



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

Created: 06/27/2019 • Last updated: 08/01/2019

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer (**as of June 30, 2019**) or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME SOUTHSIDE ACADEMY CHARTER SCHOOL

(Select name from the drop down menu)

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

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

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

c. DISTRICT / CSD OF LOCATION Syracuse

d. DATE OF INITIAL CHARTER 01/2002

**e. DATE FIRST OPENED FOR
INSTRUCTION** 09/2002

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

MISSION STATEMENT

Offering families and students a community public charter school which provides a challenging academic program and focuses on high achievement and instilling a sense of family, community and leadership within all of our students.

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

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

Variable 1	Academic Excellence: We believe a high quality K 8 education sets the critical foundation for a student’s success in high school, college, and beyond. Achievement may look different for each individual, but our goal is to prepare every student for college. With that in mind, Southside’s academic program is designed to meet the Common Core State Standards and relevant New York State Learning Standards and ensure that students master the specific skills and knowledge in each content area at each grade level.
Variable 2	Student Responsibility: We know that children thrive in an environment where they clearly understand what is expected of them, and after putting forth their best effort, they take pride in seeing the results. As such, our students are taught that their best effort is vital to their academic success, and teachers will strive to consistently reinforce the importance of students’ responsibility for their education and accountability for their actions.
Variable 3	Character Development: We believe a great school should aim to develop students’ hearts as well as their minds. Our moral focus curriculum builds on the virtues of prudence, justice, temperance, and fortitude. Through these lessons, students build and maintain strong personal character while also developing the qualities necessary to achieve academic success and become good citizens.
Variable 4	Parental Partnerships: We are committed to fostering strong partnerships with parents of students at the school. We actively engage parents in their children’s learning, dedicate a Parent Room specifically for ongoing “anytime” interaction between parents and teachers, and consistently

	communicate with parents about their children's academic progress.
Variable 5	(No response)
Variable 6	(No response)
Variable 7	(No response)
Variable 8	(No response)
Variable 9	(No response)
Variable 10	(No response)

Need additional space for variables No

h. SCHOOL WEB ADDRESS (URL) <https://www.nhaschools.com/schools/Southside Academy Charter School/en>

i. TOTAL MAX APPROVED ENROLLMENT FOR THE 2018-19 SCHOOL YEAR (exclude Pre-K program enrollment) 690

j. TOTAL STUDENT ENROLLMENT ON JUNE 30, 2019 (exclude Pre-K program enrollment) 658

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

Check all that apply

Grades Served	K, 1, 2, 3, 4, 5, 6, 7, 8
---------------	---------------------------

l1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION? Yes

12. NAME OF CMO/EMO AND ADDRESS

NAME OF CMO/EMO	National Heritage Academies
PHYSICAL STREET ADDRESS	3850 Broadmoor Ave. Ste.201
CITY	Grand Rapids
STATE	MI
ZIP CODE	49512
EMAIL ADDRESS	info@nhaschools.com
CONTACT PERSON NAME	Sarah Ermatinger

FACILITIES INFORMATION

m. FACILITIES

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

	No, just one site.
--	--------------------

School Site 1 (Primary)

m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K 5, 6 9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	2200 Onondaga Creek Blvd Syracuse, NY 13207	315 476 3019	Syracuse	K 8	N/A

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Jeff White			
Operational Leader	Todd McKee			
Compliance Contact	Julie Meller			
Complaint Contact	Julie Meller			
DASA Coordinator	Jeff White			
Phone Contact for After Hours Emergencies	Jeff White			

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

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

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

Site 1 Certificate of Occupancy (COO)

<https://nysed.cso.reports.fluidreview.com/resp/90093147/yFPTXS6fVy/>

Site 1 Fire Inspection Report

<https://nysed.cso.reports.fluidreview.com/resp/90093147/nBjtmqxAKU/>

CHARTER REVISIONS DURING THE 2018-19 SCHOOL YEAR

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

ATTESTATION

o. Individual Primarily Responsible for Submitting the Annual Report.

Name	Sarah Ermatinger
Position	Board Relations Coordinator
Phone/Extension	[REDACTED]
Email	[REDACTED]

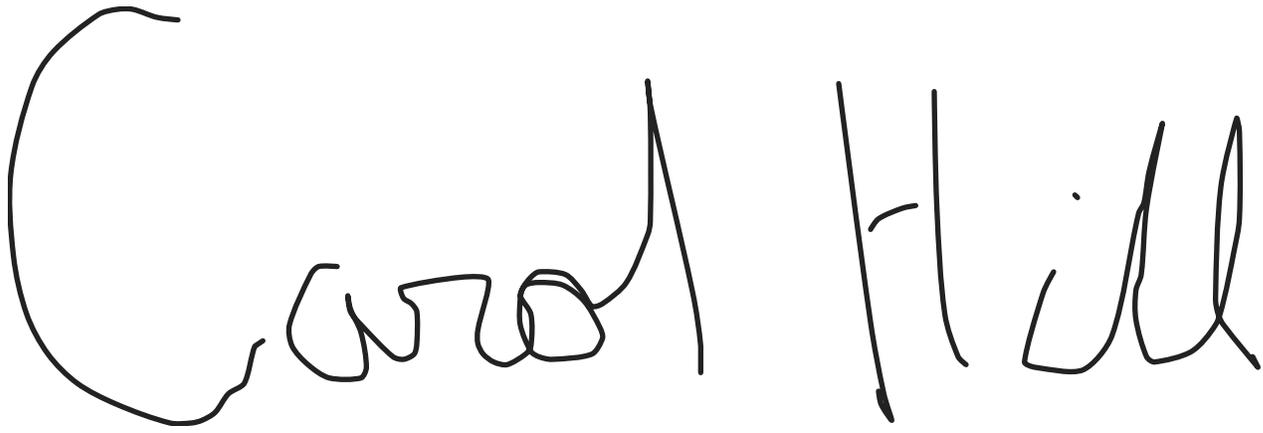
p. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws,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

Yes

Signature, Head of Charter School

Two handwritten signatures in black ink. The first signature is 'Jeff' and the second is 'White'.

Signature, President of the Board of Trustees

A handwritten signature in black ink that reads "Carol Hill". The signature is written in a cursive style with a large, open 'C' at the beginning and a distinct 'Hill' at the end.

Date

2019/06/27

Thank you.

Part II: Nonpublic School Fire Safety Non-Conformance Report Sheet

School Name National Heritage Academy

Building Name Southwide Academy Charter

Part II-B			Part II-B			Part II-B		
Item #	Non-Conformance	Date Corrected	Item #	Non-Conformance	Date Corrected	Item #	Non-Conformance	Date Corrected
08A-2			12O-2			19E-1		
08B-2			13A-2			19F-1		
08C-2			13B-2			19G-1		
08D-2			14A-2			19H-2		
08E-2			14B-2			20A-1		
09A-2			14C-2			20B-1		
09B-2			14D-1			20C-1		
09C-1			14E-1			21A-3		
09D-1	✓		15A-2			22A-3		
09F-2			15B-1			22B-3		
09G-2			15C-2			22C-3		
10A-2	✓		15D-2			23A-1		
10B-2			16A-2			23B-1		
			16B-2					
10C-1			16 C-2			23C-1		
10D-1			17A-3	✓		23D-2		
11A-2			17B-2			24A-3		
11B-1			17C-2			25A-3		
11C-2			17D-2			If any additional non-conformances are observed, check item 25A-3 and list the Code section below.		
11D-2			17E-1					
11E-1			17F-3					
12A-1			17G-1					
12B-3			17H-2					
12C-2			17I-2					
12D-2			17J-1					
12E-1			17K-1					
12F-1			17L-1					
12G-1	✓		18A-2					
12H-1			18B-2					
12I-1			18C-2					
12J-1			18D-2					
12K-1			19A-3					
12L-1			19B-2					
12M-1			19C-1					
12N-1			19D-1					

All schools complete Section 8 only of the building has electrically-operated folding partitions.

Inspection:

Fire Safety Inspector:

Name Michael Raymie

Date 11/8/2019

Registry # [REDACTED]

**INSP. MICHAEL RAYMIE
NEW YORK STATE CERTIFIED
CODE ENFORCEMENT OFFICER**

**Part I: General Information and Fire/Life Safety History
(to be completed annually)**

1. Indicate the primary use of this facility: (check one box)

a) Student Instruction	<input checked="" type="checkbox"/>	b) Other Student Use (dormitory, dining hall, physical education building, etc.)	
------------------------	-------------------------------------	--	--

2. Is there a fire sprinkler system in this facility? Yes No

If yes, is the sprinkler alarm connected with the building alarm? Yes No

3. Is there a fire hydrant system for facility protection? Yes No
If yes, indicate ownership of the system.

Public Owned School Owned Other _____ (specify)

4. Indicate the ownership of this facility.

Leased Owned Other _____ (specify)

5. What is the current gross square footage of this facility?
(to the nearest whole ten feet)

				5	0	5	4	2	

6. If this facility is used for instruction, complete (a) – (d); otherwise go to question #7.

a) Fire drills were held in accordance with Section 807 of State Education Law and Sections F405 and F408 of the New York State Fire Code. Yes No

b) Average time to evacuate this facility:

<table border="1"> <tr><td></td><td>3</td></tr> </table>		3	<table border="1"> <tr><td>3</td><td>0</td></tr> </table>	3	0
	3				
3	0				
Minutes	Seconds				

c) Arson and fire prevention instruction was provided in accordance with Section 808 of State Education Law; which requires every school in New York State to provide a minimum of 45 minutes of instructions in arson, fire prevention, injury prevention, and life safety during each month that school is in session. Yes No

d) Employee fire prevention, evacuation, and fire safety training was provided and Records maintained in accordance with Section F406 of the New York State Fire Code.

Yes No

7. If the fire alarm was activated since the last annual fire inspection, was the fire department immediately notified?

Yes No

Part III: Nonpublic School Certifications

Section III-A. Fire Inspector

The individual noted below inspected this building on 11/9/2019 (date) and the information in this Report represents, to the best of their knowledge and belief, an accurate description of the building and conditions they observed. The individual that performed this inspection has maintained their certification requirements pursuant to Title 19 Part 434.5(a)(2).

Name: Michael Raymie Telephone #: [REDACTED]
Title: Inspector Registry #: [REDACTED]
(as designated by the NYS Fire Administrator)
INSPECTION OFFICER
INSP MICHAEL RAYMIE
NEW YORK STATE CERTIFIED
CODE ENFORCEMENT OFFICER
Signature: Michael Raymie

Section III-B. Building Administrator or Designee

The individual noted below certifies that this building was inspected as indicated in Section III-A above.

Name: _____ Telephone #: () _____
Title: _____

Section III-C. School Administrator, Director, or Headmaster

I hereby submit this fire inspection report on behalf of the Board of Trustees and certify that:

1. Public notice of report availability has been published, and that
2. Any nonconformances noted as corrected on the *Nonpublic Fire Safety Non-Conformance Report Sheet* portion of this report were corrected on the date indicated, and that
3. For any uncorrected nonconformances that appear on this report, the Board of Trustees, at the meeting held pursuant to Section 807-a of New York State Education Law, adopted a written plan of correction for those nonconformances, and such plan is available for public inspection.

Name: _____ Telephone #: () _____
Title: _____ Signature _____

Section III-D. Local Municipal Code Enforcement Official

The nonpublic school official shall enter the name and telephone number of the local municipal code enforcement official having jurisdiction over this facility, and the name of the municipality where this nonpublic school facility is sited.

Name: Ken Towsley Telephone #: [REDACTED]
City/Town/Village: Syracuse City

8. Have there been any fires in this facility since the last annual fire inspection?

Yes _____ No X

If yes, indicate:

a) Number of fires

	<u>0</u>
--	----------

b) Total number of injuries

	<u>0</u>
--	----------

c) Total cost of property damage

\$

<u>0</u>									
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SYRACUSE FIRE DEPARTMENT FIRE MARSHALL'S OFFICE

FIRE PREVENTION BUREAU
201 E WASHINGTON STREET, SUITE 200, SYRACUSE, NEW YORK 13202
(315) 448-4777 FAX (315) 448-4779

ADDRESS: 2200 Onandaga Creek Blvd		DATE: 11/8/2018
BUSINESS NAME: Southside Academy Charter		PHONE:
CONTACT NAME: Steve Streeter		PHONE:
INSPECTION TYPE: Annual NYSED Inspection		2 ND PHONE:
CONST. TYPE:	OCC. CLASS:	STORIES:
sprinklers	11/22/2017	F.G. 7/2018
- Rooms 6, 24, 25, 26, 27, 28, 22 Need room evacuation plans. They are missing (10A-2)		
- Room 23 books stored too high on shelf. Must have 18" clearance in sprinkled areas. (9D-1)		
- Room 22 book stored too high on shelf unit. Must have 18" clearance in sprinkled area. (9D-1)		
- Lunch prep Room - Items stored too close to ceiling. Must have 19" clearance in sprinkled area. (9D-1)		
- mechanical/electrical Room - Items stored in front of electrical panels (12G-1)		
- Gym - jump rope rack obstruction egress doors (17K-3)		
INSP. MICHAEL RAYMIE NEW YORK STATE CERTIFIED CODE ENFORCEMENT OFFICER N.Y.S. REG # 0417-0051		
INSPECTOR:	 SIGNATURE	Michael A. Raymie PRINT

City of Syracuse
 Department of Community Development
 Division of Code Enforcement
CERTIFICATE OF OCCUPANCY

2002 ONONDAGA CREEK BLVD CASE 239

GENY AFFORDABLE LAND DEV

Certificate # Permit#

Address Property# Owner Construction Classification 5B

The issuance of this document verifies that the owner(s) or his or her authorized representative has submitted an affidavit known as a Certificate of Construction to the Director of Code Enforcement stating to the effect that said building has been built substantially and constructed in accordance with plans and specifications submitted for the above referenced permit and is structurally safe for its proposed occupancy. Furthermore, the document confirms that a final inspection was conducted by this department and the above referenced building was found to be substantially constructed in accordance with applicable codes. Under the provisions of the Syracuse Building Code article 1.1.4., this certificate is issued for the occupancy/occupancies listed below:

[Signature] Director
[Signature] Assistant Director

[Signature] Date 11-14-07
11-14-07 Date

APPROVED FOR CERTIFICATE OF OCCUPANCY

N/A
 SOCEA Date 11/7/07 Date 11/7/07
 Date 11/7/07 Date 11/7/07
 Dep. Chief Date 11/7/07
 Elec. Insp. Date
 Elevator Insp. Date
 HVAC Insp. Date

Floor	Occupancy Class	No. of Units	Occupancy or Use
B/C			
1	E		EDUCATIONAL
2			
3			
4			

TO BE KNOWN IN THE FUTURE AS 2200 ONONDAGA CRK BL



Entry 2 NYS School Report Card Link

Created: 07/15/2019 • Last updated: 07/29/2019

SOUTHSIDE ACADEMY CHARTER SCHOOL

1. CHARTER AUTHORIZER (As of June 30th, 2019) REGENTS Authorized Charter School

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

2. NEW YORK STATE REPORT CARD

<https://data.nysed.gov/essa.php?year=2018&instid=800000040667>

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.)



