Entry 1 School Information and Cover Page

Last updated: 08/07/2018

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

a. SCHOOL NAME

(Select name from the drop down menu)

SOUTH BRONX COMMUNITY CHS (REGENTS)

b. CHARTER AUTHORIZER (As of June 30th, 2018)

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

Regents-Authorized Charter School

c. DISTRICT / CSD OF LOCATION

NYC CSD 7

d1. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	730 Concourse Village West - Tower B, Bronx, NY 10451	[redacted]		

d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	John Clemente
Title	Co-Founder and Executive Director
Emergency Phone Number (###-###-####)	[redacted]

e. SCHOOL WEB ADDRESS (URL)

http://www.southbronxcommunity.org

f. DATE OF INITIAL CHARTER

11/2015

g. DATE FIRST OPENED FOR INSTRUCTION 08/2016

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

MISSION STATEMENT

The mission of South Bronx Community Charter High School is to promote student excellence through an emphasis on academic, interpersonal and professional skills in a supportive and responsive learning environment. SBCCHS students graduate with a positive sense of self, ready to design and realize their futures in college, community, and career.

h2. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)

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

Variable 1	South Bronx Community Charter High School is competency based. Our instructional model is wholly organized around helping students to learn, practice, and demonstrate mastery of 19 competencies that are aligned to the New York State Learning Standards, inclusive of the Common Core State Standards, and derived to help students master the skills and knowledge necessary to pass requisite exams, graduate from high school, and complete at least two years of college and/or a career internship of their choice. Each competency is an aggregate of smaller skills called attainments. It is important to note that our competencies and attainments consist of both academic and social emotional learning targets.
Variable 2	South Bronx Community Charter High School practices cultural responsiveness. Cultural Responsiveness. We believe that it is important to honor student identity. We believe that strong relationships between staff and students are at the core of an effective learning model. We believe student empowerment and investment are essential to building authentic community. We believe learning experiences must provide a window and mirror for students. Two examples of cultural responsiveness at work include our Rite of Passage program for male and female students and our adherence to restorative practices as it pertains to community building, repairing harm and reintegrating students.

Variable 3	South Bronx Community Charter High School promotes supportive staffing through the creation and fulfillment of a Learning Coach role that works alongside teachers providing students with individualized support and attending to the social-emotional development of students while cross-training and collaborating with academic colleagues
Variable 4	South Bronx Community Charter High School advances adaptive operations and management. We believe that user centeredness and co-creation are imperative in an authentic learning organization. We believe that failing forward, leveraging lessons and manage mistakes, are vital for success in the 21st century. Therefore, a key aspect of work involves reflection on practice and performance, sharing of goals, and timely adjustments that enhance the experience and effectiveness of our school model.
Variable 5	(No response)
Variable 6	(No response)
Variable 7	(No response)
Variable 8	(No response)
Variable 9	(No response)
Variable 10	(No response)

i. TOTAL ENROLLMENT ON JUNE 30, 2018

212

j. GRADES SERVED IN SCHOOL YEAR 2017-18

Check all that apply

Grades Served	9, 10

k1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

No

I1. FACILITIES

Does the school maintain or operate multiple sites?

	No, just one site.

I2. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades Served at Site (K-5, 6-9, etc.)	Receives Rental Assistance	Rental Assistance for Which Grades (write N/A if applicable)
Site 1 (same as primary site)	730 Concourse Village West, Tower B Bronx, NY 10451	[redacted]	NYC CSD 7	9-11	No	N/A
Site 2						
Site 3						

I2a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	John Clemente	[redacted]		
Operational Leader	Jahdiya Semper			
Compliance Contact	John Clemente			
Complaint Contact	John Clemente			
DASA Coordinator	John Clemente			

m1. Are any sites in co-located space? If yes, please proceed to the next question.

Yes

m2. Please list the terms of your current co-location.

	Date school will leave current co-location	Is school working with NYCDOE to expand into current space?	If so, list year expansion will occur.	Is school working with NYCDOE to move to separate space?	If so, list the proposed space and year planned for move	School at Full Capacity at Site
Site 1 (primary site)	August 2020	Yes	2019	Yes	1110 Washington Avenue, Bronx, NY 10451 in September 2020	No
Site 2						
Site 3						

n1. Were there any revisions to the school's charter during the 2017-18 school year? (Please include approved or pending material and non-material charter revisions).

No

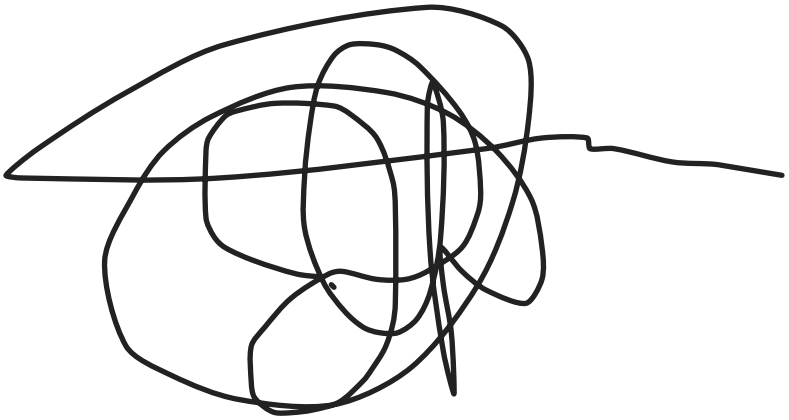
o. Name and Position of Individual(s) Who Completed this Annual Report.

John Clemente, Co-Founder and Executive Director

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

Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees

Date 2018/08/07

Thank you.

Entry 2 NYS School Report Card Link

Last updated: 08/07/2018

SOUTH BRONX COMMUNITY CHS (REGENTS)

1. CHARTER AUTHORIZER (As of June 30th, 2018) (For technical reasons, please re-select authorizer name from the drop down menu).	REGENTS-Authorized Charter School
2. NEW YORK STATE REPORT CARD **Provide a direct URL or web link to the most recent New York State School Report Card for the charter school (See https://reportcards.nysed.gov/).** **(Charter schools completing year one will not yet have a School Report Card or link to one. Please type "URL is not available" in the space provided).**	https://data.nysed.gov/reportcard.php?year=2017&instid=800000086907

Entry 3 Progress Toward Goals

Created: 08/07/2018 • Last updated: 08/23/2018

PROGRESS TOWARD CHARTER GOALS

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

1. ACADEMIC STUDENT PERFORMANCE GOALS

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

2017-18 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met or Not Met	Indicate if data is not available. If/when available, Describe Efforts School Will Take If Goal Is Not Met
Academic Goal 1	Four years after enrollment 85% of students will demonstrate at least a proficient level of mastery in all 19 competency areas as measured by SBCCHS competencies, attainments and performance rubrics.	Each of SBC's 19 competencies consists of attainments. For grade promotion, students are required to master 80% of all course attainments. Mastery across all 19 competencies is expected to occur over a span of four years.	Not Met	SBC will continue to provide students with opportunities to encounter and master competencies and attainments within and across their high school courses. Staff are developing tracking systems for determining the mastery levels students have achieved annually.
Academic Goal 2	By the end of a cohort's third year, 75% of students will have passed three Regents exams.	Passage rates for a total of at least three Regents exams will initially be calculated in June 2019. During the 2018-19 academic year, 11th grade students will have the opportunity to sit for at least 4 Regents.	Not Met	SBC will administer Regents exams annually and provide students with targeted and intensive test support as needed. Currently, 28% of rising 11th grade students have already met this goal.

Academic Goal 3	By the end of a cohort’s fourth year, 75% of students will have demonstrated college and career readiness by passing five Regents required for graduation with a score of at least 75.	Passage rates of five Regents exams, at a minimum score of 75, will be calculated in June 2020.	Not Met	SBC will administer Regents exams annually and provide students with targeted and intensive test support as needed. Currently, 28% of rising 11th grade students have passed 3 Regents exams. 46% of rising 10th graders have passed 1 Regents exam.
Academic Goal 4	85% of students who enter in the 9th grade will graduate within 4 years	SBC will calculate the graduation rate of students retained and enrolled from the 9th grade. will graduate 9th grade. This initial count will be conducted in June 2020.	Not Met	SBC will annually monitor student retention and promotion rates and implement interventions as required to ensure student progress towards graduation.
Academic Goal 5	95% of students who enter in the 9th grade will graduate within five years.	SBC will calculate the graduation rate of students retained and enrolled from the 9th grade. This initial 5-year graduation count will be conducted in June 2021.	Not Met	SBC will annually monitor student retention and promotion rates and implement interventions as required to ensure student progress towards graduation.
Academic Goal 6	All students with disabilities will achieve their IEP goals as determined by Annual Review	SBC uses the IEP goals from each students' IEP to measure success on this goal.	Not Met	SBC is improving schedules for students with IEPs to allow for meaningful small group instruction and will provide more frequent advisory check-ins. In addition, SBC will perform outreach to the families of those students who did not meet their IEP goals.
Academ	Each year 90% of English language learners will improve	Score results for the most recent		SBC has hired an ELL specialist to provide

ic Goal 7	by at least one level on the New York State English as a Second Language Achievement Test (NYSESLAT).	academic year will be provided in November 2018.	Not Met	individualized support to students in developing proficiency on the NYSESLAT exam.
Academic Goal 8	All students will participate in at least one college level course or experience, eg.: College Now, Advanced Placement prior to graduation as tracked by student records and transcripts.	Student files and transcripts will reflect that every student has participated in at least one college course or experience prior to Advanced Placement graduation. Staff are initiating records and planning to develop a well articulated set of college exposure/experience offerings transcripts.	Not Met	SBC will implement AP offerings beginning in academic 2018-19. One teacher has received the necessary training to begin implementation in the Fall.

2. Do have more academic goals to add? Yes

2017-18 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 9	Each year, the group of students who have taken the CWRA+ or ACT Aspire will reduce the gap between their score in the previous year, and the College Readiness Benchmark score by 50%. Students who achieve the College Readiness Benchmark Scores for their grade will continue to achieve the College	Students will reduce the gap in their score from college readiness benchmarks by 50% annually.	Met	Ninth grade students took the CWRA in fall 2016 for baseline scores and were retested in the Spring 2018 at the conclusion of their sophomore year. Students scored 117 points higher on average. Average growth over 4 years across all schools administering the exam is 77 points.

	Readiness Benchmark on subsequent tests and in subsequent grades.			SBC students demonstrated significant growth.
Academic Goal 10	The average PSAT and SAT/ACT scores will exceed the state average.	The average PSAT and SAT/ACT scores will exceed the state average. The earliest scores will be for students who test in the 10th grade during the 2017-18 academic year.		SBC will prepare for students to take the PSAT in the 10th and 11th grade and SAT/ACT in 11th and 12th.
Academic Goal 11	All students will gain acceptance to a two or four year college	This measure will be applied to eligible seniors during the 2019-2020 academic year.	Not Met	SBC is orienting students to college options and conducting goal and postsecondary planning through its CORE advisory program.
Academic Goal 12	For any student that does not meet the achievement criteria above, s/he will develop a personalized plan that clearly articulates his/her path to graduation from SBCCHS and college readiness, through additional time, extended learning opportunities and other external supports.	Student progress towards graduation including converted credits and Regents passage will be calculated. For those needing customized supports, individual learning plans will developed, maintained, and updated.	Not Met	SBC's learning management system contains information that helps to populate and monitor the effectiveness of students' individual learning plans. SBC's Lead Teachers and SPED Teachers will be resources to colleagues regarding the development of supportive learning pathways for students.
Academic Goal 13				
Academic Goal 14				
Academic Goal				

15				
Academic Goal 16				

3. Do have more academic goals to add? (No response)

2017-18 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 17				
Academic Goal 18				
Academic Goal 19				
Academic Goal 20				
Academic Goal 21				
Academic Goal 22				
Academic Goal 23				
Academic Goal 24				
Academic Goal 25				
Academ				

ic Goal 26				
Academic Goal 27				
Academic Goal 28				
Academic Goal 29				
Academic Goal 30				
Academic Goal 31				
Academic Goal 32				
Academic Goal 33				
Academic Goal 34				
Academic Goal 35				
Academic Goal 36				
Academic Goal 37				
Academic Goal 38				
Academic Goal 39				
Academ				

ic Goal 40				
Academic Goal 41				
Academic Goal 42				
Academic Goal 43				
Academic Goal 44				
Academic Goal 45				

4. ORGANIZATIONAL GOALS

2017-18 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Org Goal 1				
Org Goal 2				
Org Goal 3				
Org Goal 4				
Org Goal 5				

5. Do you have more organizational goals to add? (No response)

2017-18 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Org Goal 6				
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				

6. FINANCIAL GOALS

2017-18 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Financial Goal 1				
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

Entry 4 Expenditures per Child

Created: 08/09/2018 • Last updated: 08/13/2018

SOUTH BRONX COMMUNITY CHS (REGENTS)Section Heading

Financial Information

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

1. Total Expenditures Per Child

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

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

Line 1: Total Expenditures	4258896
Line 2: Year End FTE student enrollment	220
Line 3: Divide Line 1 by Line 2	19358

2. Administrative Expenditures per Child

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

1. Take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2017-18 Schedule of Functional Expenses)

2. Any contracted administrative/management fee paid to other organizations or corporations

3. Take the total from above and divide it by the year-end FTE enrollment. The relevant portion that must be included in this calculation is defined as follows:

Administrative Expenditures: Administration and management of the charter school includes the activities and personnel of the offices of the chief school officer, the finance or business offices, school operations personnel, data management and reporting, human resources, technology, etc. It also includes those administrative and management services provided by other organizations or corporations on behalf of the charter school for which the charter school pays a fee or other compensation. Do not include the FTE of personnel whose role is to directly support the instructional program.

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

Line 1: Relevant Personnel Services Cost (Row)	212520
Line 2: Management and General Cost (Column)	309520
Line 3: Sum of Line 1 and Line 2	522040
Line 5: Divide Line 3 by the Year End FTE student enrollment	2372

Thank you.

SOUTH BRONX COMMUNITY CHARTER HIGH SCHOOL

BRONX, NEW YORK

AUDITED FINANCIAL STATEMENTS

OTHER FINANCIAL INFORMATION

REPORT REQUIRED BY GOVERNMENT AUDITING STANDARDS

AND

INDEPENDENT AUDITOR'S REPORTS

JUNE 30, 2018
(With Comparative totals for 2017)

MENGEL METZGER BARR & CO. LLP

Certified Public Accountants

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MMB
MENGEL METZGER BARR & CO. LLP
Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT

Board of Trustees
South Bronx Community Charter High School

Report on the Financial Statements

We have audited the accompanying financial statements of South Bronx Community Charter High School, which comprise the statement of financial position as of June 30, 2018, and the related statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the 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.

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WE VALUE YOUR FUTURE

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 South Bronx Community Charter High School as of June 30, 2018, and the changes in its net assets and its cash flows for the year then ended, in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited South Bronx Community Charter High School's June 30, 2017 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated October 23, 2017. In our opinion, the summarized comparative information presented herein as of June 30, 2017, and for the period of November 17, 2015 (date of inception) to June 30, 2017 is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Report Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated October 25, 2018 on our consideration of South Bronx Community Charter High School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering South Bronx Community Charter High School's internal control over financial reporting and compliance.

