Dismissal for Scholars ~ Staff PD
Tuesday, March 24, 2020	3-5 Grade ELA Exam
Wednesday, April 1, 2020	1:00PM Dismissal for Scholars ~ Staff PD
Thursday, April 9th – Friday, April 17, 2020	Spring Recess- School Closed Students return Monday, April 20th
Monday, April 20, 2020	Grades 3-5 NYS Math Exam
Wednesday, May 6, 2020	1:00PM Dismissal for Scholars ~ Staff PD
Monday, May 18th – Friday, May 29th & Monday, June 1st	Grade 4 NYS Science Exam
Wednesday, May 20, 2020	1:00PM Dismissal for Scholars ~ Staff PD
Monday, May 25, 2020	Memorial Day – School Closed
Wednesday, June 3, 2020	1:00PM Dismissal for Scholars ~ Staff PD

Peninsula Preparatory Academy Charter School
611 Beach 19th Street, Far Rockaway, NY 11691 ~
Phone: (347) 403-9231 ~ Fax: (718) 327-2581

Thursday, June 4, 2020	Chancellor's Conference Day School Closed
Wednesday, June 17, 2020	1:00PM Dismissal for Scholars ~ Staff PD
Friday, June 26, 2020	LAST DAY OF SCHOOL FOR ALL STUDENTS 10:00AM DISMISSAL FOR STUDENTS