Entry 3 Progress Toward Goals

Last updated: 10/31/2019

PROGRESS TOWARD CHARTER GOALS

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

1. ACADEMIC STUDENT PERFORMANCE GOALS

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

2018-19 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal Met or Not Met	Indicate if data is not available. If/when available, Describe Efforts School Will Take If Goal Is Not Met
Academic Goal 1	At a minimum, 75% of students in the school will maintain proficiency or trend toward proficiency from one year's test administration to the next.	State Assessment	Not Met	To improve academically, we have implemented instructional walk throughs, increased the used of standards based instruction, implemented progress monitoring, and have begun student self tracking.
Academic Goal 2	At a minimum, 75% of individual students in each subgroup (ELL, SWD, Economically Disadvantaged, etc.) will maintain proficiency or trend toward proficiency from one year's test administration to the next.	State Assessment	Not Met	To improve academically within our subgroups, we have implemented the co teaching model, the SIOP Model, and enhanced our approach to differentiated instruction, among other improvement efforts.
				To improve

Academic Goal 3	The percent of students proficient on 3 8 state assessments for all students will meet (or exceed) the State Average.	State Assessment	Not Met	academically, we have implemented instructional walk throughs, increased the used of standards based instruction, implemented progress monitoring, and have begun student self tracking.
Academic Goal 4	The percent of students proficient on 3 8 state assessments for all accountable subgroups will meet (or exceed) the State Average.	State Assessment	Not Met	To improve academically within our subgroups, we have implemented the co teaching model, the SIOP Model, and enhanced our approach to differentiated instruction, among other improvement efforts.
Academic Goal 5	Comparison of the performance of all schools in NYS with the same grade configuration and similar population of students identified as Economically Disadvantaged, SWD, ELL, will be greater than one standard deviation above the mean.	State Assessment		N/A
Academic Goal 6	The percent of students proficient on 3 8 state assessments for all students by grade level will meet (or exceed) the State Average.	State Assessment	Not Met	To improve academically, we have implemented instructional walk throughs, increased the used of standards based instruction, implemented progress monitoring, and have begun student self tracking.
Academic Goal	The school will be designated as being	State/Federal	Met	N/A

7	in Good Standing.	Designation		
Academic Goal 8	The school will meet (or exceed) achievement indicators for academic trends toward proficiency by achieving a performance level 3 or higher.	State Assessment	Not Met	To improve academically, we have implemented instructional walk throughs, increased the used of standards based instruction, implemented progress monitoring, and have begun student self tracking.
Academic Goal 9				
Academic Goal 10				

2. Do we have more academic goals to add? No

3. Do we have more academic goals to add? No

4. ORGANIZATIONAL GOALS

2018-19 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal Met or Not Met	If Not Met, Describe Efforts School Will Take
Org Goal 1	School leaders have systems in place designed to cultivate shared accountability and high expectations and that lead to students' well being, improved academic outcomes, and educational success.	Director of School Quality Observations and Evaluations	Met	N/A
	School leaders have			

Org Goal 2	systems in place to support students' social and emotional health and to provide for a safe and respectful learning environment.	Director of School Quality Observations and Evaluations	Met	N/A
Org Goal 3	The Board of Trustees provides competent stewardship and oversight of the school while maintaining policies, establishing performance goals, and implementing systems to ensure academic success, organizational viability, Board effectiveness and faithfulness to the terms of its charter	Annual Board Self Evaluation	Met	N/A
Org Goal 4	The school has systems and protocols that allow for the successful implementation, evaluation, and improvement of its academic program and operations	Classroom observations are based on schoolwide Classroom Framework	Met	N/A
Org Goal 5	The school is faithful to its mission and has implemented the key design elements included in its charter.	All stakeholders are aware of the school's mission and key design elements.	Met	N/A
Org Goal 6	The school is demonstrating extensive good faith efforts to attract, recruit, and retain students identified as SWD, ELL, and FRL.	Annual assessment of enrollment and retention targets.	Met	N/A
Org	The school complies with applicable laws, regulations, and the	The Board monitors these items on a regular basis with the assistance of Board	Met	N/A

Goal 7	provisions of its charter.	counsel, management partner, and authorizer.		
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add? No

6. FINANCIAL GOALS

2018-19 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal Met or Not Met	If Not Met, Describe Efforts School Will Take
Financial Goal 1	The school is in sound and stable financial condition.	Annual Audit	Met	N/A
Financial Goal 2	The school operates in a fiscally sound manner in accordance with state law and generally accepted accounting practices.	Annual Audit	Met	N/A
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

7. Do you have more financial goals to add? No

Thank you.



Entry 4 Expenditures per Child

Last updated: 07/29/2019

SOUTHSIDE ACADEMY CHARTER SCHOOL Section Heading

Financial Information

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

1. Total Expenditures Per Child

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

Note: *The information on the Schedule of Functional Expenses on pages 41-43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations:* [Audit Guide](#) available within the portal or on the NYSED website

at: <http://www.p12.nysed.gov/psc/regentsoversightplan/otherdocuments/auditguide2018.pdf>.

Line 1: Total Expenditures	10421976
Line 2: Year End FTE student enrollment	657
Line 3: Divide Line 1 by Line 2	15863

2. Administrative Expenditures per Child

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

1. Take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2018 19 Schedule of Functional Expenses)
2. Any contracted administrative/management fee paid to other organizations or corporations
3. Take the total from above and divide it by the year end FTE enrollment. The relevant portion that must be included in this calculation is defined as follows:

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

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

Line 1: Relevant Personnel Services Cost (Row)	643341
Line 2: Management and General Cost (Column)	2834378
Line 3: Sum of Line 1 and Line 2	3477719
Line 5: Divide Line 3 by the Year End FTE student enrollment	5293

Thank you.

SOUTHSIDE ACADEMY CHARTER SCHOOL



Financial Statements, Additional
Information, and Federal Awards
Supplemental Information as of and for the
Year Ended June 30, 2019, and
Independent Auditor's Reports

SOUTHSIDE ACADEMY CHARTER SCHOOL

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Independent Auditor's Report

To the Board of Trustees
Southside Academy Charter School

Report on the Financial Statements

We have audited the accompanying financial statements of Southside Academy Charter School (the "School"), which comprise the statement of financial position as of June 30, 2019 and the related statements of activities and changes in net assets 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.

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 Southside Academy Charter School as of June 30, 2019 and the results of its operations and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

To the Board of Trustees
Southside Academy Charter School

Emphasis of Matter

As discussed in Note 2 to the financial statements, the School adopted the provisions of Accounting Standards Update No. 2016-14, *Not-for-Profit Entities (Topic 958): Presentation of Financial Statements of Not-for-Profit Entities*, as of June 30, 2019. Our opinion is not modified with respect to this matter.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Southside Academy Charter School's financial statements. The schedule of expenditures of federal awards, as identified in the table of contents and as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (the "Uniform Guidance"), and supplemental New York State Education Department schedule of functional expenses, as identified in the table of contents, are presented for the purpose of additional analysis and are not required parts of the financial statements.

The schedule of expenditures of federal awards 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. Such 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 schedule of expenditures of federal awards is fairly stated in all material respects in relation to the financial statements as a whole.

The supplemental New York State Education Department schedule of functional expenses has not been subjected to the auditing procedures applied in the audit of the financial statements, and, accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 15, 2019 on our consideration of Southside Academy Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Southside Academy Charter School's internal control over financial reporting and compliance.

Alante Moran, PC

October 15, 2019

SOUTHSIDE ACADEMY CHARTER SCHOOL

STATEMENT OF FINANCIAL POSITION JUNE 30, 2019

ASSETS

CURRENT ASSETS:

Cash	\$	851
Due from governmental revenue sources		<u>445,244</u>

Total current assets 446,095

NON-CURRENT ASSETS:

Capital assets - net		31,356
Restricted cash		<u>76,653</u>

Total non-current assets 108,009

TOTAL \$ 554,104

LIABILITIES AND NET ASSETS

LIABILITIES:

Deferred revenue	\$	3,647
Contracted service fee payable		<u>468,432</u>

Total liabilities 472,079

NET ASSETS - Net Assets without Donor Restriction 82,025

TOTAL \$ 554,104

See notes to financial statements.

SOUTHSIDE ACADEMY CHARTER SCHOOL

STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS YEAR ENDED JUNE 30, 2019

REVENUES, GAINS AND OTHER SUPPORT:

Public school district:

Resident school enrollment	\$8,855,766
Students with disabilities	317,716

Grants, contracts, and other:

State and local	185,048
Federal	572,973
Other	36,130
Child nutrition program - Federal	458,038
Child nutrition program - State	<u>12,694</u>

Total revenues, gains and other support 10,438,365

EXPENSES:

Contracted service fee:

Program services	7,587,601
Management and general	2,834,380
Depreciation	<u>11,772</u>

Total expenses 10,433,753

CHANGE IN NET ASSETS WITHOUT DONOR RESTRICTION 4,612

NET ASSETS:

Beginning of year 77,413

End of year \$ 82,025

See notes to financial statements.

SOUTHSIDE ACADEMY CHARTER SCHOOL

STATEMENT OF CASH FLOWS YEAR ENDED JUNE 30, 2019

CASH FLOWS PROVIDED BY (USED IN) OPERATING ACTIVITIES	
State aid	\$ 9,125,907
Other state sources	184,126
Federal sources	988,431
Private sources	39,530
Payments for services rendered	<u>(10,336,746)</u>
Net cash provided by operating activities	<u>1,248</u>
CASH FLOWS USED IN INVESTING ACTIVITIES:	
Change in restricted cash	<u>(683)</u>
NET INCREASE IN CASH	565
CASH — Beginning of year	<u>286</u>
CASH — End of year	<u>\$ 851</u>

See notes to financial statements.

SOUTHSIDE ACADEMY CHARTER SCHOOL

NOTES TO THE FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED JUNE 30, 2019

1. NATURE OF OPERATIONS

Southside Academy Charter School (the "School") is a public charter school as defined by Article 56 of the New York State Education Law which provides education based on rigorous teaching methods, parental involvement, student responsibility, and basic moral values. The School operates under a charter approved by the New York City Department of Education, which is responsible for oversight of the School's operations. The charter expires June 30, 2020 and is subject to renewal. Management believes the charter will be renewed in the ordinary course of business. The School provides education, at no cost to the parent, to students in kindergarten through the eighth grade. Enrollment is open to all appropriately aged children without regard to gender, ethnic background, disability, and/or religious affiliation. The School is exempt from federal income tax under Section 501(a) of the Internal Revenue Code as an organization described in Section 501(c)(3).

The School's primary source of revenue is provided by the State of New York and consists of an amount per student multiplied by weighted average student counts. The state revenue is recognized ratably over the school year and was funded through payments from July 2018 through May 2019 for the year ended June 30, 2019.

The Board of Trustees of the School has entered into a management agreement (the "agreement") with National Heritage Academies, Inc. (NHA) which requires NHA to provide administration, strategic planning and all labor, materials, equipment, and supervision necessary for the provision of educational services to students. As part of the consideration received under the agreement, NHA also provides the facility in which the School operates. The agreement will continue until termination or expiration of the charter, unless at least 90 days written notice of intent to terminate or renegotiate is given by either the School or NHA.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting — The financial statements of the School are prepared on the accrual basis of accounting in accordance with generally accepted accounting principles accepted in the United States of America for not-for-profit organizations.

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

Cash — Cash as of June 30, 2019 represents bank deposits which are covered by federal depository insurance.

Restricted Cash — Under the requirements of NYSED, the School has agreed to establish a reserve cash account and maintain a minimum balance of \$75,000. At June 30, 2019, \$76,653 of cash is restricted for that purpose. In the event of dissolution of the School, the reserve cash account would be used to pay for legal and audit expenses associated with the dissolution.

Deferred Revenue — Deferred revenue as of June 30, 2019 consists of funds received for services which have not yet been performed.

Contracted Service Fee Payable — Contracted service fee payable represents a timing difference between funds received from governmental sources and amounts payable to NHA in accordance with the services agreement.

Capital Assets — Capital assets, which include other equipment, are reported at historical cost. Capital assets are defined by the School as assets with an initial individual cost of more than \$2,000 and an estimated useful life in excess of one year.

Other equipment is depreciated using the straight-line method over useful lives of 3-10 years.

The Financial Statements – The financial statements are presented as follows:

Net assets and changes therein are classified and reported as follows:

- *Net Assets without Donor Restriction* — Net assets which are not subject to donor imposed or governmental stipulations.

Revenues and contributions are reported as follows:

- Revenues, gains and other support are reported as increases in unrestricted net assets unless use of the related assets is limited by donor-imposed or governmental restrictions. Expenses are reported as decreases in unrestricted net assets. Other assets or liabilities are reported as increases or decreases in unrestricted net assets unless their use is restricted by explicit donor stipulation or governmental restriction. Expiration of temporary restrictions on net assets (i.e., the donor-stipulated purposes has been fulfilled and/or the stipulated time has elapsed) are reported as reclassifications between the applicable classes of net assets.
- Revenue is recorded when earned, regardless of the timing of related cash flows. Grants are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Income Taxes — The School operates as a nonprofit organization that is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code. The School has received notification from the Internal Revenue Service (IRS) that they are considered exempt from Federal income tax under Section 501(c)(3) of the internal revenue code. Accordingly, no provision for federal income taxes has been made.