Mengel, Metzger, Barr & Co. LLP

Rochester, New York
October 25, 2018

WE VALUE YOUR FUTURE

SOUTH BRONX COMMUNITY CHARTER HIGH SCHOOL

STATEMENT OF FINANCIAL POSITION

JUNE 30, 2018
(With Comparative Totals for 2017)

ASSETS	June 30, 2018	June 30, 2017
CURRENT ASSETS		
Cash	$ 217,939	$ 195,494
Grants and other receivables	130,928	178,260
Security deposit	111,096	-
Prepaid expenses and other current assets	40,005	29,871
TOTAL CURRENT ASSETS	499,968	403,625
PROPERTY AND EQUIPMENT, net	243,530	96,371
OTHER ASSETS		
Security deposit - noncurrent	400,000	51,667
Cash in escrow	52,249	25,003
	452,249	76,670
TOTAL ASSETS	$ 1,195,747	$ 576,666
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable and accrued expenses	$ 90,177	$ 83,153
Accrued payroll and benefits	94,663	52,210
Deferred revenue	-	261,654
TOTAL CURRENT LIABILITIES	184,840	397,017
NET ASSETS		
Unrestricted	1,010,907	179,649
TOTAL LIABILITIES AND NET ASSETS	$ 1,195,747	$ 576,666

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

SOUTH BRONX COMMUNITY CHARTER HIGH SCHOOL

STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS

YEAR ENDED JUNE 30, 2018
(With Comparative Totals for 2017)

	Year Ended June 30, 2018	Period from November 17, 2015 (date of inception) to June 30, 2017
Operating revenue and support:		
State and local per pupil operating revenue	$ 4,007,671	$ 1,953,374
Government grants	450,414	555,784
Private grants	279,206	86,574
Contributed services	-	118,333
Other income	14,615	671
TOTAL OPERATING REVENUE AND SUPPORT	4,751,906	2,714,736
Expenses:		
Program:		
Regular education	2,773,030	1,728,122
Special education	623,522	250,327
Management and general	524,096	556,638
TOTAL EXPENSES	3,920,648	2,535,087
CHANGE IN NET ASSETS	831,258	179,649
Unrestricted net assets at beginning of year	179,649	-
UNRESTRICTED NET ASSETS AT END OF YEAR	$ 1,010,907	$ 179,649

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

SOUTH BRONX COMMUNITY CHARTER HIGH SCHOOL

STATEMENT OF FUNCTIONAL EXPENSES

YEAR ENDED JUNE 30, 2018
(With Comparative Totals for 2017)

		Year Ended June 30, 2018					Period from November 17, 2015 (date of inception) to June 30, 2017
		Program Services			Supporting Services		
	No. of Positions	Regular Education	Special Education	Sub-total	Management and General	Total	
Personnel Services Costs:							
Administrative staff personnel	7	$ 308,382	$ 69,340	$ 377,722	$ 213,211	$ 590,933	$ 545,590
Instructional personnel	29	1,141,343	256,633	1,397,976	-	1,397,976	669,392
Total salaries and wages	36	1,449,725	325,973	1,775,698	213,211	1,988,909	1,214,982
Fringe benefits and payroll taxes		352,482	79,256	431,738	51,839	483,577	288,611
Retirement		10,322	2,321	12,643	1,518	14,161	-
Legal service		-	-	-	11,440	11,440	121,836
Accounting / audit services		-	-	-	124,476	124,476	121,084
Other purchased / professional / consulting services		94,065	21,151	115,216	13,834	129,050	92,198
Building and land rent / lease		485,869	109,249	595,118	71,457	666,575	310,000
Repairs and maintenance		7,590	1,706	9,296	1,116	10,412	3,960
Insurance		20,707	4,656	25,363	3,045	28,408	29,144
Utilities		54,315	12,213	66,528	7,988	74,516	38,715
Supplies / materials		37,062	8,333	45,395	5,451	50,846	67,650
Equipment / furnishings		9,320	2,096	11,416	1,371	12,787	21,086
Staff development		32,179	7,236	39,415	4,733	44,148	69,748
Marketing / recruitment		3,903	878	4,781	574	5,355	18,998
Technology		4,747	1,067	5,814	698	6,512	377
Student services		133,603	30,041	163,644	-	163,644	93,284
Office expense		3,850	866	4,716	566	5,282	10,386
Depreciation		52,575	11,821	64,396	7,732	72,128	22,256
Other		20,716	4,659	25,375	3,047	28,422	10,772
		$ 2,773,030	$ 623,522	$ 3,396,552	$ 524,096	$ 3,920,648	$ 2,535,087

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

SOUTH BRONX COMMUNITY CHARTER HIGH SCHOOL

STATEMENT OF CASH FLOWS

YEAR ENDED JUNE 30, 2018
(With Comparative Totals for 2017)

	Year Ended June 30, 2018	Period from November 17, 2015 (date of inception) to June 30, 2017
CASH FLOWS - OPERATING ACTIVITIES		
Change in net assets	$ 831,258	$ 179,649
Adjustments to reconcile change in net assets to net cash provided from operating activities:		
Depreciation	72,128	22,256
Changes in certain assets and liabilities affecting operations:		
Grants and other receivables	47,332	(178,260)
Prepaid expenses and other current assets	(10,134)	(29,871)
Accounts payable and accrued expenses	7,024	83,153
Accrued payroll and benefits	42,453	52,210
Deferred revenue	(261,654)	261,654
NET CASH PROVIDED FROM OPERATING ACTIVITIES	728,407	390,791
CASH FLOWS - INVESTING ACTIVITIES		
Purchases of property and equipment	(219,287)	(118,627)
Change in cash in escrow	(27,246)	(25,003)
Security deposit	(459,429)	(51,667)
NET CASH USED FOR INVESTING ACTIVITIES	(705,962)	(195,297)
NET INCREASE IN CASH	22,445	195,494
Cash at beginning of year	195,494	-
CASH AT END OF YEAR	$ 217,939	$ 195,494

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

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Charter School

South Bronx Community Charter High School (the "Charter School") is an educational corporation that operates as a charter school in Bronx, New York. The Charter School promotes student excellence through an emphasis on academic, personal and professional skills in a supportive and responsive learning environment. The Charter School's students graduate with a positive sense of self, ready to design and realize their futures in college, community and career. On November 17, 2015 the Board of Regents of the University of the State of New York granted the Charter School a provisional charter valid for a term of five years and renewable upon expiration.

Financial Statement presentation

The financial statements of the Charter School have been prepared on the accrual basis of accounting in conformity with accounting principles generally accepted in the United States of America (GAAP). The Charter School reports information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets and permanently restricted net assets.

These classes of net assets are defined as follows:

Permanently restricted – Net assets resulting from contributions and other inflows of assets whose use by the Charter School is limited by donor-imposed stipulations that neither expire by passage of time nor can be fulfilled or otherwise removed by actions of the Charter School. The Charter School had no permanently restricted net assets at June 30, 2018 or 2017.

Temporarily restricted – Net assets resulting from contributions and other inflows of assets whose use by the Charter School is limited by donor-imposed stipulations that either expire by passage of time or can be fulfilled and removed by actions of the Charter School pursuant to those stipulations. The Charter School had no temporarily restricted net assets at June 30, 2018 or 2017.

Unrestricted – The net assets over which the Governing Board has discretionary control to use in carrying on the Charter School's operations in accordance with the guidelines established by the Charter School. The Board may designate portions of the current unrestricted net assets for specific purposes, projects or investment.

Revenue and support recognition

Revenue from state and local governments resulting from the Charter School's charter status and based on the number of students enrolled is recorded when services are performed in accordance with the charter agreement.

Revenue from federal, state and local government grants and contracts are recorded by the Charter School when qualifying expenditures are incurred and billable.

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

Contributions

Contributions received are recorded as unrestricted, temporarily or permanently restricted support depending on the existence of any donor restrictions. A contribution that is received and expended in the same year for a specific purpose is classified as unrestricted revenue.

Contributions are recorded as restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities and changes in net assets as net assets released from restrictions.

Cash

Cash balances are maintained at a financial institution located in New York and are insured by the Federal Deposit Insurance Corporation up to $250,000. In the normal course of business, the cash account balances at any given time may exceed insured limits. However, the Charter School has not experienced any losses in such accounts and does not believe it is exposed to significant risk in cash.

Cash in escrow

The Charter School maintains cash in an escrow account in accordance with the terms of its charter agreement. The agreement requires $25,000 be placed in escrow each of the first three years of operations and a balance of $75,000 be maintained to fund any audit and legal expenses incurred should the Charter School cease operations and dissolve. The amount in escrow was $52,249 and $25,003 at June 30, 2018 and 2017, respectively.

Grants and other receivables

Grants and other receivables are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts based on its assessment of the current status of individual receivables from grants, agencies and others. Balances that are still outstanding after management has used reasonable collection efforts are written off against the allowance for doubtful accounts. There was no allowance for doubtful accounts at June 30, 2018 or 2017.

Property and equipment

Property and equipment are recorded at cost. Depreciation and amortization are computed using the straight-line method on a basis considered adequate to depreciate the assets over their estimated useful lives, which range from three to seven years.

Contributed services

The Charter school receives contributed services from volunteers to develop its academic program and to serve on the Board of Trustees. In addition, the Charter School received donated transportation services that were provided for the students from the local district. The Charter School was unable to determine a value for these services.

NOTE A: THE CHARTER SCHOOL AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Cont'd

The Charter School received no contributed legal services for the year ended June 30, 2018. Contributed legal services were valued at $118,333 for the period from November 17, 2015 (date of inception) to June 30, 2017. These amounts are included in contributed services in the accompanying statement of activities and changes in net assets.

In-kind contributions

Gifts and donations other than cash are recorded at fair market value at the date of contribution.

Tax exempt status

The Charter School is a tax-exempt organization under section 501(c)(3) of the Internal Revenue Code and applicable state regulations and, accordingly, is exempt from federal and state taxes on income.

The Charter School files Form 990 tax returns in the U.S. federal jurisdiction. The tax returns for the period ended June 30, 2016 through the year ended June 30, 2018 are still subject to potential audit by the IRS. Management of the Charter School believes it has no material uncertain tax positions and, accordingly, it has not recognized any liability for unrecognized tax benefits.

Marketing costs

The Charter School expenses marketing costs as they are incurred. Total marketing and recruiting costs approximated $5,000 and $19,000 for the year ended June 30, 2018 and the period from November 17, 2015 (date of inception) to June 30, 2017, respectively.

Deferred revenue

The Charter School records grant revenue as deferred revenue until it is expended for the purpose of the grant, at which time it is recognized as revenue.

Use of estimates in the preparation of financial statements

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

Subsequent events

The Charter School has conducted an evaluation of potential subsequent events occurring after the statement of financial position date through October 25, 2018, which is the date the financial statements are available to be issued. No subsequent events requiring disclosure were noted, except as disclosed in Note C and Note G.

NOTE B: PROPERTY AND EQUIPMENT

Property and equipment consisted of the following:

	June 30, 2018	June 30, 2017
Furniture and fixtures	$ 122,331	$ 39,807
Computers	188,133	78,820
Software	2,560	-
Construction in progress	24,890	-
	337,914	118,627
Less accumulated depreciation and amortization	94,384	22,256
	$ 243,530	$ 96,371

NOTE C: SCHOOL FACILITY

The Charter School signed a lease for its facility with a third party commencing July 1, 2016 through June 30, 2017. Total rental expense was approximately $310,000 for the period from November 17, 2015 (date of inception) to June 30, 2017. In June 2017, the Charter School renewed their lease on the existing space and added additional square footage to accommodate the growth of the school through June 30, 2018. Base rent for the year ended June 30, 2018 was $666,575. In addition, the Charter School was required to deposit an additional $59,429 with the landlord to be held as a security deposit. The school did not renew the lease and moved into a New York City Department of Education building in July 2018 under a verbal agreement. Pursuant to the terms of the agreement, the Charter School shall not pay for the use of the shared facility. The security deposit from the previous lease is expected to be returned during the year ended June 30, 2019.

The NYCDOE space is not large enough to accommodate the future anticipated growth of the Charter School, therefore, the Charter School signed a lease for a new facility commencing tentatively on August 1, 2019, through September 30, 2029. The lease required a deposit of $500,000, of which $405,000 is to be held as a security deposit and $95,000 to be held as prepaid rent. As of June 30, 2018, the Charter School has paid $400,000 toward the security deposit, and is withholding the final $100,000 until the developer has secured construction financing.

NOTE D: CONTINGENCY

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

NOTE E: CONCENTRATIONS

At June 30, 2018 and 2017, approximately 94% and 100%, respectively, of grants and other receivables are due from a New York State agency related to certain grants.

For the year ended June 30, 2018 and during the period from November 17, 2015 (date of inception) to June 30, 2017, approximately 84% and 72%, respectively, of total operating revenue and support came from per-pupil funding provided by New York State. The per-pupil rate is set annually by the State based on the school district in which the Charter School's students are located.

NOTE F: RETIREMENT PLAN

During August 2017, the Charter School began sponsoring a 403(b) retirement plan (the "Plan") for its employees. The Plan allows the Charter School to make discretionary contributions to the Plan on behalf of the employees. During the year ended June 30, 2018, the Charter School contributed approximately $12,700 to the Plan. Administrative fees were approximately $1,400 for the year ended June 30, 2018.

NOTE G: SUBSEQUENT EVENT

In August 2018, the New York State Education Department (NYSED) notified the Charter School that it had over-allocated $14,361 in Title IIA funding to the Charter School for the year ended June 30, 2018. NYSED will reduce the Charter School's future Title IIA funding for a period of up to five years to recoup the over-allocated funding. The Charter School has not accounted for this over-allocated funding as a liability as of June 30, 2018.

SOUTH BRONX COMMUNITY CHARTER HIGH SCHOOL

OTHER FINANCIAL INFORMATION

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INDEPENDENT AUDITOR'S REPORT ON OTHER FINANCIAL INFORMATION

Board of Trustees
South Bronx Community Charter High School

We have audited the financial statements of South Bronx Community Charter High School as of and for the year ended June 30, 2018 and have issued our report thereon dated October 25, 2018, which contained an unmodified opinion on those financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The 2018 financial information hereinafter is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole for the year ended June 30, 2018.

We have also audited the financial statements of South Bronx Community Charter High School as of and for the period from November 17, 2015 (date of inception) to June 30, 2017, and our report thereon dated October 23, 2017, expressed unmodified opinion on those financial statements. Our audit was conducted for the purpose of forming an opinion on the 2017 financial statements as a whole. The 2017 supplemental financial information was presented for purposes of additional analysis and was not a required part of the 2017 financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the 2017 financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the 2017 financial statements or to the 2017 financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. Our report as of the same date, on the 2017 supplemental financial information stated that, in our opinion, the information was fairly stated in all material respects in relation to the financial statements as a whole for the period ended June 30, 2017.