Recent Accounting Pronouncements — In June 2018, the Financial Accounting Standards Board (FASB) issued Accounting Standards Update 2018-08, *Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made*, which provides enhanced guidance to assist entities in (1) evaluating whether transactions should be accounted for as contributions (nonreciprocal transactions) or as exchange (reciprocal transactions) and (2) determining whether a contribution is conditional. The accounting guidance will result in more governmental contracts being accounted for as contributions and may delay revenue recognition for certain grants and contributions that no longer meet the definition of unconditional. The new guidance will be effective for the School's year ending June 30, 2020 and will be applied on a modified prospective basis. The School does not expect the standard to have a significant impact on the timing of revenue recognition for government and individual grants and contracts.

In February 2016, the Financial Accounting Standards Board (FASB) issued ASU No. 2016-02, *Leases*, which will supersede the current lease requirements in ASC 840. The ASU requires lessees to recognize a right-of-use asset and related lease liability for all leases, with a limited exception for short-term leases. Leases will be classified as either finance or operating, with the classification affecting the pattern of expense recognition in the Statement of Activities. Currently, leases are classified as either capital or operating, with only capital leases recognized on the balance sheet. The reporting of lease-related expenses in the Statements of Activities and Changes in Net Assets and Cash Flows will be generally consistent with the current guidance. The new lease guidance will be effective for the School's year ending June 30, 2020 and will be applied using a modified retrospective transition method to the beginning of the earliest period presented. The Financial Accounting Standards Board has a pending exposure draft that, if adopted, would delay implementation of this standard by 1 year. The new lease standard is expected to have a significant impact on the School's financial statements as a result of the leases for property and equipment classified as operating leases. The effect of applying the new lease guidance on the financial statements will be to increase long-term assets and to increase short-term and long-term liabilities. The effects on the results of operations are not expected to be significant as recognition and measurement of expenses and cash flows for leases will be substantially the same under the new standard.

Adoption of Accounting Pronouncement — In August 2016, the FASB issued ASU No. 2016-14, *Not-for-Profit Entities (Topic 958): Presentation of Financial Statements of Not-for-Profit Entities*. ASU No. 2016-14 requires significant changes to the financial reporting model of organizations that follow FASB not-for-profit rules, including changing from three classes of net assets to two classes: net assets with donor restrictions and net assets without donor restrictions. The ASU also requires changes in the way certain information is aggregated and reported by the School, including disclosures about the liquidity and availability of resources. The new standard is effective for the School's year ended June 30, 2019 and thereafter and must be applied on a retrospective basis. The School adopted the ASU effective July 1, 2018. Adoption of the ASU did not result in any reclassifications or restatements to net assets or changes in net assets.

3. LIQUIDITY

The School had \$446,095 of financial assets available within one year of the balance sheet date to meet cash needs for general expenditures consisting of cash of \$851 and amounts due from governmental revenue sources of \$445,244 at June 30, 2019. None of the financial assets are subject to donor or other contractual restrictions that make them unavailable for general expenditure within one year of the balance sheet date.

The School has a goal to maintain financial assets, which consist of cash and short-term receivables on hand to meet 60 days of normal operating expenses, which are, on average, approximately \$1,739,000 at June 30, 2019.

While the School does not currently carry financial assets in excess of 60 days of normal operating expenses, due to their management agreement with NHA, NHA is required make contributions to the School if the School's expenditures exceed the school's revenue during the year.

4. FUNCTIONAL EXPENSES

The Academy provides educational services to its students. Expenses related to providing these services are as follows for the year ended June 30, 2019:

Program services	
Contracted service fee	\$ 7,587,601
Depreciation	<u>11,772</u>
Total program services	7,599,373
General and administrative	
Contracted service fee	2,834,380
Total	<u><u>\$ 10,433,753</u></u>

The costs of providing the program and support services are allocated on an actual basis, when possible. Certain expenses attributable to more than one function and require an allocation on a reasonable basis that is consistently applied.

5. RISK MANAGEMENT

The School is exposed to various risks of loss related to general liability. Commercial insurance policies to cover certain risks of loss have been obtained. There have been no significant reductions in insurance coverage during fiscal year 2019 and claims did not exceed coverage less retained risk deductible amounts in the past fiscal year.

6. CONTINGENCIES

The School has received proceeds from several federal and state grants. Periodic audits of these grants are required and certain costs may be questioned as not being appropriate expenditures under the grant agreements. Such audits could result in the refund of grant monies to the grantor agencies. Management believes that any required refunds will be immaterial. No provision has been made in the accompanying financial statements for the refund of grant monies.

7. CAPITAL ASSETS

Capital asset activity of the school was as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Disposals</u>	<u>Ending Balance</u>
Equipment	\$ 117,723	\$ -	\$ -	\$ 117,723
Less accumulated depreciation — equipment	<u>74,595</u>	<u>11,772</u>	<u>-</u>	<u>86,367</u>
Total capital asset activity, net	<u>\$ 43,128</u>	<u>\$ (11,772)</u>	<u>\$ -</u>	<u>\$ 31,356</u>

8. OPERATING LEASE

The School has entered into a sublease agreement with NHA for a facility to house the School. The lease term is from July 1, 2018 through June 30, 2019. Annual rental payments required by the lease were \$823,260 payable in twelve monthly payments of \$68,605. This lease is automatically renewed on a year-to-year basis unless a notice of non-renewal is provided by either the School or NHA.

The School subsequently renewed the sublease with NHA for the period of July 1, 2019 through June 30, 2020 at the same rental rate.

9. SUBSEQUENT EVENTS

Events or transactions for the year ended June 30, 2019 have been evaluated through October 15, 2019, the date the financial statements were available to be issued. The financial statements and the notes thereto do not reflect events or transactions after this date.

* * * * *

ADDITIONAL INFORMATION

SOUTHSIDE ACADEMY CHARTER SCHOOL

**NEW YORK STATE EDUCATION DEPARTMENT SCHEDULE OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2019**

	No. of Positions	2019				Program Services			Supporting Services			
		Regular Education		Special Education	Other Education	Total	Fund-raising	Management and General	Total	Total		
		\$	\$	\$	\$	\$	\$	\$	\$	\$		
Personnel Services Costs												
Administrative Staff Personnel	-	560,849	-	-	560,849	-	-	-	-	-	-	560,849
Instructional Personnel	-	2,733,201	521,586	-	3,254,787	-	-	-	-	-	-	3,254,787
Non-Instructional Personnel	-	106,209	-	-	106,209	-	-	-	-	-	-	106,209
Total Salaries and Staff		3,400,259	521,586	-	3,921,845	-	-	-	-	-	-	3,921,845
Fringe Benefits & Payroll Taxes		929,667	129,046	-	1,058,713	-	-	-	-	-	-	1,058,713
Retirement		65,869	12,786	-	78,655	-	-	-	-	-	-	78,655
Management Company Fees		-	-	-	-	-	-	-	-	-	-	-
Legal Service		7,505	-	-	7,505	-	-	-	-	-	-	7,505
Accounting / Audit Services		9,784	-	-	9,784	-	-	-	304,512	-	-	304,512
Other Purchased / Professional / Consulting Services		4,159	47,201	-	51,360	-	-	-	905,539	-	-	905,539
Building and Land Rent / Lease		1,043,287	-	-	1,043,287	-	-	-	-	-	-	1,043,287
Repairs & Maintenance		270,549	-	-	270,549	-	-	-	57,934	-	-	328,483
Insurance		24,445	-	-	24,445	-	-	-	-	-	-	24,445
Utilities		61,286	-	-	61,286	-	-	-	-	-	-	61,286
Supplies / Materials		187,892	-	-	187,892	-	-	-	-	-	-	187,892
Equipment / Furnishings		98,742	-	-	98,742	-	-	-	-	-	-	98,742
Staff Development		71,608	2,751	-	74,359	-	-	-	97,855	-	-	172,214
Marketing / Recruitment		35,295	-	-	35,295	-	-	-	384,749	-	-	420,044
Technology		81,141	-	-	81,141	-	-	-	430,423	-	-	511,564
Food Service		454,439	-	-	454,439	-	-	-	-	-	-	454,439
Student Services		57,063	-	-	57,063	-	-	-	133,695	-	-	190,758
Office Expense		37,962	-	-	37,962	-	-	-	11,060	-	-	49,022
Depreciation		11,772	-	-	11,772	-	-	-	-	-	-	11,772
Other		31,267	2,012	-	33,279	-	-	-	508,613	-	-	541,892
Total Expenses		\$ 6,883,991	\$ 715,382	\$ -	\$ 7,599,373	\$ -	\$ -	\$ -	\$ 2,834,380	\$ -	\$ -	\$ 10,433,753

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

Independent Auditor's Report

To Management and the Board of Trustees
Southside Academy Charter School

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Southside Academy Charter School (the "School"), which comprise the statement of financial position as of June 30, 2019 and the related statements of activities and changes in net assets and cash flows for the year then ended, and the related notes to the financial statements and have issued our report thereon dated October 15, 2019.

Internal Control Over Financial Reporting

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

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

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

To Management and the Board of Trustees
Southside Academy Charter School

Compliance and Other Matters

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

Purpose of This Report

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



October 15, 2019

SUPPLEMENTAL INFORMATION

Report on Compliance for Each Major Federal Program and
Report on Internal Control Over Compliance Required by
the Uniform Guidance

Independent Auditor's Report

To the Board of Trustees
Southside Academy Charter School

Report on Compliance for Each Major Federal Program

We have audited Southside Academy Charter School's (the "School") compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Compliance Supplement that could have a direct and material effect on its major federal program for the year ended June 30, 2019. Southside Academy Charter School's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal program.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of Southside Academy Charter School's major federal programs based on our audit of the types of compliance requirements referred to above.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (the "Uniform Guidance"). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Southside Academy Charter School's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Southside Academy Charter School's compliance.

Opinion on Each Major Federal Program

In our opinion, Southside Academy Charter School complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2019.

To the Board of Trustees
Southside Academy Charter School

Report on Internal Control Over Compliance

Management of Southside Academy Charter School is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Southside Academy Charter School's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the School's internal control over compliance.

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

Our consideration of internal control over compliance 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 compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Alante Morax, PC

October 15, 2019

SOUTHSIDE ACADEMY CHARTER SCHOOL

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS YEAR ENDED JUNE 30, 2019

<u>Program Title/Project Number/Subrecipient Name</u>	<u>Grant/Project Number</u>	<u>CFDA Number</u>	<u>Expenditures</u>	<u>Current Year Cash Transferred to Subrecipient</u>
Clusters:				
Child Nutrition Cluster - U.S. Department of Agriculture - Passed through the New York State Department of Education:				
National School Lunch Program 2018-19	191960	10.555	\$ 302,967	\$ -
National School Breakfast Program 2018-19	191970	10.553	<u>155,071</u>	<u>-</u>
Total Child Nutrition Cluster			<u>458,038</u>	<u>-</u>
Special Education Cluster - U.S. Department of Education - Passed through the Syracuse City School District:				
IDEA Flowthrough:				
IDEA Flowthrough 1819	N/A	84.027	<u>118,856</u>	<u>-</u>
Total Special Education Cluster			<u>118,856</u>	<u>-</u>
Other Federal Awards:				
Passed through the New York State Department of Education:				
Title I Part A:				
Title I Part A 1718	0021184182	84.010	50,983	-
Title I Part A 1819	0021194182	84.010	<u>341,268</u>	<u>-</u>
Total Title I Part A			<u>392,251</u>	<u>-</u>
Title II Part A - Improving Teacher Quality:				
Title II Part A 1718	0147184182	84.367	(2,537)	-
Title II Part A 1819	0147194182	84.367	<u>40,216</u>	<u>-</u>
Total Title II Part A			<u>37,679</u>	<u>-</u>
Title IV - SSAE:				
Title II Part A 1819	0204194182	84.424	<u>24,187</u>	<u>-</u>
Total noncluster programs passed through the New York State Department of Education			<u>454,117</u>	<u>-</u>
Total federal awards			<u>\$ 1,031,011</u>	<u>\$ -</u>

SOUTHSIDE ACADEMY CHARTER SCHOOL

Notes to the Schedule of Expenditures of Federal Awards June 30, 2019

Note 1 - Basis of Presentation

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal grant activity of Southside Academy Charter School (the "School") under programs of the federal government for the year ended June 30, 2019. The information in the Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (the "Uniform Guidance"). Because the Schedule presents only a selected portion of the operations of the Entity, it is not intended to and does not present the financial position, changes in net position, or cash flows of the School.

Note 2 - Summary of Significant Accounting Policies

Expenditures reported in the Schedule are reported on the same basis of accounting as the financial statements. Such expenditures are recognized following the cost principles contained in Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Negative amounts shown on the Schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years. Pass-through entity identifying numbers are presented where available.

The School has elected not to use the 10 percent de minimis indirect cost rate to recover indirect costs as allowed under the Uniform Guidance.

Note 3 - Grant Auditor Report

Management has utilized the Federal/State Grant Payments – End of Year Report as published by the New York State Education Department in preparing the schedule of expenditures of federal awards. Unreconciled differences, if any, have been disclosed to the auditor.