Mengel, Metzger, Barr & Co. LLP

Rochester, New York
October 25, 2018

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SOUTH BRONX COMMUNITY CHARTER HIGH SCHOOL

SCHEDULE OF ACTIVITIES

YEARS ENDED JUNE 30, 2018 AND 2017, THE PERIOD FROM NOVEMBER 17, 2015 (DATE OF INCEPTION) TO JUNE 30, 2016, AND THE PERIOD FROM NOVEMBER 17, 2015 (DATE OF INCEPTION) TO JUNE 30, 2017

	Year ended June 30,		Period from November 17, 2015 (date of inception) to June 30, 2016	Period from November 17, 2015 (date of inception) to June 30, 2017
	2018	2017		
Operating revenue and support:				
State and local per pupil operating revenue	$ 4,007,671	$ 1,953,374	$ -	$ 1,953,374
Government grants	450,414	453,640	102,144	555,784
Private grants	279,206	86,574	-	86,574
Contributed services	-	118,333	-	118,333
Other income	14,615	171	500	671
TOTAL OPERATING REVENUE AND SUPPORT	4,751,906	2,612,092	102,644	2,714,736
Personnel services costs:				
Administrative staff personnel	590,933	531,820	13,770	545,590
Instructional personnel	1,397,976	669,392	-	669,392
Total salaries and wages	1,988,909	1,201,212	13,770	1,214,982
Fringe benefits and payroll taxes	483,577	288,184	427	288,611
Retirement	14,161	-	-	-
Legal service	11,440	121,261	575	121,836
Accounting / audit services	124,476	101,964	19,120	121,084
Other purchased / professional / consulting services	129,050	91,082	1,116	92,198
Building and land rent / lease	666,575	310,000	-	310,000
Repairs and maintenance	10,412	3,960	-	3,960
Insurance	28,408	26,445	2,699	29,144
Utilities	74,516	38,715	-	38,715
Supplies / materials	50,846	67,392	258	67,650
Equipment / furnishings	12,787	21,086	-	21,086
Staff development	44,148	59,281	10,467	69,748
Marketing / recruitment	5,355	13,456	5,542	18,998
Technology	6,512	377	-	377
Student services	163,644	93,284	-	93,284
Office expense	5,282	10,386	-	10,386
Depreciation	72,128	22,256	-	22,256
Other	28,422	10,080	692	10,772
TOTAL EXPENSES	3,920,648	2,480,421	54,666	2,535,087
CHANGE IN NET ASSETS	$ 831,258	$ 131,671	$ 47,978	$ 179,649

SOUTH BRONX COMMUNITY CHARTER HIGH SCHOOL

REPORT REQUIRED BY GOVERNMENT AUDITING STANDARDS

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

Board of Trustees
South Bronx Community Charter High School

We have audited, 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, the financial statements of South Bronx Community Charter High School, which comprise the statement of financial position as of June 30, 2018 and the related statements of activities and changes in net assets, 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 25, 2018.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered South Bronx Community Charter High 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 South Bronx Community Charter High School's internal control. Accordingly, we do not express an opinion on the effectiveness of South Bronx Community Charter High 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 over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

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Compliance and Other Matters

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

Purpose of This Report

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

Mengel, Metzger, Barr & Co. LLP

Rochester, New York
October 25, 2018

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SOUTH BRONX COMMUNITY CHARTER SCHOOL

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

YEAR ENDED JUNE 30, 2018

Finding 2017-001

Statement of condition
During our audit we noted the Charter School did not adhere to the terms of their charter agreement, resulting in a late deposit of $25,000 into the Charter School's escrow account.

Criteria and effect of conditions
During our audit we noted the Charter School's charter agreement required the School to deposit $25,000 into the escrow account by December 31, 2016. We noted the School did not deposit the $25,000 into the escrow account until June 30, 2017.

Recommendation
We recommend the second required deposit installment of $25,000 be made by December 31, 2017.

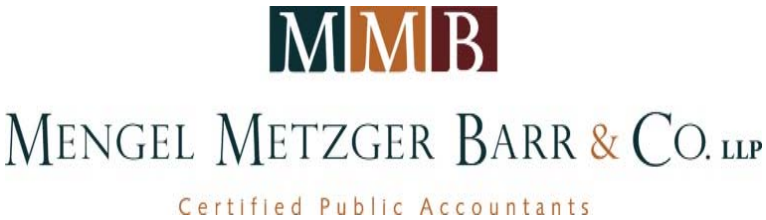
Management response
Management acknowledges and deposited the additional $25,000 in October 2017.

Current status
The Charter School made the deposit before December 31, 2017.

SOUTH BRONX COMMUNITY CHARTER HIGH SCHOOL

AGREED UPON PROCEDURES

YEAR ENDED JUNE 30, 2018



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INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

Board of Trustees
South Bronx Community Charter High School

We have performed the procedures enumerated below, which were agreed to by the management of South Bronx Community Charter High School (the "Charter School") and the New York State Education Department ("NYSED"), solely to assist the specified parties in evaluating the Charter School's assertion to NYSED that it has maintained compliance with the requirements of the CSP grant and Federal and NYSED guidelines in managing the CSP grant. The school's management is responsible for these procedures. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures enumerated below either for the purpose for which the report has been requested or for any other purpose.

The procedures we performed and the related results are as follows:

Procedure No. 1: We will obtain the detail of expenditures incurred for the period under review relating to the CSP grant from the Charter School's accounting software and reconcile to the grant revenue recorded by the Charter School. If the CSP grant revenue does not equal the grant expenditures, we will investigate the differences.

> ***Result***
> We obtained the detail of expenditures incurred for the period under review relating to the CSP grant from the Charter School's accounting software. We observed that the CSP revenue reported equaled the CSP grant expenditures.

Procedure No. 2: We will obtain the NYSED approved CSP grant award information, including the budget and any amendments, to determine if the revenue and expenditures recorded for the period appear reasonable.

> ***Result***
> We observed the Charter School's approved FS-10, FS-10-A, and final expenditure summary, and it appears that revenue and expenditures in the period are reasonable.

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Procedure No. 3: We will select a sample of expenditures from the detail obtained in Procedure No. 1.

a. Payroll – We will select 10 items or 10% of the total number of payroll items charged to the grant, whichever is less.

b. Other expenditures – We will select 10 items or 10% of the total number of other expenditures items charged to the grant, whichever is less.

c. Using the above selected items, we will:

   i. Determine if the expenditure is in accordance with the purpose of the grant and that pre-opening expenditures are charged to pre-opening periods.

   ii. Determine if the expenditure falls into an approved budget category.

   iii. Determine if the expenditure was charged to the appropriate fiscal period.

Result
We noted the Charter School had no payroll expenses tagged to the grant, therefore payroll testing was not applicable. We selected a sample of ten other expenditures. Based on our testing, we noted that the other expenditures fall into the appropriate budget category and that the other expenditures were charged to the appropriate fiscal period. For all selections, we observed that the other expenditures were in accordance with the purpose of the grant, and that other expenditures were charged to the correct period (pre-opening or post-opening).

Procedure No. 4: We will obtain FS-25 form(s) submitted to NYSED during the period under review and perform the following:

a. Trace expenditures selected in Procedure No. 3 to requests for reimbursement. Determine that items requested for reimbursement had previously been expended or were expended within a month following the request for reimbursement. If items have not yet been requested for reimbursement, inquire of responsible charter school officials as to the plan for requesting reimbursement, and determine if a receivable is recorded, if appropriate.

b. If FS-25 forms included amounts on Line 4 (Cash Expenditures Anticipated During Next Month), we will select one FS-25 and determine if funds were expended within one month following the date of the request.

Result
We obtained South Bronx Community Charter High School's FS-25's and noted the selected items were appropriately included in the request for reimbursement. The requests for reimbursement appear to be in the appropriate period. The Charter School had two FS-25's during the period which had a balance on Line 4 (Cash Expenditures Anticipated During Next Month). We selected the FS-25 signed on January 22, 2018 and noted the funds were expended within one month following the date of request.

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Procedure No. 5: For schools with a weighted lottery during the period under review we will:

a. Obtain documentation that the school received permission from the NYSED Charter School Office for the weighted lottery.

b. Obtain the results of the weighted lottery.

- Note that weighted lotteries must be conducted using the NYSED Weighted Lottery Generator (WLG). When the WLG is used, a copy of the 'lottery PDF' should be observed. (This PDF is generated after the WLG has conducted the lottery.)

Result
The Charter School did not hold a weighted lottery during the period under review.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, on these procedures. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of South Bronx Community Charter High School and the New York State Education Department, and it is not intended to be and should not be used by anyone other than the specified parties.

Mengel, Metzger, Barr & Co. LLP

Rochester, New York
October 22, 2018

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Entry 5c Additional Financial Docs

Last updated: 11/09/2018

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

Section Heading

1. Management Letter

https://nysed-cso-reports.fluidreview.com/resp/20611664/8mMIunnVv3/

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

2. Form 990

https://nysed-cso-reports.fluidreview.com/resp/20611664/FlNDqRIBTE/

Explanation for not uploading the Form 990. (No response)

3. Federal Single Audit

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

(No response)

Explanation for not uploading the Federal Single Audit. (No response)

4. CSP Agreed Upon Procedure Report

https://nysed-cso-reports.fluidreview.com/resp/20611664/dQZm1h8CfC/

Explanation for not uploading the procedure report. (No response)

5. Evidence of Required Escrow Account

(No response)

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

6. Corrective Action Plan

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

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

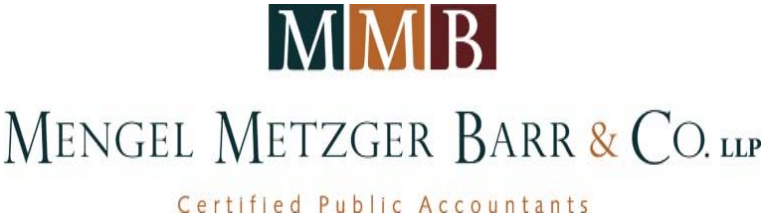
(No response)

Explanation for not uploading the Corrective Action Plan. (No response)

SOUTH BRONX COMMUNITY CHARTER HIGH SCHOOL

ADVISORY COMMENT LETTER

JUNE 30, 2018



October 25, 2018

Board of Trustees
South Bronx Community Charter High School

In planning and performing our audit of the financial statements of South Bronx Community Charter High School (the "Charter School") as of and for the year ended June 30, 2018, in accordance with auditing standards generally accepted in the United States of America, we considered the Charter School's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Charter School's internal control. Accordingly, we do not express an opinion on the effectiveness of the 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 reasonable possibility exists when the likelihood of an event occurring is either reasonably possible or probable as defined as follows:

- *Reasonably possible*. The chance of the future event or events occurring is more than remote but less than likely.

- *Probable*. The future event or events are likely to occur.

Our consideration of internal control was for the limited purpose described in the first paragraph of this letter and was not designed to identify all deficiencies in internal control that might be material weaknesses. 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.

Status of matters included in our letter as of June 30, 2017, dated October 23, 2017

Escrow Account

During our audit, we noted that the charter agreement states annual installments of $25,000 are required to be deposited to the Charter School's escrow account by December of each of the first three years of operation. The first installment was due to be deposited by December 31, 2016. We noted the first $25,000 was deposited in June 2017.

Recommendation

We recommend the Charter School adhere to the charter agreement and make the two additional $25,000 deposits by December 31, 2017 and December 31, 2018.

Status as of June 30, 2018

During our audit, we noted the Charter School made the required $25,000 deposit by December 31, 2017.

Board Approval of Cash Disbursements

During our audit, we noted the School's Financial Policies and Procedures Manual ("FPPM") states that any check in an amount greater than $20,000 requires the Executive Director and Board Treasurer's signature. Our testing found one instance of a check over $20,000 that was signed by the Executive Director and the Academic Director, not the Board Treasurer.

Recommendation

We recommend proper check signing procedures are followed as documented in the FPPM.

Status as of June 30, 2018

During the course of our audit, we noted proper board approval for checks over $20,000, however, we noted a check over $5,000 but less than $20,000, which requires two signatures, was only signed by the Executive Director.

* * * * *

This communication is intended solely for the information and use of Management and the Board of Trustees and is not intended to be and should not be used by anyone other than these specified parties.

We appreciate the outstanding cooperation from your staff that our personnel received during the audit of the Charter School's financial statements. Should you have any questions or comments, please contact Jackie Lee or Kurt Button.

Very truly yours,

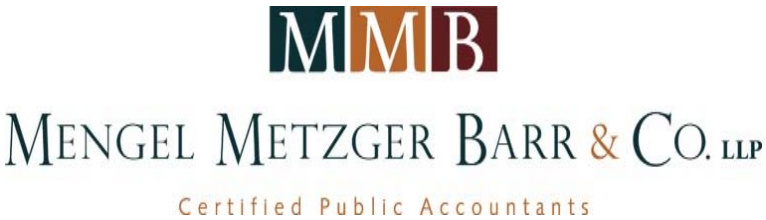
Mengel, Metzger, Barr & Co. LLP

MENGEL, METZGER, BARR & CO. LLP

SOUTH BRONX COMMUNITY CHARTER HIGH SCHOOL

AGREED UPON PROCEDURES

YEAR ENDED JUNE 30, 2018



INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

Board of Trustees
South Bronx Community Charter High School

We have performed the procedures enumerated below, which were agreed to by the management of South Bronx Community Charter High School (the "Charter School") and the New York State Education Department ("NYSED"), solely to assist the specified parties in evaluating the Charter School's assertion to NYSED that it has maintained compliance with the requirements of the CSP grant and Federal and NYSED guidelines in managing the CSP grant. The school's management is responsible for these procedures. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures enumerated below either for the purpose for which the report has been requested or for any other purpose.

The procedures we performed and the related results are as follows:

Procedure No. 1: We will obtain the detail of expenditures incurred for the period under review relating to the CSP grant from the Charter School's accounting software and reconcile to the grant revenue recorded by the Charter School. If the CSP grant revenue does not equal the grant expenditures, we will investigate the differences.

Result
We obtained the detail of expenditures incurred for the period under review relating to the CSP grant from the Charter School's accounting software. We observed that the CSP revenue reported equaled the CSP grant expenditures.

Procedure No. 2: We will obtain the NYSED approved CSP grant award information, including the budget and any amendments, to determine if the revenue and expenditures recorded for the period appear reasonable.

Result
We observed the Charter School's approved FS-10, FS-10-A, and final expenditure summary, and it appears that revenue and expenditures in the period are reasonable.

Procedure No. 3: We will select a sample of expenditures from the detail obtained in Procedure No. 1.

a. Payroll – We will select 10 items or 10% of the total number of payroll items charged to the grant, whichever is less.

b. Other expenditures – We will select 10 items or 10% of the total number of other expenditures items charged to the grant, whichever is less.

c. Using the above selected items, we will:

   i. Determine if the expenditure is in accordance with the purpose of the grant and that pre-opening expenditures are charged to pre-opening periods.

   ii. Determine if the expenditure falls into an approved budget category.

   iii. Determine if the expenditure was charged to the appropriate fiscal period.