SOUTHSIDE ACADEMY CHARTER SCHOOL

**Schedule of Findings and Questioned Costs
Year Ended June 30, 2019**

Section I - Summary of Auditor's Results

Financial Statements

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? _____ Yes X No
- Significant deficiency(ies) identified that are not considered to be material weaknesses? _____ Yes X None reported

Noncompliance material to financial statements noted? _____ Yes X None reported

Federal Awards

Internal control over major programs:

- Material weakness(es) identified? _____ Yes X No
- Significant deficiency(ies) identified that are not considered to be material weaknesses? _____ Yes X None reported

Type of auditor's report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with Section 2 CFR 200.516(a)? _____ Yes X No

Identification of major programs:

CFDA Number	Name of Federal Program or Cluster	Opinion
10.553, 10.555, 10.556, 10.559	Child Nutrition Cluster	Unmodified

Dollar threshold used to distinguish between type A and type B programs: \$750,000

Auditee qualified as low-risk auditee? X Yes No

Section II - Financial Statement Audit Findings

Reference Number	Finding	Questioned Costs
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Current Year None

Section III - Federal Program Audit Findings

Reference Number	Finding	Questioned Costs
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Current Year None



Annual Financial Statement Audit Report

School Name:	Charter School Name
Date (Report is due Nov. 1):	November 1, 2019
Primary District of Location (If NYC select NYC DOE):	Syracuse City School District
If located in NYC DOE select CSD:	-
School Fiscal Contact Name:	Jacqueline Holder
School Fiscal Contact Email:	[REDACTED]
School Fiscal Contact Phone:	[REDACTED]
School Audit Firm Name:	Plante Moran, PC
School Audit Contact Name:	Michelle Goss, CPA
School Audit Contact Email:	[REDACTED]
School Audit Contact Phone:	[REDACTED]
Audit Period:	2018-19
Prior Year:	2017-18

The following items are required to be included:

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

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

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

Charter School Name
Statement of Financial Position
as of June 30

	<u>2019</u>	<u>2018</u>
<u>CURRENT ASSETS</u>		
Cash and cash equivalents	\$ 851	\$ 76,256
Grants and contracts receivable	445,244	341,473
Accounts receivables	-	-
Prepaid Expenses	-	-
Contributions and other receivables	-	-
Other current assets	-	-
TOTAL CURRENT ASSETS	446,095	417,729
<u>NON-CURRENT ASSETS</u>		
Property, Building and Equipment, net	\$ 31,356	\$ 43,128
Restricted Cash	76,653	-
Security Deposits	-	-
Other Non-Current Assets	-	-
TOTAL NON-CURRENT	108,009	43,128
TOTAL ASSETS	<u>554,104</u>	<u>460,857</u>
<u>CURRENT LIABILITIES</u>		
Accounts payable and accrued expenses	\$ -	\$ -
Accrued payroll, payroll taxes and benefits	-	-
Current Portion of Loan Payable	-	-
Due to Related Parties	-	-
Refundable Advances	-	-
Deferred Revenue	3,647	247
Other Current Liabilities	<u>468,432</u>	<u>383,197</u>
TOTAL CURRENT	472,079	383,444
<u>LONG-TERM LIABILITIES</u>		
Loan Payable; Due in More than One Year	\$ -	\$ -
Deferred Rent	-	-
Due to Related Party	-	-
Other Long-Term Liabilities	-	-
TOTAL LONG-TERM	-	-
TOTAL LIABILITIES	<u>472,079</u>	<u>383,444</u>

NET ASSETS

Unrestricted	\$ 82,025	\$ 77,413
Temporarily restricted	-	-
Permanently restricted	-	-
TOTAL NET ASSETS	<u>82,025</u>	<u>77,413</u>
TOTAL LIABILITIES AND NET ASSETS	<u><u>554,104</u></u>	<u><u>460,857</u></u>

Charter School Name
Statement of Activities
as of June 30

	2019			2018
	Unrestricted	Temporarily Restricted	Total	Total
OPERATING REVENUE				
State and Local Per Pupil Revenue - Reg. Ed	\$ 8,855,766	\$ -	\$ 8,855,766	\$ 8,505,357
State and Local Per Pupil Revenue - SPED	317,716	-	317,716	250,264
State and Local Per Pupil Facilities Revenue	-	-	-	-
Federal Grants	572,973	-	572,973	593,046
State and City Grants	185,048	-	185,048	-
Other Operating Income	36,130	-	36,130	24,302
Food Service/Child Nutrition Program	470,732	-	470,732	478,595
TOTAL OPERATING REVENUE	10,438,365	-	10,438,365	9,851,564
EXPENSES				
Program Services				
Regular Education	\$ 6,883,991	\$ -	\$ 6,883,991	\$ 7,189,720
Special Education	715,382	-	715,382	670,940
Other Programs	-	-	-	-
Total Program Services	7,599,373	-	7,599,373	7,860,660
Management and general	2,834,380	-	2,834,380	1,974,205
Fundraising	-	-	-	-
TOTAL EXPENSES	10,433,753	-	10,433,753	9,834,865
SURPLUS / (DEFICIT) FROM OPERATIONS	4,612	-	4,612	16,699
SUPPORT AND OTHER REVENUE				
Interest and Other Income	\$ -	\$ -	\$ -	\$ -
Contributions and Grants	-	-	-	-
Fundraising Support	-	-	-	-
Investments	-	-	-	-
Donated Services	-	-	-	-
Other Support and Revenue	-	-	-	-
TOTAL SUPPORT AND OTHER REVENUE	-	-	-	-
Net Assets Released from Restrictions / Loss on Disposal	\$ -	\$ -	\$ -	\$ -
CHANGE IN NET ASSETS	4,612	-	4,612	16,699
NET ASSETS - BEGINNING OF YEAR	\$ 77,413	\$ -	\$ 77,413	\$ 60,714
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-

NET ASSETS - END OF YEAR

\$ 82,025 \$ - \$ 82,025 \$ 77,413

Charter School Name
Statement of Cash Flows

as of June 30

	<u>2019</u>	<u>2018</u>
CASH FLOWS - OPERATING ACTIVITIES		
Increase (decrease) in net assets	\$ 4,612	\$ 16,699
Revenues from School Districts	-	-
Accounts Receivable	-	-
Due from School Districts	-	-
Depreciation	11,772	11,772
Grants Receivable	(103,771)	321,843
Due from NYS	-	-
Grant revenues	-	-
Prepaid Expenses	-	-
Accounts Payable	-	-
Accrued Expenses	-	-
Accrued Liabilities	-	-
Contributions and fund-raising activities	-	-
Miscellaneous sources	-	-
Deferred Revenue	3,400	(4,739)
Interest payments	-	-
Contracted Service Fee Payable	85,235	(345,094)
Other	-	-
NET CASH PROVIDED FROM OPERATING ACTIVITIES	\$ 1,248	\$ 481
CASH FLOWS - INVESTING ACTIVITIES	\$	\$
Purchase of equipment	-	-
Other	-	-
NET CASH PROVIDED FROM INVESTING ACTIVITIES	\$ -	\$ -
CASH FLOWS - FINANCING ACTIVITIES	\$	\$
Principal payments on long-term debt	-	-
Other	-	-
NET CASH PROVIDED FROM FINANCING ACTIVITIES	\$ -	\$ -
NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS	\$ 1,248	\$ 481
Cash at beginning of year	<u>76,256</u>	<u>75,775</u>
CASH AND CASH EQUIVALENTS AT END OF YEAR	<u>\$ 77,504</u>	<u>\$ 76,256</u>

Charter School Name
Statement of Functional Expenses
as of June 30

		2019						
		Program Services				Supporting Services		
	No. of Positions	Regular	Special	Other	Total	Fundraising	Management and General	Total
		Education	Education	Education				
		\$	\$	\$	\$	\$	\$	\$
Personnel Services Costs								
Administrative Staff Personnel	8.00	560,849	-	-	560,849	-	-	-
Instructional Personnel	59.00	2,733,201	521,586	-	3,254,787	-	-	-
Non-Instructional Personnel	2.00	106,209	-	-	106,209	-	-	-
Total Salaries and Staff	69.00	3,400,259	521,586	-	3,921,845	-	-	-
Fringe Benefits & Payroll Taxes		929,667	129,046	-	1,058,713	-	-	-
Retirement		65,869	12,786	-	78,655	-	-	-
Management Company Fees		-	-	-	-	-	-	-
Legal Service		7,505	-	-	7,505	-	-	-
Accounting / Audit Services		9,784	-	-	9,784	-	304,512	304,512
Other Purchased / Professional / Consulting Services		4,159	47,201	-	51,360	-	905,539	905,539
Building and Land Rent / Lease		1,043,287	-	-	1,043,287	-	-	-
Repairs & Maintenance		270,549	-	-	270,549	-	57,934	57,934
Insurance		24,445	-	-	24,445	-	-	-
Utilities		61,286	-	-	61,286	-	-	-
Supplies / Materials		187,892	-	-	187,892	-	-	-
Equipment / Furnishings		98,742	-	-	98,742	-	-	-
Staff Development		71,608	2,751	-	74,359	-	97,855	97,855
Marketing / Recruitment		35,295	-	-	35,295	-	384,749	384,749
Technology		81,141	-	-	81,141	-	430,423	430,423
Food Service		454,439	-	-	454,439	-	-	-
Student Services		57,063	-	-	57,063	-	133,695	133,695
Office Expense		37,962	-	-	37,962	-	11,060	11,060
Depreciation		11,772	-	-	11,772	-	-	-
OTHER		31,267	2,012	-	33,279	-	508,613	508,613
Total Expenses		\$ 6,883,991	\$ 715,382	\$ -	\$ 7,599,373	\$ -	\$ 2,834,380	\$ 2,834,380

		2018	
Total			
\$		\$	
	560,849		597,144
	3,254,787		3,237,567
	106,209		232,544
	3,921,845		4,067,255
	1,058,713		985,790
	78,655		85,808
	-		-
	7,505		3,762
	314,296		246,245
	956,899		697,790
	1,043,287		1,041,179
	328,483		320,568
	24,445		22,146
	61,286		76,531
	187,892		322,334
	98,742		97,527
	172,214		220,378
	420,044		328,431
	511,564		390,174
	454,439		463,963
	190,758		129,413
	49,022		43,007
	11,772		11,772
	<u>541,892</u>		<u>280,792</u>
\$	<u>10,433,753</u>	\$	<u>9,834,865</u>



Entry 5c Additional Financial Docs

Last updated: 10/31/2019

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

Section Heading

1. Management Letter

<https://nysed.cso.reports.fluidreview.com/resp/119029529/8mMlunnVv3/>

Explanation for not uploading the Management Letter. Attached

2. Form 990

<https://nysed.cso.reports.fluidreview.com/resp/119029529/FINDqRIBTE/>

Explanation for not uploading the Form 990. Attached

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. Included as a supplemental schedule on the audit report

4. CSP Agreed Upon Procedure Report

(No response)

Explanation for not uploading the procedure report. Not applicable

5. Evidence of Required Escrow Account

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

(No response)

Explanation for not uploading the Escrow evidence. Attached

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. Not applicable



October 15, 2019

Plante & Moran, PC
27400 Northwestern Highway
P.O. Box 307
Southfield, MI 48037-0307

Auditors:

We are providing this letter in connection with your audit of the basic financial statements of Southside Academy Charter School (the "School") as of June 30, 2019 and for the year then ended for the purpose of expressing an opinion as to whether the financial statements present fairly, in all material respects, the financial position, statement of activities and changes in net assets, and statement of cash flows of Southside Academy Charter School in accordance with accounting principles generally accepted in the United States (U.S. GAAP). We accept responsibility for the preparation and fair presentation of the financial position, changes in financial position, and cash flows, where applicable, in accordance with accounting principles generally accepted in the United States. We also confirm that we are responsible for the presentation of any required supplemental (RSI) to which you have provided an opinion in relation to the financial statements as a whole. We believe that this information, including its form and content, is fairly presented in accordance with the applicable criteria.

We acknowledge our responsibility for the completeness of the financial statements, and 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 and for the design, implementation, and maintenance of internal control to prevent and detect fraud. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud. We also acknowledge our responsibility for providing you with all relevant information and access. Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement.

For purposes of disclosure in this letter, individual matters related to financial amounts and disclosures should be considered material if in excess of \$17,000. However, materiality limits do not apply to representations that are not directly related to amounts included in the financial statements or to any item regarding fraud by management or employees who have significant roles in internal control.

We confirm, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves, as of the date of this letter, the following representations made to you during your audit.



Financial Statements

1. We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated February 26, 2019, for the preparation and fair presentation of the basic financial statements in accordance with U.S. GAAP.
2. We are unaware of any violations of U.S. GAAP in the School's accounting principles and the practices and methods followed in applying them.
 - a. The School does not have any component units.
 - b. The management company (National Heritage Academies, Inc.) relationship has been properly disclosed.
 - c. The accounts of the School are maintained in accordance with accounting policies prescribed by State of New York, Department of Education.
3. All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.
4. There have been no changes during the year in the School's accounting principles and practices or in the methods of applying them except for the adoption of Accounting Standards Update No. 2016-14, *Not-for-Profit Entities (Topic 958): Presentation of Financial Statements of Not-for-Profit Entities*, as described in Note 2 to the financial statements.
5. We are not aware of any litigation, claims, unasserted claims or assessments that should be accrued or disclosed in the financial statements. There are no unasserted claims or assessments that our lawyer has advised us are probable of assertion and must be disclosed in accordance with Accounting Standards Codification Topic Section 450, "Contingencies".
6. The School has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities or net assets.
7. There have been no communications from regulatory agencies concerning noncompliance with or deficiencies in financial reporting practices.
8. There are no:
 - a. Related party transactions and related amounts receivable or payable, including sales, purchases, loans, transfers, leasing agreements, guarantees and pledges of the School's assets as collateral, including the provision of products or services without charge.
 - b. Guarantees or pledges, whether written or oral, under which the School is contingently liable.
 - c. Arrangements with financial institutions involving compensating balances or other arrangements involving restrictions on cash balances.
 - d. Lines-of-credit or similar arrangements.
 - e. Agreements to repurchase assets previously sold.
 - f. Violations or possible violations of laws or regulations whose effect should be considered for disclosure in the financial statements or as a basis for recording a loss contingency.

- 
- g. Circumstances that we are aware of that make it reasonably possible that the School would be named a responsible party in the remediation of environmental contamination.
 - h. Other material liabilities or loss contingencies for which the risk that the School will suffer a loss in excess of \$17,000 is more than remote.
 - i. Designations of net assets disclosed to you that were not properly authorized and approved.
 9. Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
 10. Adequate provision has been made to cover possible losses that may result from:
 - a. The collection of receivables.
 - b. Significant purchase or sales commitments.
 - c. Impairments of long-lived assets.
 11. The School has satisfactory title to all owned assets and there are no liens or encumbrances on such assets nor has any asset been pledged.
 12. All significant contracts and contracts not in the normal course of business entered into by the School have been presented to you for your evaluation.
 13. The School has no deferred compensation plans.
 14. We have complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance, including:
 - a. Financial and operating regulations of funding agencies
 - b. Restrictions on the use of gifts, bequests, endowments funds and other resources, including maintaining an appropriate composition of assets in amounts needed to comply with all donor restrictions.
 15. All significant estimates and material concentrations, as hereinafter defined, known to us have been disclosed to you. Significant estimates are those estimates used in the development of accounting information that could change materially within the next year. Material concentrations refer to concentrations in the volume of business, revenue sources, or the sources of supply that make us vulnerable to events that could occur within the next year that would have a significant disruptive effect on the School.
 16. The School is an exempt School under Section 501 (a) of the Internal Revenue Code. There have been no activities that would jeopardize the School's tax-exempt status of which we are aware and no activities subject to tax on unrelated business income or excise or other tax. All required filings with tax authorities are up to date. There have been no examinations to date in regard to the School's Form 990 or other informational returns.
 17. Net assets have been properly classified as net assets without donor restrictions and net assets with donor restrictions.

- 
18. Entities for which the School has a controlling financial interest have been properly consolidated by the School, if applicable
 19. The latest available interim financial statements are as of September 30, 2019. These statements have been prepared on the same basis as that used for the statements you are auditing.
 20. If we publish our financial statements in any manner that includes your auditor's report or any other reference to Plante Moran, it is understood that we will allow you to review such publication prior to production.
 21. Expenditures incurred during the fiscal year for all federal programs equaled or exceeded \$750,000.

Information Provided

1. We have provided you with:
 - a. Access to all information, of which we are aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation and other matters;
 - b. Additional information that you have requested from us for the purpose of the audit;
 - c. Unrestricted access to persons within the School from whom you determined it necessary to obtain audit evidence;
 - d. Minutes of meetings of the legislative body held to the date of this letter, or summaries of actions of recent meetings for which minutes have not yet been prepared.
2. All material transactions have been recorded in the accounting records and are reflected in the financial statements.
3. We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
 - a. Management;
 - b. Employees who have significant roles in internal control; or
 - c. Others when the fraud could have a material effect on the financial statements.
4. We have no knowledge of any allegations of fraud, or suspected fraud, affecting the School's financial statements communicated by employees, former employees, analysts, regulators or others.
5. We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing financial statements.
6. Required supplementary information (RSI) has been measured and presented within prescribed guidelines. Methods of measurement or presentation of the RSI have not changed from those used in the prior period.

- 
7. We have disclosed to you all significant assumptions or interpretations underlying the measurement or presentation of the RSI.
 8. All borrowings are in accordance with the New York requirements.
 9. The School has reported the number of full time equivalent students from each district of residence throughout the year. These counts are accurate and determined in accordance with applicable laws, regulations and NYSED policy.
 10. The School has transferred certain risks to third-party insurance carriers and shared-risk insurance pools and the financial statements reflect assessments or other liabilities, if any, related to these transactions. The School also retains the risk for certain insurance liabilities and any liabilities related to such risks are properly reflected in the financial statements.
 11. Related to your audit of our federal awards:
 - a. Management is responsible for complying, and has complied, with the requirements of the Uniform Guidance except as disclosed to the auditor.
 - b. In regards to the schedule of expenditures of federal and (SEFA):
 - 1) Management is responsible for and has accurately prepared the schedule in accordance with the Uniform Guidance which includes expenditures made during the period being audited for all awards provided by federal agencies in the form of grants, federal cost-reimbursement contracts, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other assistance.
 - 2) The methods of measurement or presentation have not changed from those used in the prior period.
 - 3) There were no significant assumptions or interpretations underlying the measurement or presentation of the SEFA.
 - c. Management is responsible for, and has accurately prepared (as applicable):
 - 1) The summary schedule of prior audit findings, which includes all findings, required to be included by the Uniform Guidance, if applicable.
 - 2) The appropriate sections of the data collection form.
 - d. Management is responsible for complying with the requirements of laws, regulations, and the provisions of contracts and grant agreements related to each of its federal programs.
 - e. Management is responsible for the design, implementation, and maintenance of internal control relevant to financial reporting and compliance for federal programs that provides reasonable assurance that the auditee is managing federal awards in compliance with laws, regulations, and the provisions of contracts or grant agreements.
 - f. Management has identified and disclosed to the auditor the requirements of laws, regulations and the provisions of contracts and grant agreements that are considered to have a direct and material effect on each federal program and on financial statement amounts. Management has made available all documentation related to the compliance



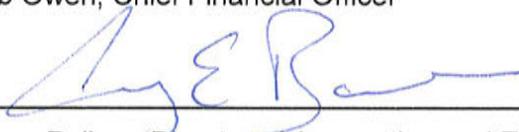
requirements, including information related to federal program financial reports and claims for advances and reimbursements. Management's interpretations of any compliance requirements that have varying interpretations have been provided.

- g. Management has provided:
 - 1) Access to all information, of which management is aware that is relevant to the preparation and fair presentation of the financial statements such as all contracts and grant agreements (including amendments, if any) and any other correspondence relevant to the programs and related activities subject to audit;
 - 2) Additional information that the auditor has requested from management for the purpose of the audit;
 - 3) Unrestricted access to persons within the School from whom the auditor determined it necessary to obtain audit evidence.
- h. Management has disclosed to the auditor any communications from grantors and pass-through entities concerning possible noncompliance with the applicable compliance requirements, including communications received from the end of the period covered by the compliance audit to the date of the auditor's report.
- i. Management has disclosed to the auditor the findings received and related corrective actions taken for previous audits, attestation engagements, and internal or external monitoring that directly relate to the objectives of the compliance audit, including findings received and corrective actions taken, including all management decision, both throughout the audit period as well as from the end of the period covered by the compliance audit to the date of the auditor's report.
- j. Management has complied with the applicable compliance requirements in connection with federal awards, except as disclosed to the auditor. In addition, management has disclosed all known instances of noncompliance or suspected noncompliance, if any, occurring subsequent to the period for which compliance is audited.
- k. Management identified and disclosed to the auditor violations (or possible violations) of laws, regulations, and provisions of contracts and grant agreements or questioned costs whose effects should be considered for disclosure in the financial statements, as a basis for recording a loss contingency or for the auditor reporting on noncompliance.
- l. Federal program financial reports and claims for advances and reimbursements are supported by the books and records from which the basic financial statements have been prepared, and are prepared on a basis consistent with that presented in the schedule of expenditures of federal awards. The copies of federal program financial reports provided to the auditor are true copies of the reports submitted, or electronically transmitted, to the federal agency or pass-through entity, as applicable.
- m. Management acknowledges its responsibility for taking corrective action on audit findings of the compliance audit. Management has taken timely and appropriate steps to remedy fraud, illegal acts, violations of provisions of contracts or grant agreements, or abuse that the auditor reports.

- 
- n. Management has a process to track the status of audit findings and recommendations.
 - o. Management has provided views on the auditors' reported findings, conclusions, and recommendations, as well as management's corrective action plan, for the report.
 - p. Related to awards provided to its subrecipients, if any, management has
 - 1) Monitored subrecipients to determine that they have expended pass-through assistance in accordance with applicable laws and regulations and has met the requirements of the Uniform Guidance.
 - 2) If applicable, issued management decisions on a timely basis after their receipt of subrecipients' auditor's reports that identified noncompliance with laws, regulations, or the provisions of contracts or grant agreements, and has ensured that subrecipients have taken the appropriate and timely corrective action on findings.
 - 3) Considered the results of subrecipient audits and has made any necessary adjustments to their own books and records.
 - q. If applicable, management has disclosed all contracts or other agreements with the service organizations and all communications from the service organization relating to noncompliance at the service organization.
 - r. Management has disclosed whether any changes in internal control over compliance or other factors that might significantly affect internal control, including any corrective action taken by management with regard to significant deficiencies (including material weaknesses), have occurred subsequent to the date as of which compliance is audited.



Bob Owen, Chief Financial Officer



Corey Balkon, Director of Accounting and Financial Reporting



200 Ottawa Avenue NW, Suite 300
Grand Rapids, MI 49503

211 East Water Street, Suite 300
Kalamazoo, MI 49007

SOUTHSIDE ACADEMY CHARTER SCHOOL
Instructions for Filing
Form 990
8868 Application for Extension of Time to File
for the year ended June 30, 2019

We have electronically filed your extension.

There is no tax due with the application.

Do NOT separately file Form 8868 with the Internal Revenue Service. Doing so will delay the processing of your extension.

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

▶ **File a separate application for each return.**
▶ **Go to www.irs.gov/Form8868 for the latest information.**



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/e-file-providers/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.

Type or print File by the due date for filing your return. See instructions.	Name of exempt organization or other filer, see instructions. SOUTHSIDE ACADEMY CHARTER SCHOOL	Employer identification number (EIN) or [REDACTED]
	Number, street, and room or suite no. If a P.O. box, see instructions. 2200 ONONDAGA CREEK ROAD	Social security number (SSN)
	City, town or post office, state, and ZIP code. For a foreign address, see instructions. SYRACUSE, NY 13207	

Enter filer's identifying number, see instructions

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

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

COREY BALKON

• The books are in the care of ▶ 3850 BROADMOOR SE, SUITE 201 GRAND RAPIDS MI 49512

Telephone No. ▶ [REDACTED] Fax No. ▶ [REDACTED]

- 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 05/15, 2020, to file the exempt organization return for the organization named above. The extension is for the organization's return for:

- ▶ calendar year 20 ____ or
- ▶ tax year beginning 07/01, 2018, and ending 06/30, 2019.

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.

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



Entry 5d Financial Services Contact Information

Created: 07/15/2019 • Last updated: 07/29/2019

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

SOUTHSIDE ACADEMY CHARTER SCHOOL Section Heading

1. School Based Fiscal Contact Information

School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
Jeff White	[REDACTED]	[REDACTED]

2. Audit Firm Contact Information

School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
Michelle Goss	[REDACTED]	[REDACTED]	7

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

Firm Name	Contact Person	Mailing Address	Email	Phone	Years with Firm
National Heritage Academies	Jeff Ratuszny	[REDACTED]	[REDACTED]	[REDACTED]	10

New York State Education Department

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

2019-20 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 accommodate 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.

Southside Academy Charter School

PROJECTED BUDGET FOR 2018-2019

July 1, 2019 to June 30, 2020

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

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	10,022,616	431,302	-	-	-	10,453,918
Total Expenses	6,880,068	740,378	-	-	2,819,412	10,439,858
Net Income	3,142,548	(309,076)	-	-	(2,819,412)	14,060
Actual Student Enrollment	600	75				-
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

Syracuse City School District

\$13,518.00

- School District 2 (Enter Name)
- School District 3 (Enter Name)
- School District 4 (Enter Name)
- School District 5 (Enter Name)

9,118,567	-	-	-	-	9,118,567
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
9,118,567					9,118,567

Special Education Revenue

-	312,446	-	-	-	312,446
---	---------	---	---	---	---------

Grants

- Stimulus
- Other

-	-	-	-	-	-
-	-	-	-	-	-

Other State Revenue

-	-	-	-	-	-
---	---	---	---	---	---

TOTAL REVENUE FROM STATE SOURCES

9,118,567	312,446				9,431,013
------------------	----------------	--	--	--	------------------

REVENUE FROM FEDERAL FUNDING

IDEA Special Needs

-	118,856	-	-	-	118,856
---	---------	---	---	---	---------

Title I

349,935	-	-	-	-	349,935
---------	---	---	---	---	---------

Title Funding - Other

53,703	-	-	-	-	53,703
--------	---	---	---	---	--------

School Food Service (Free Lunch)

463,540	-	-	-	-	463,540
---------	---	---	---	---	---------

Grants

- Charter School Program (CSP) Planning & Implementation
- Other

-	-	-	-	-	-
-	-	-	-	-	-

Other Federal Revenue

-	-	-	-	-	-
---	---	---	---	---	---

TOTAL REVENUE FROM FEDERAL SOURCES

867,178	118,856				986,034
----------------	----------------	--	--	--	----------------

LOCAL and OTHER REVENUE

Contributions and Donations, Fundraising

-	-	-	-	-	-
---	---	---	---	---	---

Erate Reimbursement

-	-	-	-	-	-
---	---	---	---	---	---

Interest Income, Earnings on Investments,

NYC-DYCD (Department of Youth and Community Developmt.)

-	-	-	-	-	-
---	---	---	---	---	---

Food Service (Income from meals)

12,671	-	-	-	-	12,671
--------	---	---	---	---	--------

Text Book

-	-	-	-	-	-
---	---	---	---	---	---

Other Local Revenue

24,200	-	-	-	-	24,200
--------	---	---	---	---	--------

TOTAL REVENUE FROM LOCAL and OTHER SOURCES

36,871					36,871
---------------	--	--	--	--	---------------

TOTAL REVENUE

10,022,616	431,302				10,453,918
-------------------	----------------	--	--	--	-------------------

EXPENSES

ADMINISTRATIVE STAFF PERSONNEL COSTS

No. of Positions

Executive Management

-

-	-	-	-	-	-
---	---	---	---	---	---

Instructional Management

1.00

164,000	-	-	-	-	164,000
---------	---	---	---	---	---------

Deans, Directors & Coordinators

4.00

323,832	-	-	-	-	323,832
---------	---	---	---	---	---------

Southside Academy Charter School

PROJECTED BUDGET FOR 2018-2019

July 1, 2019 to June 30, 2020

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

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	10,022,616	431,302	-	-	-	10,453,918
Total Expenses	6,880,068	740,378	-	-	2,819,412	10,439,858
Net Income	3,142,548	(309,076)	-	-	(2,819,412)	14,060
Actual Student Enrollment	600	75				-
Total Paid Student Enrollment	-	-				-

PROGRAM SERVICES

SUPPORT SERVICES

REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
----------------------	----------------------	-------	-------------	-------------------------	-------

CFO / Director of Finance	-	-	-	-	-	-
Operation / Business Manager	-	-	-	-	-	-
Administrative Staff	2.38	100,199	-	-	-	100,199
TOTAL ADMINISTRATIVE STAFF	7	588,031				588,031
INSTRUCTIONAL PERSONNEL COSTS						
Teachers - Regular	28.00	1,822,905	-	-	-	1,822,905
Teachers - SPED	6.00	-	401,352	-	-	401,352
Substitute Teachers	-	35,178	-	-	-	35,178
Teaching Assistants	-	-	-	-	-	-
Specialty Teachers	9.00	595,312	-	-	-	595,312
Aides	13.88	353,509	28,044	-	-	381,553
Therapists & Counselors	2.18	30,977	121,665	-	-	152,642
Other	-	-	-	-	-	-
TOTAL INSTRUCTIONAL	59	2,837,881	551,061			3,388,942
NON-INSTRUCTIONAL PERSONNEL COSTS						
Nurse	-	-	-	-	-	-
Librarian	-	-	-	-	-	-
Custodian	-	-	-	-	-	-
Security	-	-	-	-	-	-
Other	2.38	86,027	-	-	-	86,027
TOTAL NON-INSTRUCTIONAL	2	86,027				86,027
SUBTOTAL PERSONNEL SERVICE COSTS	69	3,511,939	551,061			4,063,000
PAYROLL TAXES AND BENEFITS						
Payroll Taxes	-	277,723	43,811	-	-	321,534
Fringe / Employee Benefits	-	549,638	85,231	-	-	634,869
Retirement / Pension	-	64,233	9,644	-	-	73,877
TOTAL PAYROLL TAXES AND BENEFITS		891,594	138,686			1,030,280
TOTAL PERSONNEL SERVICE COSTS		4,403,533	689,747			5,093,280
CONTRACTED SERVICES						
Accounting / Audit	-	12,210	-	-	316,215	328,425
Legal	-	14,250	-	-	-	14,250
Management Company Fee	-	-	-	-	-	-
Nurse Services	-	-	-	-	-	-
Food Service / School Lunch	-	-	-	-	-	-
Payroll Services	-	-	-	-	-	-
Special Ed Services	-	-	44,934	-	20,727	65,661
Titlement Services (i.e. Title I)	-	-	-	-	82,724	82,724
Other Purchased / Professional / Consulting	-	2,950	-	-	639,992	642,942
TOTAL CONTRACTED SERVICES		29,410	44,934		1,059,658	1,134,002