Result
We noted the Charter School had no payroll expenses tagged to the grant, therefore payroll testing was not applicable. We selected a sample of ten other expenditures. Based on our testing, we noted that the other expenditures fall into the appropriate budget category and that the other expenditures were charged to the appropriate fiscal period. For all selections, we observed that the other expenditures were in accordance with the purpose of the grant, and that other expenditures were charged to the correct period (pre-opening or post-opening).

Procedure No. 4: We will obtain FS-25 form(s) submitted to NYSED during the period under review and perform the following:

a. Trace expenditures selected in Procedure No. 3 to requests for reimbursement. Determine that items requested for reimbursement had previously been expended or were expended within a month following the request for reimbursement. If items have not yet been requested for reimbursement, inquire of responsible charter school officials as to the plan for requesting reimbursement, and determine if a receivable is recorded, if appropriate.

b. If FS-25 forms included amounts on Line 4 (Cash Expenditures Anticipated During Next Month), we will select one FS-25 and determine if funds were expended within one month following the date of the request.

Result
We obtained South Bronx Community Charter High School's FS-25's and noted the selected items were appropriately included in the request for reimbursement. The requests for reimbursement appear to be in the appropriate period. The Charter School had two FS-25's during the period which had a balance on Line 4 (Cash Expenditures Anticipated During Next Month). We selected the FS-25 signed on January 22, 2018 and noted the funds were expended within one month following the date of request.

Procedure No. 5: For schools with a weighted lottery during the period under review we will:

a. Obtain documentation that the school received permission from the NYSED Charter School Office for the weighted lottery.

b. Obtain the results of the weighted lottery.

- Note that weighted lotteries must be conducted using the NYSED Weighted Lottery Generator (WLG). When the WLG is used, a copy of the 'lottery PDF' should be observed. (This PDF is generated after the WLG has conducted the lottery.)

Result
The Charter School did not hold a weighted lottery during the period under review.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, on these procedures. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of South Bronx Community Charter High School and the New York State Education Department, and it is not intended to be and should not be used by anyone other than the specified parties.

Mengel, Metzger, Barr & Co. LLP

Rochester, New York
October 22, 2018

EXTENSION FILING INSTRUCTIONS

FORM 8868 FOR FORM 990

FOR THE YEAR ENDING

JUNE 30, 2018

Prepared for	ATTN: MS. KENDEKKA GREEN SOUTH BRONX COMMUNITY CHARTER HIGH SCHOOL 730 CONCOURSE VILLAGE W.,TOWER B BRONX, NY 10451
Prepared by	MENGEL, METZGER, BARR & CO. LLP 100 CHESTNUT STREET, SUITE 1200 ROCHESTER, NY 14604
Amount due	NOT APPLICABLE
Make check payable to	NOT APPLICABLE
Mail extension and check (if applicable) to	NOT APPLICABLE
Extension must be mailed on or before	NOT APPLICABLE
Special Instructions	THE EXTENSION FOR FORM 990 HAS QUALIFIED FOR ELECTRONIC FILING. FORM 8868 EXTENDS THE DUE DATE OF THE ORGANIZATION'S FORM 990 RETURN UNTIL MAY 15, 2019. THE EXTENSION HAS BEEN TRANSMITTED ELECTRONICALLY TO THE IRS AND NO FURTHER ACTION IS REQUIRED.

Form **8868** (Rev. January 2017)

Department of the Treasury Internal Revenue Service

Application for Automatic Extension of Time To File an Exempt Organization Return

▶ **File a separate application for each return.**

▶ **Information about Form 8868 and its instructions is at *www.irs.gov/form8868* .**

OMB No. 1545-1709

Electronic filing *(e-file).* You can electronically file Form 8868 to request a 6-month automatic extension of time to file any of the forms listed below with the exception of Form 8870, Information Return for Transfers Associated With Certain Personal Benefit Contracts, for which an extension request must be sent to the IRS in paper format (see instructions). For more details on the electronic filing of this form, visit *www.irs.gov/efile*, click on Charities & Non-Profits, and click on *e-file* for *Charities and Non-Profits.*

Automatic 6-Month Extension of Time. Only submit original (no copies needed).

All corporations required to file an income tax return other than Form 990-T (including 1120-C filers), partnerships, REMICs, and trusts must use Form 7004 to request an extension of time to file income tax returns.

Enter filer's identifying number

Type or print	Name of exempt organization or other filer, see instructions. SOUTH BRONX COMMUNITY CHARTER HIGH SCHOOL	Employer identification number (EIN) or [redacted]
File by the due date for filing your return. See instructions.	Number, street, and room or suite no. If a P.O. box, see instructions. 730 CONCOURSE VILLAGE W.,TOWER B	Social security number (SSN)
	City, town or post office, state, and ZIP code. For a foreign address, see instructions. BRONX, NY 10451	

Enter the Return Code for the return that this application is for (file a separate application for each return) 0 1

Application Is For	Return Code	Application Is For	Return Code
Form 990 or Form 990-EZ	01	Form 990-T (corporation)	07
Form 990-BL	02	Form 1041-A	08
Form 4720 (individual)	03	Form 4720 (other than individual)	09
Form 990-PF	04	Form 5227	10
Form 990-T (sec. 401(a) or 408(a) trust)	05	Form 6069	11
Form 990-T (trust other than above)	06	Form 8870	12

- The books are in the care of ▶ KENDEKKA GREEN [redacted]
  Telephone No. ▶ [redacted] Fax No. ▶
- If the organization does not have an office or place of business in the United States, check this box ..... ▶ ☐
- If this is for a Group Return, enter the organization's four digit Group Exemption Number (GEN) _____ . If this is for the whole group, check this box ▶ ☐ . If it is for part of the group, check this box ▶ ☐ and attach a list with the names and EINs of all members the extension is for.

1 I request an automatic 6-month extension of time until MAY 15, 2019 , to file the exempt organization return for the organization named above. The extension is for the organization's return for:

▶ ☐ calendar year _____ or
▶ ☒ tax year beginning JUL 1, 2017 , and ending JUN 30, 2018 .

2 If the tax year entered in line 1 is for less than 12 months, check reason: ☐ Initial return ☐ Final return ☐ Change in accounting period

3a	If this application is for Forms 990-BL, 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions.	**3a**	$ 0.
b	If this application is for Forms 990-PF, 990-T, 4720, or 6069, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit.	**3b**	$ 0.
c	**Balance due.** Subtract line 3b from line 3a. Include your payment with this form, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions.	**3c**	$ 0.

Caution: If you are going to make an electronic funds withdrawal (direct debit) with this Form 8868, see Form 8453-EO and Form 8879-EO for payment instructions.

LHA **For Privacy Act and Paperwork Reduction Act Notice, see instructions.**

Form **8868** (Rev. 1-2017)

723841 04-01-17

New York State Education Department

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

2018-19 Budget & Cash Flow Template

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

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

South Bronx Community Charter School
PROJECTED BUDGET FOR 2018-2019
July 1, 2018 to June 30, 2019

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

	REGULAR	SPECIAL	OTHER	FUNDRAISING	MANAGEMENT &	TOTAL
Total Revenue	4,867,962	341,235	-	-	-	5,209,197
Total Expenses	3,302,992	347,840	-	-	1,321,658	4,972,491
Net Income	1,564,970	(6,605)	-	-	(1,321,658)	236,706
Actual Student Enrollment	272	28				
Total Paid Student Enrollment	-	-				-

		PROGRAM SERVICES			SUPPORT SERVICES		
		REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
REVENUE							
REVENUES FROM STATE SOURCES							
Per Pupil Revenue	**CY** Per Pupil Rate						
District of Location	*$15,307.00*	4,592,100	-	-	-	-	4,592,100
Special Education< 20%	*$0.00*	-	-	-	-	-	-
Special Education 20%- 59%	*$10,390.00*	-	249,360	-	-	-	249,360
Special Education >60%	*$19,049.00*	-	76,196	-	-	-	76,196
School District 5 (Enter Name)		-	-	-	-	-	-
		4,592,100	**325,556**				**4,917,656**
Special Education Revenue		-	-	-	-	-	-
Grants							
Stimulus		-	-	-	-	-	-
Other		-	-	-	-	-	-
Other State Revenue		135,300	-	-	-	-	135,300
TOTAL REVENUE FROM STATE SOURCES		**4,727,400**	**325,556**				**5,052,956**
REVENUE FROM FEDERAL FUNDING							
IDEA Special Needs		-	15,679	-	-	-	15,679
Title I		79,807	-	-	-	-	79,807
Title Funding - Other		8,035	-	-	-	-	8,035
School Food Service (Free Lunch)		-	-	-	-	-	-
Grants							
Charter School Program (CSP) Planning & Implementation			-	-	-	-	-
Other		-	-	-	-	-	-
Other Federal Revenue		-	-	-	-	-	-
TOTAL REVENUE FROM FEDERAL SOURCES		**87,842**	**15,679**				**103,521**
LOCAL and OTHER REVENUE							
Contributions and Donations, Fundraising		10,000	-	-	-	-	10,000
Erate Reimbursement		17,370	-	-	-	-	17,370
Interest Income, Earnings on Investments,		150	-	-	-	-	150
NYC-DYCD (Department of Youth and Community Developmt.)		-	-	-	-	-	-
Food Service (Income from meals)		-	-	-	-	-	-
Text Book		18,480	-	-	-	-	18,480
Other Local Revenue		6,720	-	-	-	-	6,720
TOTAL REVENUE FROM LOCAL and OTHER SOURCES		**52,720**					**52,720**
TOTAL REVENUE		**4,867,962**	**341,235**				**5,209,197**
EXPENSES							
ADMINISTRATIVE STAFF PERSONNEL COSTS	No. of Positions						
Executive Management	4.00	-	-	-	-	499,729	499,729
Instructional Management	-	-	-	-	-	-	-
Deans, Directors & Coordinators	-	-	-	-	-	-	-
CFO / Director of Finance	-	-	-	-	-	-	-
Operation / Business Manager	4.00	-	-	-	-	298,993	298,993
Administrative Staff	-	-	-	-	-	-	-
TOTAL ADMINISTRATIVE STAFF	**8**					**798,722**	**798,722**

INSTRUCTIONAL PERSONNEL COSTS							
Teachers - Regular	13.00	841,922		-	-	-	841,922
Teachers - SPED	4.00	-	204,890	-	-	-	204,890
Substitute Teachers	-	-	-	-	-	-	-
Teaching Assistants	-	-	-	-	-	-	-
Specialty Teachers	17.00	946,990		-	-	-	946,990
Aides	-	-	-	-	-	-	-
Therapists & Counselors	1.00	67,100		-	-	-	67,100
Other	-	-	-	-	-	-	-
TOTAL INSTRUCTIONAL	**35**	**1,856,012**	**204,890**				**2,060,902**
NON-INSTRUCTIONAL PERSONNEL COSTS							
Nurse	-	-	-	-	-	-	-
Librarian	-	-	-	-	-	-	-
Custodian	-	-	-	-	-	-	-
Security	-	-	-	-	-	-	-
Other	-	39,813	3,938	-	-	-	43,750
TOTAL NON-INSTRUCTIONAL		**39,813**	**3,938**				**43,750**
SUBTOTAL PERSONNEL SERVICE COSTS	**43**	**1,895,824**	**208,828**			**798,722**	**2,903,374**
PAYROLL TAXES AND BENEFITS							
Payroll Taxes		126,960	12,539	-	-	17,242	156,741
Fringe / Employee Benefits		596,752	58,938			81,040	736,731
Retirement / Pension		-	-	-	-	-	-
TOTAL PAYROLL TAXES AND BENEFITS		**723,712**	**71,478**			**98,282**	**893,472**
TOTAL PERSONNEL SERVICE COSTS		**2,619,537**	**280,305**			**897,004**	**3,796,846**
CONTRACTED SERVICES							
Accounting / Audit		-	-	-	-	23,900	23,900
Legal		-	-	-	-	15,000	15,000
Management Company Fee		-	-	-	-	65,000	65,000
Nurse Services		-	-	-	-	-	-
Food Service / School Lunch		-	-	-	-	-	-
Payroll Services		-	-	-	-	10,690	10,690
Special Ed Services		-	-	-	-	-	-
Titlement Services (i.e. Title I)		-	-	-	-	-	-
Other Purchased / Professional / Consulting		-	-	-	-	200,000	200,000
TOTAL CONTRACTED SERVICES						**314,590**	**314,590**
SCHOOL OPERATIONS							
Board Expenses		-	-	-	-	5,000	5,000
Classroom / Teaching Supplies & Materials		36,400	3,600	-	-	-	40,000
Special Ed Supplies & Materials		-	-	-	-	-	-
Textbooks / Workbooks		10,920	1,080	-	-	-	12,000
Supplies & Materials other		-	-	-	-	-	-
Equipment / Furniture		34,976	3,454	-	-	4,750	43,180
Telephone		-	-	-	-	47,074	47,074
Technology		86,730	8,566	-	-	11,778	107,074
Student Testing & Assessment		45,500	4,500	-	-	-	50,000
Field Trips		46,410	4,590	-	-	-	51,000
Transportation (student)		13,650	1,350	-	-	-	15,000
Student Services - other		74,165	7,335	-	-	-	81,500
Office Expense		28,755	2,840	-	-	3,905	35,500
Staff Development		54,270	5,360	-	-	6,050	65,680
Staff Recruitment		4,050	400	-	-	550	5,000
Student Recruitment / Marketing		13,650	1,350	-	-	-	15,000
School Meals / Lunch		3,185	315	-	-	-	3,500
Travel (Staff)		3,240	320	-	-	55	3,615
Fundraising		-	-	-	-	-	-
Other		4,050	400	-	-	550	5,000
TOTAL SCHOOL OPERATIONS		**459,951**	**45,460**			**79,712**	**585,123**

FACILITY OPERATION & MAINTENANCE						
Insurance	33,681	3,327	-	-	4,574	41,582
Janitorial	4,050	400	-	-	550	5,000
Building and Land Rent / Lease	-	-	-	-	-	-
Repairs & Maintenance	4,050	400	-	-	550	5,000
Equipment / Furniture	116,924	11,548	-	-	15,879	144,350
Security	4,050	400	-	-	550	5,000
Utilities	-	-	-	-	-	-
TOTAL FACILITY OPERATION & MAINTENANCE	**162,755**	**16,075**			**22,103**	**200,932**
DEPRECIATION & AMORTIZATION	40,500	4,000	-	-	5,500	50,000
DISSOLUTION ESCROW & RESERVES / CONTIGENCY	20,250	2,000	-	-	2,750	25,000
TOTAL EXPENSES	**3,302,992**	**347,840**			**1,321,658**	**4,972,491**
NET INCOME	**1,564,970**	**(6,605)**	**-**	**-**	**(1,321,658)**	**236,706**

ENROLLMENT - *School Districts Are Linked To Above Entries*	**REGULAR EDUCATION**	**SPECIAL EDUCATION**	**TOTAL ENROLLED**
District of Location	272		272
Special Education< 20%		-	-
Special Education 20%- 59%		24	24
Special Education >60%		4	4
School District 5 (Enter Name)			-
TOTAL ENROLLMENT	**272**	**28**	**300**
REVENUE PER PUPIL	17,897	12,187	-
EXPENSES PER PUPIL	12,143	12,423	-

Assumptions
DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Rental Assistance
Title II
FAMIS
FAMIS
List exact titles and staff FTE"s (Full time eqiulivalent)

Stipends for various comittees (hiring, curriculum, PD training, sport coach)

Tech, Development, Curriculum & Marketing, Finance Consultants

Student Events & sport events, Uniforms, after school & summer bridge expenses

staff meals, bank fees

Capital Expenditures- furniture, computers and leasehold improvements

Contingency

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

Trustee Name:

Michael Busch

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

South Bronx Community Charter High School

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** ✓ **No**

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

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

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

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

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

None	None	None	None

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

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
None	None	None	None	None

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

Signature 8-13-18 Date

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

Business Te

Business Ad

E-mail Addre

Home Telepl

Home Addre

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

Trustee Name: Paul I. Ortiz

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name): South Bronx Community Charter High School.