SCHOOL OPERATIONS

Southside Academy Charter School

PROJECTED BUDGET FOR 2018-2019

July 1, 2019 to June 30, 2020

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

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Total Revenue	10,022,616	431,302	-	-	-	10,453,918
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Net Income	3,142,548	(309,076)	-	-	(2,819,412)	14,060
Actual Student Enrollment	600	75				-
Total Paid Student Enrollment	-	-				-

PROGRAM SERVICES

SUPPORT SERVICES

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Board Expenses	-	-	-	-	-	-
Classroom / Teaching Supplies & Materials	134,305	-	-	-	-	134,305
Special Ed Supplies & Materials	-	4,000	-	-	-	4,000
Textbooks / Workbooks	8,228	-	-	-	-	8,228
Supplies & Materials other	15,115	-	-	-	-	15,115
Equipment / Furniture	63,990	-	-	-	-	63,990
Telephone	3,585	-	-	-	-	3,585
Technology	79,942	-	-	-	397,341	477,283
Student Testing & Assessment	21,891	-	-	-	131,848	153,739
Field Trips	16,350	-	-	-	-	16,350
Transportation (student)	250	-	-	-	-	250
Student Services - other	-	-	-	-	-	-
Office Expense	35,760	-	-	-	12,173	47,933
Staff Development	102,168	1,372	-	-	100,279	203,819
Staff Recruitment	4,060	-	-	-	182,643	186,703
Student Recruitment / Marketing	25,625	-	-	-	264,031	289,656
School Meals / Lunch	462,151	-	-	-	-	462,151
Travel (Staff)	6,395	325	-	-	-	6,720
Fundraising	-	-	-	-	-	-
Other	-	-	-	-	612,912	612,912
TOTAL SCHOOL OPERATIONS	979,815	5,697			1,701,227	2,686,739

FACILITY OPERATION & MAINTENANCE

Insurance	23,566	-	-	-	-	23,566
Janitorial	140,303	-	-	-	-	140,303
Building and Land Rent / Lease	1,040,361	-	-	-	-	1,040,361
Repairs & Maintenance	150,272	-	-	-	58,527	208,799
Equipment / Furniture	26,435	-	-	-	-	26,435
Security	8,179	-	-	-	-	8,179
Utilities	78,194	-	-	-	-	78,194
TOTAL FACILITY OPERATION & MAINTENANCE	1,467,310				58,527	1,525,837

DEPRECIATION & AMORTIZATION

DISSOLUTION ESCROW & RESERVES / CONTIGENCY

	-	-	-	-	-	-
	-	-	-	-	-	-

TOTAL EXPENSES

	6,880,068	740,378			2,819,412	10,439,858
--	-----------	---------	--	--	-----------	------------

NET INCOME

	3,142,548	(309,076)	-	-	(2,819,412)	14,060
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ENROLLMENT - *School Districts Are Linked To Above Entries*

	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED
Syracuse City School District	600	75	675
School District 2 (Enter Name)			-
School District 3 (Enter Name)			-
School District 4 (Enter Name)			-
School District 5 (Enter Name)			-

Southside Academy Charter School

PROJECTED BUDGET FOR 2018-2019

July 1, 2019 to June 30, 2020

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

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
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Net Income	3,142,548	(309,076)	-	-	(2,819,412)	14,060
Actual Student Enrollment	600	75				-
Total Paid Student Enrollment	-	-				-

PROGRAM SERVICES

SUPPORT SERVICES

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
TOTAL ENROLLMENT	600	75	675			
REVENUE PER PUPIL	16,717	5,751	-			
EXPENSES PER PUPIL	11,475	9,872	-			

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

Name:

Anthony ONTEGA

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

Southside Academy Charter School

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

TREASURER - Current
Trustee

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

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

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

Yes No

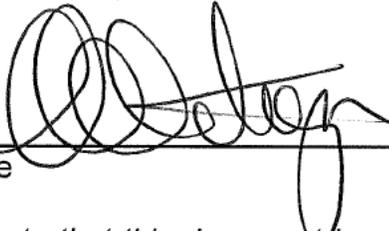
If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<p><i>Please write "None" if applicable. Do not leave this space blank.</i></p> <p style="text-align: center; font-size: 2em;">NONE</p>			

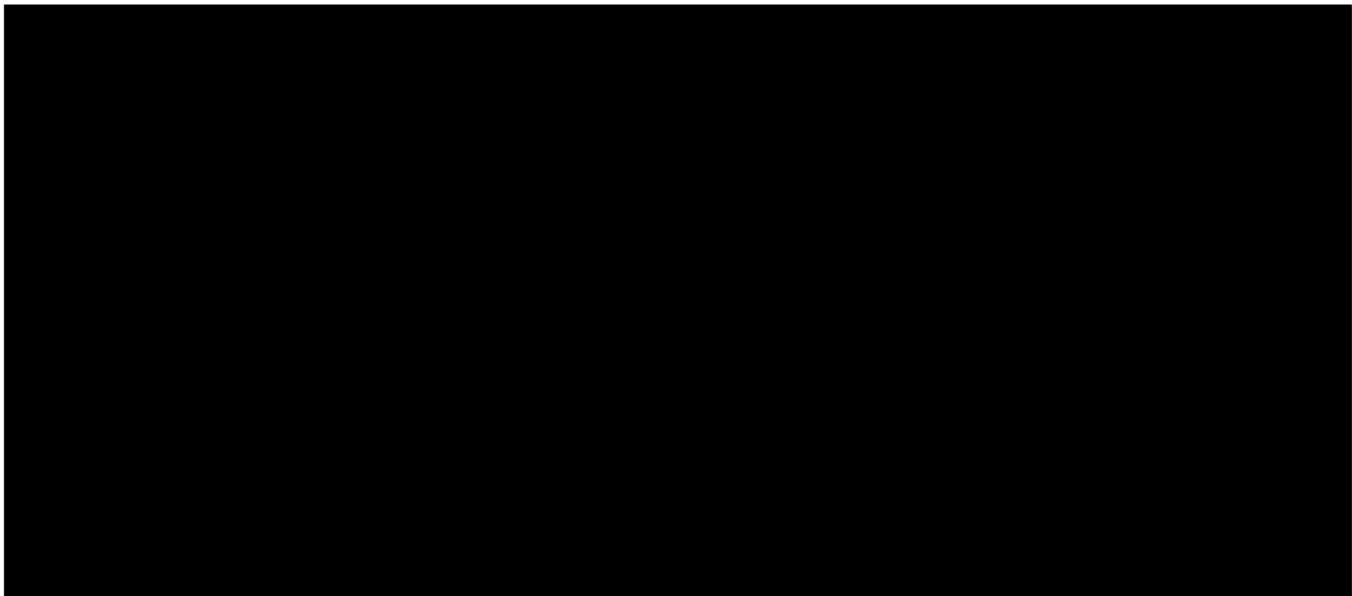
5. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<p><i>Please write "None" if applicable. Do not leave this space blank.</i></p> <p style="text-align: center; font-size: 2em;">None</p>				

Signature 

Date 7/8/19

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



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

Name: Carol Hill

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

Southside Academy Charter School

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

PRESIDENT, VICE PRESIDENT
↳ current

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

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

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

Yes No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
<p>Please write "None" if applicable. Do not leave this space blank.</p> <p style="text-align: center; color: blue; font-size: 1.5em;">NONE</p>			

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<p><i>Please write "None" if applicable. Do not leave this space blank.</i></p> <p style="margin-left: 100px;">NONE</p>				

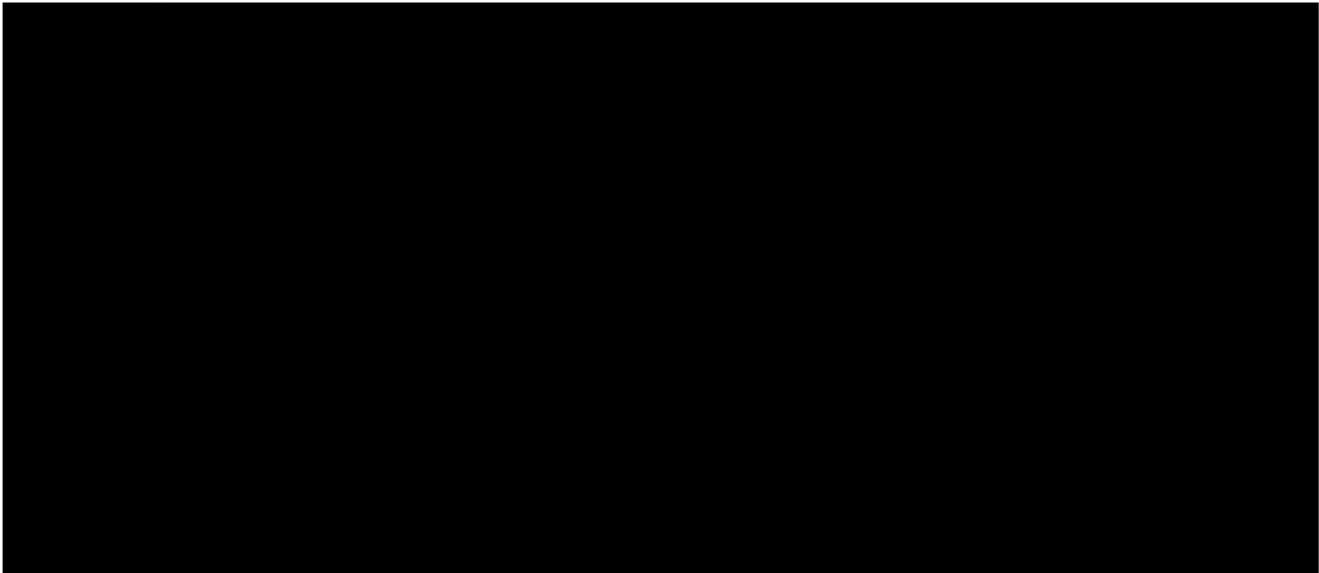
Carl Hill

7/9/19

Signature

Date

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



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

Name:

James H. Duah-Agyeman

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

Southside Academy Charter School

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

Vice President - Current
Secretary
Trustee

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

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

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

Yes No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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

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

None.

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

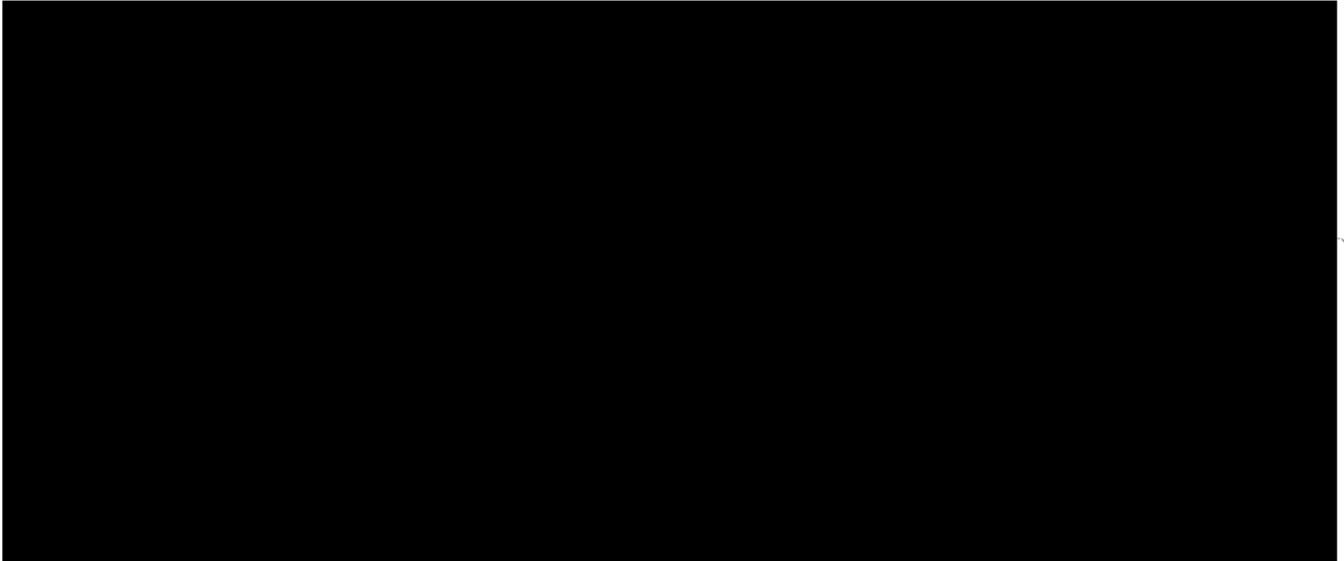
[Handwritten Signature]

Signature

07/09/19

Date

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



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

Name:

Regina McArthur

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

Southside Academy Charter School

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

Secretary, Board Member
↳ Current Trustee

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

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

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

Yes No

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

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

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

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

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<p><i>Please write "None" if applicable. Do not leave this space blank.</i></p> <p style="text-align: center;"><i>None</i></p>				

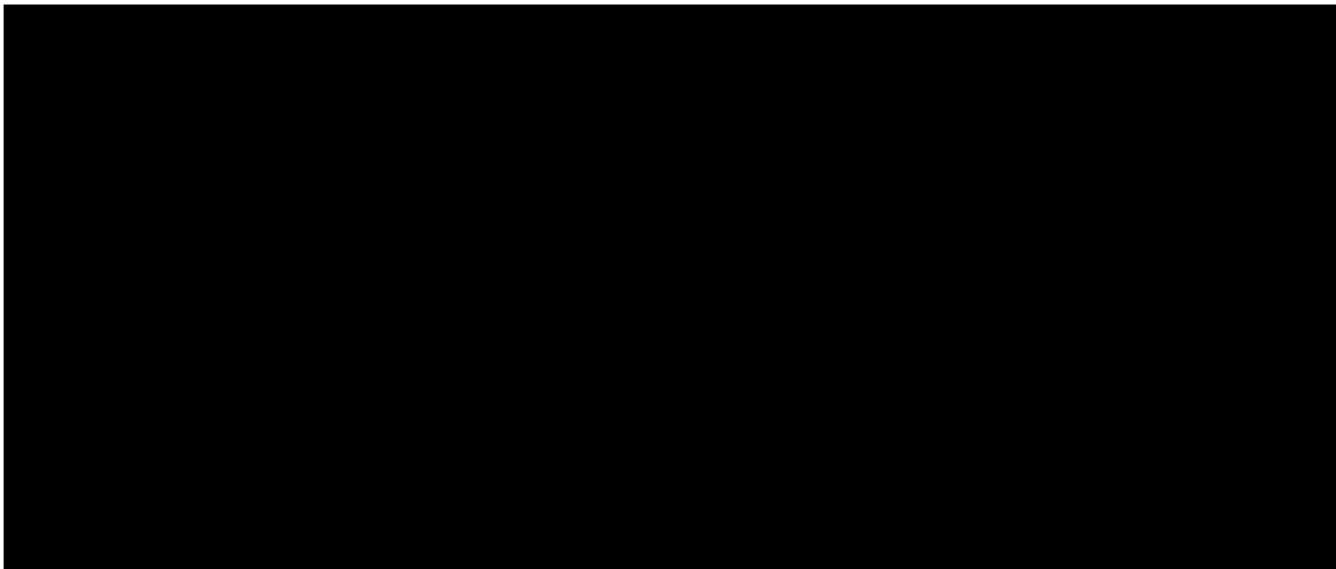
Ralph Carter

Signature

4/9/19

Date

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



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

Name:

Tracy Miller

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

Southside Academy Charter School

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

Vice President

Secretary

Parent Representative

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

Yes No

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

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

Yes No

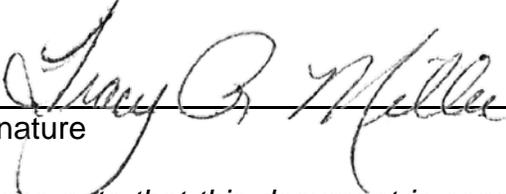
If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six-month period prior to such service. If there has been no such interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-3 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
N	o	n	e

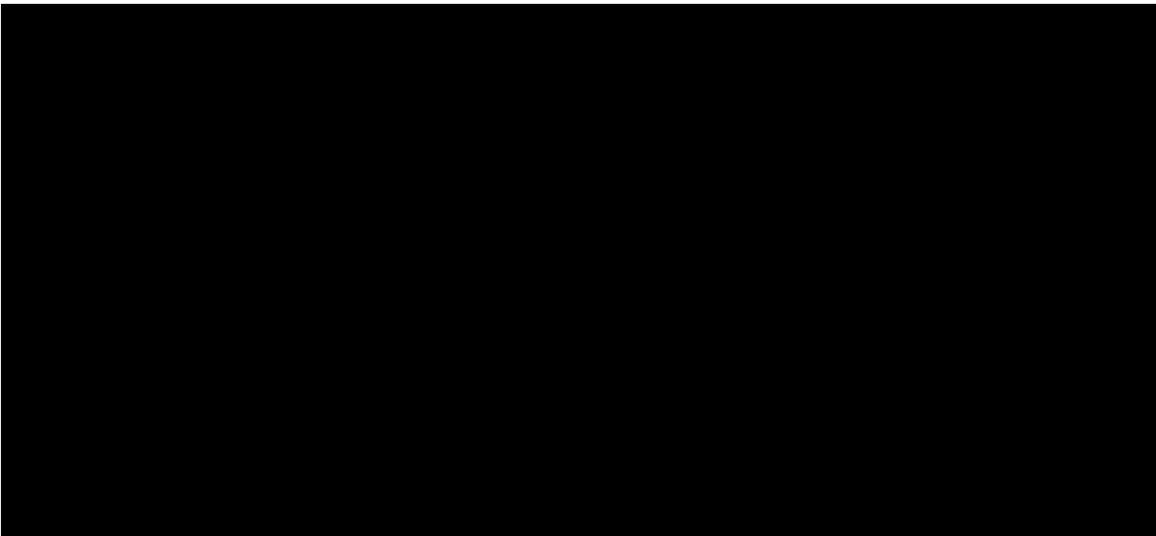
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Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
<p><i>Please write "None" if applicable. Do not leave this space blank.</i></p> <p style="font-size: 2em; letter-spacing: 0.5em;">None</p>				


5-7-19

 Signature Date

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





Entry 8 BOT Table

Created: 07/15/2019 • Last updated: 07/29/2019

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

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

	Trustee Name and Email Address	Position on the Board	Committee Affiliations	Voting Member Per By Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2018 19
1	Carol Hill	Chair	Finance Committee Governance Committee	Yes	7	04/09/2019	06/30/2022	10
2	James Duah Agyeman	Vice Chair	Personnel Committee	Yes	4	01/09/2019	06/30/2021	9
3	Anthony Ortega	Treasurer	Finance Committee Governance Committee	Yes	2	01/10/2017	06/30/2020	9
4	Regina McArthur	Secretary	Finance Committee Governance Committee	Yes	2	01/09/2018	06/30/2021	9
5	Tracy Miller	Trustee/Member	Personnel Committee	Yes	7	04/09/2019	06/30/2020	10
6								
7								
8								
9								

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

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total Number of BOT Members on June 30, 2019	5
b.Total Number of Members Added During 2018 19	0
c. Total Number of Members who Departed during 2018 19	0
d.Total Number of members in 2018 19, as set by in Bylaws, Resolution or Minutes	5

3. Number of Board meetings held during 2018-19 11

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

Thank you.



Entry 9 - Board Meeting Minutes

Last updated: 07/15/2019

[Instructions for submitting minutes of the BOT monthly meetings](#)

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

SOUTHSIDE ACADEMY CHARTER SCHOOL

Are all monthly BOT meeting minutes posted, which should match the number of meetings held during 2018-19 school year, on the charter school's website?

Yes

A. Provide if posted on the charter school's website a URL link to the Monthly Board Meeting Minutes, which should match the number of meetings held during the 2018-19 school year.

[https://www.nhaschools.com/schools/southside academy charter school/en/board documents](https://www.nhaschools.com/schools/southside_academy_charter_school/en/board_documents)



Entry 10 Enrollment and Retention of Special Populations

Last updated: 07/29/2019

[Instructions for Reporting Enrollment and Retention Strategies](#)

Describe the efforts the charter school has made in 2018 19 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners/Multilingual learners, and students who are economically disadvantaged. In addition, describe the school’s plans for meeting or making progress toward meeting its enrollment and retention targets in 2019 20.

SOUTHSIDE ACADEMY CHARTER SCHOOLSection Heading

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2018 19	Describe Recruitment Plans in 2019 20
	<p>Brochures that describe our special education programming have been distributed throughout the community. In order to reach the families of special needs students, we utilize many networks that already exist in the community. Southside Academy’s Admission’s Representative will continue to build relationships with support organizations to gain familiarity with the services they provide. We do this both so we can recommend their support services to the families of accepted or interested students and so these organizations know about our school and its special education program so that they may recommend our school to the families they serve. We know that most families hear about our school by word of mouth, and we believe that a relationship with these organizations lays the groundwork for informal communications and referrals. In addition, we will continue to work with these organizations to distribute information about our school, our special education program, and our enrollment procedures as well as seek out new organizations to address changing demographics within our community.</p> <p>All special needs students (FRL, EL, and</p>	<p>We will continue the 2018 2019 initiatives. In addition, we will implement the following:</p> <ul style="list-style-type: none"> • Enlist the help of current families to reach additional families of students with disabilities by providing planning meeting, materials for them to distribute, and to serve as host for school meetings and during the

Economically Disadvantaged

SWD) are made aware of our school's programs through open meetings during the year. The school's parent meetings clearly indicate that we offer a free and appropriate education (FAPE) to all our students in the Least Restrictive Environment. Furthermore, the school has an established relationship with the Committee for Special Education (CSE) for children under its guise and has made materials and applications to Southside Academy available for distribution to interested parents. We invite parents to meet with the school's Special Education Team and the CSE to develop an Individual Education Plan (IEP) for the child or to work within the parameters of the plan already in place from the child's previous school.

We will continue to monitor the efficacy of our recruitment and enrollment efforts by carefully tracking student enrollment numbers. Through our robust data warehouse, we collect detailed information on trends in at risk student populations, report to the Board on enrollment trends, and adjust the marketing strategy, as needed, to ensure that parents of these children know that Southside Academy is dedicated to serving their children's needs.

Southside Academy will participate in community expos and fairs targeted to families of special needs students.

The Admissions Representative works closely with the school's special education staff to provide parents with pertinent information for their specific needs. In addition, professional development to learn more about available resources will be provided to the Admissions Representative in the fall.

first days of school

- Hold meeting and/or workshops specific to school programs offered to SWD population.
- Coordinate recruitment activities with other's that target special populations (ie, provide special education materials in various languages, provide translators at information meetings that discuss services and enrollment on boarding)
- Continue to participate in community events designed to reach special populations
- Work with local and community leaders who are also working with organizations to serve special needs families
- Continue to research using internet, libraries, and community boards opportunities to reach a broader population
- Partner school educators with community partners to provide support to their stakeholders.

- Advertisements and notifications have been placed in the following publications: CNY Latino, American Oggi, and Onondaga County Area Resource & Relocation Guide. In these publications we specifically mentioned that the school provides services to students for whom English is their second language.
- Fliers were distributed in Italian, Spanish, Arabic, and English to families throughout the community. Distribution sites included

We will continue the 2018 2019 initiatives. In

English Language Learners/Multilingual Learners

daycare centers, grocery stores, community centers, and churches. These fliers informed families of the school's Open House days and times.

- An Enrollment Information Meeting was hosted for all parents interested in the school and we provided student applications in a number of languages: Arabic, Bengali, Chinese, English, Haitian Creole, Italian, Korean, Polish, Russian, Spanish, and Urdu. At the enrollment meetings, information regarding the EL Program and its ability to meet the needs of EL students was provided. We provided EL families with strategies to help their children in school, specific English Language Development (ELD) strategies for such parents. There was also a kindergarten specific information meeting.
- To ensure the retention of accepted students, and in compliance with federal requirements to identify potential EL students, the school asked these families to complete a "Home Language Questionnaire." Information from this survey ensures that each child for whom English is a second language is provided the services he/she needed to succeed in school.
- Marketing materials that describe general school information and EL and Special Education programs available in English, Arabic, Italian, and Spanish, and other languages as requested.
- Southside Academy's staff have participated in professional development to provide staff members with tools that they can implement in the classroom to better meet the needs of their English learners.
- Regular open house times are held during open enrollment and throughout the summer to provide parents an opportunity to visit the school, tour, meet staff, and learn about the programs offered. These are promoted throughout the community through grassroots marketing.
- An online tour scheduling system has been added and parents can request translation services.
- Southside participates in area ethnic festivals such as the annual Syracuse Festival Latino Americano

addition, we will implement the following: The NHA admissions department and the school's Admissions Representative will continue their initiative designed to more closely target our ELL community. Some of the elements of this plan are:

- ELL specific meetings
- Develop partnerships with organizations and faith based groups that provide services to refugee groups
 - o Develop connections with their clients/members
 - o Provide information and resources
 - o On site information meetings, registration, application drives
 - o Learn more about the community
- Create school information materials in languages specific to the community (Spanish and Arabic). These are in addition to other pieces available in additional languages and reflect the predominant languages of current ELL families. We will evaluate the change demographics of the community and translate material in additional languages as necessary.
- Coordinate with NHA's enrollment team, school ELL coordinator, and school leadership team for information meetings and registration materials and to work with appropriate community agencies.
- Promote events on Facebook and other social media resources
- Work with local and community leaders who often have a department that focuses on immigrant and refugee issues
- Utilize existing resources such as current EL families, community boards, libraries, and internet to research opportunities to increase outreach to new to the US families

Brochures that describe our special education programming have been

distributed throughout the community. In order to reach the families of special needs students, we utilize many networks that already exist in the community. Southside Academy's Admission's Representative will continue to build relationships with support organizations to gain familiarity with the services they provide. We do this both so we can recommend their support services to the families of accepted or interested students and so these organizations know about our school and its special education program so that they may recommend our school to the families they serve. We know that most families hear about our school by word of mouth, and we believe that a relationship with these organizations lays the groundwork for informal communications and referrals. In addition, we will continue to work with these organizations to distribute information about our school, our special education program, and our enrollment procedures as well as seek out new organizations to address changing demographics within our community.

All special needs students (FRL, EL, and SWD) are made aware of our school's programs through open meetings during the year. The school's parent meetings clearly indicate that we offer a free and appropriate education (FAPE) to all our students in the Least Restrictive Environment. Furthermore, the school has an established relationship with the Committee for Special Education (CSE) for children under its guise and has made materials and applications to Southside Academy available for distribution to interested parents. We invite parents to meet with the school's Special Education Team and the CSE to develop an Individual Education Plan (IEP) for the child or to work within the parameters of the plan already in place from the child's previous school.

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We will continue the 2018 2019 initiatives. In addition, we will implement the following:

- Enlist the help of current families to reach additional families of students with disabilities by providing planning meeting, materials for them to distribute, and to serve as host for school meetings and during the first days of school
- Hold meeting and/or workshops specific to school programs offered to SWD population.
- Coordinate recruitment activities with other's that target special populations (ie, provide special education materials in various languages, provide translators at information meetings that discuss services and enrollment on boarding)
- Continue to participate in community events designed to reach special populations
- Work with local and community leaders who are also working with organizations to serve special needs families
- Continue to research using internet, libraries, and community boards opportunities to reach a broader population
- Partner school educators with community partners to provide support to their stakeholders.

Students with Disabilities

needed, to ensure that parents of these children know that Southside Academy is dedicated to serving their children's needs.

Southside Academy will participate in community expos and fairs targeted to families of special needs students.