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

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

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

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

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

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

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

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

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

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

Signature 8/15/18 Date

Please note that this document is considered a public record and as such, may be made available to members of
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Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

Rema Davis

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

South Bronx Community Charter High School

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

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

N	O	N	E

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
N	O	N	E	

Signature 8/27/18 Date

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

Trustee Name: Alvarez Symonette

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

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

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.			
N	O	N	E

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.				
N	O	N	E	!

Signature

Date 7/1/18

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

Trustee Name:

Jane Kehoe Higgins

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

South Bronx Community Charter High School

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

   Trustee, Academic Accountability Committee

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

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

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

   ____**Yes** __X__**No**

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

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

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

None	None	None	None

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

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
None	None	None	None	None

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

Jane Kehoe Higgins 8/2/18

Signature Date

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Business T [redacted]

Business A [redacted]

E-mail Addr [redacted]

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

Trustee Name:

Brandon Corley

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

South Bronx Community Charter High School

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

   Trustee

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

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

Academic Director, overseeing the academic staff and functions of the school. My current salary is $123,600. I began working for SBC on January 8th, after officially resigning my position as a Trustee on the Board of Directors.

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

   ____**Yes** __X__**No**

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

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

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

None	None	None	None

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

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
None	None	None	None	None

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

Brandon Anderson 8/2/18

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 T [redacted]

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Conflict of Interest Disclosure by Charter School Trustee

Each trustee, officer or key employee of the charter school must complete this disclosure statement annually and provide a signed copy to the school as directed.

Name of Charter School:

_____South Bronx Community Charter School _____

Trustee Name:

_____Kate Karageorgiou (formerly Del Priore)_____

1. Indicate how long you have served as a trustee, officer or key employee of the charter school. If less than twelve months, please provide information to the directives below for the period of time you have served as a trustee, officer or key employee.

2 years, 4 months

2. List all positions held on the charter school board (e.g., president, treasurer, parent representative).

Treasurer

3. Are you an employee or agent of the management company or institutional partner of the charter school?

Yes

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

I am an Administrative Education Officer with the NYC Department of Education. I primarily work as a Facilitator with the District Charter Collaborative within the Office of Leadership and Division of Teaching and Learning. I am responsible for facilitating cross-sector collaboration to improve instructional and learning outcomes among school

leadership teams and students with 12 schools- 6 district and 6 charter schools. I started in this role on September 1, 2017. My current salary is $96,823/year.

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 in the last twelve months. If there has been no such financial interest or transaction, write **None**.

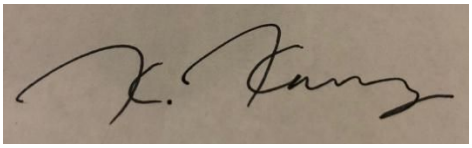
My husband and I both donated a total of $200 to the school during our end of year fundraising campaign in November 2017. My parents also donated $100 in December 2017 during this same campaign.

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
November 2017	Individual donations of $100 each for a total of $200		Myself and my husband
January 2018	Individual donation of $100		My parents

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 charter school in which such entity, during the last twelve months, 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 that is/are doing business with the school 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 or other relationship, 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

NYC Department of Education	**Grant for participation in the District Charter Collaborative**	**$5,000**	**Myself**	I have not been a part of the decision-making processes regarding the dissemination of funds to the school in my role at the District Charter Collaborative. The funds were provided upon approval of the school's application in 2016, before I started working with this initiative.



Signature

_____June 6, 2018_____
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 Tele [redacted]

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Home Address [redacted]

Entry 8 BOT Table

Created: 08/13/2018 • Last updated: 08/15/2018

1. Current Board Member Information (Enter info for each BOT member)

	Trustee Name and Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2017-18
1	Alvarez Symonette, [redacted]	Chair	Finance, Audit and Management Committee; Executive Committee, Academic Accountability Committee	Yes	1	04/01/2016	04/01/2019	12
2	Michael Busch, [redacted]	Vice Chair	Finance, Audit and Management Committee; Executive Committee	Yes	2	4/1/2017	4/1/2020	12
3	Katelyn (Del Priore) Karageorgiou, [redacted]	Treasurer	Finance, Audit and Management Committee; Executive Committee, Academic Accountability Committee	Yes	2	4/1/2018	4/1/2020	11

4	Rema Davis, [redacted]	Secretary	Finance, Audit and Management Committee; Executive Committee	Yes	1	11/01/2016	11/01/2019	12
5	Paul Ortiz, [redacted]	Trustee/Member	Community Engagement Committee	Yes	2	04/01/2018	04/01/2020	10
6	Jane Higgins, [redacted]	Trustee/Member	Academic Accountability Committee	Yes	1	04/01/2016	12/19/2017	5 or less
7	Brandon Corley, [redacted]	Trustee/Member	Academic Accountability Committee	Yes	1	04/01/2016	01/01/2018	5 or less
8								
9								

1a. Are there more that 9 members of the Board of Trustees?	No
2. Total number of members on June 30, 2018	5
3. Total number of members joining the Board during the 2017-18 school year	0

4. Total number of members departing the Board during the 2017-18 school year	2
5. Number of voting members in 2017-18, as set by the by-laws, resolution or minutes	5
6. Number of Board meetings conducted during the 2017-18 School Year	12
7. Number of Board meetings scheduled for the coming 2018-19 school year	12

Thank you.

Entry 9 - Board Meeting Minutes

Last updated: 08/15/2018

Instructions for submitting minutes of the BOT monthly meetings

Regents, NYCDOE, and Buffalo BOE authorized schools must either provide a link to a complete set of minutes that are posted on the charter school website, or upload a complete set of board meeting minutes from July 2017--June 2018, which should match the number of meetings held during the 2017-18 school year.

SOUTH BRONX COMMUNITY CHS (REGENTS)

Are all monthly BOT meeting minutes posted, which should match the number of meetings held during 2017-18 school year, on the charter school's website?	No

the charter school's website.

B. Upload all monthly Board meeting minutes, which should match the number of meetings held during the 2017-18 school year.

Combine all monthly meeting minutes into one .PDF file.

https://nysed-cso-reports.fluidreview.com/resp/18161851/wNFCVDEEJA/

DRAFT MINUTES

Date
Wednesday, July 26, 2017
6:00-8:15pm

Board Members In Attendance
Alvarez Symonette, Chair (dialing in)
Michael Busch, Secretary
Katelyn Del Priore, Treasurer

Brandon Corley
Rema Davis
John Duval
Jane Higgins
Paul Ortiz

School Staff in Attendance
Harvey Chism
John Clemente

Board Members Not in Attendance
n/a

School Staff Not in Attendance
Natalie Ferrell

Agenda

1. Call to Order and Welcome

2. Minutes
    - Board Secretary introduced the June Board Meeting minutes to the Board
    - Rema Davis motioned to approve the minutes; Jane Higgins seconded the motion
    - Minutes unanimously approved by Board

3. Leadership Update

- Harvey Chism updated the Board on staff promotions, and provided an overview and update on Summer Session I (July 10-21) that just concluded, and Summer Session II and the Regents Intensive (July 31-August 11) about to begin
- Staff orientation will kick off on August 14, where staff come together to co-plan, and where new staff will acculturate into the school and its norms, processes, etc.
- School begins on August 28
- Harvey also provided an update on facilities: Board focused on the Icehouse property--it's the cheapest, it's large, and it is ready to go earliest; conversations are ongoing, as they are with the other three properties under consideration

4. Finance, Audit and Management Committee Presentation
    - Due to unexpected revenue, the school has received $45,000 for FY 16-17
    - School spending is roughly $50,000 under projections
    - In addition, the school has spent $63,346 of the total Walton grant
    - Facilities expenses were also roughly $15,000 under projections
    - Audit testing has been conducted from July 24-26, assessing risks and controls; the areas in which they are focus include contributions, grant recognition, property, facilities, and related accruals

5. Year-End Review and Projections
    - John Clemente presented to the Board on skills gains during the school year: students passed 70% of lessons, and a 43 point lexile gain and 61% exceeded projected reading growth; 47% of students logged into the programs (TTM and Achieve 3000)
    - On these two programs, their value as assessment tools is good, but not so great as teaching tools
    - With respect to college and career readiness, there are zero students who reached advanced or accomplished levels, 7% rated proficiently, 72% were ranked as basic, and 21% fell below the basic level
    - Competency Attainments: the big takeaway from the date presented is that the school feels pretty good with respect to assessing and communicating interim student performance
    - The attainments were actually very close to the expected targets (80% of students attained 80% of the competencies)
    - On the question of school performance, attendance and retention rates are key
    - The school's yearly attendance rate was just above 905, and its retention rate was 96%

- Harvey then introduced the school's priorities for the 2017-18 year, which will include a focus on academic and youth development, and operations and management
- Harvey outlined the school's desire to hone in on writing and reading competencies, normed proficiency, expanded learning opportunities, and community building and integration
- On the question of operations and management, Harvey emphasized the need for documenting and capturing what it is the school is doing through qualitative narratives; better use of social media; the need for diversified funding and facilities procurement; and especially the need for more sound and effective internal compliance systems

6. Working Agreement, Norms and Vision
    - Board discussed the collective work done over the past month on the collective norms and vision statement
    - The Board agreed to do a litmus test on the draft statement as it exists--Kate will produce and distribute a Google Form poll to bring the draft statement process to the next step
    - Google form will be distributed and completed by each member of the Board within a week in preparation for the next Board meeting

7. Board Planning and Strategic Planning
    - Board discussed planning for the future, and Harvey proposed a list of possible priorities the Board could focus on moving forward
    - Board identified fundraising as the key priority to focus on moving forward; Board agreed to set a date for an ancillary meeting on the question of money and an approach to fundraising

8. Next Meeting: Wednesday, August 30, 2017.

Minutes respectfully submitted by Michael Busch, Board Secretary, on July 26, 2017.

SOUTH BRONX COMMUNITY CHARTER HIGH SCHOOL

SBC MEETING MINUTES - *Draft*

Date
Wednesday, August 30, 2017
6:00-8:15pm

Board Members In Attendance
Alvarez Symonette, Chair
Katelyn Del Priore, Treasurer
Rema Davis, Temporary Secretary

Brandon Corley
John Duval
Jane Higgins

School Staff in Attendance
Harvey Chism
John Clemente
Natalie Ferrell

Board Members Not in Attendance
Michael Busch, Secretary
Paul Ortiz

Agenda

1. **Call to Order and Welcome**
    - **The Board Chair called the meeting to order**

2. **Minutes**
    - **The minutes from the July Board meeting were introduced by the Board Chair for approval**
    - **Correction needs to be made in previous minutes: 90.5% school attendance needs to be amended**
    - **Need to add a bullet point to the regents: First round of regents were presented and it was pass fail.**
    - **Except above changes, Kate Del Priore motioned to approve the minutes, and was seconded by Brandon Corley**
    - **Meeting minutes approved**

3. **Leadership update**

- **New Staff Orientation: 30 employees over past 2 weeks, returning staff took a prominent role in the sessions. Covered many topics from last year, but allowed a lot of the learning from last year**
- **Summer bridge, transition for incoming students. Last year was 2 weeks, but this year only one week. 10th graders joining after sept 6.**

4. **Facilities:**
    - **Ice house no longer option. Going under contract with another organization that can take full use of the organization. Lesson is we are unlikely to find a landlord that will hold space for us until we can take full use**
    - **Bronx Post Place: deep discussions with architect (for buildout) and with broker/landlord. Last time annual rent had higher leaps on future years, trying to get at least 1st year of rent as low as possible. Working with broker to improve other lease terms to 5 year lease with 5 year renewal.**
    - **2 other spaces are still available. Webster is yards away from the Webster houses, may not be ideal for school safety. 3rd Avenue is in proximity to current location, hope this would allow for easy student/family transition. However owners want a firm commitment and we do not yet have facility payments ready. Restarting conversation with Civic Builders.**
    - **Some owners converting our deposit into prepaid rent and continue to invoice, could ask any landlord to do this.**
    - **Layout in Post Place is ideal compared to EPIC layout: center common, class around border, athletic would have to lean on local college. 3rd Avenue full demolition and would be a 6-floor structure. Webster full flexibility. New locations, SBC would be only tenant, Post Place has tenants retail. 3rd Avenue has "swing space", a temporary location until construction complete.**
    - **Takeaway: revisit facilities in each meeting as we may begin to see pain points at Boricua location with new 9th grade.**

5. **CSBM, Financial Policies and Procedures (FPP), Escrow Account**
    - **Last year developed FPP for our financial resources, accounts payable, receivable, etc. Upon standard Auditor request for FPP, upon full review we determined some revisions were necessary, including clarity for roles/staff members, addition of finance/admin manager for approvals (sign check but not cutting), raising thresholds to $20,000 cap. May need to raise cap again in the future, but that should be reviewed again after year end.**
    - **Kate del Priore motioned to approve the threshold change from $15,000 to $20,000 and was seconded by Rema Davis.**
    - **Rema Davis motioned to approve to add the finance manager as a signer for the purchase orders, adding John Clemente as a signer for checks and include John Clemente as 2nd signer below $20,000 instead of 2 signers plus board. This was seconded by Jane Higgins.**

- **Upon discussions with SBC's auditor, the board recognizes that despite discussing the opening of an escrow account, it was not officially discussed and approved during the summer of 2016. Kate del Priore motioned to approve the opening of last summer's escrow account and was seconded by Brandon Corley**

6. **Fundraising**
    - **Update from last meeting: For better fundraising direction, Leadership reviewed funding needs ranging from student activities to facilities. Need to establish method of fundraising (grant appeals, donor asks, etc) and priority of funding. Student experience is likely first fundraising need, the most likely to have external support and the easiest for the Board to speak about externally. Rema Davis and John Duval to take leadership role in creating the framework that will allow the Board to have multiple ways to support the school's fundraising needs.**
    - **Status of Vision, Mission, Core Values, Norms? Next Board Meeting: review the responses received and bring to next meeting and finalize with yes/no vote. Next steps: SWOT and objectives.**
    - **Overall communication: How to be more action oriented and improve communication? Given that meetings are currently monthly, how to keep momentum and movement forward between meetings?**
    - **Alvarez proposed that one of the committees reviews and considers how to communicate more efficiently.**
    - **Harvey proposed FAM committee to work with Harvey to consider fundraising list and set to timeline/priority before bringing back to larger Board.**

7. **CCSR Reading**
    - **CCSR is a highly respected organization on the forefront of thinking about student success, college and career readiness, academic, professional life overall. They consider pathways and trajectories from middle school to high school to beyond. This report asks questions/ideas about what's essential to think about when thinking about preparing kids for life.**
    - **3 interacting factors/formulas for success for people: Agency, Integrated Identity, Competencies**
    - **4 foundational components that students need to have possession of in order to move forward. Self regulate, Core knowledge and skills, attitude with regard to one's place in the world//efficacy/work and values (sometimes controversial).**
    - **Board Conversation in the future: if SBC agrees with these assertions, then with regard to organization and learning environment committed to student agency and self-regulation skills, what type of experience would you expect to find here?**

8. **Regent Scores**
    - **State requirements are helpful framing but may not the complete picture of college success**
    - **John Duval highlighted that at recent PBL workshop, SBC's Living Environments teacher was there and struggles with wanting to do project based learning but still having to have required exams.**
    - **Harvey Chism and John Clemente: Discussion around definition of success and regents.**

9. **Other items mentioned:**
    - **Begin to use end of meeting to set up topics for next meeting**
    - **Consider disbanding community committee and use as needed**
    - **Summer program, consider more external teachers to interact with students and limit dependency on any one person.**
    - **Consider changing Leadership update to more pre-reading, to open up time for questions at the Board meeting**
    - **Need to revisit discussion to bring on more board members**

10. **Next Meeting: September and October alternate meeting dates will be sent over by Harvey.**

Minutes respectfully submitted by Rema Davis, Temporary Board Secretary, on September 16, 2017.