The Admissions Representative works closely with the school's special education staff to provide parents with pertinent information for their specific needs. In addition, professional development to learn more about available resources will be provided to the Admissions Representative in the fall.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2018 19	Describe Retention Plans in 2019 20
	<p>We believe several core elements of our school culture function as linchpins of our recruitment and retention strategy for our special needs students. These elements include the high quality educational program that we provide, the caring culture that we have established, and our many parent involvement initiatives.</p> <ul style="list-style-type: none"> • Culture and Climate: We have a school climate and culture that focus purposefully on caring for each student as a family cares for its children. We believe our school wide behavior and classroom management practices which we refer to as Behave with Care help attract and retain special needs students. Our Behave with Care program is built on research based programs for reinforcing positive behaviors, setting clear expectations, and building teacher student relationships and peer relationships. • Parent Involvement: To ensure that our families feel connected to the school, we have implemented several parent involvement strategies, including: <ul style="list-style-type: none"> o Newsletters: Regular newsletters from the principal and teachers are distributed to parents. Important information regarding school wide performance, initiatives, and programs is included in the newsletter. o Social media: We have an excellent website, which gives parents quick and easy access to general information on the school as well as specific information about their 	<p>We believe several core elements of our school culture function as linchpins of our recruitment and retention strategy for our special needs students. These elements include the high quality educational program that we provide, the caring culture that we have established, and our many parent involvement initiatives.</p> <ul style="list-style-type: none"> • Culture and Climate: We have a school climate and culture that focus purposefully on caring for each student as a family cares for its children. We believe our school wide behavior and classroom management practices which we refer to as Behave with Care help attract and retain special needs students. Our Behave with Care program is built on research based programs for reinforcing positive behaviors, setting clear expectations, and building teacher student relationships and peer relationships. • Parent Involvement: To ensure that our families feel connected to the school, we have implemented several parent involvement strategies, including: <ul style="list-style-type: none"> o Newsletters: Regular newsletters from the principal and teachers are distributed to parents. Important information regarding school wide performance, initiatives, and programs is included in the newsletter. o Social media: We have an excellent website, which gives parents quick and easy access to general information on the school as well as specific information about their

Economically Disadvantaged

children. In addition, we make cautious, appropriate use of Facebook and other social media sites to form connections between school leaders and parents. Parents without access to the internet can use the computer and internet available at the school.

o Classroom Communication: Teachers frequently send home communications for parents so that they know about everything from weekly schedules to educational goals for students. Teachers also share regular progress reports via letter, online communication via the school's AtSchool gradebook system, phone calls, and/or in person meetings. These communications focus on each student's academic progress and performance.

o Conferences: Parent teacher conferences are conducted twice each year. These conferences ensure that dedicated time is set aside for each parent to engage and interact with classroom teachers and discuss the progress of his or her child. As needed, staff may also conduct home visits. Each year, we conduct a family orientation at the end of the summer so new and enrolled families can meet the principal, their child's teacher and classmates, and other school staff. We believe these early contacts help establish and sustain a healthy rapport with parents.

o Parent Room: In order to help parents feel at home in the school and to encourage their presence in their child's education, the school building provides a dedicated parent room. This room gives parents a place to gather and build relationships with one another, discuss matters of mutual interest, grow more comfortable with the school, and take some ownership of the school.

We believe several core elements of our school culture function as linchpins of our recruitment and retention strategy for our special needs students. These elements include the high quality educational program that we provide, the caring culture that we have established, and our many parent involvement initiatives.

- Culture and Climate: We have a school climate and culture that focus purposefully on caring for each student as a family cares for its children. We believe our school wide

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o Parent Room: In order to help parents feel at home in the school and to encourage their presence in their child's education, the school building provides a dedicated parent room. This room gives parents a place to gather and build relationships with one another, discuss matters of mutual interest, grow more comfortable with the school, and take some ownership of the school.

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 - o Newsletters: Regular newsletters from the principal and teachers are distributed to parents. Important information regarding school wide performance, initiatives, and programs is included in the newsletter.
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 - o Classroom Communication: Teachers frequently send home communications for parents so that they know about everything from weekly schedules to educational goals for students. Teachers also share regular progress reports via letter, online communication via the school's AtSchool gradebook system, phone calls, and/or in person meetings. These communications focus on each student's academic progress and performance.
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 - o Parent Room: In order to help parents feel

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 - o Parent Room: In order to help parents feel

at home in the school and to encourage their presence in their child's education, the school building provides a dedicated parent room. This room gives parents a place to gather and build relationships with one another, discuss matters of mutual interest, grow more comfortable with the school, and take some ownership of the school.

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- o Social media: We have an excellent website, which gives parents quick and easy access to general information on the school as well as specific information about their children. In addition, we make cautious, appropriate use of Facebook and other social media sites to form connections between school leaders and parents. Parents without access to the internet can use the computer and internet available at the school.

- o Classroom Communication: Teachers frequently send home communications for parents so that they know about everything from weekly schedules to educational goals for students. Teachers also share regular

A major key to student retention is effective communication and relationship building with all stakeholders. There are multiple points throughout the year that Southside keeps families informed and solicits feedback in order to improve. The dean of special education schedule individual transfer review meetings to take place within 72 hours of enrollment with the parents of every student that enters the school with an IEP. In this meeting, the dean reviews the program mandates, needs, and implementation plan for services. Parents are encouraged to bring input (questions, concerns, etc.) to this meeting to ensure a strong initial connection is made with these families and that their needs are immediately addressed. This connection continues to be built up throughout the year through additional communication measures such as quarterly IEP progress reports. In addition, parents are also invited at least once a year for an IEP review with the full IEP team. They are invited initially with a letter about a month before the meeting and then again are called

Students with Disabilities

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o Conferences: Parent teacher conferences are conducted twice each year. These conferences ensure that dedicated time is set aside for each parent to engage and interact with classroom teachers and discuss the progress of his or her child. As needed, staff may also conduct home visits. Each year, we conduct a family orientation at the end of the summer so new and enrolled families can meet the principal, their child's teacher and classmates, and other school staff. We believe these early contacts help establish and sustain a healthy rapport with parents.

o Parent Room: In order to help parents feel at home in the school and to encourage their presence in their child's education, the school building provides a dedicated parent room. This room gives parents a place to gather and build relationships with one another, discuss matters of mutual interest, grow more comfortable with the school, and take some ownership of the school.

by the special education teacher between a week and a day before as a reminder. Along with the invitation letter, the special education dean also sends a parent input form to help parents prepare for the review meeting and gather information from home. Following the meetings, parents are provided a post IEP survey so that the deans can gather data to reflect and make improvements utilizing this feedback.



Entry 11 Classroom Teacher and Administrator Attrition

Created: 07/25/2019 • Last updated: 08/01/2019

Report changes in teacher and administrator staffing.

Instructions for completing the Classroom Teacher and Administrator Attrition Tables

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

1. Classroom Teacher Attrition Table

FTE Classroom Teachers on 6/30/18	FTE Classroom Teachers Departed 7/1/18 6/30/19	FTE Classroom Teachers Filling Vacant Positions 7/1/18 6/30/19	FTE Classroom Teachers Added in New Positions 7/1/18 6/30/19	FTE of Classroom Teachers on 6/30/19
28.00	2.00	1.50	.50	28.00

2. Administrator Position Attrition Table

FTE Administrative Positions on 6/30/18	FTE Administrators Departed 7/1/18 6/30/19	FTE Administrators Filling Vacant Positions 7/1/18 6/30/19	FTE Administrators Added in New Positions 7/1/18 6/30/19	FTE Administrative Positions on 6/30/19
5.00	1.00	0.00	0.00	5.00

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.

N/A

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?

	Yes
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Thank you



Entry 12 Uncertified Teachers

Last updated: 07/22/2019

Instructions for Reporting Percent of Uncertified Teachers

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

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

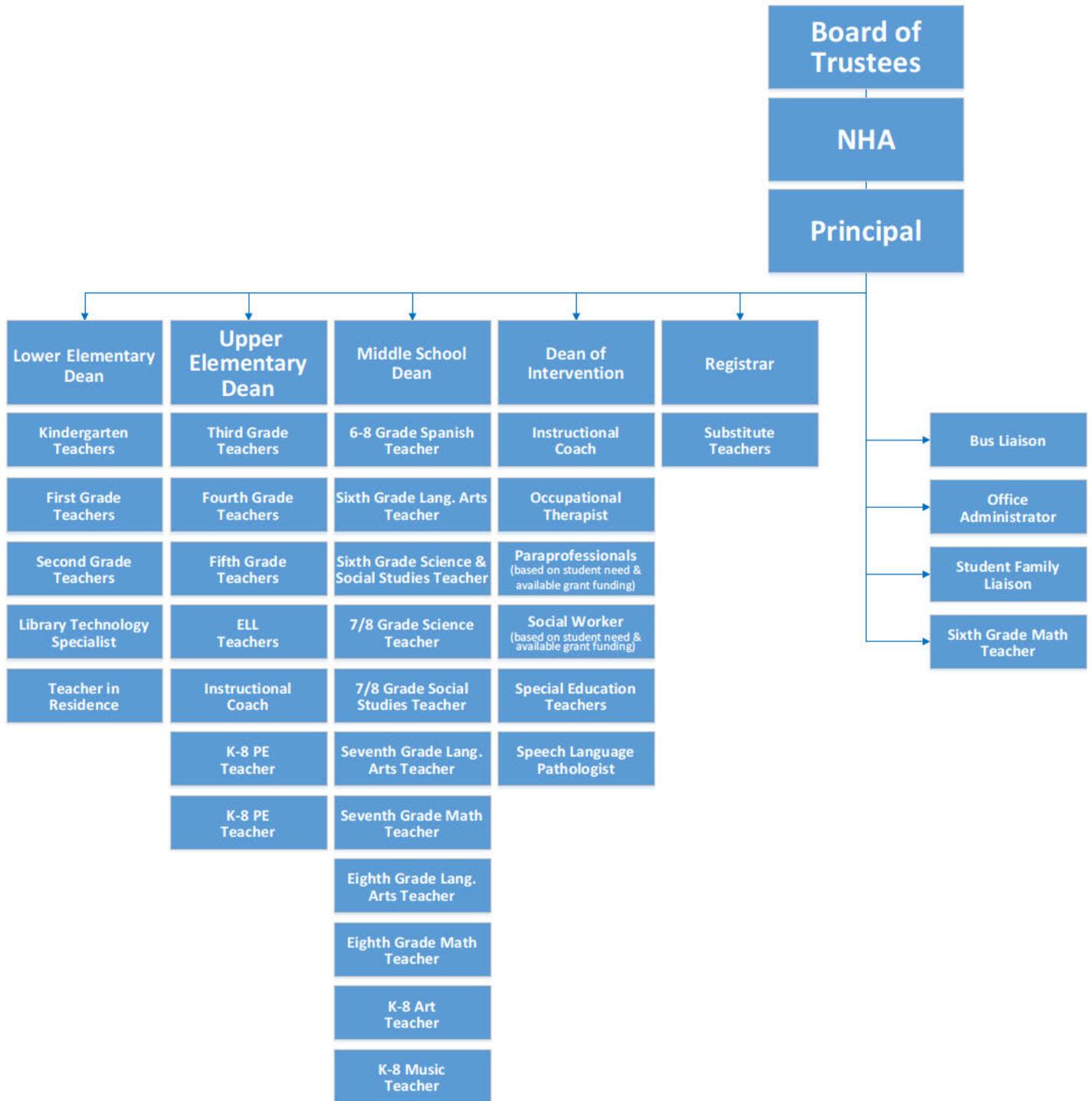
	FTE Count
1. Total FTE count of uncertified teachers (6 30 19)	12
2. FTE count of uncertified teachers with at least three years of elementary, middle or secondary classroom teaching experience (6 30 19)	5.00
3. FTE count of uncertified teachers who are tenured or tenure track college faculty (6 30 19)	0.00
4. FTE count of uncertified teachers with two years of Teach for America experience (6 30 19)	0.00
5. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (6 30 19)	7.00
6. FTE count of uncertified teachers who do not fit into any of the prior four categories (6 30 19)	0.00

FTE Count of All Uncertified Teachers as of 6/30/19 12.00

FTE Count of All Certified Teachers as of 6/30/19 39.50

Thank you.

Southside Academy Charter School 2018-19 Organizational Chart



Southside Academy Charter School

2019-20 School Year

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

July 15-19 NHA Leadership Summit
 July 19 New Principal Training
 August 12-16 New Teacher Summit

22nd-23rd Staff PD; 23rd New Teacher Orientation
 26th-30th Staff PD

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

2nd Labor Day; 3rd-4th Teacher Prep; 5th First Day School

27th Regional PD

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

9th Dean Series: Year 2

14th Indigenous/Columbus Day

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

4th End of Quarter 1; PT Conferences

11th Veteran's Day

28th-29th Thanksgiving Break

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

2nd School Resumes; 5th Dean Series: Year 1

23rd-Jan 3rd Winter Break

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

1st New Year's Day

6th School Resumes

20th MLK Day

27th End of Quarter 2

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

17th-21st Mid-Winter Break; President's Day
 24th School Resumes

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

9th PT Conferences

17th-18th Principals Mtg

25th-1st NYS ELA Grades 3-8

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

6th-10th Spring Break

13th School Resumes

20th End Qtr 3; 21st-28th NYS Math Grades 3-8

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

20th-22nd Contingency Days

25th Memorial Day; 26th NYS Science 4 & 8 (P)

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

1st NYS Science Grades 4 & 8 (W); 5th Regional PD

26th End of Quarter 4; Last Day of School

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

If zero (0) inclement weather days are used, then May 20, 21, and 22 become recess days.
 If one (1) inclement weather day is used, then May 21 and 22, become recess days.
 If two (2) inclement weather days are used, then May 22 becomes a recess day.
 If three (3) inclement weather days are used, the school calendar remains intact with, with all contingency days used as days in session.

Last Update: 6/24/2019

181 School Days

8:15am Breakfast; K-5th 9am-3:45pm; 6-8th 8:40am-3:45pm School Hours
 8:15am Breakfast; K-5th 9-11:30am; 6-8th 8:40-11:30am Half Day
 Grades K-2: 1072; Grades 3-5: 1116; Grades 6-8 1176 Instructional Hours

 Students Do Not Report/ Staff Report All Day
 Students Report Half Day/ Staff Report All Day
 Students/ Staff Do Not Report

Board Approved: 7/9/19