Date
Wednesday, September 18, 2017
6:00-8:15pm

Board Members In Attendance
Alvarez Symonette, Chair
Katelyn Del Priore, Treasurer (called in)
Michael Busch, Secretary

Brandon Corley
Rema Davis
John Duval
Jane Higgins
Paul Ortiz

School Staff in Attendance
Harvey Chism
John Clemente
Natalie Ferrell (called in)

Agenda

1. Call to Order and Welcome
    - Board Chair called the meeting to order, welcomed everyone back and outlined the evening's agenda

2. Minutes
    - Rema Davis motioned to approve the minutes from August's meeting
    - Michael Busch seconded the motion
    - Meeting minutes from August 2017 approved

3. Leadership Update
    - Board Chair commended leadership on the assembly of the meeting notes they prepared in advance of the monthly Board meeting
    - Harvey Chism noted that facilities continues to be a major focus of concern and energy, a strategic priority for the school and the Board's consideration moving forward
    - On fundraising, the Board congratulated leadership on the grants recently acquired; Harvey Chism noted that the school is currently finishing compiling the list of possible grants to apply for moving forward
    - Two people from the ECMC came to visit the school this afternoon as part of its evaluation to determine needs and possible support

4. FAM Committee Update
    - Kate Del Priore presented on the question of school vision statement which was debated and discussed; Kate Del Priore motioned to accept a draft vision

statement; Rema Davis seconded the motion with the agreement that we will revisit the language periodically for amendment
- Committee restructuring conversation engaged by the Board Chair; Committee Advisory members were invited to join another committee
- Paul Ortiz and Michael Busch joined the FAM: Natalie Ferrell joined the Academic Accountability committee
- Board Chair recommended that Board Development be treated as a Board-wide initiative, and not an exclusive subcommittee of the FAM
- Board Chair will circulate a Board recruitment best-practices handout as the Board continues considering both Board expansion as well as the best way to pursue it

5. Academic Accountability Committee
    - John Duval proposed a number of considerations for thinking about regents scores and success criteria
    - Time constraints prevented a full conversation of the question, but this will be tabled and considered at a subsequent session
    - Board Chair proposed assembling a kind of "library" of considerations, questions and materials that can be used to help onboard and socialize future Board members as they are onboarded

6. Closing, Debrief, and Adjournment

7. Next Meeting: Wednesday, October 18, 2017.

Minutes respectfully submitted by Michael Busch, Board Secretary, on October 18, 2017.

Date
Wednesday, October 18, 2017
6:00-8:15pm

Board Members In Attendance
Alvarez Symonette, Chair
Katelyn Del Priore, Treasurer (called in)
Michael Busch, Secretary

Rema Davis
John Duval
Jane Higgins

School Staff in Attendance
Harvey Chism
John Clemente
Natalie Ferrell (called in)

Board Members Not in Attendance
Brandon Corley
Paul Ortiz

Agenda

1. Call to Order and Welcome
    - Board Chair called the meeting to order, welcomed everyone back and outlined the evening's agenda

2. Minutes
    - Rema Davis motioned to approve the minutes from August's meeting
    - Jane Higgins seconded the motion
    - Meeting minutes from September 2017 approved

3. Academic Accountability Committee Update
    - John Duval introduced the framework for the evening's discussion, which is around accountability and how it can inform student data that is now coming back
    - The group broke up into smaller units and discussed the executive summary that had been circulated earlier
    - The group then collectively highlighted those elements of the text that resonated with them most
    - The group then looked at the Regents' data we now have, and discussed what it is we should now do with it that we have it
    - The driving follow-up question was: what strategic choices have been made since the data came in? John Clemente indicated that the school had provided additional

resources for exam preparation, and continues to be in conversation with organizations and individuals to continue putting resources to support students' ability

4. Finance, Audit and Management Committee
    - Kate Del Priore presented on the issue of Board Development
    - There is a Charter School Trustee Series, the first of which was on board recruitment
    - The takeaway from the first meeting was that diverse and inclusive board lead to better governance, better schools, and outcomes for all students
    - On the question of recruitment, the main questions revolve around ideal size, community representation and connections, key skills tied to goals, enough time, passion for mission, and the succession of board chair responsibilities when the time comes
    - Harvey Chism then presented questions related to fundraising, asking the Board to clarify what the material ask for the end-of-year-giving-campaign should be
    - The Board deliberated on the question of fundraising around facilities, and/or more discrete items of request, and agreed that clarity on this question will be the focus of a future conversation

5. Closing, Debrief, and Adjournment

6. Next Meeting: Wednesday, November 29, 2017.

Minutes respectfully submitted by Michael Busch, Board Secretary, on October 18, 2017.

DRAFT MINUTES

Date
Wednesday, November 29, 2017
6:00-8:15pm

Board Members In Attendance
Alvarez Symonette, Chair (dialing in)
Michael Busch, Secretary
Katelyn Del Priore, Treasurer

Brandon Corley
Rema Davis
John Duval
Paul Ortiz

School Staff in Attendance
John Clemente

Board Members Not in Attendance
Jane Higgins

School Staff Not in Attendance
Harvey Chism

Agenda

1. Call to Order and Welcome

2. Minutes
    - Board Secretary introduced the June Board Meeting minutes to the Board
    - Rema Davis motioned to approve the minutes; Brandon Corley seconded the motion
    - Minutes unanimously approved by Board

3. Finance, Audit and Management Committee Report
    - 2016-17 Audit Results
        - Solitary Finding: During the audit the MMB noted the school agreement required SBCCHS to deposit $25,000 into an escrow account by 12.31.16; school did not make this deposit until June 2017; management acknowledged, and deposited $25,000 in October 2017
        - Otherwise, things look good
    - Review of Financials: things are in good shape
        - In terms of revenue, the school is currently $365,000 over projected estimates

        - In terms of personnel, the school is $37,000 under projected estimates
        - Cash flow: Cash flow is currently projected at $173,000 at the end of June; this figure does not include the $50,000 for escrow but includes the $500,000 projected for new facility
        - We have extra CSP monies, as well; there is a plan in place to exhaust that fund by June
        - Walton monies: $262,000 still on the balance sheet
        - Rent: the school was about $36,000 over budget
    - End of Year Giving: a few weeks back, Harvey Chism sent out the first community newsletter to parents and other interested parties; of the families that received the letter, about 30 percent of recipients opened the letter (this is a good rate, actually)
        - As to the giving campaign, so far five Board members have set up accounts for giving, and a total $1,400; not a bad start
        - Group will follow up with information and publicity related to the school to donors as well as individual appeals to potential donors

4. Boricua College Lease Consideration
    - Because no lease has been secured for next year, school leaders are looking to expand options for the coming school year
    - As a result, the idea of renewing the lease with Boricua for a longer term that might allow for a capital campaign for a different type of space down the line
    - As state assistance has gone up, we have more money than the local real estate market demands
    - A proposal to Boricua could also emphasize the comparative advantage of the school's ability to increase community goodwill
    - Other ideas were proposed and debated; school leaders will continue to process these notions and ideas and will continue consulting with the Board as the plan for approaching Boricua about lease renewal

8. Next Meeting: Wednesday, December 20, 2017.

Minutes respectfully submitted by Michael Busch, Board Secretary, on November 29, 2017.

SOUTH BRONX COMMUNITY CHARTER HIGH SCHOOL

SBC MEETING MINUTES

DRAFT MINUTES

Date
Wednesday, December 20, 2017
6:00-8:15pm

Board Members In Attendance
Alvarez Symonette, Chair (dialing in)
Michael Busch, Secretary
Katelyn Del Priore, Treasurer

Brandon Corley
Rema Davis
John Duval

School Staff in Attendance
Harvey Chism
John Clemente
Natalie Ferrell

Board Members Not in Attendance
Jane Higgins
Paul Ortiz

Agenda

1. Call to Order and Welcome

2. Minutes
    - Board Secretary introduced the November Board Meeting minutes to the Board
    - Rema Davis motioned to approve the minutes; Brandon Corley seconded the motion
    - Minutes unanimously approved by Board

3. Leadership Updates
    - Two students travelled to San Diego with Harvey Chism to present at Education Writers Association seminar on Rethinking High School on December 4, 2017; Students co-led a workshop for education journalists and participated on a panel about the uniqueness of their schools.
    - December 19th SBC hosted a winter social at the Bronx Museum of Arts that included a student awards and talent show program
    - Before receiving SBC's extension proposal, Boricua College submitted a notification of lease non-renewal that effectively terminates our occupancy on June 30, 2017
    - Rosanny Cuello Ventura resigned as SBC's Lead Teacher and Bilingual Specialist,

effective December 9, 2017; Kati Mariscal will be resigning effective December 22, 2017 from her position of Learning Coach; candidates for both positions are currently being screened

- SBC's broker Michael Lee has identified a potential property at 1055 Bronx River Avenue with a quicker potential delivery date. Implications regarding zoning and district shifts are currently being researched
- Leadership has engaged NYC DOE to understand the process entailed in co-location in a public space should that option become a final need
- Regarding co-location in a public school facility, SBC will need to submit a space request on school letterhead addressed to NYCDOE Chancellor
- Of SBC's 109 10th-graders, 19 students, approximately 17 percent, have earned proficiency on attainments above the level expected for midyear standing; they have a reached a minimum of at least 35 attainments rated as proficient
- Of SBC's 104 9th-graders, 18 students, approximately 16 percent, have earned proficiency on attainments above the level expected for midyear standing; they have a reached a minimum of at least 35 attainments rated as proficient

4. Finance, Audit and Management Committee Updates
    - There's been an increase of revenue--over $365,000 than projected budget
    - There's been a decrease in personnel--$36,000 below budget
    - Other expenses: legal fees and architectural consultations were not accounted for in the budget
    - Cash flow: cash flow is projected at $163,000 at the end of June; this excludes escrow account of $50,000 but includes the $500,000 projection towards the new property
    - Fundraising: we have reached 20 percent of the total goal, but will continue discussing best practices with respect to modes of engagement

5. Next Meeting: Wednesday, January 31, 2017.

Minutes respectfully submitted by Michael Busch, Board Secretary, on December 20, 2017.

DRAFT MINUTES

Date
Wednesday, January 31, 2018
6:00-8:15pm

Board Members In Attendance
Alvarez Symonette, Chair (dialing in)
Michael Busch, Secretary

Rema Davis
John Duval
Paul Ortiz

School Staff in Attendance
Harvey Chism
John Clemente
Natalie Ferrell

Board Members Not in Attendance
Katelyn Del Priore, Treasurer

- As a side note: Board chair noted that the minutes have not been posted to the website for some time now; Alvarez, Havey and Michael

3. Leadership Updates
    - Group of students presented their final projects before peers and staff at Google headquarters, the culmination of SBC's ThinkTank Challenge
    - Winning group at the Think Tank Challenge presented their work on January 27 at the Science Leadership Academy's EduCon 2018 in Philadelphia
    - SBC hosted its second annual Career Day on January 22, featuring 24 different volunteers talking about themselves, doing mock interviews, etc.
    - Hiring: Brandon Corley hired as Director of Capacity Building; Jason Pagan hired as new 10th Grade Learning Coach
    - Facilities: Harvey Chism and Michael Busch toured properties of Kiu Geula; Natalie Ferrell and John Clemente toured the facilities, as well; trustees and school leaders participated in a conference call to discuss facilities status and space contingencies
    - Board Development: trustees met with two potential Board members, Mayling Blanco and Patrice Fenton; each of them was later approved by the Board for membership
    - School leaders and Board members are working with each of the two potential new board members to visit the school and connect with teachers and other stakeholders

4. Finance, Audit and Management Committee Updates
    - Facilities: the first question has to do with financial standing

- The lease under negotiation has been vetted by our legal team; it seems like a good document
- We need to move quickly
- Walton approved the budget modification, which allows us a lot more room for maneuver; having those dollars available is what will allow us to meet the deposit demand
- We will have to pay in two installments due to cash flow; in order to make this viable, though, management of resources needs to be tight and tightly controlled
- Enrollment must stay constant and meet objective outlined in budget
- There are also questions about personal time and matching funds for personnel benefits
- The second big question has to do with timing: we need to move with deliberate speed
- Board Chair called a vote to move forward as a Board to make 1110 Washington Avenue as our permanent home, and make the necessary financial decisions to make it happen; vote was unanimously approved by the Board

5. Academic Accountability
    - John Clemente presented CWRA+ data
    - Data reflects that students are still performing at below levels compared to their peers taking the test assessment; parabolic curve is still expected over the longer haul but it will be a continued source of growth and patience

6. Board Recruitment
    - We need to more actively mine our networks for possible recruits and Board partnership
    - Board Chair called for help in thinking through ways to flesh out our Board recruitment strategy moving forward

5. Next Meeting: Wednesday, February 28, 2018.

Minutes respectfully submitted by Michael Busch, Board Secretary, on January 31, 2018.

DRAFT MINUTES

Date
Wednesday, February 28, 2018
6:00-8:15pm

Board Members In Attendance
Alvarez Symonette, Chair
Michael Busch, Secretary
Katelyn Del Priore, Treasurer (dialing in)

Rema Davis
John Duval
Paul Ortiz

School Staff in Attendance
Harvey Chism
John Clemente
Natalie Ferrell

Agenda

1. Call to Order and Welcome

2. Minutes
    - Board Secretary introduced the January 2018 Board Meeting minutes to the Board
    - Rema Davis motioned to approve the minutes; Paul Ortiz seconded the motion
    - Minutes unanimously approved by Board

3. Transitional Space Conversation
    - SBCCHS has been extended a site on the Mott Haven campus; currently there are four schools; SBCCHS would replace one of them on the top floors of the building
    - The current school is co-located with a District 75 school, which is projected to have 90 students, maximum; there would theoretically not be much interaction between the two student bodies
    - The space has major implications for size; they can't bring things to scale so SBCCHS would have to cut the next incoming 9th grades, down by nearly half
    - SBCCHS asked for a second meeting with the Boricua, which was granted on February 27
    - The reasoning they provided was wear and tear on the building, and the culture of having high school students in a college environment
    - Boricua has granted a second meeting, however, for March 1 to continue the conversation
    - All other leads have more or less dried up
    - Board then brainstormed ideas for alternative space as well as for dealing with Boricua in the March 1 meeting

4. Next Meeting: March 28, 2018

Minutes respectfully submitted by Michael Busch, Board Secretary, on February 28, 2018.

DRAFT MINUTES

Date
Wednesday, March 28, 2018
6:00-8:15pm

Board Members In Attendance
Alvarez Symonette, Chair
Michael Busch, Secretary
Katelyn Del Priore, Treasurer

Mayling Blanco
Rema Davis
John Duval
Patrice Fenton

School Staff in Attendance
Harvey Chism
John Clemente
Natalie Ferrell

Board Members Not in Attendance
Paul Ortiz

Agenda

1. Call to Order and Welcome
    - Board Chair formally welcomed the Board to the first meeting of the spring, and underscored the importance of planting the seeds for new growth
    - Board Chair also formally welcomed two new members to the Board: Patrice Fenton and Mayling Blanco

2. Minutes
    - Board Secretary introduced the February 2018 Board Meeting minutes to the Board
    - Rema Davis motioned to approve the minutes; John Duvall seconded the motion
    - Minutes unanimously approved by Board

3. FAM Committee
    - February 2018 Financials: Board Secretary introduced the importance of closely reading the financial statements given the demands facing the school at current (new facility, chiefly)
    - Financials: currently, SBCHHS revenue has been $238,000 more than projected; Board Secretary broke down the precise numbers for the Board
    - Personnel: currently, SBCCHS spending has been $76,000 lower than projected; Board Secretary broke down the precise numbers for the Board
    - Cash flow: projected to be $52,000 at the end of June--this excludes the escrow account numbers but *does* include the $100,000 projection towards new facility

- With respect to future projections, SBCCHS is confident that it is in good standing; the important thing to keep an eye on student retention and recruitment; even small fluctuations can have major impacts on the school's fiscal health
- SBC Board Officers: Board Chair formally introduced the idea of creating a new position on the SBCCHS Executive Committee--a Vice Chair
- Board Chair outlined the need for the position, both in terms security and work share
- Harvey Chism introduced for the Board's consideration a formal resolution creating the position of Vice Chair, drafted by the school's legal counsul
- Board Chair formally motioned to nominated Michael Busch as Vice Chair; Board voted unanimously in the affirmative
- As a result of the creation and election, a vacancy opened on the executive committee, that of Board Secretary
- Board Chair formally motioned to nominate Rema Davis as Board Secretary; Board voted unanimously in the affirmative
- Facilities: Harvey Chism updated Board on changes to facilities--the school will leave Boricua and will be inhabiting the Mott Haven campus discussed in the previous meeting
- April 25 will be the date for official vote on new siting
- New building update: Kiu, Jeff and Z are settling on schemes (1st order priority)
    - Kiu will have to pursue a variance to secure a basketball court which could extend the timeline by 8 months
- Kiu is currently assembling the due diligence package discussed at the last meeting
- Planning Implications: there are a number of considerations for serious consideration
- Reduced incoming classes and possible space and schedule constraints
- The school will need to provide notice to NYSED Charter School Office with respect to enrollment revisions
- School leaders are currently considering alternative enrollment scenarios: one possibility is to forego a 9th grade class in year two, and take on a full complement of ninth grades next year

4. Academic Accountability Committee
    - John Clemente presented on questions related to academic achievement and what an accountability dashboard would look like
    - Key Evaluation Metrics: One goal clearly outlined in the charter is tha by senior year 85 percent will demonstrate mastery in all 66 attainments
    - With respect to standardized tests, John introduced a number of other clearly defined metrics to track student development and achievement (passing regents exams, improving on the NYSESLAT and the CWRA+, and surpassing PSAT and SAT statewide averages, etc.)
    - Other metrics relate to percentages of students taking college-level courses, and getting into colleges
    - Sample Dashboards: John then presented sample dashboards from similar institutions, two of which focus chiefly on demographics and attendance; one school had not yet developed a solid dashboard

- John then walked through a draft dashboard that members of the AA committee had put together

5. Next Meeting: April 25, 2018

Minutes respectfully submitted by Michael Busch, Board Secretary, on February 28, 2018.

DRAFT MINUTES

Date
Wednesday, April 25, 2018
6:00-8:15pm

Board Members In Attendance
Alvarez Symonette, Chair
Michael Busch, Vice-Chair
Rema Davis, Secretary
Katelyn Del Priore, Treasurer

John Duval
Patrice Fenton
Mayling Blanco (by phone)

School Staff in Attendance
Harvey Chism
John Clemente
Brandon Corley
Natalie Ferrell

Not attending
Paul Ortiz

Agenda

1. Call to Order and Welcome

2. Minutes
    - Board Secretary introduced the March 2018 Board Meeting minutes to the Board
    - Mike Busch motioned to approve the minutes; Kate Del Priore seconded the motion
    - Minutes unanimously approved by Board

3. Academic Accountability Committee
    - Last meeting presented key performance indicators over term of Charter, First 3 year goals, and goal for this year as they create better monthly dashboard. Challenge, because of use of Mastery progressions, a static data indicator on academic performance side is tricky
    - School leadership team will build out dashboard in March/April and finalize in May/June; includes key goals as an organization; this will help decide what to anticipate by Quarter, by month and throughout each year's time period.
        - Q1: July to September: previous year's performance, goals for the coming year, results from diagnostics, comparison to previous year's incoming class, enrollment targets

        - Q2: October to December: interim tool/assessment to gage student performance, outline course corrections
        - Q3: January to March: benchmarks but also results of course corrections;
        - Q4: April to June: performance on regents exams, mock regents exams, full results. This info should feed into goals of the coming year set out in Q1. What's the boards role in those plans (guidance on how to deploy funding, etc)
    - Likely a quarterly report, but within the quarter might touch on individual items
    - In comparison with other schools, committee believe they are aligning to a state tests and quality of assessments are poorer as they don't have electronic grade-book. We have designed a better system since we're more digital and are using performance-based assessments. Our teachers have consistency in their scoring because of our performance based rubrics. We can see immediately how many opportunities a student has at a particular skill across courses.
    - Will try to include in the dashboard include social/emotional data
    - Committee requests Board to hold them accountable for dashboard preparation. Planning a draft that follows above arc in next 2 months. Will plan to scrap what they have had as a dashboard and start from scratch
    - Reference to document from Joyce's group re: Calendar of action/leadership team.
    - Board Membership discussion
        - Need more board members, preferable people that can fit in one or the other
        - AA needs new members. Suggestions by Alvarez, John C (2 people), John D.
        - Organization: Here to Here is local wing of Big Picture, a project based model. Their goal is to create a better network of opportunities for kids; potential board member? They will come later in May to SBC to review and assess our school.
    - ACTION items: committee to set dates, potential candidates, calendar planning

4. Finance, Audit, Management Committee
    - March Financials, see additional .ppt that was sent out.
    - In good shape; revenue $238k over budget due to state & federal funding, contributions.
    - Cashflow ending year at $54k which accounts for deposits. Just received last disbursement for this FY; will file again in May for July. We're expecting additional money due to reimbursement claims from CSP (since they only reimburse money spent and we only submitted our per pupil this month)..
    - ACTION item: Cash Flow Projections page.... need to update so cut-off is more reflective of "subsequent" as we are aware of money coming in but page is cut off on only 1 month.
    - Alvarez has reached out to a capital fund raising group, Wingo. They note it is not unusual to fundraise in early days like ours for a capital campaign. Brandon also

intro'd to someone in texas; continue to direct all fundraisers to alvarez

5. Facilities Update
    - John C, Harvey, Brandon attended joint public hearing at Mott Haven. Some minor pushback but not directed at us, more about saving New Frontiers. Tonight PEP vote.
    - Update on open questions from our last meeting:
        - Costs we would not bear at new location: security, custodial, utilities, gas/electric.
        - Would pay for phone and internet
        - Have option to take over furniture from closing school
        - DOE will offer assistance finding summer site, as Boriqua unclear/unlikely to allow us to stay for summer session
        - Boriqua: SBC will ask for time to move out. Per Alvarez: Boriqua will be launching new programs during the school year and are likely to give us the minimum time to clear out
        - Reduced enrollment discussion w/Charter Office and David Frank. He reached out to city on our behalf. He requested we circle back after final PEP vote. They are sensitive to our enrollment needs/revenue implications if DOE insists that we cut enrollment in half.
    - New building update:
        - Building drawings/specifications need to be completed to a certain level before financing/bank interviews. Have created a new set of drawings that omit need for a variance (that would have added 8 months). New proposal has a full court on top floor, some shared labs. Harvey presented drawings of new space plan. This is a departure from original drawings but more in line with what we want.
        - High level review/discussion of timeline for preparing for the location move: walk through at new site/which of their furniture can be used, inventory what we leave for long/short term storage, handling confidential files, vendors, communication notices, phones, staff communication and co-location discussion; delaying student/family communication until end of May; need to discuss with prospective families.
    - Need to hold a walk through with the facilities manager; hopefully we can do some of repairs ourselves to save on costs; need clarity on condition of return as well. Have them create a punch list of what we need to do to return building in condition we received it and get deposit back asap.
    - Need to consider in punch list what the teachers will individually do; remember there will be 2 moves
    - Review of revenue and scenario discussion, given reduced enrollment into temporary space. Review of excel schedule with consideration to student enrollment count and per pupil costs.
        - $500k deposit can be used toward monthly rent
        - ACTION item: Kiu's interest rate?
        - ACTION item: Check with Charter Center on planned changes in per pupil
        - ACTION item: Ask Laron to do a 3-5 year cash flow statement on this with a month/month outline.
        - ACTION item: Discuss with Kiu if we can get early access to partially built

building during the latter period of buildout.
    - ACTION item: Create a pitch deck version of scenarios

6. Retreat
    - ACTION item: Mike to send out google poll for June
    - Alvarez distributed Board Lifecycle evolution document
    - Committee to work on Mike, John D, John C, Natalie, Alvarez

7. Next Meeting: May 30, 2018
    - Reminder next meeting... Harvey to send video of chris's keynote.

Minutes respectfully submitted by Rema Davis, Board Secretary, on May 28, 2018.

DRAFT MINUTES

Date
Wednesday, May 30, 2018
6:00-8:15pm

Board Members In Attendance
Alvarez Symonette, Chair
Michael Busch, Vice-Chair
Rema Davis, Secretary
Katelyn Del Priore, Treasurer

Mayling Blanco
John Duval
Paul Ortiz

School Staff in Attendance
Harvey Chism
John Clemente
Natalie Ferrell

Guests in Attendance
Kendekka Green
Laron Walker

Board Members Not in Attendance
Patrice Fenton

Agenda

1. Call to Order and Welcome
    - Board Chair formally welcomed the Board to the May meeting, and presented the meeting's agenda
    - Rema Davis, Board Secretary, is unable to attend the meeting; Michael Busch, Vice-Chair will temporarily serve as Secretary

2. Minutes
    - Board Secretary introduced the April 2018 Board Meeting minutes to the Board
    - Michael Busch motioned to approve the minutes; Paul Ortiz seconded the motion
    - Minutes unanimously approved by Board

3. Academic Accountability Committee
    - Last year, students prepared basically just prepared for one Regents Exam
    - This year students are preparing to take three exams
    - Students need to pass five exams in order to meet graduation requirements
    - By the end of the year, sophomores will have taken (and hopefully) three exams, freeing up time to take college-credit bearing coursework in their last year

- Students are spending roughly 18 hours preparing for each exam; John Clement, Natalie Ferrell, and Brandon Corley are also plugging directly into classes to help teachers prepare students
- From May 1-3, students took mock Regents exams which simulate as closely as possible the actual conditions that students will experience in the real exams
- Each student has access to Castle Learning online test prep materials, as well as paper based materials
- Staff have developed custom online models for their students
- Students will also be given three Saturday voluntary preparation sessions
- SBC has spent roughly $12,000 on this preparation (most has gone to teacher as per session for their labor)
- John Clemente also reminded the Board that student "Gateway" presentations will be taking place during the last two weeks of the school year; Board members are welcome and encouraged to attend

4. FAM Committee

<u>Proposed Budget (2018-19)</u>

- Harvey Chism emphasized that the proposed budget will be voted on at the June 20 meeting; the budget is being presented to work out details and any kinks in advance of the vote
- We are projecting a $5.2 million budget which includes the proposed increase in per pupil spending and reflects increased enrollment expected by next year
- Laron Walker walked the Board through the most important sign posts of information concerning the State funding elements of the budget
- The net revenue forecast by the budget is $568,377
- Laron moved on to address the federal funding streams; with respect to Title I and II funding--the budget is forecasting a 30% increase
- Laron Walker also noted that the CSP grant monies have now been used up--the school is no longer eligible for CSP funds
- The budget includes an item of $10,150 for individual contributions and relevant interest
- 70-80 percent of the total budget comprises spending on faculty and staff salaries and related costs
- Laron Walker walked the Board through the smaller items, fielding queries from the Board (insurance, direct educational expenses, facilities, marketing and recruitment, professional development, etc.)
- Laron Walker also emphasized that this proposal is just a draft, and open to amendment

<u>Facilities</u>

- In terms of summer housing, SBC was granted rental assistance for July '18
- WIth respect to 2018-19 co-location--DOE is proceeding with PEP proposal despite the petitioning by the current school which was slowed things down
- A mandatory collaborative meeting with co-located school leaders for June 4, 2018
- The DOE is advising SBC to proceed with caution--contingency plans should be developed by the DOE in the event of an unexpected reversal
- On the question of the developer and architect, all permanent site documents presented so far have been signed-off on; there appears to be some negotiation

happening back-and-forth between architects and developer on details of the plan

Auditing

- SBC is proposing to contract with Mengel Metzger and Barr to perform a financial audit
- The firm has proposed a call to conduct the review; school leaders will coordinate with the firm to establish possible dates and time
- Motion to approve proposal to engage with Mengel, Metzger, Barr and Co to perform audit to complete compliance with state rules that require this
- Motion unanimously approved by the Board with no abstentions

By-Laws

- Harvey reviewed the redlining on By-Laws draft from lawyers and Board
- Vote on By-Laws tabled until June meeting to give Board time to review edits and queries

Transition Plan and Communications

- The plan at the moment contains the following items: regular duties and responsibilities; resources and contacts; outstanding projects; upcoming deadlines; nuts and bolts of finance and facilities

5. Next Meeting: June 20, 2018

Minutes respectfully submitted by Michael Busch, Vice Chair and Temporary Secretary, on May 30, 2018.

DRAFT MINUTES

Date
Wednesday, June 20, 2018
5:30-7:15pm

Board Members In Attendance
Alvarez Symonette, Chair
Michael Busch, Vice-Chair
Katelyn Del Priore, Treasurer
Rema Davis, Secretary

Mayling Blanco
John Duval
Patrice Fenton
Paul Ortiz

School Staff in Attendance
Harvey Chism
John Clemente
Natalie Ferrell
Brandon Corley

Guests in Attendance
Kendekka Green

Agenda

1. Call to Order and Welcome
    - Board Chair formally welcomed the Board to the June meeting, and presented the meeting's agenda (pass budget; executive comp; pass bylaws; regents, new drive

2. Minutes
    - Board Chair introduced the May 2018 Board Meeting minutes to the Board
    - Kate Del Priore motioned to approve the minutes; Rema Davis seconded the motion
    - Minutes unanimously approved by Board

3. Facilities
    - Colocation: Moving full steam ahead on Mott Haven
        - June 5th, leadership held planning mtg; looked at space w/Kendekka and campus manager; reviewed what space will accommodate, furniture inherited
        - Shared announcements with students and families (both temp and permanent site)
        - Have 6/21 mtg scheduled for families to have a chance to ask questions,

voice views, participate in design decisions of permanent space. Overall favorable response; a few 9th grade families signed up for mtg.
    - Will get a better update after the mtg on impact/retention.
- Permanent site
    - Kiu has been difficult to reach; Harvey reached out to f/u as Kiu was urging need to move quickly to financing but they are still in engineering phase of structural and HVAC designs..
    - Jeff and Z still in collaboration w/Kiu but have not finalized plans. Have mtg set for 27th plan to finalize drawings and file.
- Have told staff, reviewed presentation and then staff gave a presentation to students in their cores; Staff was enthused

4. Budget Reports
    - Review of Last month's financial reports; what's presented at mtg is May report even though June almost over.
    - Projection dips to $44k but July deficit doesn't include the per pupil disbursement(~ $800k)
    - Chair suggests that we focus on keeping 6 months of cash in the account.
    - Estimated $5.2mln annual budget
        - Salaries and benefits 80% of total budget last year
        - Facilities lower due to co-located space; but some $ set aside for custodian expenses
        - Educational expenses 7% for coming year
        - Revenue $459k. This is less than what was reviewed at last mtg; added some $ to salaries and professional development; $95k increase in stipends from what was budgeted for staff.
        - Additional per pupil allowance
    - Estimated expenses for $4.7mln.
    - Revenue relying heavily on per pupil; about $10k for contributions/donations expected for next year by Board and team..
        - 2nd per pupil funding.
        - 97% is per pupil funding, based on maintained enrollment. Very conservative budget for SPED as it can swing quickly.
        - Title grants are a nominal source of funding
    - Expenses distribution
        - Personnel and benefits, last year ~65%, this year ~80%
        - Will get more $ toward rental assistance when we move to our own space
        - Estimating 44 full time employees this year.
        - Budgeted $20k more for stipends for teachers.
    - As there will be fewer students due to temp location, will have higher staff to student ratio
        - Created 2 additional staff/teacher positions.
    - Note that we are above staffing capacity to handle most extended absences. Also, invested $12k for our staff prep students for regents, but most of the $ was from another no longer existing position.
    - Additional items for thought:
        - Consider Wingo again and budget for bringing on a fundraiser?
        - Will we be able to find more small/easy grants?

        - Some of last year's money was used for Joyce; consider other leadership team investments?
        - Is there a shortfall to consider for banks for new location?
    - Budget
        - Board determined that there is quorum to take a vote to approve the budget
        - Board voted unanimously to approve the proposed budget for FY2018-19

5. Executive Compensation
    - Review, and determine if Board are satisfied with current level of retention among staff and Leadership team (money, opportunities, roles, school)

6. Bylaws
    - Confirmed read and reviewed by Board for any questions or to raise conflicts of interest
    - Michael Busch motioned to approve the bylaws that adopted in March 2016; Paul Ortiz seconded the motion

7. Annual Business
    - Check signers authorization
        - Harvey to be formally drop from accounts
        - Should Natalie/Brandon be named as check signers by name instead of positions
    - Need another account at amalgamated that would hold the cash balances. One account is general operating (would only go out to internal accounts) and one for payroll ACH deductions
        - Approved by the board.
    - Trustee reappointments: Kate Del Priore and Paul Ortiz.
        - Board unanimously reappoints 2 board members with no declines/abstentions
        - Note that all new board members are joining/renewing for 3 years
    - Annual calendar for board meetings to be set for last wed of each month again
    - Board to review of code of ethics
    - Board should consider revisions to Financial Policies and Procedures ("FPP") pending audit. Upcoming changes:
        - Expanding finance and operations team (additional midlevel or sr. role) would need to be included in FPP
        - John Clemente will create a draft of FPP for notes, account opening then a second draft in the fall after audit procedure changes

8. John Clemente presented leadership plan

9. Next Meeting: July 25, 2018

Minutes respectfully submitted by Rema Davis, Secretary, on July 24, 2018.

Entry 10 Enrollment and Retention of Special Populations

Last updated: 08/15/2018

Instructions for Reporting Enrollment and Retention Strategies

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

SOUTH BRONX COMMUNITY CHS (REGENTS)Section Heading

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2017-18	Describe Recruitment Plans in 2018-19)
Economically Disadvantaged	South Bronx Community Charter High School conducted recruitment outreach to area and neighborhood schools within community school district 7 where a high representation of eligible FRPL students attend.	SBC will continue to conduct outreach to neighboring communities and families.
English Language Learners	South Bronx Community Charter High School conducted multi lingual outreach and regularly held bi-lingual information sessions throughout the community.	South Bronx Community Charter High School will continue to conduct bilingual information sessions and engage with local organizations serving ELL's. We staff events with bilingual speakers/representatives and engage current SBC student and family support when possible.
Students with Disabilities	South Bronx Community Charter High School conducted outreach specifically to school counselors and Special Education teachers sharing descriptions of our model with them.	SBC will continue to engage school counselors and Special Education teachers to inform them about our school and to gain access to parents of children with IEPs. We will also engage current SBC families that are willing to assist us with outreach efforts and share their experiences from attending South Bronx Community Charter High School.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2017-18	Describe Retention Plans in 2018-19)
Economically Disadvantaged	To retain economically disadvantaged students, South Bronx Community Charter High School provides students with a designated staff advisor who can assist with service referrals, problem-solving, as it pertains to attendance and performance, and monitor students' feelings of belonging and place at SBC. South Bronx Community Charter High School also works to connect students to a diversity expanded learning opportunities that increase engagement in learning and exposure to a variety of interests and career pathways.	Through professional development for staff and faculty, South Bronx Community Charter High School will deepen its focus on quality advising relationships and supports for students, especially those experiencing the negative and compound stresses of poverty.
English Language Learners	South Bronx Community Charter High School has integrated literacy skill development across the curriculum and provides students with interventions through targeted and intensive support in their daily schedule. SBC employs bilingual staff and its cooperative learning model increases the role and occurrence of positive peer support and skill development.	South Bronx Community Charter High School will continue to provide students with targeted and intensive support through the daily schedule, emphasize literacy skill development across the curriculum and dedicate instructional team meeting time to reviewing student performance and ensuring check-ins with designated advisors.
Students with Disabilities	South Bronx Community Charter High School uses an array of assistive technologies and has a staffing structure that includes the position Learning Coach to ensure that students are getting individual and small group attention and support. In addition or SPED certified staff work closely with students and colleagues to ensure the accessibility of material and the appropriateness of differentiated assessments.	South Bronx Community Charter High School in addition to continuing services from the past academic year will employ an additional Special Education Certified teacher and work to strengthen relationships with the Committee on Special Education ensuring that students are receiving timely reviews and services.

Entry 11 Classroom Teacher and Administrator Attrition

Last updated: 08/15/2018

Report changes in teacher and administrator staffing.

Instructions for completing the Classroom Teacher and Administrator Attrition Tables

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

1. Classroom Teacher Attrition Table

	FTE Classroom Teachers on 6/30/17	FTE Classroom Teachers Departed 7/1/17 – 6/30/18	FTE Classroom Teachers Filling Vacant Positions 7/1/17 – 6/30/18	FTE Classroom Teachers Added in New Positions 7/1/17 - 6/30/18	FTE of Classroom Teachers on 6/3018
	12	4	4	0	12

2. Administrator Position Attrition Table

	FTE Administrative Positions on 6/30/17	FTE Administrators Departed 7/1/17 – 6/30/18	FTE Administrators Filling Vacant Positions 7/1/17 – 6/30/18	FTE Administrators Added in New Positions 7/1/17 - 6/30/18	FTE Administrative Positions on 6/30/18
	3	1	0	1	3

3. Tell your school's story

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

Harvey Chism resigned his position as Executive Director at the end of the 2017-18 school year to take a position in philanthropy with the Gates Foundation in Washington, DC. 2 teacher departures were the result of challenging personal circumstances which prevented them from being able to work full time. Neither employee left to take another teaching position.

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

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

Yes

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

	Not Applicable

Thank you

Entry 12 Uncertified Teachers

Last updated: 08/15/2018

FTE Count of All Teachers (Certified and Uncertified) as of 6/30/18	16
FTE Count of All Certified Teachers as of 6/30/18	(No response)

Instructions for Reporting Percent of Uncertified Teachers

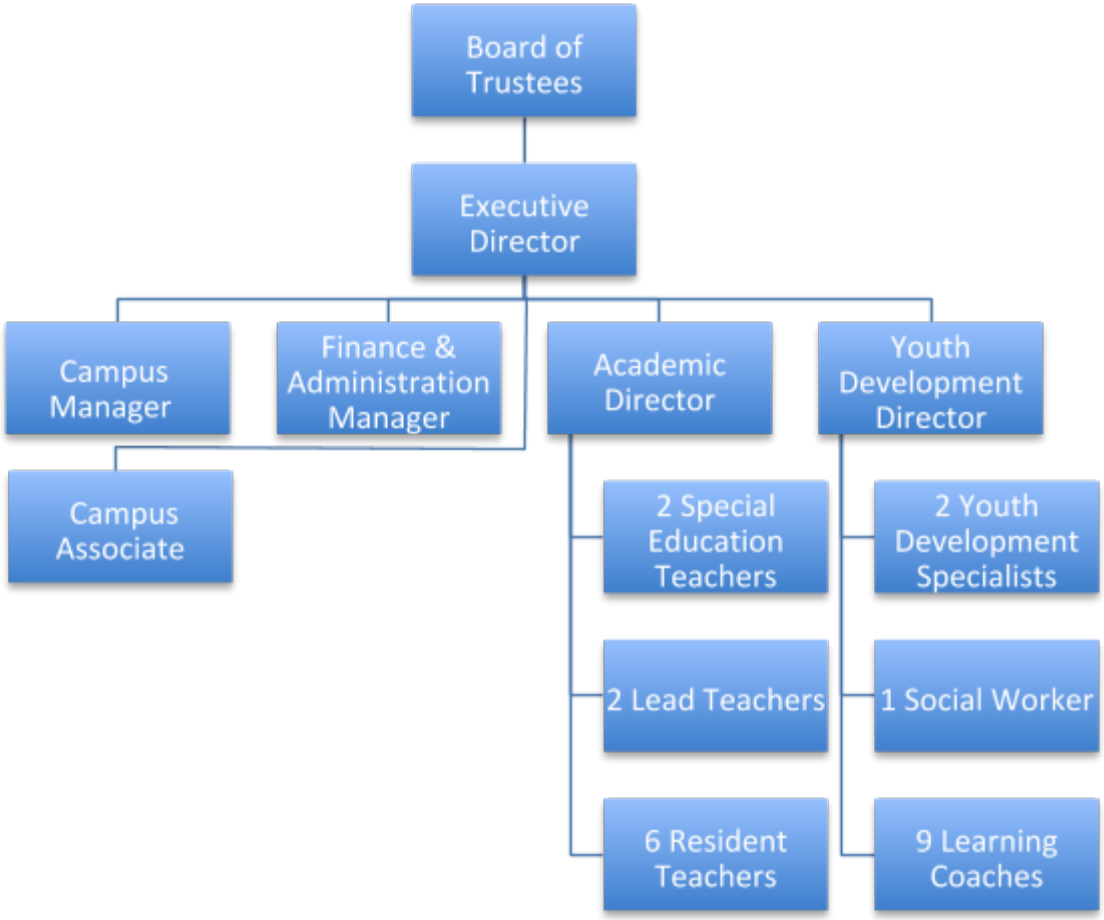
The table below is reflective of the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Enter the relevant full time equivalent (FTE) count of teachers in each column. For example, a school with 20 full time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

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

	FTE Count
1. Total FTE count of uncertified teachers (6-30-18)	7
2. FTE count of uncertified teachers with at least three years of elementary, middle or secondary classroom teaching experience (6-30-18)	3
3. FTE count of uncertified teachers who are tenured or tenure track college faculty (6-30-18)	0
4. FTE count of uncertified teachers with two years of Teach for America experience (6-30-18)	2
5. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (6-30-18)	2
6. FTE count of uncertified teachers who do not fit into any of the prior four categories (6-30-18)	0

Thank you.

South Bronx Community Charter High School
Organization Chart *(2017-18)*



SOUTH BRONX COMMUNITY CHARTER HIGH SCHOOL

SBC CALENDAR SY 2019

calendar subject to change

AUGUST	
13-24	Staff Orientation
27-30	9th Grade Summer Bridge
31	Staff PD
SEPTEMBER	
3	*Labor Day - School Closed*
4	Staff PD
5	First Day of School for All Students
26	Back To School Night
OCTOBER	
8	*Indigenous People's Day - School Closed*
10	PSAT/NMSQT for 11th Graders
31	Staff PD - No Classes
NOVEMBER	
12	*Veteran's Day - School Closed*
13	Selective Cycle II Begins
21-23	*Thanksgiving Break - School Closed*
29-30	Student Led Conferences
DECEMBER	
24-31	*Winter Break - School Closed*
JANUARY	

SOUTH BRONX COMMUNITY CHARTER HIGH SCHOOL

1	*New Year's Day - School Closed*
2	Staff PD - No Classes
3	Classes Resume
14-18	Mid-Year Mastery Intensive Week
21	*Martin Luther King Jr Day - School Closed*
22-23	Regents Exams (physics is 24th)
25	Academic Probation Letters Distributed
28	Selective Cycle III Begins
FEBRUARY	
18-22	Mid-Winter Break - No Classes
25	Staff PD - No Classes
MARCH	
27	SAT for 11th graders and PSAT for 10th graders
APRIL	
8	Selective Cycle IV Begins
11-12	Student Led Conferences
19-26	Spring Break - No Classes
29	Staff PD - No Classes
MAY	
27	*Memorial Day - School Closed*
JUNE	
4	Staff PD - No Classes
18-20	Regents Exams

SOUTH BRONX COMMUNITY CHARTER HIGH SCHOOL

21	Friday after regents
26	Last Day for Students
27	Last Day for Staff
28	*Summer Break - School Closed*
JULY	
1-5	*Summer Break - School Closed*
8-26	Summer Mastery Intensive
AUGUST	
12-23	Staff Orientation
26-30	Summer Bridge